

New Timeline/Process for HCM Designations

- **Step 1: Application filed with Director**
  - Timeline - No deadline for director to act on a filed application.
- **Step 2: Director Deems Application Complete – Stays Construction/Demolition**
  - Timeline: Stay effective immediately without advanced notice to owner.
- **Step 3: Notice to Property Owner of Stay on Construction/Demolition by Certified Mail.**
  - Timeline: No deadline to send notice, just "forthwith" after application deemed complete.
- **Step 4: Consideration Hearing by CHC**
  - Timeline: 30 days of the filing of a complete, verified application.
  - Extension: "May be extended by mutual consent of applicant and Commission.
- **Step 5: Designation Hearing by CHC**
  - Timeline: "The Commission shall... make a report and recommendation on the application within 75 days of the [consideration hearing]."
  - Extension: "With written consent of the owner, the time for the Commission to act may be extended 60 days.
- **Step 6: City Council Action**
  - Timeline: 90 days from Commission hearing.
  - Extension: Possible 15 day extension for good cause, and another 60 days with owners consent.

Total timeline, post-stay, for HCM nomination process *assuming extensions utilized*:

30+75+60+90+15+60 = **330** days, plus additional unlimited extensions allowable for "Consideration Hearing," with agreement by applicant and Commission, after stay is put into place.

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