



## Legislation Details (With Text)

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**Attachments:** 1. DRAFT bylaws 2016, 2. HPC member list 2016

Date	Ver.	Action By	Action	Result
9/15/2016	1	Heritage Preservation Commission		

**DATE:** September 15, 2016

**TO:** Members of the Northfield Heritage Preservation Commission

**FROM:** Scott Tempel, City Planner

Amend Bylaws

### SUMMARY AND ACTION REQUESTED:

The HPC is requested to amend its bylaws to reduce membership to a seven member commission.

### ANALYSIS:

Due to persistent vacancies on the Commission and the associated problems of filling a quorum of members at meetings, the HPC considered reducing the membership of the Commission from nine to seven members in 2015. With the promise of new members being appointed, the Commission decided not to reduce its membership. Two new Commissioners were appointed, but one resigned.

Now, in late 2016, another commissioner has resigned and the Commission once again has three vacancies. An additional member is term limited. With no current applications on file, the odds of filling the nine member commission are low.

### RECOMMENDATION:

Staff recommends amending the bylaws to reduce the size of the Commission to seven members. Staff also recommends the Commission continue to recruit residents to apply for appointment, especially former HPC members.