



16th Street NW World War I Tree Planting Memorial

Commemorative Works Committee Meeting

December 11, 2020

Agenda

- Approve October CWC Meeting Minutes
- Pending Council Legislation on Commemorative Works
- Design Review Process (Preview Pamphlet)
- CWC process for reviewing applications
- Public Engagement Plan for Reviewing Location Strategy

Summary of Commemorative Works Amendment Act of 2019

Changes Composition of CWC

9 voting members:

5 Citizen Members

2 appointed by the Mayor

3 appointed by Chair of the Council

4 Ex Officio Members

Director of OP (Chairperson)

Director of DPR

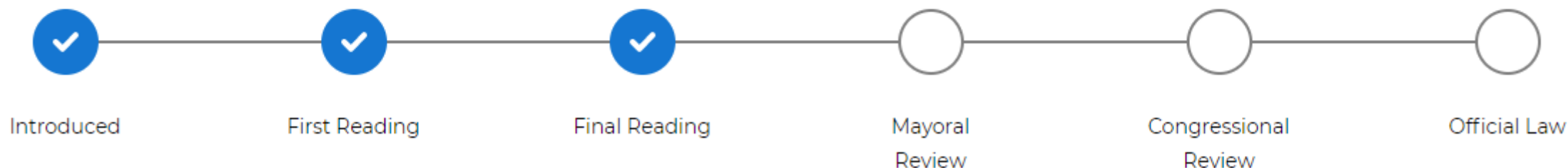
HPRB Chairperson

DCCAH Chairperson

Requires a Commemoration of Diverse Washingtonians Study

“(a) The University of the District of Columbia, by December 31, 2021, shall furnish to the Mayor and the Council a report recommending up to 12 proposed commemorative works to honor remarkable diverse native Washingtonians, or persons who made Washington their home, who left positive and indelible marks on American or District culture or history. The individuals shall reflect diversity of culture, race, gender or gender identity, sexual orientation, or disability status.

B23-0233 - Diverse Washingtonians Commemorative Works Amendment Act of 2019



District Council legislation is posted line for review here: <https://lims.dccouncil.us/Legislation/B23-0233>

Commemorative Works Review Process

What is the commemorative works review process?

A process to review commemorative work applications.

Why are commemorative works required to go through this review?

To make sure commemorative works are consistent with District of Columbia values.

What is required to go through the commemorative works review process?

Anything on District property intended to create a permanent memory of a person, place or event.

Relevant Documents:

Commemorative Works Amendment Act of 2000

Legislation defining the process and criteria for reviewing commemorative work applications.

DC Comprehensive Plan

A comprehensive policy document that provides overall guidance for future planning and development of the District of Columbia.

DC Municipal Regulations Title 11: Zoning

Regulations defining the land use and development of private property in the District of Columbia.

DC Municipal Regulations Title 24: Public Space and Safety

Regulations defining the use and development of public space in the District of Columbia.

Questions? Contact us:

DC Office of Planning
Chris Shaheen, Program Manager
1100-4th Street, SW, Suite E650
Washington, DC 20024

More information on the Commemorative Works Program is available online:

<https://planning.dc.gov/page/commemorative-works-program>



Sponsors of commemorative work applications are responsible for completing their own reviews. Office of Planning staff can help.

1. Pre-Application Coordination	Meet with the Office of Planning (OP) and complete a commemorative works application (posted on OP's website).	4 to 6 weeks
2. Submit Application and Complete Initial Concept Review	Submit application to Commemorative Works Committee (CWC) for Concept Review.	4 weeks
3. Complete Required Reviews	Meet with other necessary review bodies. Depending on the location, approval and additional reviews may include impacted District agencies, impacted Advisory Neighborhood Commissions, the Public Space Committee, the Historic Preservation Review Board, National Capital Planning Commission, the Commission of Fine Arts, and the National Capital Memorial Advisory Commission.	4 to 8 weeks
4. Commemorative Works Committee Final Review	Meet with the CWC for a final review of the application before it makes a recommendation to the Mayor and District Council.	4 to 8 weeks

Estimated Timeline for Review

4 to 7 months

Next Steps for Final Approval and Permitting

1. Mayor/District Council Action	Work with the Mayor or District Councilmember to submit legislation for consideration and final action.	8 to 12 weeks
2. Initiate Permitting Process	Apply for and receive all necessary building and public space permits through DCRA and DDOT.	4 to 8 weeks

Timeline to be worked out with District Council and Permitting Agencies

CWC Role in Review Process

Concept Review

1. Review initial application and concept review of proposal
OP staff will send CWC members the application and draft report one week prior to concept review meeting with applicant
2. Participate in a formal CWC meeting with the applicant to give feedback on proposed concept.

