

1. Agenda

Documents: [HISTORIC DISTRICT COMMISSION MEETING AGENDA AUGUST 11, 2015 \(PDF\).PDF](#)

2. Agenda Packet

Documents: [HISTORIC DISTRICT COMMISSION MEETING AGENDA PACKET AUGUST 11, 2015 \(PDF\).PDF](#)

CITY OF YPSILANTI
Historic District Commission
Regular Meeting Agenda

Tuesday, August 11, 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

1. 219 N Huron

Stair & railing installation

2. 124 Pearl St

Sign installation/new awning coverings/storage area with new fence installation

3. 224 N River

Foundation weatherization/egress window installation

B. NEW BUSINESS

4. 111 Maple St

Porch rail and column installation

5. 34 N Washington

Sign installation

6. 211 N Huron

Roof and gutter installation

7. 530 N Huron

Sign installation

8. 307 N River

Painting & sign, fence & awning installation

C. STUDY ITEMS – None

D. ADMINISTRATIVE APPROVALS

E. OTHER BUSINESS

1. Property Monitoring

VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

Approval of the minutes of July 28, 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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Ypsilanti Historic District

Work Permit Application

Date filed 6/29/15 for HDC meeting date 7/14/15

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 219 N. HURON

Applicant

☒ Owner

☐ Architect

☐ Contractor

Name

DAVID DEYE

Address

13600 GARDEN

City

Brighton M.

State

Zip

49309

Phone

734-445-2282

Fax

E-mail

deyede@comcast.net

Owner

(If different than applicant)

Who will perform the work?

☒ Owner

☐ Contractor

Contractor

(Name, address,

phone)

Action Items only:

Construction Cost: \$1,620

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 _____

Property Address 219 N. HIRON

Applicant DAVID DEYO

Description of proposed work (see sample applications)

REPLACE FRONT STEPS

Materials

2X10 STRINGERS
5/4X6 TREADS
1X6 RISERS
2X4 & 5/4X6 HANDRAIL

Colors (Attach color chips or samples)

Body TO MATCH HOUSE 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

06-23-15
Date



219 N Huron



Ypsilanti Historic District Work Permit Application

Date filed 7/22/2015 for HDC meeting date 7/29/15

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 124 Pearl Street Suite 100

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name Mishigama Craft Brewing

Address 3500 Hillshire Court

City Superior Township State MI Zip 48198

Phone 7348831401

Fax _____

E-mail davidc.roberts@yahoo.com

Owner David Roberts

(If different than applicant)

Who will perform the work? ☒ Owner ☒ Contractor

Contractor TBD

(Name, address,
phone)

Action Items only:

Construction Cost 6000

Permit Application Fee \$40

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.
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 - a. Photo(s) showing all locations where work is proposed
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 - 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.

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Ypsilanti Historic District Work Permit Application

Date filed 7/22/15 for HDC meeting date 7/29/15

Property Address 124 Pearl Street Suite 100

Applicant Michigan Craft Brewing

Description of proposed work (see sample applications)

see Attached

Materials

see attached

Colors (Attach color chips or samples)

Body _____

Trim _____

Roof _____

Accent 1 _____

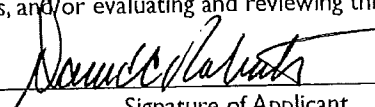
Accent 2 _____

Other _____

} see attachment

- ☐ 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

7/22/15
Date

3500 Hillshire Court
Superior Township, Michigan 48198
July 22, 2015

Ypsilanti Historic District Commission
1 South Huron Street
Ypsilanti, Michigan 48197

Subject: Mishigama Craft Brewing Improvements to 124 Pearl Street

Dear HDC:

This letter contains our application for a Work Permit at 124 Pearl Street Suite 100.

Please see the following attachments to this letter:

Attachment 1 is the completed Work Permit Application.

Attachment 2 is the Description of the Proposed Work.

Attachment 3 contains the photos of the property as it currently exists with the existing awnings.

Attachment 4 contains awning material summary with color and materials noted.

Attachment 5 contains the Ypsi Alehouse logo as currently drafted. This design would be the basis for the blade sign.

Attachment 6 contains the diagram of the premises with the proposed location of the grain storage area.

Attachment 7 contains photos of the proposed location of the grain storage area.

Attachment 8 contains a photo of the type of proposed fence for the storage area.

Attachment 9 contains the completed Sign Permit Application and includes the Master Sign Plan.

Please let me know if there is any other information or documentation that you need to obtain your support and approval of our project. Thank you for your support of this business.

Regards,



David C. Roberts
CEO, Mishigama Craft Brewing
734-883-1401

Project Description

The Ypsi Alehouse has three projects requiring Ypsilanti Historical Commission review:

The first involves the installation of new coverings on the existing awnings on the outside of the building facing both Washington and Pearl. See Attachment 3 for the photos of the building from those streets. Note that this proposal involves using the existing underlying structure. Attachment 4 shows the pattern and fabric design. While the vendor has not yet been selected, it is likely to be Marygrove Awnings. The Ypsi Alehouse name will be printed on the horizontal surface in a typeface to be determined but will reflect the historic nature of the building and image of the Ypsi Alehouse.

The second is the addition of a blade sign on the corner of the building. This can be seen in one of the photos in Attachment 3. The size and shape of the sign is not yet final but will reflect the logo as shown in Attachment 5. It will likely be lighted from the top – which is similar to what was done previously there. For planning purposes the estimated size is 4ft by 4 ft.

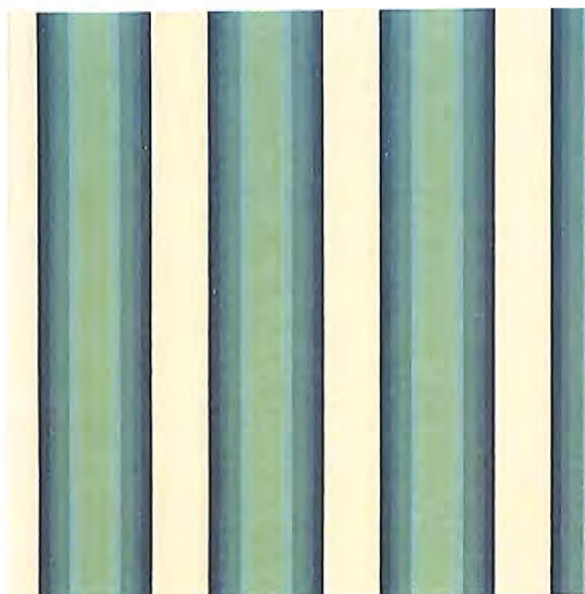
The third is the building of a storage area for the spent grain produced by the brewery. This storage area will be a fenced in area located in the side parking lot shown in Attachment 6. Photos of that location are shown in Attachment 7. Attachment 8 shows a photo of the type of fencing. It is standard cedar fencing from Home Depot. The storage area will be self standing and measure 8 ft by 8 ft by 6 ft high with a gate facing the parking lot. Note that the building owner has already marked the area as no parking as part of the preparations for storage area.

Photos of Exterior of Future Ypsi Alehouse









WIDTH: 46" / 116.84 cm
REPEAT: 9"
CONTENT: 100% Sunbrella® Acrylic

SELVEDGE POSITION: Left / Right

RECOMMENDED USES:
 Fixed Awnings / Retractable Awnings / Shade
 Sails / Umbrellas

SWATCH SIZE SHOWN ~ 29" x 29"

CARE AND CLEANING:
 Brush off loose dirt. Wash with a mild soap and lukewarm water solution. Rinse thoroughly. Allow to air dry. For more information visit
www.sunbrella.com/cleaning

WARRANTY:
 For warranty information visit
www.sunbrella.com/warranty

46" Colonnade Juniper
 4856-0000

UPHOLSTERY COORDINATES



54" Sailcloth Shore
 32000-0003



54" Duplone Paradise
 8050-0000



54" Duplone Palm
 8062-0000



54" Canvas Vellum
 5498-0000

AWNING COORDINATES



46" Alpine
 4655-0000

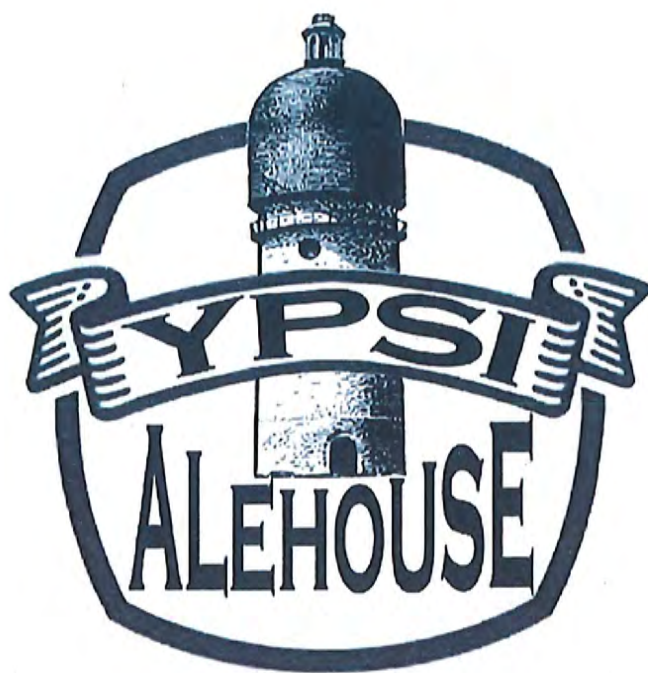


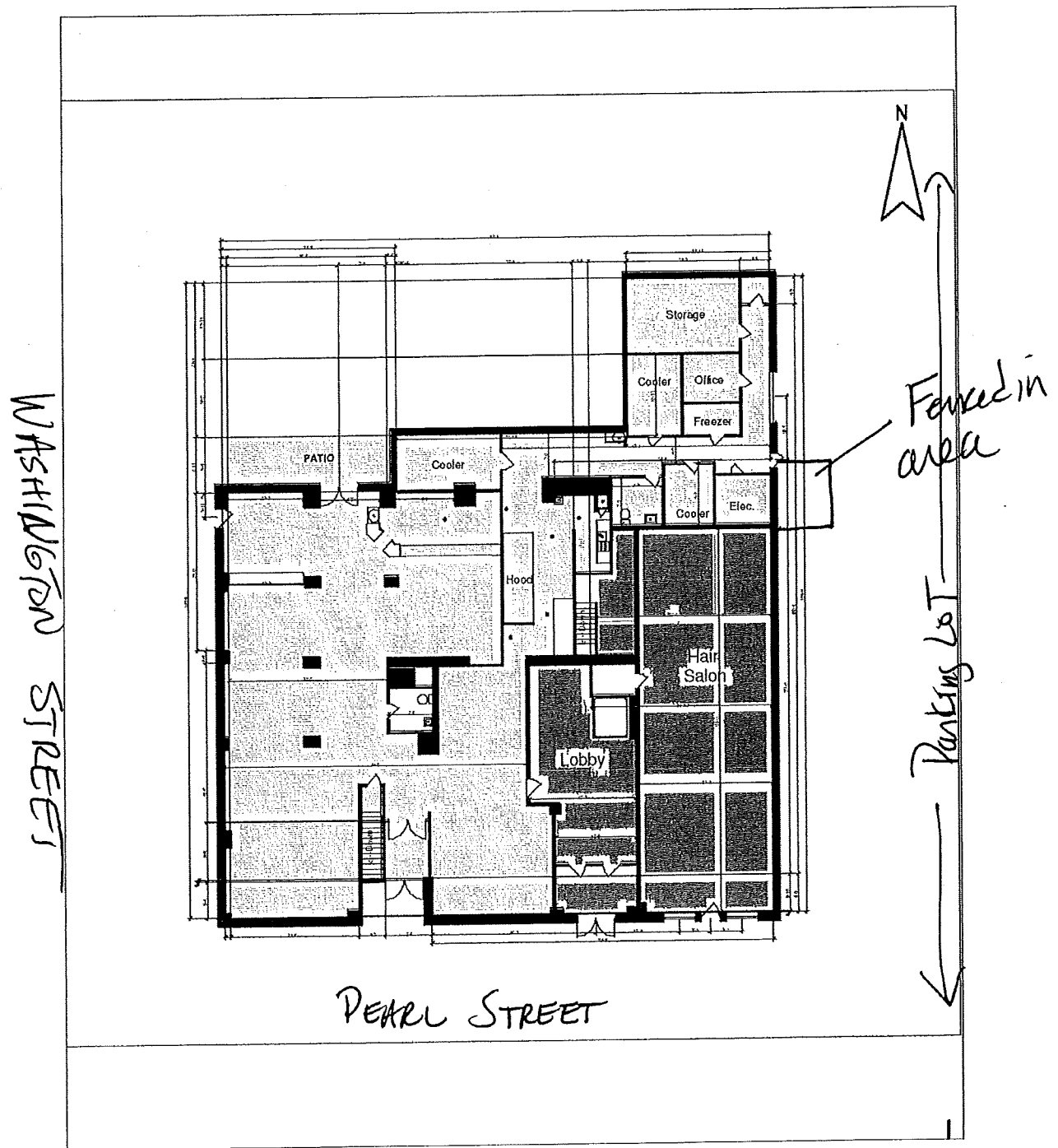
46" Basil
 4688-0000

DISCLAIMER

Monitor/printer colors may vary. Please refer to an actual fabric swatch before making your final decision.

