

1. Agenda

Documents: [HISTORIC DISTRICT COMMISSION MEETING AGENDA APRIL 14, 2015 \(PDF\).PDF](#)

2. Agenda Packet

Documents: [HISTORIC DISTRICT COMMISSION MEETING AGENDA PACKET APRIL 14, 2015 \(PDF\).PDF](#)

CITY OF YPSILANTI
Historic District Commission
Regular Meeting Agenda

Tuesday, April 14, 2015
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
Alex Pettit	P	A
Jane Schmiedeke	P	A
Erika Lindsay	P	A

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. PUBLIC HEARING - None

V. BUSINESS SESSION

A. OLD BUSINESS – None

B. NEW BUSINESS

1. 309 W. Cross	Fence installation
2. 201 N. Washington	Door relocation/window installation
3. 217 W. Michigan Ave	Repair windows/painting/deck repairs
4. 219 N. River	Painting
5. 9 S. Adams	Door installation
6. 16 S. Washington	Sign installation
7. 36-38 E. Cross	Painting/awning removal

C. STUDY ITEMS

1. 200 W. Michigan Ave	Sign installation
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D. ADMINISTRATIVE APPROVALS – None

E. OTHER BUSINESS

- 1. Property Monitoring**
- 2. Accessibility Fact Sheet**

VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

Approval of the minutes of March 24, 2015

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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4



Ypsilanti Historic District Work Permit Application

Date filed 3/17/15 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 309 W. Cross Street

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name Eric Moore

Address 309 W. Cross Street, Apt A

City Ypsilanti

State MI

Zip 48197

Phone 734-635-5959

Fax _____

E-mail ericwsmoore@gmail.com

Owner N/A

(If different than applicant)

Who will perform the work? ☒ Owner ☐ Contractor

Contractor _____

(Name, address,
phone)

Action Items only:

Construction Cost \$700

Permit Application Fee \$35

The permit fee is \$30 plus \$5 for each \$3,000 of construction cost, and is due at the time of application. An additional administrative fee of \$50 applies to HDC work started without the issuance of applicable permit.

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, hintern@cityofypsilanti.com.

Ypsilanti Historic District Work Permit Application

Date filed _____ for HDC meeting date _____

Property Address 309 W. Cross Street

Applicant Eric Moore

Description of proposed work *(see sample applications)*

Requesting to build sections of semi-private wooden fencing to close in the front and side yard. Will do so by connecting to existing fence on east and north side of property. North section of fence will be built along the sidewalk in the yard closest to the house. A small section of fence will be in the center of the property between the parking area and the yard.

Materials

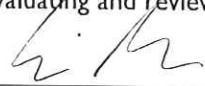
4x4 wooden posts
Concrete mix
French Gothic pressure treated wood fence pickets .625-in x 3.5-in x 48-in
Hardware for gates on front and rear of property
Decking screws
White outdoor paint

Colors *(Attach color chips or samples)*

Body <u>white</u>	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

March 17, 2015

Date

Jenny Wennerberg

From: Emily Moore <esbmoore@gmail.com>
Sent: Tuesday, March 17, 2015 3:06 PM
To: Jenny Wennerberg
Subject: Fence Application
Attachments: City of Ypsi Fence Application-signed.pdf; City of Ypsi Historic District Work Permit-signed.pdf; 309 W Cross Fence Sketch.pdf

Hello!

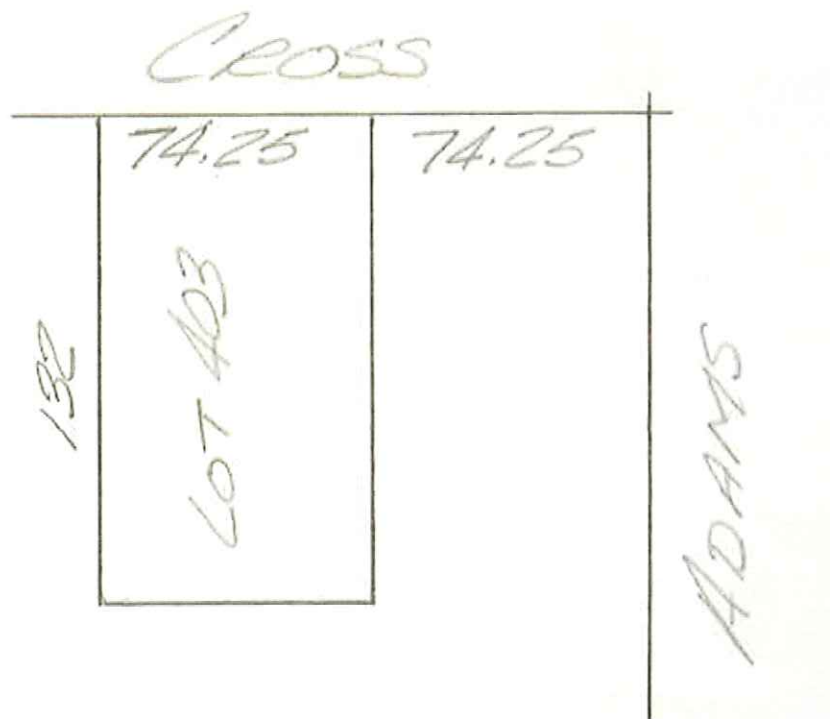
Please find the attached applications and relevant documents being submitted for review by the Building Dept and Ypsi Historic District. Please let me know if there is anything missing, or if you need additional information. I will be stopping by the office to drop off our check for the HDC Permit Application Fee as soon as I can.

Thank you for your help!

Emily

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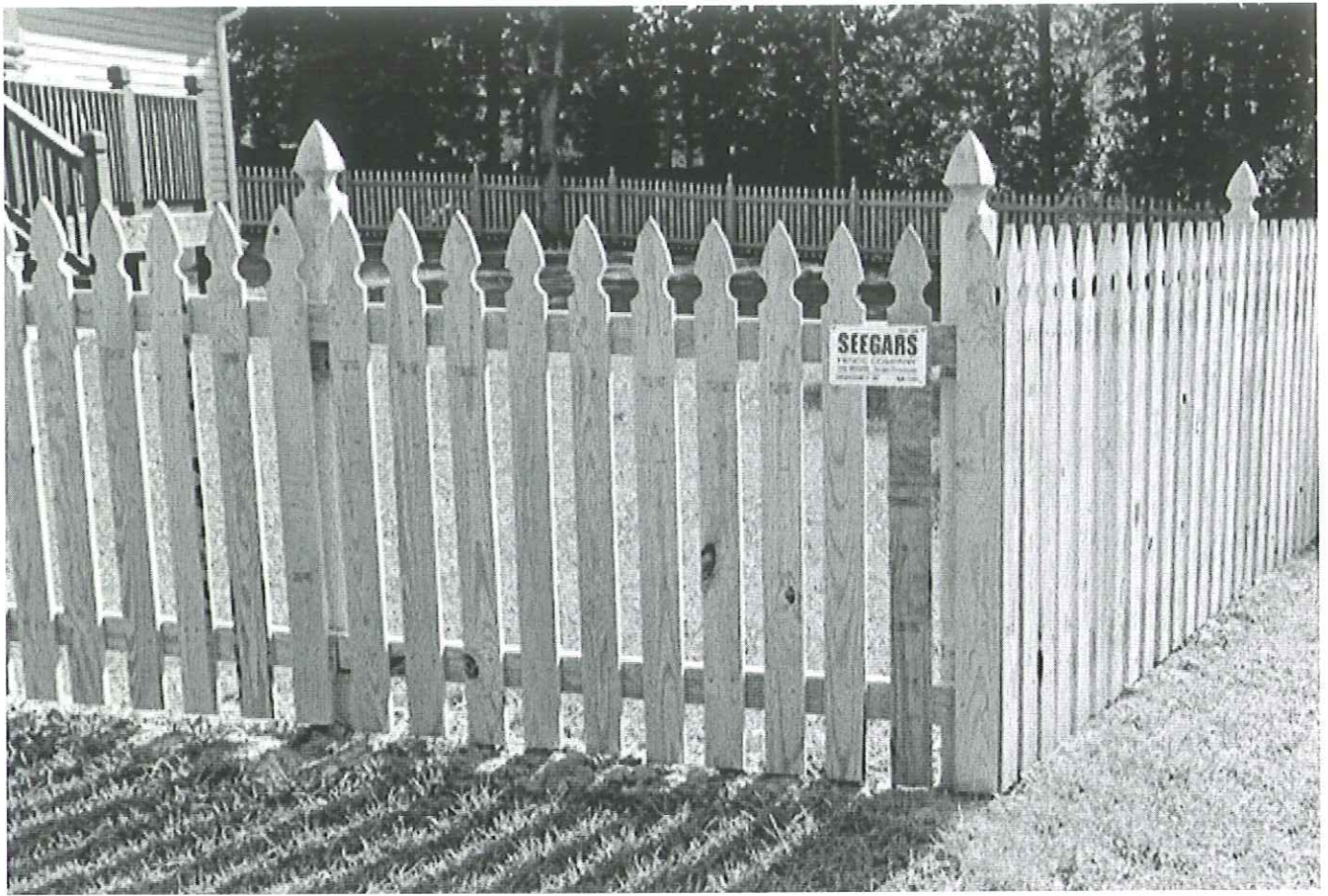
Emily Moore
805-234-7564



esbmoore@gmail.com



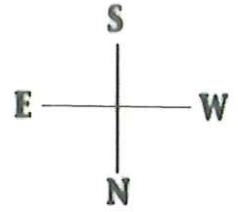






309 W Cross-2012

20.0'



**BLUE
EXISTING FENCE**

**RED
NEW FENCE**

10.0' 13.0'
WPP 1 BSMT
WGEPU

26.0'

20.0'

2 BSMT

5.0' 10.0'
WCP 6.0'

13.0'

11.0'

WCP 6.0'

12.0'

13.0'

10.0'

10.0'

27.0'

**A
L
L
E
Y

W
A
Y**

SIDEWALK

CROSS STREET

Sketch by [illegible]



Ypsilanti Historic District

Work Permit Application

Date filed 4/2/15 for HDC meeting date 4/14/15

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 201 N. WASHINGTON

Applicant

☒ Owner ☐ Architect ☐ Contractor

Name ERIC J. MAUNING

Address 35 S. SUMMIT

City YPSILANTI

State MI Zip 48197

Phone _____

Fax _____

E-mail VICTOR.MAUNING@Y400.COM

Owner _____

(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 \$30 plus \$5 for each \$3,000 of construction cost, and is due at the time of application. An additional administrative fee of \$50 applies to HDC work started without the issuance of applicable permit.

