

1. Agenda

Documents: [HISTORIC DISTRICT COMMISSION MEETING AGENDA APRIL 9, 2013 \(PDF\).PDF](#)

2. Agenda Packet

Documents: [HISTORIC DISTRICT COMMISSION MEETING AGENDA PACKET APRIL 9, 2013 \(PDF\).PDF](#)

CITY OF YPSILANTI
Historic District Commission
Regular Meeting Agenda

Tuesday, April 9, 2013
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.

An Audio recording of the meeting will be made for the purpose of assisting in the preparation of official minutes only. Once the official minutes are approved the audio recording will be destroyed.

I. CALL TO ORDER AND ROLL CALL

Anne Stevenson, 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
Jane Schmiedeke	P	A

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. PUBLIC HEARING- None

V. BUSINESS SESSION

A. OLD BUSINESS

1. 16 North Huron Sign Alteration & Tile Removal

B. NEW BUSINESS

2. 313 Washtenaw St.	Gutters
3. 312 N. River St.	Awning, Signage
4. 27 S. Huron	Signage
5. 315 S. Washington St.	Re-roofing
6. 11 Oak St.	Windows and Doors
7. 526 N. Huron	Doorway
8. 409 Oak St.	Door Replacement
9. 302 E. Cross St.	Stair and Addition Demolition

C. STUDY ITEMS

6. 313 Washtenaw St. Handrail, Porch

D. ADMINISTRATIVE APPROVAL- None

E. OTHER BUSINESS

Property Monitoring- none

VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

Approval of the minutes of March 26, 2013

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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Ypsilanti Historic District Work Permit Application

COPY

Date filed 03/19/13 for HDC meeting date 3/26/2013

Action Item ☒

Study Item ☒

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

Rec 15760
#1340

Property Address 313 Washtenaw St.

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name Jingqun Wang / Huaxian (Jie) (Susan)

Address 1795 Willard

City Canton State MI Zip 48187

Phone 248 974 8415 Fax _____

E-mail accountantsusan@yahoo.com

Owner _____
(If different than applicant)

Who will perform the work? ☒ Owner ☒ Contractor (Gutter)

Contractor Great Lakes Gutter
(Name, address, phone) 12379 Globe St Livonia MI

Action Items only:

Construction Cost 1080 Gutter Permit Application Fee 25

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
 - 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.

Ypsilanti Historic District Work Permit Application

Date filed 3/18/13 for HDC meeting date 3/26/13

Property Address 313 Washtenaw

Applicant _____

Description of proposed work (see sample applications)

1) install Gutters, similar like the neighbors'. See contractors' ^{Quote}

2) put Hand Rail on the front ^{porch} stairs

← Will be wood. Follow instruction of fact sheet for handrail.

X 3) Windows. (possibilities)

See
study
Item
App.
Below

Materials

Colors (Attach color chips or samples)

Body _____

Accent 1 _____

Trim _____

Accent 2 _____

Roof _____

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]

Signature of Applicant

3/19/2013

Date

Office

248.594.2500

734.953.4067

12379 Globe Street

Livonia, MI 48150

Fax: 734.953.4069

GREAT LAKES GUTTER



State License #2102197720

www.MichiganGutters.com

PROPOSAL

PROPOSAL SUBMITTED TO: SUSAN QU		PHONE: 248 974 8415	DATE: 3/13/13
STREET: 313 WASHTEAW		JOB NAME:	
CITY, STATE, AND ZIP CODE: YPSILANTI, MI 48197		JOB LOCATION: K-STYLE	
☒ RESIDENTIAL ☐ COMMERCIAL	DATE OF PLANS:	COLOR: WHITE	REP: JOHN L.

DESCRIPTION	AMOUNT
INSTALL 5" SEAMLESS ALUMINUM GUTTERS & DOWNSPOUTS:	\$1,080
INCLUDES	
- SEAMLESS ALUMINUM GUTTERS FORMED ON-SITE	
- ROOF STRAP HANGERS	
- 2" X 3" DOWNSPOUTS W/ 2 FOOT EXTENSIONS	
- COMPLETE CLEAN-UP WHEN FINISHED & HAUL AWAY ANY JOB-RELATED DEBRIS	
5 Year Labor Warranty & 25 Year Material Warranty	

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:
 ONE - THOUSAND, EIGHTY & 00/100 dollars (\$ 1,080)
 Payment to be made as follows: \$0 DOWN, PAID IN FULL ON COMPLETION