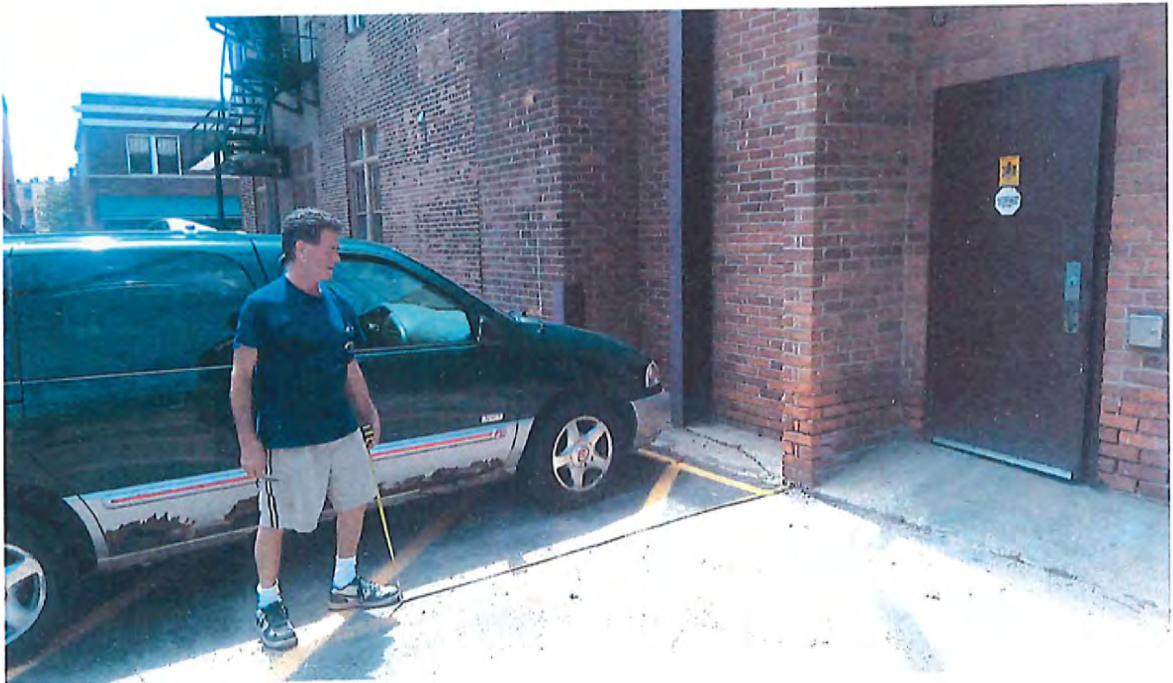
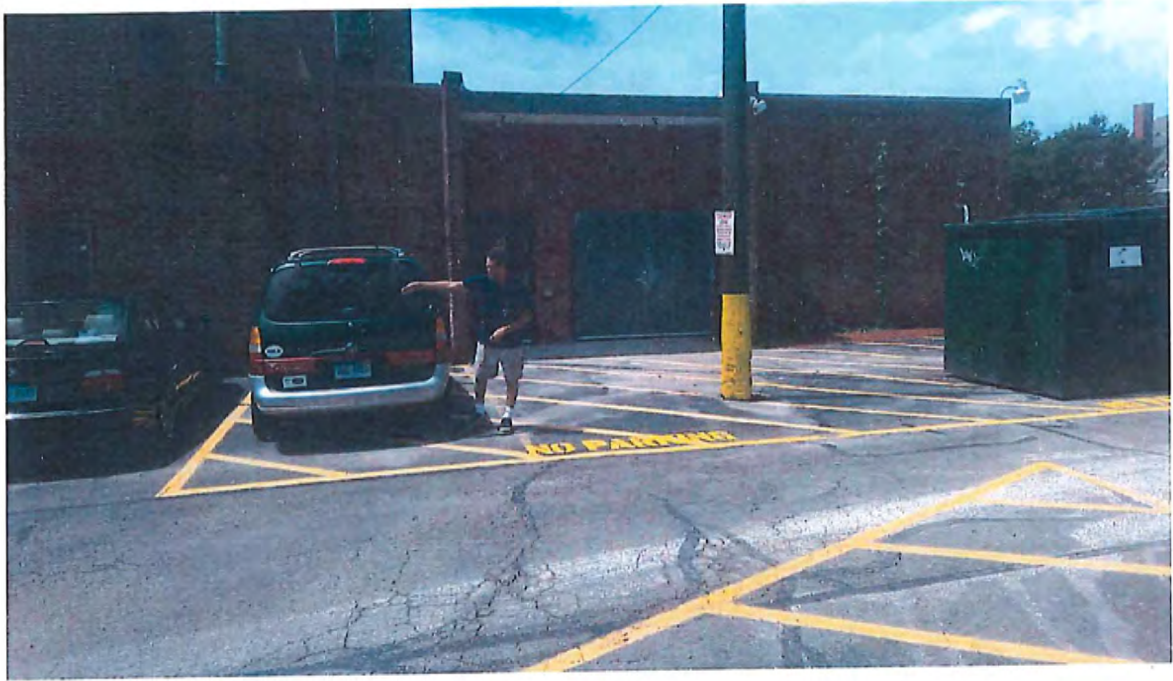
Sunbrella® is a registered trademark of Glen Raven, Inc.





**Photos of Exterior of Future Ypsi Alehouse
Spent Grain Storage Area**









SIGN PERMIT APPLICATION

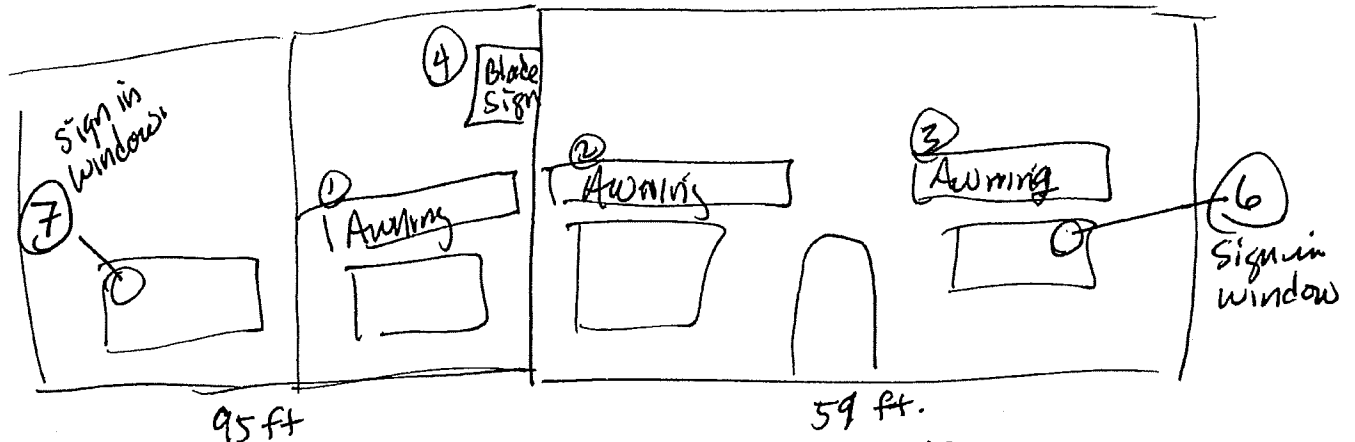
CITY OF YPSILANTI BUILDING DEPARTMENT
One South Huron, Ypsilanti, MI 48197
Phone (734) 482-1025 ♦ Fax (734) 483-7444
www.cityofypsilanti.com

Date: 72/21/5

Business Information	Business Name Mishigama Craft Brewing ¹		Business Address 124 Pearl Street Suite 100		Business Phone # (734) 883-1401
	Owner Name David Roberts		Owner Address 3500 Hillshire Court, Superior Township		Owner Phone # (734) 883-1401
	Owner signature (Alternately, a signed contract may be attached)				
Applicant Information	Contractor Name TBD		Contractor Address		Phone #
Sign Information	Location(s) Awnings and building		☒ Permanent ☐ Temporary* (30 Day) *Dates: From _____ to _____		Historic District ☒ Y ☐ N
	Type of Sign(s) ☐ 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) Blade Sign		Dimensions Sign 1 _____ x _____ = _____ sq ft Sign 2 _____ x _____ = _____ sq ft Sign 3 _____ x _____ = _____ sq ft Total Square Footage: _____ Height (from grade) <u>VARIES</u> Weight TBD Material(s) <u>VARIES</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 201		Setback <u>unknown</u>		Height <u>6 Stories</u>
Permit Information (City use only)	Notes				
	Applicant/Contractor Signature _____		Date _____		Deposit (if required) _____ Permit Fee _____ Registration Fee _____ Administration Fee _____ Total Permit Fee _____
	HDC Approval (if required) _____		Date _____		
	Planning/Zoning Signature _____		Date _____		Approved _____ Denied _____
	Building Department Signature _____		Date _____		

See Master Sign Plan

MASTER Sign Plan



Yps, Alehouse
 124 PEARL Street
 YPSILANTI, MI 48197

Building frontage

WASHINGTON - 95

PEARL - 59

TOTAL 154 ft.

Sign Areas:

① 2ft x 15 30

② 2ft x 15 30

③ 2ft x 15 30

④ 4 x 4 = 16

⑤ 3 x 2 = 6

⑥⑦ 2 x 2 = 8

$$120 < 154 \times 3 = 462$$

⇒ meets requirements

TOTAL footage = 120

3500 Hillshire Court
Superior Township, Michigan 48198
August 5, 2015

Ypsilanti Historic District Commission
1 South Huron Street
Ypsilanti, Michigan 48197

Subject: Mishigama Craft Brewing Improvements to 124 Pearl Street Suite 100

Dear HDC:

This letter contains our revisions and more detail as requested on our application for a Work Permit at 124 Pearl Street Suite 100.

Please see the following attachments to this letter:

Attachment 1 contains a copy of the letter sent in response to our current application.

Attachment 2 contains the revised description of the proposed work on the Spent Grain Area.

Attachment 3 contains a photo of the shadowbox fencing that is proposed to be used.

Attachment 4 contains the design plan for the sign from Huron Sign Company.

Attachment 5 contains the design plan with highlights on areas of concern for the HDC.

With regards to the sign, please note the following:

- Sign will be made of a modern light weight material to minimize stress on the bar attaching the sign to the building but the direction is to have a sign that looks more "historic" – not modern plastic. Huron Sign is working on to that end.
- Sign design will utilize the current bar with its existing attachment points to the building.
- Current bar will be removed, cleaned and likely painted and three new attachment points will be welded to the existing, current bar to attach the new sign. See the rendering in Attachment 5.
- Current lights will be examined for reuse if possible. The plan is convert it over to LED if possible. If the current lights cannot be renovated, then they will be replaced with new lights that are as close as possible to the existing design.

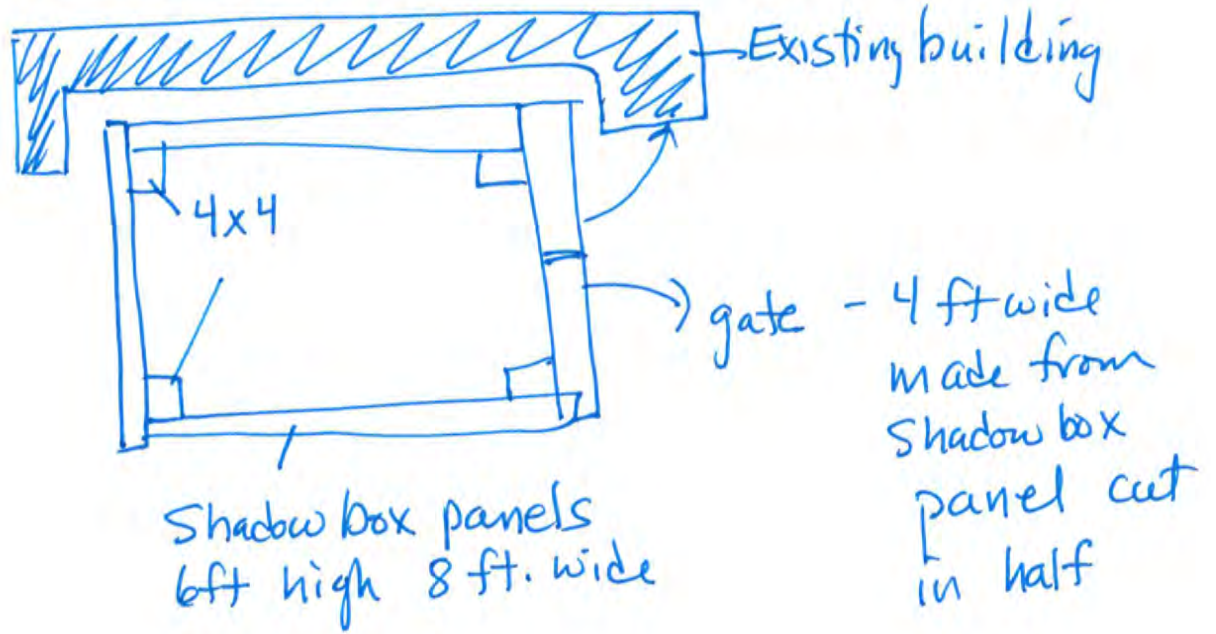
Please let me know if there is any other information or documentation that you need to obtain your support and approval of our project. Thank you for your support of this business.

Regards,



David C. Roberts
CEO, Mishigama Craft Brewing
734-883-1401

Sketch of Spent Grain Area



FEATURES:

- Will tuck into building's recessed area (see prior picture) Recessed area is 100 inches wide
- No attachments to the building will be made
- Will be self standing with exception of base plates to be used over asphalt in parking lot -- may require nails into asphalt
- 4 inch wheels will help gate open and close
- Will be stained a dark maroon stain to match existing trim paint on building





**HURON
SIGN CO.**

663 S. MANSFIELD
P.O. BOX 980423
YPSILANTI, MI 48198
PHONE 734-483-2000
1-800-783-0100
FAX 734-483-5164
www.huronsign.com

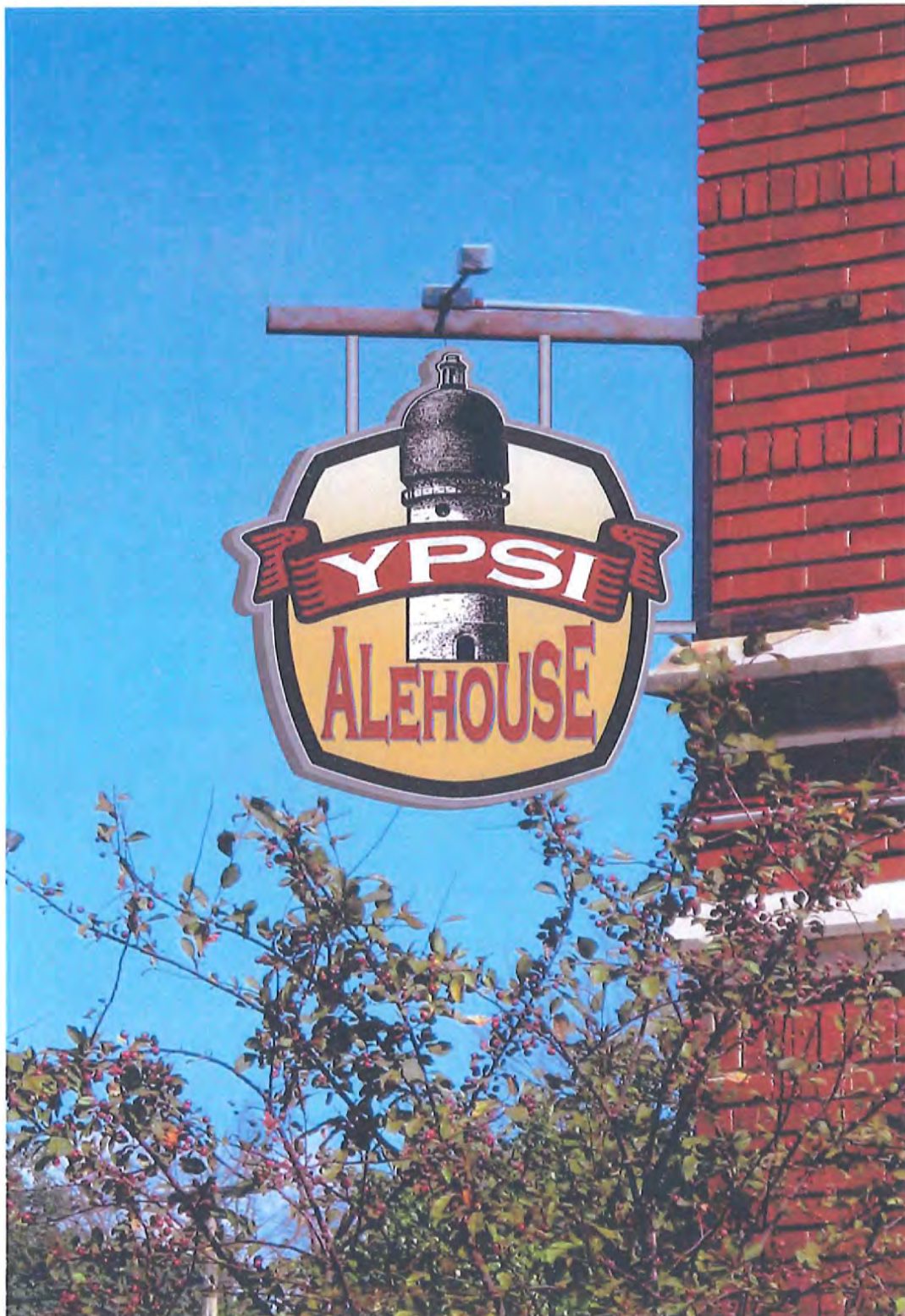


INTERNATIONAL SIGN ASSOCIATION
DESIGN COMPETITION
AWARD WINNER



WORLD SIGN ASSOCIATES
BEST OF THE BEST
AWARD WINNER

PROJECTING SIGN WITH EXISTING MOUNTING

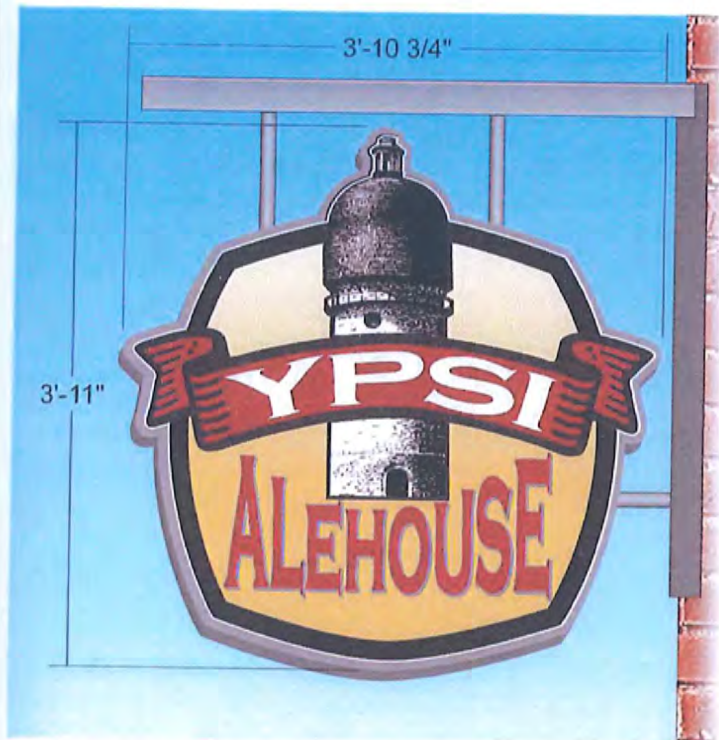


CLOSE-UP VIEW

ALL ELECTRICAL SIGNS TO
BEAR THIS MARK
UL Underwriters
Laboratories, Inc.
-SUITABLE FOR WET LOCATIONS-
IN ACCORDANCE WITH NEC 600
ELECTRIC SIGN
CERTIFIED MANUFACTURER

