

CITY OF YPSILANTI
Agenda
Historic District Commission
Tuesday, February 12, 2019 - 7:00 p.m.
City Hall 1 S. Huron St
Ypsilanti, MI 48197

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

Mike Davis, Jr., Chair	P	A
Alex Pettit, Vice-Chair	P	A
Erika Lindsay	P	A
Hank Prebys	P	A
Ron Rupert	P	A
Jane Schmiedeke	P	A
Anne Stevenson	P	A

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. PUBLIC HEARING—none

V. BUSINESS SESSION

A. OLD BUSINESS – None

B. NEW BUSINESS

1. 10 N. Adams

C. STUDY ITEMS—none

D. ADMINISTRATIVE APPROVALS—none

E. OTHER BUSINESS

2. HDC fact sheet updates (Demolition, Porches, Signs, and Windows)

3. Property monitoring

VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

4. Approval of the minutes of January 8, 2019

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.

CITY OF YPSILANTI
HISTORIC DISTRICT COMMISSION
MINUTES OF JANUARY 22, 2019

CALL TO ORDER AND ROLL CALL

Mike Davis, Jr. Chair 7:09 PM

Meeting Location: Ypsilanti Historical Society Archives, 220 N Huron St,
Ypsilanti, MI 48197

Commissioners Present: Mike Davis, Jr., Alex Pettit, Ron Rupert, Jane Schmiedeke

Commissioners Absent: Erika Lindsay, Hank Prebys, Anne Stevenson

Staff Present: Cynthia Kochanek, Preservation Planner
Nancy Hare-Dickerson, Commission Recording Secretary

APPROVAL OF AGENDA

Motion: Schmiedeke (second: Pettit) moved to approve the agenda as submitted.

Approval: Unanimous. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS—none

PUBLIC HEARING—none

OLD BUSINESS

227 N Grove
**Application is for lighting.*

Applicant: Chris White, co-owner—Present

Discussion: Davis: Stated that the application was tabled from the last two HDC meetings and that today is the deadline for review. Stated that there are five LED light fixtures that were installed on the building. Stated that, per staff note, applicant contacted staff after the January 8th HDC meeting to advise that he tried two different options for filtering and shielding the light and asked that the HDC evaluate the lighting.

White: Acknowledged.

Davis: Stated that the application was tabled as applicant was not present for discussion and to allow all the commissioners to view the property. Stated that, per staff note, the Zoning Ordinance requires parking facilities used during the night to be illuminated. Asked applicant if there were any updates or changes.

White: Stated that applicant sent an email to staff indicating that he put a filter on the lights – the two best solutions that he found. Stated that he believes the one on the west side of the building works the best. Stated that he feels the one on the north side facing High Street gives more of a yellow hue. Stated that the lights are dimmer than the streetlights but still adequate enough for the tenants to see.

Davis: Stated that he drove the streets around the property and did not see that the lights were shielded. Stated that the light was pointing straight at him as he came from Grove. Stated that the guidelines ask for a lighting style that is downlit. Stated that the lighting was not the appropriate style and color temperature that the Commission has asked other applicants in the District to install. Stated that even if the light could be turned to face totally down at the ground, it would still be emitting light on all four sides. Stated that the lighting would need to be directional in order to conform to the District's Dark Sky guidelines.

White: Stated that a down light is not going to light those cars that are fifty feet away from the building. Stated that these are the kind of lights that were installed originally, that exact same style.

Rupert: Clarified that it is more about the way the lighting is configured rather than the way it looks.

[Discussion ensued clarifying lighting locations]

Davis: Stated that referring to the light when you come from Cross, turn right onto Grove and turn right down onto High Street, that the light is arranged looking out.

White: Stated that he agrees that the light is pointing out too far. Stated that he believes it still can be turned down.

[Discussion continued re: lighting brightness; discussion clarifying the different characteristics of lighting – color/brightness/directionality]

Kochanek: *[Per query by Commissioner Davis, staff explained the Zoning Ordinance requirement, Section 122.609, regarding night-time illumination of parking facilities]*

Davis: Stated that the concerns of the Commission are, one, directionality/shielding of the fixture itself and, two, the color temperature.

White: Stated that shielding has not been done yet.