*3% Charge for all credit cards

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within 15 days.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature

Date

Signature



Ypsilanti Historic District

Work Permit Application

Rec 15778

Date filed 4/3/13 for HDC meeting date 4/9/2013

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 312 N. River

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name Ypsilanti Food Coop

Address 312 N. River

City Ypsilanti State MI Zip 48198

Phone 734.483.1354 Fax _____

E-mail Corinne@ypsi food Coop.org

Owner Corinne Sikorski
(If different than applicant)

Who will perform the work? ☐ Owner ☒ Contractor

Contractor Chrome Identity
(Name, address, phone) 201 N. park. Ypsi

Action Items only:

Construction Cost 6,000.00 Permit Application Fee 30.00

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
 - 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.

Will
turn in
Monday
by noon.

Attach Newly r- done Awning
with new canvas

Attach Signage to building

Hang new sign in current metal bracket
... for bakery.

Doors possibly as well...



Ypsilanti Historic District

Work Permit Application

Rec 15732

Date filed 4/2/13 for HDC meeting date 4/9/13

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 27 S. HURON ST.

Applicant ☐ Owner ☐ Architect ☒ Contractor

Name NORTHERN SIGN CO INC. / RICHARD KIELBASA

Address 101 E. WALTON

City PONTIAC State MI Zip 48340

Phone 248.333.7938 Fax 248.333-7684

E-mail MARKIN@NORTHERNSIGNCO.COM

Owner DANIEL AMORI
(If different than applicant)

Who will perform the work? ☐ Owner ☒ Contractor

Contractor NORTHERN SIGN CO INC.

(Name, address, phone) 101 E. WALTON, PONTIAC, MI 48340

Action Items only: <u>\$1,800.00</u>	Permit Application Fee <u>\$25</u>
Construction Cost <u>\$1,800.00</u>	
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:
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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.

Ypsilanti Historic District Work Permit Application

Date filed _____ for HDC meeting date _____

Property Address 27 S. HURON ST.

Applicant NORTHERN SIGN CO INC

Description of proposed work (see sample applications)

REPLACE EXISTING WALL SIGN
W/NEW/UPDATED ALLSTATE STANDARDS/LOGO

Materials

SEE ATTACHED

Colors (Attach color chips or samples)

Body _____

Accent 1 _____

Trim _____

Accent 2 _____

Roof _____

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

3-27-13
Date



COPY

Rec. 15732

SIGN PERMIT APPLICATION
 CITY OF YPSILANTI BUILDING DEPARTMENT
 One South Huron, Ypsilanti, MI 48197
 Phone (734) 482-1025 ♦ Fax (734) 483-7444
 www.cityofypsilanti.com

Date: 3-28-13

Business Information	Business Name <u>ALL STATE</u>		Business Address <u>27 S HURON ST.</u>		Business Phone # <u>734-973-1700</u>	
	Owner Name <u>DANIEL AMORI</u>		Owner Address <u>27 S HURON ST. YPSILANTI</u>		Owner Phone # <u>734-973-1700</u>	
	Owner signature (Alternately, a signed contract may be attached) <u>* SEE ATTACHED</u>					
Applicant Information	Contractor Name <u>NORTHERN SIGN CO INC.</u>		Contractor Address <u>101 E. WALTON, PONTIAC, MI 48310</u>		Phone # <u>(248) 333-7938</u>	
Sign Information	Location(s)		☒ Permanent ☐ Temporary* (30 Day) *Dates: From _____ to _____		Historic District Zoning ☒ Y ☐ N	
	Type of Sign(s)		Dimensions			
	☐ Billboard ☐ Awning/Canopy ☐ Building Directory ☐ Menu ☐ Projecting ☒ Wall Sign ☐ Ground (pole or monument) ☐ Mural ☐ Residential Entry		☐ Banner ☐ Construction ☐ Inflatable ☐ Special Event ☐ Illuminated sign* * Electrical permit required (additional fee) ☐ Other (specify) _____		Sign 1 <u>4'</u> x <u>4'</u> = <u>16</u> sq ft Sign 2 _____ x _____ = _____ sq ft Sign 3 _____ x _____ = _____ sq ft Total Square Footage: <u>16</u>	
					Height (from grade) <u>36"</u>	
					Weight <u>50 lbs</u>	
					Material(s) <u>ALUMINUM / VINYL</u>	
All non-residential permit applications must include a Master Sign Plan showing the dimensions, location, and lighting of all proposed and existing signs on the property. It does not have to be to scale.						
Building Information	Frontage <u>16' 6"</u>		Setback		Height <u>10' 1"</u>	
Permit Information (City use only)	Notes					
	Applicant/Contractor Signature _____			Date _____		
	HDC Approval (if required) _____			Date _____		
	Planning/Zoning Signature _____			Date _____		
	Building Department Signature _____			Date _____		
			Deposit (if required) _____ Permit Fee _____ Registration Fee _____ Administration Fee _____ Total Permit Fee _____			
			Approved _____ Denied _____			

