

1. Agenda

Documents: [HISTORIC DISTRICT COMMISSION MEETING AGENDA MARCH 10, 2015 \(PDF\).PDF](#)

2. Agenda Packet

Documents: [HISTORIC DISTRICT COMMISSION MEETING AGENDA PACKET MARCH 10, 2015 \(PDF\).PDF](#)

CITY OF YPSILANTI
Historic District Commission
Regular Meeting Agenda

Tuesday, March 10, 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. **6 S. Washington**

Awning removal

C. STUDY ITEMS

1. **309-311 N. Washington**

Window replacement

2. **309 N Park**

Siding/porch replacement

D. ADMINISTRATIVE APPROVALS – None

E. OTHER BUSINESS

1. **Property Monitoring**

2. **Election of officers**

VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

Approval of the minutes of February 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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Ypsilanti Historic District Work Permit Application

Date filed _____ for HDC meeting date _____

Action item ☐ Study item ☒

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

Property Address

G. S. Washington St.

Applicant

☒ Owner ☐ Architect ☐ Contractor

Name

Andrew Epstein

Address

4631 Midway Dr.

City

Ann Arbor

State

MI

Zip

48103

Phone

734-231-4318

Fax

E-mail

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.

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 6. S. Washington St.

Applicant Andrew Epstein

Description of proposed work (see sample applications)

Remove sagging awning that is presenting A safety issue. Once removed I hope to work with the HDC to design a new awning with new materials that replicates or honors the previous aesthetic.

Materials

Colors (Attach color chips or samples)

Body _____

Accent 1 _____

Trim _____

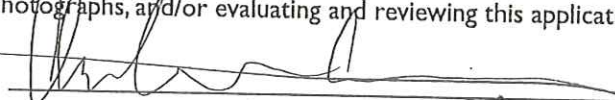
Accent 2 _____

Roof _____

Other _____

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

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


Signature of Applicant

2/17/15
Date



6 S. Washington



Ypsilanti Historic District

Work Permit Application

Date filed 2/11/15 for HDC meeting date 03.10.15
02.24.15

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 309-311 NORTH WASHINGTON

Applicant

☒ Owner ☐ Architect ☐ Contractor

Name OXFORD PROPERTY MANAGEMENT - Ronald W. White

Address 210 South Fifth Ave

City Ann Arbor State MI Zip 48104

Phone 734.995.9200 Fax 734.929.0091

E-mail RWHITE@OXFORDCOMPANIES.COM

Owner Haynes Properties / Nicholas & Ann Haynes
(If different than applicant)

Who will perform the work? ☐ Owner ☒ Contractor

Contractor George Meyer Company - Mike Dolezky 734.769.7330
(Name, address, phone) 3496 Pontiac Trail, Ann Arbor, MI 48105

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.

To complete this application:

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 - a. Photo(s) showing all locations where work is proposed
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 - c. Catalog cut sheets or similar details for windows, doors, light fixtures, and any other manufactured or preassembled components
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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.

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.

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Ypsilanti Historic District Work Permit Application

Subject Property: 309 & 311 North Washington
Ypsilanti, MI

Description of Proposed Work:

Replacement of fourteen (14) windows as noted below:

- Eight (8) windows on the south elevation of the building
- Four (4) windows on the north elevation of the building
- Two (2) windows on the west elevation of the building

Photos of original windows attached

Materials:

Pella Architect Series historically correct wood framed, with aluminum clad casement windows –
See attached proposal from the George Meyer Company and photo of Pella window

Study Item Question:

- The windows as proposed by George Meyer Company are very expensive for a rental property. Do the Historic District Commission members know of any windows that would meet the historic requirements and cost less?
- We are open to any recommendations you may have.

Ypsilanti Historic District Work Permit Application

Date filed _____ for HDC meeting date 03.10.15
02.24.15

Property Address 309-311 NORTH Washington

Applicant OXFORD Property Management, Agent for Hayes Properties
Ronald W. White

Description of proposed work (see sample applications)

See Attached

Materials

See Attached

Colors (Attach color chips or samples)

Body _____ Accent 1 _____

Trim _____ Accent 2 _____

Roof _____ Other _____

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

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

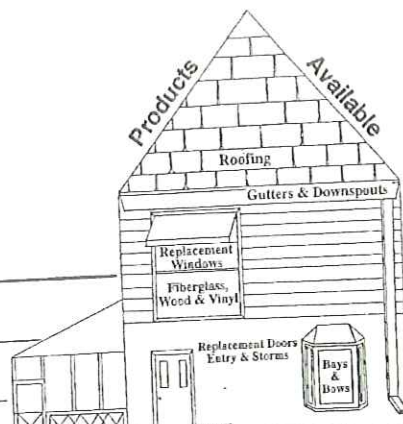
Ronald W. White
Signature of Applicant

02.11.15
Date



3496 Pontiac Trail • Ann Arbor, MI 48105
 ph. (734) 769-7330 • fax (734) 769-4757
 email: info@georgemeyerco.com
 www.georgemeyerco.com

Proposal **Ann Arbor's** **Window & Door Specialists** • OVER 26,000 CUSTOMERS • • LARGE EXTENSIVE SHOWROOM •



PROPOSAL SUBMITTED TO Oxford property Management		DATE 10/03/14	
STREET 210 S Fifth		JOB NAME Rental	
CITY, STATE AND ZIP CODE Po Box 8200		JOB LOCATION 309/311 N Washington, Ypsilanti, MI	
SALESPERSON Mike	LICENSE # 2102126526	JOB SITE PHONE 734-995-9200	WORK PHONE

We hereby submit estimates for:

Remove existing steel frames casement windows and dispose of properly.

