

FARMINGTON HILLS HISTORIC DISTRICT COMMISSION
31555 W. Eleven Mile Road
Farmington Hills, MI 48336
248-871-2540

APPLICATION FOR HISTORIC DISTRICT COMMISSION REVIEW

I (WE) the undersigned, do hereby make application to the Historic District Commission (HDC) for approval of the request described below in accordance with [Chapter 15 of the Farmington Hills City Code](#).

INSTRUCTIONS FOR SUBMITTING APPLICATIONS

Applications must be submitted with the Planning Office at least two weeks prior to regular scheduled HDC meetings which are held at 6:30 p.m. on the second Wednesday of each month at City Hall. The owner (or authorized representative) must attend the meeting to present the proposal to the Commission.

There is no application fee; however, all plans must be to scale and requested information provided prior to being placed on the agenda. Additional information the applicant feels will aid the Commission in reaching its decision may be attached. One (1) hard copy and one (1) pdf of all plans, reports and/or support documentation must be submitted with the application.

SITE CHARACTERISTICS

Subject Property Address: _____

Subdivision and Lot # (if applicable): _____

Sidwell/Tax I.D. No.: _____

Description of Request (include reason for the requested action):

Size of proposed structure, alteration, or addition (if applicable):

The following items may be required to be submitted with the application:

1. Site Plans drawn to scale.
2. Photographs of the property or structure and its relation to adjacent structures.
3. Property survey drawn by a registered surveyor.
4. Building or structure elevations (renderings).

Property owner:

Name: _____ Address: _____

City/State: _____ Zip: _____ Phone: _____

E-mail: _____

Owner Signature: _____ Date: _____

Applicant:

Name: _____ Address: _____

City/State: _____ Zip: _____ Phone: _____

E-mail: _____

Applicant Signature: _____ Date: _____

Applicant's interest in property (if other than the owner) _____

Smoke Detector/Fire Alarm System:

Please mark box in affirmation.

☐ Per the amended Public Act 169 of 1970 this building complies or will comply with the required smoke detector or fire alarm system prior to the completion of work requested on this application.

For questions regarding submission requirements, contact the Farmington Hills Planning Office at 248-871-2540.

FOR OFFICE USE ONLY

Historic District Site No.: _____ Date: _____ Received/Checked By Planning: _____

The Secretary of the Interior's Standards for Rehabilitation

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Certain treatments, if improperly applied, or certain materials by their physical properties, may cause or accelerate physical deterioration of historic buildings. Inappropriate physical treatments include but are not limited to: improper repainting techniques; improper exterior masonry cleaning methods; or improper introduction of insulation where damage to historic fabric would result.

In almost all situations, use of these materials and treatments will result in denial of certification. In addition, every effort should be made to ensure that the new materials and workmanship are compatible with the materials and workmanship of the historic property. Note: Owners are responsible for procuring copies of the Secretary of Interior's Standards for Rehabilitation to consult as part of the planning process.

<https://www.nps.gov/orgs/1739/upload/treatment-guidelines-2017-part1-preservation-rehabilitation.pdf>

<https://www.nps.gov/orgs/1739/upload/treatment-guidelines-2017-part2-reconstruction-restoration.pdf>