# OF SETS	1 D/F	RETURN DEPTH	1 1/2"	RACEWAY COLOR	N.A.
FACE COLOR	CORP STANDARDS	TYPE OF INSTALL	RETRO FIT	TRANSFORMER	N.A.
RETURN COLOR	MED. GRAY	TYPE OF FACE	EXPANDED PVC	BALLAST	N.A.
RETAINER COLOR	N.A. (BLIND)	RACEWAY D. H. L.	N.A.	COMMENTS:	
LED COLOR	N.A.	HOUSINGS	N.A.	SALESPERSON:	BILL SHORT

MAST ARM



15.25 SQFT

SCALE 3/4" = 1'

NEW 1 1/2" DEEP FABRICATED PROJECTING SIGN WITH NEW WELDED STEEL ATTACHMENT RODS ON EXISTING MAST ARM. SIGN COULD HAVE DIMENSIONAL GRAPHICS.

NOTE: The colors called out in the rendering do not exactly match the print, to see actual color samples see your sales representative.



SIGN OVERVIEW

R N.A.	DESIGNER	S WILKIE
A.	DATE	08/03/15
	JOB NO.	9381
	JOB NAME	YPSI-ALE-9381-1
T	ADDRESS:	PEARL & WASHINGTON YPSILANTI, MI

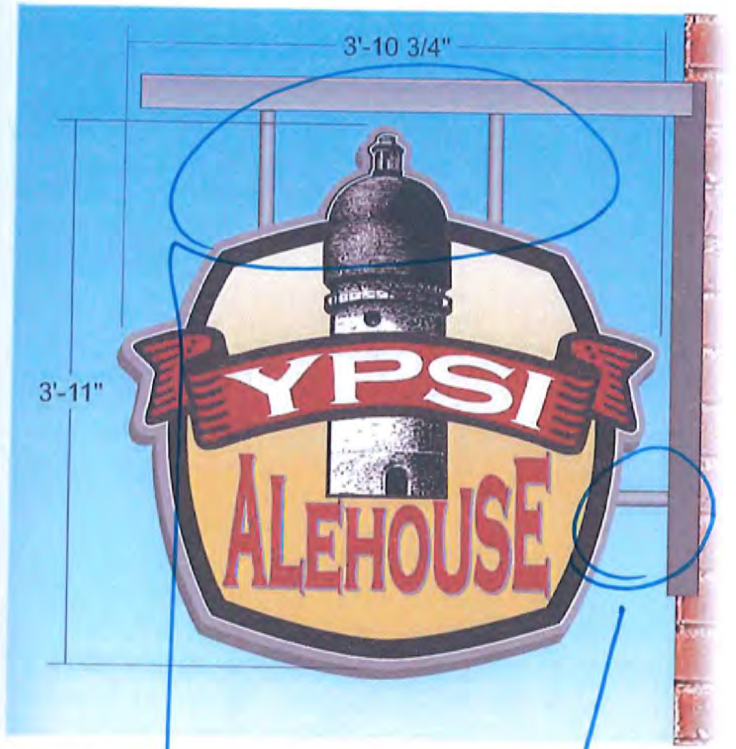
APPROVED BY: _____

DATE: _____

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15.25 SQFT

SCALE 3/4" = 1'

NEW 1 1/2" DEEP FABRICATED PROJECTING SIGN WITH NEW WELDED STEEL ATTACHMENT RODS ON EXISTING MAST ARM. SIGN COULD HAVE DIMENSIONAL GRAPHICS.

NOTE: The colors called out in the rendering do not exactly match the print, to see actual color samples see your sales representative.

Attachment point
to existing structure
attached to
building

Two additional
attachments to be welded to
existing bar



SIGN OVERVIEW

R N.A.	DESIGNER	S WILKIE
A.	DATE	08/03/15
	JOB NO.	9381
	JOB NAME	YPSI-ALE-9381-1
T	ADDRESS:	PEARL & WASHINGTON YPSILANTI, MI

APPROVED BY: _____

DATE: _____

THIS DRAWING IS THE REGISTERED PROPERTY OF HURON SIGN COMPANY. IT IS UNLAWFUL TO REPRODUCE IT IN ANY FORM, WITHOUT WRITTEN CONSENT FROM HURON SIGN COMPANY

THIS DRAWING PROVIDED & INTENDED FOR CONCEPTUAL PURPOSES ONLY. THE FINISHED PRODUCT MAY BE SUBJECT TO MINOR & NECESSARY MODIFICATIONS TO AID OR ENABLE FABRICATION PROCEDURES

THIS DESIGN CONCEPT © COPYRIGHT 2015



08/06/2015

124 Pearl



Ypsilanti Historic District Work Permit Application

Date filed _____ for HDC meeting date 7/28/15

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 224 N. River Ypsilanti

Applicant ☐ Owner ☐ Architect ☒ Contractor

Name Kent Companies

Address 25255 Glendale

City Redford State MI Zip 48239

Phone 313-532-8803 Fax _____

E-mail _____

Owner _____
(If different than applicant)

Who will perform the work? ☐ Owner ☒ Contractor

Contractor Stan Marko
(Name, address, phone) 313-532-8803

Action Items only:

Construction Cost _____ Permit Application Fee 4500

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 224 N River Ypsilanti MI

Applicant ~~Ypsilanti~~ Kent Companies

Description of proposed work (see sample applications)

~~Remove sec of Fence~~ See Attached
~~Remove 1~~

Materials

Colors (Attach color chips or samples)

Body _____

Accent 1 _____

Trim _____

Accent 2 _____

Roof _____

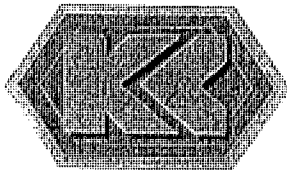
Other _____

- ☐ 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

7/22/15
Date



Kent Companies
INCORPORATED

"Leaders in Concrete"

Foundation Repair
A Division of Kent Companies, Inc.
25255 Glendale
Redford, Michigan 48239
(877) 532-8800
FAX (313) 532-8838

PROPOSAL

Date Called:

Date Quoted: 6/10/15

Date Accepted:

JUDY WEINBURGER@HOWARDHANNA.COM

Proposal Submitted To

Work To Be Performed At

Name JUDY WEINBURGER

Street 346 SENATE AVE

Street 224 N RIVER

City YPSILANTI

State MI

City YPSILANTI 48198

48197

State, Zip MI

Tel. No. 734-260-3229 Work No. 734-761-6600

Cell No.: JAME

734

Fax No.: 761-6767

IF PREPARED, EXHIBIT A IS PART OF THIS PROPOSAL

REMOVE 1 OR 2 SECTIONS OF FENCE
REMOVE ONLY 1 8X8 SLAB
REMOVE AND REPLACE 3 WINDOW WELLS,
INSTALL 1 STAND PIPE IN EACH.
REMOVE DECK POSTS IN WORK AREA
EXCAVATE AND WATERPROOF 70 FT. ON BACK,
SIDE, AND FRONT WALL. TAR, VISQUEEN, AND 4" MEMBRANE
REPLACE DRAINTYLE, FLUSH BLEEDERS, PEASTONE
UP 1 FT. FROM TOP NEXT TO WALL
EST. TTL, \$7,800.00

SAW CUT WALL
INSTALL 1 EGRESS WINDOW, AREA WALL AND
STEEL GRATE COVER INSTEAD OF REPLACING CENTER
WINDOW WELL
EST. TTL, \$3,000.00

total \$10,800

20% down = \$2160

CHECK enclosed

Proposal includes piers up to _____ feet deep. Each additional _____ -foot section is an additional \$ _____ per section, per pier.

All work contained in this proposal is to be performed by Kent Companies, Inc., its agents and/or representatives ("the contractor") for the individual and/or entity to whom this proposal is submitted ("the owner"). This proposal is made expressly conditional upon the owner's acceptance to all of the Terms and Conditions found on the reverse side of this proposal.

You, the buyer, may cancel this transaction at any time before midnight of the third business day after the date of this transaction. See notice of cancellation form for an explanation of this right. Also, the contractor is prohibited from having an independent courier service or third party pick up your payment at your residence before the end of the 3-day period in which you can cancel the transaction.

Payment Terms: 1/3 payment is due at the time of acceptance. Full payment is due to the foreman on completion of the work. WE DO NOT INVOICE. Any payment or portion of payment not received at the time it is due shall be assessed a finance charge of 1 1/2 % per month.

Respectfully submitted,

[Signature]

NOTE - This proposal may be withdrawn by us if not accepted within 10 days.

ACCEPTANCE OF PROPOSAL

By accepting this proposal, the owner authorizes the contractor to perform the work as specified above, to make payment to the contractor as described above and expressly accepts and agrees to be bound by all Terms and Conditions found on the reverse side of this proposal.

Signature

Judy Weinburger

Date 6-29-15

★ IF THIS PROPOSAL IS ACCEPTED, PLEASE SIGN AND RETURN THE PINK COPY ★

1 WHITE - ORIGINAL

2 WHITE - CREW

CANARY - CUSTOMER

PINK - RETURN TO KENT COMPANIES, INC.

Customer Name JUDY WEINBURGER

Address 224 N. RIVER

Phone 734-260-3229

48198

Date 6/10/15

EXHIBIT A

KENT FOUNDATION SYSTEMS

JOB WORK SHEET

INTERIOR INSPECTION

Interior Cracks _____
Doors / Windows _____
Laser Level _____
Pictures _____
Measurements _____
Sketch _____

INTERIOR LOAD

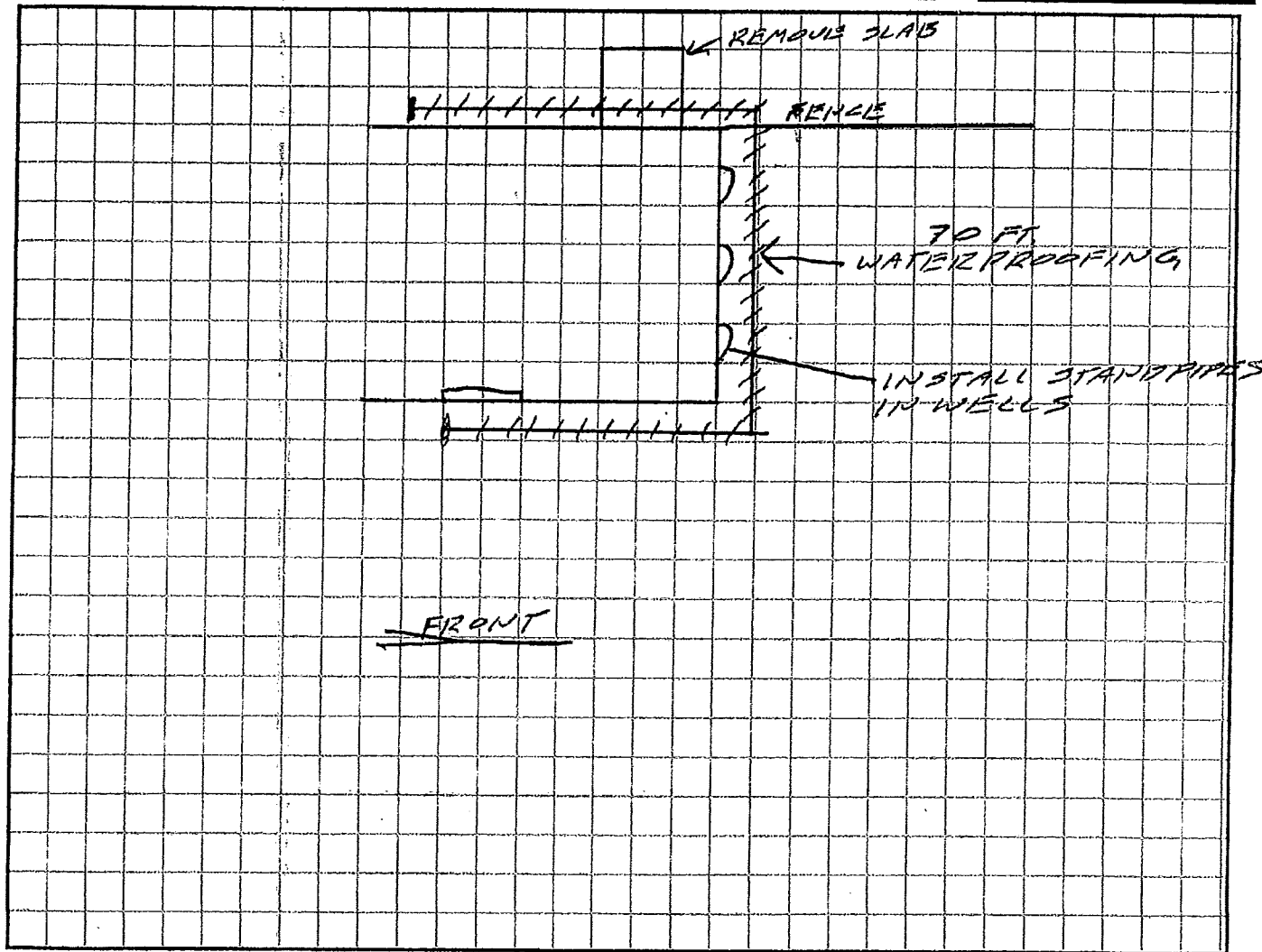
Span to Interior Support _____
Foundation Wall Height _____
Foundation Wall Type _____
Slab Floor _____
Estimated Fill _____

EXTERIOR INSPECTION

Notate Grading _____
Notate Downspouts _____
Laser Level _____
Pictures _____
Measurements _____
Sketch _____

OUTSIDE LOAD DETAIL

Roof Type _____
Building Length _____
Building Width _____
Exterior Wall Type _____
Footings _____



NEEDED PRODUCTS

Product	Quantity	Cost
Helical Pier	_____	_____
Push Pier	_____	_____
Tieback	_____	_____
Wall Brace	_____	_____
Floor Support	_____	_____
Concrete Removal	_____	_____

CUSTOMER ACCOMPLISH LIST

1. _____
2. _____
3. _____
4. _____
5. _____

1 WHITE - ORIGINAL

2 WHITE - CREW

CANARY - CUSTOMER

PINK - RETURN TO KENT COMPANIES, INC.



