

1. Agenda

Documents: [HISTORIC DISTRICT COMMISSION MEETING AGENDA SEPTEMBER 25, 2012 \(PDF\).PDF](#)

2. Agenda Packet

Documents: [HISTORIC DISTRICT COMMISSION MEETING AGENDA PACKET SEPTEMBER 25, 2012 \(PDF\).PDF](#)

CITY OF YPSILANTI
Historic District Commission
Regular Meeting Agenda

Tuesday, September 25, 2012
7:00 p.m.

The Ypsilanti Historic District Commission works to safeguard Ypsilanti's built heritage by guiding development and renovation within the Historic District. Enabled by federal, state, and local legislation, the HDC seeks to stabilize and improve property values, to promote preservation education, and to develop the Ypsilanti Historic District as a vital living area.

I. CALL TO ORDER AND ROLL CALL

Jane Schmiedeke, Chair	P	A
Hank Prebys, Vice Chair	P	A
Ron Rupert	P	A
Michael Condon	P	A
Jennifer Henriksen	P	A
Alex Pettit	P	A
Anne Stevenson	P	A

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. PUBLIC HEARING - none

V. BUSINESS SESSION

A. OLD BUSINESS

1. **11 Oak**

Window Replacement

B. NEW BUSINESS- none

C. STUDY ITEMS - none

2. **219 N. River**

Fencing

D. ADMINISTRATIVE APPROVAL - none

E. OTHER BUSINESS

3. **Property Monitoring**

- Property at 417 N. Adams

VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

Approval of the minutes of September 11, 2012

VIII. ADJOURNMENT

Secretary of the Interior's Standards for the Rehabilitation of Historic Structures

Developed by the U.S. Department of the Interior, the Standards provide a framework that guides protective decisions regarding historic structures. The Historic District Commission is required to cite applicable Standards with each formal decision it renders. It may also cite HDC Fact Sheets as part of its decision-making process.

1. Use property for original purpose or provide compatible use with minimal alteration.

A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.

2. Do not destroy original character. Do not remove or alter historic material or features.

The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.

3. Do not imitate earlier styles.

Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.

4. Preserve significant changes acquired over time.

Changes to a property that have acquired historic significance in their own right will be retained and preserved.

5. Preserve distinctive features.

Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.

6. Repair, don't replace. Replacements shall match original.

Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

7. Clean building gently—no sandblasting.

Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

8. Preserve archaeological resources.

Archaeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

9. Contemporary designs shall be compatible and shall not destroy significant original material.

New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

10. New work shall be removable.

New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

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JAN 12

Rec 15062



Ypsilanti Historic District Work Permit Application

Date filed _____ for HDC meeting date 8/14/12 9/11

Action item ☐

Study item ☐

Action items require payment of the application fee. There is no fee to submit a study item for discussion.

Property Address 11 Oak

Applicant

☐ Owner

☐ Architect

☒ Contractor

Name HANSONS

Address 977 E 14 MILE ROAD

City TROY

State MI

Zip 48083

Phone 248-581-3030

Fax 248-577-0572

E-mail _____

Owner Brian ELIAS

(If different than applicant)

Who will perform the work?

☐ Owner

☒ Contractor

Contractor HANSONS

(Name, address,
phone)

248-581-3030

977 E. 14 MILE ROAD TROY MI 48083

Action Items only:

Construction Cost 1,100.00

Permit Application Fee 25.00

The permit fee is \$20 plus \$5 for each \$3,000 of construction cost, and is due at the time of application.

To complete this application:

1. On the reverse side, summarize the work proposed, list the main materials to be used, and (if relevant) indicate the color scheme planned.
2. Attach the following documents:
 - a. Photo(s) showing all locations where work is proposed
 - b. Paint color chips (if relevant)
 - c. Catalog cut sheets or similar details for windows, doors, light fixtures, and any other manufactured or preassembled components
 - d. Dimensioned drawings of any new construction or modifications to existing structures
 - e. A site plan, if proposal is for work on the grounds and not just the structure (e.g., installing an air conditioning system compressor). For fences, new structures, or work that will alter the footprint of existing structures, a photocopy of the mortgage survey with proposed changes indicated is required.

Submit the completed application to the City of Ypsilanti Building Department, 1 South Huron Street, along with the application fee if you wish the HDC to consider the proposal as an action item, not a study item.