Rupert: Stated confirmation of concerns of glare coming off while driving down High Street, directionality and the shielding.

[Discussion as to the best way to proceed with the pending concerns]

Kochanek: Stated, per staff note, that there appear to be other options in the spec sheet.

White: Stated that shielding would have to be customized.

[Discussion/consensus re: applicant investigating HDC appropriate customized shielding options; procedure/timeline for returning with no additional application fees]

Davis: Explained that the decisions made by the HDC are not a statement of like or dislike as to the lighting or color but, rather, to adhere to standards and guidelines that have been set for the District.

Motion: Rupert (second: Pettit) moved to deny the application for the replacement and installation of a total of five light fixtures at 227 N Grove as proposed in the Historic District Work permit application dated November 26, 2018 with the findings that the proposed lights do not meet the established HDC lighting policy in regards to light temperature and compliance with dark sky standards nor are the lights compatible with the historic materials, features, size, scale and proportion of the property. The applicant has advised of some customized shielding for a more directionally shielded light and providing for 90 days to return with an application without a new fee.

Secretary of the Interior Standards:
N/A

Approval: Unanimous. Motion Carried.

414 Maple

**Application is for window replacement.*

Applicant: Brett Mahaffey and Nick Zreik, representatives for Renewal by Andersen - Present

Discussion: Davis: Stated that the application was tabled from the January 8th meeting in order for the Commission to research the new proposed material. Stated that the procedural options for tonight would be to deny the application, to

table the application for further deliberation within the Commission, to issue a Notice to Proceed to approve the application for this particular house only, or to approve the proposed material as an appropriate type for homes in the District. Stated that applicants were asked to return in order to allow for further discussion after all the commissioners had the opportunity to review the proposed material.

Asked applicants if there was any further information they would like to present.

Mahaffey: Stated that he emailed the warranty and Fibrex information sheet to staff that applicants discussed at the last meeting.

Davis/Rupert: Acknowledged receipt.

Rupert: *[Discussion ensued referencing applicant's sample of a window cutout - material, coating, longevity]*

[Commission discussion as to issuance of a certificate of appropriateness for work as compared to the issuance of a notice to proceed - review on a case-by-case basis]

Motion: Pettit (second: Schmiedeke) moved to issue a notice to proceed for the work at 414 Maple for the replacement of 19 windows as proposed in the application dated December 12, 2018 using Andersen double hung Fibrex windows in white.

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

Approval: Unanimous. Motion Carried.

NEW BUSINESS

418 Maple

**Application is for an amendment to a previous approval for fencing.*

Applicant: Christina Sears-Etter, owner – Present

Discussion: Davis: Stated that the application proposes to modify the fence installation approval granted by the Commission on November 13, 2018.

Sears-Etter: Confirmed.

Davis: Stated that the proposed modification is to change the gate from wood to aluminum.

Sears-Etter: Confirmed. Stated that the gate in question is a double wide automotive gate on the east side, facing Prospect Park. Stated that applicant was advised by the contractor that the gate will be heavy and not a good investment of resources as the materials progress through time, and that having an aluminum ornamental gate would be a better choice for safety and consistent usability, as well as longevity of the fence. *[Provided a company brochure]*

Davis: Asked if it is the Elite Fence *[reference materials]*.

Sears-Etter: Confirmed. Stated that the gate style matches the HDC Fence Fact Sheet *[reference brochure material]* and is similar to what is currently on the front and side porch of the house *[reference photo materials]*. Stated that the color would be black.

[Commission review of brochure material]

Schmiedeke: Asked if the gate is on a concrete or blacktop driveway.

Sears-Etter: Stated that it is a combination gravel and concrete driveway.

Davis: Asked about a top bar on the metal fencing *[reference brochure material]*.

[Discussion re: Zoning Ordinance guidelines related to spear head fencing]

Sears-Etter: Stated that some type of ornament is desired.

Kochanek: Per query by Commissioner Davis, staff referenced Section 122-635 of the Zoning Ordinance/Fences and walls, subsection (a) and stated that "the use of barbed wire, spikes, nails, or any other sharp point or instrument of any kind on top or on the sides of any fence is prohibited".

Davis: Asked about style option EFF-25 *[reference brochure material]*. Stated that it still has the spike but has a top railing and is decorative.