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2. Attach the following documents:
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Ypsilanti Historic District Work Permit Application

Date filed _____ for HDC meeting date _____

Property Address 201 N. WASHINGTON

Applicant ERIC ULMANN

Description of proposed work (see sample applications)

SEE PERMIT

Materials

As wood

Colors (Attach color chips or samples)

Body _____

Accent 1 _____

Trim _____

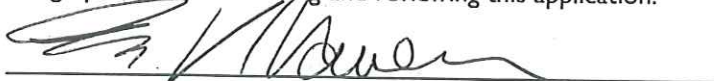
Accent 2 _____

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.)

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Signature of Applicant

21 April 2015
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.

* BUILD A 2X6 FLOOR FOR INSULATION AND TO SERVE AS A PLATFORM TO NAIL DOWN A HAND WOOD FLOOR. BUILD CLOSET AND CLOSE BACK DOOR.

* HANG Drywall ON EAST WALL & PATCH CEILING WHERE NEEDED.

* REBUILD THE TWO BATHROOM WALLS.

OUTSIDE WORK

* MOVE OLD WEST FRONT DOOR TO SOUTH/EAST SIDE OF THE SPACE. FILL IN OLD SIDE DOOR W/ SAME WOOD SIDING.

* REBUILD FAKE GARAGE DOORS SO THEY LOOK LIKE WOOD GARAGE DOORS WITH GLASS (SEE PHOTO)

* 2 NEW WOOD WINDOWS ON EAST SIDE

* 1 SKYLIGHT IN CENTER OF CEILING.

207 W. WASHINGTON

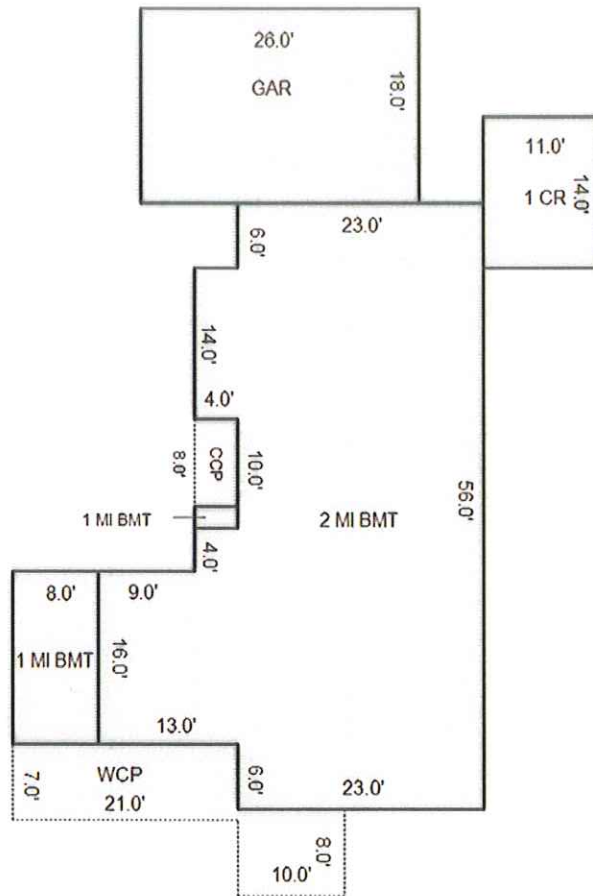


201 W, Washington



EXAMPLE





201 N. Washington



Ypsilanti Historic District

Work Permit Application

Rec 18600 2

Date filed 4/4/15 for HDC meeting date 4/14/15

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 217 West Michigan Ave

Applicant ☐ Owner ☐ Architect ☒ Contractor

Name Ron Rupert

Address 421 N. Huron St

City YPSILANTI State MI Zip 48197

Phone (810) 241 0600 Fax _____

E-mail RRupert@people.pc.com

Owner Ms Thomas Rumford
(If different than applicant)

Who will perform the work? ☐ Owner ☒ Contractor

Contractor Home Services LTD
(Name, address, phone) 421 N. Huron St Ypsilanti

Action Items only:

Construction Cost 3000 Permit Application Fee 35

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.

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Ypsilanti Historic District Work Permit Application

Date filed 4/4/15 for HDC meeting date 4

Property Address 217 West Michigan Ave

Applicant Home Services LTD

Description of proposed work (see sample applications)

- Repair, AND PAINT 16 ORIGINAL WINDOWS (TORREY PINE)
- INSTALL ALUMINUM (STRACK) GREEN STORM/SCREEN AND STORM DOORS
- Repair 2nd Floor Deck AND TRIM, PAINT DECK AND STAIRCASE, PAINT SOUTH BRICK wall TO MATCH.

Materials

Colors (Attach color chips or samples)

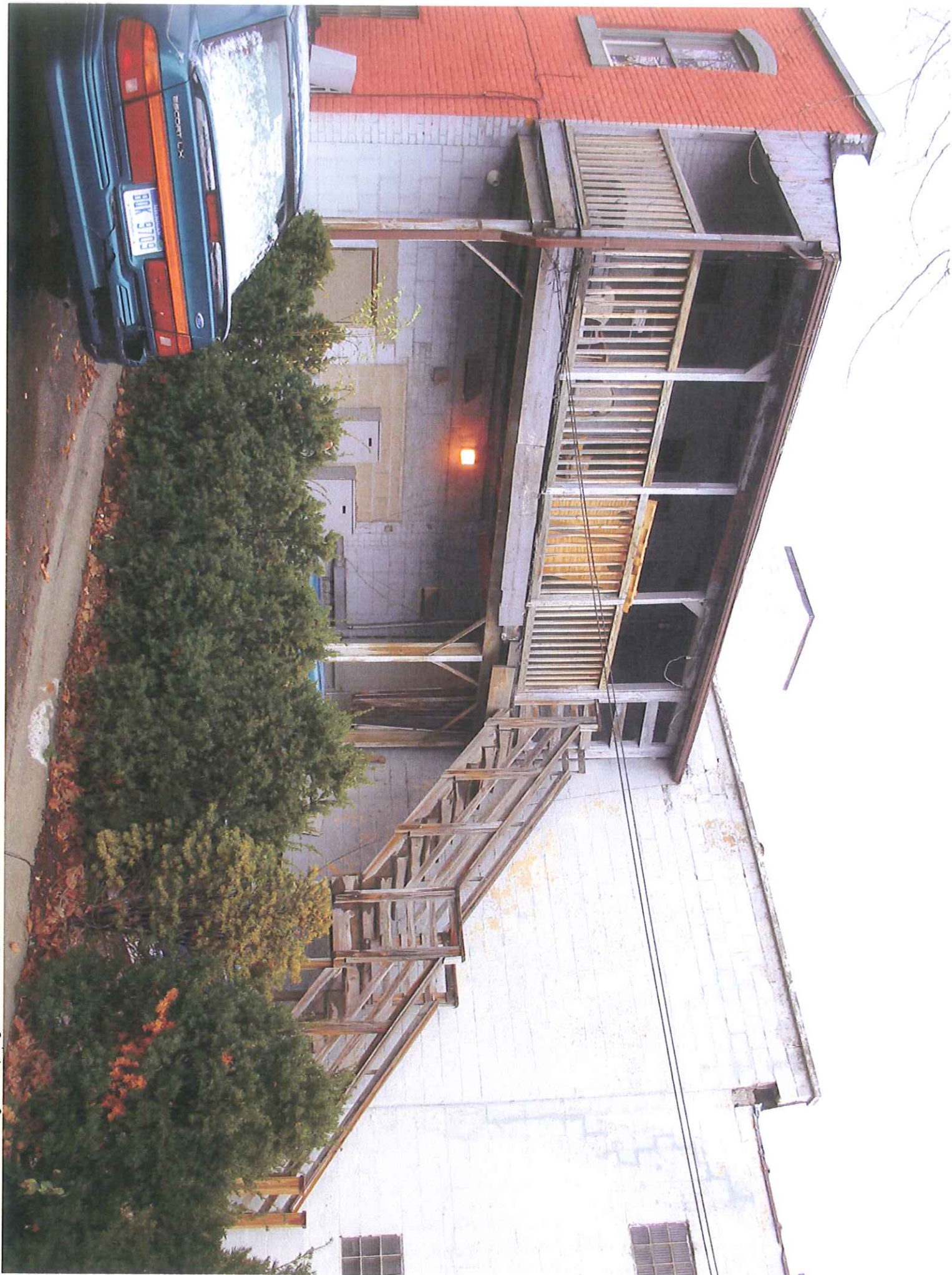
Body BRICK RED Accent 1 _____
Trim TORREY PINE Accent 2 _____
Roof _____ Other _____

☒ 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.
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[Signature]
Signature of Applicant

4/4/15
Date



217 W. Michigan



Ypsilanti Historic District

Work Permit Application

Rec 18604 3

Date filed April 8, 2015 for HDC meeting date April 14, 2015

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 219 N. River Street

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name Amy and Brad Jordan

Address 219 N. River Street

City Ypsilanti

State MI

Zip 48198

Phone 734.635.2917

Fax _____

E-mail amymillerjordan@gmail.com

Owner same

(If different than applicant)

Who will perform the work? ☒ Owner ☐ Contractor

Contractor _____

(Name, address,
phone)

Action Items only:

Construction Cost \$1900

Permit Application Fee \$30

The permit fee is \$30 plus \$5 for each \$3,000 of construction cost, and is due at the time of application. An additional administrative fee of \$50 applies to HDC work started without the issuance of applicable permit.