Ypsilanti Historic District

Work Permit Application

R# 19475
CK # 119

①

Building
Permit
required

Date filed 7.28.15 for HDC meeting date 8.11.15

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 111 MAPLE ST

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name DONALD R. URE

Address 111 MAPLE ST

City YPSILANTI State MI Zip 48198

Phone 707.235.6707 Fax _____

E-mail duRE@AOL.COM

Owner SAME
(If different than applicant)

Who will perform the work? ☒ Owner ☐ Contractor

Contractor
(Name, address,
phone) _____

Action Items only:

Construction Cost < \$3000 Permit Application Fee 35.00

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 7.28.15 for HDC meeting date 8.11.15

Property Address 111 MAPLE ST

Applicant DONALD URE

Description of proposed work (see sample applications)

CONSTRUCT PORCH RAILING AS DETAILED
IN CONSTRUCTION DRAWINGS

PROPOSED COLUMN, HALF COLUMN
OR FINISH RAILING BY STEPS
W/A ~~4~~ 6x6 (4')

Materials

S.P.F 2x4 + 2x2

Colors (Attach color chips or samples)

Body WHITE

Accent 1 _____

Trim _____

Accent 2 _____

Roof _____

Other _____

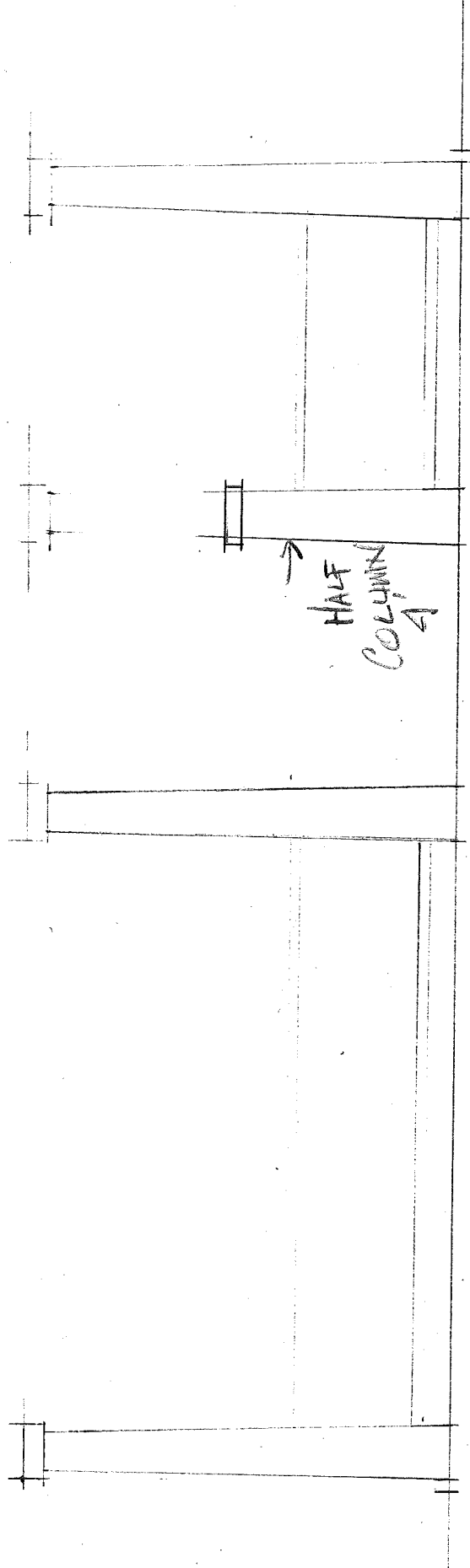
- ☐ This property has, or will have before the proposed work is completed, a fire alarm system or smoke alarm complying with the Stille-DeRossett-Hale single-state construction code, PA 230 of 1972, as amended.
(Compliance with this act must be certified to complete this application.)

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

7.28.15
Date

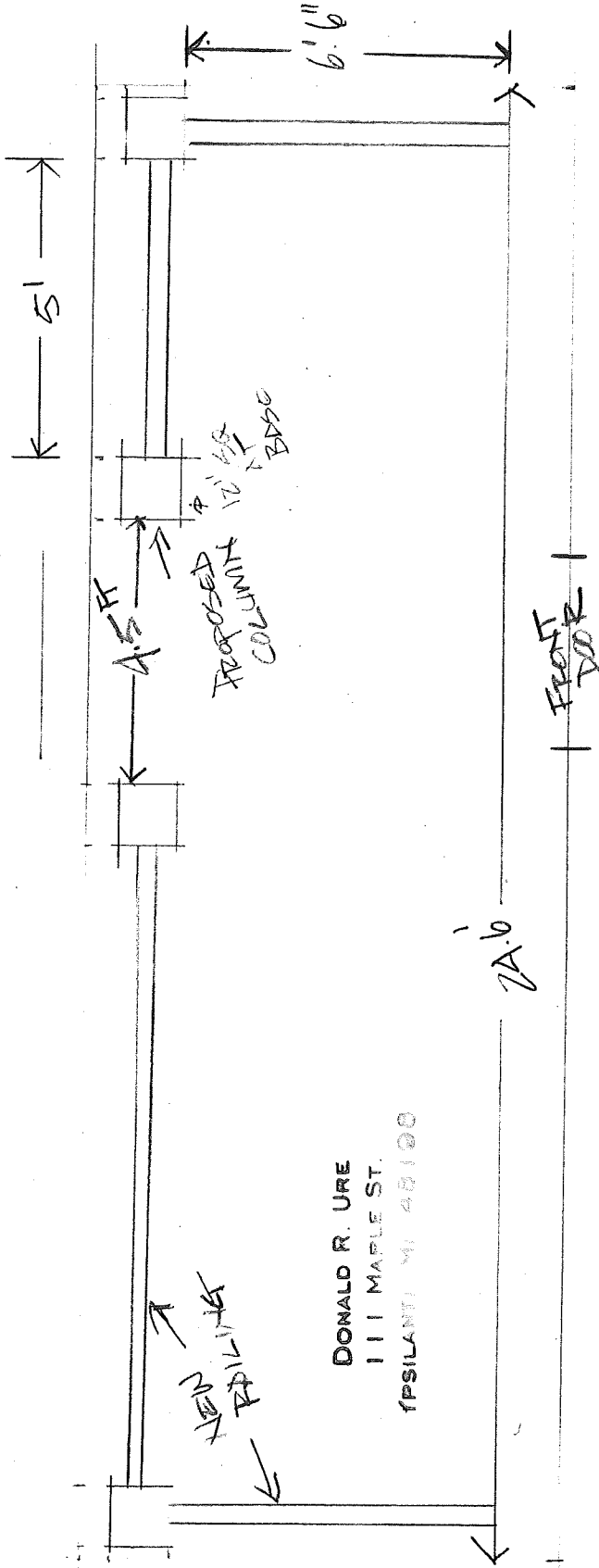




FROM HAZE TO STREET
VIEW

DONALD R. URE
111 MAPLE ST.
PSILANTI, MI 48198

STREET



PLAN VIEW

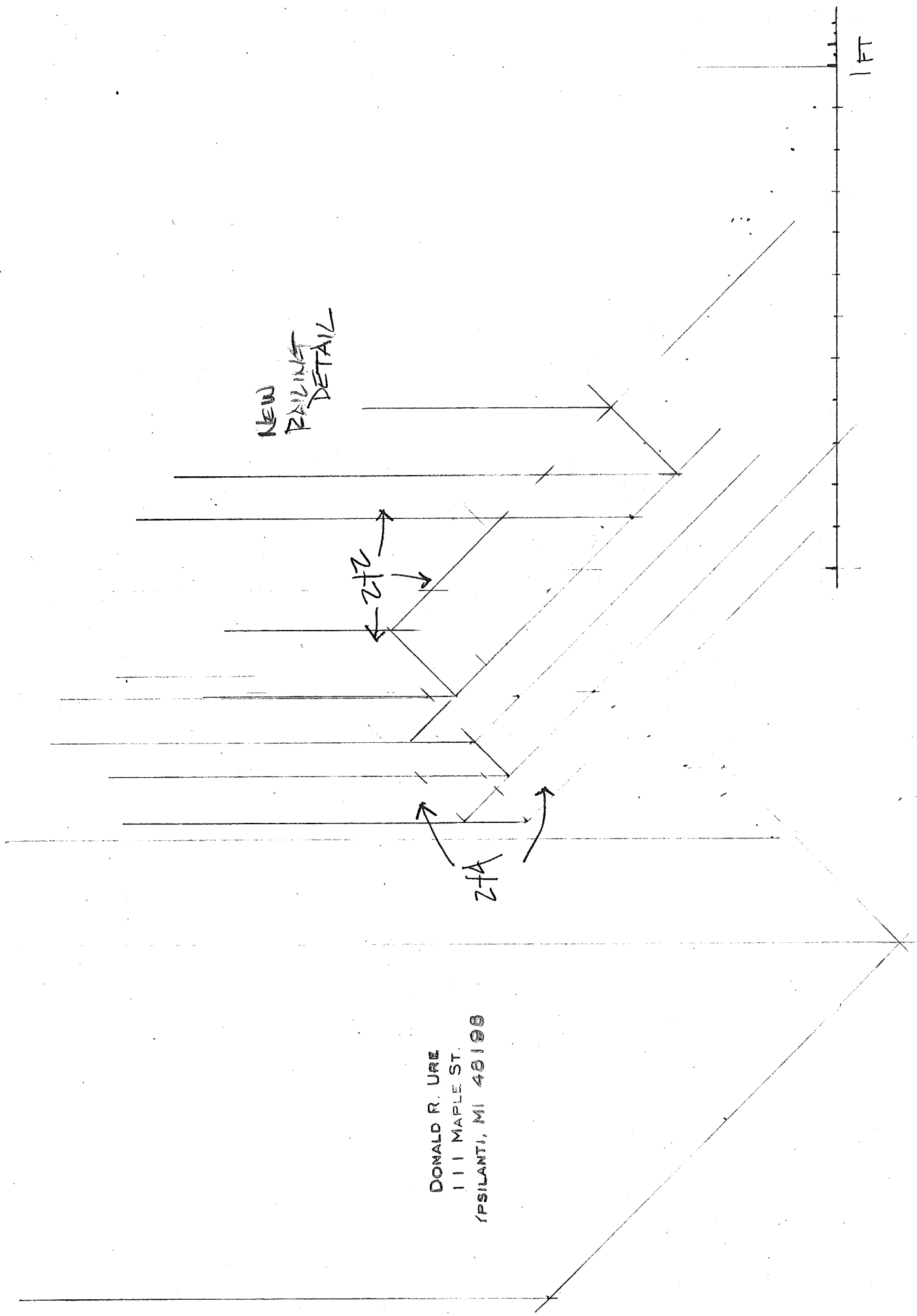
DONALD R. URE
111 MAPLE ST.
SPSILANTI, MI 48199

NEW
RAILING
DETAIL

2x2

2x4

1 FT

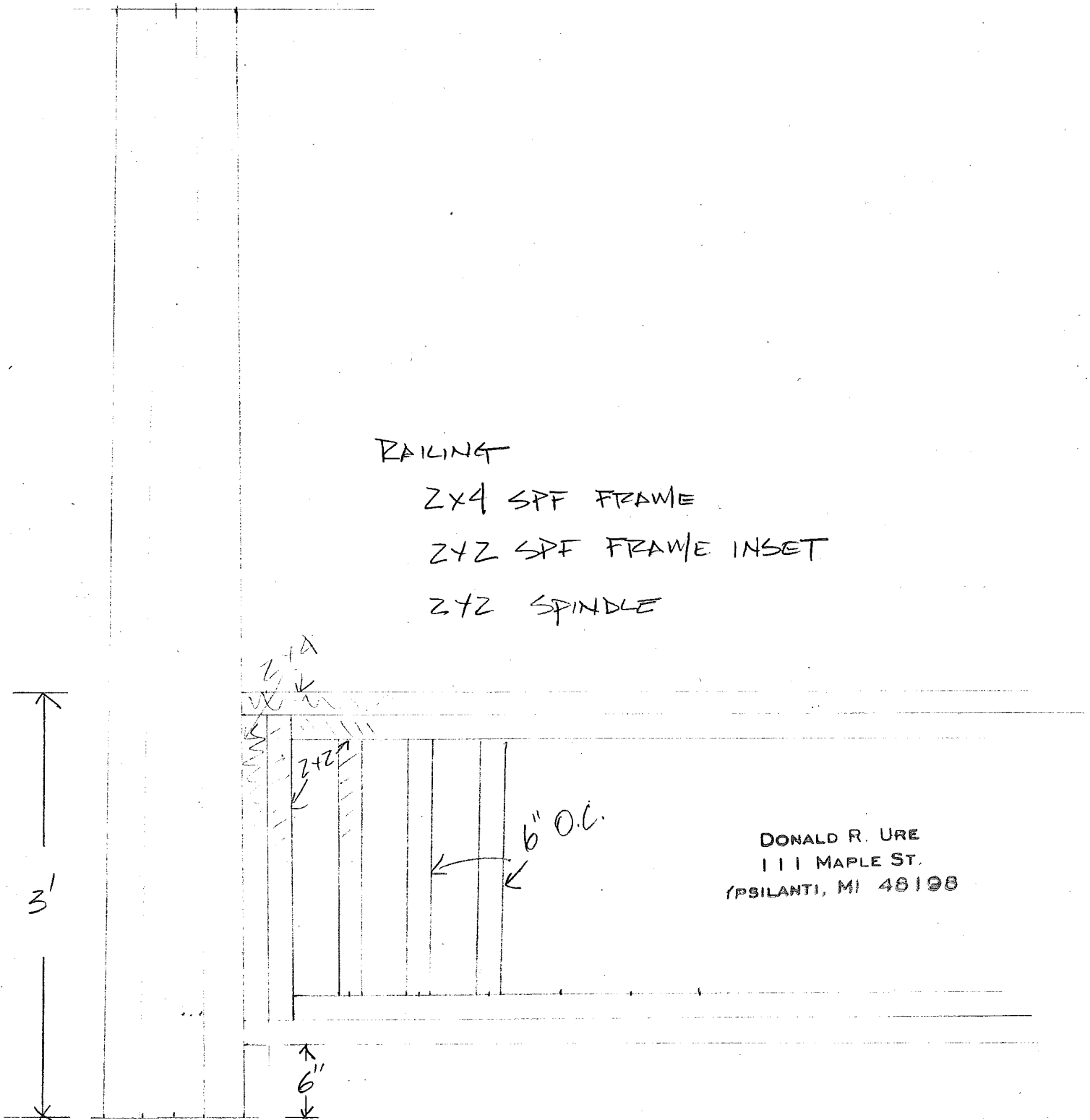


RAILING

2x4 SPF FRAME

2x2 SPF FRAME INSET

2x2 SPINDLE



DONALD R. URE
111 MAPLE ST.
PSILANTI, MI 48198



111 Maple



Ypsilanti Historic District
Work Permit Application

Date filed 07/30/2015 for HDC meeting date 08/11/2015

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 34 N. Washington Street, Suite A

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name Laurence H. Margolis

Address 214 S. Main Street, Suite 202

City Ann Arbor State MI Zip 48104

Phone (734) 994-9590 Fax (888) 320-9382

E-mail Larry@lawinannarbor.com

Owner

(If different than applicant)

Who will perform the work? ☐ Owner ☒ Contractor

Contractor
(Name, address,
phone)

Signs By Tomorrow, 3965 Varsity Drive, Ann Arbor, MI 48108
(734) 822-0537, annarbor@signsbytomorrow.com

Action Items only:

Construction Cost \$300.00 Permit Application Fee \$35

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.

