

**CITY OF DAYTON MUNICIPAL CODE**  
**CHAPTER 1 - ADMINISTRATION**

**1.11.00 HISTORIC PRESERVATION COMMITTEE** *(added by ORD 592, adopted 11/02/09)*

The Historic Preservation Committee (HPC) has five members, at least three of which must be city residents, whose appointments will be made considering the following:

- A. Demonstration of a positive interest, competence or knowledge of historic preservation;
- B. Professional qualifications or experience in the fields of history, architecture, architectural history, archaeology, arts, culture, city planning, landscape architecture, business, real estate, law, government, engineering or construction; and
- C. If not city residents, appointees must reside within a five-mile radius of city boundaries.

**1.11.01 Purpose**

The HPC advises the Planning Commission (PC) and Council on matters relating to historic preservation by:

- (A) Completing projects and activities related to obtaining and maintaining city certified local government (CLG) status. The HPC will assist the City in the pursuit and administration of CLG grants and other preservation activities at the request of the city;
- (B) Maintaining the city cultural resources inventory (inventory) by:
  - (1) Making recommendations to the PC and Council regarding designating properties as historic or cultural landmarks that meet the criteria for designation under the code;
  - (2) Making recommendations to the PC and Council regarding removal of landmarks from the inventory under the code;
  - (3) Periodically reviewing and making recommendations for updating the inventory;
  - (4) Maintaining criteria for the inventory and evaluation to implement this code chapter; and
  - (5) Conducting public outreach and education relating to proposed alterations of cultural resources.
- (C) Regulating and protecting landmarks through review and recommendations to the PC and Council relating to approval or denial of proposed activities in accordance with the criteria for alteration, relocation or demolition of landmarks under the code;

- (D) Reviewing proposed activities by the city and other government agencies that may seriously affect designated landmarks and advise the PC and council regarding such activities; and
- (E) Performing other activities relating to historic and cultural landmarks preservation including:
  - (1) Providing public education on the history, scenic and cultural landmarks of the city;
  - (2) Providing advice to the Council and other city bodies on preservation of historic and cultural landmarks including applicable Code revisions;
  - (3) Providing technical, economic information on the preservation of historic and cultural landmarks;
  - (4) Providing recommendations to the Council and PC on historic and cultural landmark preservation programs, such as tax incentives to preserve designated landmarks;
  - (5) Hearing public comments regarding the cultural, historic and scenic values of community landmarks; and
  - (6) Securing alternative funding and develop local grant or loan programs to encourage the preservation of historic resources in the city.

#### **1.11.02 Terms and vacancies**

Each HPC member serves a four-year term or until their successor is appointed and takes office. Appointments and reappointments are staggered with a least one member appointed or reappointed at the beginning of each calendar year. HPC members may be reappointed without term limits. The term of a member appointed to fill a vacancy expires at the end of term of the vacating member.

#### **1.11.03 Officers and procedures**

The HPC elects a chair and vice-chair to serve a one-year term of office, or until a successor is elected and takes office. The HPC will adopt rules and procedures for its functioning.

#### **1.11.04 Meetings**

The HPC will hold regular meetings at least once quarterly at the Dayton City Hall, or as otherwise designated, at a time and place scheduled by the City Manager. The HPC may hold additional meetings as the HPC determines appropriate. A majority of the HPC is necessary for a quorum. The HPC will adopt procedures consistent with state law for conducting fair and orderly public hearings.