

Excerpts of LDC regarding Certificate of Appropriateness¹

2.5 - Overlay Zoning Districts.

2.5.3 Historic Overlay District (H-O).

- (B) **Northfield Downtown Historic District.** The boundary of the current historic overlay district is the Northfield Downtown Historic District that has been registered with the federal government and certified by the state. The boundaries of such overlay district shall be as shown on the Official Zoning Map.
- (C) **Certificate of Appropriateness.** No activity within the H-O district shall occur on a heritage preservation site without having first received a certificate of appropriateness issued by the HPC pursuant to Section 8.5.8, Heritage Preservation Commission's Certificate of Appropriateness. All supporting documents relating to the certificate of appropriateness (e.g., plans and photographs) shall be kept on file by the city planner. Activity initiated or completed without the consent of the HPC and the city as required shall be considered to be in violation of this LDC.

7.5 - Heritage Preservation Commission (HPC).

7.5.4 Powers and Duties. In addition to any other authority granted to the heritage preservation commission by charter, ordinance, or state law, the heritage preservation commission shall have the following powers and duties related to this LDC:

- (A) To review and make decisions on certificates of appropriateness;
- (B) Following designation of a heritage preservation commission site by city council, the heritage preservation commission shall act as a resource and in an advisory capacity to the owner of the property regarding preservation, restoration, and rehabilitation activities. Heritage preservation commission activity in this regard shall include participation in the planning and implementation of activities within the downtown historic district and other sites that have been designated as heritage preservation sites.

7.8.3 Exemptions.

- (A) The city and other government entities carrying out a governmental function, activity, or implementation of essential services may be exempt in whole or in part from this LDC to the extent permitted in state and federal law.
- (B) The city and other governmental agencies that are exempt from the regulations of this LDC, in whole or in part, are encouraged to meet the requirements of this LDC to the maximum extent possible.

8.5 - Specific Development Review Procedure Requirements.

8.5.8 Heritage Preservation Commission's Certificate of Appropriateness.

- (A) **Applicability.** Unless otherwise exempted in Section 7.8.3, Exemptions, in the H-O district no zoning certificate or building permit for construction, exterior alteration or rehabilitation, moving, or demolition of a building or structure on a heritage preservation site shall be issued until the project has been submitted to, and received approval of a certificate of appropriateness from the heritage preservation commission.

¹ Compiled by A. Thomas who is responsible for any errors of omission.