Rec 19636

(21)

Sign
Permit
not
Required

Ypsilanti Historic District Work Permit Application

Date filed 07/30/2015 for HDC meeting date 08/11/2015

Property Address 34 N. Washington Street, Ypsilanti, MI

Applicant Laurence H. Margolis

Description of proposed work (see sample applications)

A window sign with the name, phone number and website of the business, Margolis Law, P.C.. (Please see attached proposal for colors and a photo of the proposed sign). Stenciling of business logo and name will also be present on the entrance door, which is also glass. All proposed work is represented by the enclosed proposal, which is in color and depicts the site of the work.

Materials

white, forest green and metallic gold vinyl lettering for the window signage.

Colors (Attach color chips or samples)

Body _____

Accent 1 _____

Trim _____

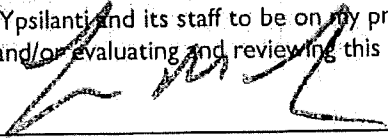
Accent 2 _____

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

07/30/2015
Date

CUSTOMER

Larry Margolis
Margolis Law, PC

assistant@lawinannarbor.com
734-221-5609 / 734-929-8485

DOCUMENT

File Name: margolis law.fs
S:\Flexi Files\K-R

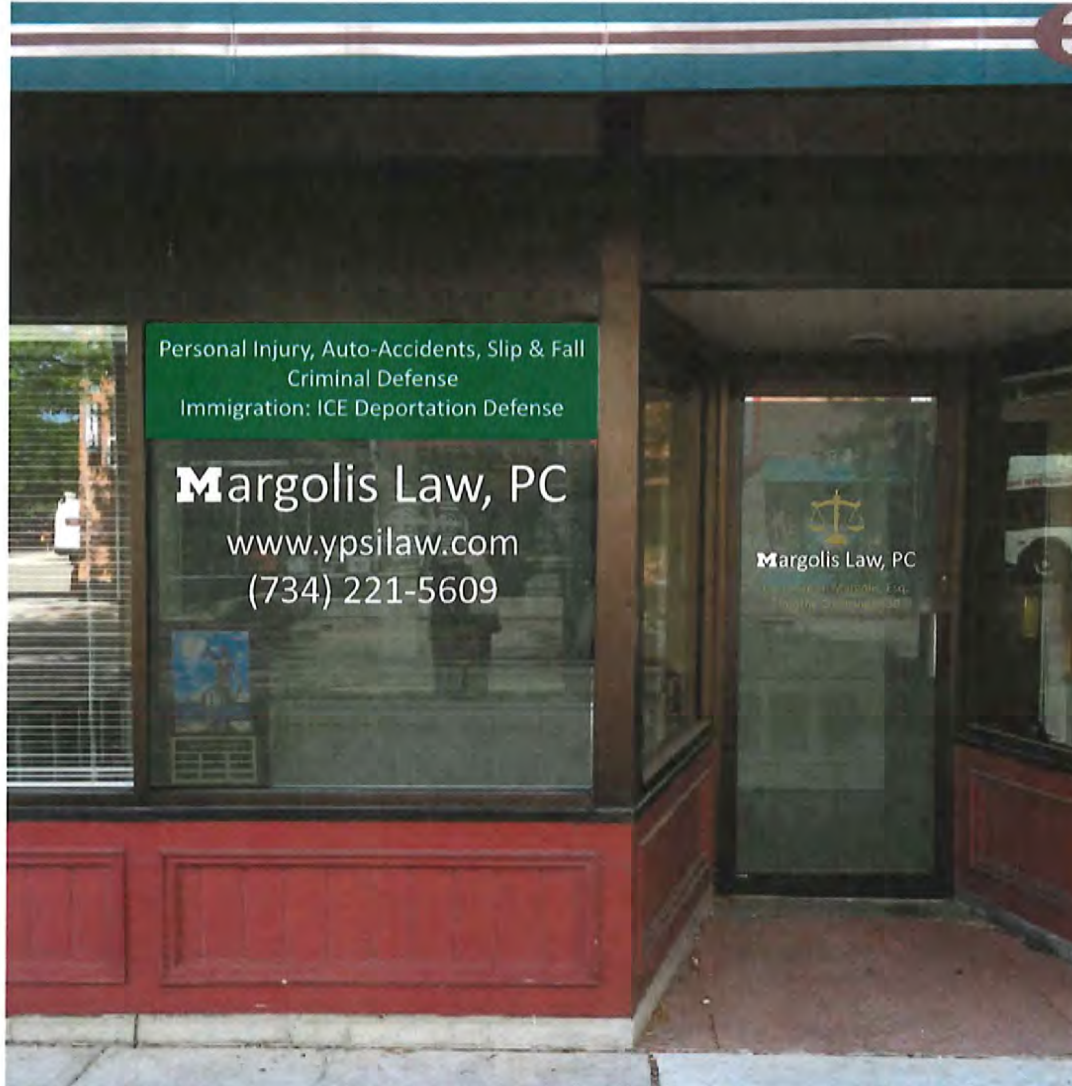
Printer/Profile:

This Artwork is the Property of Signs By Tomorrow. Unauthorized use is prohibited.

X

Date:

Customer Signature for Order Approval*



inside door

Margolis Law, PC

outside door



Margolis Law, PC

Laurence H. Margolis, Esq.
Timothy Crestsinger, JD

Margolis
Law, PC
www.ypsilaw.com

† Personal Injury
† Auto-Accidents
† Slip & Fall
† Criminal Defense
† Immigration
† ICE Deportation Defense

(734) 221-5609

2 - 2'x3' printed 4-mil corex
\$43.30 each + tax
white A-frame \$88.00 + tax

white, forest green & metallic gold vinyl lettering \$145.00 + tax
removal & installation of lettering \$150.00
file setup \$17.00

SIGNS
BY TOMORROW
SIGNS & GRAPHICS NATIONWIDE

3965 Varsity Drive • Ann Arbor, MI 48108
phone 734.822.0537 • fax 734.822.0539
email: annarbor@signsbytomorrow.com

***BE SURE TO CHECK ALL SPELLING, PHONE NUMBERS, ETC.**

Once you approve your order, it is sent into production. Any changes made after your approval will incur a fee for work that was already done.

Personal Injury, Auto-Accidents, Slip & Fall
Criminal Defense
Immigration: ICE Deportation Defense

Margolis Law, PC
www.ypsilaw.com
(734) 221-5609

LOS T2000A

Margolis Law, PC
Laurence H. Margolis, Esq.
Timothy Gretsinger, JD

08/06/2015



Ypsilanti Historic District

Work Permit Application

Roe 19482

3

Date filed July 30, 2015 for HDC meeting date Aug. 11, 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 211 N. Huron St.

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name Naia Venturi

Address 211 N. Huron St.

City Ypsilanti State MI Zip 48197

Phone 734-657-2337

Fax _____

E-mail naia.venturi@gmail.com

Owner _____

(If different than applicant)

Who will perform the work? ☐ Owner ☒ Contractor

Contractor _____

(Name, address,
phone)

Action Items only:

Construction Cost \$9580-

Permit Application Fee \$45

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 July 30, 2015 for HDC meeting date Aug. 11, 2015

Property Address 211 N. Huron St. Ypsilanti, MI 48197
Applicant Naia Venturi

Description of proposed work (see sample applications)

Roof replacement - same color. + new gutters.
see attached.

Materials

Landmark shingles
color: Resawn Shake (matches current color)

Colors (Attach color chips or samples)

see attached

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.

Naia Venturi
Signature of Applicant

July 30, 2015
Date

VICTORS ROOFING

Built on Integrity



4902 DeWitt Road Suite 101
Canton, MI 48188
Office. 734.397.4611
Cell. 734.645.2666
VictorsRoofing.com
victor@victorsroofing.com

Owners Name

NADA VENTURE

Date

7-30-15

Address

211 N. HUNTER STREET

Cell Phone

(734) 657 2337

City

YPSILANTI

State

MI

Zip

48197

Email

-Choose a Roofing System by initialing next to you selection-

VICTORS TRADITIONAL 30-Year Roof System	VICTORS INTEGRITY 50-Year Roof System	VICTORS DESIGNER INTEGRITY Designer 50-Year Roof System
TAMKO Heritage 30 30-Year Material Coverage 225lbs. per square CertainTeed Patriots 30 30-Year Material Coverage 215 lbs. per square Ice and Water Shield Roofing Underlayment 12-Year NO-LEAK Guarantee Cost: \$ _____	Landmark Lifetime Shingles 50-Year Material Coverage 236 lbs. per square Vented Edge for Intake (if needed) GS PRO Ice and Water Shield GS PRO Roofing Underlayment CertainTeed Starter Strip Shingles CertainTeed Hip and Ridge Shingles Vented Edge for Intake (if needed) 12-Year NO-LEAK Guarantee Cost: \$ 7980	Landmark PRO Lifetime Shingles 50-Year Material Coverage MAX-DEF Color Pallet 250 lbs. per square Vented Edge for Intake (if needed) CertainTeed Winter Guard Ice and Water Shield CertainTeed Diamond Deck Underlayment CertainTeed Starter Strip Shingles CertainTeed Hip and Ridge Shingles CertainTeed Rigid Ridge Vents (if possible) W-Style Open Metal Valleys add \$ _____ 12-Year NO-LEAK Guarantee Cost: \$ _____

-Choose any of the Available Options for an Additional Cost listed below by initialing next to your selections-

Attic Insulation	Seamless Gutter System	Premium Gutter Guards
Install Blown-In Premium Fiberglass Insulation 4.5" R-13 _____ 10.5" R-30 _____ 17" R-49 _____ 20" R-60 _____ Add. Cost: \$ _____	Install 5" Seamless Gutters with Hidden one-piece bracket/screws Install 2x3 Downspouts Color to be <u>Gloss White</u> 18-Month Workmanship Warranty 30-Year Materials Warranty Add. Cost: \$ 1600	Install Rigged Mechanical Fastened LEAF RELIEF Self-Sealing Back Flange Invisible From the Ground Low-Maintenance Product 25-Year Materials Warranty Add. Cost: \$ _____

Roof Install Set Up

Obtain all necessary building permits. The job is located in CITY OF YPSANTON.

Provide Victors Roofing dump trucks for debris management.

Provide Victors Roofing tool trucks for installation equipment.

Prepare house to have roof removed by using tarps and boards to prevent damage. _____

Roof Surface Preparation

Strip away all old layers of roofing and haul away debris via Victors Roofing dump trucks.

This estimate is based on 1 layers. If additional layers are found there will be additional charge of \$25/sq.

Replace all rotten or damaged roof decking. 3 sheets of 7/16" OSB are free of charge, \$45 each after the first 3 sheets.

Replace all rotten or damaged 1x6 roof boards (not fascia). 30 ft. are free of charge. \$3/ft. after the first 30ft.

Re-nail any loose roof boards to make deck flat and secure for shingles.

Install 1.5" BLACK BROWN WHITE aluminum drip edge on perimeter of house which protects fascia and directs water.

Waterproofing Underlayment

Install Ice and Water Shield (as specified on front page) 6 ft. up eaves to prevent snow and water infiltration.

Install Ice and Water Shield (as specified on front page) around chimneys, skylights, valleys, and walls.

Cover entire remaining roof decking with shingle underlayment (as specified on front page).

Install 90-pound rolled roofing in all valleys to make a weak point stronger.

Shingle and Flashing Installation

Install self-sealing starter shingle on all eaves and rakes.

Install shingles (as specified on front page) in RESAWN SHAKE color on the entire roof surface with 1.25" nails.

Install new BLACK BROWN chimney flashing/counterflashing. Flashing to be saw cut into masonry.

Install new color matched aluminum vent stack flashing which keeps water from entering at plumbing vent pipes.

Ventilation

Install Lomanco 750s roof vents in BLACK BROWN GREY color.

Install ☒ Rigid RidgeVent system for an additional cost of \$ INCL.

Install bathroom damper vents at \$85/each to exhaust hot/humid air out of attic space.

Caps and Clean-Up

Install hip and ridge cap shingles (as listed on front page) to finish hips and ridges, putting the final touch on the roof finish.

Thoroughly clean up entire job site. Use a blower to clean out any fine debris to clean out the gutters, downspouts, and driveways.

Run magnet roller system around house and driveway to pick up loose nails.

Notes and Additional Specs.

Any unforeseen/additional work will be discussed at the time of install and billed accordingly.

Payment is due upon completion. Payment will be in the form of CHECK - CREDIT CARD - FINANCING

The FINE Print

Victors Roofing will remount dish antennas if needed, but the TV provider might need to realign for signal. Please remove any valuable/fragile items from walls or ceiling. Victors Roofing is not liable for these items. Victors Roofing is not liable for any drywall nail pops that might occur during a roof install. If replacement of joists or beams is necessary, there will be an additional charge for labor and materials. Victors Roofing shall not be liable for any damage to driveways. Victors Roofing is not liable for any ice dam damage that might occur from heavy snow build up.



Our Warranty

Your new roof is guaranteed by Victors Roofing to be Leak Free for a period of 12 years from the date of installation as outlined

In our Limited Workmanship Warranty. This warranty provides at no cost to the homeowner, a roof inspection upon request.

The 12-Year NO-LEAK Guarantee is fully transferable at any time within the 12 year duration.

We propose to furnish material and labor – according to the above specifications for the sum of: \$9,580-

Above price reflects all promotions and coupons.

