



**City of the Village of Clarkston**  
Artemus M. Pappas Village Hall  
375 Depot Road  
Clarkston, Michigan 48346

Microsoft Teams Meeting: Join on your computer or mobile app.  
Or go to [www.teams.microsoft.com](http://www.teams.microsoft.com) and enter the  
Meeting ID: 263 167 826 878 and Passcode: dy3Eo9m9

### **Regular City Council Meeting Agenda – March 24, 2025, 7:00 PM**

1. Call to Order:
2. Pledge of Allegiance:
3. Roll Call:  
Mayor Wylie, Mayor Pro Tem Rodgers Council Members: Avery, Casey, Forte, Jones, and Quisenberry
4. Approval of Agenda - Motion
5. Public Comments:  
Individuals have the opportunity to address the City Council on topics not on the agenda for three minutes. In order to hear all Individuals comments at a reasonable hour, the City Council request that speakers respect the three-minute time limit. Note: this is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council.
6. FYI:  
April is “Pinwheels for Prevention” Month
7. City Manager’s Report
8. Consent Agenda:  
Final Minutes of the February 24, 2025 Regular Meeting  
Draft Minutes of the March 10, 2025 Regular Meeting  
Treasurer’s Report March 24, 2025

**9. Unfinished Business:**

- a. None

**10. New Business:**

- a. Second Reading of the Historic District Ordinance Amendments
- b. Resolution: Adoption of the Historic District Ordinance Amendments
- c. Resolution: Application to the Congressionally Directed Spending Program through U.S. Representative Lisa McClain

**11. Adjourn Meeting**

Only those matters that are on the agenda are to be considered for action.

People with disabilities needing accommodations for effective participation in this meeting should please contact Jonathan Smith, City Manager (248) 625-1559 in advance of the meeting. An attempt will be made to provide reasonable accommodations.

Pinwheel gardens spring up representing the joy of childhood and reminding us to help youth feel safe, hopeful, and welcomed throughout the community.



## Our Mission

"To strengthen youth and families and to prevent and reduce incidences of delinquency, abuse, and neglect through community involvement."



Clarkston Area  
Youth Assistance (CAYA)  
5565 Pine Knob Lane  
Clarkston, MI 48346  
248-623-4313 • [caya-mi.org](http://caya-mi.org)



APRIL  
is BLUE  
PINWHEEL  
MONTH IN  
CLARKSTON!



[CAYA-MI.ORG/PINWHEELS-FOR-PREVENTION/](http://CAYA-MI.ORG/PINWHEELS-FOR-PREVENTION/)



PINWHEELS  
FOR  
PREVENTION

### Stronger relationships build resilience.

Positive relationships with caring adults help young people feel supported and develop resiliency to overcome adversity.




We focus on the importance of building positive relationships with each other throughout the community, especially with youth.

A small act of kindness can leave a lasting impact. You never know when your small act will make a big difference to someone else.



### All of us are empowered to help prevent and mitigate child and adolescent adversity in all of its forms, including child abuse.

This is possible because of the groundbreaking ACE\* Study that addressed 10 forms of adversity, instead of just one. The ACE Study and 25 years of continued research have given us a better understanding of how adverse experiences are common, and impact the health and well-being of our family, friends, colleagues, neighbors, and ourselves. The ACE Study confirms that adversity in early life through the 18th birthday, increases physical, mental, and behavioral problems that can continue into later life.

-  What is predictable is preventable.
-  Know that adversity can be interrupted with knowledge, the right experiences, and the right relationships.
-  Know that everything we say and do matters.

\*ACE: Adverse Childhood Experiences

### Help plant seeds of kindness!



For more information about planting a pinwheel garden, scan here:



[caya-mi.org/pinwheels-for-prevention/](http://caya-mi.org/pinwheels-for-prevention/)

At the end of April, you can keep your pinwheels or we can recycle them for you.



**City of the Village of Clarkston**  
**City Manager Report**  
**March 24, 2025**

**MML CapCon Recap**

This week I attended the Michigan Municipal League’s annual 2-day Capital Conference (CapCon) in Lansing. Unlike the MML General Conference in the fall which focuses on best practices for improving communities in the state, CapCon is focused on legislative actions, both current and pending. At the event I had an informative one-on-one discussion over breakfast with Michigan House representative Mike Harris, who was recognized as “Legislator of the Year” for his bi-partisan work to protect police officers and improve public safety. In the General Session, recently retired U.S. representatives Dan Kildee and Fred Upton shared their recommendations for moving forward during uncertain times in Washington. And Rochester Hills Mayor Bryan Barnett spoke about the lessons learned from the horrendous 2024 shooting at the City’s new splash pad. One-hour breakout sessions were held on a number of topics, ranging from how to create thriving communities to lobbying techniques to addressing housing shortages to the impact federal-level changes are having on municipal operations. Overall, this was a very informative and worthwhile conference.

**Application to the Congressionally Directed Spending Program**

Another component of MML’s Capital Conference is an opportunity to meet with municipal vendors such as insurance providers, engineers, planners, and more. One of the Engineering firms I spoke with offered to help Clarkston apply for “Congressional Directed Spending” funds through our U.S. representatives and senators. Because the application deadline is near, I have added a resolution in this agenda packet authorizing me to pursue a matching fund grant through Lisa McClain’s office.

**City Attorney Search Committee Meeting**

The City Attorney Search Committee - made up of Councilmembers Al Avery, Erica Jones, and Gary Casey – will be holding their first meeting on Thursday, March 27<sup>th</sup> at 10:00 AM to discuss possible replacements for Tom Ryan, who has announced his intention to retire on June 30<sup>th</sup>.

**See-Me Flags**

The orange “See-Me Flags” previously approved by City Council arrived last week and were quickly installed for use at the Main Street & Depot/E.Church crosswalk. Pedestrians crossing Main Street at this crosswalk are encouraged to pick up one of the flags from the repository at the intersection, cautiously walk across Main Street waving the flag to alert drivers, and then leave the flag in the repository on the other side.

Respectfully submitted, **Jonathan Smith, City Manager, March 21, 2025**



City of the Village of Clarkston  
Artemus M. Pappas Village Hall  
375 Depot Road  
Clarkston, Michigan 48346

### **Final Minutes of the February 24, 2025, Regular City Council Meeting**

1. Call to Order:

- The regular meeting of the City of the Village of Clarkston City Council was called to order by Mayor Wylie at 7:00 P.M.

2. Pledge of Allegiance:

- Mayor Wylie led the Pledge of Allegiance

3. Roll Call:

- Councilmembers Present: Sue Wylie, Mayor, Laura Rodgers, Mayor Pro Tem, Gary Casey, Erica Jones, and Ted Quisenberry.
- Council Members Absent: Al Avery, Amanda Forte
- Others Present: Jonathan Smith, City Manager, Angie Guillen, Election Director, Evelyn Bihl, Deputy Clerk, Tom Ryan, City Attorney, Sgt. John Ashley, Oakland County Sheriff's Office

4. Approval of Agenda:

- Motioned by Jones, supported by Rodgers to approve the agenda as presented. VOTE: All Aye. MOTION CARRIED 5-0

5. Public Comments:

- There were no comments.

6. FYI:

The State of Community Address is Thursday, March 6, 2025 at Clarkston High School Performing Arts Center from 6-8pm.

7. City Manager Report:

- April 22<sup>nd</sup> Deadline for Election Petitions
- Sidewalk Shoveling
- MML Capital Conference
- Tree Cutting Ordinance
- Stone Pillar Damage on Wompole

- 130 N. Main Street
- Shred Day

8. Motion: Acceptance of Consent Agenda as Presented

- Final Minutes of the January 27, 2025 Regular Meeting
- Draft Minutes of the February 10, 2025 Regular Meeting
- Treasurer's Report February 24, 2025

Motioned by Jones, supported by Casey to approve the Consent Agenda. VOTE: All Aye.  
MOTION CARRIED 5-0

9. **Unfinished Business:**

None

10. **New Business:**

a. Public Hearing: 2024 Community Development Block Grant (CDBG)

Mayor Wylie opened the public hearing at 7:33 pm to receive comments regarding the Community Development Block Grant. Jennifer Angus spoke regarding the Senior Community Center. The Public Hearing was closed at 7:45pm.

b. Resolution: Allocation of the 2024 CDBG Funds

Resolved by Quisenberry, supported by Jones to allocate its 2024 CDBG Funding of \$7,000 as follows: \$3500.00 to CAYA and (optional) \$3500.00 to Independence Township Senior Center. VOTE: Jones, Quisenberry, Rodgers, Casey and Wylie Aye. Nay - None. RESOLUTION CARRIED, 5-0.

c. Discussion: America's 250<sup>th</sup> Anniversary (July 4, 2026) Presentation by Joette Kunse

d. Discussion: SCAMP Parking Fee Donation Request Presentation by Emily Ford

e. Motion: Publication of City Council Meeting Minutes

Motioned by Jones, supported by Rodgers to effective immediately, change the method of publishing the City Council Meeting Minutes, only posting in the Clarkston News a notice directing people to the City Website and/or the City Clerk. VOTE: Casey, Jones, Quisenberry, Rodgers, and Wylie Aye. Nay - None. MOTION CARRIED, 5-0.

f. Resolution: DPW Asset Liquidation

Resolved by Quisenberry, supported by Jones to authorize the City Manager and DPW Supervisor to sell the listed equipment using methods that will ensure the highest possible revenue for the City. A follow-up report will be provided to City Council recording the sale prices achieved. VOTE: Casey, Jones, Quisenberry, Rodgers, and Wylie Aye. Nay - None. RESOLUTION CARRIED, 5-0.

11. Motion: Adjourn Meeting at 8:19 P.M.

- Motioned by Jones, supported by Rodgers to adjourn. VOTE: All Aye. MOTION CARRIED 5-0.

Respectfully Submitted by Angie Guillen, Election Director.