Incomplete applications will not be considered.

For additional information, or if you have questions, contact the City of Ypsilanti Planning and Development Department, 734.483.9646, hdc@cityofypsilanti.com.

11A



City of Ypsilanti Building Department

One South Huron Street
Ypsilanti, MI 48197

Phone: (734) 482-1025 Fax: (734) 483-7444
www.cityofypsilanti.com

Faxed applications can not be accepted

192819 Rec 14981 Hdc #37.
Chk 8977 Rec 15062

Permit Fee \$ 59

Hdc Admin Fee \$ 25

Cont. Registration \$

Plan Review \$

C of O \$

Total \$ 84

Building Permit & Plan Review Application

COPY

I. Location of Building

At (location) 11 OAK Zoning Dist. _____
(Number) (Street Name)

Please Print
Clearly

Between E. Forest and N. Huron
(Cross St.) (Cross St.)

Subdivision _____ Lot _____ Block _____ Lot Size _____

II. Type And Cost of Building - All applicants complete parts A - D

A. TYPE OF IMPROVEMENT

1. ☐ New building
2. ☐ Addition (If residential, enter number of new housing units added, if any, in Part D-13.)
3. ☒ Alteration (See 2 above)
4. ☒ Repair, replacement
5. ☐ Wrecking (If multifamily residential, enter number of units in building in Part D-13.)
6. ☐ Moving (relocation)
7. ☐ Foundation only

B. OWNERSHIP

8. ☒ Private (individual, corporation, nonprofit institution, etc.)
9. ☐ Public (federal, state, or local government)

D. PROPOSED USE - For "Wrecking", most recent use

Residential

12. ☒ One Family
13. ☒ Two or more family (Number of units) _____
14. ☐ Transient hotel, motel, or dormitory (Number of units) _____
15. ☐ Garage
16. ☐ Carport
17. ☐ Other - (Please specify) _____

Non-residential

18. ☐ Amusement, recreational
19. ☐ Church, other religious
20. ☐ Industrial
21. ☐ Parking garage
22. ☐ Service station, repair garage
23. ☐ Hospital, institutional
24. ☐ Office, bank, professional
25. ☐ Public utility
26. ☐ School, library, educational
27. ☐ Stores, mercantile
28. ☐ Tanks, towers
29. ☐ Other - (Please specify) _____

C. COST

10. Cost of improvement
To be installed but not included in the above cost

- a. Electrical
- b. Plumbing
- c. Heating, air conditioning
- d. Other (elevator, etc.)

(Omit cents)
\$

Non-residential - Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.

\$ 1666

11. Total cost of improvement

III. Selected Characteristics of Building - For new buildings and additions, complete Parts E-L; for wrecking, complete only Part J, for all others skip to Section IV.

E. PRINCIPAL TYPE OF FRAME

30. ☐ Masonry (wall bearing)
31. ☐ Wood frame
32. ☐ Structural steel
33. ☐ Reinforced concrete
34. ☐ Other - (specify) _____

G. TYPE OF SEWAGE DISPOSAL

40. ☐ Public or private company
41. ☐ Private (septic tank, etc.)

H. TYPE OF WATER SUPPLY

42. ☐ Public or private company
43. ☐ Private (well, cistern)

J. DIMENSIONS

48. Number of stories
49. Total sq. feet of floor area, all floors, based on ext. dimensions.
50. Total land area, sq. feet

K. NUMBER OF OFF STREET PARKING SPACES

51. Enclosed
52. Outdoors

F. PRINCIPAL TYPE OF HEATING FUEL

35. ☐ Gas
36. ☐ Oil
37. ☐ Electricity
38. ☐ Coal
39. ☐ Other - (specify) _____

I. TYPE OF MECHANICAL

Will there be central air conditioning?

44. ☐ Yes 45. ☐ No

Will there be an elevator?

46. ☐ Yes 47. ☐ No

L. RESIDENTIAL BUILDINGS ONLY

53. Number of bedrooms

54. Number of bathrooms: Full

Partial

IV. IDENTIFICATION – To be completed by all applicants

Name	Mailing address – (Number, street, city & state)	Zip code	Telephone
1. Owner or Lessee <i>ANATOLIAN ZAUTCHKE</i>	<i>11 OAK - YPSILANTI MI</i>	<i>48198</i>	<i>734 260-8226</i>
2. Contractor Info <i>HANSONS</i>	<i>977 E. 14 Mile Rd - Troy MI</i>	Builder's License No.	<i>2102087035</i>
3. Architect or Engineer			

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of this jurisdiction.