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Ypsilanti Historic District Work Permit Application

Date filed April 8, 2015 for HDC meeting date April 14, 2015

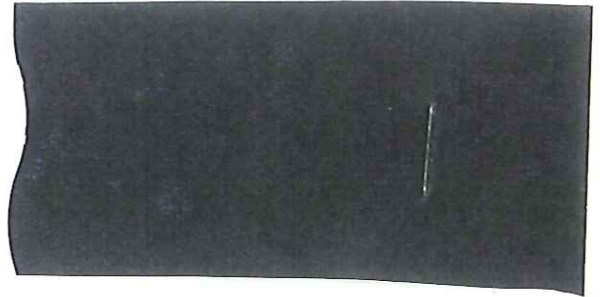
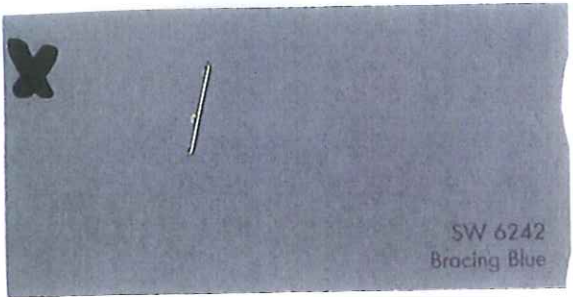
Property Address 219 N. River Street

Applicant Amy and Brad Jordan

Description of proposed work (see sample applications)

Paint the exterior of the house slate blue, with trim and porch white (trim on second floor previously finished).
Porch floor will be gray.

Painting done by homeowners, paint swatches included. Thank you for your consideration.



Materials

Body of Home
all yellow will
be Bracing Blue

Porch Floors Front
Porch & Back Porch

Colors (Attach color chips or samples)

Body Slate blue (Aleutian)

Accent 1 _____

Trim white (classic light buff)

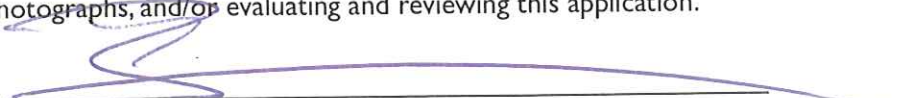
Accent 2 _____

Roof _____

Other porch floor gray (peppercorn)

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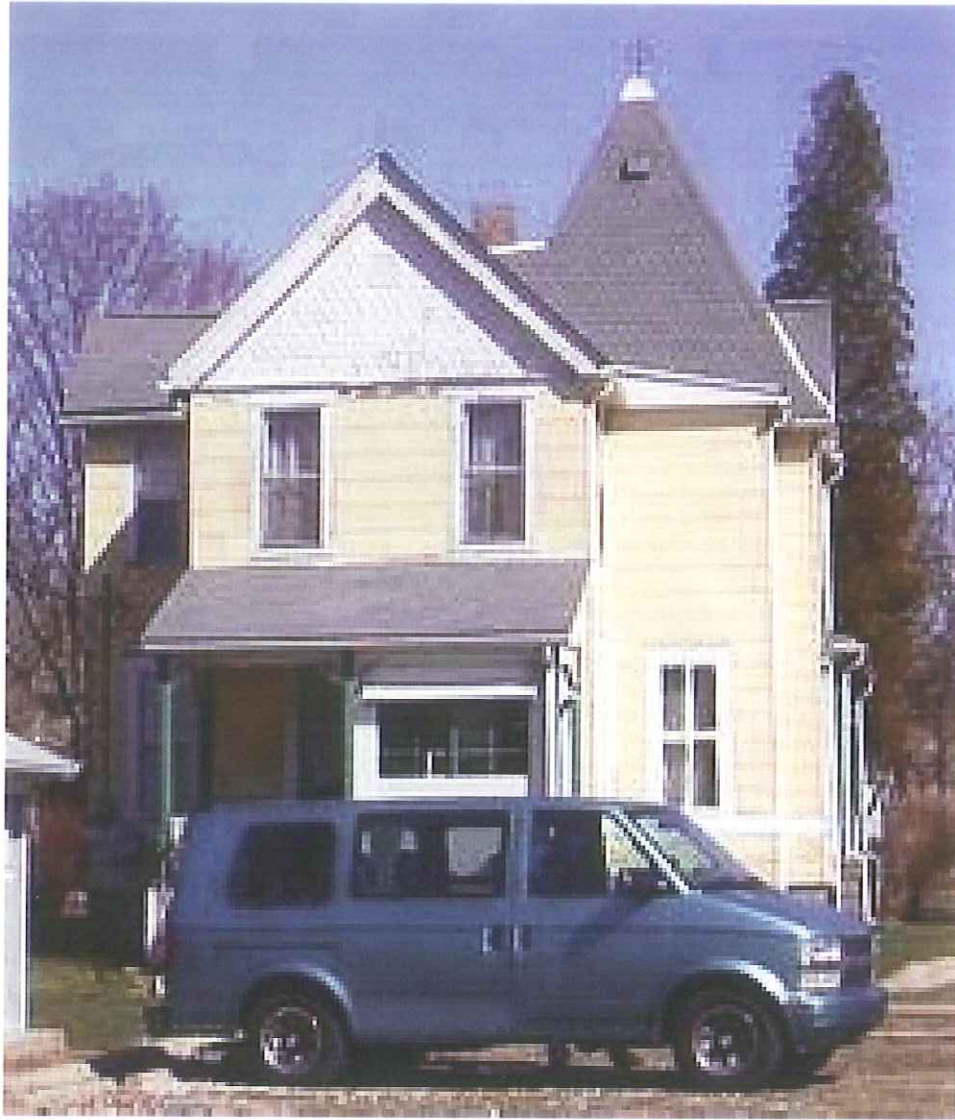
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Signature of Applicant

April 8, 2105
Date



219 N. River



219 N River



219 N. River



Ypsilanti Historic District

Work Permit Application

Rec 19030

4

Date filed April 8, 2015 for HDC meeting date April 14, 2015

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 9 South Adams Street, Ypsilanti MI 48197-5401

Applicant

☐ Owner ☒ Architect ☐ Contractor

Name Robert E. Edmonds, AIA ** Laura Gillis, representative

Address 7158 Waterman Avenue

City St. Louis State MO Zip 63130

Phone 248-719-5319, Laura Gillis

Fax _____

E-mail laura@growinghope.net

Owner Barnes & Barnes, LLC

(If different than applicant)

Who will perform the work?

☐ Owner ☒ Contractor

Contractor Wilkerson Masonry; Terry Heiss Carpentry

(Name, address,
phone)

734-433-0711; 734-485-567

Action Items only:

Construction Cost \$9270.97

Permit Application Fee \$45.00

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Ypsilanti Historic District Work Permit Application

Date filed April 8, 2015 for HDC meeting date April 14, 2015

Property Address 9 South Adams Street, Ypsilanti MI 48197-5401

Applicant Robert E. Edmonds

Description of proposed work *(see sample applications)*

The warehouse at 9 South Adams Street is planned for the future indoor Ypsilanti Farmers MarketPlace. Two entries will be added to the warehouse section of the building (see attached drawings, A-3, A-4, A-5). East entry: the main entrance to the indoor farmers market building, facing Washington Street will be double doors, outswing, with transom above. West entry: a single door, outswing, with transom above, facing Adams Street. To place the doors and transoms an opening will be made at each location by cutting through the exterior brick wall with temporary support provided by a header and frame. Masonry is removed slowly, brick salvaged for use, and the doors, transoms, windows and sidelite installed.

Doors and transoms supplied by Washtenaw Door and Trim.

