

ORDINANCE

*For Establishment of a Historic Preservation Commission in the
Town of Strafford*

WHEREAS, the Town of Strafford contains historic buildings, structures, objects, sites and districts of local, state and national significance and the Select Board has determined that a Historic Preservation Commission would be beneficial to the cultural enrichment and general well-being of the community,

NOW, THEREFORE, pursuant to authority granted them by Title 24, Vermont Statutes Annotated in the Charter of the Town of Strafford, the Select Board hereby ordains and enacts as follows:

1. The Town of Strafford has agreed to enforce, within its jurisdiction, the provisions of the Vermont Municipal and Regional Planning and Development Act (24 V.S.A. Chapter 117), the Vermont Historic Preservation Act (22 V.S.A. Chapter 14), and any other state or local legislation which may be enacted for the designation and protection of historic properties.
2. The Town of Strafford hereby establishes a Historic Preservation Commission of five members appointed by the Select Board. The structure and responsibilities of the Historic Preservation Commission shall be as follows:
 - a. The commission shall be composed of professional and lay members, a majority whom reside within the jurisdiction of the Town of Strafford.
 - b. All members of the commission shall have a demonstrated interest, competence or knowledge in historic preservation.
 - c. To the extent available within the jurisdiction of the Town of Strafford, at least a majority of the members shall be professionals who meet the "Professional Qualifications Standards" published by the National Park Service in 36 CFR Part 61 including those from the disciplines of history, pre-contact or historic archaeology, architectural history, architecture and historical architecture who meet the requirements outlined in Appendix A of the *Regulations for the Vermont Certified Local Government Program*. Members representing other historic preservation related disciplines, such as urban planning, American studies, American civilization, cultural geography, or cultural anthropology, and lay members are encouraged. When a discipline is not represented on the commission, the commission shall seek the assistance of the Vermont Division for Historic Preservation in obtaining the necessary expertise when considering National Register nominations and other actions that will impact properties which are normally evaluated by a professional in such discipline.
 - d. The terms of membership shall be three years, except that the initial appointments shall be staggered so that 2 of the commission memberships expire after the first year, 2 after the second year, and the remainder after the third year of the Commission's existence.

- e. All activities of the commission shall be in accord with the terms of the Vermont Open Meeting Law (1 V.S.A. Chapter 5, Subchapter 3), and the commission shall take additional steps as it deems appropriate to stimulate public participation in commission activities, such as, publishing its minutes, publishing the procedures by which assessments of potential National Register nominations will be carried out or using public service announcements to publicize commission activities.
- f. The commission shall meet no less than four times each year, and maintain an attendance rule for commission members.
- g. The commission shall have written rules of procedure, including conflict of interest provisions in compliance with the Historic Preservation Fund Grants Manual.
- h. The commission shall have the following responsibilities, to be carried out in coordination with and in accord with format and standards established by the Division:
 - i. Creation and maintenance of a system for the survey and inventory of historic properties within its jurisdiction that is coordinated with the *Vermont Historic Sites and Structures Survey* and the *Vermont Archaeological Inventory*.
 - ii. Preparation, for submission to the Division by the Select Board, of a report concerning properties within its jurisdiction that are under consideration for nomination to the National Register of Historic Places. The report shall be prepared in cooperation with the Division and shall be prepared in a manner consistent with the requirements of the National Historic Preservation Act as described in the *Regulations for the Vermont Certified Local Government Program*.
 - iii. When determined to be appropriate in the discretion of the commission, preparation and submission for approval by the Select Board of grant applications to the Division for funds from the CLG share of the state's annual Historic Preservation Fund (HPF) grant award.
 - iv. Advising and assisting the Select Board, Planning Commission, and other appropriate persons on matters related to historic preservation.
 - v. Performance of additional responsibilities in accordance with a mutual written agreement between the Division and the Certified Local Government.

J.M.
John M. Pappas
KBS

B. J. ...
Stephen Marx

12-13-2017

Signatures Date

ADOPTION HISTORY:

1. Agenda item at regular Selectboard meeting held on 11-8-2017
2. Read and approved at regular Selectboard meeting on 12-13-17 and entered in the minutes of that meeting which were approved on _____.
3. Posted in public places on 12-14-17
4. Notice of adoption published in the Valley News on 12-23-17 with a notice of the right to petition.
5. Other actions [petitions, etc.]