

**SOUTH BURLINGTON  
NATURAL RESOURCES & CONSERVATION COMMITTEE  
MISSION AND DUTIES**

1. The South Burlington Natural Resources and Conservation Committee shall consist of seven to nine members, duly appointed by the City Council for three year renewable terms, with the appointments staggered so that not more than three appointed terms expire in any one year.
2. The Mission of the Natural Resources and Conservation Committee is to advise the Council and other boards and commissions on matters relating to the City's natural resources and their conservation.
3. The objective of the Committee is to promote the conservation of the Town's natural resources through education, studies, plans, and recommendations.
4. The City's Recreation & Parks Department shall be the coordinating office for the Natural Resources and Conservation Committee.
5. The Natural Resources and Conservation Committee shall annually elect a Chairperson, Vice Chairperson, and Clerk.
6. Meetings shall be held at the discretion of the Committee. The Committee shall establish a regular meeting schedule, and when a deviation from the regular schedule is required, shall post public notice of the meeting in accordance with general City procedures.
7. Meetings shall be held in a public facility. Meetings shall have a proposed agenda published in advance of each meeting in accordance with public meeting law and City procedures. Minutes of each meeting shall be recorded and maintained. A representative of the City shall attend each meeting of the Committee; other City staff shall attend as requested by the Committee.
8. Duties of the Natural Resources and Conservation Committee are:
  - a. Develop a vision for the City's conservation and preservation of its natural resources.
  - b. Work with other City Committees, boards, and the City Council, as well as other entities to develop plans and approaches for conservation that best serve the overall balanced interests of the City.
  - c. Develop and maintain the City's Open Space Plan, including the vision, inventory of resources, statistics on conserved, developed and developable land, specific goals and estimates of future cost.
  - d. Propose the acquisition of undeveloped properties consistent with the recommendations of the Open Space Plan.

- e. Work with City staff to maintain an inventory of conserved lands, including all pertinent data.
- f. Identify and catalogue significant properties, the open space of agriculture districts, fragile ecosystem areas, and significant wildlife habitats for the purpose of eventual inclusion in the City Open Space Plan and potential conservation.
- g. Recommend guidelines for the management of City owned conservation lands.
- h. Provide feedback related to natural resources and conservation on development projects going through the City's Development Review Board, as needed.
- i. Initiate and pursue education and outreach regarding conservation and land stewardship.

Adopted February 18, 2020 by City Council