Supply and install (14) new Pella Architect series historically correct wood framed, with aluminum clad casement windows. All with 7/8" divided lites to match existing configuration. Painted white interior, aluminum clad white exterior, low E insulated glass, full screens, white hardware. Includes (2) bathroom units with tempered safety glass. Trim interior with pine casing, trim exterior with custom formed aluminum. Insulate and caulk.

Total \$ 29,900.00

PERMIT FEES included

- Conditions on the reverse side of this form are mutually accepted as being part of this agreement.
- Products are on display in our 10,000 square foot showroom/shop for inspection.
- Any required building permits to be furnished by George Meyer Company.
- For your protection our company and crews are licensed and insured.

PARTIALLY COMPLETED JOBS:

If, due to delays caused by special orders, back orders, services or repairs, it is agreed that the customer will pay the contract in full less 5%, or less the cost of the service part or repair, whichever is less.

We Propose hereby to furnish material and labor — complete in accordance with above specification, for the sum of: _____ dollars (\$ _____).

1/2 DOWN, BAL UPON COMPLETION

Payment to be made as follows:

Company
Authorized
Signature

Acceptance of Proposal

Pricing, specifications and conditions on above data, and on reverse side of this document and attached forms are satisfactory and accepted. Payment will be made as outlined above.

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

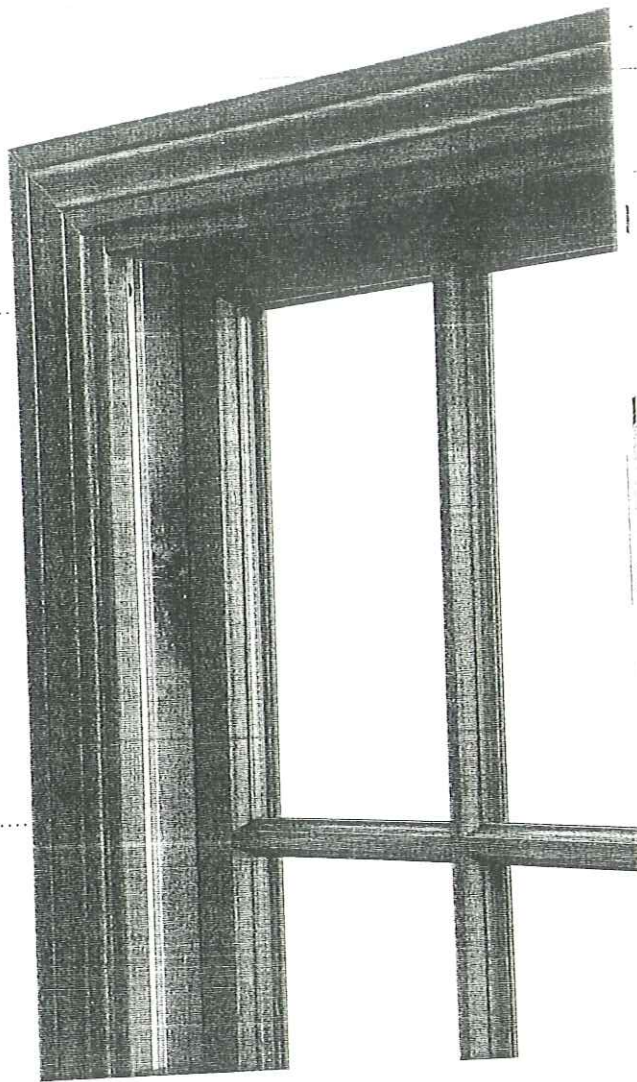
Date of
Acceptance

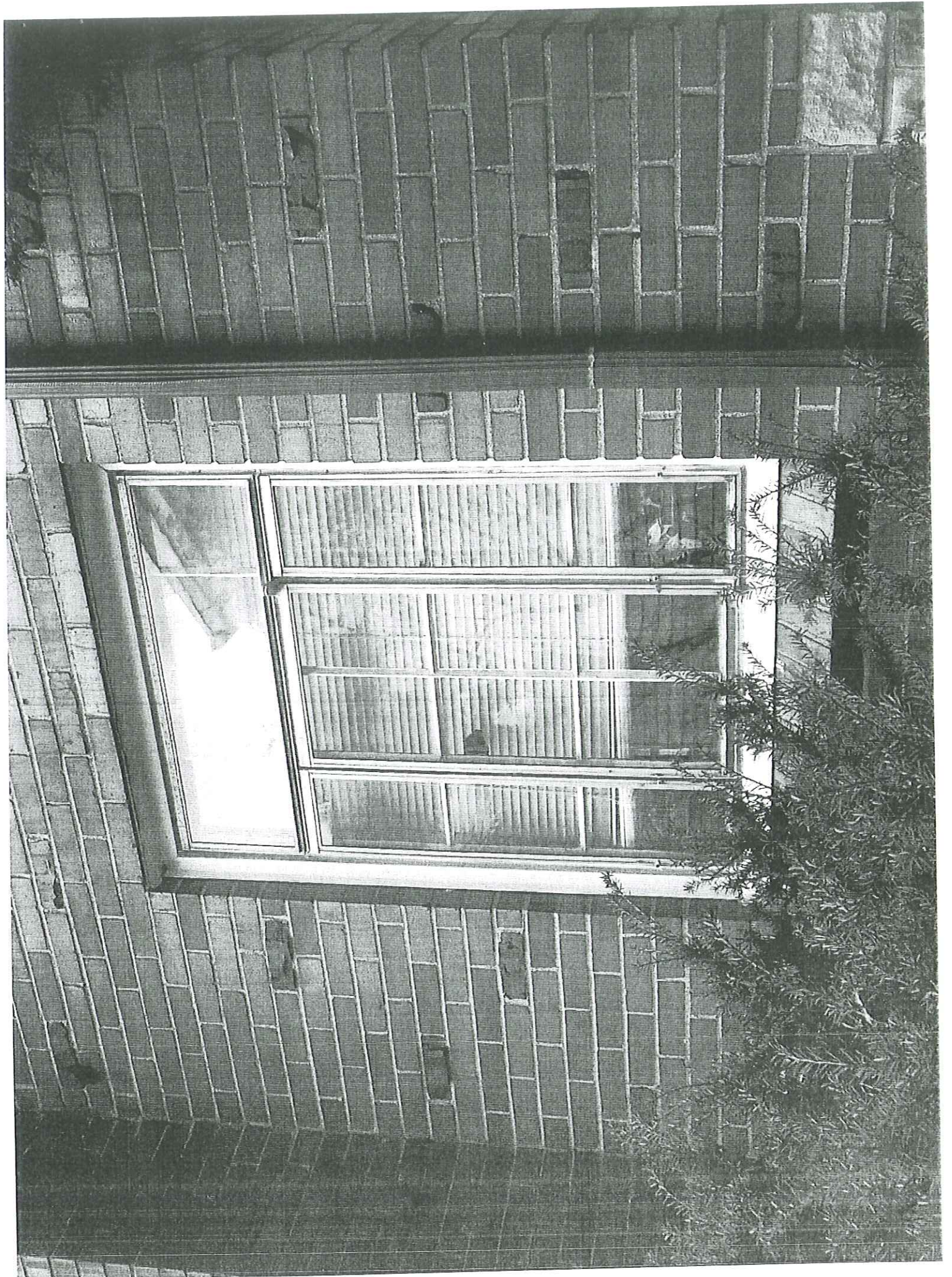
Signature

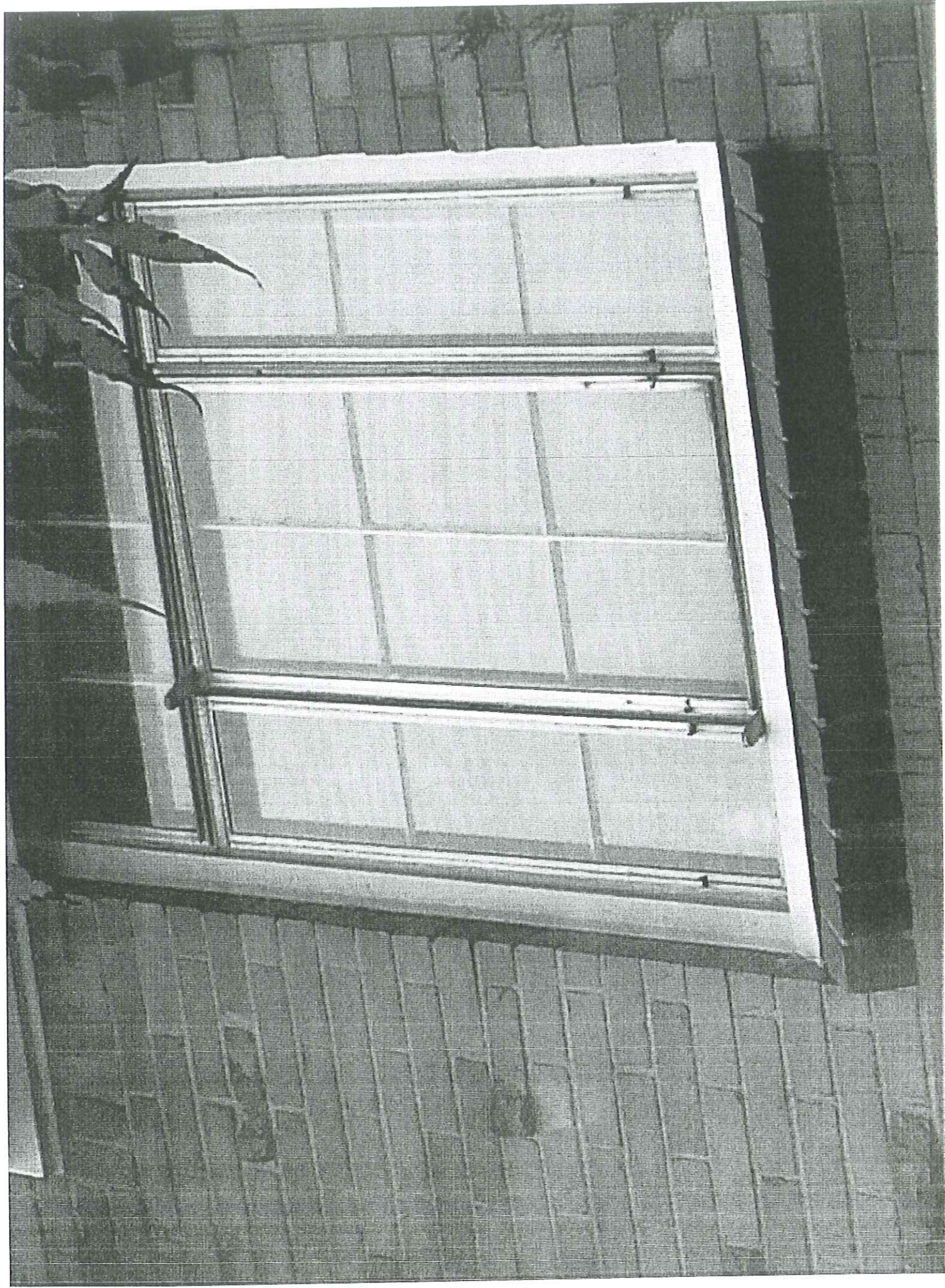
Signature

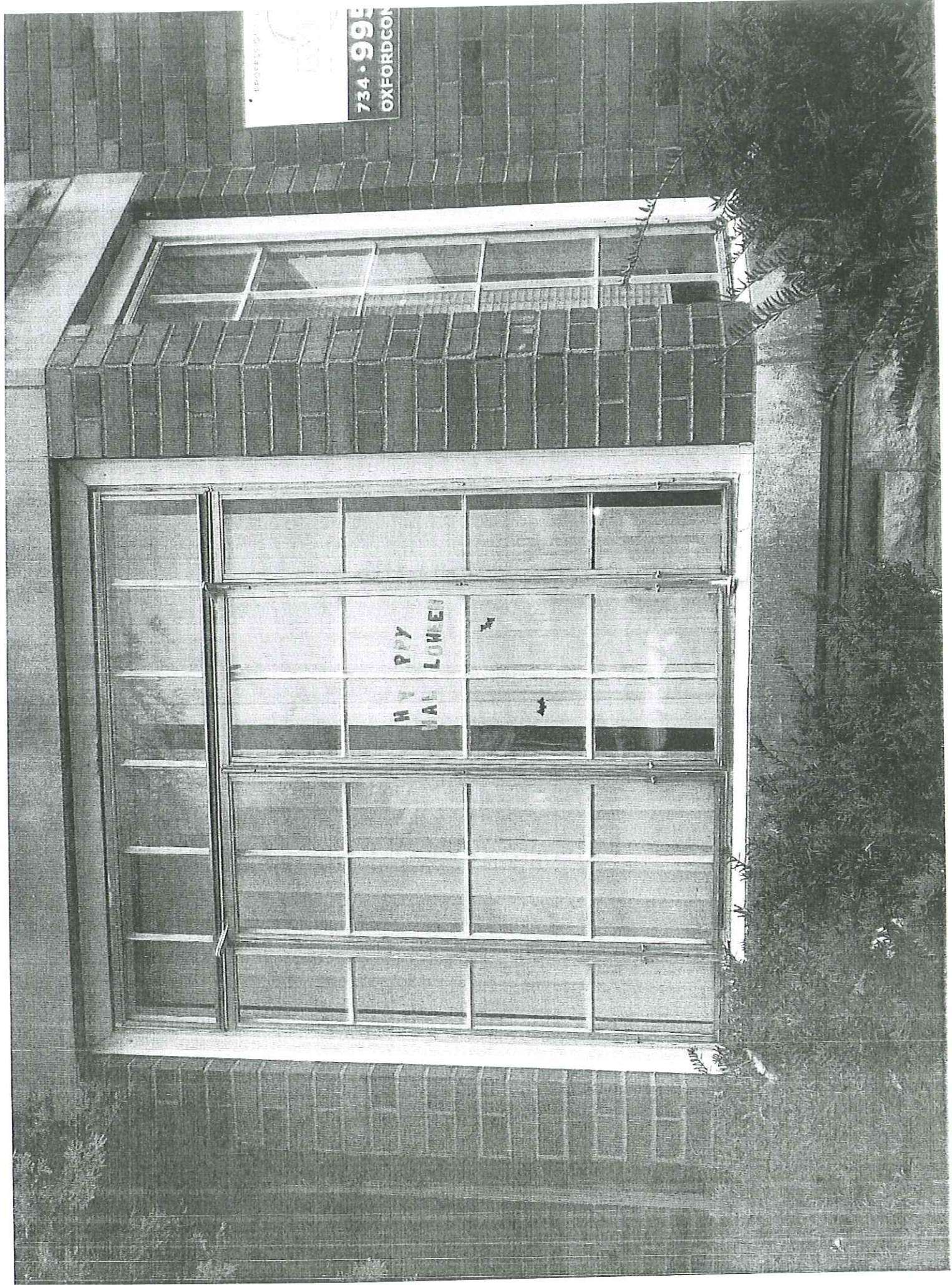
Built like fine furniture.

