

Newington Historic District Commission – AGENDA

August 21, 2019

10:00 a.m.

OLD PARSONAGE

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| Members | <ul style="list-style-type: none"> • Ted Connors Member (2020) • Christopher Cross Member (2020) • NellAnn Hiatt Alternate (2020) • John Lamson Member (2021) • Lulu Pickering Member (2020) • Maxine Mintz Pottier Member (2020) • Alan Wilson Member (2022) |
| CLG Program Review | <ul style="list-style-type: none"> • Meeting with NH Division of Historical Resources folks as part of their periodic interaction with CLG communities (see attached checklist). • Amy Dixon (NH DHR Community Preservation Coordinator) writes: <p>“As part of the DHR’s responsibility as coordinators of the Certified Local Government Program, we are required to make periodic visits to communities to check in with them to see how the management of the historic district is going.</p> <p>We look at the meeting as an opportunity for you and your commissioners to have time with us to ask us about questions, to remind commissions of the resources available to them as a CLG, and to have a conversation about how things are going and what the community has for upcoming projects/needs.</p> <p>We use the attached checklist as a starting point to get the conversation rolling.”</p> |

Attached

- NH HDR checklist

Lulu Pickering
HDC Member
July 15, 2019

THE CERTIFIED LOCAL GOVERNMENT PROGRAM FOR NEW HAMPSHIRE – JULY 2016

APPENDIX III -- PERFORMANCE STANDARDS EVALUATION

The Certified Local Government (CLG) shall maintain the following standards of performance, which shall be evaluated by the New Hampshire Division of Historical Resources / State Historic Preservation Office during its review of the CLG, which shall occur no less than once every four (4) years. The review procedures and the provisions for DHR/SHPO assistance to the CLG to help it meet and maintain these performance standards are described in *THE CERTIFIED LOCAL GOVERNMENT PROGRAM FOR NEW HAMPSHIRE*, September 2002.

| YES | NO | |
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| _____ | _____ | 1. A local ordinance for the designation and protection of historic properties, which meets the requirements of the CLG program, is in place and enforced (i.e. requires mandatory review of, and rendered opinions regarding, construction, alteration, repair, moving and demolition within designated historic district/s). |
| _____ | _____ | 2. A. An adequate and qualified historic preservation review commission is established and active (i.e. consists of 5-7 members with 3 alternates [or up to 5 alternates by law]; each member is a resident of the municipality; one shall be a selectman or the mayor; one may be a planning board member; all members appointed as prescribed by the local legislative body and in conformance with state law). |
| _____ | _____ | B. All members have interest, knowledge or competence in historic preservation. |
| _____ | _____ | C. An effort within the community to identify professionals that meet National Park Service professional criteria (36 CFR 61) and to include them as historic district commission members has been made. |
| _____ | _____ | D. Credentials (i.e. resumes) of commission members are kept on file, made available to the public, and shared with the DHR/SHPO. |
| _____ | _____ | E. Members' terms are staggered and of three years' duration. |
| _____ | _____ | F. Vacancies, including expired terms, are filled within 60 days. |
| _____ | _____ | G. Commission members attend DHR/SHPO-approved or sponsored informational or educational meetings pertaining to the work and functions of CLGs and historic district commissions, or historic preservation issues. |

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| YES | NO | |
|-------|-------|---|
| _____ | _____ | H. Commission holds at least four (4) meetings per year, at regular intervals, advertised in advance, held in a public place and open to the public; applicants and abutters are notified in advance, in accordance with statutory requirements. |
| _____ | _____ | I. Commission has adopted rules of procedure conforming to state law, including specific criteria, steps, and time frames for receiving applications, conducting reviews, considering alternatives, rendering decisions, and acting on requests for rehearings and appeals. The rules must also include a code of conduct conforming to state law and to National Park Service standards. |
| _____ | _____ | J. All commission actions, meetings, and records conform to RSA 91-A, "The Right-to-Know Law." Pursuant to this law, commission decisions are made in a public forum; written minutes of the commission's proceedings, meetings, and actions are available for public inspection and transcription, except as otherwise prohibited by statute; applicants are advised of the commission's decisions as provided by state law. |
| _____ | _____ | K. Public participation, reaction and comment on the CLG/s historic preservation activities are encouraged. Specific mechanisms and/or procedures to insure adequate public participation are in place. |
| _____ | _____ | L. The commission acts as a liaison on behalf of the local government to individuals and organizations concerned with historic preservation and is working toward continuing education of citizens within the CLG's jurisdiction, regarding historic preservation issues and concerns in order to foster appreciation and appropriate treatment of historical resources within the community. |
| _____ | _____ | 3. A. A system for the comprehensive identification and documentation of historical resources is in place and being followed, and periodically updated. |
| _____ | _____ | B. Survey efforts are integrated with local and regional planning processes. The commission acts in an advisory role to other officials, agencies, departments, boards, commissions, and committees of the local government with regard to the identification, protection, and preservation of local historical resources. |

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| YES | NO | |
|-------|-------|---|
| _____ | _____ | C. The commission is active in preparing, or overseeing the preparation of, historical resources components of local master plans; assisting the planning board, zoning board of adjustment, conservation commission, and other local land use boards and/or commissions to insure that historical resources are taken into account at every level of decision-making. |
| _____ | _____ | D. All inventory information under the commission's jurisdiction is stored securely, but made accessible to the public (except for restricted information), and duplicates are on file with the DHR/SHPO. |
| _____ | _____ | E. The local government is active in nominating properties to the National Register of Historic Places and reviews all proposed National Register nominations within its jurisdiction (i.e., within the geographic borders of the entire municipality, not limited to the area of the locally-designated historic district/s). |
| _____ | _____ | F. When the historic district commission reviews a National Register nomination or is involved with other activities for a specific resource type (e.g., an archaeological site) that is normally evaluated by a professional in a specific discipline (e.g., an archaeologist), and that discipline is not represented in the commission's membership, the commission shall seek expertise in the required discipline before rendering its decision. When archaeological resources, issues, or nominations are being reviewed, the commission shall contact the State Archaeologist of the DHR/SHPO for assistance in determining the types and levels of professional expertise needed. |
| _____ | _____ | 4. The local government satisfactorily performs the responsibilities delegated to it under the National Historic Preservation Act, in addition to any others that may be delegated to it pursuant to a written agreement between the DHR/SHPO and the Certified Local Government. |
| _____ | _____ | 5. The local government annually prepares a report for the period October 1 through September 30 (the federal fiscal year). The report is available to the public, and is forwarded to the DHR/SHPO. |