Signature of applicant <i>Brian Elias</i>	Address <i>TROY 48063</i> <i>977 E 14 Mile Rd</i>	Application date <i>7/30/12</i>
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DO NOT WRITE BELOW THIS LINE**V. PLAN REVIEW RECORD** – For office use only

Plan Reviews Required	Check	Plan Review Fee	Date Plans Started	By	Date Plans Approved	By	Notes
Building		\$					
Plumbing		\$					
Mechanical		\$					
Electrical		\$					
Other (specify)		\$					

VI. ADDITIONAL PERMITS REQUIRED OR OTHER JURISDICTION APPROVALS

Permit or Approval	Check	Date Obtained	Number	By	Permit or Approval	Check	Date Obtained	Number	By
Boiler					Plumbing				
Curb/Sidewalk cut					Roofing				
Elevator					Sewer				
Electrical					Sign/Billboard				
Furnace					Street Grades				
Grading					Use of public areas				
Oil burner					Wrecking				
Other (specify)					Other (specify)				

VII. VALIDATION

Building permit number		For Department Use Only	
Building permit issued		Use Group	
Building permit fee	\$	Fire Grading	
Certificate of Occupancy	\$	Live Loading	
Drain Tile	\$	Occupancy Load	
Plan review fee	\$		
		Approved by	Date

Describe in detail all work to be done on this permit application.

Note: In addition to plans, a copy of a certified survey is also required for construction of all new buildings, additions, garages, carports, pole barns, fences, sheds, parking lots, etc. Permits will not be issued without the required certified survey.

REPLACE 3 windows

VIII. ZONING EXAMINER'S NOTES

1. Review Determination

Is Zoning Review Required? YES NO Signature: _____ Date: _____
(If no, further review by C.E.D. is unnecessary)

2. Description of Property

Zoning District: _____

Current Use:

Front Yard Setback:

Side Yard Setback: _____ Side Yard Setback: _____

Rear Yard Setback: _____

3. Historic District Information

Is the property located within the Historic District: YES NO Signature: _____ Date: _____

Is Historic District work permit required: YES NO Signature: _____ Date: _____

If yes, is Historic District work permit approved: YES NO Signature: _____ Date: _____

4. Approval Information

Is site plan review required: YES NO Signature: _____ Date: _____

If yes, is site plan approved: YES NO Signature: _____ Date: _____

Permit ok to issue (Zoning compliance only): YES NO Signature: _____ Date: _____

5. Additional Notes

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

















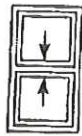






HIGH-PERFORMANCE / IMPACT DOUBLE-HUNG WINDOWS

Model



TILT SASHES

NON-IMPACT SIZE LIMITATIONS			
	Width	Height	U.I.
MIN.	26"	26"	51
MAX.	52"	72"	124

i201 DOUBLE-HUNG

High-tech multi-chamber rigid vinyl extrusion with fusion-welded sash and mainframe. Top and bottom tilt-in sashes with heavy-duty reinforced sash tilt latches. "Dead bolt" locking system at the sill to help absorb impact. Steel reinforcement for added strength to the exterior of the meeting rail. Impact glass option includes 13/16" insulated glass with a 0.90 laminate. 100% solid polyurethane glazed.

Includes half screen. Double locks standard on high-performance units 24" wide and over. Impact window option comes standard with double locks regardless of the width.

U.I.	White	Beige
0-63	\$311.14	\$340.70
64-73	343.05	379.35
74-83	370.35	408.60
84-93	399.10	445.55
94-101	417.00	465.60
102-103	427.75	484.15
104-105	434.20	492.25
106-107	440.55	500.30
108-109	447.00	508.50
110-111	453.60	517.30
112-120	482.30	581.05
121-124	500.50	574.35

NOTE: Reference pages 146-147 for glass/grid options and pages 142-143 for color options.

* Available in both Classic (Mat) and Contoured at same price. Comes standard with Contoured.