Existing



Proposed



707 West Spring Garden Street
Palmyra, NJ 08065-1798

CLIENT:

ALLSTATE

- NC

LOCATION:

MIP6M

The Amori Agency
27 South Huron St
Ypsilanti, MI

DATE:

11/13/2012

SHEET:

P01

DWG BY:
AFR

REVISION:

03.07.13 AFR Updated phone number

DRAWING NUMBER:

A15229

THIS IS AN ORIGINAL
DRAWING
CREATED BY PHILADELPHIA
SIGN. IT IS SUBMITTED FOR
YOUR PERSONAL USE IN
CONJUNCTION WITH A PROJECT
BEING PLANNED FOR YOU BY
PHILADELPHIA SIGN. IT IS NOT TO
BE SHOWN TO ANYONE OUTSIDE
YOUR ORGANIZATION NOR IS IT

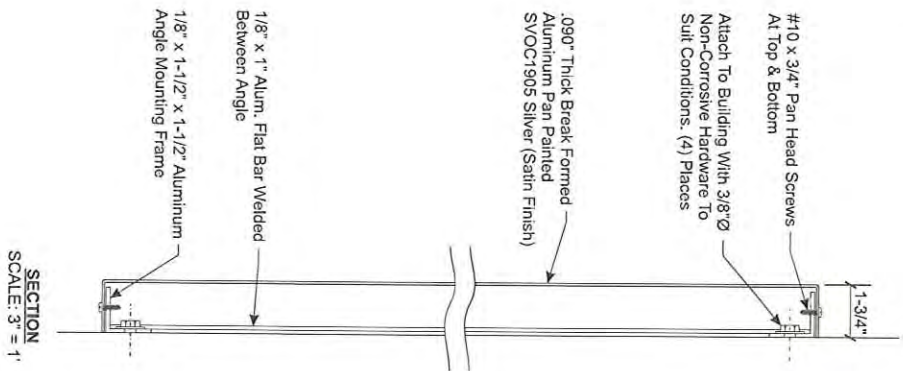
Note: This sign is intended to be installed in accordance with the applicable local codes. This includes proper grounding and bonding of the sign.

PERMITS
ONLY

.090" Thick Break Formed Aluminum
Pan Painted SVOC1905 Silver (Satin Finish)
With 3M Translucent Sulfur Blue Vinyl
3630-157 Applied 1st Surface.
Line, Allstate & Logo To Be First Surface
3M 7725-20 Opaque White Vinyl Applied
On Fab Order. All Other Copy To Be On
Location Order.

ELEVATION
ALST.WP2_16 - 16 SQ.FT WALL PAN
SCALE: 1" = 1'

Agent Name & Phone
Number To Be Fabricated
On Location Order



▼ = Denotes Screw Location



Philadelphia Sign
C O M P A N Y

707 West Spring Garden Street
Philadelphia, New Jersey 08065

Phone: 215.528.1400
Fax: 215.529.6500
Email: info@philadelphisigns.com

CUSTOMER:

ALLSTATE

JOB NUMBER:

ALST_WALL_SF_13698

SIGN TYPE:

ALST.WP2_16

LOCATION:

Enter Text

DATE:

7-02-12

DRAWN BY:

JMG

REVISION:

Number: Date: By:

SHEET: 1 of 1 ENG DUPT

DWG NUMBER:

B44712

ENGINEER SEAL:

MAX DESIGN WIND SPEED 90 MPH
EXPOSURE C

THIS IS AN ORIGINAL UNPUBLISHED DRAWING
CREATED BY PCSO. IT IS SUBMITTED FOR YOUR
REVIEW AND APPROVAL. NO PART OF THIS DRAWING
BEING PREPARED FOR YOU BY PCSO IS TO BE
REPRODUCED OR TRANSMITTED IN ANY FORM OR
BY ANY MEANS, ELECTRONIC OR MECHANICAL,
INCLUDING PHOTOCOPYING, RECORDING, OR BY
ANY INFORMATION STORAGE AND RETRIEVAL
SYSTEM, WITHOUT PERMISSION IN WRITING FROM
PHILADELPHIA SIGN COMPANY.