Victors Roofing Agent X Victor Smolyanov Homeowner X Vania Date of Acceptance: 7.30.15

LANDMARK™ TL [BEST]

LANDMARK TL | BEST

Granule
Detail



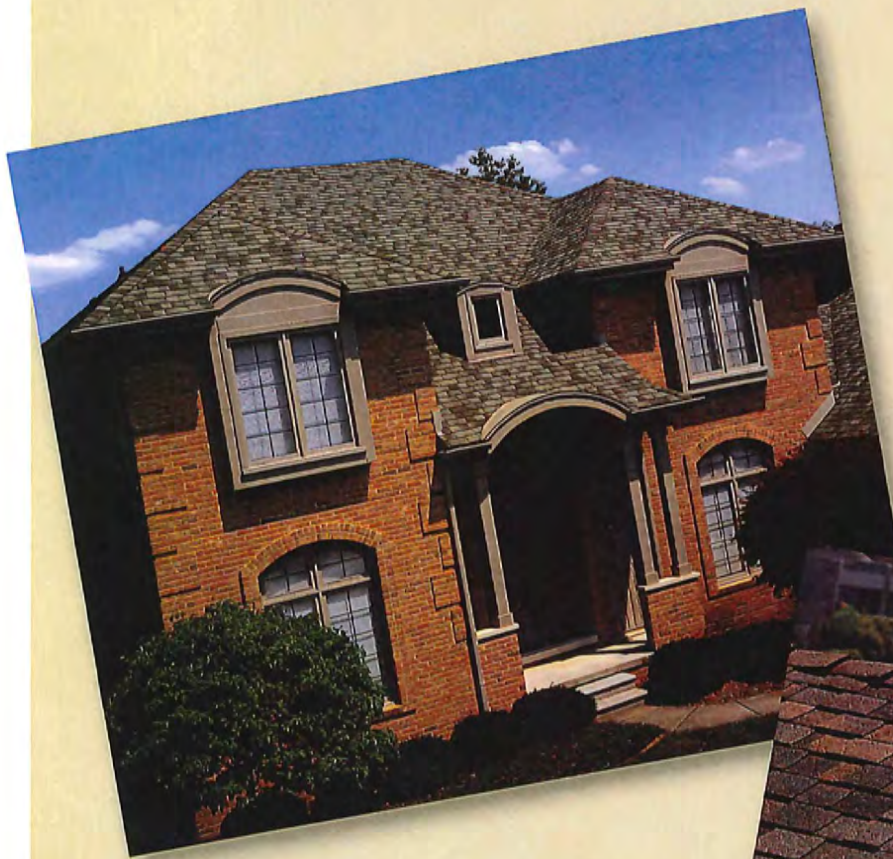
Max Def Burnt Sienna

LANDMARK TL | BEST

Granule
Detail



Max Def Moire Black



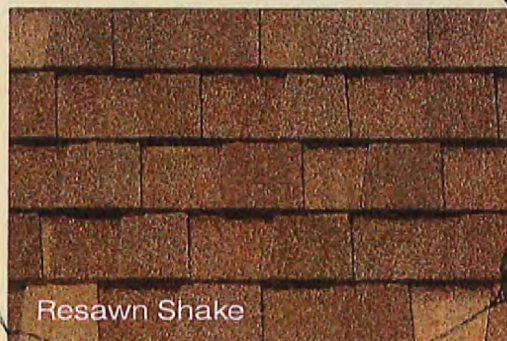
Shown in Landmark TL
Max Def Weathered Wood

Shown in Landmark TL
Max Def Shenandoah



LANDMARK™ PRO [BETTER]

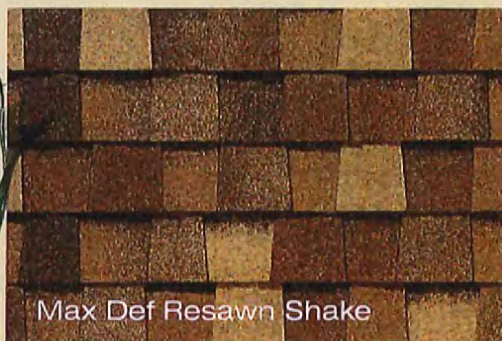
LANDMARK | GOOD



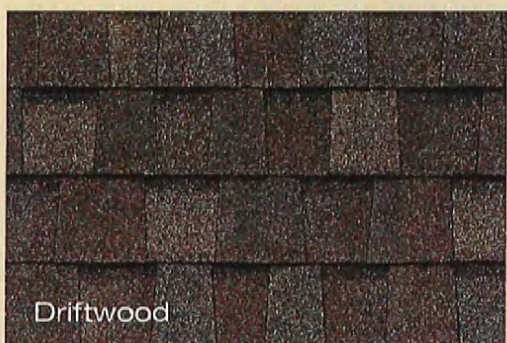
Resawn Shake

LANDMARK PRO | BETTER

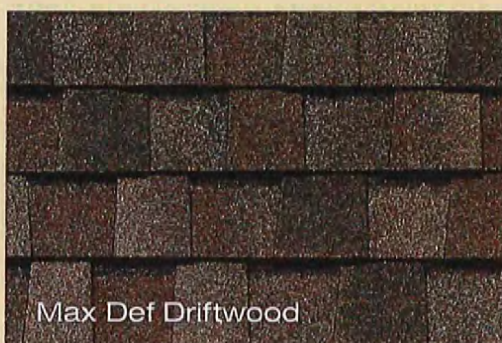
Granule Detail



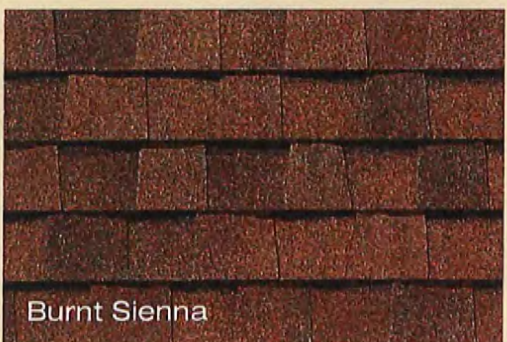
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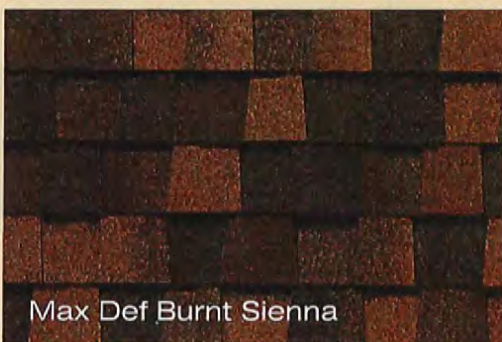
Driftwood



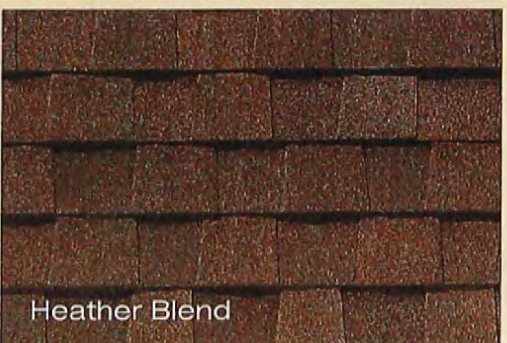
Max Def Driftwood



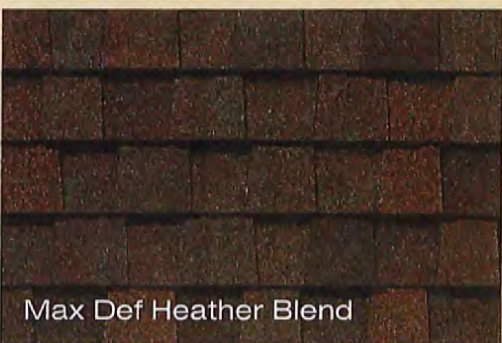
Burnt Sienna



Max Def Burnt Sienna



Heather Blend



Max Def Heather Blend





211 N Huron

211 N. Huron

08/06/2015





Ypsilanti Historic District Work Permit Application

Date filed 8-3-15 for HDC meeting date 8/11/15

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 530 N. Huron Ypsilanti, MI 48197

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name Todd Hoeft

Address 713 N. River St.

City Ypsilanti State MI Zip 48198

Phone 734-231-0892 Fax _____

E-mail toddhoeft@gmail.com

Owner _____
(If different than applicant)

Who will perform the work? ☒ Owner ☐ Contractor

Contractor _____
(Name, address, phone)

Action Items only:

Construction Cost \$1,518.00

Permit Application Fee 35.00

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 8-3-15 for HDC meeting date _____

Property Address 530 N. Huron Ypsilanti, MI 48197
Applicant Todd Hoefft

Description of proposed work (see sample applications)

To Re-face existing Signage on building, AND to ADD one more sign.
Two signs, the Awning: the illuminated post sign will be Re-faces,
Using the same dimensions. I'm also proposing, adding a new
sign on the side of the building. The Awning = 12" x 240" (1' x 20'),
MADE OF Dibond (Plastic core with Aluminum face). The illuminated post sign =
= 48" x 72" (4' x 6') MADE OF Vinyl print on Acrylic. The new sign = 12" x 96" (1' x 8')
MADE OF Dibond. The new sign will be Attached to the side of the building
Facing Forest st. The other two signs are Facing Huron st.

Materials

- Vinyl on Acrylic
- Dibond 3mm (Plastic core with Aluminum face)
- with vinyl print.

Colors (Attach color chips or samples)

Body Dark Green (Black Evergreen) Accent 1 _____
Trim Gold (Rice Curry) 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