Glass Options

Options	U.I.	Non-Impact	Impact
ClimaTech	0-83	29.20	34.60
	84-101	34.60	34.60
	102+	50.90	50.90
ClimaTech 2	0-83	49.60	
	84-101	59.05	
	102+	87.60	
ClimaTech Elite	0-83	50.20	50.20
	84-101	59.60	59.60
	102+	87.70	187.70
ClimaTech Elite 2	0-83	67.00	
	84-101	80.00	
	102+	118.25	
ClimaTech Plus	0-83	62.05	
	84-101	81.95	
	102+	108.65	
ClimaTech Elite Plus	0-83	74.25	
	84-101	98.00	
	102+	130.00	
Self-Cleaning Glass	0-83	49.00	
	84-101	58.75	
	102+	88.00	
Impact Glass	0-63		243.90
	64-73		348.70
	74-83		365.65
	84-93		483.30
	94-101		506.15
	102-103		844.65
	104-105		668.20
	106-107		693.95
	108-109		720.80
	110-111		758.05
	112-120		823.75
	121-124		902.65
Impact Glass w/Low-E and Obscure	0-63		305.70
	64-73		408.60
	74-83		417.45
	84-93		550.50
	94-101		573.35
	102-103		724.05
	104-105		751.70
	106-107		777.45
	108-109		804.30
	110-111		839.55
	112-120		907.25
	121-124		985.15
Bronze/Gray Tint	0-83	29.20	29.20
	84-101	34.60	34.60
	102+	50.90	50.90
Obscure Full	ADD	32.60	32.60
Obscure Bottom	ADD	16.30	16.30
Double Obscure Full	ADD	65.20	65.20
Double Obscure Bottom	ADD	32.60	32.60
Tempered Full / Tempered Bottom Per Sq Ft.	8.60	8.60	
Grid Options			
Colonial* Grids Full	0-101	31.80	31.80
	102+	42.65	42.65
Colonial* Grids Top Only	0-101	16.90	16.90
	102+	22.35	22.35
Colonial Brass Grids Full	0-101	38.05	
	102+	48.90	
Colonial Brass Grids Top Only	0-101	21.75	
	102+	27.20	
Diamond Grids (Flat) Full	0-101	75.05	75.05
	102+	91.70	91.70
Diamond Grids (Flat) Top Only	0-101	37.55	37.55
	102+	43.85	43.85
Prairie & Perimeter* Grids Full	0-101	48.10	48.10
	102+	57.30	57.30
Prairie* Grids Top Only	0-101	31.60	31.60
	102+	36.75	
Gold Tone Prairie and Perimeter Grids Full	0-101	43.75	
	102+	50.55	
Gold Tone Prairie Grids Top Only	0-101	29.60	
	102+	34.05	
Special Color Options			
Beige Exterior/White Woodgrain Interior	ADD	96.40	96.40
Interior Laminate Option	0-101	11.65	11.65
	102+	13.75	13.75
Exterior Laminate Option	0-101	11.65	11.65
	102+	13.75	13.75
Interior and Exterior Matching	0-101	11.65	11.65
Laminate Grid Upcharge	102+	13.75	
Grid Options			
Full Screen	ADD	14.90	14.90
Aluminum Full Screen	ADD	28.45	28.45
Aluminum Vent Screen	ADD	8.20	8.20
Screen Lock	ADD	7.60	7.60
Impact Mull	Per Inch	1.35	1.35

Prices and specifications subject to change without notice.



Ypsilanti Historic District

Work Permit Application

Date filed _____ for HDC meeting date Sept 25, 2012

Action item ☐ Study item ☒
219 N. River Street

Action items require payment of the application fee. There is no fee to submit a study item for discussion.

Property Address _____

Applicant

☐ Owner ☐ Architect ☐ Contractor

Name Brad and Amy Jordan

Address 219 N. River Street

City Ypsilanti State _____ Zip 48198

Phone 734.635.2917

Fax _____

E-mail ajordan@planningmi.org

Owner ☒

(If different than applicant)

Who will perform the work? ☐ Owner ☐ Contractor

Contractor ☒

(Name, address,
phone)

Action Items only:

Construction Cost \$700

Permit Application Fee _____

The permit fee is \$20 plus \$5 for each (or any portion of) \$3000 of construction cost. Payment is due at the time of application.