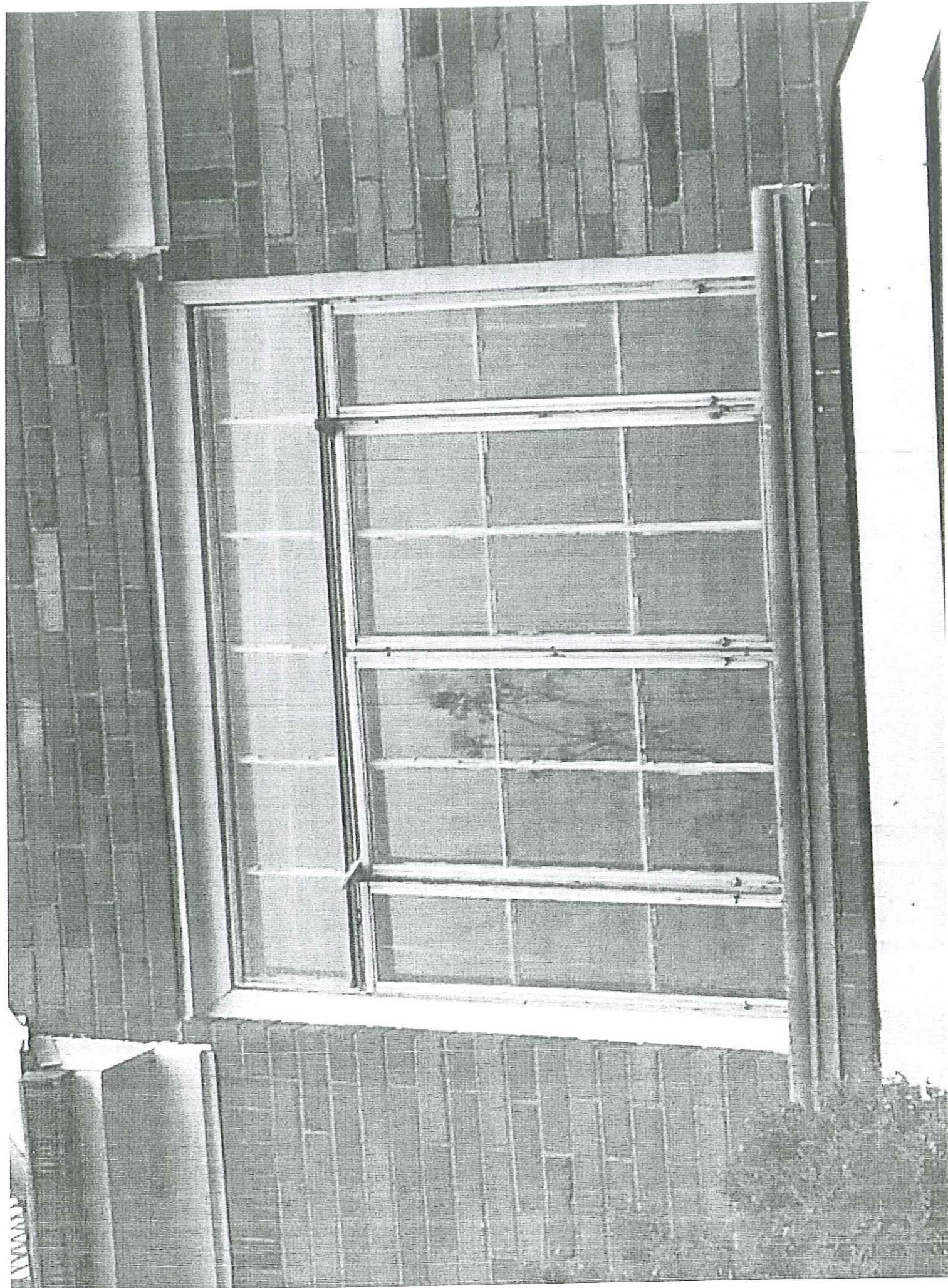
Look closely. See the historically correct,
finely detailed profile? This distinctive
detailing adds architectural interest to
your home – inside and out. On the
grilles, it helps re-create the authentic look
of individual windowpanes.