Sears-Etter: Stated that that is a good idea and looks nice. *[Acknowledged agreement]*

Motion: Pettit (second: Schmiedeke) moved to approve and issue a certificate of appropriateness for the application for 418 Maple to amend the previous fence installation to include an aluminum gate for the driveway as indicated in the submitted material from Elite Fence Products model EFF-25 in the color black.

Secretary of the Interior Standards:

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

#10- New work shall be removable.

Approval: Unanimous. Motion Carried.

206-210 N Washington

**Demolition by Neglect property-timeline for repair consideration.*

Applicant: Greg Davel, owner – Not present

Discussion: Kochanek: Updated the Commission, per staff contact with owner, regarding the status of applicant appearing before the Commission to discuss a timeline for repair consideration. Stated that with the owner residing out of town, the staff recommendation is to provide a second notice to appear and then further action to be taken if the owner does not appear at that time.

Motion: Prebys (second: Pettit) moved to table 206-210 N Washington for a second notice of demo by neglect-timeline for repair.

Secretary of the Interior Standards:
N/A

Approval: Unanimous. Motion Carried.

STUDY ITEM

418 Maple

Applicant: Christina Sears-Etter

Discussion: Sears-Etter: Provided cell phone photos of current fencing.
[Discussion re: future fencing color change]
[Discussion re: HDC fence guidelines as to opaque stain/paint requirements]

ADMINISTRATIVE APPROVALS—none

OTHER BUSINESS

Rules & Regulations rewrite

Kochanek: Discussed additional edits.

[Commission agreement as to edits]

Stated that staff will make the corrections and then forward on to Council.

Motion: Schmiedeke (second: Rupert) moved to adopt the rules and regulations as presented with the amendment to replace the word(s) board/member with commissioner.

Approval: Unanimous. Motion Carried.

HDC Fact Sheet Updates (Demolition, Porches, Signs, and Windows)

Kochanek: Discussed edits to fact sheets and stated that staff will update and post.

Property Monitoring

534 N Huron-update

Kochanek: Discussed background history and updated the Commission as to status of the property.

116-118 W Michigan-update

Schmiedeke: Inquired as to status.

Kochanek: Discussed current status of building.

37 E Michigan-update-permit expired

Kochanek: Discussed current status of building.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

Davis: Stated that he would like to thank, on the record, HDC Staffperson Cynthia Kochanek, for her tireless work, her expertise and for truly making the historic district even better. Stated that the Commission expresses its sincere thanks and well wishes to her in her move and in her new position.

HOUSEKEEPING BUSINESS

Approval of the minutes of January 8, 2019

Motion: Schmiedeke (second: Pettit) moved to approve the minutes of January 8, 2019 as submitted.

Approval: Unanimous. Motion carried.

ADJOURNMENT

Chairperson Davis adjourned the meeting, citing the end of the agenda with no further items to discuss.

MEETING ADJOURNED at 8:50 p.m.



HDC Work Permit Staff Review

Property address: 10 N Adams

Date of Application: February 1, 2019

Date of Review: February 5, 2019

Date of Meeting: February 12, 2019

Proposed work: Sign face change replacement

Materials: Lexan w/ digital print laminated

Staff review:

1. Applicant is seeking a sign face replacement.
2. Sign will be a 5ft x 8ft, made of Lexan with digital print laminated
3. HDC to advise, "signs must always be installed without causing undue damage to the fabric of the building and all installation devices (screws, nails, bolts, anchors, etc.) shall be corrosion-resistant and of a material that will not react adversely with adjacent materials. In most instances, stainless steel will be the metal of choice."

Relevant Secretary of the Interior's Standards:
#9, #10

Recommended Motion:

Move to approve and issued a certificate of appropriateness for the application for 10 N Adams for the face change replacement as indicated in the application submitted on February 5, 2019.