To complete this application:

1. On the reverse side, summarize the work proposed, list the main materials to be used, and (if relevant) indicate the color scheme planned.
2. Attach the following documents:
 - a. Photo(s) showing all locations where work is proposed
 - b. Paint color chips (if relevant)
 - c. Catalog cut sheets or similar details for windows, doors, light fixtures, and any other manufactured or preassembled components
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Incomplete applications will not be considered.

For additional information, or if you have questions, contact the City of Ypsilanti Planning and Development Department, 734.483.9646, hdc@cityofypsilanti.com.

Ypsilanti Historic District Work Permit Application

Date filed _____ for HDC meeting date _____

Property Address 219 N. River Street

Applicant Jordan

Description of proposed work *(see sample applications)*

We are proposing twisted wire fencing, two new gates and wooden posts every 12 feet around the rear yard. Please find photos of the proposed materials and a survey of the property attached for further information.

Materials

Colors *(Attach color chips or samples)*

Body _____

Trim _____

Roof _____

Accent 1 Rosebay

Accent 2 _____

Other _____

- ☐ This property has, or will have before the proposed work is completed, a fire alarm system or smoke alarm complying with the Stille-DeRossett-Hale single-state construction code, PA 230 of 1972, as amended.
(Compliance with this act must be certified to complete this application.)

I hereby attest that the above information is accurate. I am authorized to and hereby grant permission to the City of Ypsilanti and its staff to be on my property for the purposes of preparing reports, taking photographs, and/or evaluating and reviewing this application.

Signature of Applicant

Date



Specs for twisted wire fence
(photo to the left)

1047-6-12 (47 inches high,
each square is 6 inches, and
its 12 gauge wire)