**City of the Village of Clarkston**  
Artemus M. Pappas Village Hall  
375 Depot Road  
Clarkston, Michigan 48346

**Draft Minutes of the March 10, 2025, Regular City Council Meeting**

1. Call to Order:

- The regular meeting of the City of the Village of Clarkston City Council was called to order by Mayor Pro Tem Rodgers at 7:00 P.M.

2. Pledge of Allegiance:

- Mayor Pro Tem Rodgers led the Pledge of Allegiance

3. Roll Call:

- Councilmembers Present: Laura Rodgers, Mayor Pro Tem, Al Avery, Gary Casey, Amanda Forte, Erica Jones, and Ted Quisenberry.
- Council Members Absent: Sue Wylie, Mayor
- Others Present: Jonathan Smith, City Manager, Angie Guillen, Election Director, Evelyn Bihl, Deputy Clerk, Tom Ryan, City Attorney, Sgt. John Ashley, Oakland County Sheriff's Officer

4. Approval of Agenda:

- Motion by Jones, Support by Quisenberry, to approve the agenda as presented with amendments to the HDC Ordinance changes to allow the first reading tonight.  
VOTE: Rodgers, Avery, Casey, Forte, Jones, Quisenberry - All Aye. Nay - None.  
MOTION CARRIED 6-0

5. Public Comments:

- Cara Catallo addressed the Council regarding beaver control in Depot Park.

6. FYI:

None

7. City Manager Report:

- Beaver Damage in Depot Park
- Tree Cutting Ordinance
- Finance Committee Meeting
- Shred Day

8. Sheriff's Activity Report for February 2025

9. Motion: Acceptance of Consent Agenda as Presented

- Final Minutes of the February 10, 2025 Regular Meeting
- Draft Minutes of the February 24, 2025 Regular Meeting
- Treasurer's Report March 10, 2025

Motion by Jones, Support by Quisenberry, to approve the Consent Agenda. VOTE: Jones, Forte, Avery, Casey, Rodgers, Quisenberry - All Aye. Nay – None. MOTION CARRIED 6-0

With regards to the City Attorney Search Committee, Ted Quisenberry requested that he be replaced on the committee. Motioned by Avery, Supported by Jones, to replace Quisenberry with Councilmember and attorney Gary Casey. VOTE: Jones, Forte, Avery, Casey, Rodgers, Quisenberry - All Aye. Nay – None. MOTION CARRIED 6-0

10. **Unfinished Business:**

- a. Discussion: T. Quisenberry Request to Follow-Up on Permit Parking Cost
- b. Discussion: Donation of Parking Revenue to SCAMP

11. **New Business:**

- a. Discussion: Pedestrian Safety Downtown
- b. Discussion: HDC Ordinance Changes. Attorney Ryan read aloud changes that need to be included in the amendment of the ordinance change. These include changes to the Definition, 401 Section and 601 Section. This ordinance change discussion is the first reading and introduction.
- c. Discussion: Independence Township Intergovernmental Agreement for Police Services
- d. Resolution: Extension of Contractual Clerk Agreement  
Resolved by Forte, Support by Avery, that the City of the Village of Clarkston hereby approves the attached Agreement with Angela Guillen for contractual clerk work and assistance through April 30, 2025. VOTE: Jones, Quisenberry, Rodgers, Forte, Casey and Avery - All Aye. Nay - None. RESOLUTION CARRIED, 6-0.

12. Motion: Adjourn Meeting at 8:31 P.M.

- Motion by Forte, Support by Jones to adjourn. VOTE: All Aye.  
MOTION CARRIED 6-0.

Respectfully Submitted by Angie Guillen, Election Director.



Treasurer's Report

- I. Revenue/Expenditure Actual vs. Budget as of 02/28/2025 General Fund 101
- II. Revenue/Expenditure Actual vs. Budget as of 02/28/2025 Major Roads Fund 202
- III. Revenue/Expenditure Actual vs. Budget as of 02/28/2025 Local Roads Fund 203
- IV. Revenue/Expenditure Actual vs. Budget as of 02/28/2025 Capital Projects Fund 401

**TREASURER'S DOCUMENTS FOR MEETING - NEW BUSINESS:**

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*VI. Invoices for review*

Carlisle Wortman -

Monthly Retainer (February 2025)	\$	-
Code Enforcement (February 2025)	\$	-
2025 Planning Consultation	\$	-
2025 General Consultation	\$	-

<b>Sub Total</b>	\$	-
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HRC -

MS4 Permit Assistance	\$	-
Professional	\$	-

<b>Sub Total</b>	\$	-
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Tom Ryan-

Court/Prosecution	\$	-
Professional Services	\$	-

	\$	-
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<b>Sub total Invoices for review</b>	\$	-
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VII. Other Checks for Review

	\$	-
	\$	-
	\$	-
	\$	-

<b>Total Other Checks for Review</b>	\$	-
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<b>Grand Total</b>	\$	-
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PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 02/28/2025	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL						
Revenues						
Dept 000 - GENERAL						
101-000-402.000	CURRENT TAX REVENUES	646,636.00	646,636.00	610,435.47	36,200.53	94.40
101-000-445.000	INTEREST & PENALTY REVENUES	388.00	388.00	360.59	27.41	92.94
101-000-477.000	CABLE TV REVENUES	14,766.00	14,766.00	5,923.29	8,842.71	40.11
101-000-491.000	IN-KIND FEES/PEG FEES AT&T	4,126.00	4,126.00	1,576.06	2,549.94	38.20
101-000-492.000	PERMIT FEES	24,699.00	24,699.00	19,842.00	4,857.00	80.34
101-000-503.000	P- GRANTS	0.00	0.00	65,777.54	(65,777.54)	100.00
101-000-522.000	COMM DEV BLOCK GRANT - CDBG	7,000.00	7,000.00	0.00	7,000.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE-PP	4,275.00	4,275.00	559.42	3,715.58	13.09
101-000-573.001	ENHANCED ACCESS REVENUE SHARING	1,009.00	1,009.00	763.69	245.31	75.69
101-000-574.001	STATE REVENUE SHARING/SALES TAX	109,113.00	109,113.00	54,447.00	54,666.00	49.90
101-000-574.002	STATE LIQUOR CONTROL COMM	3,507.00	3,507.00	0.00	3,507.00	0.00
101-000-656.000	DISTRICT COURT REVENUE	3,676.00	3,676.00	2,239.05	1,436.95	60.91
101-000-665.000	INTEREST EARNED	1,782.00	1,782.00	3,242.84	(1,460.84)	181.98
101-000-666.000	DIVIDENDS AND REBATES	1,400.00	1,400.00	1,398.00	2.00	99.86
101-000-667.000	GAZEBO RENTALS	4,500.00	4,500.00	3,375.00	1,125.00	75.00
101-000-667.001	EQUIPMENT RENTAL	26,000.00	26,000.00	16,651.33	9,348.67	64.04
101-000-670.000	MISCELLANEOUS INCOME	1,500.00	1,500.00	96,775.00	(95,275.00)	6,451.67
101-000-670.001	SPECIAL EVENTS REVENUE	2,500.00	2,500.00	3,000.00	(500.00)	120.00
Total Dept 000 - GENERAL		856,877.00	856,877.00	886,366.28	(29,489.28)	103.44
Dept 248 - HOLIDAY MARKET						
101-248-674.000	CONTRIBUTIONS	0.00	0.00	2,261.00	(2,261.00)	100.00
Total Dept 248 - HOLIDAY MARKET		0.00	0.00	2,261.00	(2,261.00)	100.00
TOTAL REVENUES		856,877.00	856,877.00	888,627.28	(31,750.28)	103.71
Expenditures						
Dept 101 - COUNCIL/MAYOR						
101-101-805.001	PROFESSIONAL & CONTRACTUAL SERVICES	7,750.00	7,750.00	0.00	7,750.00	0.00
101-101-955.000	MISC EXPENSE	1,000.00	949.00	0.00	949.00	0.00
101-101-958.000	DUES & CONFERENCES	3,500.00	3,500.00	1,920.00	1,580.00	54.86
Total Dept 101 - COUNCIL/MAYOR		12,250.00	12,199.00	1,920.00	10,279.00	15.74
Dept 172 - ADMINISTRATION						
101-172-701.002	WAGES - ADMIN ASSISTANT	12,395.00	12,395.00	14,989.49	(2,594.49)	120.93
101-172-703.003	SALARY - CITY MANAGER	44,990.00	44,990.00	29,416.80	15,573.20	65.39
101-172-714.000	MERS - EMPLOYEE MATCH	5,521.00	5,521.00	1,906.44	3,614.56	34.53
101-172-715.000	CITY FICA EXPENSE	4,390.00	4,390.00	3,397.09	992.91	77.38
101-172-719.000	CITY SUTA MESC EXPENSE	100.00	100.00	6.77	93.23	6.77
101-172-722.000	WORKMAN'S COMPENSATION	2,194.00	2,194.00	1,472.00	722.00	67.09
101-172-726.000	SUPPLIES	5,180.00	5,180.00	4,116.87	1,063.13	79.48
101-172-727.001	POSTAGE	325.00	325.00	146.00	179.00	44.92
101-172-805.001	PROFESSIONAL & CONTRACTUAL SERVICES	4,919.00	4,919.00	4,569.31	349.69	92.89
101-172-850.000	TELEPHONE EXPENSE	9,622.00	9,622.00	7,214.04	2,407.96	74.97
101-172-852.000	TECHNOLOGY/INTERNET EXPENSE	8,373.00	8,373.00	7,776.11	596.89	92.87
101-172-860.000	MILEAGE/CONFERENCE	1,300.00	1,300.00	765.14	534.86	58.86
101-172-941.000	RICOH COPIER LEASE	1,800.00	1,800.00	1,109.45	690.55	61.64
101-172-958.000	DUES & CONFERENCES	2,100.00	2,100.00	350.00	1,750.00	16.67

