



# CITY OF FARMINGTON

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## Historical Commission Review

In accordance with the City of Farmington Historical District Ordinance, the Historical Commission is authorized to review and approve plans for all construction, alteration, repair, moving or demolition of structures in the Historic District. After review, recommendation or approval by the Historical Commission, the plan must be reviewed by the City of Farmington Planning Commission. Please note all accessory buildings over 100 square feet in area in the Historic District are subject to review by the Historical Commission and Planning Commission. A copy of the City's Historical District Ordinance and the Zoning Ordinance are available in the City's Clerk's Office.

The following steps are necessary to secure Historic Commission approval:

1. An application for Historical Commission plan review must be submitted to the Planning and Building Department located at 33720 W. Nine Mile Road **at least thirteen (13) days** before the regular meeting date according to the following schedule:

SUBMITTAL DATE	MEETING DATE
January 10, 2025	January 23, 2025
February 14, 2025	February 27, 2025
March 14, 2025	March 27, 2025
April 11, 2025	April 24, 2025
May 9, 2025	May 22, 2025
June 13, 2025	June 26, 2025
July 11, 2025	July 24, 2025
August 15, 2025	August 28, 2025
September 12, 2025	September 25, 2025
October 10, 2025	October 23, 2025
November 14, 2025	November 27, 2025
December 12, 2025	December 25, 2025

All Historic Commission meetings are held the fourth Thursday of the month at City of Farmington Offices, Council Chambers, 23600 Liberty Street and begin at 7:30 p.m.

2. The following information must be provided with every application:
  - Two (2) copies of a completed and signed application
  - Two (2) copies of elevation drawings illustrating the proposed modifications at a reproducible size (no larger than 11" x 17")
  - Photographs of the structure including a photograph of the area where the modification is proposed
  - Photographs of the structures on either side of the subject structure
  - Plot plan that clearly delineates the structure location and all dimensions (building size, setbacks, etc.)
  
3. Within fourteen (14) days after the receipt of an application for Historical Commission review, the Commission shall review the proposal and forward its decision and recommendations to the applicant. The Historical Commission may recommend changes or alterations to the plans consistent with the character of the Historical District.
  
4. The Historical Commission shall submit its recommendation to the Planning Commission within thirty (30) days of the receipt of an application for Historical Commission review.



# CITY OF FARMINGTON

*For office use only*

Date Filed: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

## Historical Commission Application

1. Project Name (if applicable) \_\_\_\_\_

2. Location of Property

Address \_\_\_\_\_

Cross Streets \_\_\_\_\_

3. Identification

Applicant \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Interest in the Property (e.g. fee simple, land option, etc.)

9 Property Owner 9 Other (Specify) \_\_\_\_\_

Property Owner \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Preparer of Site Plan \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

4. Property Information

Zoning District \_\_\_\_\_ Area \_\_\_\_\_

Width \_\_\_\_\_ Depth \_\_\_\_\_

Current Use of the Property and Structure

\_\_\_\_\_  
\_\_\_\_\_

5. Structure Information

Age of Structure \_\_\_\_\_

Type of Siding on Present Structure

Type of Foundation on Present Structure

G Brick

~ Poured Cement

G Wood

~ Cement Block

G Fir

~ Stone

G Stucco

~ Brick

G Aluminum/Vinyl

~ Other \_\_\_\_\_

G Other \_\_\_\_\_

Type of Roofing on Present Structure

G Asphalt

G Tile

G Tar and Gravel

G Hand split Shakes

G Cement Block

G Wood Shingles

G Other \_\_\_\_\_

6. Proposed Modifications

Describe the nature of the modification to the exterior structure

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



shall constitute approval of plans before it for review or for the adoption of any resolution, motion or other action of the commission.

(e) The commission shall submit an annual report to the council of the general activities of the commission for the preceding year, and shall submit such special reports as requested by the council.

(Code 1977, § 5.403)

#### Sec. 17-30. Procedure for review of building plans.

(a) When an applicant whose site or structure is located within the historic district or supplementary historic district makes application to the building department for a building permit to restore, alter, repair, remove or demolish any structure within that district, the building department shall forward a copy of the plans to the historical commission for its review and comment. The historical commission shall within fourteen (14) days after the receipt of such plans forward its recommendations or approval to the applicant. The historical commission may recommend changes or alterations to the plans in keeping with harmonious development in the historic district area. The applicant may comply with the recommendations of the historical commission.

(b) If the applicant elects not to comply with the recommendations of the historical commission, the historical commission shall return the plans to the building department for the issuance of a building permit as allowed by the city building code.

(Code 1977, § 5.404)

#### Sec. 17-31. Duties and powers of the commission.

(a) It shall be the duty of the historical commission to review plans forwarded to the commission by the city building department, giving consideration to:

- (1) The historical or architectural value and significance of the structure and its relationship to the historic value of the surrounding area;

- (2) The relationship of the structure to the rest of the structures and to the surrounding area;

- (3) The general compatibility of exterior design, arrangement, texture and materials proposed to be used; and

- (4) To any other factor, including aesthetic, which it deems pertinent.

(b) The commission shall consider only exterior features of a structure shall not consider interior arrangements.

(c) Where an application is received for repair or alteration affecting the exterior appearance of a structure, or for moving or demolishing a structure which the commission deems so valuable to the city, state or nation, that the loss thereof will adversely affect the public purpose of the city, state or nation, the commission shall endeavor to work out with the owner an economically feasible plan for the preservation of the structure.

(d) The commission is directed to establish bylaws and criteria to govern its procedures and to adopt a set of standards, principles and criteria for use in determining historic sites or structures. The commission shall be guided by the standards and criteria adopted as guidelines for state and federal historical preservation authority where the standards are equitable.

(e) Whenever the performance of its duties requires it, the commission shall cooperate with any appropriate citizens' group or historical society, planning commission, beautification committee or other commissions that may from time to time be appointed by the council.

(Code 1977, § 5.405)

#### Sec. 17-32. Exceptions.

Nothing in this article shall be construed to prevent the orderly maintenance or repair of any structure under a permit issued by the building department of the city.

(Code 1977, § 5.406)

#### Sec. 17-33. Acceptance of gifts, grants or bequests.

The city may accept gifts, grants or bequests from the state or federal government for historic