4 foot high plain wooden
posts proposed

Photos of rear yard



It appears as though wire fencing was
used in the past





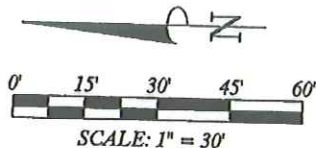
Proposed gate



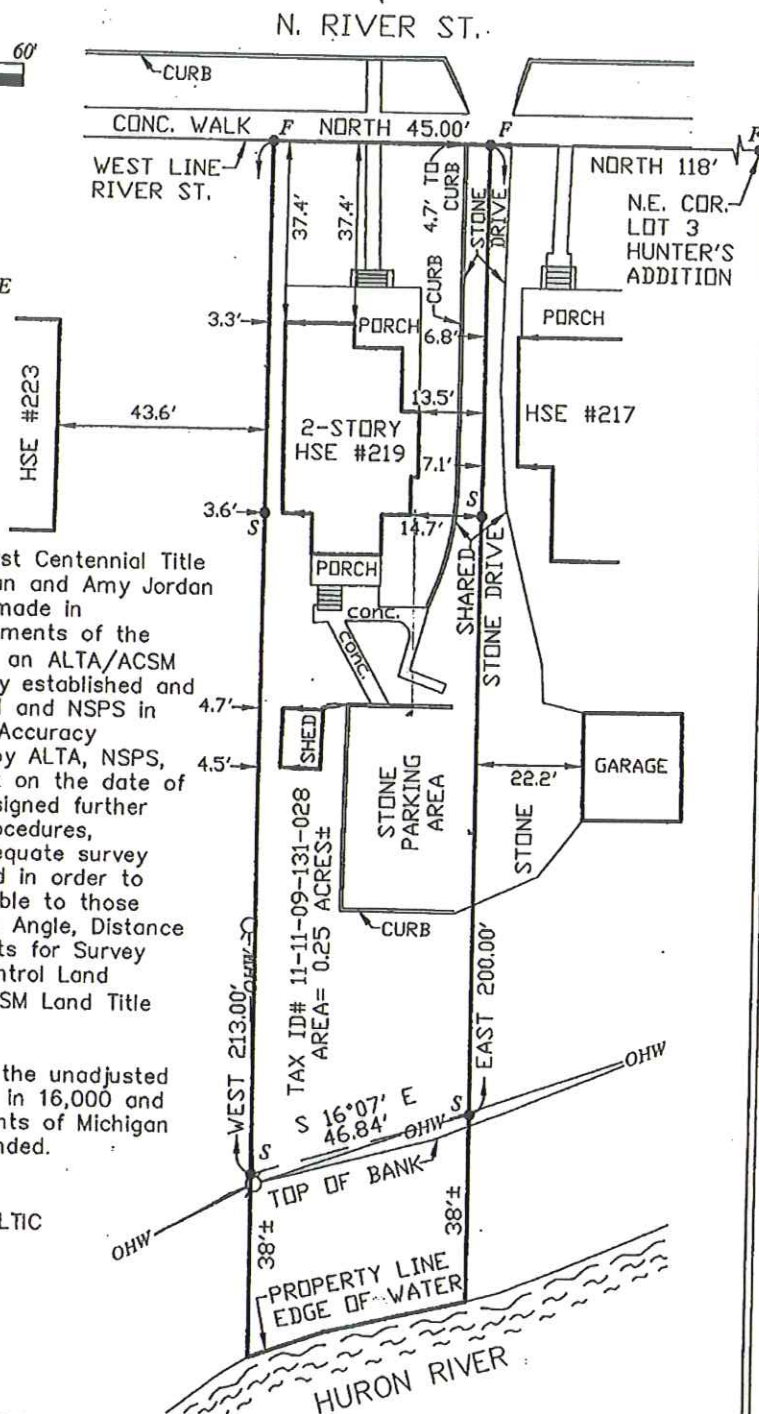
Front of home



CERTIFICATE OF SURVEY



LEGEND
 • IRON
 F FOUND IRON
 S SET IRON
 ○ UTILITY POLE
 —OHW— OVERHEAD WIRE



This is to certify to First Centennial Title Agency Inc., Brad Jordan and Amy Jordan that this survey was made in accordance with requirements of the minimum standards for an ALTA/ACSM Land Title Survey, jointly established and adopted by ALTA, ACSM and NSPS in 1999. Pursuant to the Accuracy Standards as adopted by ALTA, NSPS, and ACSM and in effect on the date of this certification, undersigned further certifies proper field procedures, instrumentation and adequate survey personnel were employed in order to achieve results comparable to those outlined in the Minimum Angle, Distance and Closure Requirements for Survey Measurements Which Control Land Boundaries for ALTA/ACSM Land Title Surveys.

The ratio of closure on the unadjusted field observations was 1 in 16,000 and meets all the requirements of Michigan P.A. 132, 1970, as amended.

Date: 4/25/2011
 Title File No. cen53981-LTIC

LEGAL DESCRIPTION:
 LAND IN THE CITY OF YPSILANTI, COUNTY OF WASHTENAW, STATE OF MICHIGAN AND DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE WEST LINE RIVER STREET, 118 FEET NORTH OF THE NORTHEAST CORNER OF LOT 3, HUNTER'S ADDITION, THENCE NORTH 45 FEET; THENCE WEST TO HURON RIVER; THENCE SOUTHERLY ALONG HURON RIVER TO A POINT DUE WEST OF THE POINT OF BEGINNING; THENCE EAST TO THE BEGINNING.

AMERICAN LANDMARK SURVEY P.L.C.

A PARCEL LOCATED AT 219 N. RIVER STREET, IN THE CITY OF YPSILANTI, WASHTENAW COUNTY, MICHIGAN.