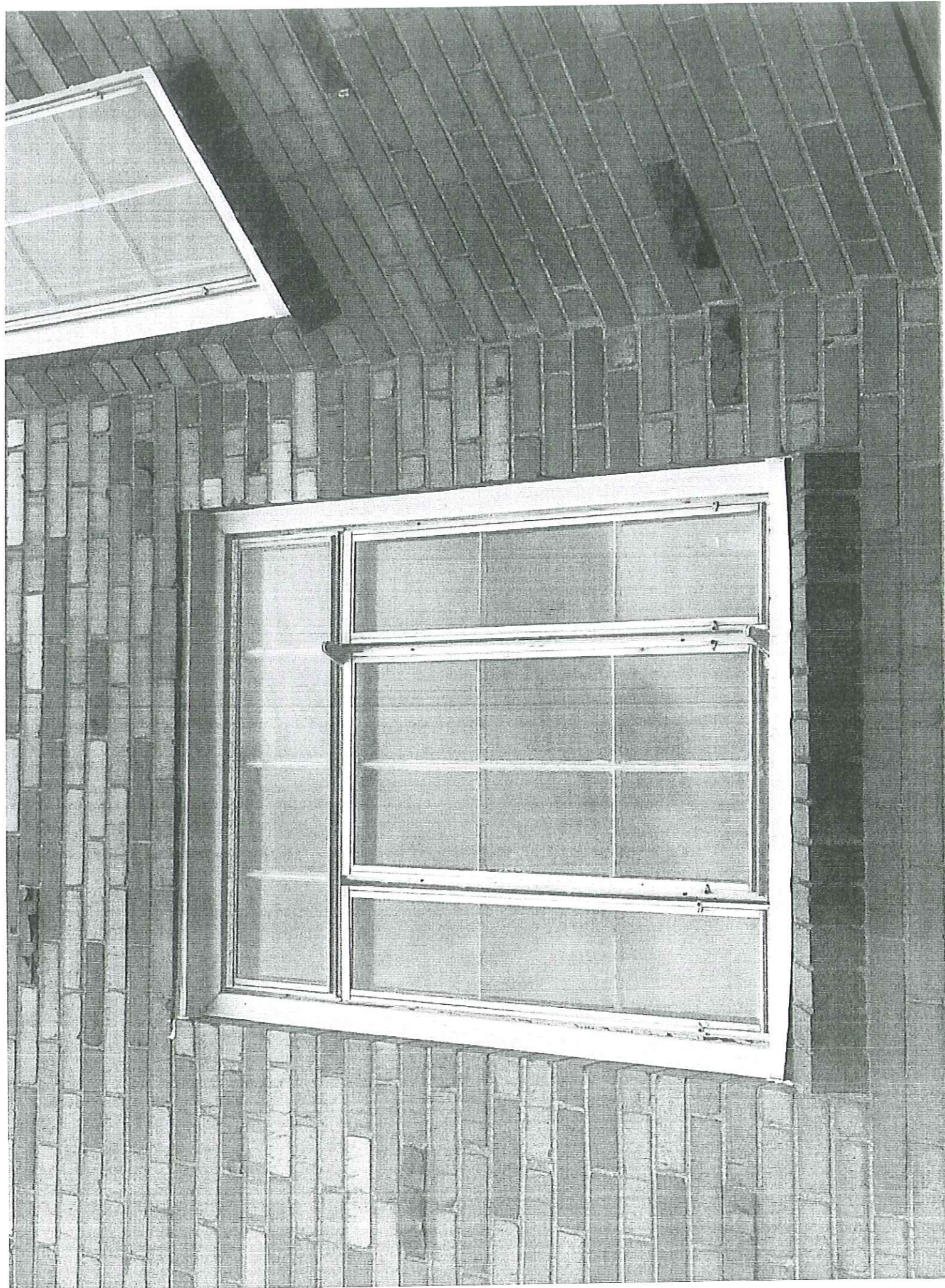


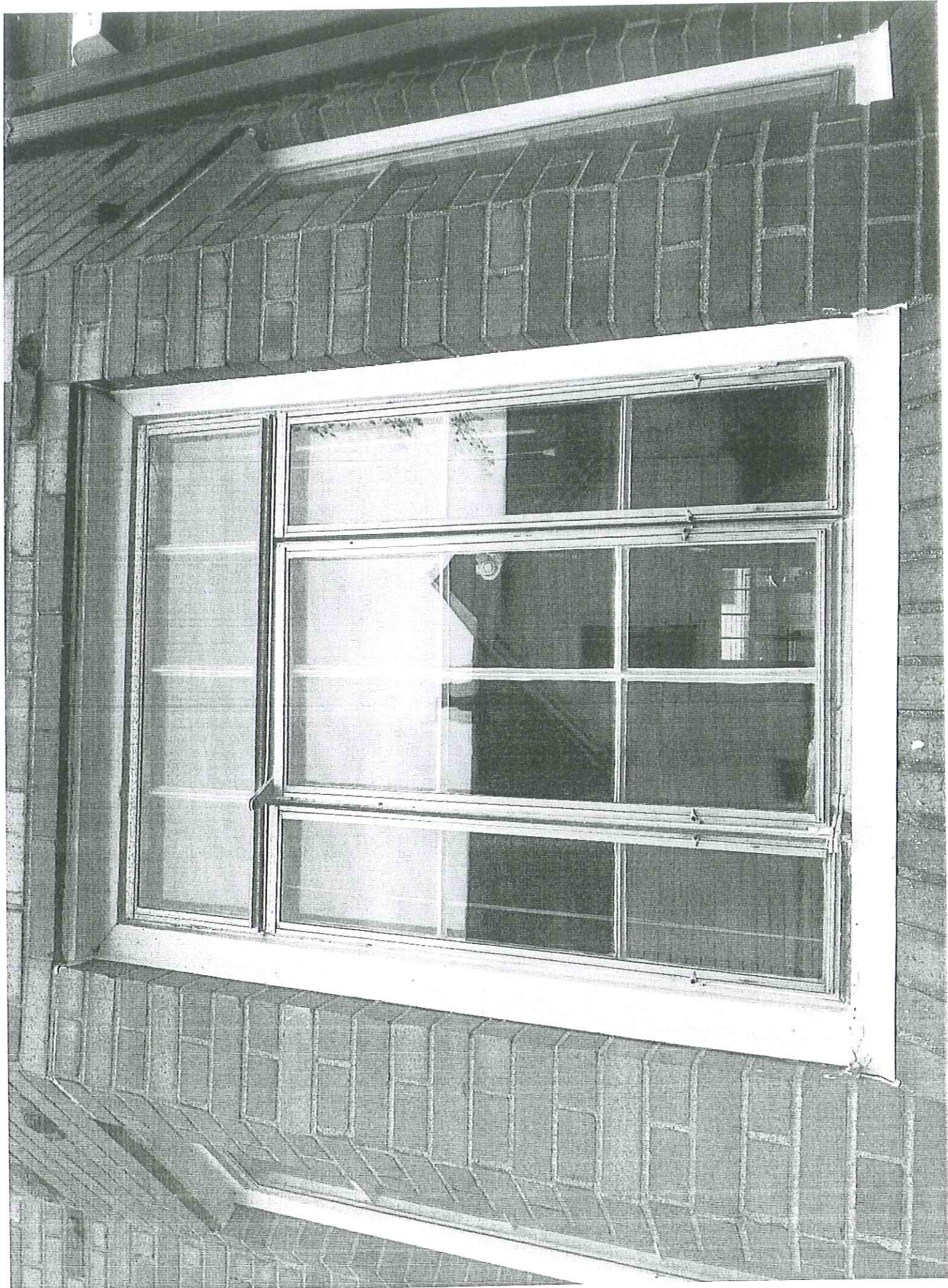


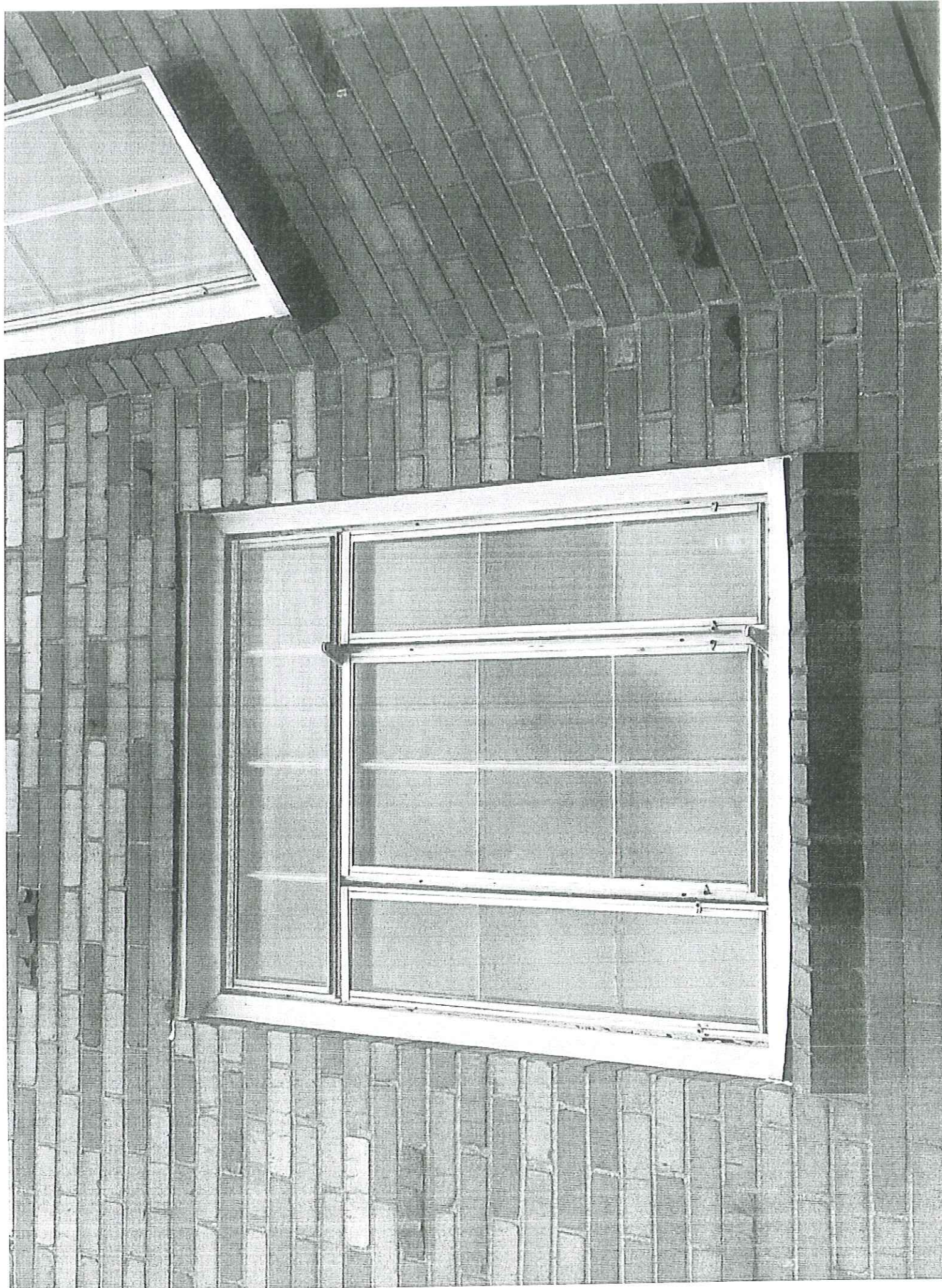
















309 - 311 N. Washington



Ypsilanti Historic District Work Permit Application

Date filed 2/3/15 for HDC meeting date 2/10/15

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 309 N. Park

Applicant

☐ Owner ☐ Architect ☐ Contractor

Name Raymond Anderson / Mary Wigton

Address 511 W. Summit

City Ann Arbor State MI Zip 48103

Phone 734.995.5030

Fax _____

E-mail marywigton@gmail.com

Owner Gabriel and Sara Andersen
(If different than applicant)

Who will perform the work?

☐ Owner ☐ Contractor

Contractor

(Name, address,
phone)

Action Items only:

Construction Cost _____

Permit Application Fee _____

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Ypsilanti Historic District Work Permit Application

Date filed 2/3/15 for HDC meeting date 2/10/15

Property Address 309 N. Park

Applicant _____

Description of proposed work (see sample applications)

The house needs exterior work. It especially requires preparation and finishing of the unpainted siding. We would like to consider replacing a porch that is no longer existing. We don't have drawings and details yet, but we would like to present the situation to the commission for your feedback.

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.
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Signature of Applicant

Date



209 N. Dr. v 12/15/13

309 N. Park 12/15/13



309 N. Park 6/20/2012



309 N Park 2010

CITY OF YPSILANTI
HISTORIC DISTRICT COMMISSION
MINUTES OF FEBRUARY 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, Erika Lindsay