Ypsilanti Historic District
Work Permit Application

Rec 15772

Date filed 4/2/13 for HDC meeting date 4/9/13

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 315 S Washington

Applicant ☐ Owner ☐ Architect ☒ Contractor

Name Canton Construction Corp

Address 5914 N Lotz Rd

City CANTON State MI Zip 48188

Phone 734-844-8420 Fax 734-844-8423

E-mail J.Sarniecky @ Canton Construction Corp. Com

Owner John Sarniecky
(If different than applicant)

Who will perform the work? ☐ Owner ☒ Contractor

Contractor Canton Construction Corp

(Name, address, phone) 5914 Lotz Rd Canton MI

Action Items only:	
Construction Cost <u>10,400.</u>	Permit Application Fee _____
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:

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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 315 S Washington

Applicant Canton Construction Corp

Description of proposed work (see sample applications)

Remove Shingles & Replace
Cleanup & HAUL AWAY,

Materials

Landmark (certified)
Designer Shingles 30 yr.

Colors (Attach color chips or samples)

Body _____ Accent 1 _____

Trim _____ Accent 2 _____

Roof House only (weather wood) 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.) per owner

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]
Signature of Applicant

3/28/13
Date

COPY

Thursday, March 28, 2013
10:17 AM

Roe 15772



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

Permit Fee \$ 140
Admin Fee \$ 32
Cont. Registration \$ 32
Plan Review \$ 35
ARC of O \$ 207
Total \$ 207

Building Permit & Plan Review Application

I. Location of Building At (location) <u>315 S Washington</u> Zoning Dist. _____ (Number) (Street Name) Between _____ and _____ (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 <u>replacement</u> 5. ☐ Wrecking (If multifamily residential, enter number of units in building in Part D-13.) 6. ☐ Moving (relocation) 7. ☐ Foundation only	D. PROPOSED USE - For "Wrecking", most recent use <table border="0"> <tr> <th>Residential</th> <th>Non-residential</th> </tr> <tr> <td>12. ☒ One Family</td> <td>18. ☐ Amusement, recreational</td> </tr> <tr> <td>13. ☐ Two or more family (Number of units) _____</td> <td>19. ☐ Church, other religious</td> </tr> <tr> <td>14. ☐ Transient hotel, motel, or dormitory (Number of units) _____</td> <td>20. ☐ Industrial</td> </tr> <tr> <td>15. ☐ Garage</td> <td>21. ☐ Parking garage</td> </tr> <tr> <td>16. ☐ Carport</td> <td>22. ☐ Service station, repair garage</td> </tr> <tr> <td>17. ☐ Other - (Please specify) _____</td> <td>23. ☐ Hospital, institutional</td> </tr> <tr> <td>_____</td> <td>24. ☐ Office, bank, professional</td> </tr> <tr> <td>_____</td> <td>25. ☐ Public utility</td> </tr> <tr> <td>_____</td> <td>26. ☐ School, library, educational</td> </tr> <tr> <td>_____</td> <td>27. ☐ Stores, mercantile</td> </tr> <tr> <td>_____</td> <td>28. ☐ Tanks, towers</td> </tr> <tr> <td>_____</td> <td>29. ☐ Other - (Please specify) _____</td> </tr> </table>	Residential	Non-residential	12. ☒ One Family	18. ☐ Amusement, recreational	13. ☐ Two or more family (Number of units) _____	19. ☐ Church, other religious	14. ☐ Transient hotel, motel, or dormitory (Number of units) _____	20. ☐ Industrial	15. ☐ Garage	21. ☐ Parking garage	16. ☐ Carport	22. ☐ Service station, repair garage	17. ☐ Other - (Please specify) _____	23. ☐ Hospital, institutional	_____	24. ☐ Office, bank, professional	_____	25. ☐ Public utility	_____	26. ☐ School, library, educational	_____	27. ☐ Stores, mercantile	_____	28. ☐ Tanks, towers	_____	29. ☐ Other - (Please specify) _____
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_____	27. ☐ Stores, mercantile																										
_____	28. ☐ Tanks, towers																										
_____	29. ☐ Other - (Please specify) _____																										
B. OWNERSHIP 8. ☐ Private (individual, corporation, nonprofit institution, etc.) 9. ☐ Public (federal, state, or local government)	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.) _____ 11. Total cost of improvement <u>\$10,400</u>																										
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)																										
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																										
J. DIMENSIONS 48. Number of stories <u>2</u> 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 <u>2</u> 51. Enclosed <u>Yes</u> 52. Outdoors	L. RESIDENTIAL BUILDINGS ONLY 53. Number of bedrooms <u>3</u> 54. Number of bathrooms: Full <u>2</u> Partial																										

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.