Materials

Frame: steel

Doors: steel

Colors *(Attach color chips or samples)*

Body GH market green 369U

Accent 1 _____

Trim _____

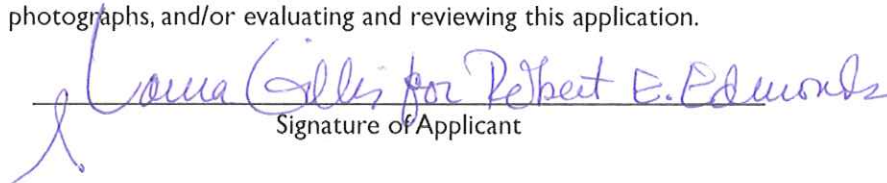
Accent 2 _____

Roof _____

Other _____

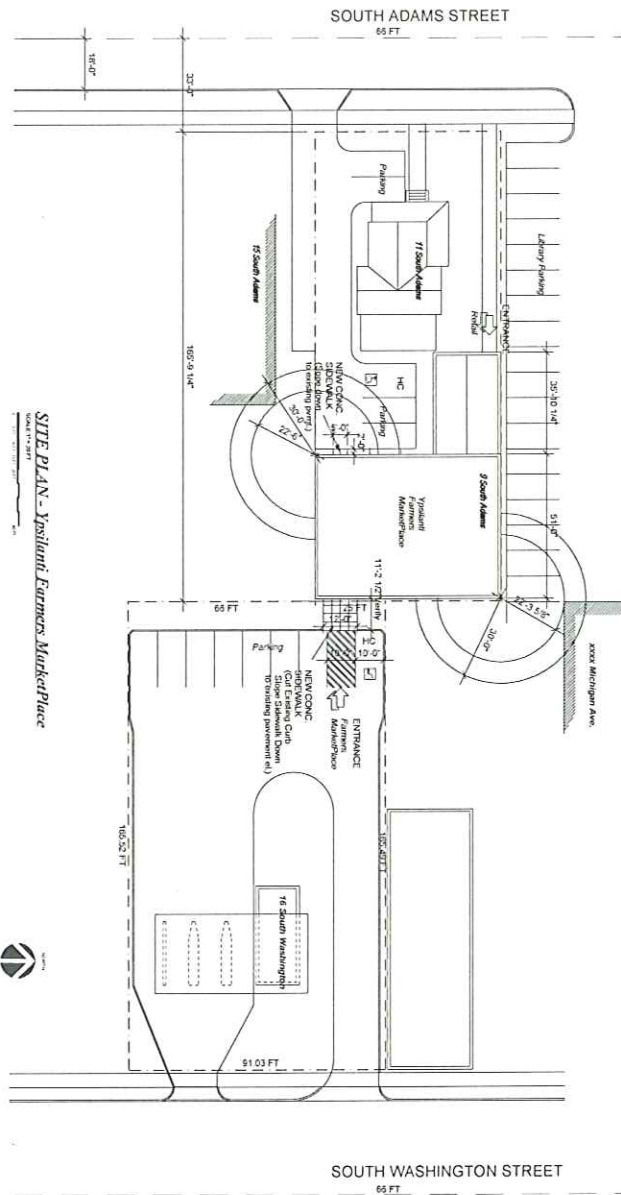
- ☒ This property has, or will have before the proposed work is completed, a fire alarm system or smoke alarm complying with the Stille-DeRossett-Hale single-state construction code, PA 230 of 1972, as amended.
(Compliance with this act must be certified to complete this application.)

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.

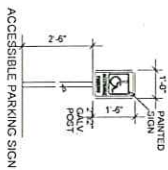

Signature of Applicant

April 8, 2015

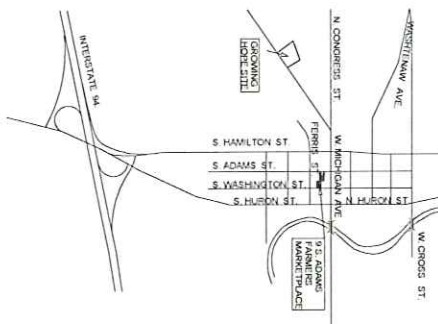
Date



SITE PLAN - Ypsilanti Farmers MarketPlace



SITE LOCATION MAP



BUILDING INFORMATION

APPLICABLE CODES

2012 MICHIGAN BUILDING CODE
2012 MICHIGAN MECHANICAL CODE
2010 ICC, ANSI A117.1 AMERICANS WITH DISABILITIES ACT

BUILDING USE GROUP

MERCANTILE 'M'

CONSTRUCTION TYPE

III - FULLY SPRINKLERED

BUILDING HEIGHT

1 STORY WITH MEZZANINE

BUILDING AREA

GROSS AREA: 10,000 SQ. FT.

1st FLOOR: 8,000 SQ. FT.

MEZZANINE: 2,000 SQ. FT.

TOTALS: 10,000 SQ. FT.

EXIT CAPACITY: 240 PERSONS

East Entry Door: 1 x 30' x 7' = 210

West Entry Door: 1 x 30' x 7' = 210

West Entry Door: 1 x 30' x 7' = 210

West Entry Door: 1 x 30' x 7' = 210

West Entry Door: 1 x 30' x 7' = 210

Farmers MarketPlace

Growing Hope 9 South Adams, Ypsilanti MI 4819xx

Robert E. Edmonds ARCHITECT
314-324-9333

A-0
SITE PLAN

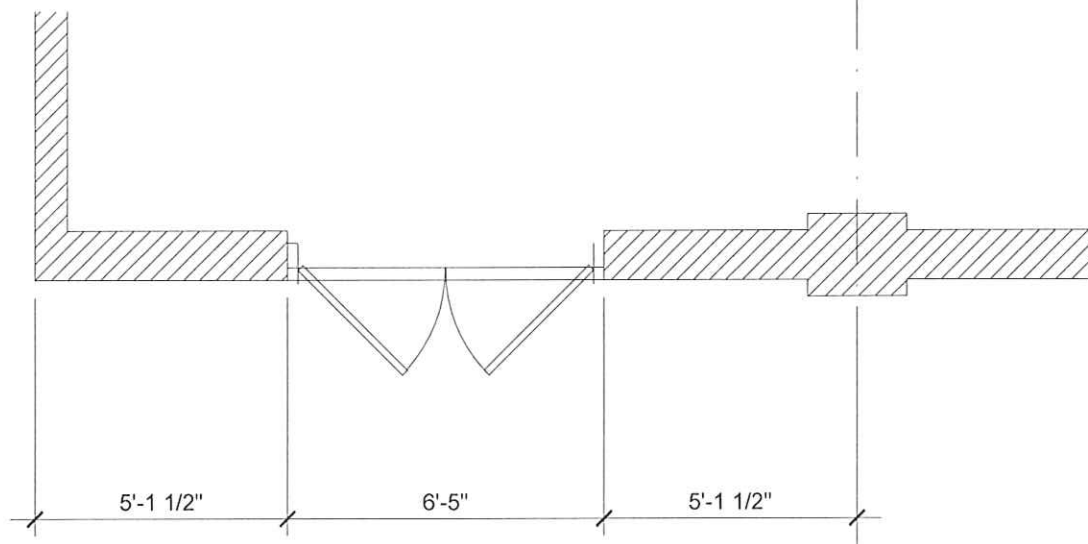


1
A-3

EAST ENTRY ELEV.

Scale 3/8"=1'-0"

EAST-ENTRY-DETAIL-ELEV



3
A-3

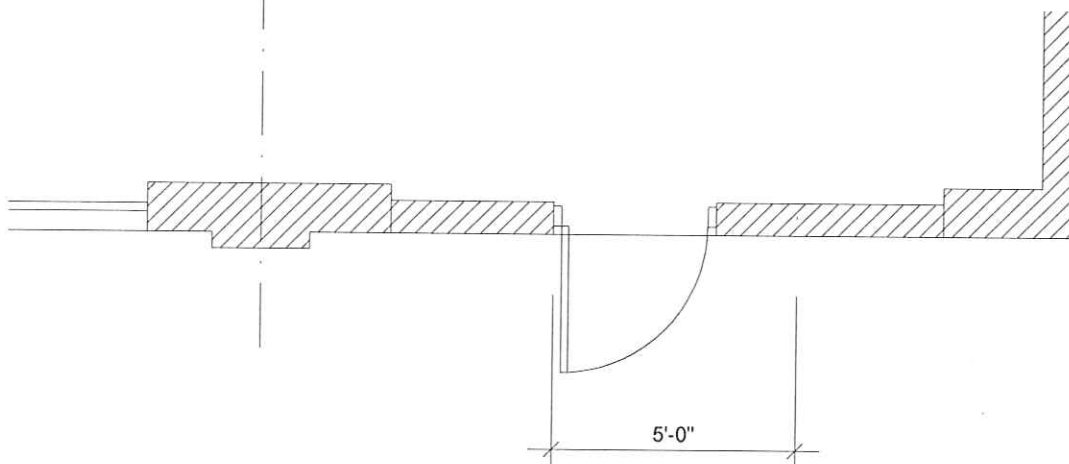
EAST ENTRY PLAN

Scale 3/8"=1'-0"

EAST-ENTRY-DETAIL-PLAN



2 WEST ENTRY ELEV.
 A-3 Scale 3/8"=1'-0" WST-ENTRY-DETAIL-ELEV



4 WEST ENTRY PLAN
 A-3 Scale 3/8"=1'-0" WEST-ENTRY-DETAIL-PLAN

Door Details



[Email](#)



[Post It](#)

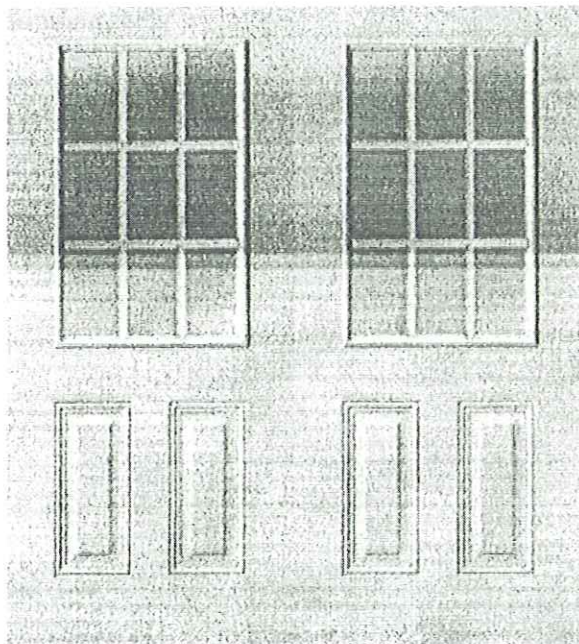


[Share](#)



[Print](#)

[Save My Door](#)



Our Profiles™ steel doors have a wood edge and high definition style options. With our wonderful decorative glass options you will have a beautiful and durable entry door that won't crack, warp or yellow.

