

1. Historic District Commission Regular Meeting

Documents:

[HDC OCTOBER 22, 2019 AGENDA.PDF](#)

[HDC OCTOBER 22, 2019 FULL PACKET.PDF](#)

CITY OF YPSILANTI
Agenda
Historic District Commission
Tuesday, October 22, 2019 - 7:00 p.m.
Ypsilanti 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

Alex Pettit, Interim-Chair	P	A
Erika Lindsay	P	A
Hank Prebys	P	A
Ron Rupert	P	A
Jane Schmiedeke	P	A
Anne Stevenson	P	A
Amy Swift	P	A

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. PUBLIC HEARING—none

V. BUSINESS SESSION

A. OLD BUSINESS

1. 302 E Cross Revisit timeline for repair

B. NEW BUSINESS

1. 46 N Huron Sign face and rear stoops
2. 100 W Michigan Cladding removal

C. STUDY ITEMS

D. ADMINISTRATIVE APPROVALS

1. 203 Maple Roof
2. 409 N Adams Air Conditioning condenser installation
3. 207 W Cross Fence

E. OTHER BUSINESS

1. Property monitoring
2. Commissioner comments

VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

1. Approval of meeting minutes, October 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.

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HDC Demolition by Neglect Staff Report- Update

Property Address: 302 E Cross

Property History

The building was constructed ca. 1880. Based on a 2013 HDC review letter, a series of three rear additions were removed as they were a public safety hazard. Internal background research did not reveal additional information on the property history.

Property Significance

The house contributes to the Ypsilanti Historic District under Criterion C, architecture. The house is a ca. 1880 “Late Victorian” style residence. It has the vernacular Gabled Ell form, but stylistic features that reflect Queen Anne and Gothic Revival styles.

Demolition by Neglect Timeline

- 8/23/2018 Notice to Appear sent to property owner to attend HDC meeting discussion on Demolition by Neglect (DBN).
- 9/11/2018 HDC found the property to be a case of DBN.
- Staff had advised to wait to establish a timeline until the Building Department had a chance to visit the structure.
- 2/26/2019 The owner was approved to reroof the house.
- 4/2019 Planning and Building Departments Staff toured the property with the owner.
- 5/14/2019 The HDC and owner agreed on a timeline for repair.
- 10/7/2019 Staff discussed the project with the owner, who stated that the roof repairs are complete, the foundation repair is progressing from the interior, and the next steps are the siding and porches.

Timeline

The approved roof replacement will be completed by the HOC meeting scheduled for May 28, 2019; the HOC will also receive an update on the condition of the foundation at the May 28 meeting with foundation work to be complete by June 8, 2019; porch repair to be submitted as a study item at the June 11 or June 25, 2019 meeting; repair of windows, doors, and siding to be submitted as a study item at the July 9 or July 25, 2019 meeting. All proposed repairs to be completed by October 1, 2019.

Next Steps

The owner and HDC should agree on a timeline extension. To-date, there has been substantial work on the foundation and roof, although not yet complete.

Outstanding Items to be Addressed by Owner's Proposed Timeline

These items were identified by the Building Department as deterrents to the building's safety and structural integrity.

- Roof completion- Completed as of 10/7/2019
- Foundation instability
- Damaged or missing siding
- Damaged windows and doors
- Deterioration of porches on the façade and west elevation, including porch decking, ceiling, and eaves

Suggested Timeline from Staff

- Have foundation completed by November to ensure the building envelope is secure during the winter months.
- Have a plan for repair of the façade and south porches in-place by November.
- Over winter, the owner should assess what needs to happen to repair the siding and windows, and come with a study action item in January or February, so that it can be approved and work can begin in spring.
- Project complete by May, 2020, one year after the Demolition by Neglect process began.

Recommended Motions:

Move to accept the property owner's proposed timeline for repairs of the house at 302 E Cross as presented at the Historic District Commission Meeting on October 22, 2019. *[List repair items followed by date agreed upon]*.

Move to table discussion of a timeline for repairs of the house at 302 E Cross so that the owner may provide the Historic District Commission additional information.







HDC Work Permit Staff Review

Property address: 46-54 N Huron

Property History:

The ca. 1928 Colonial Revival-style commercial block is contributing to the historic district. Among the building's early occupants were: Freed & Co. Tailors, owned by Harry Freed at 46 N Huron; apartments on the second floor at 48 N Huron; The *Ypsilanti Record* Publishing Co. at 50 N Huron; Lamothe's shoe repair at 52 N Huron; and Falconer's bakery at 54 N Huron.ⁱ

Date of Application: October 11, 2019

Date of Review: October 15, 2019

Date of Meeting: October 22, 2019

Proposed Work: Remove concrete slab, replace rear porches, and replace sign face on façade.

