

Springfield Municipal Code

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[Chapter 2 GOVERNMENT AND ADMINISTRATION](#)

HISTORIC COMMISSION.

2.500 Creation.

There is hereby created a historic commission for the city.

2.502 Membership.

The historic commission shall consist of seven members appointed by the mayor and council. In making the appointments the council shall solicit recommendations from the Willamalane Park and Recreation District and Lane County School District #19 (Springfield schools). Members appointed to the historical commission shall be residents, electors, or property owners within Springfield, appointees of other Springfield public agencies, or specialists with expertise in the fields of architecture, history, architectural history, planning or archaeology, who live within the metro area general plan boundaries. The development services director, or a duly authorized representative, shall be an ex-officio member of the commission. The director of the Springfield Museum shall also be an ex-officio member of the commission.

2.504 Terms of Office.

Appointed members shall hold office for four years with the terms staggered to provide overlapping and continuity.

2.506 Vacancies.

Any vacancy on the historic commission shall be filled by the mayor and council for the unexpired portion of the term of the member creating the vacancy. The office of an appointed commission member shall be deemed vacant whenever the commission member has two consecutive unexcused absences. If the commission member has more than three consecutive excused absences, the commission may declare that position vacant.

2.508 Officers.

At the beginning of each calendar year, the historic commission shall elect a chairperson and vice-chairperson who shall hold office for one year.

2.510 Secretary.

The development services director, or a duly authorized representative, shall keep an accurate and legally sufficient record of all proceedings before the commission.

2.512 Quorum.

A majority of the appointed members shall constitute a quorum. If a quorum is present, all matters shall be decided by a vote of the majority.

2.514 Meetings.

The historic commission shall meet at such times and places as may be fixed by the commission. Special meetings may be called in accordance with state public meeting laws by the chairperson or vice-chairperson. All meetings shall

comply with state public meetings laws.

2.516 Staff.

The principal staff to the historic commission shall be the development services director and the development services department staff.

2.518 Expenditures.

In carrying out the objectives of sections 2.500 to 2.522, the historic commission shall not expend any public funds or incur any debt on behalf of the city unless it is expressly authorized to do so by the council.

2.520 Functions.

- (1) An objective of the historic commission is to obtain property, objects, and records of historical interest to the citizens of Springfield and to foster among the citizens of Springfield the appreciation for the historical heritage present in the Springfield community.
- (2) The historic commission is authorized to obtain and preserve property, objects and records of historical interest to the citizens of Springfield, including but not limited to written and photographic material, objects related to the city's industrial or logging background and memorabilia from the pioneer period.
- (3) The historic commission may receive and display property, objects and records and may sign loan agreements for lending and receiving the items.
- (4) The historic commission is authorized to obtain, receive and administer land on behalf of the city for the purpose of carrying out its objective.
- (5) The historic commission may solicit contributions and gifts for use in carrying out its objectives, and is authorized to investigate and, subject to council approval, apply for grants that may be available through public and private agencies.
- (6) The historic commission shall review and make recommendations to the planning commission, hearings officer and/or council concerning quasi-judicial decisions and legislative recommendations for properties within, or potentially within, the Historic Overlay District as described in Article 30 of the Springfield Development Code.

2.522 Recommendations to the City Council.

All decisions of the historic commission and recommendations to the planning commission, hearings officer and/or council shall be in writing and shall include findings and reasoning in support of the recommendation.

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