Divided Lite Options:

- SDLGBG Simulated Divided Lites with Grilles Between Glass
- SDL Simulated Divided Lites
- GBGC Grilles Between Glass with Contour Bars
- GBGF Grilles Between Glass with Flat Bars
- RG Removable Wood Grilles
- FXG Fixed Grilles

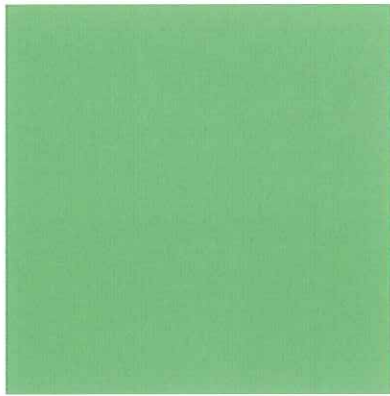
[More Divided Lite Details](#)

Steel Entry Door Systems: Profiles

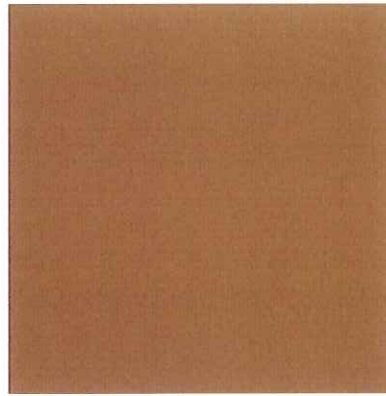
About this entry door system

This entry door system is available with different features. The table below breaks down the various product options by size and available features. You should work with an authorized Thermo-Tru dealer and/or your builder to determine the best option for your home based on environment and region of the country.

Market Colors



369U
c59 m0 y100 k7



732U
c0 m55 y100 k64



247U
c36 m100 y0 k0



144U
c0 m48 y100 u



306U
c75 m0 y7 k0



383U
c29 m0 y100 k19



382U
c20 m0 y100 k0

April 8, 2015

City of Ypsilanti Historic District Commission
City Hall
One South Huron Street
Ypsilanti, MI 48197

To the Historic District Commission:

Growing Hope is the tenant in the buildingS at 9 South Adams Street and 16 South Washington Street in Ypsilanti. With my full authorization, the tenant will make improvements to the buildings with the intent to open a permanent indoor-outdoor farmers market, the Ypsilanti Farmers MarketPlace.

I hereby authorize the proposed improvements to the buildings currently under consideration for approval by the Historic District Commission:

- the addition of two fire egress doors:
 - a double, outswing door on the east side of the building (facing South Washington Street) that will be the public entrance to the indoor farmers market
 - a single, outswing door on the west side of the building (facing South Adams Street) that will be used for fire egress
- the addition of a sign above the canopy facing South Washington Street

Thank you for your consideration.

Sincerely,



Robert Barnes
Barnes & Barnes, LLC
520 W Cross Street
Ypsilanti, MI 48197



Ypsilanti Historic District

Work Permit Application

Rec 19031

5

Date filed April 8, 2015 for HDC meeting date April 14, 2015

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 16 South Washington Street, Ypsilanti MI 48197-5401

Applicant

☐ Owner ☒ Architect ☐ Contractor

Name Robert E. Edmonds, AIA ** Laura Gillis, representative

Address 7158 Waterman Avenue

City St. Louis State MO Zip 63130

Phone 248-719-5319, Laura Gillis

Fax _____

E-mail laura@growinghope.net

Owner Barnes & Barnes, LLC

(If different than applicant)

Who will perform the work?

☐ Owner ☒ Contractor

Contractor To be determined

(Name, address,
phone)

Action Items only:

Construction Cost \$3,000.00 plus installation

Permit Application Fee \$40.00

The permit fee is \$30 plus \$5 for each \$3,000 of construction cost, and is due at the time of application. An additional administrative fee of \$50 applies to HDC work started without the issuance of applicable permit.

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, hintern@cityofypsilanti.com.

Ypsilanti Historic District Work Permit Application

Date filed April 8, 2015 for HDC meeting date April 14, 2015

Property Address 16 South Washington Street, Ypsilanti MI 48197-5401

Applicant Robert E. Edmonds

Description of proposed work *(see sample applications)*

The former bank drive-thru at 16 South Washington Street is planned to be the main public face of the Ypsilanti Farmers MarketPlace. A sign above the canopy will establish the location of the MarketPlace. The existing building and canopy will be preserved.

See attached proposed sign and sample photos of three market signs (Pike Place Market, Seattle; Union Market, Washington, D.C., and North Market, Columbus, OH).

Materials

Frame:
Doors:

Professionally painted/powder-coated aluminum letters, about \$3000.

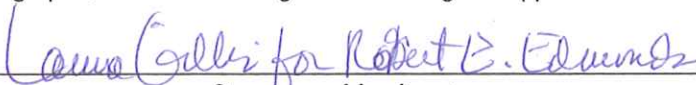
Installation cost will be determined upon inspection of metal flashing.

Colors *(Attach color chips or samples)*

Body <u>white</u>	Accent 1 _____
Trim _____	Accent 2 _____
Roof _____	Other _____

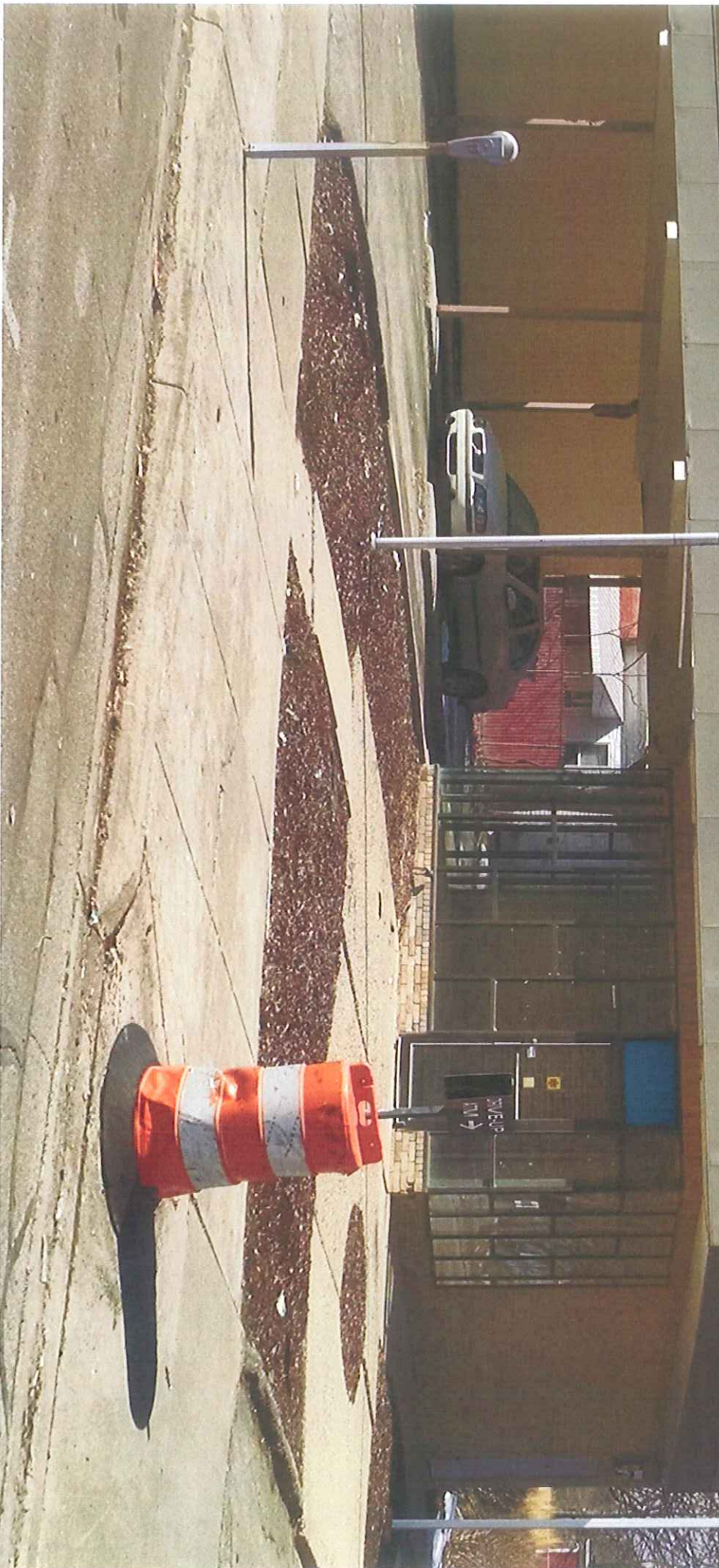
- ☒ This property has, or will have before the proposed work is completed, a fire alarm system or smoke alarm complying with the Stille-DeRossett-Hale single-state construction code, PA 230 of 1972, as amended.
(Compliance with this act must be certified to complete this application.)

