

Dupont Circle Conservancy

Preserving the historic and architectural character of the greater Dupont Circle neighborhood.

Presenter Guidelines

Mission of the Conservancy:

The mission of the Dupont Circle Conservancy is to promote preservation of the historic and architectural character of the greater Dupont Circle neighborhood of Northwest Washington, DC, including not only the Dupont Circle Historic District, but nearby areas of the adjacent Greater U Street, Massachusetts Avenue (from 17th to 23rd Streets), Sixteenth Street, and Strivers' Section Historic Districts.

Guide to Those Presenting Projects to the Conservancy:

The following guidelines and suggestions are offered to help your presentation go smoothly and to provide the Conservancy with the information it needs to make fair, impartial, consistent, and reasonable recommendations.

Each presenter will be given 10-15 minutes to present their project to Conservancy members. The members will ask questions, when appropriate, to help establish a clear concept of each project and the proposed changes for modifications to existing structures or buildings. At the completion of the presentation, presenter(s) will be asked to leave. After all presentations, the Conservancy members will discuss the projects. A representative of the Conservancy will contact the presenter(s) usually within the next 24 hours with its recommendations.

Presenters should include photographs of the structure or building being presented before the Conservancy. Photographs should show frontal and oblique views taken within a photo range to depict the historic detail of the project and historic character of the structure. Photographs of all angles and sides of the structure should be provided. Wide-angle or long-view photographs or artistic renderings of the block-scape, adjacent buildings, or environmental characteristics should be provided to depict how the project sets with the historic character of the block or neighboring buildings or structures. Presenter(s) should be prepared to discuss how the character of the project fits within the historic character of the neighborhood or block setting.

Presenters need to bring significant data, architectural drawings of good quality, and other pertinent information such as samples of proposed construction materials (if unique and available as portable hand specimens) or pictures from catalogs or other references that clearly depict the proposed modifications or plans. This information should help in establishing a clear concept of the project and how it meets established or existing historic characteristics of the building and adjacent structures and the block-scape.

Conservancy meetings are currently being held virtually using Zoom and presenters may show their plans electronically by sharing their desktop. For in-person meetings, presenters, should provide information that is easy to display or that can be passed around the group while the project is being presented or for later discussion. Attendance at Conservancy meetings ranges from 10 to 20 people. When meeting in-person, please leave one set of plans for further review by the Conservancy.

It is suggested that the presenter(s) discuss the historic and architectural merits of their project with the staff of the DC Historic Preservation Office (HPO) prior to their presentation before the Conservancy. The information presented to the Conservancy should be an exact copy of the information and application submitted to the HPO staff.

In addition to making Conservancy recommendations known to the presenter(s) following its meeting, the Conservancy provides these same recommendations to the HPO staff and will convey them to the Historic Preservation Review Board at the monthly meeting where the presenter(s) project is reviewed.

The Conservancy will confine its comments to elements that relate to HPO's design guidelines and cannot respond to zoning issues.