



Center Avenue and Midland Street Historic Districts Work Review List

The Center Avenue and Midland Street Historic Districts were established by the City in 2012 under the provisions of the Local Historic Districts Act, adopted by the Michigan legislature in 1970. The City administers Historic District regulations governing the alteration and demolition of Historic District homes and other structures. The City Commission appointed Historic District Commission (HDC) and the City's Historic Preservation Officer (HPO) assist property owners who wish to make regulated alterations to district homes and structures.

This document lists the types of work on the exterior of HD buildings and properties that is subject to prior HPO or HDC review and approval under the City's HD regulations. The HD regulations distinguish between *ordinary maintenance* and *work*. The term, "*ordinary maintenance*," is defined by the HD regulations as "keeping a resource unimpaired and in good condition through ongoing minor intervention, undertaken from time to time, in its exterior conditions." *Ordinary maintenance* is not subject to prior review or approval under the HD regulations. Care should be taken to assure ordinary maintenance does not progress to work subject to prior HDC or HPO review and approval.

Work includes, but is not limited to new residential and non-residential construction, building additions, the replacement of windows and siding, the reconstruction or alteration of porches, steps and railings, more extensive building alterations and repairs, and signs. *Work* is classified as *major* or *minor*. *Major work* is subject to prior review and approval by the HDC. *Minor work* is subject to prior review and approval by the City's HPO. Please note that much of the work listed is also subject to prior zoning approval, issuance of building or other permits and inspections. Please contact the City's HPO, Scott McKillop, at (989)894-8179 or smckillop@baycitymi.org to determine how your project may or may not be regulated by the City's HD regulations.

Type of Project	Type of Review		Required Permits, Approvals & Inspections
	HDC	HPO	
Architectural detail			
Repair or rehabilitation without alteration of appearance		X	<i>Building Permit Required</i>
Removal or alteration of appearance of existing	X		
Awnings & canopies			
Installation of new or removal of existing awnings, & canopies	X		<i>Building Permit Required</i>
Replacement of fabric on existing fabric covered awnings and canopies.		X	

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	HDC	HPO	
Address numbers & mailboxes			
<i>Not subject to review</i>			
Barrier free/wheelchair access ramps			
Located in front, side, or side-street side yard	X		Zoning approval, building permit & inspections required
Children's swingsets, play structures, playhouses, etc.			
<i>Not subject to review</i>			
Chimneys			
Alteration, removal or replacement of chimney or chimney cap.	X		<i>Building Permit & Inspections Required</i>
Installation of metal or PVC chimneys	X		
Repair of chimneys & chimney caps		X	
Cleaning of exterior surfaces			
Exterior only		X	
Decks			
Visible from street	X		<i>Zoning Approval, Building Permit & Inspections Required</i>
Not visible from street		X	<i>Zoning Approval, Building Permit & Inspections Required</i>
Demolition			
Any building having floor area greater than 200 square feet	X		<i>Demolition Permit Required</i>
Any building having floor area of 200 square feet or less		X	
Doors			
Replacement of exterior doors (front, side and rear)	X		<i>Building Permit Required</i>
Installation of new or replacement of existing storm door		X	
Construction of new door opening	X		<i>Building Permit Required</i>
Replacement of existing overhead garage door with door differing in style or appearance	X		<i>Building Permit Required</i>
Replacement of garage entry/utility door with door differing in style or appearance	X		
Replacement of existing overhead garage door with door of same style or appearance		X	
Replacement of garage entry/utility door with door of same style or appearance		X	

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Type of Project	Type of Review		Required Permits, Approvals & Inspections
	HDC	HPO	
Doors (continued)			
Construction of new garage door opening	X		<i>Building Permit Required</i>
Construction of garage door opening visible from street			
Driveways & Walkways			
New curb cut and driveway	X		<i>Zoning Approval & Curb Cut Permit Required</i>
Lengthening or widening existing, asphalt, concrete or paver surfaced driveway		X	<i>Zoning Approval Required</i>
Paving existing dirt, gravel or stone driveway with asphalt, pavers or concrete		X	<i>Zoning Approval Required</i>
Walkways not located in City or state-owned rights-of-way.	<i>Not subject to review</i>		
Dumpster enclosures			
New enclosures; expansion or relocation of existing enclosures		X	<i>Zoning Approval Required</i>
Balconies			
Construction of new & alteration or removal of existing	X		<i>Building Permit & Inspections Required</i>
Fences			
Removal or replacement of historic wrought iron fences	X		<i>Zoning Approval & Fence Permit Required for New & Replacement Fences</i>
New fences & walls; replacement of existing fences & walls	<i>Not subject to review.</i>		
Gutters & downspouts			
Replacement of historic gutters & downspouts	X		<i>Building Permit Required</i>
Installation of new; repair and replacement of non-historic		X	
Exterior lighting fixtures			
Installation of lighting fixture on exterior of buildings and structures		X	<i>Electrical Permit Required</i>
Installation of lighting fixture in front, side or rear yard		X	<i>Electrical Permit Required</i>
Landscaping			
Removal of historic landscape features visible from streets (does not include trees)	X		
New landscaping improvements – Non-residential and multi-family residential uses	<i>Not subject to review</i>		<i>Zoning approval required</i>