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 02/28/2025	AVAILABLE BALANCE	% BGD USED
Fund 101 - GENERAL						
Expenditures						
Total Dept 172 - ADMINISTRATION		103,209.00	103,209.00	77,235.51	25,973.49	74.83
Dept 215 - CLERK						
101-215-703.001	SALARY - CLERK	38,220.00	38,220.00	20,016.98	18,203.02	52.37
101-215-715.000	CITY FICA EXPENSE	2,924.00	2,924.00	291.99	2,632.01	9.99
101-215-719.000	CITY SUTA MESC EXPENSE	25.00	25.00	2.23	22.77	8.92
101-215-726.000	SUPPLIES	100.00	100.00	0.00	100.00	0.00
101-215-901.000	PUBLICATIONS	5,500.00	5,500.00	3,152.10	2,347.90	57.31
101-215-958.000	DUES & CONFERENCES	1,100.00	1,100.00	671.46	428.54	61.04
Total Dept 215 - CLERK		47,869.00	47,869.00	24,134.76	23,734.24	50.42
Dept 223 - AUDIT						
101-223-805.000	AUDIT FEES	12,500.00	12,500.00	12,500.00	0.00	100.00
Total Dept 223 - AUDIT		12,500.00	12,500.00	12,500.00	0.00	100.00
Dept 248 - HOLIDAY MARKET						
101-248-726.000	SUPPLIES	2,500.00	2,500.00	3,249.53	(749.53)	129.98
Total Dept 248 - HOLIDAY MARKET		2,500.00	2,500.00	3,249.53	(749.53)	129.98
Dept 253 - TREASURER						
101-253-703.002	SALARY - TREASURER	33,320.00	33,320.00	22,473.00	10,847.00	67.45
101-253-715.000	CITY FICA EXPENSE	2,549.00	2,549.00	1,719.19	829.81	67.45
101-253-719.000	CITY SUTA MESC EXPENSE	25.00	25.00	3.76	21.24	15.04
101-253-726.000	SUPPLIES	1,200.00	1,200.00	687.51	512.49	57.29
101-253-853.000	COMPUTER SUPPORT	4,000.00	4,000.00	3,607.13	392.87	90.18
101-253-958.000	DUES & CONFERENCES	1,200.00	1,200.00	99.00	1,101.00	8.25
101-253-960.000	BANK FEES	400.00	400.00	206.30	193.70	51.58
Total Dept 253 - TREASURER		42,694.00	42,694.00	28,795.89	13,898.11	67.45
Dept 257 - ASSESSOR						
101-257-804.000	ASSESSING - OAKLAND COUNTY	8,600.00	8,600.00	8,600.00	0.00	100.00
Total Dept 257 - ASSESSOR		8,600.00	8,600.00	8,600.00	0.00	100.00
Dept 262 - ELECTIONS						
101-262-726.000	SUPPLIES	2,056.00	2,056.00	3,425.42	(1,369.42)	166.61
101-262-727.001	POSTAGE	1,100.00	1,100.00	146.00	954.00	13.27
101-262-805.001	PROFESSIONAL & CONTRACTUAL SERVICES	5,000.00	5,000.00	11,507.17	(6,507.17)	230.14
101-262-901.000	PUBLICATIONS	350.00	350.00	381.00	(31.00)	108.86
Total Dept 262 - ELECTIONS		8,506.00	8,506.00	15,459.59	(6,953.59)	181.75
Dept 265 - BUILDING AND GROUNDS						
101-265-705.000	WAGES - BUILDING MAINTENANCE	6,000.00	6,000.00	9,613.67	(3,613.67)	160.23

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 02/28/2025	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL						
Expenditures						
101-265-705.001	WAGES - BUILDING MAINTENANCE O/T	300.00	300.00	0.00	300.00	0.00
101-265-706.000	WAGES - VILLAGE GROUNDS PARK	26,000.00	26,000.00	12,906.56	13,093.44	49.64
101-265-706.001	WAGES - DPW VILLAGE GROUNDS/PARK O/T	4,500.00	4,500.00	1,244.18	3,255.82	27.65
101-265-715.000	CITY FICA EXPENSE	2,815.00	2,815.00	1,817.99	997.01	64.58
101-265-719.000	CITY SUTA MESC EXPENSE	25.00	25.00	2.22	22.78	8.88
101-265-726.004	SUPPLIES-VH BUILDING	2,500.00	2,500.00	1,476.89	1,023.11	59.08
101-265-728.000	PARK MATERIALS	19,000.00	19,000.00	4,190.97	14,809.03	22.06
101-265-818.000	RUBBISH COLLECTION	1,500.00	1,500.00	1,364.01	135.99	90.93
101-265-920.000	DETROIT EDISON-VH	2,758.00	2,758.00	1,908.90	849.10	69.21
101-265-921.000	CONSUMERS ENERGY-VH	2,101.00	2,101.00	1,213.54	887.46	57.76
101-265-923.000	DTE UPPER PARKING LOT	3,300.00	3,300.00	2,811.27	488.73	85.19
101-265-923.001	DTE DEPOT PARK	304.00	304.00	74.02	229.98	24.35
101-265-924.000	SEWER & WATER-VH	1,000.00	1,000.00	619.61	380.39	61.96
101-265-931.000	BUILDING MAINTENANCE-VH	500.00	500.00	56.06	443.94	11.21
101-265-934.000	MILL POND ASSESSMENT	143.00	143.00	143.00	0.00	100.00
101-265-935.000	STORM WATER DISCHARGE PERMIT	750.00	750.00	500.00	250.00	66.67
101-265-956.000	WATER LEVEL CONTROL	150.00	150.00	82.21	67.79	54.81
101-265-957.000	CDBG DISBURSEMENTS	7,000.00	7,000.00	0.00	7,000.00	0.00
Total Dept 265 - BUILDING AND GROUNDS		80,646.00	80,646.00	40,025.10	40,620.90	49.63
Dept 266 - ATTORNEY						
101-266-803.000	LEGAL FEES	30,000.00	30,000.00	13,854.50	16,145.50	46.18
Total Dept 266 - ATTORNEY		30,000.00	30,000.00	13,854.50	16,145.50	46.18
Dept 267 - INSURANCES						
101-267-961.001	PROPERTY INSURANCE	854.00	854.00	1,225.00	(371.00)	143.44
101-267-961.002	ERRORS & OMISSIONS INSURANCE	8,397.00	8,397.00	7,423.00	974.00	88.40
101-267-961.003	GENERAL LIABILITY INSURANCE	3,642.00	3,642.00	3,236.00	406.00	88.85
101-267-961.004	PROPERTY INSURANCE-OPEN SPACES	1,096.00	1,096.00	1,003.00	93.00	91.51
101-267-961.005	EQUIPMENT INSURANCE	3,796.00	3,796.00	3,346.00	450.00	88.15
Total Dept 267 - INSURANCES		17,785.00	17,785.00	16,233.00	1,552.00	91.27
Dept 301 - POLICE						
101-301-802.000	LAW ENFORCEMENT	157,550.00	157,550.00	76,854.64	80,695.36	48.78
Total Dept 301 - POLICE		157,550.00	157,550.00	76,854.64	80,695.36	48.78
Dept 302 - CODE ENFORCEMENT						
101-302-805.001	PROFESSIONAL & CONTRACTUAL SERVICES	4,000.00	4,000.00	3,859.87	140.13	96.50
Total Dept 302 - CODE ENFORCEMENT		4,000.00	4,000.00	3,859.87	140.13	96.50
Dept 336 - FIRE						
101-336-802.001	FIRE PROTECTION - IND TWP	186,202.00	186,202.00	90,830.42	95,371.58	48.78
Total Dept 336 - FIRE		186,202.00	186,202.00	90,830.42	95,371.58	48.78

