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## **CITY OF NORTHVILLE HISTORIC SURVEY REPORT INFORMATIONAL LETTER**

The Local Historic District Study Committee (LHDSC) will meet on Monday, October 26, 2020 at 7:00pm via video conference for the following purposes:

1. Approve the meeting minutes from its June 6, 2019 meeting,
2. Ensure that the amendment to the report (referred to in the June 6, 2019 meeting minutes), accurately represents the approved motion, and
3. Recommend proposed revisions to the current City of Northville Historic Preservation Ordinance to City Council.

The LHDSC meeting will be held via video conference due to the COVID-19 pandemic. Members of the public body and members of the public participating electronically will be considered present at the meeting and may participate as if physically present at the meeting. Meeting link: <https://us02web.zoom.us/j/86156724744>, US: +1 301 715 8592 or +1 312 626 6799, Webinar ID: 861 5672 4744

Log in Instructions, Meeting Rules and Tips are available on the City's website at this link: [https://www.ci.northville.mi.us/calendar/public\\_notices](https://www.ci.northville.mi.us/calendar/public_notices) OR on the Home page click on the Public Notices icon (scrolling list of icons). You may also access the meeting information at this link [https://www.ci.northville.mi.us/services/building\\_and\\_planning/historic\\_district/historic\\_district\\_survey\\_project](https://www.ci.northville.mi.us/services/building_and_planning/historic_district/historic_district_survey_project), OR click the Historic Northville icon at the top of the Home page, then click Historic District Survey Project. "Zoom Webinar User Guide for City of Northville Public" is also available on the website. Individuals requiring auxiliary aides or services should contact Michelle Massel, at [mmassel@ci.northville.mi.us](mailto:mmassel@ci.northville.mi.us) at least 48 hours in advance of the meeting.

If the Open Meetings Act will not allow a video conference meeting, then the meeting may be held at the City of Northville Municipal Building, Council Chambers, 215 West Main Street, Northville, Michigan, 48167, 248-449-9902. Please monitor the public notice board and the City's website [www.ci.northville.mi.us](http://www.ci.northville.mi.us) for final meeting location information.

### **Study Report Review Process**

In 2018, the City of Northville embarked on an intensive-level survey to uncover new information about the historical features and architectural attributes of the houses and other buildings in the City of Northville's Historic District. The last historical survey was done in 1972 and of the over 400 existing buildings, sites, structures and objects in the District, only 60 of those properties had been studied to any extent before this project began.

Funding to conduct the intensive-level survey of the Northville Historic District, and to update the District information in the National Register of Historic Places, was done through a grant from the State Historic Preservation Office (SHPO). Northville retained the services of Commonwealth Heritage Group (consulting architectural historians) to survey the properties within the existing

Historic District, and draft a Study Report that meets the standards of modern historic district reports, describes the survey results, and makes recommendations for changes to the District boundary in line with the requirements of Michigan's enabling legislation, Public Act (PA) 169 of 1970, as amended, or the Local Historic Districts Act.

The Local Historic District Study Committee (LHDSC), comprised of various members of the community, was appointed by the City Council to review Study Report drafts, collect resident comments on the drafts, and provide input to the consultant. The LHDSC held seven public meetings, three of which were Public Hearings. Draft reports and other project materials were posted on a dedicated webpage on the City's website. Residents were encouraged to review the project materials and to provide input at all meetings, and comments were also collected via a dedicated e-mail address on the project webpage. The State Historic Preservation Office (SHPO) and State Historic Preservation Review Board also reviewed and commented on the draft. The Committee members reviewed four drafts of the report before the final report was prepared. All drafts incorporated comments made by residents, the Committee, SHPO, and the State Historic Preservation Review Board.

On June 6, 2019, the LHDSC held its final public hearing regarding the Northville Local Historic District Study Report (or Historic District Survey), and recommended the final draft to City Council for adoption, as revised. The revisions identified in the LHDSC motion were changes to the Historic District Boundary, and adding an explanatory statement to the introduction of the Study Report. At its September 8, 2020 meeting, City Council referred the Study Report back to the LHDSC for the sole purposes of approving the meeting minutes from its June 6, 2019 meeting, ensuring that the amendment to the report (referred to in the June 6, 2019, minutes) accurately reflects the approved motion, and to make a recommendation on proposed revisions to the current City of Northville Historic Ordinance (boundary), as illustrated in the final Study Report.

### **How the Study Could be Used**

The Survey Report could be used in a number of ways. First it will be available to all residents and any interested party on the City's website to research historic properties within the City. This will help property owners to better preserve their properties and Northville's heritage. It could also be used by the Historic District Commission to better understand and protect important historic resources within the City of Northville. They will be able to use the information in the report when considering proposed changes to historic structures in the District. The Study Report is not an ordinance, it is a resource document. It can also be updated as new information is discovered.

### **Next Steps**

After the October 26, 2020 LHDSC meeting, City Council will receive the revised Study Report, along with the proposed Historic District Ordinance modifications. The Report and Historic District Ordinance (boundary) revisions will be presented to City Council as follows. Those attending the meeting will be invited to share any comments they have on either document.

November 16 at 7pm: City Council meeting – proposed ordinance amendment to modify Historic District Boundary introduced for first reading.

December 21 at 7pm: City Council meeting – proposed ordinance amendment to modify Historic District Boundary adopted by City Council, and possible adoption of Study Report.

City Council meeting locations and participation information will be posted on the City's website [www.ci.northville.mi.us](http://www.ci.northville.mi.us), on the City Council meeting agenda, and the public notice board in the City Hall 24-hour vestibule.

**Proposed Ordinance Amendment, Study Report, and Full Survey Inventory Available for Review**

The proposed ordinance amendment is available on the City's website [www.ci.northville.mi.us](http://www.ci.northville.mi.us). From the Home page, go to Government, Governing Documents, Proposed Ordinance Amendments. The Study Report and the Full Survey Inventory on the City's website [www.ci.northville.mi.us](http://www.ci.northville.mi.us). From the Home page to go Services, Building and Planning, Historic District, Historic District Survey Project. All documents may also be reviewed at the City of Northville Building Department during normal business hours of 8:00 a.m. until 4:30 p.m. Monday through Friday, local prevailing time.

DATED: October 13, 2020

DIANNE MASSA, CMC, CITY CLERK