

## MEMORANDUM

To: Historic District Commissioners  
From: Jill Thacher, Historic Preservation Coordinator  
Date: October 12, 2017  
Re: Amendment to Staff Approvals List

Staff would like to propose an amendment to the Staff Approvals list as shown below. The revision clarifies an existing item by making it clear that protected trees must be from the period of significance for the historic district. New language is underlined.

Proposed amendments:

- 17) The removal of dead, diseased or damaged historic trees/plantings extant from the period of significance with a written statement from a professional service or arborist confirming that they are dead, diseased, or damaged.

A proposed motion suggested by staff is below.

I move that item 17 from the Staff Approvals list be amended, as proposed, effective immediately.