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 02/28/2025	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL						
Expenditures						
Dept 371 - BUILDING INSPECTION						
101-371-805.001	PROFESSIONAL & CONTRACTUAL SERVICES	10,000.00	10,000.00	8,180.00	1,820.00	81.80
101-371-809.000	BLDG DEPT PROFESSIONAL FEES	20,255.00	20,255.00	11,471.11	8,783.89	56.63
Total Dept 371 - BUILDING INSPECTION		30,255.00	30,255.00	19,651.11	10,603.89	64.95
Dept 441 - DPW						
101-441-709.000	WAGES - DPW LEAVE & HOLIDAY PAY	4,000.00	4,000.00	3,167.28	832.72	79.18
101-441-709.001	WAGES - DPW TASTE OF CLARKSTON	1,400.00	1,400.00	1,353.90	46.10	96.71
101-441-709.006	WAGES - DPW CONCERTS IN PARK	1,000.00	1,000.00	1,440.54	(440.54)	144.05
101-441-709.007	WAGES - DPW ART IN THE VILLAGE	750.00	750.00	795.01	(45.01)	106.00
101-441-709.008	WAGES - DPW PARADES	718.00	718.00	493.70	224.30	68.76
101-441-712.000	HEALTH INSURANCE	6,182.00	6,182.00	4,080.36	2,101.64	66.00
101-441-713.000	PHYSICAL EXPENSES	1,000.00	1,000.00	585.11	414.89	58.51
101-441-715.000	CITY FICA EXPENSE	602.00	602.00	554.66	47.34	92.14
101-441-719.000	CITY SUTA MESC EXPENSE	25.00	25.00	0.57	24.43	2.28
101-441-726.000	DPW SUPPLIES	3,000.00	3,000.00	936.49	2,063.51	31.22
101-441-850.000	TELEPHONE EXPENSE - DPW	945.00	945.00	600.00	345.00	63.49
101-441-932.001	EQUIPMENT MAINTENANCE	1,000.00	1,000.00	0.00	1,000.00	0.00
101-441-940.004	NEW LEASE SPACE	18,637.00	18,637.00	0.00	18,637.00	0.00
Total Dept 441 - DPW		39,259.00	39,259.00	14,007.62	25,251.38	35.68
Dept 446 - HIGHWAY, STREETS, BRIDGES						
101-446-704.001	WAGES - DPW MAINTENANCE-PICKUP TRUCK	2,000.00	2,000.00	1,669.50	330.50	83.48
101-446-704.002	WAGES - DPW MAINTENANCE-DUMP TRUCK	2,356.00	2,356.00	676.28	1,679.72	28.70
101-446-704.003	WAGES - DPW MAINTENANCE-LOADER	400.00	400.00	71.02	328.98	17.76
101-446-704.004	WAGES - DPW MAINTENANCE-TRACTOR	750.00	750.00	178.08	571.92	23.74
101-446-704.005	WAGES - DPW MAINTENANCE-SWEEPER	150.00	150.00	0.00	150.00	0.00
101-446-704.007	WAGES - DPW MAINTENANCE-LIFT	110.00	110.00	0.00	110.00	0.00
101-446-715.000	CITY FICA EXPENSE	441.00	441.00	198.44	242.56	45.00
101-446-719.000	CITY SUTA MESC EXPENSE	25.00	25.00	1.15	23.85	4.60
101-446-726.000	DPW EQUIPMENT	4,500.00	4,500.00	2,844.33	1,655.67	63.21
101-446-817.001	TREE TRIMMING & MAINTENANCE	3,500.00	3,500.00	310.00	3,190.00	8.86
101-446-860.001	MILEAGE/CONFERENCE/TRAINING	400.00	400.00	0.00	400.00	0.00
101-446-861.001	MATERIAL & OUTSIDE LABOR-PICKUP TRUCK	2,500.00	2,500.00	823.12	1,676.88	32.92
101-446-861.003	MATERIAL & OUTSIDE LABOR-LOADER	1,000.00	1,000.00	304.95	695.05	30.50
101-446-861.004	MATERIAL & OUTSIDE LABOR-LIFT	350.00	350.00	0.00	350.00	0.00
101-446-861.005	MATERIAL & OUTSIDE LABOR-TRACTOR	400.00	400.00	0.00	400.00	0.00
101-446-861.007	MATERIAL & OUTSIDE LABOR-DUMP TRUCK	1,400.00	1,400.00	41.13	1,358.87	2.94
101-446-862.000	FUEL & OIL FOR EQUIPMENT	6,000.00	6,000.00	1,865.33	4,134.67	31.09
Total Dept 446 - HIGHWAY, STREETS, BRIDGES		26,282.00	26,282.00	8,983.33	17,298.67	34.18
Dept 448 - STREET LIGHTING						
101-448-926.000	DTE STREET LIGHTING	17,500.00	17,500.00	12,262.06	5,237.94	70.07
Total Dept 448 - STREET LIGHTING		17,500.00	17,500.00	12,262.06	5,237.94	70.07
Dept 569 - WATERSHED COUNCIL						
101-569-956.002	CLINTON RIVER WATERSHED EXPENSES	875.00	926.00	926.00	0.00	100.00

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 02/28/2025	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL						
Expenditures						
Total Dept 569 - WATERSHED COUNCIL		875.00	926.00	926.00	0.00	100.00
Dept 701 - PLANNING						
101-701-810.001	ENGINEERING SERVICES	9,000.00	9,000.00	6,039.24	2,960.76	67.10
101-701-811.000	PLANNER FEES	8,000.00	8,000.00	855.00	7,145.00	10.69
101-701-958.000	PLANNING COMMISSION	2,000.00	2,000.00	129.45	1,870.55	6.47
101-701-959.000	MAIN STREET CLARKSTON	1,000.00	1,000.00	250.00	750.00	25.00
Total Dept 701 - PLANNING		20,000.00	20,000.00	7,273.69	12,726.31	36.37
Dept 723 - HISTORIC DISTRICT						
101-723-958.000	HISTORIC DIST COMMISSION EXP	2,000.00	2,000.00	300.00	1,700.00	15.00
Total Dept 723 - HISTORIC DISTRICT		2,000.00	2,000.00	300.00	1,700.00	15.00
Dept 906 - DEBT SERVICE						
101-906-994.006	INTEREST EXPENSE - GF - CITY HALL	2,814.00	2,814.00	0.00	2,814.00	0.00
Total Dept 906 - DEBT SERVICE		2,814.00	2,814.00	0.00	2,814.00	0.00
TOTAL EXPENDITURES		853,296.00	853,296.00	476,956.62	376,339.38	55.90
Fund 101 - GENERAL:						
TOTAL REVENUES		856,877.00	856,877.00	888,627.28	(31,750.28)	103.71
TOTAL EXPENDITURES		853,296.00	853,296.00	476,956.62	376,339.38	55.90
NET OF REVENUES & EXPENDITURES		3,581.00	3,581.00	411,670.66	(408,089.66)	11,495.9

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 02/28/2025	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET Revenues						
Dept 000 - GENERAL						
202-000-574.000	STATE SHARED REVENUES	87,425.00	87,425.00	46,145.60	41,279.40	52.78
Total Dept 000 - GENERAL		87,425.00	87,425.00	46,145.60	41,279.40	52.78
TOTAL REVENUES		87,425.00	87,425.00	46,145.60	41,279.40	52.78
Expenditures						
Dept 451 - NON-WINTER						
202-451-703.005	SALARY - NON-WINTER MAINTENANCE	12,507.00	12,507.00	13,211.05	(704.05)	105.63
202-451-703.008	SALARY - NON-WINTER O/T MAINT	2,000.00	2,000.00	627.37	1,372.63	31.37
202-451-715.000	CITY FICA EXPENSE	1,224.00	1,224.00	1,058.63	165.37	86.49
202-451-719.000	CITY SUTA MESC EXPENSE	25.00	25.00	0.00	25.00	0.00
202-451-726.001	SUPPLIES & MTLs - NON-WINTER MAINT	1,840.00	1,840.00	727.49	1,112.51	39.54
202-451-775.000	TOOLS - NON-WINTER MAINTENANCE	400.00	400.00	0.00	400.00	0.00
202-451-776.000	CRACK FILL - MAJOR RD - NON-WINTER	5,000.00	5,000.00	0.00	5,000.00	0.00
Total Dept 451 - NON-WINTER		22,996.00	22,996.00	15,624.54	7,371.46	67.94
Dept 452 - TRAFFIC						
202-452-777.000	TRAFFIC SERVICES	2,000.00	2,000.00	0.00	2,000.00	0.00
202-452-945.000	EQUIPMENT RENTAL	7,000.00	7,000.00	4,164.76	2,835.24	59.50
202-452-966.000	STATE TRUNKLINE OVERHEAD	250.00	250.00	0.00	250.00	0.00
Total Dept 452 - TRAFFIC		9,250.00	9,250.00	4,164.76	5,085.24	45.02
Dept 453 - WINTER						
202-453-703.006	SALARY - WINTER MAINTENANCE	14,149.00	14,149.00	6,701.10	7,447.90	47.36
202-453-703.009	SALARY - WINTER MAINT O/T	5,000.00	5,000.00	4,248.17	751.83	84.96
202-453-715.000	CITY FICA EXPENSE	1,465.00	1,465.00	837.64	627.36	57.18
202-453-719.000	CITY SUTA MESC EXPENSE	50.00	50.00	5.22	44.78	10.44
202-453-726.002	SUPPLIES & MTLs - WINTER MAINT	600.00	600.00	9.74	590.26	1.62
202-453-775.001	SMALL TOOLS - WINTER MAINT	200.00	200.00	0.00	200.00	0.00
202-453-778.000	SALT - WINTER SIDEWALK	800.00	800.00	1,024.82	(224.82)	128.10
202-453-778.001	SALT - WINTER MAINTENANCE	5,500.00	5,500.00	5,383.65	116.35	97.88
202-453-945.001	EQUIPMENT RENTAL - WINTER	7,500.00	7,500.00	5,873.26	1,626.74	78.31
Total Dept 453 - WINTER		35,264.00	35,264.00	24,083.60	11,180.40	68.30
Dept 701 - PLANNING						
202-701-810.001	ENGINEERING SERVICES	2,000.00	2,000.00	0.00	2,000.00	0.00
Total Dept 701 - PLANNING		2,000.00	2,000.00	0.00	2,000.00	0.00
Dept 999 - TRANSFERS OUT						
202-999-995.203	TRANSFER OUT TO LOCAL STREETS	7,713.00	7,713.00	0.00	7,713.00	0.00
Total Dept 999 - TRANSFERS OUT		7,713.00	7,713.00	0.00	7,713.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF THE VILLAGE OF CLARKSTON

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 02/28/2025	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET						
Expenditures						
TOTAL EXPENDITURES		77,223.00	77,223.00	43,872.90	33,350.10	56.81
Fund 202 - MAJOR STREET:						
TOTAL REVENUES		87,425.00	87,425.00	46,145.60	41,279.40	52.78
TOTAL EXPENDITURES		77,223.00	77,223.00	43,872.90	33,350.10	56.81
NET OF REVENUES & EXPENDITURES		10,202.00	10,202.00	2,272.70	7,929.30	22.28



PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 02/28/2025	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET						
Revenues						
Dept 000 - GENERAL						
203-000-574.000	STATE SHARED REVENUES	30,717.00	30,717.00	16,050.69	14,666.31	52.25
203-000-699.202	TRANSFER IN FROM MAJOR ROAD FUND	7,713.00	7,713.00	0.00	7,713.00	0.00
203-000-699.390	TRANSFER IN FROM FUND BALANCE	100,000.00	100,000.00	0.00	100,000.00	0.00
Total Dept 000 - GENERAL		138,430.00	138,430.00	16,050.69	122,379.31	11.59
TOTAL REVENUES		138,430.00	138,430.00	16,050.69	122,379.31	11.59
Expenditures						
Dept 449 - ROAD COMMISSION/STREET DEPT (ACT 51)						
203-449-971.000	STREET CONSTRUCTION	100,000.00	100,000.00	22,670.00	77,330.00	22.67
Total Dept 449 - ROAD COMMISSION/STREET DEPT (ACT 51)		100,000.00	100,000.00	22,670.00	77,330.00	22.67
Dept 451 - NON-WINTER						
203-451-703.005	SALARY - NON-WINTER MAINTENANCE	5,500.00	5,500.00	4,886.33	613.67	88.84
203-451-703.008	SALARY - NON-WINTER O/T MAINT	500.00	500.00	232.04	267.96	46.41
203-451-715.000	CITY FICA EXPENSE	459.00	459.00	391.59	67.41	85.31
203-451-719.000	CITY SUTA MESC EXPENSE	25.00	25.00	0.00	25.00	0.00
203-451-726.001	SUPPLIES & MTLs - NON-WINTER MAINT	800.00	800.00	726.35	73.65	90.79
203-451-775.000	TOOLS - NON-WINTER MAINTENANCE	400.00	400.00	148.98	251.02	37.25
203-451-776.001	LOCAL CRACK FILL	5,000.00	5,000.00	0.00	5,000.00	0.00
Total Dept 451 - NON-WINTER		12,684.00	12,684.00	6,385.29	6,298.71	50.34
Dept 452 - TRAFFIC						
203-452-945.000	EQUIPMENT RENTAL	5,000.00	5,000.00	3,225.71	1,774.29	64.51
203-452-966.000	STATE TRUNKLINE OVERHEAD	100.00	100.00	0.00	100.00	0.00
Total Dept 452 - TRAFFIC		5,100.00	5,100.00	3,225.71	1,874.29	63.25
Dept 453 - WINTER						
203-453-703.006	SALARY - WINTER MAINTENANCE	5,100.00	5,100.00	2,478.50	2,621.50	48.60
203-453-703.009	SALARY - WINTER MAINT O/T	2,500.00	2,500.00	1,571.24	928.76	62.85
203-453-715.000	CITY FICA EXPENSE	582.00	582.00	309.82	272.18	53.23
203-453-719.000	CITY SUTA MESC EXPENSE	25.00	25.00	1.92	23.08	7.68
203-453-726.002	SUPPLIES & MTLs - WINTER MAINT	400.00	400.00	3.42	396.58	0.86
203-453-775.001	SMALL TOOLS - WINTER MAINT	100.00	100.00	0.00	100.00	0.00
203-453-778.000	SALT - WINTER SIDEWALK	750.00	750.00	360.06	389.94	48.01
203-453-778.001	SALT - WINTER MAINTENANCE	2,500.00	2,500.00	1,991.20	508.80	79.65
203-453-945.001	EQUIPMENT RENTAL - WINTER	6,500.00	6,500.00	3,387.60	3,112.40	52.12
203-453-955.001	MISC EXPENSE - WINTER MAINT	100.00	100.00	0.00	100.00	0.00
Total Dept 453 - WINTER		18,557.00	18,557.00	10,103.76	8,453.24	54.45
Dept 701 - PLANNING						
203-701-810.001	ENGINEERING SERVICES	2,000.00	2,000.00	0.00	2,000.00	0.00
Total Dept 701 - PLANNING		2,000.00	2,000.00	0.00	2,000.00	0.00

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 02/28/2025	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET Expenditures						
TOTAL EXPENDITURES		138,341.00	138,341.00	42,384.76	95,956.24	30.64
Fund 203 - LOCAL STREET:						
TOTAL REVENUES		138,430.00	138,430.00	16,050.69	122,379.31	11.59
TOTAL EXPENDITURES		138,341.00	138,341.00	42,384.76	95,956.24	30.64
NET OF REVENUES & EXPENDITURES		89.00	89.00	(26,334.07)	26,423.07	29,588.8

REVENUE AND EXPENDITURE REPORT FOR CITY OF THE VILLAGE OF CLARKSTON  
 PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 02/28/2025	AVAILABLE BALANCE	% BDGT USED
Fund 401 - CAPITAL PROJECT FUND						
Revenues						
Dept 000 - GENERAL						
401-000-699.101	TRANSFER IN FROM GENERAL FUND	126,500.00	126,500.00	0.00	126,500.00	0.00
Total Dept 000 - GENERAL		126,500.00	126,500.00	0.00	126,500.00	0.00
TOTAL REVENUES		126,500.00	126,500.00	0.00	126,500.00	0.00
Expenditures						
Dept 265 - BUILDING AND GROUNDS						
401-265-728.000-FY17	FRIEND FRIENDS OF DEPOT PARK	5,500.00	5,500.00	5,500.00	0.00	100.00
Total Dept 265 - BUILDING AND GROUNDS		5,500.00	5,500.00	5,500.00	0.00	100.00
Dept 446 - HIGHWAY, STREETS, BRIDGES						
401-446-817.000	TREE PLANTING	5,000.00	5,000.00	0.00	5,000.00	0.00
401-446-819.000	STREET SIGNS & POSTS	1,000.00	1,000.00	1,093.42	(93.42)	109.34
401-446-930.007	SAFETY CROSSWALK PAINT/TAPE	4,500.00	4,500.00	0.00	4,500.00	0.00
Total Dept 446 - HIGHWAY, STREETS, BRIDGES		10,500.00	10,500.00	1,093.42	9,406.58	10.41
Dept 901 - CAPITAL OUTLAY						
401-901-726.000	OFFICE FURNITURE	1,000.00	1,000.00	0.00	1,000.00	0.00
401-901-805.001	PROFESSIONAL & CONTRACTUAL SERVICES	62,000.00	62,000.00	14,816.68	47,183.32	23.90
401-901-930.005	SIDEWALK REPAIR	40,000.00	40,000.00	40,000.00	0.00	100.00
401-901-930.014	SECURITY SYSTEMS AND CAMERA	5,000.00	5,000.00	0.00	5,000.00	0.00
401-901-930.015	ELECTRONIC SPEED CONTROL & MAINT.	2,500.00	2,500.00	0.00	2,500.00	0.00
Total Dept 901 - CAPITAL OUTLAY		110,500.00	110,500.00	54,816.68	55,683.32	49.61
TOTAL EXPENDITURES		126,500.00	126,500.00	61,410.10	65,089.90	48.55
Fund 401 - CAPITAL PROJECT FUND:						
TOTAL REVENUES		126,500.00	126,500.00	0.00	126,500.00	0.00
TOTAL EXPENDITURES		126,500.00	126,500.00	61,410.10	65,089.90	48.55
NET OF REVENUES & EXPENDITURES		0.00	0.00	(61,410.10)	61,410.10	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		1,209,232.00	1,209,232.00	950,823.57	258,408.43	78.63
NET OF REVENUES & EXPENDITURES		1,195,360.00	1,195,360.00	624,624.38	570,735.62	52.25
		13,872.00	13,872.00	326,199.19	(312,327.19)	2,351.49

# City of the Village of Clarkston

375 Depot Road  
Clarkston, Michigan 48346

## Resolution - Adoption of the Amended Historic District Ordinance No. 118

**WHEREAS**, In the January 27, 2025 City Council meeting, Council voted unanimously to accept the findings of the Clarkston Historic District Study Committee and the endorsement of the Michigan State Historic Preservation Office, and;

**WHEREAS**, In the March 10, 2025 City Council meeting, Council held the first reading of an amended Historic District Ordinance (attached) reflecting minor revisions required by SHPO, and;

**WHEREAS**, In the March 24, 2025 City Council meeting, Council held the second reading of an amended Historic District Ordinance, and;

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of the Village of Clarkston hereby formally adopts the amended Historic District Ordinance No. 118.

Avery	Casey	Forte	Jones	Quisenberry	Rodgers	Wylie	Totals
<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No
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Resolution is Adopted

Resolution is Defeated

\_\_\_\_\_  
Jonathan Smith, City Manager

March 24, 2025

\_\_\_\_\_  
Date

CITY OF THE VILLAGE OF CLARKSTON

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND THE HISTORIC DISTRICT ORDINANCE OF CITY OF THE VILLAGE OF CLARKSTON MUNICIPAL CODE, CHAPTER 152: HISTORIC DISTRICT

The City of the Village of Clarkston Ordains:

**PREAMBLE**

Pursuant to the Authority conferred by 1970 PA 169, as amended, providing for the establishment of historic districts; the acquisition of certain resources structures for historic preservation purposes, the preservation of historic and nonhistoric resources; the maintenance of public owned resources and structures by local units and the establishment of historic commissions; to provide for certain assessments under certain circumstances; to provide for procedures; and to provide for remedies and penalties.

**Section 1.01.** To amend Chapter 152: Historic District shall be amended to read as follows:

**Section 3.01 - Definitions**

As used in this Ordinance:

(b) "Certificate of Appropriateness" means the written approval of a permit application for work that is appropriate and that does not adversely affect a resource.

(c) "Commission" means a Historic District Commission created by the city of the Village of Clarkston pursuant to section 4.01.

(d) "Committee" means a Historic District Study Committee appointed by the City of the Village of Clarkston pursuant to Section 3.01 and 14.01.

(e) "Demolition" means the razing or destruction whether entirely or in parts of a resource and includes, but is not limited to, demolition by neglect.

(m) "Memorandum of Administrative Approval" means the written approval of an application for time sensitive projects that do not require a building permit for work that is appropriate and that does not adversely affect a resource (for example roof repairs).

(n) "Notice To Proceed" means the written permission to issue a permit for work that is inappropriate and that adversely affects a resource, pursuant to a finding under Section 6.01(5).

(o) "Open Space" means undeveloped land, a naturally landscaped area, or a formal or manmade landscaped area that provides a connective link or a buffer between other resources.

