

City Council Workshop

Agenda Item #2

May 12, 2014

Arts and Historic Preservation  
Committee Discussion

As part of the continued implementation of the City's Comprehensive Plan that was passed in October, 2012, City staff are bringing forward an ordinance to establish an Arts and Historic Preservation Committee. The committee members will be appointed by the City Council and shall have specific responsibilities to preserve the historical and architectural integrity of South Portland, foster beautification of public areas, and promote the educational, cultural and general welfare of South Portland.

  
City Manager

**DRAFT CH. 2 AMENDMENTS RE  
ARTS & HISTORIC PRESERVATION COMMITTEE**

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**CHAPTER 2**

**ADMINISTRATION AND LEGISLATION**

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**ARTICLE III. BOARDS AND COMMISSIONS**

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***DIVISION 9. ARTS & HISTORIC PRESERVATION COMMITTEE***

**Sec. 2-140. Establishment and Purpose.**

An Arts & Historic Preservation Committee is hereby established. The purpose of the Arts & Historic Preservation Committee (AHPC) is to assist the City Council in preserving the historical and architectural integrity of South Portland, fostering beautification of public areas, and promoting the educational, cultural, economic and general welfare of South Portland.

**Sec. 2-141. Definitions.**

For purposes of this Division 9, the following terms shall have the following meaning:

*Historic Preservation.* The protection, rehabilitation, restoration and/or reconstruction of sites, buildings, structures, and artifacts significant in history, architecture or culture.

*Public Art.* Works of art placed in areas accessible to the public that are reflective of the community, its history and values. Examples of public art include, but are not limited to, murals, fountains, sculptures, landscaping, hardscaping, paintings, and historic displays.

**Sec. 2-142. Composition; appointment; qualifications; and quorum.**

- (a) The AHPC shall consist of seven (7) members, all of whom shall be residents of the City. There shall be no more than three (3) members from any one voting district.
- (b) Appointment to the AHPC shall be made by the City Council. It shall serve as an advisory body to the City Council.
- (c) All members of the AHPC shall be selected upon the basis of their interest in art, historic preservation and familiarity with the City of South Portland. The City Council should strive to include members representative of a diverse community.
- (d) A quorum shall consist of four (4) members.

**Sec. 2-143. Terms of office.**

The terms of office of the members of the AHPC shall be three (3) years, except that initial appointments after the date of establishment of the committee shall be such that the terms of office of no more than three (3) members shall expire in any single year.

**Sec. 2-144. Duties generally.**

Duties of the AHPC include, but are not limited to, the following:

- (a) Providing a resource of information and expertise to help and encourage those interested in rehabilitation of structures that have historic, cultural or architectural significance;
- (b) Preparing and maintaining an inventory of historic, cultural and architectural areas, sites, structures and objects in South Portland;
- (c) Developing proposed policies, priorities, and plans for promoting and advancing historic preservation in South Portland;
- (d) Fostering and encouraging preservation, restoration, rehabilitation and reconstruction that respects the historic, cultural and architectural significance of distinctive areas, sites, structures and objects;
- (e) Making recommendations to the City Council that assure that City projects and City-funded activities enhance the historic qualities of

identified historic properties when this is feasible and appropriate;

- (f) Making recommendations to the City Council that assure that City construction projects consider the quality of architecture when this is feasible and appropriate;
- (g) Working collaboratively with the South Portland Historical Society and Greater Portland Landmarks to identify and preserve the City's historic, cultural and architectural areas, sites, structures and objects;
- (h) Assisting City staff with seeking grants, donations of funds and/or works of art for purposes of promoting and advancing historic preservation in South Portland;
- (i) Making recommendations to the City Council regarding allocation and budgeting of funds for historic preservation projects, the acquisition or commissioning of Public Art and/or for the maintenance of Public Art;
- (j) Developing proposed policies, priorities, and plans for promoting, advancing, and maintaining Public Art in South Portland;
- (k) Encouraging the promotion of Maine artists in City art projects;
- (l) Encouraging citizen input and involvement in the City's design and selection of Public Art;
- (m) Coordinating with the private sector and other governmental agencies in promoting arts and cultural excellence as a tool for the encouragement of economic development, business relocation and tourism;
- (n) Assisting City staff with seeking grants, donations of funds and/or works of art for purposes of expanding the Public Art collection or the maintenance of the collection including landscaping and hardscaping of public art;
- (o) Organizing and promoting Public Art that celebrates the City and its unique cultural heritage; and
- (p) Carrying out such other duties as may be required or established by the City Manager and/or City Council.

**Sec. 2-145. Officers, meetings, and records.**

(a) The members shall annually elect a chairman from their membership. If not provided to the AHPC by the City Manager, the members shall also annually elect a secretary for the purpose of taking minutes and related duties.

(b) All meetings of the AHPC shall be open to the public. Notice of each meeting shall comply with the City's notice policies and Maine's Freedom of Access Act.

(c) Minutes shall be kept of all meetings with a copy filed with the City Clerk. An annual report of the AHPC's activities shall be submitted to the City Council in January of each year.