



Historic Preservation Commission Meeting Agenda Item Submittal

Item To Be Considered: **Swansboro Historic Preservation Commission Opening Statement**

Board Meeting Date: **July 18, 2023**

Prepared By: **Rebecca Brehmer – Projects/Planning Coordinator**

Overview: Staff was asked to research and draft an opening statement to be reviewed at each meeting that would inform the public in attendance at meetings of the standards for public comments and decisions to be made by the commission.

The recommended statement would read as follows:

Quasi-judicial Decisions are based on competent, substantial, material evidence properly in the record. All that wish to speak must be sworn in at the beginning of the meeting. If your testimony meets these standards, then sign up and please be sworn in to speak.

Certificate of Appropriateness requests must be in keeping with the special character of the historic district and decisions must be based on the review criteria, contained in §152.482 of the Town Unified Development Ordinance.

Recommended Action: Motion to approve recommended opening statement.

Action: _____