Tear off Roof & Install New Shingles

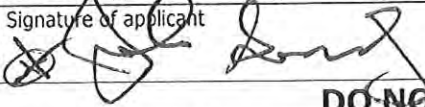
Landmark (certified) 30 yr. Designer Shingles

Clean up & haul away. house only

Weatherwood in color

IV. IDENTIFICATION -- To be completed by all applicants				
Name		Mailing address -- (Number, street, city & state)	Zip code	Telephone
1. Owner or Lessee				
2. Contractor Info	Canton Construction	5914 N Lot 2	Builder's License No.	
		Canton ME 48188	210214 7661	734 8448420
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	Address	Application date
	5914 N Lot 2 Canton	3/27/13

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

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.



Ypsilanti Historic District

Work Permit Application

Rec: 15776

Date filed 4-3-13 for HDC meeting date 4-9-13

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 Street

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name Nathan Zautcke

Address 1345 Hidden Creek S.

City Saline State MI Zip 48176

Phone 734-260-8226

Fax _____

E-mail nzautcke@aerocommunication.com

Owner _____

(If different than applicant)

Who will perform the work? ☐ Owner ☒ Contractor

Contractor Hansons

(Name, address,
phone) _____

Action Items only:

Construction Cost 116,660

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.

Ypsilanti Historic District Work Permit Application

Date filed 4-3-13 for HDC meeting date 4-9-13

Property Address 11 Oak Street

Applicant Nathan Zautcke

Description of proposed work *(see sample applications)*

Windows and Doors from 2006 per letter.

Materials

Colors *(Attach color chips or samples)*

Body _____

Accent 1 _____

Trim Gray per prior approved colors

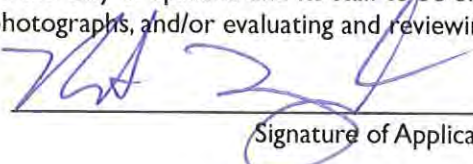
Accent 2 _____

Roof _____

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

4-2-13

Date



City of Ypsilanti

Planning & Development Department

March 20, 2013

Nathan Zautcke
1345 Hidden Creek South
Saline, MI 48176

RE: Unapproved window work at 11 Oak St.

Dear Mr. Zautcke:

It has come to the City of Ypsilanti's attention that work was performed at 11 Oak St. in 2006. This consisted of unapproved window work on the east elevation and installation of an inappropriate front door. The work was completed without the knowledge or approval of the Historic District Commission (HDC). Per the Historic District Ordinance, any new exterior renovations, alterations, or other types of modifications to a property in the historic district must first be approved by the HDC.

In order to bring your property into compliance with the ordinance, please submit an HDC Work Permit Application along with the required information to the Building Department by **12:00 noon on Wednesday, April 3rd** for consideration at the April 9th HDC meeting. Applications are available online at www.cityofypsilanti.com and at the Building Department in City Hall (734-482-1025).

Please contact me at 734-483-9646 with any questions.

Sincerely,

Adam Cripps, HDC Assistant
Planning & Development Department

CC: File



11 Oak St., February 2013



11 Oak, February 2013



11 Oak, February 2013



Ypsilanti Historic District

Work Permit Application

Rec. 15783

Date filed _____ for HDC meeting date _____

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 526 N. Huron (Apt 3) Ypsilanti MI 48197

Applicant

☐ Owner☐ Architect☐ Contractor

Name

Real Property Management

Address

10222 W. Warren Ave.

City

Dearborn

State

MI

Zip

48126

Phone

313-202-9022

Fax

313-202-9032

E-mail

RPMASSETS@gmail.com

Owner

Fannie Mae

(If different than applicant)

Who will perform the work?

☐

Owner

☐

Contractor

Contractor

(Name, address,

phone)

Action Items only:

Construction Cost _____

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
 - 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.

Ypsilanti Historic District Work Permit Application

Date filed _____ for HDC meeting date _____

Property Address 526 N. HuronApplicant ~~Fenn~~ Real Property Management**Description of proposed work** *(see sample applications)*

Approval of existing doors
per 2008 property
monitoring issue.

