

Charter Statement – Heritage Preservation Commission

Purpose

The Heritage Preservation Commission is established for the purpose of: (1) safeguarding the heritage of the City by preserving sites and structures which reflect significant elements of the City's cultural, social, economic, political, visual, or architectural history; (2) promoting the preservation and continued use of historic sites and structures for the education and general welfare of the people of the City; and (3) fostering civic pride in the beauty and notable accomplishments of the past.

Roles and Responsibilities

- A. The Commission shall conduct a continuing survey of all areas, places, buildings, structures or objects in the City which the Commission, on the basis of information available or presented to it, has reason to believe are significant to the cultural, social, economic, political, or architectural history of the City.
- B. The Commission shall continually survey all areas to determine needed and desirable improvements of older buildings throughout the City, acting in a resource and advisory capacity to owners of historically significant sites regarding their preservation, restoration and rehabilitation.
- C. The Commission shall work for the continuing education of the citizens of the City with respect to the civic and architectural heritage of the City. It shall keep current a public register of designated and proposed Heritage Preservation sites and areas along with the plans and programs that pertain to them.
- D. The Commission may recommend to the Council the acceptance of contributions offered to the City and to assist the City staff in preparation of applications for grant funds to be made through the City for the purpose of Heritage Preservation.
- E. The Commission will on a continuing basis collect and review City planning and development records, documents, studies, models, maps, plans, and drawings to be passed on to the State Historical Society as a permanent record of City history and development.
- F. The Commission shall make no application to the National Register of Historic Places or to the State of Minnesota for the designation of a historic site or district without the consent of the Council.

Membership

Commission shall consist of seven members appointed by the Council. Members shall have a demonstrated interest and/or expertise in historic preservation; be residents of the City; and, if available, at least two members shall be preservation-related professionals (including the professions of history, architecture, architectural history, archaeology, planning, real estate, or law) and one member shall be a representative of the County Historical Society.

Chair and Vice Chair

Annually appointed by the City Council.

Term Lengths/Dates

Typically three-year terms, with exceptions as determined by the City Council. Terms start on April 1, terms end on March 31.

Staff Liaison

Meeting Frequency

Third Monday of the month