

*Owosso Downtown Historic District Commission*  
**Violation Enforcement Policy - 2024**

**Objective:** The enforcement policy is designed to ensure compliance with Owosso Historic District ordinances and regulations to safeguard historical resources within the Owosso Historic District. Violations of these ordinances may result in penalties and corrective actions as outlined below.

**Enabling Statute:** Michigan Public Act 169 of 1970, also known as the "Local Historic Districts Act," allows municipalities in Michigan to create local historic districts and establish Historic District Commissions (HDCs) to oversee and protect the historical and architectural integrity of properties within these districts. The Act grants these commissions the authority to review and approve or deny proposed changes to the exterior appearance of properties within the district to ensure they are consistent with historical standards. It also provides a framework for enforcement, including penalties for non-compliance, and allows for the preservation of historically significant sites and structures through local ordinance.

**Enforcement Steps:**

**1. Initial Notification:**

- Upon discovery of a violation, a letter shall be issued to the property owner, citing the specific ordinance violated and the nature of the violation.
- The letter shall provide the owner with a period of thirty (30) business days to respond to the Owosso Historic District Commission, either by submitting an application for a certificate of appropriateness, an explanation as to why there is no violation, or by initiating corrective actions to address the violation.

**2. Final Warning:**

- If no response is received within the initial thirty (30) business-day period, a final warning letter shall be sent to the owner.
- The final warning letter shall provide the owner with a new period of sixty (60) days to rectify the violation so that it aligns with the requirements for a certificate of appropriateness.

**3. Civil Violation Notice:**

- If the violation persists beyond the sixty (60) day period specified in the final warning letter, the Building Department shall issue a civil violation notice to the owner.
- The civil violation notice shall impose a fine of up to \$5,000 in accordance with Article X, Section 8-215 of the Owosso City ordinances.

**4. Court Order for Corrective Action:**

- Following the issuance of a civil violation notice, the Historic District Commission (HDC) shall seek a court order, as authorized by Article X, Section 8-208(i) of the Owosso city ordinances, to compel corrective action.
- The court order may authorize the city, or a hired city contractor, to enter the premises and undertake necessary corrective measures to address the violation.
- The costs incurred for such corrective measures may be charged to the violating property owner or assessed as a special assessment against the property taxes.

**Compliance and Review:** The Owosso Historic District Commission shall make every effort to enforce the policy consistently across all cases of historic district violations. Regular reviews and assessments of enforcement actions shall be conducted by the Owosso Historic District Commission to ensure adherence to applicable laws and regulations.

*Approved at a Regular meeting of the Owosso Historic District Commission on August 21, 2024.*

  
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Amy K. Kirkland, City Clerk