Commissioners Absent: Michael Condon

Staff Present: Abigail Jaske, HDC Assistant

APPROVAL OF AGENDA

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

Approval: Unanimous. Motion carries.

PUBLIC COMMENT ON AGENDA ITEMS - none

PUBLIC HEARING- none

OLD BUSINESS- none

NEW BUSINESS

6 S. Washington

Applicant: Not present- Andrew Epstein – property owner.

Discussion:

Stevenson: States that there is an issue with the awning sagging.

Prebys: States he is concerned about taking the awning and removing it. States he is concerned about the use of the term "replicate" in the application and could not authorize a removal without knowing precisely what is going to be the replacement.

Rupert: States that he has looked at the awning several times and what has to be done is tighten up the chain and replace and put the panel back on; it is repairable. States he communicated this with the owner. States that this is his assessment and that the set of three windows to the right of the awning need repairs, but the rest of it is stable.

Schmiedeke: So it's repairable?

Rupert: Confirms.

Petit: Asks how deep is the overhang?

Rupert: States about 2 feet.

Petit: Inquires how does it shed water?

Rupert: States there is an internal gutter.

Rupert: States they would like to see it repaired, rather than torn down and replaced.

Prebys: States that this should be tabled.

Motion: Prebys (second: Petit) Movement to table the application for 6 S. Washington until we can discuss more with the applicant.

Approval: Unanimous. Motion carries.

STUDY ITEMS

620 Norris St.

Applicant: Evan Williams – property owner.

Discussion:

Stevenson: Inquires if the home will be built on a vacant lot.

