



2026 WORK PLAN LANDMARK COMMISSION

Draft

ONGOING

- Review applications; conduct staff approvals; prepare staff recommendation memos and packets for LC meetings
- Create and distribute *Historic Preservation E-News* (quarterly at minimum; advertise events)
- Maintain Landmark Commission webpage and update resource documents as necessary

JANUARY

- 2026 Preservation Awards – nominations open
- Collect Preservation Award Nominations

FEBRUARY

- 2026 Preservation Award promotion in City ENews
- Collect Preservation Award Nominations

MARCH

- Collect Preservation Award Nominations
- Ongoing promotion of awards
- Distribute *Historic Preservation E-News*
- Have intern confirm/update specialty contractors and resources list

APRIL

- 2026 Preservation Award nominations due April 30

MAY (NATIONAL PRESERVATION MONTH)

- Compile award nominations

JUNE

- 2026 Preservation Awards – review nominations and select winners at June or July meeting
- Distribute *Historic Preservation E-News*

JULY

- 2026 Preservation Awards – review nominations and select winners at June or July meeting
- Prep for Preservation Awards ceremony



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AUGUST

- Notify award winners/invite to ceremony
- Prep for Preservation Awards ceremony

SEPTEMBER

- 2026 Preservation Awards Ceremony in Sept. or Oct.
- Distribute *Historic Preservation E-News*

OCTOBER

- 2026 Preservation Awards Ceremony in Sept. or Oct.
- Submit Preservation Award winners press release to *Shaker Life* for Winter issue

NOVEMBER

- Prepare Mayor appointment/re-appointment of commission members

DECEMBER

- Mayor appointment/re-appointment of commission members
- Discuss potential 2027 CLG grant applications
- Distribute *Historic Preservation E-News*
- Begin draft 2027 Work Plan