

Frequently Asked Questions:

What can I do to the inside of my house?

The HDC does not regulate changes to the interior of a house, unless the interior change affects the exterior appearance.

What color can I paint my house?

The HDC does not regulate paint color.

Does the HDC have to review what I do to the back of my house?

The HDC is required to review **all** exterior changes, including those not visible from the street. The **entire** house, garage, and yard contribute to the historic character of the district.

How does the HDC decide whether to approve my project?

The HDC is required to use "The Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" when deciding whether work is appropriate in an historic district.

Do I have to come before the HDC if I want to put a sign up at my business?

That depends. If you are just putting up lettering in your window, you do not need to come before the HDC; that can be approved administratively (when you apply for a sign permit). If you are putting up a wall, sidewalk, or awning sign then you do need permission from the HDC.

What Requires Review:

Types of work that must be reviewed by the HDC:

In general, any work affecting the exterior appearance of a resource must be reviewed and approved by the HDC. This includes (but is not limited to):

- Roofing
- Windows
- Siding
- Porches
- Awnings
- Signs
- Masonry
- Facades and storefronts
- Fences
- Any other proposed work that is not otherwise specified

Types of work that may be approved administratively:

In some cases, minor modifications to a resource may be approved by the Village Planner. Such cases include:

- Emergency roof repairs if identical or substantially similar materials are being used
- Re-roofing of an asphalt shingle roof with new asphalt shingles (compatible color and texture)
- Temporary signs that meet the requirements of the Village Sign Ordinance and will be displayed for a maximum of 30 days
- Gutter and downspout replacement (provided that quality materials are not being removed, design resembles the original, routing is non-intrusive)
- Replacement of the fabric of existing canvas awnings
- Window signage applied directly to the window (i.e. vinyl lettering) within the downtown business district
- Ordinary maintenance of a resource

Work that does not need to be reviewed at all: The following types of work may be performed to a resource without Village review:

- Painting
- Changes to landscaping
- Minor roof repairs (i.e. replacing a few shingles, flashing or gutters)
- Removing or installing storms and screens for the season
- Repairing existing doors with identical materials
- Minor repair of any part of the exterior of a structure if identical materials are being used

Application Requirements

If you are proposing to do any of the work listed on the previous page, you must fill out an Application for a Permit from the Historic District Commission. Application forms are available from the Village Office or on our website at:

<http://www.vi.holly.mi.us/forms.asp>

Secretary of Interior's Standards for Rehabilitation. When reviewing an application for a Certificate of Appropriateness, the HDC must use the following standards as a basis for action:

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize an historic property shall be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive features, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Contact Us:

www.vi.holly.mi.us/boardscommissions.asp

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