Williams: States that it will be. House will be built as a passive solar house, super insulated, super energy efficient. Concave roof unique style. States he has been a builder for 15 years. Not any other particular reason to have this type of roof. States something he and his wife really wanted.

Stevenson: States she likes the aesthetic and that it is unique. Is concerned how this house will fit in with the other houses around it not that it needs to look historic or match the buildings next to it. States that the Secretary of Standards #3, "do not imitate earlier styles," could apply here. States the issue on Norris, is if it will be compatible with the homes in the neighborhood and if there is a sense of continuity, but do not want to falsify history. Discusses the swooping gables.

Prebys: States that in regards to historicism these swooping roofs kind of evolved in the late 20s and 30s; going back to English Tudor revival.

Rupert: States that on Huron and Normal Park there are swooping buildings.

Williams: States he has not seen a total swooping roof except in Japanese architecture.

Prebys: Inquires if he has talked to the building department at all.

Williams: States that they would be building it themselves.

Prebys: States that the scale fits with the neighborhood, but it's the kind of style that he is unsure of.

Lindsay: States that she noticed a lot of inconsistencies between the various facades on the West elevation; there are circular windows and then you go back to the East there are more square windows.

Williams: States that the round windows are the look he is going for, but the back wall with square windows are necessary to make it a functioning passive solar house.

Petit: States that the commissioners don't often have an opportunity to look at a new structure in the District so they are working through it.

Rupert: States his concern for the large circular window without framing.

Williams: Window is 6 foot in diameter.

Stevenson: States she would be ok with the design even with the uncommon swooping roof, however the colors of the house will stand out; maybe consider more muted colors.

Williams: States he is not attached to the colors and will consider a more muted scheme.

Schmiedeke: States that in terms of compatibility, there is not a problem as the buildings are nondescript and already a wide variety they are two story one story a bungalow a ranch. States she could accept the overall design, but is concerned with the windows. States there are a lot of them and they are prominent and this is a big part of the design of this building. Approves of the round window in the front, but suggests it be smaller as it is out of scale and that the two front ones next to the round one are too close to the outside wall.

Williams: States he would have to scale them down.

Schmiedeke: Expresses concern for the south elevation as there is a continued line of windows with these two windows and this row.

Williams: States the entire row is needed to be there for the functionality of the house as a passive solar house. However, states he would be open to changing the style of the windows on the ends.

Schmiedeke: Inquires about the casement matches on the side, but the other one does not; then on the East elevation. Inquires about panels.

Williams: States it is a bow window coming out of the back.

- Prebys: States that Jane's comment about dealing with those three windows would make a big difference and less dramatic; the side of the arch/roof would look better if they were further away and center them in that space.
- Schmiedeke: States that it would work if the lower inside corner was touching the swoop.
- Williams: States the issue with that is if the scale of the windows is changed they are still talking about a chimney. States it would be for a wood stove but it would be on the North Side and it would be a brick chimney.
- Rupert: Inquires about the light fixtures on the exterior. Asks about the possibility of a balcony?
- Williams: Responds yes, on the East side facing into the lot.
- Petit: Inquires about any other landscaping chances to the property?
- Williams: States just that there will be digging out for the basement and then leveling it out.
- Prebys: Inquires about posts on the porch and their historic quality.
- Williams: States they're open to changing the posts.
- Prebys: States if it would make sense to keep them looking more current.
- Stevenson: States that he should add more detail on the porch when you submit the actual application as well as plans for gutters.

309 N. Park

Applicant: Not present– property owner.

Discussion:

The commissioners discussed that the application stated a porch replacement of a no longer existing porch. Stated that there might have been a porch along the front based on the photos they have now, but would recommend that the property owner try to find older photos. Also stated that the owner could reference the side porch and balusters for use on a front porch. The side porch would make a good reference point. Painting schemes for siding should be brought in to share with the commissioners and an oil based primer should be used. The owner will still have to come in with their proposals. Staff will communicate to let them know to come in for the meeting on March 10th.

ADMINISTRATIVE APPROVALS-

123 W. Michigan Ave:

Staff shared with photographs of the proposed sign change on 123 W. Michigan Ave. with the commissioners. The only change to the signs is the name. Size, color, and amount of signage are to remain the same.

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.

525 N Huron: Staff will continue to monitor. Photos were taken on 12/2/14. 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. The HDC requests that a letter be sent to see where they are at with their CO as of February 24th.

214 W Forest: Photos taken 11/6/14, the window on the back has been sided over. Staff sent a second notice on 12/11/14 with no response at this time.

314 E Cross: Staff took photos on 1/22/15 to show work that was completed. Staff sent letter on 1/29/15 to the owner and contractor. Staff spoke with the owner and contractor about the work that still needed to be completed which includes: replacing missing gutter and painting. Stated that they will complete work. Monitor to make sure work is completed.

35 S Huron: Staff took photos on 12/2/14, appears that work is being done. Staff sent a letter on 12/11/14 reminding the owner that any exterior work needs to be brought before the HDC.

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 received a voicemail from the owner replying to the letter and staff left a voicemail advising that the application is still needed.

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.

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.

Porch fact sheet:

New porch fact sheet was approved.

Motion: Rupert (second: Petit) moves to approve the fact sheet.

Approval: Unanimous. Motion carries.

Annual Report 2014:

Annual report for 2014 was approved.

Motion: Prebys (second: Rupert) moves to approve the Annual Report.

Approval: Unanimous. Motion carries.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS –none**HOUSEKEEPING BUSINESS****Approval of the minutes of January 27, 2015**

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

Approval: Unanimous. Motion carries.

ADJOURNMENT

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

Approval: Unanimous. Motion carries.

MEETING ADJOURNED AT 7:57 pm