Materials: Treated lumber, paint, and a sign panel.

Staff review:

1. The applicant is proposing two projects; a replacement sign face on the façade, and replacement porches on the rear (east) elevation.

Sign

2. There is currently a changeable letter board sign affixed perpendicular to the façade second story. The sign appears to be lit from the interior and installed prior to the present HDC sign standards.
3. The applicant proposes retaining this sign, repainting the frame black, and removing the upper tiers of the interchangeable letter board to be replaced by a sign panel that features their company name.
 - a. The sign would appear similar to the one at Jackson Cleaners at 24 N Huron.

Rear Elevation Porches

4. There are currently two non-historic porches/stoops positioned at the rear entrances to the building. They

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10. New work shall be removable.

- are constructed of unpainted treated lumber and rest on a concrete slab/sidewalk.
5. The applicant proposes removing the slab and reconstructing the porches in treated lumber to match the originals.
 - a. The applicant would like the porches to have a wood guard rail with steel cable railings in lieu of balusters (see photo).
 - b. The applicant would also be open to using wood balusters that are traditionally required in the historic district.
 - c. In staff opinion, the metal cables on rear modern porches do not diminish the historic integrity of the building. However, the HDC should be cautious with potential precedent-setting moves. Approval of wood balusters is consistent with previous approvals in the district.
 6. The applicant stated that they would be willing to include a framed lattice skirt to the new porches.
 7. The concrete slab area will be replaced with gravel, as is currently in the adjacent City alley.

Recommended Motions:

Move to approve and issue a certificate of appropriateness for the work at 46-54 N Huron for work on the façade sign and rear porches. The sign structure shall be repainted in black with the sign face modified per specifications. The rear concrete slab shall be removed and replaced by gravel. The two rear porches shall be removed and reconstructed with painted treated lumber. The porches shall include a framed lattice skirt, wood balusters, and a wood guardrail.

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

Prepared by:

Scott E. Slagor, Preservation Planner

ⁱ R. L. Polk, *Ypsilanti City Directories* (Detroit: R. L. Polk & Co., 1929-1934).



City of Ypsilanti
Historic District Commission
Work Permit Application

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

OFFICE USE ONLY

Date Filed:

Meeting Date:

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

46 N. Huron St.

Applicant

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

Name

Thistle Holdings LLC by Alexander Munro

Address

City
Ypsilanti

State
MI

Zip
48197

Phone / Fax

E-Mail

Contractor

Contractor Name & Contact Info

Sign: Will Johnson - Johnson Sign Co. - 517-917-2906, Rear Porch & Deck: Applicant

Type of work

☐ Roofing

☐ Window/Door
Replacement

☐ Porches

☐ Sign

☐ Fence (or other sitework)

☐ Painting

☐ Other

☐ Application Amendment

Complete Description of Proposed Work:**In Rear-Facing Alleyway:**

Remove deteriorated concrete slab and block porch off rear alleyway.
 Replace existing two (2) decks as they were w/ treated lumber to code.
 Neither porch nor decks are attached to existing building structure and are not primary entrances.
 Photo of porch and alley attached for reference.

On Building Facade:

Restore existing sign: Repaint black to match, replace sign faces: 1/2 logo and 1/2 letterboard to match neighboring Jackson Cleaner's sign (pic attached).
 Survey & secure sign.
 Contractor bid, photo of existing sign and neighboring sign, sketch and new logo for sign face are enclosed.

Materials (for paint include color chips or samples with application):

For decks: treated lumber, wood screws, footers
 For sign: New sign panel faces, matching black paint

Permit Application Fee (action items only)

The fee is \$45 for the first \$3,000 in construction cost plus \$5 for every additional \$3,000 of construction cost. There is a flat fee of \$10 for painting only. *An additional fee of \$50 applies to HDC work started without the applicable permit.*

Construction Cost: \$6,103.00	Permit fee: 10 \$45 + _____ = 55
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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: 10/10/19
--	----------------

Print Name: Thistle Holdings LLC by Alexander Munro

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 or view our factsheets online at cityofypsilanti.com/hd.

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



Alexander Munro <awmunro@gmail.com>

Fwd: General Contact Form - New Form Submission

1 message

Alexander Munro <awmunro@gmail.com>

Fri, Oct 11, 2019 at 10:24 AM

To: me <[REDACTED]>

From: **Will Johnson** <[REDACTED]>
Date: Tue, Sep 24, 2019 at 6:37 AM
Subject: Re: General Contact Form - New Form Submission
To: Alexander Munro <[REDACTED]>

Alex,

See budgetary pricing below:

New Faces = \$1000

New Paint = \$450

New Lighting = \$600

Changeable Copy Letter Kit = \$350

Arm to change letters = \$150

Subtotal = \$2550

Tax = \$153

Survey/Install = \$1400

Total = \$4103

Thanks and please let me know if you have any questions.