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Signature of Applicant

April 8, 2015
Date

YPSILANTI FARMERS MARKETPLACE



Example sign at 16 S Washington



SAMPLE





SAMPLE



Ypsilanti Historic District

Work Permit Application

Rae 19032

6

Date filed 4-8-15 for HDC meeting date 4-14-15

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 36-38 E. Cross St

Applicant

☒ Owner ☐ Architect ☐ Contractor

Name MAIZ Mexican Cantina

Address 36 E. Cross St

City Ypsilanti

State MI Zip 48198

Phone 734-340-6010

Fax 734-340-6083

E-mail jbranham@maizmexican.com

Owner _____

(If different than applicant)

Who will perform the work?

☐ Owner ☒ Contractor

Contractor

Matt's Interior Painting & Maintenance

(Name, address,
phone)

744 Bagley, Ypsilanti, MI 48198

Action Items only:

Construction Cost 4,200

Permit Application Fee 35

The permit fee is \$30 plus \$5 for each \$3,000 of construction cost, and is due at the time of application. An additional administrative fee of \$50 applies to HDC work started without the issuance of applicable permit.

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, hintern@cityofypsilanti.com.

Ypsilanti Historic District Work Permit Application

Date filed 4-8-15 for HDC meeting date 4-14-15

Property Address 36-38 E. Cross St

Applicant MAIZ Mexican Cantina

Description of proposed work (see sample applications)

Request for approval of painting facade of the two remaining storefronts. The restaurant occupies three store fronts in Depot Town and the first facade was approved by the HDC in 2014 for the 34 E. Cross facade. This is a request to extend those same colors to the remaining two store fronts.

The awnings that currently exist will be removed from the first floor only. The second floor awnings will remain.

The facades are slightly different, so the colors will be matched in most common areas so that there is a cohesive look from the already painted and approved 34 E. Cross St.

The existing paint on the wood surfaces will be sanded, and patched. ONLY the brick surfaces that have already been painted will be sanded, patched and painted to incorporate the cohesive color scheme.

The facade on 38 E. Cross will be the only place a new color that was not previously approved by the HDC last year will be used. Since this building has had it's brick painted already, we would like to use a brick-like color on those surfaces to mimic the rest of the brick on the other two store fronts. This excludes a couple of small areas

Materials

Wood putty, sandpaper, and exterior latex paint (2 coats).

at bricks that are a decorative arch above the windows. These will be painted in the previously approved color scheme

Colors (Attach color chips or samples)

Body A15-5

Accent 1 Ally Olympic C-30-2

Trim D58-6

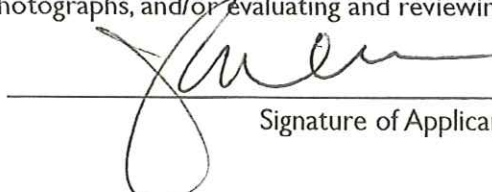
Accent 2 + color match brick

Roof D58-5

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

May 15, 2014

BRG Investments Inc.
Attn: Jason Branham
1322 N Huron River Dr.
Ypsilanti, MI 48197

RE: HDC Work Permit Application for 34-38 E Cross.

Dear Jason Branham:

On Tuesday, May 13, 2014 the Historic District Commission (HDC) reviewed your request for work at 34-38- E Cross St. Your application was **approved** to include:

Work at 34 E Cross for phase one including painting the exterior in Olympic colors (A15-5, D58-6, D58-5 and C30-2) as shown in the application. The installation of a sign on 34 E Cross as pictured in the rendering supplied. The sign will have yellow neon trim and lettering. Side supports are allowed for the sign if required.

In the commission's decision, the following Secretary of the Interior Standards were cited:

#5- Preserve distinctive features.

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

Approval by the Historic District Commission does not exempt you from nor can be substituted for zoning or building department approval. You must apply for and receive all applicable permits within six months of this date for your HDC approval to remain valid.

Please contact me if you have any questions at 734-483-9646.

Sincerely,

Cynthia Kochanek, HDC Assistant
Planning and Development Department

Cc: File
Jenni Wennerberg, Building Department

MATT'S INTERIOR PAINTING & MAINTENANCE
744 BAGLEY ■ YPSILANTI, MI 48198 ■ (734) 320-2743

MAIZE RESTAURANT
ATTN: JASON

April 4th 2015

Painting Bid For EXTERIOR FASADES

1. WASH DOWN FRONT OF BUILDING
2. REMOVE ANY SCREWS - NAILS - SPEAKERS - HANGERS
3. FIX ANY DAMAGED AREAS - PUTTY - CAULK
4. PAINT ALL AREAS REQUESTED - COLOR MATCH
5. (2) COATS OF EXTERIOR COLORES

TOTAL COST → \$4,200.00

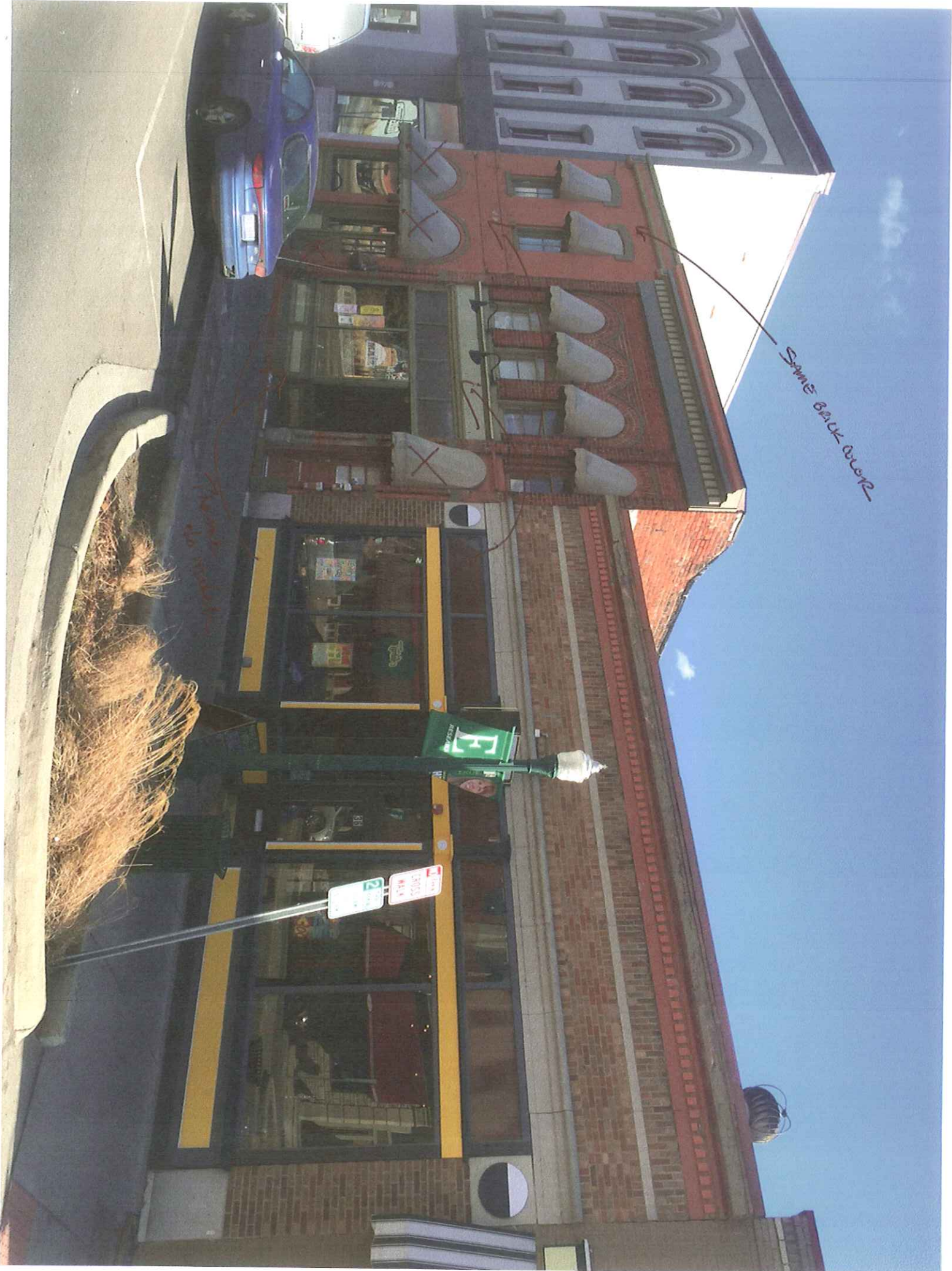
1. BUILDING #1 → \$2,400.00 30 E. CROSS
 2. BUILDING #2 → \$1,800.00 30 E. CROSS
- * ALL MATERIALS ARE INCLUDED IN PRICE

Thank-you,

Matthew Alar

MATT'S INTERIOR PAINTING & MAINTENANCE
BONDED AND INSURED FOR \$2 MILLION





Same back over

From the side



08/21/2014

36-38 E Cass St.



Ypsilanti Historic District

Work Permit Application

Date filed 4/9/15 for HDC meeting date April 14 2015

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 200 W. Michigan Ave

Applicant ☐ Owner ☐ Architect ☒ Contractor

Name W.A.P. John

Address 1200 North Main

City Ann Arbor State MI Zip 48104

Phone 735 665 0717 Fax 734 665 0794

E-mail wapjohn@grafaktri.com

Owner Annette Weathers

(If different than applicant)

Who will perform the work? ☐ Owner ☒ Contractor

Contractor

(Name, address,

phone)

Action Items only:

Construction Cost \$3200

Permit Application Fee _____

The fee is \$35 for the first \$3,000 in construction cost plus \$5 for every additional or portion of \$3,000 of construction cost. An additional fee of \$50 applies to HDC work started without the applicable permit.

