

## **Landmark Nomination Process**

1. A nomination packet consisting of Landmark Form with background history, criteria, and letters of support is assembled.
2. The packet is presented to and reviewed by the Historic Preservation Commission (HPC). The HPC can: recommend the landmark application be forwarded to City Council for consideration, reject the nomination, or request revisions of the nomination be made. \*\*
3. A public hearing is scheduled with the HPC a month later and a motion to proceed to City Council is made. \*\*The public hearing may also be scheduled in conjunction with the presentation to the HPC.
4. The landmark nomination is forwarded to a City Council sub-committee for approval
5. The landmark nomination packet proceeds to City Council study session, and if approved:
6. The landmark nomination proceeds to the regular session of City Council where it is awarded landmark status.

A landmark plaque is awarded for installation at the site and typically there is newspaper coverage in the Aurora Sentinel honoring the new landmark site. The site is added to the landmark brochure to recognize its important historic contribution to the community.