

Rules of Procedure

Statement of Purpose

Pursuant to Section 7-147 a-k of the Connecticut General Statutes, Historic Districts are hereby established within the Town of Salisbury to promote the educational, cultural, economic, and general welfare of the public through the preservation and protection of the distinctive characteristics of buildings and places associated with the history of or indicative of a period or style of architecture of the municipality, of the state or of the nation.

Third Amendment

Procedures

The Commission functions under Connecticut General Statutes Section 7-147 a-k. Ordinance 27 of the town of Salisbury, passed in 1970 established the first historic districts. Amendment 3 (1988) defines and clarifies the rules of procedure. Amendment 4 (1993) elaborates on the statement of purpose. Other Amendments relate to creation of new districts, extension of existing districts, and to establishment of historic properties.

Meetings

Meetings are held monthly on the first Tuesday, at 9 am, in the Town Hall currently via zoom (beginning 2020). Annually, in January, the Town Clerk is given a schedule of regular meetings of the Commission. Special meetings and public hearings are advertised as outlined under the Rules of Procedure.

Guidelines

The Commission uses the Standards of Rehabilitation, of the Department of the Interior. Currently Commissioners are working on guidelines which will address issues unique to properties in the Town of Salisbury. Most recently they worked with the Planning and Zoning Board to up-date sign regulations to make them better to meet the needs of the community.

Terms of Office

Members are appointed for terms of five years, on a rotating basis. They may serve more than one term. There shall be 5 members and 3 alternates.

Records

Minutes will be kept of all meetings of the Commission. These minutes shall include a record of resolutions, transactions and determinations and the vote of each member participating therein. Minutes of each meeting shall be filed with the Town Clerk. Annually there will be a report of the business of the Commission presented to the Board of Selectmen and the Connecticut Historical Society.

Amendments

The Commission shall have the right to modify the Rules of Procedure outlined above, as it deems necessary to improve their workability and effectiveness. Changes shall conform to limits as prescribed in Connecticut Statutes and Town ordinances already referred to.