

percentage of historic resources located within each district; in determining the significance of resources the board shall be guided by the criteria for inclusion in the national register of historic places as set forth in 36 C.F.R. 60, and criteria established or approved by the Bureau, if any.

(b) The advisory board's preliminary report shall address at a minimum the charge to the board, the composition of the board membership, the historic district(s) being considered, the boundaries of the proposed historic district(s) in both writing and on map(s), the history of each proposed district, and the significance of each district as a whole as well as a sufficient number of its individual resources to fully represent the variety of resources found within the district relative to the evaluation criteria. The report may be reviewed by those agencies specified in section 25-2-4(d).

(c) The historic designation advisory board shall conduct a public hearing on a proposed historic district designation after due notice to all property owners in the proposed historic district as listed on the tax rolls, at which time the requirements, procedures, standards, and responsibilities of historic district designation shall be generally explained. Notice of the hearing shall be mailed by first class mail not less than fourteen (14) calendar days before the hearing.

(d) The historic designation advisory board's final report to the city council shall contain the recommendation of the advisory board and a draft of the proposed ordinance establishing the new historic district including the definitions of the elements of design.

(Code 1964, § 28A-1-1; Ord. No. 15-04, § 1, 4-21-04)

Sec. 25-2-43. Listing of potential districts.

The historic designation advisory board shall also maintain a current listing of potential historic districts and a brief statement of significance for each. Such listing shall be made available to the city planning commission and the planning and development department for consideration relative to the city master plan. Such listings also shall be made available to the historical department.

(Code 1964, § 28A-1-1; Ord. No. 15-04, § 1, 4-21-04)

Secs. 25-2-44--25-2-49. Reserved.

DIVISION 4. HISTORIC DISTRICT COMMISSION*

***Cross references:** Administration, Ch. 2; commissions generally, § 2-3-1 et seq.

Sec. 25-2-50. Established.

An historic district commission is hereby established.

(Code 1964, § 28A-1-5)

Sec. 25-2-51. Composition.

The historic district commission shall be composed of seven (7) members. Members shall be

appointed by the mayor, subject to the approval of the city council. Members shall reside in the city. The membership shall include at least one architect duly registered in the state, with experience in historic preservation, selected from a list prepared by the local chapter of the American Institute of Architects, and at least two (2) members selected from lists of citizens submitted by a duly organized and existing historical preservation society or societies (including, but not limited to, historic district associations).

(Code 1964, § 28A-1-5)

Sec. 25-2-52. Terms of members.

Appointments to the historic district commission shall be for three (3) years on a staggered term basis and shall expire on the fourteenth day of February. Members shall be eligible for reappointment.

(Code 1964, § 28A-1-5; Ord. No. 15-04, § 1, 4-21-04)

Sec. 25-2-53. Removal of members.

Members of the historic district commission shall be removable only for cause.

(Code 1964, § 28A-1-5)

Sec. 25-2-54. Filling of vacancies.

Vacancies on the historic district commission shall be filled, for the unexpired term of the position, in the same manner as the original appointment. All vacancies, whether from expiration of terms or from resignation, removal, or other cause, shall be filled within sixty (60) calendar days.

(Code 1964, § 28A-1-5; Ord. No. 15-04, § 1, 4-21-04)

Sec. 25-2-55. Powers and duties.

Except as otherwise provided, the historic district commission shall be responsible for the implementation and administration of this article; this responsibility shall include the following powers and duties:

- (1) As provided by section 25-2-4(4)(d), review historic designation advisory board reports and recommendations concerning proposed historic districts in relation to the city's officially adopted master plan, the practical budgetary effects on city resources, legal implications for the owners, residents and the city, and the historical and architectural values of the district. Upon completion of any such review, the commission may submit its recommendation to the city council regarding the proposed historic district designation and elements of design; a copy of any such recommendation also shall be transmitted by the commission to the advisory board;
- (2) Review building permit applications as provided in division 2 of this article for designated historic districts, interim historic districts, and proposed historic districts;
- (3) Request that the buildings and safety engineering department require the correction of defects or repairs on buildings in designated historic districts-in conjunction with the provisions of section 25-2-10(a);
- (4) Review all city licensed or funded physical development projects affecting designated or proposed historic districts or which may have demonstrable effects on

designated or proposed historic districts as provided in section 25-2-7;