Final Review

1. Review final application and final review of proposal
OP staff will send CWC members the application and draft report one week prior to concept review meeting with applicant
2. Participate in CWC final review meeting with applicant after all other required reviews are completed.
3. Approve final report and recommendation on the application to the Mayor and District Council.



Proposed Bust to the Memory of Huseyn Javid
(1882-1941)

Draft Report Template

District of Columbia Office of Planning



Office of the Director

Office of Planning Review of Commemorative Work Application XXX

TO: Commemorative Works Committee
FROM: Chris Shaheen, Program Manager, Office of Planning
DATE: Month XX, 20XX
SUBJECT: Commemorative Works Application for XXX

Background

Basic information describing the applicant, subject matter, location, design. List all required reviews and tentative schedule (for report on conceptual design) or completion of reviews (for final report and recommendation). Emphasize any connection of the subject to the District of Columbia, long-term historic importance, and timeline of significance for the person, organization, or event.

Assessment of the Application

General assessment of the commemorative works including aesthetics and impacts on the environment, traffic and parking, and the surrounding community and the District:

- 1) Assessment of the location and its relationship to the subject matter:
 - Compatibility with the CWC Location Strategy;
 - Compatibility and relevance of subject matter with its location;
 - Location's relationship to other existing commemorative works; and,
 - Commemorative work's enhancement of nearby open spaces, existing public and private uses, and cultural and natural resources.
- 2) Assessment of the proposed work's compatibility with District policies and values: Further assessment of the application organized by the documents listed in the Commemorative Works Act including the criteria, supporting documentation from existing plans and regulations, and how the commemorative work fulfills or is inconsistent with these documents.



- The Comprehensive Plan for the National Capital (including alignment with "DC Values" and planning guidance in relevant SAP's, design guidelines, or or planning frameworks)
- The District of Columbia Home Rule Act
- The Zoning Regulations of the District of Columbia
- The Public Space and Safety Regulations of the District of Columbia

- 3) Assessment of the materials used in the commemorative work with a focus their durability for an outdoor environment and climate.
- 4) Assessment of the sponsor's ability to fund and maintain the commemorative work.
- 5) Summary of reviews by other reviewing agencies, organizations, etc.

Advisory Neighborhood Commission Comments

OP received comments from Advisory Neighborhood Commission XX (ANC) that the agency is required to address as part of our report. Comments received from the ANC on Month XX, 20XX raise X concerns that are addressed in this report: 1) issue; 2) issue; and, 3) issue.

The ANC identified X concerns outside of OP's area of expertise that are not addressed in this report. One is XX issue. The other is XX issue. OP staff are not qualified to assess XX concerns and the XX agency is reviewing the application to assess its impact on XX.

OP Recommendation

OP staff recommends that the CWC approves/does not approve/approves with the following conditions.

Public Engagement Strategy

Desired Outcomes from Meeting

- General support for methodology and proposed sites.
- Suggestions on additional sites that should be considered in each Ward.
- Information on what residents are interested in regarding commemorative works.
- Discussions about support or concerns regarding preferred locations.

Proposed Meeting Date

- Early 2021

Public Outreach

- Meeting notifications to lists of neighborhood list serves via nextdoor.com, ANC Commissioners, OP's Twitter Account, OpenDC.gov, and OP Newsletter.
- Work agencies represented on CWC to send out information through their communication offices.

Virtual Meeting Format

- Introduction from Andrew/CWC member and meeting facilitated by OP staff.
- Meeting will be presented through PublicInput.com
- Public Presentation with Q&A (20-minute presentation, 40-minute Discussion/Q&A).
- Information will also be publicly available on OP Website for public to provide additional comments.



Success is broadly letting the general public know that we've been working on this and having something showing our work.

Next Steps

