
Part 1 – Annual Updates



Historic District Commission Roster

Historic District Review Fees

Historic District Commission Conduct of Hearings

Historic District Commission Roster

Name	Role	Term Started	Term Ends
David Rochlen	Chair	06/01/2022	05/31/2025
Kathryn Fortener	Vice Chair	06/01/2022	5/31/2025
Steve Kaplan	Secretary	11/16/2023	06/01/2026
Jennifer Ross		06/01/2024	05/31/2027
Benjamin Calderon		11/16/2023	06/01/2026
Chip Smith		11/16/2023	06/01/2026

Updated September 2024

**CITY OF ANN ARBOR
HISTORIC DISTRICT COMMISSION
7:00 P.M. EVERY SECOND THURSDAY OF THE MONTH***

2024 MEETING SCHEDULE

APPLICATIONS DUE	REVIEW COMMITTEE SITE VISIT	MEETING & PUBLIC HEARING 7:00 p.m.
In https://stream.a2gov.org	Two Commissioners and Staff Visit the Application Site	See Agenda in Legistar for Meeting Location
December 22, 2023	January 8, 2024 noon	January 11, 2024
January 19, 2024	February 5, 2024 noon	February 8, 2024
February 16, 2024	March 11, 2024 noon	March 14, 2024
March 22, 2024	April 8, 2024 5:00 pm	April 11, 2024
April 20, 2024	May 6, 2024 5:00 pm	May 9, 2024 CANCELLED
May 24, 2024	June 10, 2024 5:00 pm	June 13, 2024
June 21, 2024	July 8, 2024 5:00 pm	July 11, 2024
July 19, 2024	August 5, 2024 5:00 pm	August 8, 2024
August 23, 2024	September 9, 2024 5:00 pm CANCELLED	September 12, 2024
September 20, 2024	October 7, 2024 noon	October 10, 2024
October 25, 2024	November 12, 2024 noon	November 14, 2024
November 22, 2024	December 9, 2024 noon	December 12, 2024

**Moved to different day, due to holidays or elections*

One or more of these meetings may be held electronically instead of at the listed location. Check the City of Ann Arbor's homepage (www.a2gov.org) and click the link to Public Notices of Non-regularly Scheduled or Electronic Meetings. Notices of electronic meetings will be posted there no later than 18 hours prior to the meeting start.

Courtney Manor
Planning Services
301 E. Huron Street
Ann Arbor, MI 48104
734-794-6265

cmanor@a2gov.org
Approved 12/14/2023



City of Ann Arbor

PLANNING & DEVELOPMENT SERVICES — PLANNING DIVISION

301 East Huron Street | P.O. Box 8647 | Ann Arbor, Michigan 48107-8647

p. 734.794.6265 | f. 734.994.8312 | planning@a2gov.org

HISTORIC DISTRICT FEES

Payment is required at time of application.

For credit card payments, use the attached payment information cover sheet.

STAFF REVIEW

Staff review of exterior work including building plans.....	\$35
Revision to existing approval	\$35
(Note: staff has the authority to require a new HDC application)	
Conditional approvals, to be reviewed by staff	\$35
Work completed without approvals	\$50, in addition to review fee

HISTORIC DISTRICT COMMISSION REVIEW

Demolition of a contributing structure	\$1000
Demolition of a non-contributing structure	\$250
Relocation of a contributing structure	\$750
Relocation of a non-contributing structure	\$250
New structure: principal	\$850
New structure: accessory.....	\$100
Residential addition(s): single story.....	\$300
Residential addition(s): taller than single story	\$550
Commercial addition(s).....	\$700
Replacement of single- and two-family window(s).....	\$100 + \$25 per window
Replacement of multi-family and commercial window(s)	\$100 + \$50 per window
Replacement of commercial storefront.....	\$250
All other work.....	\$100
Work started without approvals.....	\$250, in addition to review fee

Rehearing Policy

If the petitioner requests a rehearing after Commission action, the petitioner shall pay one half of the original filing fee.

Refund Policy

Staff Reviews - Withdrawals made within 10 business days from date of acceptance will receive a 50% refund; after 10 business days from date of acceptance no refunds will be given.

Commission Reviews - Withdrawals made before notice is sent will receive a 50% refund; withdrawals made after notice is sent but before final action will receive a 25% refund.

Historic District Commission Meetings

Hearings occur early in the agenda, following introductions and approval of the agenda. Applicants or their representatives are strongly urged to attend, both to present their information and to answer any questions that may arise.

CONDUCT OF HEARINGS

- 1. CHAIR CALLS THE CASE**
- 2. STAFF PRESENTATION** – Includes brief description of the property's location, historic district and history, including any significant changes to the original configuration, a summary of the application and any findings of fact.
- 3. REVIEW COMMITTEE** – Report and recommendation.
- 4. PUBLIC HEARING** – Applicant Presentation; applicants are encouraged to testify on their own behalf and may bring such witnesses as may be necessary.
- 5. QUESTIONS OF THE APPLICANT BY THE COMMISSION.**
- 6. PUBLIC COMMENT** – Restricted to current case ONLY – 3 Minutes
- 7. REBUTTAL BY THE APPLICANT**
- 8. QUESTIONS BY THE COMMISSION**
- 9. CLOSING OF THE HEARING** – Followed by Commission discussion and action. Audience members may not speak unless rested by the Commission. Action may include discussion followed by a motion, more discussion and a vote.

AFTER THE MEETING

The applicant, owner and the Building Department will be notified of the Commission's determination within five business days. After that, you or your contractor may apply for the required building permits for your project from the Planning and Development Services Division.