Materials**Colors** *(Attach color chips or samples)*

Body _____

Accent 1 _____

Trim _____

Accent 2 _____

Roof _____

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



City of Ypsilanti

Planning & Development Department

March 20, 2013

Fannie Mae
PO Box 650043
Dallas, TX 75265

RE: Work at 526 N. Huron St.

To whom it may concern:

It has come to the City of Ypsilanti's attention that in 2008 unapproved work was performed at 526 N. Huron St. This work consisted of the installation of inappropriate doors. Per the Historic District Ordinance, any new exterior renovations, alterations or other types of modifications to a property in the historic district must first be approved by the HDC. The work which was completed in 2008 is thus in violation of the ordinance.

While the installation of inappropriate doors was conducted by a previous owner, the work still needs to be approved by the historic district commission. Please submit a work permit application for the completed work which is available online at www.cityofypsilanti.com/hdc/ and at the Building Department in City Hall (734-482-1025) by April 3rd for hearing at the April 9th commission meeting.

Please contact me at 734-483-9646 with any questions.

Sincerely,

Adam Cripps, HDC Assistant
Planning & Development Department

CC: File

HCC Application
Form
\$25.00



526 North Huron St., date unknown, showing previous doors



526 N. Huron St., November 2012



Ypsilanti Historic District

COPY

Work Permit Application

Rec 15 777

Date filed 04/3/13 for HDC meeting date 4/9/13

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 409 OAK STREET

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name DAVID SCHWARTZ

Address 409 OAK STREET

City YPSILANTI

State MI Zip 48198

Phone 734-646-5275

Fax

E-mail FREGUYSCHWARTZ@GMAIL.COM

Owner

(If different than applicant)

Who will perform the work? ☒ Owner ☐ Contractor

Contractor

(Name, address,
phone)

Action Items only:

Construction Cost \$1100.00

Permit Application Fee

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.

Ypsilanti Historic District Work Permit Application

Date filed _____ for HDC meeting date _____

Property Address 409 OAK ST.

Applicant DAVID SCHWARTZ

Description of proposed work (see sample applications)

REPLACE DAMAGED FRONT DOOR

Materials

NEW SOLID WOOD DOOR

Colors (Attach color chips or samples)

Body OAK

Accent 1 _____

Trim OAK

Accent 2 _____

Roof _____

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.

David Schwartz

Signature of Applicant

4-3-13

Date



City of Ypsilanti

Planning & Development Department

March 20, 2013

David Schwartz
PO Box 980231
Ypsilanti, MI 48198

RE: Unapproved replacement of door installation of ramp at 409 Oak St.

Dear Mr. Schwartz:

It has come to the City of Ypsilanti's attention that work has been performed at 409 Oak St. This consisted of the unapproved removal and replacement of the main entrance doorway and installation of a steel ramp. The work has been completed without the knowledge or approval of the Historic District Commission (HDC). Per the Historic District Ordinance, any new exterior renovations, alterations, or other types of modifications to a property in the historic district must first be approved by the HDC.

In order to bring your property into compliance with the ordinance, please submit an HDC Work Permit Application along with the required information to the Building Department by **12:00 noon on Wednesday, April 3rd** for consideration at the April 9th HDC meeting. Applications are available online at www.cityofypsilanti.com and at the Building Department in City Hall (734-482-1025).

Please contact me at 734-483-9646 with any questions.

Sincerely,

Adam Cripps, HDC Assistant
Planning & Development Department

CC: File



409 Oak St.



409 Oak St., November 2012



409 Oak St., February 2013



Ypsilanti Historic District
Demolition Permit Application

Rec. 15767

Date Filed 03/23/13 for HDC meeting date _____

Property Address 302 E Cross

Applicant: Name Maxwell A. Ziebarth

Address 4858 Bridle Run 2 B

City Ypsilanti State MI Zip Code 48197

Phone 734-739-1116 Fax ✓

Email MAX Ziebarth at yahoo dot com

If applicant is not owner:

Owner's name _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Fax _____

Signature of Owner _____

Who will perform the work?

