

ORDINANCE NO. _____

AN ORDINANCE TO ADD TO THE CODE OF THE BOROUGH OF SCHWENKSVILLE, CHAPTER 33, HISTORICAL COMMISSION, TO PROVIDE FOR THE ESTABLISHMENT OF THE HISTORICAL COMMISSION AND OUTLINE ITS DUTIES.

The Borough Council of Schwenksville hereby ordains:

CHAPTER 33 - HISTORICAL COMMISSION

Section 1. Establishment, Membership and Qualifications.

There is hereby established a Historical Commission in and for Schwenksville Borough that will function as an advisory entity to the Borough Council. This Historical Commission will consist of five members, at least three of whom shall be residents or property owners within the Borough. Each member must have knowledge of and a genuine interest in historic preservation. It is suggested, but not mandated, that at least one member of the Historical Commission should be a registered architect or engineer and another a licensed real estate broker or lawyer with experience in property transactions. At least one member of the Historical Commission should have a background in code enforcement and/or construction methods as well. Borough Council will be responsible for soliciting input on and approving members to be appointed to the Historical Commission.

Section 2. Terms and Vacancies.

Each Historical Commission member shall serve for a term of three years. Initial terms of the first members shall be staggered so that no more than two members shall be replaced or reappointed during any one calendar year, and their successors shall then serve full three-year terms thereafter. The Historical Commission shall notify Borough Council of any vacancies in the Historical Commission. Appointments to fill vacancies for unexpired terms shall be only for the unexpired portion of the term. Borough Council members shall not serve concurrently on the Historical Commission.

Section 3. Payment of Expenses.

Members of the Historical Commission shall serve without pay, but shall be reimbursed for any personal expenditure in the conduct of Historical Commission business within budget guidelines approved by Borough Council.

Section 4. Removal of Historical Commission Member.

The Borough Council may in its discretion remove any member of the Historical Commission from office for inefficiency, neglect of duty, misfeasance or malfeasance in office.

Section 5. Organization.

The Historical Commission shall annually elect from its own membership a Chair, who will direct the activities of the Historical Commission, a Recording Secretary, and such other officers as may be required for the conduct of its business. A quorum shall be not less than a majority of the current membership. The Historical Commission may make, alter and rescind rules and forms for its procedures consistent with the ordinances of the Borough and the laws and regulations of the Commonwealth. The Historical Commission shall keep full public records of its business and shall submit reports of its activities to the Borough Council twice a year, and forward any minutes and reports to Borough Council as needed.

Section 6. Meetings.

The Historical Commission shall hold public meetings once every six months, or more often as needed. A majority of the Commission shall constitute a quorum, and action taken at any meeting shall require the affirmative vote of the majority. Meetings may be held for a variety of reasons relating to the functions of the Commission, as set forth herein:

- a) To plan, coordinate, and review research on historic resources, to create and update the Inventory of Historic Resources, and to consider applications for the addition of Resources to the Inventory.
- b) To consider the various applications (set forth elsewhere in this Ordinance) which will be brought before the Commission in its role as advisor to Borough Council; applications for subdivisions and other uses of land that affect Historic Resources; applications for additions or alterations to Historic Resources; applications for special exceptions, conditional uses, or variances concerning Historic Resources; and applications for the issuance of demolition permits for Historic Resources.
- c) For any other purpose set forth in the sections of this Ordinance dealing with the functions of the Historical Commission, or for the education of the Commission members and the public on aspects of historic preservation.

Section 7. Functions and Duties.

The Historical Commission's primary purpose is to advise Borough Council on matters concerning the Historic Resources of the Borough. The Historical Commission shall have the following functions and duties:

- a) To conduct or undertake to have conducted a survey of buildings, structures, objects, monuments, and historical or archaeologically sensitive sites for the purpose of determining those of historic, archaeological, and/or architectural significance (the sum total of which will be designated the Historic Resources Inventory), and to maintain a system for the continued survey and inventory of such resources, including the establishment of additional historic resources.

- b) To classify Historic Resources, and to create and maintain (with additions, deletions, updates, and corrections) a Historic Resource Map.
- c) To conduct research on and nominate significant Historic Resources to the National Register of Historic Places and any other appropriate lists or programs.
- d) To formulate recommendations concerning the establishment of an appropriate system of markers for selected historic and/or architectural sites and buildings as well as archaeologically significant sites, including proposals for the installation and care of such historic markers.
- e) To formulate recommendations concerning the preparation and publication of maps, brochures, and descriptive material about the Borough's historical, archaeological, and/or architectural sites and buildings.
- f) From time to time, to cooperate with and enlist technical and, where appropriate, financial assistance from the National Park Service, the National Trust for Historic Preservation, Preservation Pennsylvania, Inc., the Pennsylvania Historical and Museum Commission, and other agencies, public and private, at the local, county, state, and federal levels concerned with the preservation of historic sites and buildings, and historic environments and landscapes, and to report all related actions to Borough Council.
- g) To promote public interest in the purpose of this Ordinance by carrying on educational and public relations programs.
- h) To prepare and submit a yearly budget to Borough Council for sums deemed necessary to carry out the objectives of the Historical Commission.
- i) To advise owners of historic buildings and sites regarding rehabilitation, repairs, maintenance methods and technologies, adaptive uses, economic and tax incentives, and other historic preservation strategies.
- j) To identify Historic Resources suffering from neglect and confer with and advise property owners on steps that should be taken to alleviate and correct neglect situations.
- k) To review and comment on subdivision or land development applications that contain Historic Resources, or are within two hundred fifty (250) feet of a Historic Resource, in accordance with the requirements and procedures of the Borough Subdivision and Land Development Ordinance, this Ordinance and other applicable ordinances.
- l) To perform any other activities as might be requested by Borough Council that shall be deemed necessary to further the purposes of the Ordinance.

DRAFT ORDINANCE as of June 1, 2011

Section 8.

This Ordinance shall become effective immediately upon enactment.

ENACTED AND ORDAINED this _____ day of _____, 2011.

SCHWENKSVILLE BOROUGH COUNCIL

BY: _____
ARTHUR FAIRCLOUGH, PRESIDENT

ATTEST: _____

GAIL L. PHILLIPS, SECRETARY

Read and approved this _____ day of _____, 2011.

JOSEPH GIUNTA, MAYOR