

City of Wheeling  
Historic Landmarks Commission

North Wheeling

**Designation of Historic District Procedure (§173.08)**

- Designation Report
- WV Department of Culture & History with Map of District Boundary
- Certificate of Appropriateness Procedures are being proposed
- Public Hearing Date Set

**Timeline**

1. Notification Dates
  - To occur twice, between 10 and 20 days prior to the hearing (Fri. 4/16 & Mon. 4/26) April 19 & 26
  - Via newspaper, certified mail to owners
  - Placards on utility poles around boundary
2. Public Hearing Date May 6
3. Property Owner 30 Day Objection Period May 7 – June 5
4. Public Hearing Minutes Approved by HLC June 3
5. HLC Recommendation to Council (after 30 day objection period) July 1
6. Council Action
  - Requires two sessions July 6 & July 20
  - Includes zoning map amendment
7. Notice of Council Action
  - To occur within 30 days after action July 21 – August 20
8. Notice to Ohio County Assessor
  - To include copy of regulations July 21
9. Update Façade Guidelines to mention North Wheeling