Best,

Will Johnson

Director of Operations

Johnson Sign Co.

663 South Mansfield St.

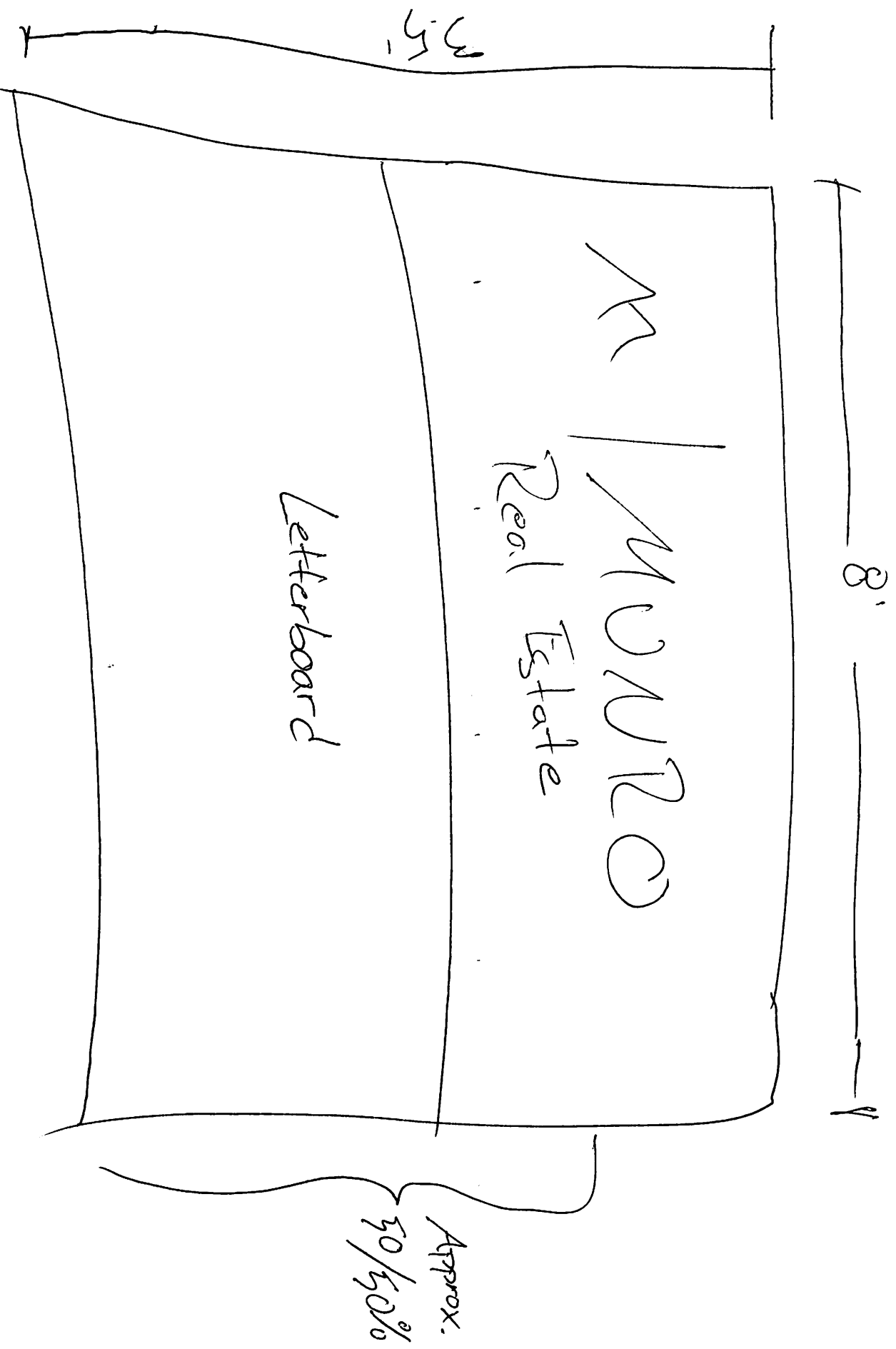
Ypsilanti, MI 48197

C: [REDACTED]

