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# 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
Benjamin Calderon	Secretary	11/16/2023	06/01/2026
Jennifer Ross		06/01/2024	05/31/2027
Steve Kaplan		11/16/2023	06/01/2026
Chip Smith		11/16/2023	06/01/2026

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

**2025 MEETING SCHEDULE**

<b>APPLICATIONS DUE</b>	<b>REVIEW COMMITTEE SITE VISIT</b>	<b>MEETING &amp; PUBLIC HEARING 7:00 p.m.</b>
In <a href="https://stream.a2gov.org">https://stream.a2gov.org</a>	<b>Two Commissioners and Staff Visit the Application Site</b>	<b>See Agenda in Legistar for Meeting Location</b>
December 19, 2024	January 6, 2025 noon	January 9, 2025
January 17, 2025	February 10, 2025 noon	<del>February 12, 2025</del> CANCELLED
February 21, 2025	March 10, 2025 noon	March 13, 2025
March 21, 2025	April 7, 2025 5:00 pm	April 10, 2025
April 18, 2025	May 5, 2025 5:00 pm	May 8, 2025
May 23, 2025	June 9, 2025 5:00 pm	June 12, 2025
June 20, 2025	July 7, 2025 5:00 pm	July 10, 2025
July 25, 2025	August 11, 2025 5:00 pm	August 14, 2025
August 22, 2025	September 8, 2025 5:00 pm	September 11, 2025
September 19, 2025	October 6, 2025 noon	October 9, 2025
October 21, 2025	November 10, 2025 noon	November 13, 2025
November 21, 2025	December 8, 2025 noon	December 11, 2025

*\*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](http://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](mailto: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](mailto: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.