

ORDINANCE 10-16-17a

**AN ORDINANCE TO AMEND CHAPTER 42 – HISTORIC PRESERVATION
ARTICLE II – HISTORIC DISTRICT COMMISSION
CITY OF NORTHVILLE CODE OF ORDINANCES**

Section 1. The City of Northville Ordains:

Chapter 42 – Historic Preservation, Article II – Historic District Commission, is hereby amended.

Section 2. Amend Article II – Historic District Commission

Sec. 42-20. – Historic district commission.

The historic district commission is hereby established. It shall consist of seven members, who are city residents, appointed by the mayor. The composition of the commission shall include the mayor or an alternate selected by the mayor and confirmed by city council and at least one architect, who has two years of architectural experience or is an architect registered in the state if one is available, or a builder with a known interest in historic preservation, if one is available and resides within the city. At least two members shall be chosen from a list of citizens submitted by one or more duly organized local historic preservation organizations, when possible. A majority of the members shall have a clearly demonstrated interest in or knowledge of historic preservation. At least two members shall reside within the historic district. In addition, the building inspector or that person's designee shall serve on the commission as a resource person and shall not be counted toward the total of seven members.

Members shall be appointed for terms of three years, which shall be staggered. Members of the commission may be appointed to succeeding terms. Members may be removed by the City Council upon their sole discretion for misfeasance, malfeasance or nonfeasance upon written charges and after a public hearing. Members who are absent from three (3) consecutive un-excused Historic District Commission meetings shall be subject to review and/or removal from the Historic District Commission by action of the City Council. The city council shall fill vacancies on the commission within 60 days of the vacancy occurring. (Ord. No. 9-15-03, 10-6-03; Ord. No. 02-01-10, §§ 1, 2, 2-16-10)

Sec. 42-21. - Procedures of commission.

(1) *Officers.* The chairperson of the commission shall be the mayor or the alternate selected by the mayor and confirmed by city council. At the first meeting of each year, the commission shall elect from its membership a vice-chair who shall serve for the term of one year. The vice-chair shall be eligible for re-election. The chair shall preside over the commission and shall have the right to vote. The vice-chair shall, in the absence or disability of the chair, perform the duties of the chair.

(2) *Meetings.* The commission shall provide for the time and place of holding monthly meetings. The commission may call for a formal public hearing on matters of importance at any time. It shall also provide for the calling of special meetings by the chair or by at least two members of the commission and for the proper public notification. All meetings shall be open to the public. Public notice of the time, date, and place of the meetings and the conduct of meetings shall conform with the Open Meetings Act, MCL 15.261 to 15.275. A meeting agenda shall be part of the notice and shall include a listing of each permit application to be reviewed or considered by the commission. Any person or duly constituted representative shall be entitled to appear and be heard on any matter which is before the commission.

(3) *Record.* The commission shall keep a record, including meeting minutes, which shall be kept in the city clerk's office and be open to public view, of its resolutions, proceedings, and actions, in compliance with the Freedom of Information Act, MCL 15.231-15.246.

(4) *Quorum*. Four members of the commission shall constitute a quorum for the transaction of business.

(5) *Voting*. Each member of the commission shall be entitled to one vote. The concurring affirmative vote of a majority of members present at a meeting of the commission shall constitute approval of plans before it for review, or for the adoption of any resolution, motion or other action of the commission. A majority of the members present may reject approval of plans before it for review.

(6) *Rules and regulations*. The commission shall adopt appropriate rules and regulations regarding the internal affairs of the commission and shall adopt design review standards and guidelines for resource treatment to carry out its duties. Any such rules shall become effective 30 days after their formal submission to the city council and appropriate publication, unless council within that period of time modifies, rejects or extends the effective date through formal action. (Ord. No. 9-15-03, 10-6-03; Ord. No. 02-01-10, §§ 1, 2, 2-16-10)

Section 3. Rights and Duties:

Rights and duties which have matured, penalties which have incurred, proceeding which have begun and prosecution for violations of law occurring before the effective date of this ordinance are not affected or abated by this ordinance.

Section 4. Severability:

The various parts, sections, and clauses of this ordinance are hereby declared to be severable. If any part, clause, sentence, paragraph, or section is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall not be affected thereby.

Section 5. Effective Date:

This ordinance shall be published per the requirements set forth in Chapter 7 of the City Charter, that being published by the tenth day following adoption and effective on the day following publication.

The foregoing ordinance amendment is a true and correct copy of the ordinance adopted at a special meeting of the City Council of the City of Northville held on October 30, 2017 at 11:00am in the City of Northville Municipal Building, 215 W. Main Street, Northville, Michigan 48167, Counties of Oakland and Wayne.

Ken Roth, Mayor
City of Northville

Dianne Massa, City Clerk
City of Northville

The undersigned certifies foregoing ordinance was:

Introduced: 10-16-17
Adopted: 10-30-17 By a vote of: 4:0
Published: 11-09-17
Effective: 11-10-17

Dianne Massa, City Clerk
City of Northville