

DISCUSSION/DIRECTION:

2025 HISTORIC PRESERVATION COMMISSION WORK PLAN

At the March 17, 2024 Historic Preservation Commission (HPC) meeting, the HPC discussed priorities for the 2025 Work Plan based on ongoing project from previous years and staff workload capacities. This memo presents a draft of the 2025 HPC Work Plan for consideration.

Commissioners identified public outreach as the main priority for 2025 and proposed to include sub-categories of outreach that will be delegated to subcommittees. Staff will begin an update to the Historic Preservation Fund Grant Program in 2025. Updates to the program will be provided to the full commission for review and discussion throughout the year.

There are two goals for the April 21, 2025 Meeting:

1. Review Final Draft 2025 Workplan
 - Review proposed timelines and make changes as necessary
 - Establish subcommittee members for each item
2. Adopt a 2025 Work Plan

HPC can make changes, request additional information, and/or adopt the 2025 Work Plan. HPC may also identify subcommittee members and/or volunteers for relevant work plan items. Once a work plan is adopted, monthly updates will be provided at Historic Preservation Commission meetings.

Attachments and Links

1. 2025 Draft Work Plan
2. [Preservation Master Plan](#)

Table 1. List of 2025 Work Plan Items – Full Draft			
Recurring Work Plan Items			
These are standard work plan items to support basic functions and requirements of the HPC.			
Item	Description	Personnel needs	Suggested Timeline
1. Landmark plaque ceremony	Annual ceremony honoring 2024-early 2025 landmarks	1 HPC volunteer for event planning in May	April – May (HPC volunteer May only)
Priority Work Plan Items			
These are the priority work plan items to be addressed in 2025			
Item	Description	Personnel needs	Suggested Timeline
4. Grant Program Update	Consider Historic Preservation Fund grant increases as well as considering adding additional grant programs.	Staff Full Commission for review	Q3 - Q4 (July - December 2025)
Commissioner-Initiated Work Plan Items			
All items require some level of staff involvement, especially for final review and/or City approval of public materials, etc. However, the following items will be initiated and developed primarily by commissioners. Open government rules limiting business discussions among commissioners to 2 commissioners maximum without public notice apply.			
Item	Description	Personnel needs	Suggested Timeline
3. Public Outreach	Update the online map which features landmarked properties	Staff HPC Subcommittees (1-2 members)	No suggested timeline.
	Create a walking tour around Old Town that features historic and landmarked structures of significance. Provide background information for each destination.	Staff HPC Subcommittees (1-2 members)	No suggested timeline.
	Create an updated brochure/flyer highlighting the historic preservation program to be distributed to the public	Staff HPC Subcommittee (1-2 members)	To be completed after grant program update. Brochure can be drafted with other information in meantime. Q3 (July - September 2025)
	Identify in-person events in Louisville to participate at a booth promoting the historic preservation program and answering questions.	Staff HPC Subcommittees (1-2 members)	Q2 (April - June 2025) - Identify key public events for HPC representation Q3 - Q4 (July - December 2025) - Staff booths at events