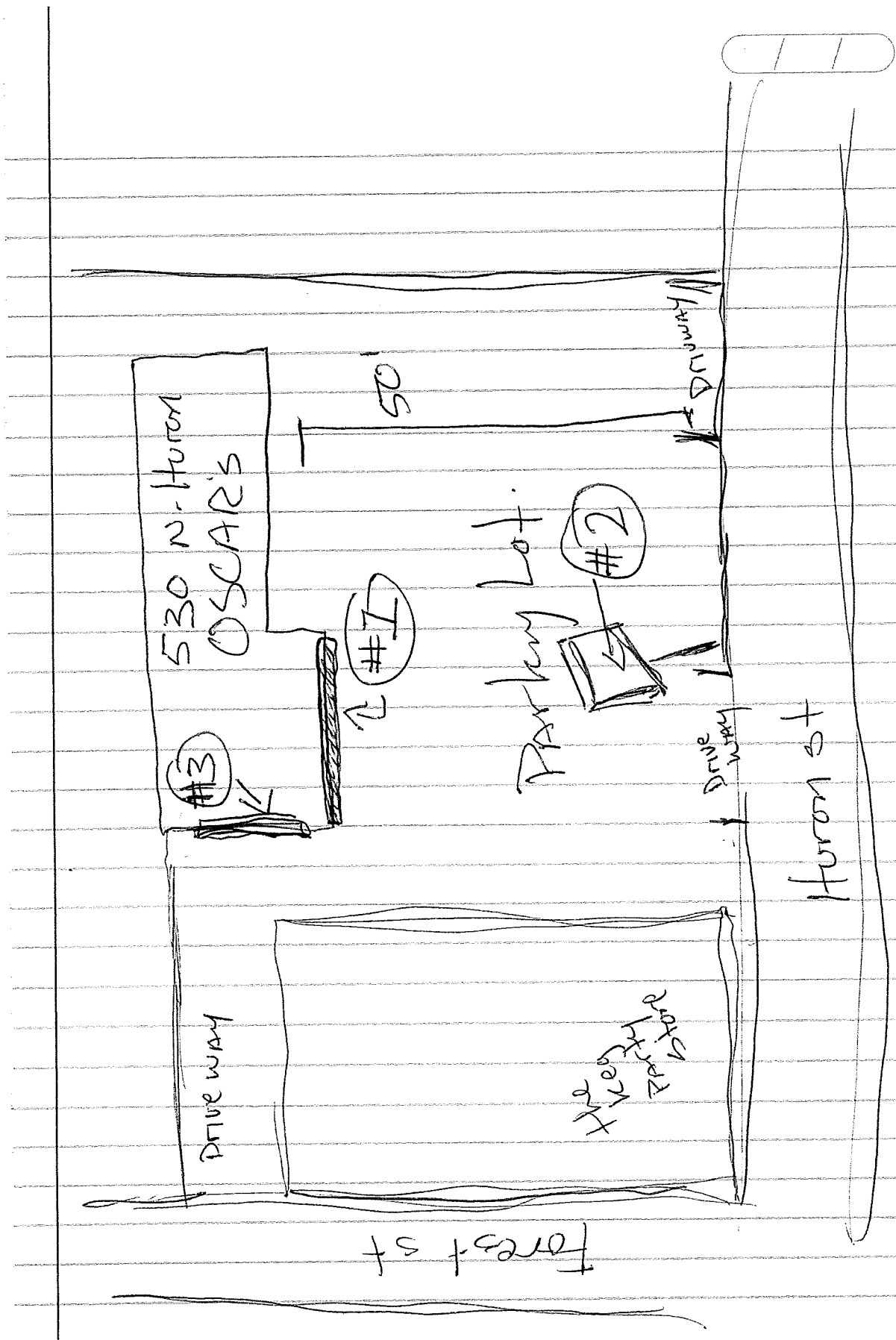


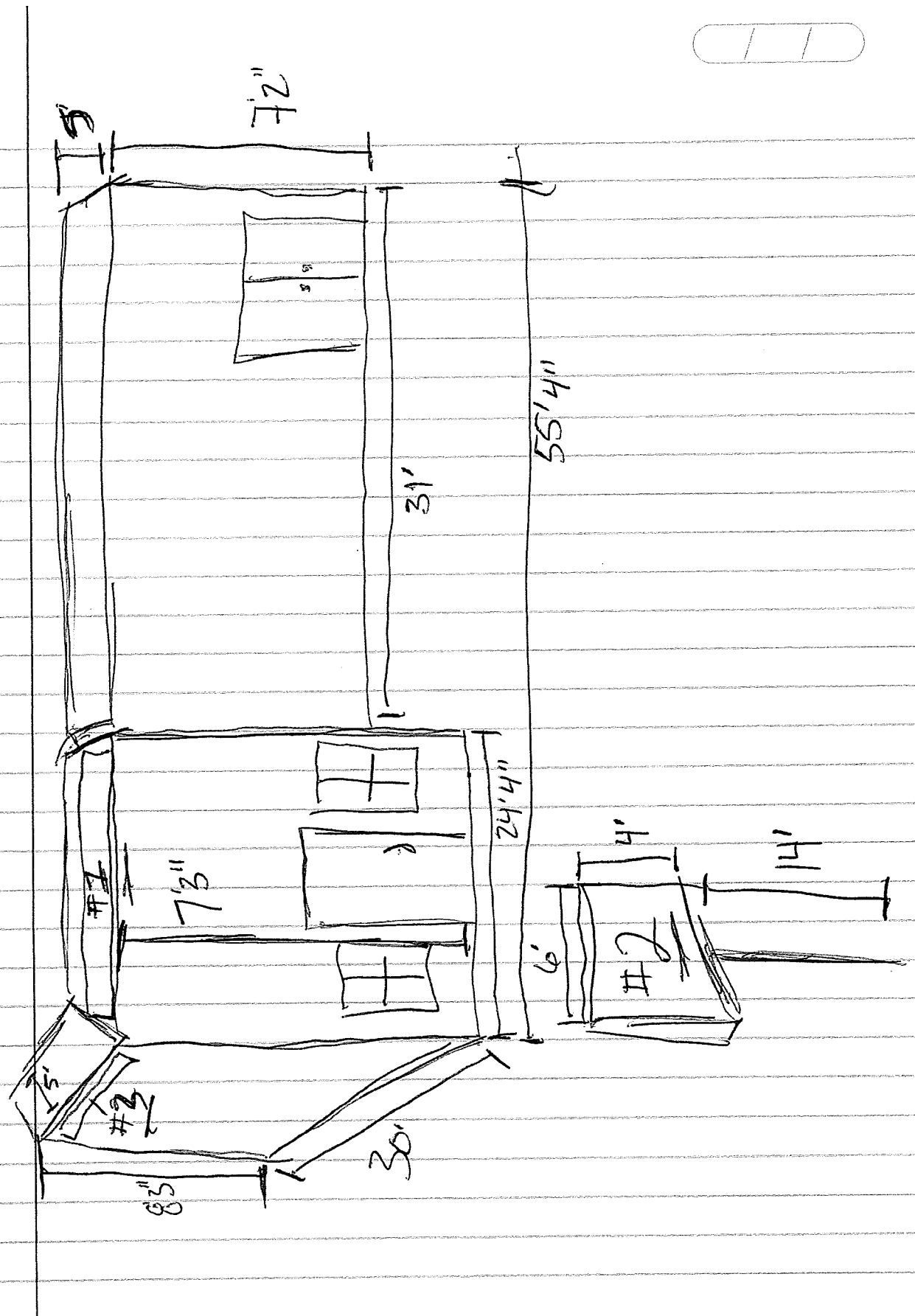
Date

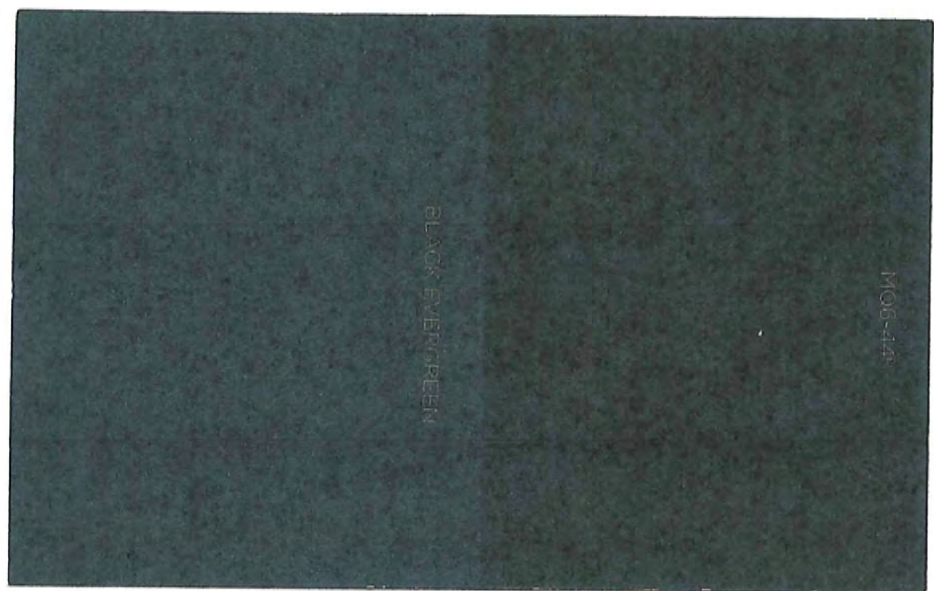
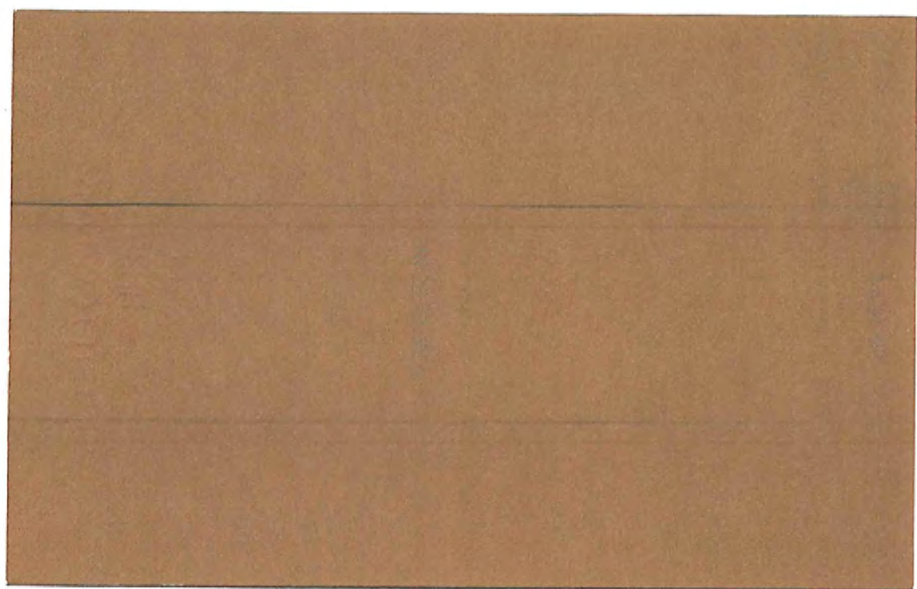
#1 = Awning Sign: $12" \times 240" (1' \times 20') = 20 \text{ sq ft}$
- Re-facing
- Made of: Dibond (Plastic core with Aluminum face)
with Vinyl Print.
- Facing Huron st.

#2 = Lighted Pole sign = $48" \times 72" (4' \times 6') = 24 \text{ sq ft}$
* Double sided * - Re-facing
- Made of: Acrylic with Vinyl Print
- Facing Huron st.

#3 = Building Mounted sign: $12" \times 96" (1' \times 8') = 8 \text{ sq ft}$
- New Sign
- Made of: Dibond with Vinyl Print
- Facing Forest st (side of building)









Philly Cheese Steaks

OSCAR'S

Buffalo Wings

OSCAR'S

Philly Cheese Steaks • Buffalo Wings • Deli Hoagies

734-483-3300

OSCAR'S



08/06/2015



08/06/2015

530 N Huron



Ypsilanti Historic District

Work Permit Application

Rac 19499

(b)

Date filed

8/5/15

for HDC meeting date

8/11/15

Action item ☒

Study item ☐

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

Sign
Bldg &
Fence
permits
required

Property Address 307 N. River

Applicant

☒ Owner ☐ Architect ☐ Contractor

Name

Cultivate Coffee & Tap House

Address

307 N. River

City

Ypsilanti

State

MI

Zip

48198

Phone

481-7104

Fax

E-mail

bekah@cultivateypsi.com

Owner

307 Property LLC

(If different than applicant)

Who will perform the work?

☐ Owner ☒ Contractor

\$300

\$1300

\$2500

\$4000

Contractor

(Name, address,

phone)

1) Paint: Jon Ippel Painting 1916 Kull Street, Zeeland, MI 49464

2) Anning: Mid Michigan Canvas & Anning 2153 Lodge Rd. Flint, MI

3) Fence: Hudie's Outdoor Tables & More 4547 Page Ave, Michigan Center, MI

Action Items only:

Construction Cost 6,900

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.

4) signage -
Ethan Zonca
Designs,
Ann Arbor, MI

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 8/5/15 for HDC meeting date 8/11/15

Property Address 307 N. River

Applicant Cultivate Coffee & Tap House

Description of proposed work (see sample applications)

- 1) Paint - main portion of building in Rice Grain, trim in Oakmoss
- 2) Awning - to be installed over entryway on northside. Ordering from same company that did Ypsi Food Co-op to match theirs. Black ~~vinyl~~ Finish. 13 feet by 2.5 feet rear &)
- 3) Fencing - 6 Foot dog ear wood / stained opaque (see attached For measurements)
- 4) Signage ~~by~~ on West side facing river - 4x8 Foot wooden pallet attached with simple metal hooks

Materials

Colors (Attach color chips or samples)

Body Rice Grain

Accent 1 _____

Trim Oakmoss

Accent 2 _____

Roof _____

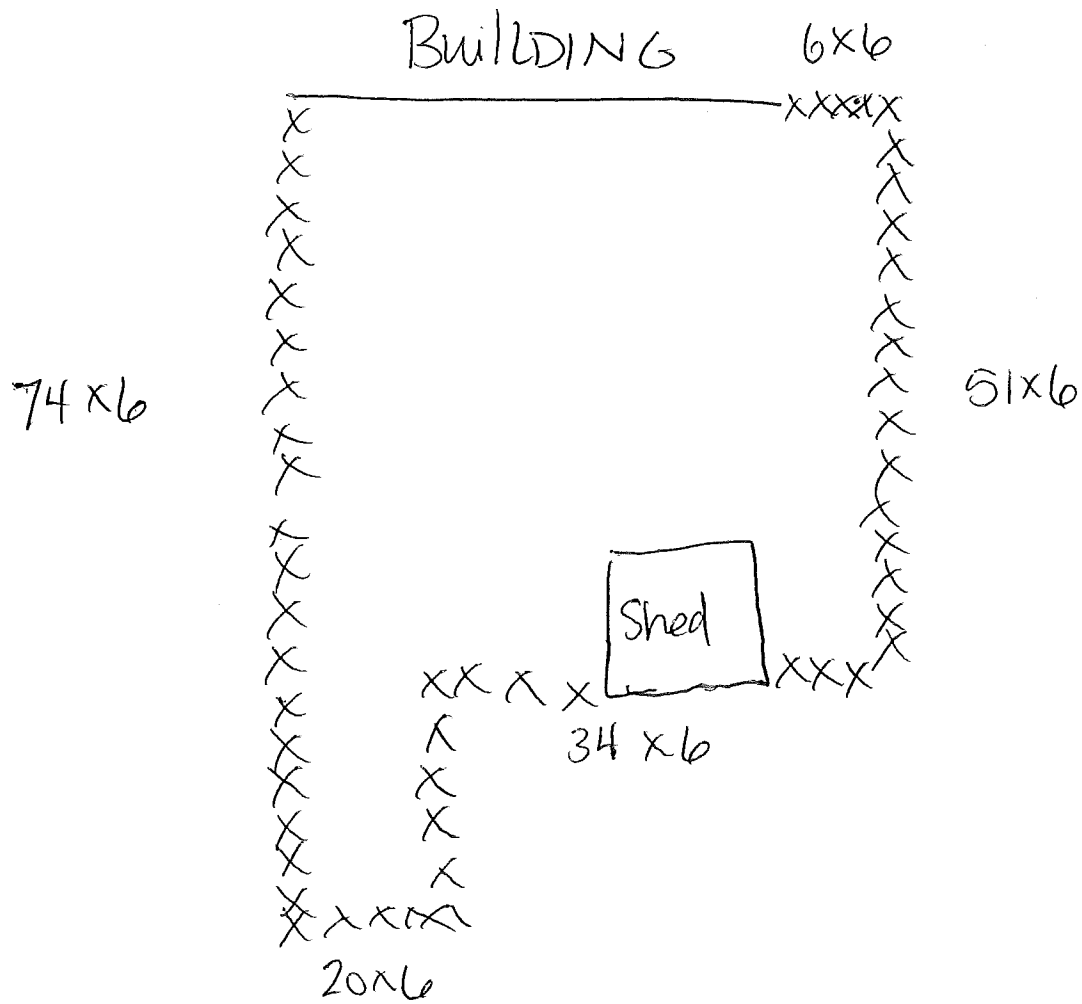
Other _____

- ☐ 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.)

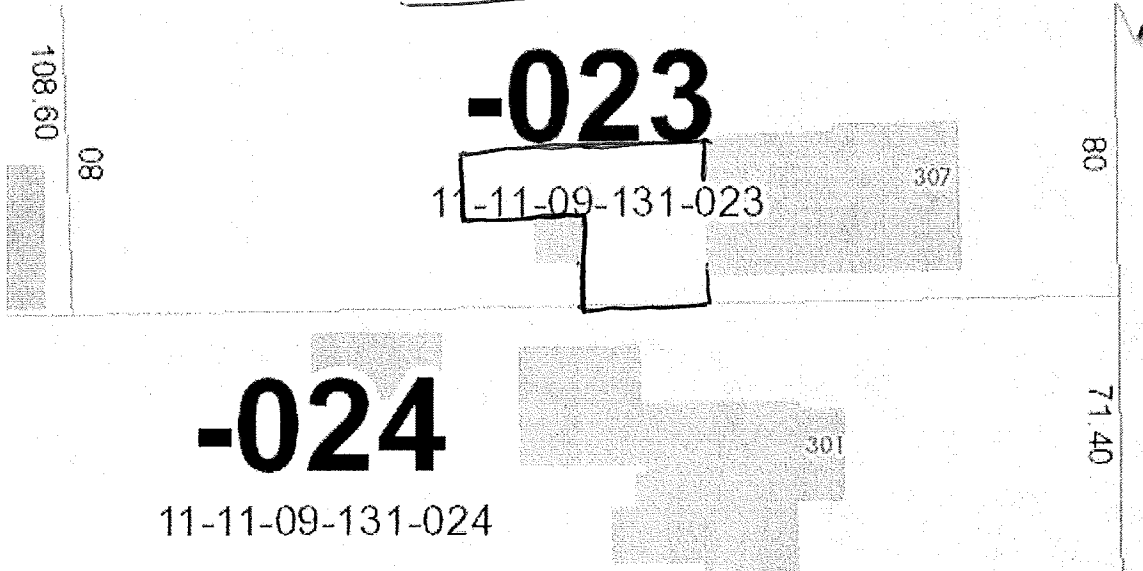
I hereby attest that the above information is accurate. I am authorized to and hereby grant permission to the City of Ypsilanti and its staff to be on my property for the purposes of preparing reports, taking photographs, and/or evaluating and reviewing this application.

Rebecca Wallau
Signature of Applicant

8/5/15
Date



Fence outline:





WOODEN PALLET SIGN

8 X 4 FOOT. CULTIVATE LOGO ETCHED INTO WOOD & STAINED



307
N. River



307 N.
River

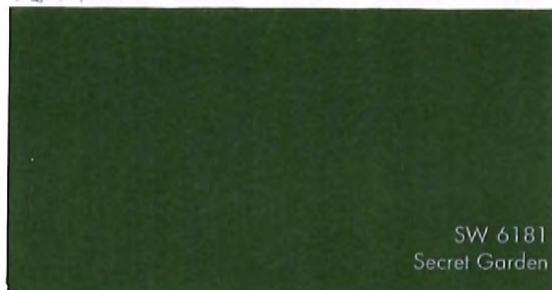
SW 6154
Nacre



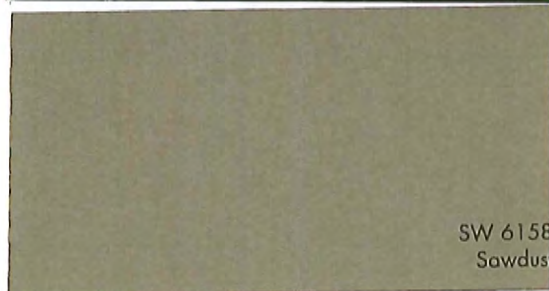
SW 6155
Rice Grain



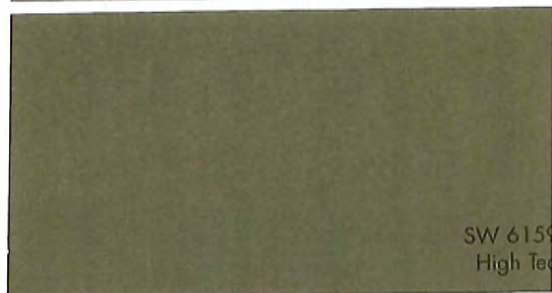
SW 6180
Oakmoss



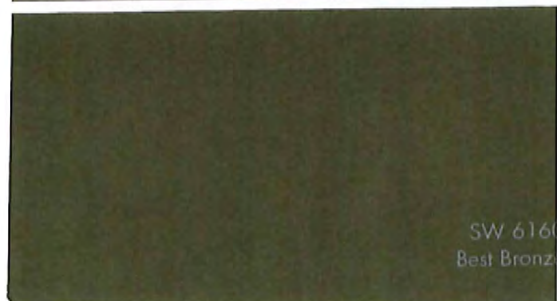
SW 6181
Secret Garden



SW 6158
Sawdust



SW 6159
High Tea



SW 6160
Best Bronze

307 N. River

CITY OF YPSILANTI
HISTORIC DISTRICT COMMISSION
MINUTES OF July 28, 2015

CALL TO ORDER AND ROLL CALL

Hank Prebys Chair 7:00 PM

Meeting Location: Council Chambers, City Hall

Commissioners Present: Hank Prebys, Jane Schmiedeke, Erika Lindsay, Alex Pettit,
Ron Rupert

Commissioners Absent: Anne Stevenson, Michael Condon

Staff Present: Abigail Jaske, HDC Assistant

APPROVAL OF AGENDA

Add 101 E Michigan Ave and 520 N Huron as action items. Add 206 W Michigan Ave as a study item. Add 219 N Huron to old business.

Motion: Pettit (second: Lindsay) moves to approve the agenda as amended.

Approval: Unanimous. Motion carries.

PUBLIC COMMENT ON AGENDA ITEMS - none

PUBLIC HEARING- none

OLD BUSINESS

105 W Michigan Ave.

The applicant is looking to remove black and white tiling from the front entry of their store front and replace with a similar material. The replacement material would be tile or colored concrete. Application was tabled pending more information on the replacement material, but approved removal of the existing tile to help determine the future action.

Applicant: Jeff Kuhns, (not present).

Discussion:

Motion: Rupert (second: Pettit) moves to deny application due to the time lapse on the application.

Approval: Unanimous. Motion carries.

**Application was originally submitted May 26th, removal work has not been started.*

219 N Huron

Application is for front step replacement. The applicant had begun construction on an unapproved set of stairs at the front of the home and is applying for HDC approval on the

steps. The materials used would be 2x10" stringers, 5/4 x 6" treads, 1x6"risers, 2x4" & 5/4 x 6" handrail.

**Application was tabled last meeting pending further information on the handrail replacement/installation and a drawing of the proposed steps and railing.*

Applicant: David Deyo (owner) – not present

Discussion:

Motion: Schmiedeke (second: Rupert) moves to table the application.