CLIENT: BRAD JORDAN

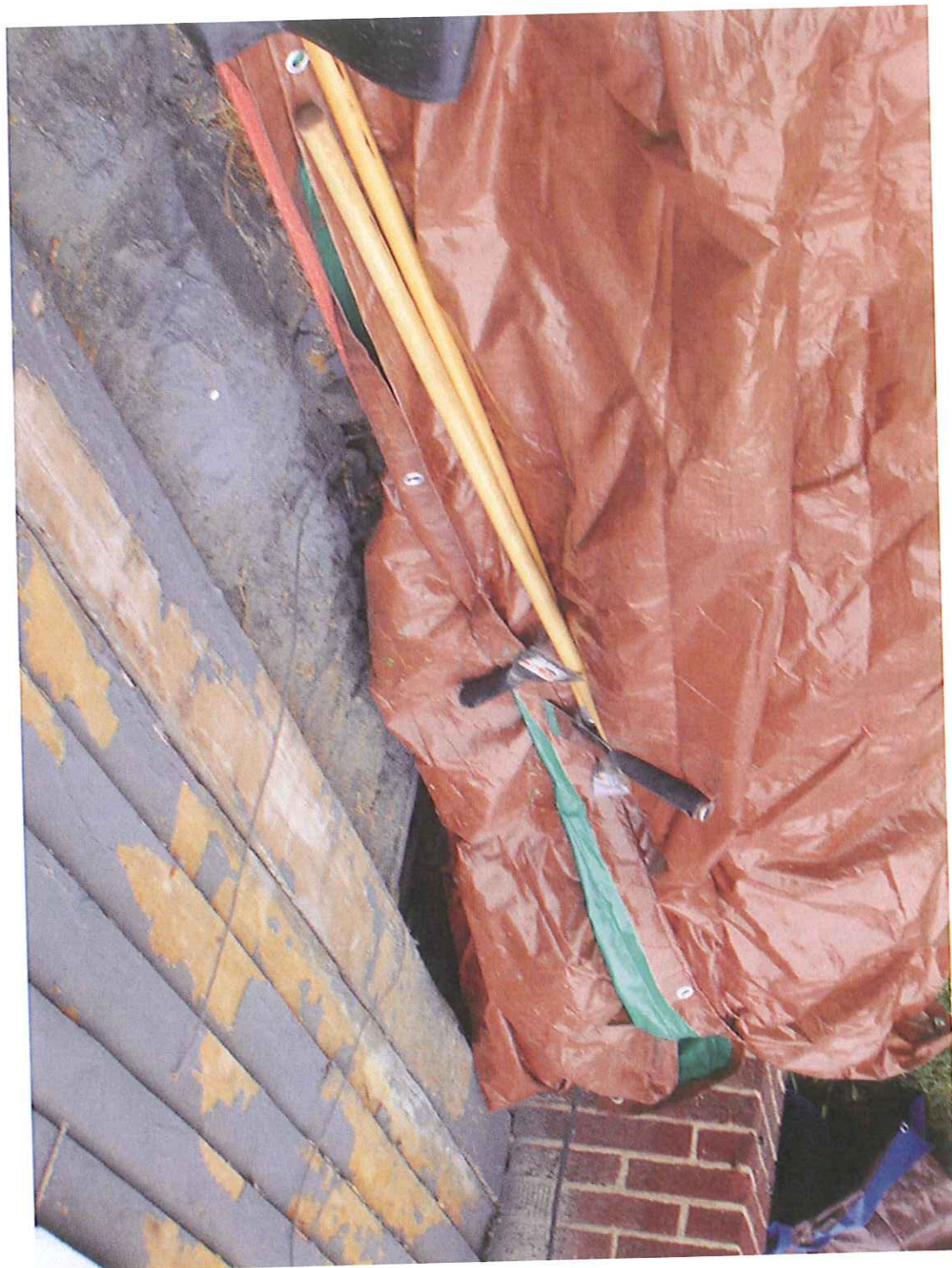
DATE 4/25/2011
 DRAWN GFD
 1" = 30'
 SHEET 1 OF 1
 JOB# 11213

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417 North Adams St., taken September 20, 2012



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CITY OF YPSILANTI
HISTORIC DISTRICT COMMISSION
MINUTES OF SEPTEMBER 11, 2012

CALL TO ORDER AND ROLL CALL

Jane Schmiedeke	Chair 7:00 PM
Meeting Location:	City Council Chambers, City Hall
Commissioners Present:	Jane Schmiedeke, Hank Prebys, Ron Rupert, Michael Condon, Alex Pettit
Commissioners Absent:	Jennifer Henriksen, Anne Stevenson
Staff Present:	Connie Locker, HDC Assistant

APPROVAL OF AGENDA

Motion: Prebys (second: Condon) moves to approve the agenda submitted.

Approval: Unanimous. Motion carries.

PUBLIC COMMENT ON AGENDA ITEMS - none

PUBLIC HEARING - none

OLD BUSINESS

414 N. River

Applicant: Irmgard Gelletly, owner (present)

Discussion: Application is for the installation of standing seam metal roofing with white ridge vent and soffit vent. The Commission had previously noted that it would not approve a white metal roofing, but might consider another light color roofing material. The applicant was asked to return with color options for the Commission to consider.