Contractor's name _____

Address and phone _____

Cost of proposed work <u>2000</u> Permit Application Fee <u>25</u> The permit fee is \$20 plus \$5 for each \$3000 of construction costs and is due with the application.
--

To complete this application:

1. Fill in all necessary information on both sides of this application
2. The following additional items must be submitted with the application in order for an application to be considered complete:
 - Information sufficient to justify the grounds upon which the applicant has chosen to base the application.
 - Written evidence that alternatives to demolition or moving have been evaluated (including, but not limited to rehabilitation, sale, adaptive reuse) and both architectural and financial data to support a conclusion that demolition is the only feasible option. The evidence shall show that the property was offered for sale, the price asked, the period of time during which the property was offered for sale, and how it was advertised.
 - Written evidence of advice sought by applicant from a professional experienced in historic preservation work.
 - It is the applicant's burden to show that the application complies with the Guidelines. If the application does not meet the burden, the application shall be denied.

Incomplete Applications will not be considered

Date filed _____ for meeting date _____

Property Address _____

Applicant _____

Grounds upon Which an Application May be Based

Please check appropriate box and provide as many as possible of the materials listed under each of the grounds in the "Guidelines for the Consideration of Applications for the Demolition or Moving of Structures within the Ypsilanti Historic District" which is attached to this form.

- ☒ The structure constitutes a hazard to the safety of the public or the occupants
- ☐ The structure 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 approvals, financing and environmental clearances.
- ☐ Retaining the structure will cause undue financial hardship (as defined on p.10 of the Guidelines) to the owner when a governmental action, an act of God, or other event 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 it's fair market value, or moving the resource to a vacant site within the historic district, have been attempted and exhausted by the owner.
- ☐ Retaining the structure is not in the interest of the majority of the community.

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.

Mat Zielant
My Signature

03/28/13
Date

For additional information visit our website www.cityofypsilanti.com, or contact the City of Ypsilanti Planning and Development Department, 734.483.9646.

Removed - staircase, unkn structure
between 2 additions



302 E. Cross, November 2012



302 E. Cross, November 2012



302 E Cross, November 2012



302 E. Cross, November 2012



302 E. Cross, February 2013



Ypsilanti Historic District

Work Permit Application

Date filed April 3, 2013 for HDC meeting date April 9, 2013

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 313 Washburn

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name Susan On

Address Quality Student Housing

City 313 Washburn Canton State MI Zip 48187

Phone 248 974 8415 Fax _____

E-mail accountantsusan@yahoo.com

Owner _____
(If different than applicant)

Who will perform the work? ☐ Owner ☒ Contractor

Contractor ~~Gutter Contractor~~
(Name, address, phone) porcher stair Handrail

Action Items only:

Construction Cost _____ 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
 - 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.

Ypsilanti Historic District Work Permit Application

Date filed _____ for HDC meeting date _____

Property Address _____

Applicant _____

Description of proposed work (see sample applications)

- porch ?
- Handrail

Materials

Wood material Handrail
Will attach picture

Colors (Attach color chips or samples)

Body _____ Accent 1 _____

Trim _____ Accent 2 _____

Roof _____ 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

4/2/2013

Date



313 Washtenaw, 2012

CITY OF YPSILANTI
HISTORIC DISTRICT COMMISSION
MINUTES OF MARCH 26, 2013

CALL TO ORDER AND ROLL CALL

Anne Stevenson Chair 7:00 PM

Meeting Location: City Council Chambers, City Hall

Commissioners Present: Anne Stevenson, Michael Condon, Hank Prebys, Jennifer
Henriksen, Alex Pettit, Ron Rupert, Jane Schmiedeke

Commissioners Absent: None

Staff Present: Adam Cripps, HDC Assistant

APPROVAL OF AGENDA

Motion: Prebys (second: Schmiedeke) moved to approve the agenda as presented.

Approval: Unanimous. Motion carries.

PUBLIC COMMENT ON AGENDA ITEMS - none

PUBLIC HEARING -none

OLD BUSINESS

16 N. Huron

Applicant: Bessie Pappas, Owner (Absent)

Discussion: Applicant is seeking approval for resizing the existing sign to fit underneath the windows (work already completed), and to remove existing ceramic tiles on storefront in order to expose original brick walls.

Staff informed the commission that the project has been placed on hold until DDA grant funding can be secured. Staff will be following up with owner as that process continues. If DDA funding is not secured before the sixty days for tabled applications are up, the projects will be separated and the sign will be pursued separately as property monitoring.

Motion: Prebys (second: Rupert) moved to table the application for 16 N. Huron.

Approval: Unanimous. Motion carries.