Prepared by:

Sarah Stachnik, Community & Economic Development Intern

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

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

3. Do not imitate earlier styles.

4. Preserve significant changes acquired over time.

5. Preserve distinctive features.

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

7. Clean building gently—no sandblasting.

8. Preserve archaeological resources.

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

10. New work shall be removable.



City of Ypsilanti
Historic District Commission
Work Permit Application

One South Huron • Ypsilanti, MI 48197
(734) 483-9646 • Fax: (734) 483-7260
www.cityofypsilanti.com

REC# 25114
ck 1025-19-0004
phdc-19-0004

OFFICE USE ONLY	
Date Filed:	2/1
Meeting Date:	2/12
Action Item/Study Item	

To complete this application:

1. Complete this form.
2. Attach the following documents:
 - a. Photo(s) showing all locations where work is proposed (can be emailed).
 - b. Catalog cut sheets or similar details for windows, doors, light fixtures, and any other manufactured or preassembled components—this includes information from catalogues, professional quotes, or websites (can be emailed).
 - c. Dimensioned drawings of any new construction or modifications to existing structures, including awnings and signs.
 - d. A sketch plan, if proposal is for work on the grounds and not just the main structure (e.g., installing a new driveway, fence, or shed). This can be drawn on a scaled copy of a mortgage survey.
3. Applications and materials must be received by the Building Department **no later** than 4pm on the Tuesday one week prior to the meeting.

INCOMPLETE APPLICATIONS WILL NOT BE PLACED ON THE AGENDA

Property

Address

10 N. Adams St

Applicant

**If applicant is not owner of property, a written statement from the owner authorizing this application must be included.*

Name

Shanta Adhikari

Address

10 N. Adams St

City

Ypsilanti

State

MI

Zip

48197

Phone / Fax

734.548.7466

E-Mail

KUSHA08@hotmail.com

Contractor

Contractor Name & Contact Info

Bazzi Signs 19530 W. Warren Detroit, MI 48228

Type of work

☐ Roofing

☐ Window/Door
Replacement

☐ Porches

☒ Sign

☐ Fence (or other sitework)

☐ Painting

☐ Other

☐ Application Amendment

Complete Description of Proposed Work:

Face Change Replacement
5ft x 8ft Lexan w/Digital Print Laminated

Materials (for paint include color chips or samples with application):**Permit Application Fee (action items only)**

The fee is \$35 for the first \$3,000 in construction cost plus \$5 for every additional \$3,000 of construction cost. There is a flat fee of \$35 for painting only. *An additional fee of \$50 applies to HDC work started without the applicable permit.*

Construction Cost:

\$300.00

Permit fee:

\$35 + _____ = 35.00

Signature

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

I further affirm that 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.

Signature:

Date:

01/25/2019

Print Name:

