

**City of New Baltimore Historic District Commission  
Resolution Setting Application Deadlines  
Resolution 21-01**

**BY COMMISSIONER:**

**SUPPORTED BY COMMISSIONER:**

**WHEREAS**, Michigan’s Local Historic District Act, being MCL 399.205(7), authorizes the New Baltimore Historic District Commission to review applications at their monthly meetings and requires “(7) 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, 1976 PA 267, MCL 15.261 to 15.275. Public notice of the time, date, and place of the meeting shall be given in the manner required by the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. 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.”; and

**WHEREAS**, the City of New Baltimore Ordinance 111 adopts PA 169 in its entirety and authorizes the New Baltimore Historic District Commission to review applications at their monthly meetings and requires “(7) 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, 1976 PA 267, MCL 15.261 to 15.275. Public notice of the time, date, and place of the meeting shall be given in the manner required by the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. 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.”; and

**WHEREAS**, in order to process applications, prepare the meeting agenda for proper notice as required it is necessary to have applications submitted in a timely manner before regularly scheduled meetings;

**NOW THEREFORE BE IT RESOLVED** that, the New Baltimore Historic District Commission sets the application deadline as fifteen (15) calendar days before any regularly scheduled meeting.

For the remainder of 2021 the following application deadlines apply:

<b><u>MEETING DATE</u></b>	<b><u>APPLICATION DEADLINE</u></b>
May 4	April 19
June 1	May 17
July 6	June 21
August 3	July 19
September 7	August 23
October 5	September 20
November 2	October 18
December 7	November 22

**ADOPTED: April 6, 2021**

**EFFECTIVE: April 6, 2021**