Approval: Unanimous. Motion carries.

NEW BUSINESS

329 Oak St

Applicant is looking to paint their home with "Dark Eucalyptus Leaf", GLG30 as the body color and white as the trim.

Applicant: Charlie Achutz (owner) – not present

Discussion:

Prebys: Asks if any of the Commissioners object, and if not if someone would like to make a motion?

Motion: Schmiedeke (second: Rupert) moves to approve application as presented.

Secretary of the Interior Standard:

#10- New work shall be removable.

#7- Clean building gently—no sandblasting.

Approval: Unanimous. Motion carries.

13 N Washington

The applicant is proposing the installation of new double-hung windows to replace existing and missing windows, removing a chimney at back of building, removing exterior stairs at the back, installing new roofing plus a new gutter and downspouts at back, painting the existing wood storefront and front awning, painting the existing back wall, installing new aluminum storefront entry doors and canvas awning at back entry, installing new signage and a new canvas barrier. The windows would be Eagle "Talon" Aluminum-clad double-hung windows, color olive. The roofing will be TPO (thermoplastic polyolefin) single-ply membrane, color white. The street-level signage will be clear anodized aluminum letters. The paints will be Benjamin Moore Exterior. Body will be 2137-60 Grey Owl; trim will be 2137-40 Twilight; accent 1 will be 2047-20 Manor Green; accent 2 will be 2132-20 Ebony King (street-level signage).

Applicant: Damian Farrell Design Group PLLC, Tresna Taylor - (present)

Discussion:

Taylor: States that the photos included in the application represent existing conditions at the Pub 13 building. The diagrams show where they are planning to do some alterations such as removing the stairs and chimney. States that the owner does want to do the more extensive store front as shared with the Commission before, but they need to get the building up and running first due to financial constraints. States that on the back view the back awning design has changed from what was shared with the Commission before. States that the stairs are a safety hazard, but will need to be reinstalled if there is to be a future tenant.

Prebys: Are there any questions?

Pettit: Inquires about the alley windows on the application. Are there three lower windows that you plan on opening up that were previous openings?

Taylor: Confirms.

Pettit: Inquires about the existing limestone cornice and those plans.

Taylor: States that there is a detail band at the top and it is in poor condition so they would like to refurbish and complete some restoration work. States that the contractor has yet to do a thorough survey of what can be salvaged.

Rupert: Inquires about the banner that is to be installed on the south east side of the building.

Taylor: States that the actual graphic has not been designed yet, but the purpose is to give them a presence that is viewable from down the street. The budget may not allow for this to be installed.

Rupert: States that if they do move forward they would need to know how it would be attached.

Motion: Rupert (second: Schmiedeke) motion to approve the application to include installation of the aluminum-clad, double hung, wood windows on the east, south, and west side, installing of the awning and the roofing thermoplastic polyolefin membrane. Change of colors and the accent to the colors listed on the application. Remove the existing chimney at the back and the existing staircase. New signage and possible banner as for the attachment of the banner the Commission will need to know the details. The body colors are 2137-60 Grey Owl, 2137-40 Twilight, 2047-20 Manor Green, and be 2132-20 Ebony King for the street level signage.

Secretary of the Interior Standard:

- #9- Contemporary designs shall be compatible and shall not destroy significant original material.
- #8- Preserve archaeological resources.
- #7- Clean building gently—no sandblasting.
- #5- Preserve distinctive features.

Approval: Unanimous. Motion carries.

16 S Washington

The applicant is applying for the approval of solar panels similar to those seen on the Corner Health Center. They will be using 250 watt panels, with 10kW on the roof. The installation would include 40 panels or 10kW using 250-watt panels.

Applicant: Growing Hope - Laura Gillis, Dave Strenski – (present).

Discussion:

Strenski: States that Growing Hope is moving into that parking lot where the bank building is. The awning runs north and south and is roughly 50 ft. by 25 ft. and they want to cover it in solar panels. States that the covering would be similar to what they did at the Corner Health Center. States that the panels would be tilted up 10 degrees and will be in portrait mode. States that the panels will not be noticeable from the street and if you do see them it will be low visibility.

Rupert: Asks what side the panels will face?

Strenski: States that the panels will face south. If the panels are in portrait mode, they will sit side by side. States that there will be four across the width with 10 rows, so 40 panels. States that this would be tied into the electrical grid and would also like to install a car charger so people could charge electrical cars.

Schmiedeke: Asks how far back the panels are from the sign?

Strenski: States that he does not have the exact measurements.

Gillis: States that the roof has a slight dip.

Prebys: States that they might want to consider further the possible interference between the sign and the panels.

Motion: Pettit (second: Rupert) moves to approve application to include the installation of a 10kW solar array on the roof.
The racks as identified in the proposal as well as the panels. Inverter and other equipment as needed on the building will be installed on the west face, including the option for some sort of piece to help readability of the sign to be installed along the panels or a sign-backer to help readability of the sign and down play the visibility of the panels.

Approval: Unanimous. Motion carries.

Secretary of the Interior Standard:

#10- New work shall be removable.

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

124 Pearl St

The applicant, Mishigama Craft Brewing, is seeking approval for three projects they are proposing. The first is the installation of new coverings on the existing awnings on the outside of the building facing Washington and Pearl. The second project is the installation of a blade sign on the corner of the building. The sign would be lighted from the top and

the size would be about 4ft x 4ft. The third project is the installation of a new storage area for the spent grain produced by the brewery. The storage area would be fenced in and located in the parking lot. The storage area would measure about 8 ft. x 8 ft.

Applicant: David Roberts – (present).

Discussion:

Roberts: States that there are three items he was looking for approval of. First, are the awnings that he would like recover and that already exist. States that they will be a striped awning and the front panel has not been finalized yet, but it will be one of the colors that is in the stripes and along that will be the Ypsi Ale House name. States that the second item is the installation of a blade sign. There are existing remnants of a prior sign. States that they want to install the sign with their logo; it would be a wooden panel about 4 ft. x 4 ft. States that the signage will fit that exterior place and it will be lit from above.

Pettit: States that the Commission will be interested in how the sign attaches to the building.

Roberts: States that currently there is a bar that comes out from the building and the sign would attach to that vertically, but the current one will most likely have to be replaced. The lights above where the sign would go currently exist, but the sign is not there. The wiring and the hardware is partially there. Replacement will most likely be necessary.

Prebys: States that they could approve using that light and that device, but the Commission does not know what the applicant might replace things with. So if there was a change they would have to get approved and inform the commission what they would be installing.

Roberts: Inquires if he could replace what's there with the exact same thing. States he has no problem coming back in and talking to the Commission about what it would be replaced with.

Prebys: States that there is a concern of stabilizing the sign so that it does not swing. The Commission would like to see information on that, as well as information if something else was going to be installed.

Schmiedeke: States that they need to know what size, what color, and what it is made of, the lighting, and how it attaches to the building.

Pettit: States that the drawings usually are sufficient as long as that data is included.

Roberts: States that number three proposal on the application is the request for an enclosure for their spent grain from their beer making process. It will be 8 ft. by 8ft. and will go up to the corner of the building. States that they are not planning on fixing it or attaching it to the building; it would be self-standing and in a no parking zone. States that there is an image in the application that shows where it would be located.

Prebys: Inquires as to how one would access the structure.

Roberts: States that it would be 4' x 4's with a latch system.

Rupert: Recommends that for the fence they use a shadowbox. The wind will not directly force the fence and reduce resistance to the structure. States that it will have to be painted or use an opaque stain.

Lindsay: Inquires as to how many sides the structure will have.

Roberts: States that it would be 3-sided and not 4-sided.

Pettit: States that if the Commission cannot approve the whole application, they cannot approve any of it. States that the plans for the fence/structure are vague and the Commission would need more details.

Prebys: States that they need more specific details.

Motion: Pettit (second: Rupert) moves to table application pending further information as noted.

Approval: Unanimous. Motion carries.

224 N River

The proposed project includes the installation of a window for egress and foundational repairs.

Applicant: Kent Companies – (not present).

Discussion:

**Staff states that it was made clear to the applicant that someone needs to be at the meeting to explain the application, because the work is unclear.*

Motion: Rupert (second: Schmiedeke) moves to table application pending further information.

Approval: Unanimous. Motion carries.

101 E Michigan Ave.

The applicant is proposing the installation of a shed that would be 8' x 10' located in the right side rear of the property for storage of dry goods used by Dairy Queen. There would be no electrical installed, and this would be not a permanent structure.

Applicant: Janet Stricklen, owner – (present).

Discussion:

Stricklen: States that they want to build an 8 ft. x 8 ft. shed.

Prebys: Asks how the shed is painted or colored?

Schmiedeke: States that in the application it states it would be painted with water based acrylic.

Schmiedeke: States that the shed is backing up to a residence and wonders if the neighbors would want the shed to be a bright red that close to their home. Suggests maybe painting it gray to draw less attention.

Stricklen: States that it would be next to the fence and dumpster and using a different color such as gray would not be a problem.

Motion: Rupert(second: Schmiedeke) moves to approve application to include building a shed from a kit, 8 x 10' on the northeast corner of the property and the structure will be painted a quiet color of gray.

Approval: Unanimous. Motion carries.

Secretary of the Interior Standard:

#10- New work shall be removable.

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

520 N Huron

The applicant is proposing a paint color change on the exterior of the home.

Applicant: John McMillan– (present).

Discussion:

McMillan: States that they had a paint designer design the colors and brought a picture of the house and removed shrubs so now the house is more viewable and would like to paint it the colors as presented.

Rupert: Recommends using oil based primer on any bare wood that may be exposed when doing prep work for painting.

Motion: Lindsay (second: Schmiedeke) moves to approve application to include the list of Sherwin Williams paint colors as follows: 7012 Creamy White, 6213 Halcyon Green, 6215 Rocky River, 6212 Quietude, 6341 Red Cent, body of house will be Halcyon Green; roof edge, trim boards, eaves and joists, and undereaves to be Creamy White; window and door trim to be Creamy White; front porch will be Creamy White with Quietude on the ceiling; Rocky River on floor, foundation, and lattice; the back porch will have Creamy White on the ceiling, joists, roof trim, columns and railings; Rocky River on floor, foundation and lattice; the front and back doors will be Red Cent.

Approval: Unanimous. Motion carries.

Secretary of the Interior Standard:

#7- Clean building gently—no sandblasting.

STUDY ITEMS

206 Michigan Ave

Applicant is looking for feedback on a project to install signage for his new business Lamp Shade.

Applicant: Ricky Herbert, - owner (present).

Discussion:

Herbert: States that they will be occupying the old green room building. States that they are looking to open their store Lamp Shade in the next couple of months. States it will be a community fusion; part art gallery, part book store, part local product, part café. States that it will be an incubator of activity on all walks. States that the front windows and doors need replacement. Looking to install some small light fixtures above the awning. States that the main thing he wanted to discuss is the signage. States that since the name is Lamp Shade he would like to have a sign playing off the name.

**The applicant continued to discuss further ideas and receive feedback on ideas for signage, materials, lighting, and taking into consideration zoning and sign size constrictions. Also, HDC recommends considering how large of a project of painting enamel on a building is; also explained the application process for the HDC to make it more clear for applicant. The Commission suggests coming back again to discuss the sign once his plans become clearer.*

ADMINISTRATIVE APPROVALS-

625 Norris St – Reroof of the home; shingles will be of same color and style. If vents are installed they will be ridge vents only. There will be no additional work done to gutters, trim, flashings, or any other areas surrounding the roof. All roof work will be meet the requirements stated in the Roof Work Fact Sheet.

Motion: Lindsay (second: Rupert) move approval for the administrative approval at 625 Norris St.

Approval: Unanimous. Motion carries.

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

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. Staff sent letter on 3/31/15. No response as of 4/14/15. Staff received a call from the owner on 4/28/15 and he said that he is planning on repairing the home and that it is historic and any exterior alterations will be brought before the HDC. He is looking to get new windows and doors and wants to put together a proposal and come before the HDC at an upcoming meeting. Staff was advised to send a letter on 6/9/15 to determine progress on repairs. Staff sent letter on 6/10/15. Staff spoke with owner and they explained there is no work going on; they are waiting to find a contractor to work with as of 7/28/15. Staff also explained the HDC permit process for when they are ready to start work.

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. Commission advised staff to send additional letter on 5/26/15.

214 W Forest: Second notice sent 12/11/14. No update. Staff was advised to send a letter regarding a window that had been sided over in 2014 at the 6/9/15 meeting. Staff sent a letter on 6/10/15.

314 E Cross: Commission advised staff to send a letter on 5/26/15 regarding the missing trim, gutters, and crown molding. Staff took photos and shared with Commission on 6/23/15. Gutters were returned, however crown molding is still missing. It was determined at the 7-28-15 meeting that there was not adequate proof that the crown molding existed and this matter is officially considered resolved and will be removed from the Property Monitoring List.

35 S Huron: 12/2/14 staff took photos of what appeared to be exterior work being done. 12/11/14 staff sent out letter reminding owner that exterior work must be approved by the HDC.

613 N Prospect: Columns were removed from the front of the house without HDC approval. Was supposed to just be a repair. In September 2014, the owner stated the repairs were taking longer than expected, but that the columns would be reinstalled. Will monitor to make sure the columns are returned.

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. Staff took photos on 6/23/15, fence is still unpainted. HDC advised staff to send out letter 6/23/15. On 7/28/15 the Commission reported that the fence was painted solid. This matter is considered resolved and will be removed from Property Monitoring List.

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. Commission advised staff to send additional letter on 5/26/15.

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. Staff is sending second notice per the Commission's request on 4/28/15 and will be consulting with the Planning and Building Department regarding permits. 5/12/15 - Staff contacted the Building Department and was informed that there was a permit

issued for "removal of decking and roof (demo work only)", and have not applied for any additional permits. It is not clear why the work did not require HDC approval and staff will do further investigation. Staff sent second notice 5/6/15.

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. Staff sent a letter on 3/31/15. Took photos on 4/14/15 and shared with the Commission. HDC advised staff to send a letter on 6/9/15.

219 N Huron: Unapproved set of wood stairs and railings on the front of the home. Staff took photos on 4/14/15 and shared with the HDC. Staff will send a letter as advised by the HDC on 4/14/15. Staff received a response from the owner on 4/28/15 and he claims that the steps installed were an emergency fix to a set of concrete steps that had been there that contained a hole. He stated he was going to stop work until he obtains his HDC permit and is going to put together an application for submittal. No application received as of 5/12/15. Staff was advised to send a letter on 6/9/15 regarding the unapproved steps. Staff sent a second notice on 6/10/15.

409 Maple: Work was approved on 7/24/14 and HDC is concerned it has not been completed as of 4/28/15. Staff will take photos and look over approval letter to see what still needs to be completed and will notify the HDC and send out a letter accordingly. Staff took photos on 5/12/15 and the work was not completed that was approved previously. Staff will send out a letter with approval letter and porch fact sheet. Staff was advised on 6/9/15 to send another letter regarding the porch; a Commissioner noticed that a lattice was installed. Staff was advised to send a letter on 6/23/15.

333 E Cross: Staff was notified on 4/23/15 that there were some "additions" at the rear of the house. This included: a possible new deck, storage shed, a tree house, and some type of installation that looks like a furnace. Staff notified the building department and they sent a letter. Staff will take photos and write a letter requesting information on the additions and notify the owner that any exterior modifications need HDC approval and a work permit. Owner came into the meeting on 5/12/15 and got approval for a raised deck and a chicken coop.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS –none

HOUSEKEEPING BUSINESS

Approval of the minutes of July 14, 2015

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

Approval: Unanimous. Motion carries.

ADJOURNMENT

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

Approval: Unanimous. Motion carries.

MEETING ADJOURNED AT 8:45 pm