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, hintern@cityofypsilanti.com.

Ypsilanti Historic District Work Permit Application

Date filed _____ for HDC meeting date 4/14/15

Property Address 200 W. Michigan Ave

Applicant W.A.P. John

Description of proposed work *(see sample applications)*

Sign Installation

Materials

2" thick stained Pine

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

4/14/15

Date

BONA SERA

200 W.
Michigan Ave.

New sign letterforms will be fabricated out of 2" thick pine which will be stained with bright color stains that will allow the wood grain to be seen. In addition there will be some additional handpainting added that will bring a festive, creative appearance to the letterforms

Letterforms will be pinned to the existing facade as shown.

Lighting options could be either LEDS placed behind the letterforms to give them an edge glow effect, or using 4 gooseneck light fixtures as shown.

Existing facade to be painted: color blend achieved by intermixing paint and using natural sponge texturing techniques



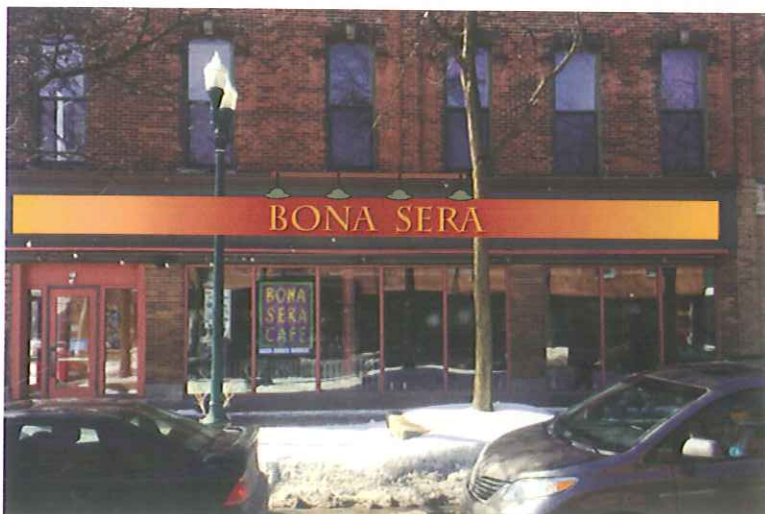
Two color options under consideration



sample/test letterform



Hand painted effects



Sign is to be fabricated and installed by Grafaktri Inc, Ann Arbor.
Hand painting by local artists.

YPSILANTI HISTORIC DISTRICT FACT SHEET

Accessibility, Health and Safety

This is one of a series of Fact Sheets provided by the Historic District Commission to assist property owners and building contractors in planning appropriate rehabilitation of structures within the Historic District.

Your application for a Historic District Work Permit, submitted to the Building Department, will be forwarded to the Historic District Commission for review and must be approved by the Commission before work can begin. A Building Permit may also be required. Historic District Work Permit applications may be obtained from the Building Department on the 3rd floor of City Hall, in the Planning Department on the 4th floor of City Hall, or on the City website, www.cityofypsilanti.com/permits.

You may want to come before the Historic District Commission as a Study Item to describe your project and get HDC input before you apply for a building permit.

The Historic District Commission (HDC) is committed to working with business owners located within the Historic District to provide public access to their buildings that comply with health, safety and code requirements. The following guidelines provide some basic information regarding accessibility to commercial spaces and health and safety concerns within the Historic District.

Concerns for Accessibility, Health & Safety

It is not uncommon that historic buildings may not be in compliance with certain ADA standards that will allow people with disabilities access to their property. To address these concerns the HDC recommends that:

- Building codes and accessibility requirements should be met in a way that does not destroy the historic character of the building and the structure and site are preserved.
- Installing additional needs of entry must be reversible and does not compromise the existing.

Recommendations

New businesses in old spaces often are forced to deal with modifying the building to fit their needs and bringing it up to health and safety code requirements. These plans should be well thought out to avoid the loss of defining characteristics important to the historic aesthetic. Some recommended guidelines when dealing with modifications to meet health and safety requirements are as follows:

- ❖ The use of barrier free accommodations and safety codes that ensure preservation of historic aesthetic.
- ❖ Barrier free access with the use of removable or portable ramps, instead of permanent.
- ❖ Keeping needed additions limited and placing them in less noticeable spaces, such as the rear of the building and keeping them in scale with the property.
- ❖ Modifications to entry doors should be limited as possible when they possess historical significance. The retrofitting of a door or adapting of door hardware are two options for meeting the ADA requirement of having a 32" (81 cm) opening. (Please see the National Park Service's Preservation Brief 32, "Making Historic Properties Accessible", for more information: <http://www.nps.gov/tps/how-to-preserve/briefs/32-accessibility.htm>)

Barrier Free Ramps – Considerations

The placement of the ramp should be planned carefully and placed unobtrusively as possible to preserve historic characteristics of the structure. This can be accomplished by placing ramps at the rear of the building. A barrier free ramp should be designed in a way that would allow for removal that would create minimal impact on the historic structure. All designs must be approved by the HDC. All barrier free ramps are subject to building code and ADA guidelines.

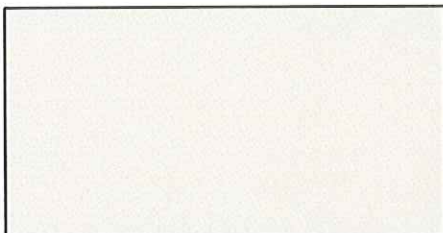
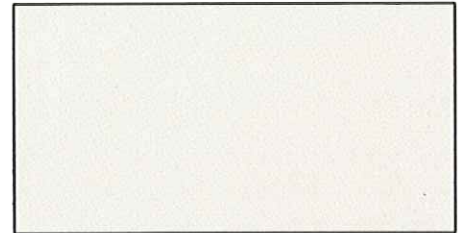
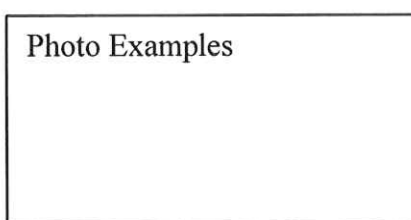


Photo Examples



CITY OF YPSILANTI
HISTORIC DISTRICT COMMISSION
MINUTES OF March 24, 2015

CALL TO ORDER AND ROLL CALL

Anne Stevenson Chair 7:00 PM

Meeting Location: City Council Chambers, City Hall

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

Commissioners Absent: None

Staff Present: Abigail Jaske, HDC Assistant

APPROVAL OF AGENDA

Request to add 217 W Michigan and 306 N River Suite D

Motion: Prebys (second: Rupert) moves to approve the agenda as amended.

Approval: Unanimous. Motion carries.

PUBLIC COMMENT ON AGENDA ITEMS - none

PUBLIC HEARING- none

OLD BUSINESS- none

NEW BUSINESS

307 N Adams

Applicant: Majid Al-Awar – owner

Discussion:

Al-Awar: States that he wants to repaint the exterior of his home with colors similar to the existing and re-roof with charcoal shingles.

Condon: Inquires about how he will go about repainting.

Al-Awar: States that he would be scraping the old paint off and then determine if any of the wood is rotted and then replace with the same material.

Condon: Informs applicant that power washing is not allowed in the Historic District.

- Al-Awar: States that he understands and would not want to pressure wash the soft cedar.
- Schmiedeke: Inquires about the current venting and if the applicant will be adding any vents.
- Al-Awar: States that the current vents are attic vents.
- Prebys: States that ridge venting is at the top of the roof.
- Condon: Inquires about who the applicant will contract the roof out to.
- Al-Awar: States that he is not certain yet, currently working on bids.
- Condon: States that if the contractor wants to add more vents, the Commission prefers to see ridge venting.
- Al-Awar: States that he will keep that in mind when he meets with the contractor.
- Rupert: States that the HDC would prefer to see paint with a shine and promote the shedding of water instead of a semi-gloss or a satin over the solid color stain.
- Al-Awar: States that from his perspective as a contractor, that satin paint will prevent the wood from breathing.
- Rupert: States that a good oil based primer will soak in and the latex paint will adhere to the primer.
- Motion:** Condon (second: Prebys) moves to approve the application for the repainting of the exterior of the home, colors as attached, no pressure washing, with an oil based primer for bare wood and satin finish paint for all purposes. Reroofing of the home with 30-year timberline shingles, charcoal matching what is there now. Any additional venting should be ridge venting if possible, and if additional venting needs to be used it should be placed away from the street.

Secretary of the Interior Standard:

#5-Preserve distinctive features.

#7-Clean building gently—no sandblasting.

Approval: Unanimous. Motion carries.

56 E Cross

Applicant: Van Hunsberger - Architect

Discussion:

Condon: Inquires if his application is the same as when he came in as a study item except for replacing the door.

Hunsberger: Confirms, and states that he has a plan for replacing the doors and adding the material to make them ADA accessible.

Schmiedeke: States that she is concerned about the proportion of the doors and if the new material is different from the doors.

Hunsberger: States that the other option to adding materials on one side of the door, would be to add materials on both sides of the door, but the contractor was not fond of this idea and that it tends to weaken the door more. States that they would have to remove the hardware.

Pettit: Inquires about what kind of material will be used on the doors.

Hunsberger: States that the doors are currently oak and they would match this material. States that the doors would be stripped and refinished.

Motion: Prebys (second: Schmiedeke) moves to approve the application as submitted in the architect's drawings, job number 1408 dated 3/17/15.

Secretary of the Interior Standard:

#5-Preserve distinctive features.

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

Approval: Unanimous. Motion carries.