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Masonry repair			
Tuck pointing; repair without alteration of appearance		X	<i>Building Permit Required</i>
Mechanical equipment			
Located in front, side & rear yards		X	<i>Permits & inspections required</i>
Moving Buildings			
Moving a building to property in the Center Avenue or Midland Street historic districts; moving a building from one location on an HD property to another location on the same property; moving a building to property outside of the Center Avenue or Midland Street historic districts	X		<i>Zoning Approval, Building Moving, Building Permits & Inspections Required</i>
New Construction			
Construction of new & additions to existing buildings			
Construction of new & additions to outbuildings (i.e., garages, sheds, gazebos, etc.) having floor area greater than 200 square feet	X		<i>Zoning Approval, Building Permit & Inspections Required</i>
Construction of new and additions to outbuildings having floor area less than 200 square feet		X	<i>Zoning approval required.</i>
Off-street parking areas			
Construction new or expansion of existing – all non-residential & multi-family residential uses		X	<i>Zoning approval required.</i>
Painting			
<i>Not subject to review</i>			
Porches			
Construction of porches & stoops; additions to existing porches & stoops	X		<i>Zoning approval, building permit & inspections required</i>
Replacement of trim, railings, handrails, steps	X		<i>Building Permit & Inspections Required</i>
Replacement of existing porch flooring with material complying with Center Avenue HD Design Guidelines		X	
Rehabilitation/repair & reinstallation of existing trim, railings handrails & steps		X	
Public Improvements			
Sidewalks, streets & public utilities	Not subject to review		

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Roofs			
Alteration of rooflines; construction of dormers; replacement existing roofing material with different material	X		<i>Building permit & inspections required</i>
Replacement existing roofing material with identical material (i.e., asphalt shingles with asphalt shingles) without installation of new roof or attic vents, or alteration of resource's architectural detail.		X	
Satellite dish antennae			
New & replacement		X	
Shutters			
Installation of new or removal of existing shutters	X		
Rehabilitation/repair & reinstallation of existing shutters	<i>Not subject to review</i>		
Sidewalk cafés			
Decks in designated on-street parking areas		X	<i>Sidewalk café license required</i>
Siding			
Replacing or covering existing siding with new material.	X		<i>Building Permit Not Required</i>
Signs			
Installation of new/replacement of existing wall, ground, projecting and roof signs;	X		<i>Sign permit required</i>
Portable signs (180 day limit on display)	<i>Not subject to review.</i>		
Replacement of sign panel in existing wall, ground, projecting and roof signs	<i>Zoning approval required</i>		
Skylights & solar panels			
Visible on primary façade or roof	X		<i>Building permit & inspections required</i>
Not visible on primary façade or roof		X	
Solar shingles			
Installation of new or increase in area of roof covered by existing	X		<i>Building permit & inspections required</i>
Stacks & vents			
Attic, roof, crawlspace, furnace & sewage		X	
Swimming pools, hot tubs & spas			
Swimming pools, hot tubs & spas (must be located in rear yard)	<i>Not subject to review</i>		<i>Building permit & inspections required</i>

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Windows			
Rehabilitation/repair& reinstallation of existing windows without change of size of window opening		X	<i>Building permit required if dimensions of window opening must be altered to accommodate installation of window.</i>
Replacement of existing windows with windows differing in style or appearance without change of size of window opening	X		
Covering existing windows			
Construction of new/alteration of existing window openings	X		Building permit & inspections required
Covering existing windows or window openings			
Tree removal			
Privately owned property; removal of storm damaged trees	<i>Not subject to review</i>		
City, county & state street rights-of-way; public parks		X	