

CHAPTER 23

ORDINANCE for ESTABLISHMENT OF HISTORIC PRESERVATION COMMISSION

WHEREAS, the Town of Hartford contains historic sites, structures and districts of local, statewide and national significance and the Board of Selectmen have determined that an 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, the Board of Selectmen hereby ordain and enact as follows:

1. The Town of Hartford has agreed to enforce, within its jurisdiction, the provisions of the Vermont 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 Hartford hereby establishes a historic preservation review 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 Hartford.
 - 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 Hartford, at least a majority of the members shall be professionals from the 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 related disciplines, such as urban planning, American studies, American civilization, cultural geography, or cultural

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anthropology, and lay members are encouraged. 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 and other actions that will impact properties which are normally evaluated by a professional in such discipline.

- D. 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.
- E. The commission shall meet no less than four times each year, and maintain an attendance rule for commission members.
- F. The commission shall have written rules of procedure, including conflict of interest provisions in compliance with the National Register Programs Guideline.
- G. 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:
 - (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 which are under consideration for nomination to the National Register of Historic Places. The report shall be prepared in cooperation

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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 501(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 program.
- (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 1st day of February, 1993, at Hartford, County of Windsor, State of Vermont.

Town Clerk's Office
 HARTFORD, VERMONT
 this 2nd day of February 1993
 at 9:35 o'clock A. M.
 received and recorded in Vol. 26
 at page 172-173.
Richard A. Adams Town Clerk

John A. Adams Jr
Michael Bellis
Lelani M Lovell

BOARD OF SELECTMEN

Information about the above ordinance is available at the Town Manager's Office, Municipal Building, White River Junction, Vermont 05001. Telephone number 295-9353.

Citizens of the Town of Hartford are further hereby notified that they have forty-four (44) days from the date of its adoption to petition for a vote on the above ordinance at an annual or special meeting as provided in 24 V.S.A. Section 1973.