309 W Cross

Applicant: Not present

Discussion: The applicant would like to install a fence extending from their side yard to the front of their property.

Motion: Prebys (second: Rupert) moves to table application pending a plan view of the placement of the fence.

Approval: Unanimous. Motion carries.

232-234 W Michigan Ave

Applicant: Ron Rupert - Contractor

Discussion:

Rupert: States he will be abstaining.

Rupert: States that the owner wants to replace windows, metal clad windows, trimming out the interior and the exterior. States that the owner will be applying for a DDA grant.

Prebys: Inquires about the condition of the windows.

Rupert: States that they are original windows. States that at first his plan was to save them, but the glass is cracked, it is original and wood is rotted. States that he does not think these particular windows could be saved. States that the owner would rather put money into new windows instead of repairing

the windows. States that the windows are original and they have attempted to preserve them in the past.

Stevenson: Inquires how much of the wood is rotted.

Rupert: States that the sash is rotted, the glass is falling out.

Condon: States that as long as the windows are matching the original in size and shape, the replacements should not be a problem.

Rupert: States that his proposal is to replace the windows with identical wood frame, metal clad, same color as the existing windows to the east.

Motion: Prebys (second: Condon) moves to approve application for window replacement with wooden frame, metal clad windows to match the form and be identical to those original.

Secretary of the Interior Standard:

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

Approval: Rupert abstains. Unanimous. Motion carries.

229 W Michigan Ave

Applicant: Dave Strensky – familiar with the project

Discussion:

Strensky: States that the contractor submitted the application, but he is here to answer any questions. States that they had come in as a study item previously. States that the Commission was not fond of the west roof solar panel installation, and now the contractor wants to do something simple and install them all on the south roof.

Motion: Prebys (second: Rupert) moves to approve the application for the library for the application of solar panels on the south roof, color blue, trim anodized aluminum.

Secretary of the Interior Standard:

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

Approval: Unanimous. Motion carries.

STUDY ITEMS

47 N Huron

Applicant: Nicole Adleman(Executive Director) and Joe Slowins(Building Maintenance Coordinator) – Corner Health

Discussion:

- Adleman: States that their current sign for the Corner Health Center was approved by the Historic District Commission a few years ago and were looking for input on lighting the sign. States that their current hours extend in the evening and lighting the sign is important so that people can find it.
- Slowins: States that they had a contractor put together for them some ideas and wants to share three options. States that the first option was a goose neck lamp over the sign, color would be black, LED light, long life and low light pollution. States that a negative aspect of this option would be that one light would cast a shadow on the sign.
- Prebys: Inquires about where the light would be located.
- Slowins: States over the sign, but would like to share the other options. States that another option would be to use flood lamps, also LED. States that the lights would be mounted on the fascia of the sign. States that the last option proposed is to use a light cable that would be mounted on top of the sign. States that they will probably need two lights on the sign to make sure it is readable and to keep shadows off the sign. States that two smaller flood lamp lights could be mounted above the sign instead of on the fascia, which could provide adequate lighting and cut down on shadows. States that it appears that the front of the building requires more light, but there are two entrances. States that the north entrance may also require a light. States that they want to light the sign and the north entrance. States that they could install two lights above the sign and one other light where the north entrance is located. States that the Health Center is interested in photocell light options and inquires about what the Commission would like to see.
- Condon: States that he would like to only see the lights on when the Corner Health is open.
- Slowins: States that he likes the idea of the lights turning on and off automatically based on the photo cells.
- Condon: States that his preference would be two lights on either end of the sign, but more minimalistic as it is a more modern sign. States that the gooseneck light will look out of place with the modern sign.
- Slowins: States that he agrees, but the contractor focused on goose necks as they are an old style lighting fixture.
- Prebys: States that the applicant could use a type of lamp in the ceiling that came down the front end of the soffit, but recessed light, or the applicant could use some type of fixture, minimal, not heavily designed to light that whole space. States that this type of idea may require something different than lights suggested and the applicant will have to decide.
- Pettit: Inquires about alternating the lighting the applicant already has.
- Slowins: States that there is a light near the north entrance, but it is a fluorescent mounted wall light and it does not illuminate the entryway as it does not shine down. States that the south entrance where the sign is located there is a square-can type light in the soffit, but does not illuminate well.

- Prebys: States that maybe another kind of can or globe could work in place of the current light on the south entrance.
- Slowins: Inquires about the globe lights and keeping them on or off and using the photocells.
- Condon: States that he would not want to see them on all night, but if the light is directed enough it may not be a problem. States that there are lights that are shielded globes.

Depot Town Alley

- Applicant: City of Ypsilanti – Bonnie Wessler, Planning and Economic Development Department
- Discussion: The City of Ypsilanti would like to replace a water fountain with another in Depot Town with approval from the HDC.
- Wessler: States that the water fountain in the Depot Town alleyway just north of the clock tower is not functioning and may not be present, but the city would like to replace it.
- Stevenson: States that the Commission sees no problem with the replacement.

217 W Michigan

- Applicant: Ron Rupert – Contractor
- Discussion: Discussion of window refurbishment at 217 W Michigan Ave.
- Rupert: States that on the front of the building there are three one over one windows. States that on the west side there are nine one over one windows. States that on the rear of the building there are another four windows, which totals sixteen windows. States that originally the contractor that came into work on this project wanted to replace all of them with vinyl windows. States that he went up on the second floor of the building and observed the windows and they are originals and in fair condition. States that his plan is to refurbish these windows, paint and glaze.

*The Commission agrees this is something they could approve.

- Rupert: States that there is a porch on the back of the building and the owner wants to repaint and is of modern design. States that the paint would improve the overall look and there are a couple of minor repairs that must also be completed.
- Prebys: States that the railing may be not up to code.
- Rupert: States that they do not plan on removing anything. States that he proposed the color of the windows, moss green.
- Prebys: States that there are no risers on the back deck, and this could be a safety hazard.

- Condon: States that he had brought information in on this topic and there may be situations where risers are not required.
- Stevenson: States that the Commission would not have any objections to the suggested painting and repairs.

306 N River, Suite D

- Applicant: Not present – Daniel Kubera
- Discussion:
- Stevenson: States that the applicant wants to replace windows that have been removed and closed up with bricks and reinstall them and paint to match existing windows. States that there is one window on the front, and two windows on the back.
- Lindsay: States that she knows the applicant and knows that they were not able to find historic photos of the building when the windows existed.

*The Commissioners need more information on replacement windows and discuss possible safety concerns with reinstalling windows on the first floor due to the location near the train tracks, and suggest the possibility of better lighting.

ADMINISTRATIVE APPROVALS- None.

OTHER BUSINESS

Property Monitoring:

169 N Washington: Appears that there was a fire at this location and it needs to be monitored. Staff took photos on 12/2/14 and there was a dumpster on the property and a letter was sent to the owner on 12/11/14 advising that any exterior changes need to be brought to the HDC. Sent out a letter on 2/24/15 inquiring about the work that needs to be done due to the fire and that it will require HDC approval. No response as of 3/24/15; HDC advised staff to send another letter.

525 N Huron: Staff sent a letter to the owner re: the vinyl windows on the sides, back and front and the metal door on the side. Email response received on 12/24/14 that states that the owner is seeking a loan to finish the work. Second notice sent as of February 24th seeking info on work completion and where they are at with their CO. The HDC noticed interior work occurring on the premises. Staff informed the HDC that the owner called on 3/24/15 and informed the HDC that he bought door replacements and two of the existing vinyl windows that needed to be replaced were. Staff will contact and try to get more details as well as take photos.

214 W Forest: Second notice sent 12/11/14. No update.

314 E Cross: No update.

35 S Huron: No update.

106 S Washington: Scheduled for re-inspection by the building department on 1/21/15. The concern is that this structure will only get worse. Staff sent a letter on

12/16/14 advising the owner that the structure needs to be stabilized and recommend immediate action. Received 1/5/15 response from the owner advising that he is still obtaining bids.

613 N Prospect: No update.

221 S Washington: Staff advises that a letter was sent on 10/28/14 to the owner regarding fence needing painting. No response has been received at this time. A second notice will be sent in the spring.

322 E Cross: It was noticed by the HDC that there was a recent outbuilding added to the property. Staff sent a letter on 12/11/14 requesting an application for the additional structure. Staff sent second notice on 1/15/15, no response as of 3/10/15.

215 S Washington: The HDC requests that a letter be sent to the owner advising that any exterior work requires an HDC work permit application since it appears that work is in process at this property. Staff sent letter on 1/15/15, no response as of 3/10/15.

33 E Cross: Staff sent out a letter on 2/24/15 to the owner inquiring about work that needs to be done to maintain the bricks on the West side of the building.

15 S Washington: The HDC noticed work being done on this property without approval; specifically this is referring to the removal of the roof. Staff sent out letter on 3/12/15 requesting more info. Staff took photos on 3/25/15.

202 N River: The HDC requests that a letter be sent to the owner advising that any exterior work requires an HDC work permit application as there was a new stair entrance leading to the back of the property without approval as of 3/24/15. Staff will send a letter and take photos.

29 S Huron: The HDC approved a fence removal and reinstallation, but the fence has not been installed. Staff will send a letter as advised by the HDC on 3/24/15.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS –none

HOUSEKEEPING BUSINESS

Approval of the minutes of March 10, 2015

Motion: Rupert (second: Prebys) moves to approve the minutes as submitted.

Approval: Unanimous. Motion carries.

ADJOURNMENT

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

Approval: Unanimous. Motion carries.

MEETING ADJOURNED AT 8:10 pm