

**Historic Preservation Commission (HPC) Bylaws
City of Boston, GA**

WHEREAS, the Mayor and City Council of Boston, GA find that the historical, cultural and esthetic heritage of Boston, GA is among its most valued and important assets and that the preservation of this heritage is essential to the promotion of the health, prosperity and general welfare of the people;

AND WHEREAS, the City Council has elected to enact an ordinance to provide for the protection, enhancement, perpetuation or use of historic properties and historic districts and to establish a Historic Preservation Commission, herein after referred to as the HPC, in accordance with O.C.G.A. § 44-10-21 through 22 and § 44-10-24 through 31;

NOW, THEREFORE, the following Bylaw Articles are established in accordance with the powers and duties set forth in the Boston, GA Code of Ordinances, as amended, and the O.C.G.A § 44-10-21 through 22 and § 44-10-24 through 31:

Article I. Commission Composition

The HPC shall be composed of five voting members and two ex-officio, non-voting members. Voting members must be residents, who reside within the historic preservation jurisdiction of the City of Boston, GA. Ex-officio, non-voting members shall be appointed from the existing Boston, GA Planning Commission and the Zoning Board of Appeals. All HPC members shall be appointed by the Mayor, with a simple majority vote approval of the City Council. All members shall serve on the HPC without compensation or remuneration of any kind. The terms of service shall be for three years for all members. All members serve at the pleasure of the Mayor and City Council. The Mayor and City Council may, with or without cause, dismiss any member. Members may tender their resignation at any time, upon providing written notification to the Mayor. At the first meeting of the HPC, the voting members of the HPC shall appoint, by simple majority vote, a member to act as the Chair of the HPC. Upon vacancy of the Chair, the HPC members shall, by simple majority vote, establish one member as Chair.

Article II. Public Meetings

The HPC shall meet every month on the first Monday of that month. This meeting shall be open to the public and will be conducted according to the rules for the conduct of business, as specified in the Boston, GA Code of Ordinances, as amended. The meeting shall be held in the Boston, GA City Hall. No meeting shall convene unless a quorum of voting members is present. At least three voting members, which count includes the Chair, must be present to constitute a quorum. Conduct of this meeting shall be in compliance with the aforementioned “rules for the conduct of business”.

Article III. Internal Operating Procedures (IOPs)

The HPC shall prepare internal operating procedures describing the method by which all pertinent business operations are conducted. All IOPs shall be approved by the Mayor and delivered to and maintained by the Boston, GA City Clerk. The HPC may, from time to time, amend said IOPs, with the approval of the Mayor.

Article IV. HPC Budget

The Boston, GA City Council shall appropriate and authorize the use of sufficient funds to allow the HPC to conduct operations. An initial budget of \$300.00 per fiscal year shall be approved for any office expenses required for the HPC to conduct its business. Pursuant to Part II, Article VI, Division I, Sec. 2-372 of the Boston, GA Code of Ordinances, the HPC Chair shall have the same procurement authority as a department head. Only office supplies, vital to the operation of the HPC, shall be expended.

Article V. Bylaw Amendment

The HPC may, from time to time, amend these bylaws as necessary. Amendment shall be by simple majority of the voting members, subject to approval by the Boston, GA City Council.

These bylaws were approved, by majority vote, by the Mayor and City Council of Boston, GA on June 13, 2011, as per recorded minutes of a regularly scheduled Council Meeting on this same evening.