

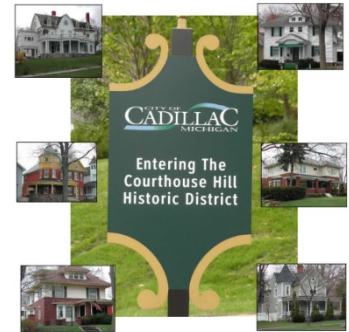


Information Flyer

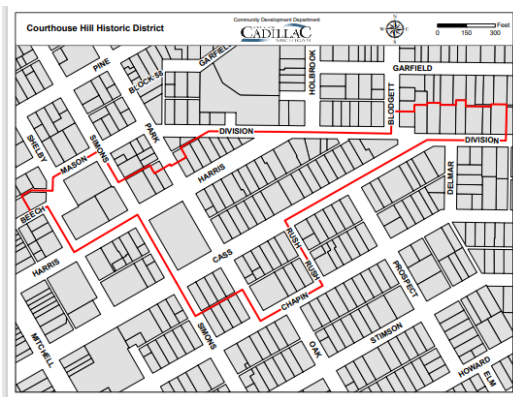
Construction Activity in the Courthouse Hill Historic District

The Courthouse Hill Historic District

Following the request of residents, in 2005 the Cadillac City Council adopted an ordinance to establish the Courthouse Hill Historic District. Located in the heart of Cadillac just one block east of downtown, the district is mostly within the boundaries of the original 1871 Plat of the Village of Clam Lake (the Village of Clam Lake became the City of Cadillac in 1877). Primarily residential, nearly 70% of the contributing structures in the Historic District were built prior to 1910 and are mostly wood frame, single-family homes. Many are Victorian-style residences built by the lumber barons and prominent businessmen that helped establish Cadillac in the 1870s. The district was formed as a tool for protecting the historic character of buildings, streetscapes, and the overall neighborhood from inappropriate alterations, incompatible new construction, and demolition. The district does not freeze an area or buildings in time, but acts as a tool to manage change, helping preserve the community's unique historic character.



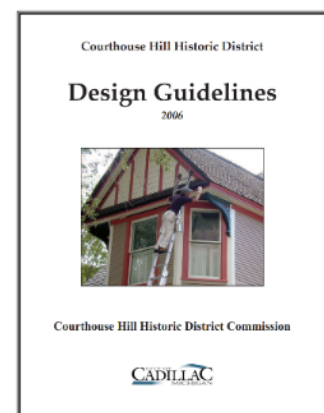
The Historic District Commission



The Cadillac Historic Districts Commission (HDC), a volunteer public body of 7 people appointed by the Cadillac City Council, is charged with maintaining the historic integrity of the district. This is accomplished through public education and outreach and review and approval of non-maintenance construction projects impacting the exterior of historic homes and sites. The HDC is scheduled to meet at 5:00 p.m. on the 2nd Monday of each month for the review of work applications and other business. Meetings are held in the Cadillac Municipal Offices, 200 N. Lake Street, Cadillac, Michigan 49601. Meetings are open to the public.

Project Review by the HDC and Design Guidelines

Except for normal maintenance, such as caulking, patching, painting, or any other minor intervention intended to preserve deteriorating building materials, property owners who plan to make certain improvements to the exterior of their homes and sites are required to file a Historic District Construction Activity Application and have the changes reviewed for approval by the HDC prior to starting the work. There is no fee for the application or review. Exterior changes are subject to the standards of the Historic District Guidelines adopted in 2006. The guidelines address construction activities associated with additions, architectural details, demolition, fences, garages and accessory structures, porches and decks, roofs, siding, windows and doors, and other elements. A copy of the guidelines may be found on the city website. If using a contractor, make sure they are aware of the guidelines and HDC review requirements.



Appeals of HDC Decisions

Though it is the desire of the HDC to work cooperatively with those seeking to make exterior improvements, it is possible that there may be occasions where a person feels aggrieved by the decisions of the Commission. A person aggrieved by a decision of the HDC may appeal said decision pursuant to the standards of the Michigan Historic District Act, Public Act 169 of 1970.

Building Permits

Certain maintenance activities and construction projects may also require a City Building Permit. This will be determined upon the filing and review of a HDC Construction Activity Application. City Building Permits are subject to established fees and inspections.

Local Contact for Additional Information

Questions regarding the historic district, project review and HDC meeting requirements, the design guidelines, building permit requirements, and other district matters may be directed to the Cadillac Community Development Department located at the Cadillac Administrative Offices, 200 N. Lake Street, Cadillac, Michigan. Telephone (231)775-0181. Copies of the Historic District Design Guidelines and HDC Construction Activity Application may be found on Cadillac City Website (cadillac-mi.net).

IMPORTANT REMINDERS

1. **HDC Approval** - Construction may not begin until approved by the HDC. The HDC is scheduled to meet at 5:00 p.m. on the 2nd Monday of each month. Meetings are held in the Council Chambers of the Cadillac Municipal Offices, 200 N. Lake Street, Cadillac, Michigan 49601.
2. **Submission Dates of Construction Activity Applications for HDC Review** – Construction Activity Applications must be submitted not less than seven (7) days prior to a scheduled HDC meeting. The timing is needed for staff review of applications, field work associated with said reviews, preparation of HDC staff reports, and placement on the HDC meeting agenda.
3. **Application Information** – In addition to the completed Construction Activity Application, applicants should provide design plans and design information and specifications. In many instances, this information is often readily available through product suppliers.