(5) Conduct regularly scheduled meetings. All meetings of the commission shall be open to the public. A majority of members serving shall constitute a quorum. Notices shall be sent by first class mail not less than ten (10) nor more than twenty (20) days before a meeting. Notices of meetings, including an agenda of matters to be considered, shall be mailed to all known property owner organizations, community organizations, and citizens district councils in any proposed historic district or any designated district where a permit application is to be considered at such meetings. Notices of all meetings, including an agenda of matters to be considered shall be mailed to any existing historic preservation societies in the city (including, but not limited to, any historic district associations), the mayor, the city council, the historic designation advisory board, the buildings and safety engineering department, the city planning commission, the planning and development department, and the historical department. Interested persons shall be given reasonable opportunity to be heard on any matter before the commission before it reaches a decision. The commission shall keep a record, which shall be open to public view, of its resolutions, proceedings and actions;

(6) Advise the city council and other city agencies in the administration of any gifts, purchase or sale of property, administration of a loan and grant program or tax incentive program, or any other program concerning historic preservation;

(7) Promulgate guidelines defining documentation requirements for "work" in designated districts;

(8) Make periodic inspections on an designated districts for violations of this chapter;

(9) Make available, without charge to the public, copies of the ordinance of designation and defined elements of design for any designated district.

(Code 1964, § 28A-1-5; Ord. No. 15-04, § 1, 4-21-04)

Sec. 25-2-56. Participation in meetings by other departments and agencies.

The directors (or designees thereof) of the buildings and safety engineering department, the planning and development department and the historical department shall have the right to participate in meetings of the historic district commission on the same basis as members, except that these officers (or their designees) shall not have voting rights on any matter taken up by the commission, including matters of procedure, and shall not be counted as members for any purpose.

(Code 1964, § 28A-1-5; Ord. No. 15-04, § 1, 4-21-04)

Sec. 25-2-57. Staff.

(a) Adequate staff for the historic district commission shall be provided by the city's planning and development department or such other agency or agencies as the mayor may designate.

(b) The commission may delegate the issuance of certificates of appropriateness for specified minor classes of work to its staff or to another delegated authority. The commission shall provide to the delegated authority specific written standards for issuing certificates of appropriateness under this subsection. On at least a quarterly basis, the commission shall review the certificates of appropriateness, if any, issued for work by its staff or other delegated authority to determine whether or not the delegation of such authority should be continued.

(Code 1964, § 28A-1-5; Ord. No. 15-04, § 1, 4-21-04)

Sec. 25-2-58. Appeal of decisions.

A citizen or historic preservation organization within the City of Detroit, or a permit applicant, jointly and severally aggrieved by a decision of the historic district commission shall have the right of appeal from the decision as provided for in Section 11 of the Act.

(Code 1964, § 28A-1-12; Ord. No. 32-99, § 1, 10-27-99; Ord. No. 15-04, § 1, 4-21-04)

Secs. 25-2-59--25-2-64. Reserved.

DIVISION 5. DISTRICTS DESIGNATED**Sec. 25-2-65. Engine House No. 11 Historic District.**

(a) An historic district to be known as the Engine House No. 11 Historic District is hereby established, in accordance with the provisions of this article.

(b) The boundaries of the Engine House No. 11 Historic District are as shown on the map on file in the office of the city clerk, and shall be the same as the boundaries of the building lot on which the building stands, which is described as follows:

Lot 11 of Block 1 of the Subdivision of the Gabriel Chene Estate of the Chene Farm.

(c) The design treatment level of the Engine House No. 11 Historic District shall be rehabilitation, as provided for in section 25-2-2.

(d) The defined elements of design, as provided for in section 25-2-2(e), shall be as follows. Reference will be made to photographs on file in the office of the city clerk.

(1) *Height.* The building proper is two and one-half (2 1/2) stories high. The tower was originally higher.

(2) *Proportion of building's front facade.* The facade as originally designed was a vertical composition, with a basic division into three (3) sections, a wide center bay and two (2) narrow side bays. The center bay was further subdivided at first and second floor levels by brick piers dividing the equipment doors at ground level and the windows at the second floor level. Verticality is emphasized by the tall gable surmounting the central bay. The removal of the central brick pier at the first floor level and portions of the side piers of the central bay to install new doors in 1916 resulted in a lessening of the vertical emphasis, since the doors and their frames are a horizontal element.

(3) *Proportion of openings within the facade.* Windows and doors are tall and narrow, in keeping with the date and style of the building. The original equipment doors, framed by the brick piers, were also taller than wide.

(4) *Rhythm of solids to voids in front facade.* Openings are much larger in relation to wall surface in the center bay; openings in the center bay are paired doors or paired windows, while openings elsewhere are single elements.

(5) *Rhythm of spacing of buildings on streets.* Inapplicable due to single building district.

(6) *Rhythm of entrance and/or porch projections.* Inapplicable due to single building district.