(p) "Ordinary Maintenance" means keeping a resource unimpaired and in good condition through ongoing minor intervention, undertaken from time to time, in its exterior condition. Ordinary maintenance does not change the external appearance of the resource except through the elimination of the usual and expected effects of weathering. Ordinary maintenance does not constitute work for purposes of this Ordinance.

(q) "Proposed Historic District" means an area or group of areas not necessarily having contiguous boundaries, that has delineated boundaries and that is under review by a committee or a standing committee for the purpose of making a recommendation as to whether it should be established as a historic district or added to an established historic district.

(r) "Repair" means to restore a decayed or damaged resource to a good or sound condition by any process. A repair that changes the external appearance of a resource constitutes work for purposes of this Ordinance.

(s) "Resource" means one or more publicly or privately owned historic or nonhistoric buildings, structures, sites, objects, features, or open spaces located within a historic district.

(t) "SHPO" means the Michigan State Historic Preservation Office.

(u) "Standing Committee" means a permanent body established by the City of the Village of Clarkston pursuant to Section 14.01 to conduct the activities of a Historic District Study Committee on a continuing basis.

(v) "Work" means construction, addition, alteration, repair, moving, excavation, or demolition.

**Section 4.01 - Historic District Establishment; Study Committee, Duties; Preliminary Reports, Contents; Hearing, Notice; Final Report, Recommendations; Ordinances; Availability of Writings to Public**

(a) Conduct a photographic inventory of resources within each proposed historic district following procedures established or approved by the SHPO.

(c) Determine the total number of historic and nonhistoric resources within a proposed historic district and the percentage of historic resources of that total. In evaluating the significance of historic resources, the committee shall be guided by the selection criteria for evaluation issued by the United States Secretary of the Interior for inclusion of resources in the National Register of Historic Places, as set forth in 36 C.F.R. Part 60, and criteria established or approved by the SHPO, if any.

(e) Transmit copies of the preliminary report for review and recommendations to the local planning body, to the SHPO, to the Michigan Historical Commission, and to the State Historic Preservation Review Board.

**Section 6.01 - Work Effecting Exterior Appearance of Historic Resources; Permit, Application; Certificate of Appropriateness or Notice; Process Fee; Appeal of Commission's Decision; Standards and Guidelines; Considerations, Hearing; Delegated Authorities**

(3) In reviewing plans, the Commission shall follow the U.S. Secretary of the Interior's standards for rehabilitation and guidelines for rehabilitating historic buildings, as set forth in 36 C.F.R. part 67. Design review standards and guidelines that address special design characteristics of historic districts administered by the Commission may be followed if they are equivalent in guidance to the Secretary of Interior's standards and guidelines and are established or approved by the SHPO. The commission shall also consider all of the following:

(11) The Commission may delegate the issuance of certificates of appropriateness for specified minor classes of work to its staff, to the inspector of buildings, or to another delegated authority. The Commission shall provide to the delegated authority specific written standards for issuing certificates of appropriateness or a Memorandum of Administrative Approval means the written approval of a permit application for time sensitive projects that do not require a building permit for work that is appropriate and that does not adversely affect a resource (for example roof repairs) under this subsection. On at least a quarterly basis, the Commission shall review the certificates of appropriateness if any, issued for work by its staff, the inspector, or another authority to determine whether or not the delegated responsibilities should be continued.

**Section 2.01 – Repealer Clause.**

All ordinances of the city in conflict with the provisions herewith are hereby repealed

**Section 3.01 - Savings clause**

Provisions of this ordinance shall be deemed to be severable and should any section, paragraph, provision or part thereof contained in this ordinance be declared by the courts to be unconstitutional or otherwise invalid, such holding shall not affect the validity of this ordinance as a whole or any part hereof other than the part declared unconstitutional or invalid.

**Section 3.01 – Effective Date.**

This ordinance shall take effect twenty (20) days after passage.

Made and passed this \_\_\_\_\_ day of March, 2025, by the City Council of the City of Village of Clarkston.

\_\_\_\_\_  
Sue Wylie, Mayor

\_\_\_\_\_  
Jonathan Smith, City Clerk

CERTIFICATE OF CLERK

I, Jonathan Smith, being the duly appointed and qualified Clerk of the City of the Village of Clarkston, Oakland County, Michigan, do hereby certify and declare that the foregoing is a true and correct copy of an Ordinance adopted by the City Council of the City of the Village of Clarkston at a regular meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Jonathan Smith, City Manager and City Clerk



**ORDINANCE NO. 118**

**CLARKSTON LOCAL HISTORIC DISTRICT ORDINANCE**

**THE CITY OF THE VILLAGE OF CLARKSTON ORDAINS:**

**PREAMBLE**

Pursuant to the Authority conferred by 1970 PA 169, as amended, providing for the establishment of historic districts; the acquisition of certain resources structures for historic preservation purposes, the preservation of historic and nonhistoric resources; the maintenance of public owned resources and structures by local units and the establishment of historic commissions; to provide for certain assessments under certain circumstances; to provide for procedures; and to provide for remedies and penalties.

**Section 1.01 - Short Title**

This ordinance shall be known and may be cited as the City of the Village of Clarkston Local Historic District Ordinance.

**Section 2.01 - Historic Preservation; Public Purpose; Local Ordinances**

Historic preservation is declared to be a public purpose and the City of the Village of Clarkston may by ordinance regulate the construction, addition, alteration, repair, moving, excavation, and demolition of resources in historic districts within the limits of the City of the Village of Clarkston. The purpose of the ordinance shall be to do one or more of the following:

- (a) Safeguard the heritage of the local unit by preserving one or more historic districts in the City of the Village of Clarkston that reflect elements of the City of the Village of Clarkston's history, architecture, archaeology, engineering or culture.
- (b) Stabilize and improve property values in each district and the surrounding areas.
- (c) Foster civic beauty.
- (d) Strengthen the local economy.
- (e) Promote the use of historic districts for the education, pleasure, and welfare of the citizens of the City of the Village of Clarkston and of the State.

**Section 3.01 - Definitions**

As used in this Ordinance:

- (a) "Alteration" means work that changes the detail of a resource but does not change its basic size or shape.

(b) "~~Bureau~~" means the Bureau of History of the Michigan Department of State.

(~~eb~~) "Certificate of Appropriateness" means the written approval of a permit application for work that is appropriate and that does not adversely affect a resource.

(~~dc~~) "Commission" means a Historic District Commission created by the city of the Village of Clarkston pursuant to section 4.01.

(~~ed~~) "Committee" means a Historic District Study Committee appointed by the City of the Village of Clarkston pursuant to Section 3.01 and 14.01.

(~~f~~) "Demolition" means the razing or destruction whether entirely or in parts of a resource and includes, but is not limited to, demolition by neglect.

(f) "Demolition by Neglect" means neglect in maintaining, repairing, or securing a resource that results in deterioration of an exterior feature of the resource or the loss of structural integrity of the resource.

(h) "Denial" means the written rejection of a permit application for work that is inappropriate and that adversely affects a resource.

(i) "Historic District" means an areas or group of areas not necessarily having contiguous boundaries that contains one resource or a group of resources that are related by history, architecture, archaeology, engineering, or culture.

(j) "Historic Preservation" means the identification, evaluation, establishment, and protection of resources significant in history, architecture, archaeology, engineering, or culture.

(k) "Historic Resource" means a publicly or privately owned building, structures, site, object, feature or open space that is significant in the history, architecture, archaeology, engineering, or culture of this State or a community within this State, or of the United States.

(l) "Local Unit" means the City of the Village of Clarkston.

(~~m~~) "~~Memorandum of Administrative Approval~~" means the written approval of an application for time sensitive projects that do not require a building permit for work that is appropriate and that does not adversely affect a resource (for example roof repairs).

(~~mn~~) "Notice To Proceed" means the written permission to issue a permit for work that is inappropriate and that adversely affects a resource, pursuant to a finding under Section 6.01(5).

(~~no~~) "Open Space" means undeveloped land, a naturally landscaped area, or a formal or manmade landscaped area that provides a connective link or a buffer between other resources.

(ep) "Ordinary Maintenance" means keeping a resource unimpaired and in good condition through ongoing minor intervention, undertaken from time to time, in its exterior condition. Ordinary maintenance does not change the external appearance of the resource except through the elimination of the usual and expected effects of weathering. Ordinary maintenance does not constitute work for purposes of this Ordinance.

(pq) "Proposed Historic District" means an area or group of areas not necessarily having contiguous boundaries, that has delineated boundaries and that is under review by a committee or a standing committee for the purpose of making a recommendation as to whether it should be established as a historic district or added to an established historic district.

(er) "Repair" means to restore a decayed or damaged resource to a good or sound condition by any process. A repair that changes the external appearance of a resource constitutes work for purposes of this Ordinance.

(rs) "Resource" means one or more publicly or privately owned historic or nonhistoric buildings, structures, sites, objects, features, or open spaces located within a historic district.

(t) "[SHPO](#)" means the Michigan State Historic Preservation Office.

(su) "Standing Committee" means a permanent body established by the City of the Village of Clarkston pursuant to Section 14.01 to conduct the activities of a Historic District Study Committee on a continuing basis.

(tv) "Work" means construction, addition, alteration, repair, moving, excavation, or demolition.

**Section 4.01 - Historic District Establishment; Study Committee, Duties; Preliminary Reports, Contents; Hearing, Notice; Final Report, Recommendations; Ordinances; Availability of Writings to Public**

(1) The City of the Village of Clarkston having established a Historic District, the historic district shall be administered by a Commission established pursuant to Section 5.01. Before establishing a historic district, the City of the Village of Clarkston shall appoint a Historic District Study Committee. The committee shall contain a majority of persons who have a clearly demonstrated interest in or knowledge of historic preservation and shall contain representation from one or more duly organized local historic preservation organizations. The committee shall do all of the following:

(a) Conduct a photographic inventory of resources within each proposed historic district following procedures established or approved by the ~~bureau~~[SHPO](#).

