

## **Non-Registered Historic Properties (“B” List) Demolition Policy**

**Purpose:** The Topeka Landmarks Commission adopted this policy to provide the public and the owner of a non-registered historic property an opportunity to develop re-use options other than demolition.

**Application:** This policy requires a 30-day waiting period when there is a demolition proposal for a non-registered historic property. A demolition proposal is defined as 1) submission of demolition permit or 2) scheduling a demolition hearing by the City of Topeka.

**Effective Date:** 1 / 1 / 2017

**Office of Primary Responsibility** Planning Department; Planning Director or their designees.

**Policy:** Topeka’s registered historic properties (“A” list) have a demolition review process established by State law or local ordinance that requires approval from the Topeka Landmarks Commission, and in some cases, the Topeka Governing Body. There is a built-in public review period for these demolitions that can be upwards of 60-90 days.

However, there is currently no waiting period established for historic buildings that are not registered (“B” list). A waiting period and public notification for “B” list demolition proposals could help generate interest in the property and develop re-use options other than demolition.

### **I. Non-registered historic properties (“B” List)**

The demolition waiting period list, or “B” list, is composed of non-registered historic properties that have been identified in one of two ways:

1. The property is approved as an endangered property by the Landmarks Commission, or
2. The property has been historically surveyed (e.g. historic resources survey or a Preliminary Site Information Questionnaire – PSIQ) and identified as being part of a potential historic district or is individually significant.

### **II. Waiting period and Demolition Proposal**

A minimum 30-day waiting period or “time out” will be applied upon receiving a demolition proposal for a property on the “B” list. A **demolition proposal** is defined as 1) submission of a demolition permit or 2) scheduling a demolition hearing by the City of Topeka’s Property Maintenance Code Unit (providing notice at this stage satisfies the waiting period as hearings take place 30-45 days after scheduling).

Within the waiting period, the requestor could withdraw/defer the demolition proposal to stop the demolition process. If the proposal is not withdrawn/deferred before the 30-day deadline or public hearing, the permit/order can be issued.

This process does not apply to emergency demolitions for public safety reasons.

### **III. Public Notification**

City of Topeka staff will publicly notice the demolition permit via:

1. Email notice to interested individuals.
2. Posting notice on Topeka History Geeks Facebook page.
3. Tweeting the notice from @PresTopeka.
4. Posting on the City of Topeka web site.
5. Property owners within 500 feet.