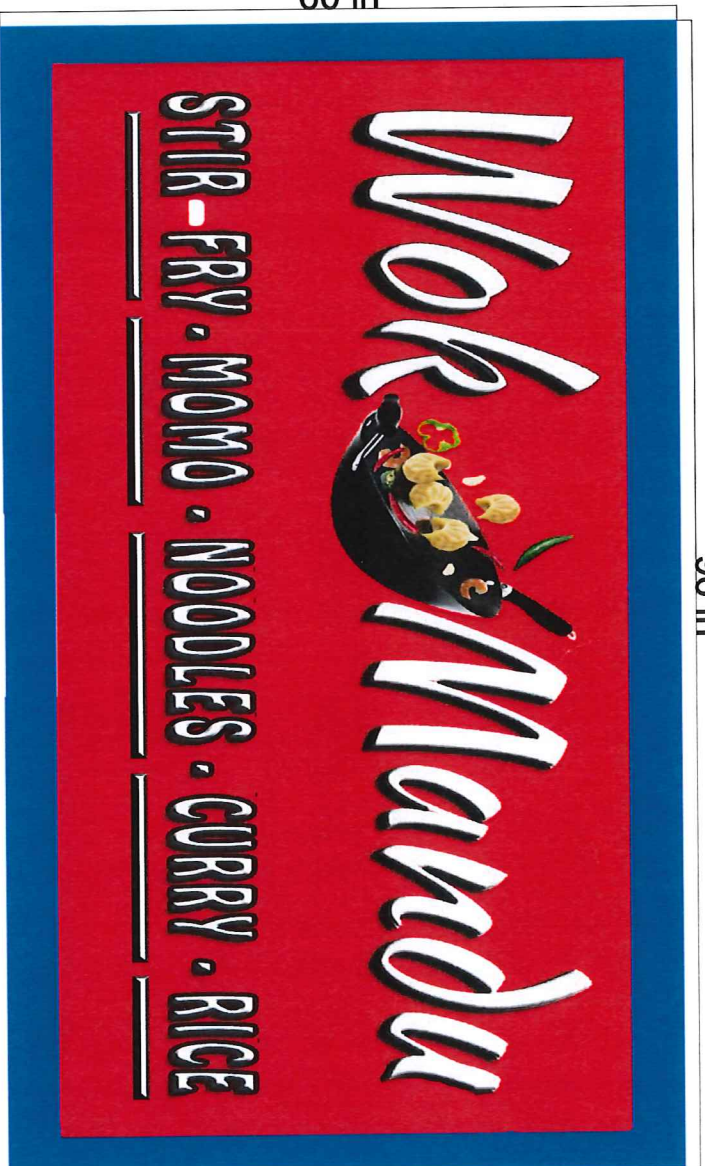
MOHAMED FAYED

If you have questions about what the HDC generally permits or does not permit, or what they need to see in an application to render a decision, please call the office at 734-483-9646, email us at ckochanek@cityofypsilanti.com, or view our factsheets at cityofypsilanti.com/hd.

All other necessary approvals and permits must be acquired before beginning work.



60 in

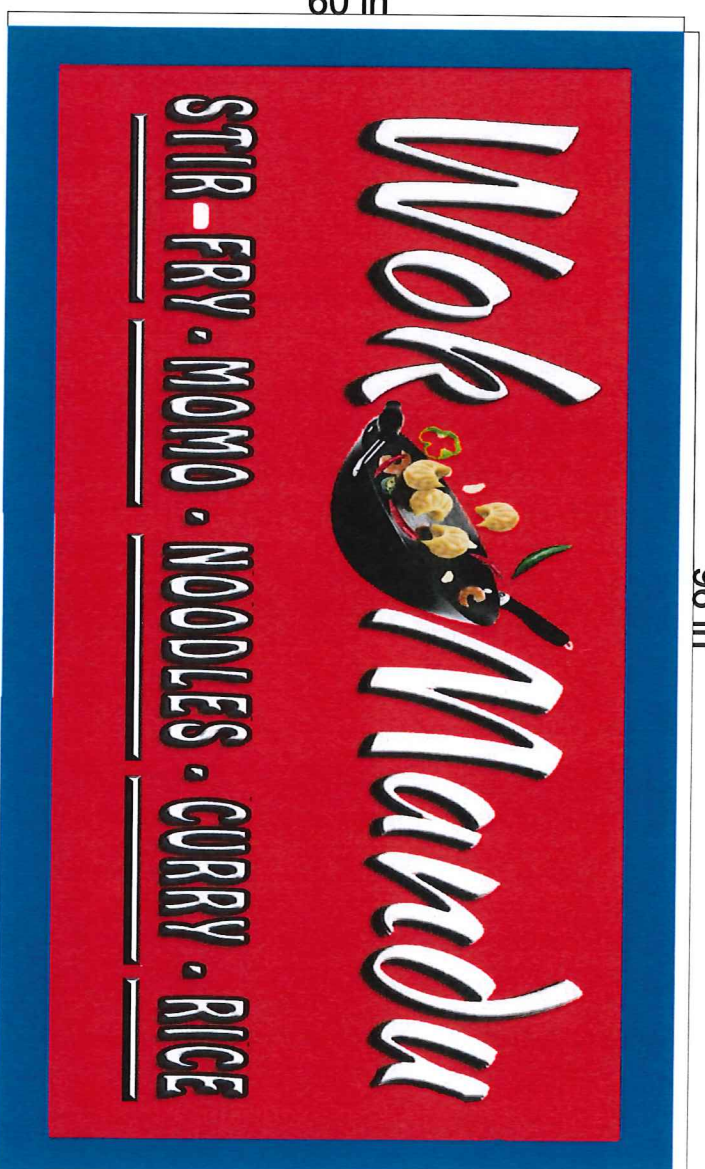


96 in

Face Replacement
5 Ft X 8 Ft Lexan With
Digital Print Laminated



60 in



96 in

Face Replacement
5 Ft X 8 Ft Lexan With
Digital Print Laminated