

TOWN OF BRANDON, VERMONT

ORDINANCE

For Establishment of Historic Preservation Commission

WHEREAS, the Town of Brandon contains historic sites, structures and districts of local, statewide and national significance and the Board of Selectmen 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 to them by Title 24, Vermont Statutes Annotated, The Board of Selectmen hereby ordains and enacts as follows:

1. The Town of Brandon 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 Brandon hereby establishes a Historic Preservation Commission of five members appointed by the Board of Selectmen. The structure and responsibilities of the commission shall be as follows:

A. The commission shall be composed of professional and lay members, a majority of whom reside within the jurisdiction of the Town of Brandon and to the extent available, have professional disciplines of history, 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 disciplines, such as urban planning, American studies, American civilization, cultural geography, or cultural anthropology, and lay members are encouraged but not mandated. When a discipline is not represented on the commission, the commission shall seek the assistance of the Division in obtaining the necessary expertise when considering National Register nominations.

B. All members of the commission shall have a demonstrated interest, competence or knowledge in historic preservation.

C. 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.

D. The commission shall meet no less than four times each year, and maintain an attendance rule for commission members.

E. The commission shall have written rules of procedure, including conflict of interest provisions in compliance with the National Register Programs Guideline.

F. The commission shall have the following responsibilities, to be carried out in coordination with and in accord with format and standards established by the Vermont Division for Historic Preservation:

(1) 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.

(2) Preparation, for submission to the Division by the Board of Selectmen, 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, Chapter 5, Section 50 1 (a)2(F)2).

(3) When determined to be appropriate in the discretion of the commission, preparation and submission for approval by the Board of Selectmen of grant applications to the Division for funds from the CLG share of the state's annual Historic Preservation Fund (HPF) grant award.

(4) Advising and assisting the Board of Selectmen, Planning Commission, and other appropriate persons on matters related to historic preservation.

(5) Performance of additional responsibilities in accordance with a mutual written agreement between the Division and the Board of Selectmen.

Adopted the 27<sup>th</sup> of March, 1999, at Brandon, County of Rutland,

Lynn Saunders  
Chris DeB

Lisa Amey  
Keith Bellio

[Signature]  
Board of Selectmen