NEW BUSINESS

109 Ferris St.

Applicant: Brad Stark, Owner (Absent)

Discussion: Applicant is seeking approval for recovering existing shingles with brown fiberglass shingles. The work was completed in 2009.

Motion: Schmiedeke (second: Prebys) moved to approve the application for 109 Ferris to include recovering existing shingles with brown fiberglass shingles.

Approval: Unanimous. Motion carries.

Secretary of the Interior Standards cited: 9

110 W. Cross St.

Applicant: Michael Condon, Contractor (Present)

Discussion: Applicant is seeking approval for the installation of 22 sash replacement kits and 1 new awning window from Jeld-Wen corporation; repairing or replacing damaged or rotten components of existing jambs and sills as needed; replacement of missing trim components as needed; reconstruction of two substantially out of square openings to accommodate sash kits; insulation of existing weight pockets with low pressure expanding foam insulation designed for enclosed spaces; caulking and painting as needed. All woodwork repairs will be done with like components.

Applicant noted that the owner wants to maintain the original wood trim. Prebys inquired whether the windows would match the existing glazing pattern of one-over-one which the applicant responded in the affirmative. Pettit asked where the awning window was located, with the applicant noting that it was on the rear of the structure.

Motion: Pettit (second: Prebys) moved to approve the application for 110 W. Cross as presented, with the addition that the color is to be Sherwin-Williams Safety Red.

Approval: Motion carries. Condon abstained.

Secretary of the Interior Standards cited: 4

STUDY ITEMS

313 Washtenaw St.

Applicant: Janqun Wang & Huaxian Qu (Susan), Owners (Present)

Discussion: Applicants are seeking guidance regarding the installation of gutters similar to neighboring properties, installation of a wooden hand rail on the front

porch stairs per instruction of the HDC railing fact sheet, and possible window replacement options.

Applicant is interested in K-style seamless gutters per her contractors' suggestion. Condon inquired what style gutter was currently on the structure, which the applicant noted were white K-style gutters. Rupert noted that the commission would approve K-style gutters but to remember that the straps must go under the shingles. Regarding the handrail, Prebys stated that the commission would like a drawing of the proposed handrail. Rupert noted that a pipe rail would serve the applicants' purpose regarding installation in the masonry steps. Applicant will bring the windows as a study item to the next meeting.

317 W. Cross St.

Applicant: James Johnson, Owner (Present)

Discussion: Applicant is seeking guidance regarding construction of a new addition which will enclose the outdoor seating area of the Ugly Mug coffee shop.

Applicant noted that they do not get much use out of the outdoor patio. He is interested in moving the roastery to where the patio is currently located in order to increase seating within the coffee shop. The applicant wants to utilize Dryvit/EIFS on the siding. The ultimate goal is to clean up the building, get rid of the structure currently over the patio, and clean everything up. Applicant noted that financing and DDA support has already been secured. Prebys inquired whether the windows are planned to be extended. Applicant noted that the building would be expanded by three windows, to match the ones currently on the structure. He is interested in copying what is currently present. Applicant is in contact with architect Todd Loop regarding the project, though the initial sketches provided to the commission were put together by a student from the university. Henriksen inquired where the EIFS will go, the applicant responding that it would go across the entire front and around the side. Applicant noted that brickwork on the rear is in good condition and will be painted. The structure is constructed mostly of cinder block. Henriksen noted that EIFS is not the most durable of materials currently. Prebys inquired how the commission felt regarding masking the concrete block. Schmiedeke inquired how close the new addition would be to the existing sidewalk. Prebys inquired if anyone had any objections regarding the proposed finishing. Applicant noted that he was only interested in covering the cinder block of the main building with EIFS. The existing cornice and roofline would be carried directly across the new addition. Prebys noted that the commission would be interested in cut sheets regarding lighting and potential signage. He also remarked that in general the commission should not have a problem with what is being proposed, but would like to see details elaborated in the application.

ADMINISTRATIVE APPROVALS- None

OTHER BUSINESS

Property Monitoring

304 East Forest- Discussion regarding current status and how to proceed regarding the earthen ramp.

302 East Cross- Demolition of rear addition. Stop work order has been issued.

409 Oak St- Installation of steel ramp in addition to existing issues.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS – None

HOUSEKEEPING BUSINESS

Approval of the minutes of March 12, 2013

Motion: Rupert (second: Pettit) moves to approve the minutes as presented.

Approval: Unanimous. Motion carries.

ADJOURNMENT

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

Approval: Unanimous. Motion carries.

MEETING ADJOURNED AT 8:12pm