

RESOLUTION 81-70
OF THE COUNCIL OF THE CITY OF FORT COLLINS
ADOPTING BYLAWS FOR THE LANDMARK PRESERVATION COMMISSION

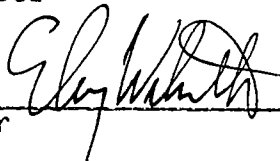
WHEREAS, by Ordinance No 6, 1981, the Council of the City of Fort Collins established a Landmark Preservation Commission and vested it with certain duties and powers, and

WHEREAS, said Ordinance provided for the Commission to make and adopt bylaws to govern its work and for the conduct of its business, and further provided that all such bylaws should be approved by the City Council by resolution before becoming effective, and

WHEREAS, the Landmark Preservation Commission has prepared proposed bylaws and has submitted such bylaws to the City Council for approval

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FORT COLLINS that the bylaws submitted by the Landmark Preservation Commission be, and the same hereby are, approved

Passed and adopted at a regular meeting of the Council of the City of Fort Collins held this 5th day of May, 1981



Mayor

ATTEST



City Clerk

CITY OF FORT COLLINS

LANDMARK PRESERVATION COMMISSION

ARTICLE I - Name

The name of this Commission shall be the City of Fort Collins Landmark Preservation Commission

ARTICLE II - Purpose and Objectives

The purpose and objectives of this Commission shall be generally as outlined herein

- 1 Review all building facade and sign revisions, remodels, additions, and other exterior changes for structures designated as historic structures or within locally designated districts as determined by the Cultural Resources Board and/or City Council
- 2 Be a positive force in calling public attention to the valuable natural resource present in historical structures and districts
- 3 Work with City staff in approval or denial of building permits for locally designated structures or structures within locally designated districts
- 4 Direct efforts toward constructive preservation of landmark structures
- 5 Establish and maintain design guidelines, review standards and procedures
- 6 Work with various community groups and businesses that affect the preservation, alteration, selling or managing of historic landmarks and buildings within historic districts
- 7 Monitor preservation efforts and review from time to time the effectiveness of the Commission

ARTICLE III - General Activities

- 1 Meet regularly to carry out the purpose and objectives
- 2 Meet as required to complete timely review of applications for building permits and other applications not requiring building permits for locally designated historic structures and districts

Such review shall be in accordance with such criteria as established by the Landmark Preservation Ordinance and such guidelines as shall be adopted by this Commission

- 3 Work with applicants to resolve differences
- 4 Strive to communicate the general responsibilities and powers of the Commission to the general public, affected property owners, and involved parties of the business community
- 5 Expand the knowledge of the Commission members regarding local architectures, local history, and good preservation practices

ARTICLE IV - Commission Membership

Section I

The membership shall consist of five (5) City of Fort Collins citizens plus one (1) alternate, appointed to the Commission by City Council in accordance with the prescribed procedure of that body

Section II

In addition, two (2) ex-officio non-voting members shall consist of the Cultural Affairs Director and the Chief Building Inspector

Section III

The term of office of each member shall be four (4) years All appointments shall be made by City Council

ARTICLE V - Officers

Section I

The officers shall consist of a chairperson, secretary, and such other officers as the Commission may require

ARTICLE VI - Committees

Section I

Committees shall be appointed by the chairperson as needed for specific tasks

Section II

Committees shall be dissolved by the chairperson upon completion of the assigned task including the submittal of any reports which may be required

ARTICLE VII - Meetings

Section I

Meetings shall be held as established by the Commission and upon the giving of at least three days notice. Emergency meetings may be held upon the giving of at least twenty-four (24) hours notice. All meetings shall be open to the public.

Section II

The Commission cannot take official action unless a quorum is present. A quorum is at least three voting members.

Section III

Newly elected members shall attend the next regular meeting of the Commission after appointment.

Section IV

Regular attendance is required. The Commission shall recommend to City Council that it request the resignation of a member for missing three (3) consecutive meetings or any four (4) regularly scheduled meetings in a calendar year.

Section V

All questions of order not provided in the By-Laws shall be decided by Robert's Rules of Order, latest edition.

ARTICLE VIII - Records

Section I

Formal minutes of each meeting will be taken and maintained by the secretary of the Commission as outlined in Section 69-5 of the Landmark Preservation Ordinance.

Section II

Permanent files of the Commission shall consist of the formal minutes as well as documents submitted by applicants requesting Commission action.

Section III

All Commission files shall be maintained by the secretary of the Commission in the office of the City Building Inspection Division

ARTICLE IX - Amendments to By-Laws

Proposed amendments may be presented at any regularly scheduled meeting and voted upon at the next regularly scheduled meeting. A simple majority of the five (5) voting members shall constitute requisite authority to amend these By-Laws, subject to approval of such amendments by the City Council