(b) Conduct basic research of each proposed historic district and the historic resources located within that district.

(c) Determine the total number of historic and nonhistoric resources within a proposed historic district and the percentage of historic resources of that total. In evaluating the significance of

historic resources, the committee shall be guided by the selection criteria for evaluation issued by the United States Secretary of the Interior for inclusion of resources in the National Register of Historic Places, as set forth in 36 C.F.R. Part 60, and criteria established or approved by the [bureauSHPO](#), if any.

(d) Prepare a preliminary Historic District Study Committee Report that addresses at a minimum all of the following:

- (i) The charge of the committee.
- (ii) The composition of the committee membership.
- (iii) The historic district or districts studied.
- (iv) The boundaries for each proposed historic district in writing and on maps.
- (v) The history of each proposed historic district.
- (vi) The significance of each district as a whole, as well as a sufficient number of its individual resources to fully represent the variety of resources found within the district, relative, to the evaluation criteria.

(e) Transmit copies of the preliminary report for review and recommendations to the local planning body, to the [bureauSHPO](#), to the Michigan Historical Commission, and to the State Historic Preservation Review Board.

(f) Make copies of the preliminary report available to the public pursuant to Subsection (4).

(2) Not less than 60 calendar days after the transmittal of the preliminary report, the committee shall hold a public hearing in compliance with Act No. 267 of the Public Acts of 1976, as amended, being Sections 15.261 to 15.275 of the Michigan Compiled Laws. Public notice of the time, date, and place of the hearing shall be given in the manner required by Act No. 267 of the Public Acts of 1976, as amended. Written notice shall be mailed by first-class mail not less than 14 calendar days before the hearing to the owners of properties within the proposed historic district, as listed on the tax rolls of the City of the Village of Clarkston.

(3) After the date of the public hearing, the committee and the City of the Village of Clarkston shall have not more than one year, unless otherwise authorized by the City of the Village of Clarkston, to take the following actions:

(a) The committee shall prepare and submit a final report with its recommendations and the recommendation, if any, of the local planning body to the City of the Village of Clarkston. If the recommendation is to establish a historic district or districts, the final report shall include a draft of a proposed ordinance or ordinances.

(b) After receiving a final report that recommends the establishment of a historic district or districts, the City of the Village of Clarkston, at its discretion, may introduce and pass or reject an ordinance or ordinances. If the City of the Village of Clarkston passes an ordinance or ordinances establishing one or more historic districts, the City of the Village of Clarkston shall file a copy of that ordinance or those ordinances, including a legal description of the property or properties located within the historic district or districts, with the Register of Deeds. The City of the Village of Clarkston

shall not pass an ordinance establishing a contiguous historic district less than 60 days after a majority of the property owners within the proposed historic district, as listed on the tax rolls of the City of the village of Clarkston, have approved the establishment of the historic district pursuant to a written petition.

(4) A writing prepared, owned, used, in the possession of, or retained by a committee in the performance of an official function shall be made available to the public in compliance with Act No. 442 of the Public Acts of 1976, as amended, being Sections 15.231 to 15.246 of the Michigan Compiled Laws.

**Section 5.01 - Historic District Commissions; Creation; Members, Appointment, Terms, Vacancies; Applicability of Section**

The City of the Village of Clarkston shall establish a commission to be called the Historic District Commission. Each member of the commission shall reside within the City of the Village of Clarkston. The commission shall consist of 5 members. A majority of the members shall have a clearly demonstrated interest in or knowledge of historic preservation. The members shall be appointed by the Mayor. Members shall be appointed for 3-year terms except the initial appointments of some of the members shall be for less than 3 years so that the initial appointments are staggered and that subsequent appointments do not recur at the same time. Members shall be eligible for reappointment. A vacancy on the commission shall be filled within 60 calendar days by an appointment made by the appointing authority. The commission shall include as a member, if available, a graduate of an accredited school of architecture who has 2 years of architectural experience or who is an architect registered in this State.

**Section 6.01 - Work Effecting Exterior Appearance of Historic Resources; Permit, Application; Certificate of Appropriateness or Notice; Process Fee; Appeal of Commission's Decision; Standards and Guidelines; Considerations, Hearing; Delegated Authorities**

(1) A permit shall be obtained before any work effecting the exterior appearance of a resource is performed within a historic district or, if required under Subsection (4), work affecting the interior arrangements of a resource is performed within a historic district. The person, individual, partnership, firm, corporation, organization, institution, or agency of government proposing to do that work shall file an application for a permit with the inspector of buildings, the Commission, or other duly delegated authority. If the inspector of buildings or other authority receives the application, the application shall be immediately referred together with all required supporting materials that make the application complete to the Commission. A permit shall not be issued and proposed work shall not proceed until the Commission has acted on the application by issuing a certificate of appropriateness or a notice to proceed as prescribed in this ordinance. The City of Village of Clarkston may charge a reasonable fee to process a permit application.

(2) An applicant aggrieved by a decision of a Commission concerning a permit application may file

an appeal with the State Historic Preservation Review Board of the Michigan Historical Commission within the Department of State. The appeal shall be filed within 60 days after the decision is furnished to the applicant. The appellant may submit all or part of the appellant's evidence and arguments in written form. The Review Board shall consider an appeal at its first regularly scheduled meeting after receiving the appeal, but may not charge a fee for considering an appeal. The review board may affirm, modify, or set aside a Commission's decision and may order a Commission to issue a certificate of appropriateness or a notice to proceed. A permit applicant aggrieved by the decision of the State Historic Preservation Review Board may appeal the decision to the circuit court having jurisdiction over the Historic District Commission whose decision was appealed to the State Historic Preservation Review Board.

(3) In reviewing plans, the Commission shall follow the U.S. Secretary of the Interior's standards for rehabilitation and guidelines for rehabilitating historic buildings, as set forth in 36 C.F.R. part 67. Design review standards and guidelines that address special design characteristics of historic districts administered by the Commission may be followed if they are equivalent in guidance to the Secretary of Interior's standards and guidelines and are established or approved by the [Bureau SHPO](#). The commission shall also consider all of the following:

(a) The historic or architectural value and significance of the resource and its relationship to the historic value of the surrounding area.

(b) The relationship of any architectural features of the resource to the rest of the resource and to the surrounding area.

(c) The general compatibility of the design, arrangement, texture, and materials proposed to be used.

(d) Other factors, such as aesthetic value, that the Commission finds relevant.

(4) The Commission shall review and act upon only exterior features of a resource and shall not review and act upon interior arrangements unless specifically authorized to do so by the City of the Village of Clarkston or unless interior work will cause visible change to the exterior of the resource. The Commission shall not disapprove an application due to considerations not prescribed in Subsection (3).

(5) If an application is for work that will adversely affect the exterior of a resource the commission considers valuable to the City of the Village of Clarkston, State or Nation, and the Commission determines that the alteration or loss of that resource will adversely affect the public purpose of the City of the Village of Clarkston, State or Nation, the Commission shall attempt to establish with the owner of the resource an economically feasible plan for preservation of the resource.

(6) Work within a historic district shall be permitted through the issuance of a notice to proceed by the Commission if any of the following conditions prevail and if the proposed work can be demonstrated by a finding of the Commission to be necessary to substantially improve or correct any of the following conditions:

(a) The resource constitutes a hazard to the safety of the public or to the structure's occupants.

(b) The resource is a deterrent to a major improvement program that will be of substantial benefit to the community and the applicant proposing the work has obtained all necessary planning and zoning approval, financing, and environmental clearances.

(c) Retaining the resource will cause undue financial hardship to the owner when a governmental action, an act of God, or other events beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at its fair market value or moving the resource to a vacant site within the historic district, have been attempted and exhausted by the owner.

(d) Retaining the resource is not in the interest of the majority of the community.

(7) Signs. When considering signs under this Ordinance, the Historic District Commission may approve signs which do not comply with the provisions of Section 10.05 of Ordinance 72, the City of the Village of Clarkston Zoning Ordinance, if:

(1) The applicant establishes by a preponderance of evidence acceptable to the Commission that the design of the existing sign as replicated, repaired, restored or relocated, preserves a historic facade or premises more effectively than a design complying with Section 10.05 of Ordinance 72, the City of the Village of Clarkston Zoning Ordinance

(2) The Commission requires compliance with Section 10.05 of Ordinance 72, the City of the Village of Clarkston Zoning Ordinance to the greatest extent consistent with the historical preservation of the facade or premises involved.

(8) The business that the Commission may perform shall be conducted at a public meeting of the commission held in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of 1976, as amended, being Sections 15.261 to 15.275 of the Michigan Compiled Laws. Public notice of the time, date, and place of the meeting shall be given in the manner required by Act No. 267 of the Public Acts of 1976, as amended. A meeting agenda shall be part of the notice and shall include a listing of each permit application to be reviewed or considered by the Commission.

(9) The Commission shall keep a record of its resolutions, proceedings, and actions. A writing prepared, owned, used, in the possession of, or retained by the commission in the performance of an official function shall be made available to the public in compliance with the Freedom of Information Act, Act No. 442 of the Public Acts of 1976, as amended, being Sections 15.231 to 15.245 of the Michigan Compiled Laws.

(10) The Commission may adopt its own rules of procedure and shall adopt design review standards and guidelines for resource treatment to carry out its duties under this ordinance.

(11) The Commission may delegate the issuance of certificates of appropriateness for specified minor classes of work to its staff, to the inspector of buildings, or to another delegated authority. The Commission shall provide to the delegated authority specific written standards for issuing

certificates of appropriateness [or a Memorandum of Administrative Approval means the written approval of a permit application for time sensitive projects that do not require a building permit for work that is appropriate and that does not adversely affect a resource \(for example roof repairs\)](#) under this subsection. On at least a quarterly basis, the Commission shall review the certificates of appropriateness if any, issued for work by its staff, the inspector, or another authority to determine whether or not the delegated responsibilities should be continued.

