



CITY OF FARMINGTON

Historical Commission Review

In accordance with the City of Farmington Historical District Ordinance, the Historical Commission is authorized to review and approve plans for all construction, alteration, repair, moving or demolition of structures in the Historic District. After review, recommendation or approval by the Historical Commission, the plan must be reviewed by the City of Farmington Planning Commission. Please note all accessory buildings over 100 square feet in area in the Historic District are subject to review by the Historical Commission and Planning Commission. A copy of the City's Historical District Ordinance and the Zoning Ordinance are available in the City's Clerk's Office.

The following steps are necessary to secure Historic Commission approval:

1. An application for Historical Commission plan review must be submitted to the Economic & Community Development Department located at 23600 Liberty Street **at least thirteen (13) days** before the regular meeting date according to the following schedule:

SUBMITTAL DATE	MEETING DATE
January 13, 2017	January 26, 2017
February 10, 2017	February 23, 2017
March 10, 2017	March 23, 2017
April 14, 2017	April 27, 2017
May 12, 2017	May 25, 2017
June 9, 2017	June 22, 2017
July 14, 2017	July 27, 2017
August 11, 2017	August 24, 2017
September 15, 2017	September 28, 2017
October 13, 2017	October 26, 2017
November 17, 2017	November 30, 2017
December 15, 2017	December 28, 2017

All Historic Commission meetings are held the fourth Thursday of the month at City of Farmington Offices, Council Chambers, 23600 Liberty Street and begin at 7:30 p.m.

2. The following information must be provided with every application:
 - Two (2) copies of a completed and signed application
 - Two (2) copies of elevation drawings illustrating the proposed modifications at a reproducible size (no larger than 11" x 17")
 - Photographs of the structure including a photograph of the area where the modification is proposed
 - Photographs of the structures on either side of the subject structure
 - Plot plan that clearly delineates the structure location and all dimensions (building size, setbacks, etc.)

3. Within fourteen (14) days after the receipt of an application for Historical Commission review, the Commission shall review the proposal and forward its decision and recommendations to the applicant. The Historical Commission may recommend changes or alterations to the plans consistent with the character of the Historical District.

4. The Historical Commission shall submit its recommendation to the Planning Commission within thirty (30) days of the receipt of an application for Historical Commission review.



CITY OF FARMINGTON

For office use only

Date Filed: _____

Fee Paid: _____

Historical Commission Application

1. Project Name (if applicable) _____

2. Location of Property

Address _____

Cross Streets _____

3. Identification

Applicant _____

Address _____

City/State/Zip _____

Phone _____ Fax _____

Interest in the Property (e.g. fee simple, land option, etc.)

9 Property Owner 9 Other (Specify) _____

Property Owner _____

Address _____

City/State/Zip _____

Phone _____ Fax _____

Preparer of Site Plan _____

Address _____

City/State/Zip _____

Phone _____ Fax _____

4. Property Information

Zoning District _____ Area _____

Width _____ Depth _____

Current Use of the Property and Structure

5. Structure Information

Age of Structure _____

Type of Siding on Present Structure

Type of Foundation on Present Structure

G Brick

~ Poured Cement

G Wood

~ Cement Block

G Fir

~ Stone

G Stucco

~ Brick

G Aluminum/Vinyl

~ Other _____

G Other _____

Type of Roofing on Present Structure

G Asphalt

G Tile

G Tar and Gravel

G Hand split Shakes

G Cement Block

G Wood Shingles

G Other _____

6. Proposed Modifications

Describe the nature of the modification to the exterior structure

Describe how the proposed modifications will alter the historic character and value of the structure

Describe any previous modifications to the structure and any previous Historic Commission decisions (if known)

A copy of the complete legal description of the property and proof of property ownership should accompany this application.

I, _____ (applicant), do hereby swear that the above statements are true.

Signature of Applicant Date

Signature of Property Owner Date

I, _____ (property owner), hereby give permission for City of Farmington officials, staff, and consultants to go on the property for which the above referenced site plan is proposed for purposes of verifying information provided on the submitted application.

City Action

Historical Commission Review: ~ Applicable ~ Not Applicable

Approved/Denied: _____

Date: _____

Recommendations: _____

Planning Commission

Approved/Denied: _____

Review Date: _____

Conditions: _____

shall constitute approval of plans before it for review or for the adoption of any resolution, motion or other action of the commission.

(e) The commission shall submit an annual report to the council of the general activities of the commission for the preceding year, and shall submit such special reports as requested by the council.

(Code 1977, § 5.403)

Sec. 17-30. Procedure for review of building plans.

(a) When an applicant whose site or structure is located within the historic district or supplementary historic district makes application to the building department for a building permit to restore, alter, repair, remove or demolish any structure within that district, the building department shall forward a copy of the plans to the historical commission for its review and comment. The historical commission shall within fourteen (14) days after the receipt of such plans forward its recommendations or approval to the applicant. The historical commission may recommend changes or alterations to the plans in keeping with harmonious development in the historic district area. The applicant may comply with the recommendations of the historical commission.

(b) If the applicant elects not to comply with the recommendations of the historical commission, the historical commission shall return the plans to the building department for the issuance of a building permit as allowed by the city building code.

(Code 1977, § 5.404)

Sec. 17-31. Duties and powers of the commission.

(a) It shall be the duty of the historical commission to review plans forwarded to the commission by the city building department, giving consideration to:

- (1) The historical or architectural value and significance of the structure and its relationship to the historic value of the surrounding area;

- (2) The relationship of the structure to the rest of the structures and to the surrounding area;

- (3) The general compatibility of exterior design, arrangement, texture and materials proposed to be used; and

- (4) To any other factor, including aesthetic, which it deems pertinent.

(b) The commission shall consider only exterior features of a structure shall not consider interior arrangements.

(c) Where an application is received for repair or alteration affecting the exterior appearance of a structure, or for moving or demolishing a structure which the commission deems so valuable to the city, state or nation, that the loss thereof will adversely affect the public purpose of the city, state or nation, the commission shall endeavor to work out with the owner an economically feasible plan for the preservation of the structure.

(d) The commission is directed to establish bylaws and criteria to govern its procedures and to adopt a set of standards, principles and criteria for use in determining historic sites or structures. The commission shall be guided by the standards and criteria adopted as guidelines for state and federal historical preservation authority where the standards are equitable.

(e) Whenever the performance of its duties requires it, the commission shall cooperate with any appropriate citizens' group or historical society, planning commission, beautification committee or other commissions that may from time to time be appointed by the council.

(Code 1977, § 5.405)

Sec. 17-32. Exceptions.

Nothing in this article shall be construed to prevent the orderly maintenance or repair of any structure under a permit issued by the building department of the city.

(Code 1977, § 5.406)

Sec. 17-33. Acceptance of gifts, grants or bequests.

The city may accept gifts, grants or bequests from the state or federal government for historic