Applicant noted they no longer needed an extra soffit vent, provided colors to the Commission, and expressed a desire for white because of global warming impact. The commission stated it might approve a clay colored roofing, and discussed the possibility of approving tan as well.

Motion: Prebys (second: Pettit) moved to approve the application for re-roofing at 414 North River with 26 gauge 16 inch metal steel roofing in Valspar clay color. Venting for a furnace is not necessary and thus is not included in approval. Also approved is a white drip edge.

Secretary of the Interior Standards cited:
#5—Preserve distinctive features.

Approval: Unanimous. Motion carries.

NEW BUSINESS

216 N. Washington

Applicant: Jonathan Hommes, owner (present)

Discussion: Application is for replacing old composite shingle roofing with similar material of the same color, all existing shingles being removed down to the wood "skip sheathing," and replacing old or missing gutters and downspouts with similar aluminum gutters.

The applicant included a copy of his building inspection report which stated the need for replacing the shingles. Proposed vents were discussed and noted to be facing away from the street. Applicant requested recommendation, and the commission reiterated the SOI standards and provided guidance on vent spacing. The commission also noted ridge venting as a possible alternative to can venting, and stated that if a ridge vent would not work, a can vent on the rear gable may be acceptable. Condon suggested placing new 2 inch purloins atop existing sheathing for shingle replacement as a possible alternative for increasing ventilation under the roof. Color of gutters and downspouts was stated to match the existing white trim of the structure.

Motion: Condon (second: Prebys) moved to approve the application for 216 North Washington. The new roofing will be black dimensional shingles and any ventilation will be installed in such a way that can vents are not visible from the streets. Vents and flashings will be black to match the roof color. Gutters and downspouts will be repaired and replaced as necessary, and are to be white in color. All replacement gutters shall be K-style. Replacement downspouts are to be added on the corners of the building.

Secretary of the Interior Standards cited:
#5- Preserve distinctive features.

Approval: Unanimous. Motion carries.

405 N. Prospect

Applicant: Charles Way, owner (not present)

Discussion: Application is for removing 4 old sign faces from existing sign, removing old lettering cut-out openings, adding 4 LED message center board, and reinstalling sign. Materials include polycarbonate Lexan sign panels, high performance vinyl lettering, and four LED message center boards.

The HDC remarked that the sign had previously been lit; the new application sought to change the lighting to LED.

Motion: Prebys (second: Condon) moved to approve the application for 405 N. Prospect for the removal of the top portion of the sign and replacement of the two top panels. The proposed change is not a face change.

Secretary of the Interior Standards cited: #10- New work shall be removable.

Approval: Unanimous. Motion carries.

11 Oak

Applicant: Nathan Zaucke, owner (not present)

Discussion: Application is for replacement of three windows: two located in the stairway and one in the kitchen. All windows to be white with white trim.

Staff noted that no further information had been received from the property owner and that the property has been on the monitoring list for a window issue in 2005. The HDC recalled that the proposed windows in 2005 were Hanson vinyl windows, and noted that more information would be needed regarding the proposed windows before a decision could be made. Staff planned to call Hanson and request further information.

Motion: Rupert (second: Prebys) moved to table the application for 11 Oak for window replacement pending further information regarding window locations and material.

Secretary of the Interior Standards cited: None.

Approval: Unanimous. Motion carries.

STUDY ITEMS - none

ADMINISTRATIVE APPROVALS -none

OTHER BUSINESS

1. 621 Norris- Commission requested an update, and staff noted a letter had been mailed to the property owner with no response.

2. Aubree's Awning- Commission discussed its replacement, which included stripes of the same color but slightly wider. It determined the change constituted a repair.

3. 306 N. Hamilton- Staff, on behalf of the property owner, wanted to know whether the Commission was ok with replacement columns that were minimally tapered. While their appearance had been altered, the commission noted that further tapering was physically impossible without replacing the 6 X 6 posts inside the columns which would damage the porch.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS - none

HOUSEKEEPING BUSINESS

Approval of the minutes of August 28, 2012

Motion: Rupert (second: Pettit) moves to approve as submitted.

Approval: Unanimous. Motion carries.

ADJOURNMENT

Motion: Prebys (second:Pettit) moves to adjourn the meeting.

Approval: Unanimous. Motion carries.

MEETING ADJOURNED AT 7:45