(12) Upon a finding by a Commission that a historic resource within a historic district or a proposed historic district subject to its review and approval is threatened with demolition by neglect, the Commission may do either of the following:

(a) Require the owner of the resource to repair all conditions contributing to demolition by neglect.

(b) If the owner does not make repairs within a reasonable time, the Commission or its agents may enter the property and make such repairs as are necessary to prevent demolition by neglect. The costs of the work shall be charged to the owner, and may be levied by the City of The Village of Clarkston as a special assessment against the property. The Commission or its agents may enter the property for purposes of this section upon obtaining an order from the Circuit Court.

(13) When work has been done upon a resource without a permit, and the Commission finds that the work does not qualify for a certificate of appropriateness, the Commission may require owner to restore the resource to the condition the resource was in before the inappropriate work or to modify the work so that it qualifies for a certificate appropriateness. If the owner does not comply with the restoration or modification requirement within a reasonable time, the Commission may seek an order from the Circuit Court to require the owner to restore the resource to its former condition or to modify the work so that it qualifies for a certificate of appropriateness. If the owner does not comply or cannot comply with the order of the court, the Commission or its agents may enter the property and conduct work necessary to restore the resource to its former condition or modify the work so that it qualifies for a certificate of appropriateness in accordance with the court's order. The costs of the work shall be charged to the owner, and may be levied by the City of the Village of Clarkston as a special assessment against the property. When acting pursuant to an order of the Circuit Court, a Commission or its agents may enter a property for purposes of this section.

#### **Section 7.01 - Grants and Gifts; Benefit Programs**

The City of the Village of Clarkston may accept state or federal grants for historic preservation purposes, may participate in state and federal programs that benefit historic preservation, and may accept public or private gifts for historic preservation purposes. The City of Village of Clarkston may make the Historic District Commission a standing committee, or other agency its duly appointed agent to accept and administer grants, gifts, and program responsibilities.

#### **Section 8.01 - Historic Resources; Acquisition by City of the Village of Clarkston**

If all efforts by the Historic District Commission to preserve a resource fail, or if it is determined by the City of the Village of Clarkston that public ownership is most suitable, the City of the Village of



Clarkston, if considered to be in the public interest, may acquire the resource using public funds, public or private gifts, grants or proceeds from the issuance of revenue bonds. The acquisition shall be based upon the recommendation of the Commission or Standing Committee. The Commission or Standing Committee is responsible for maintaining publicly owned resources using its own funds, if not specifically designated for other purposes or public funds committed for that use by the City of the Village of Clarkston. Upon recommendation of the committee or Standing Committee, the City of the Village of Clarkston may sell resources acquired under this section with protective easements included in the property transfer documents, if appropriate.

#### **Section 9.01 - County Historic District Commission; County Jurisdiction, Coordination; Review of Activities**

The jurisdiction of a county shall be the same as that provided in Act No. 183 of the Public Acts of 1943, as amended, being Sections 125.201 to 125.232 of the Michigan Compiled Laws, or as otherwise provided by contract entered into between the county and the city. If a county historic district commission is in existence, coordination between the county historic district commission and township and municipality historic district commissions shall be maintained. The overall historic preservation plans of the city shall be submitted to the county historic district commission for review.

#### **Section 10.01 - Filing of Certificates of Appropriateness, Notices to Proceed, and Denials of Permit Applications; Binding Decision Appeal; Records; Uniform Administration of Ordinance**

(1) The commission shall file certificates of appropriateness, notices to proceed, and denials of applications for permits with the inspector of buildings or other delegated authority. A permit shall not be issued until the Commission has acted as prescribed by this ordinance. If a permit application is denied, the decision shall be binding on the inspector or other authority. A denial shall be accompanied with a written explanation by the Commission of the reasons for denial and, if appropriate, a notice that an application may be resubmitted for Commission review when suggested changes have been made. The denial shall also include notification of the applicant's rights of appeal to the State Historic Preservation Review Board and to the Circuit Court. The failure of the commission to act within 60 calendar days after the date a complete application is filed with the commission, unless an extension is agreed upon in writing by the applicant and the commission, shall be considered to constitute approval.

#### **Section 11.01 - Construction of Ordinance**

Nothing in this ordinance shall be construed to prevent ordinary maintenance or repair of a resource within a historic district, or to prevent work on any resource under a permit issued by the inspector of buildings or other duly delegated authority before the ordinance was enacted.

#### **Section 12.01 - Historic District Commission; Decisions, Appeal, Exceptions**

Any citizen or duly organized historic preservation organization in the City of the Village of

Clarkston, as well as resource property owners, jointly or severally aggrieved by a decision of the Historic District Commission may appeal the decision to the Circuit Court, except that a permit applicant aggrieved by a decision rendered under Section 5(1) may not appeal to the court without first exhausting the right to appeal to the State Historic Preservation Review Board under Section 5(2).

**Section 13.01 - Procedures for Establishing, Modifying or Eliminating Historic Districts;  
Resolutions; Emergency Moratorium on Pending Working**

(1) The City of the Village of Clarkston may at any time establish by ordinance additional historic districts, including proposed districts previously considered and rejected, may modify boundaries of an existing historic district or may eliminate an existing historic district. Before establishing, modifying, or eliminating a historic district, a Historic District Study Committee appointed by the City of the Village of Clarkston shall, except as provided in Subsection (2), comply with the procedures set forth in Section 3.01 and shall consider any previously written committee reports pertinent to the proposed action. To conduct these activities, the City of the Village of Clarkston may retain the initial committee, establish a standing committee, or establish a committee to consider only specific proposed districts and then be dissolved.

(2) If considering elimination of a historic district, a committee shall follow the procedures set forth in Section 3.01 for issuing a preliminary report, holding a public hearing, and issuing a final report but with the intent of showing one or more of the following:

- (i) The historic district has lost those physical characteristics that enabled establishment of the district.
- (ii) The historic district was not significant in the way previously defined.
- (iii) The historic district was established pursuant to defective procedures.

(3) Upon receipt of substantial evidence showing the presence of historic, architectural, archaeological, engineering, or cultural significance of a proposed historic district, the City of the Village of Clarkston may, at its discretion, adopt a resolution requiring that all applications for permits within the proposed historic district be referred to the Commission as prescribed in Sections 5.01 and 9.01. The Commission shall review permit applications with the same powers that would apply if the proposed historic district was an established historic district. The review may continue in the proposed historic district for not more than one year or until such time as the City of the Village of Clarkston approves or rejects the establishment of the historic district by ordinance, whichever occurs first.

(4) If the City of the Village of Clarkston determines that pending work will cause irreparable harm to resources located within an established historic district or a proposed historic district, the City of the Village of Clarkston may by resolution declare an emergency moratorium of all such work for a period not to exceed 6 months. The City of the Village of Clarkston may extend the emergency moratorium for an additional period not to exceed 6 months upon finding that the threat of irreparable harm to resources is still present. Any pending permit application concerning a resource subject to an emergency moratorium may be summarily denied.

#### **Section 14.01 - Violations of Ordinance; Penalties**

(1) A person, individual, partnership, firm, corporation, organization, institution, or agency of government that violates this ordinance is responsible for a civil violation and may be fined not more than \$5,000.00.

(2) A person, individual, partnership, firm, corporation, organization, institution, or agency of government that violates this ordinance may be ordered by the court to pay the costs to restore or replicate a resource unlawfully constructed, added to, altered, repaired, moved, excavated, or demolished.

#### **Section 15.01 - Savings clause**

Provisions of this ordinance shall be deemed to be severable and should any section, paragraph, provision or part thereof contained in this ordinance be declared by the courts to be unconstitutional or otherwise invalid, such holding shall not affect the validity of this ordinance as a whole or any part hereof other than the part declared unconstitutional or invalid.

#### **Section 16.01 - Effective Date.**

This ordinance shall take effect twenty (20) days after passage.

Made and passed this [26th](#) day of [February, 19962025](#), by the City Council of the City of Village of Clarkston.

THE CITY OF THE VILLAGE OF  
CLARKSTON

BY: [S/Sharron Catallo](#)  
[Sharron Catallo](#), President

BY: [S/Artemus Pappas](#)  
[Artemus Pappas](#), City Clerk

# City of the Village of Clarkston

375 Depot Road  
Clarkston, Michigan 48346

## Resolution - Application to the Congressionally Directed Spending Program

**WHEREAS**, Federal funds are often made available to U.S. Representatives and Senators through the Congressionally Directed Spending (CDS) program, allowing the funding of local projects that will promote economic development, infrastructure, public safety, and other worthy investments, and;

**WHEREAS**, In 2024, the City was made aware of some significant walkability and ADA accessibility issues in our downtown district, most notably non-compliant sidewalks and significantly deteriorated paver driveway aprons, and;

**WHEREAS**, With an estimated cost of between \$1.2M and \$1.5M to replace the non-compliant sidewalks and driveway aprons, it is unclear how or if the City could ever funds these repairs, and;

**WHEREAS**, While the deadline to apply for the U.S. Senate 2026 CDS program has already passed, the deadline for the U.S. House of Representatives, through our representative Lisa McClain, remains open until April 4th, 2025, and;

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of the Village of Clarkston hereby authorizes the City Manager to apply for funding of up to \$1.5M for repairing the City's downtown sidewalks and driveway aprons through the 2026 Congressionally Directed Spending program and our U.S. Representative Lisa McClain. If approved, funds would be made available in the 2026 calendar year with construction targeted for the 2027 calendar year. If approved, a 20% match from the City would be required.

Avery	Casey	Forte	Jones	Quisenberry	Rodgers	Wylie	Totals
<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No
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Resolution is Adopted

Resolution is Defeated

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Jonathan Smith, City Manager

\_\_\_\_\_  
March 24, 2025

\_\_\_\_\_  
Date