O: (517) 784-3720

F: (517) 784-1556

www.johnsonsign.com





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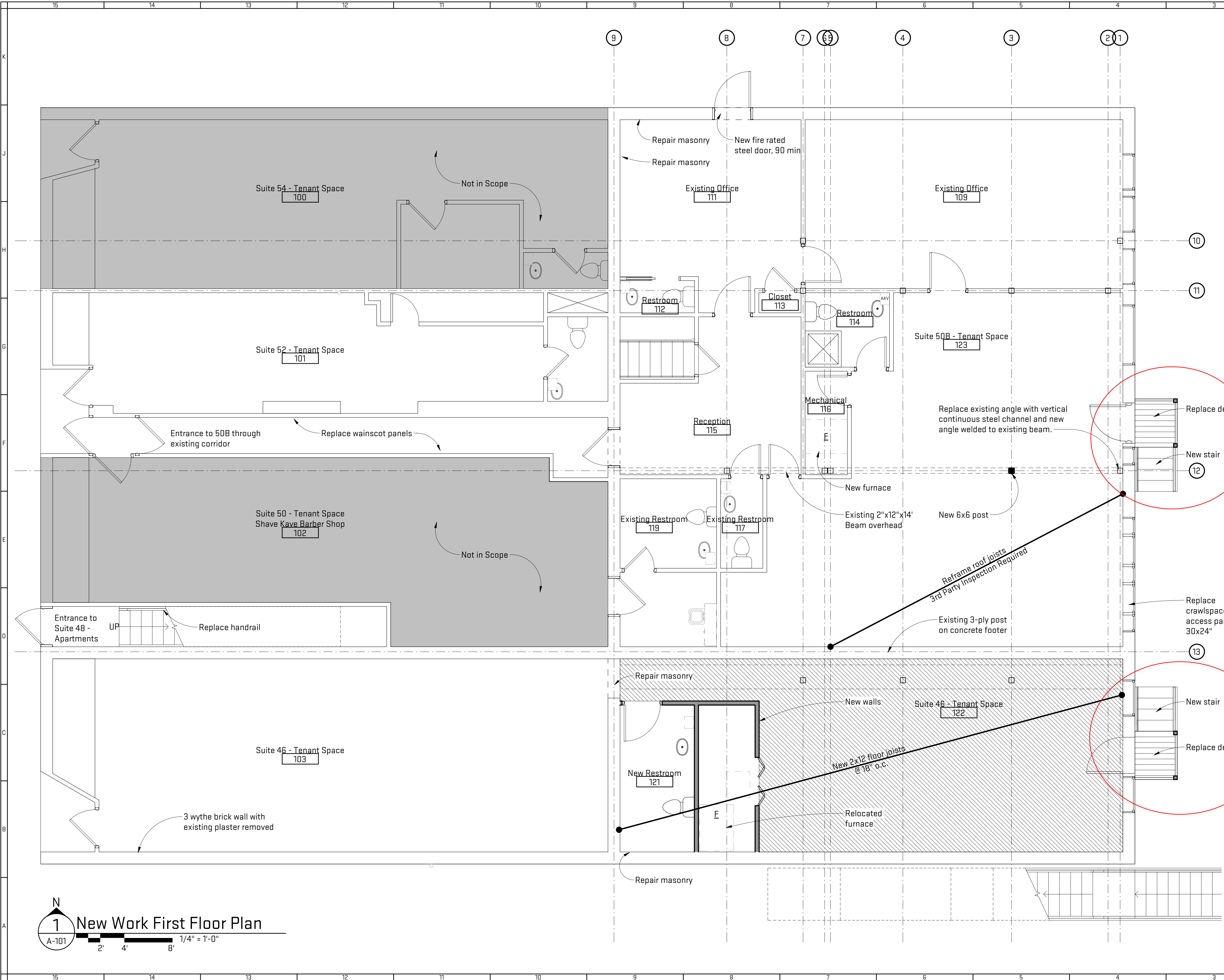
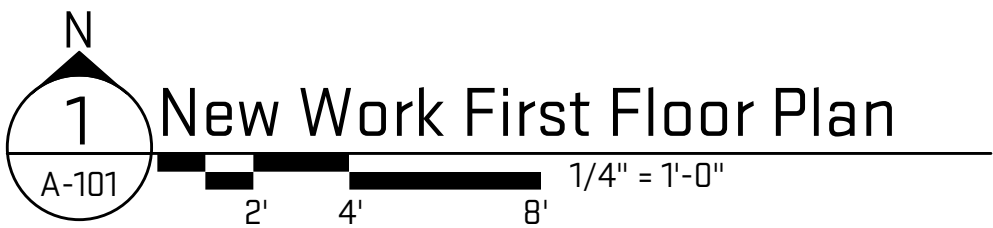
MUNRO
Real Estate & Development



Proposed railing and baluster styles for 46 N Huron



Plot Date/Time: 7/31/2019 12:04:12 PM File Path: C:\Revit Local Files\HCR18 - micaler.rvt

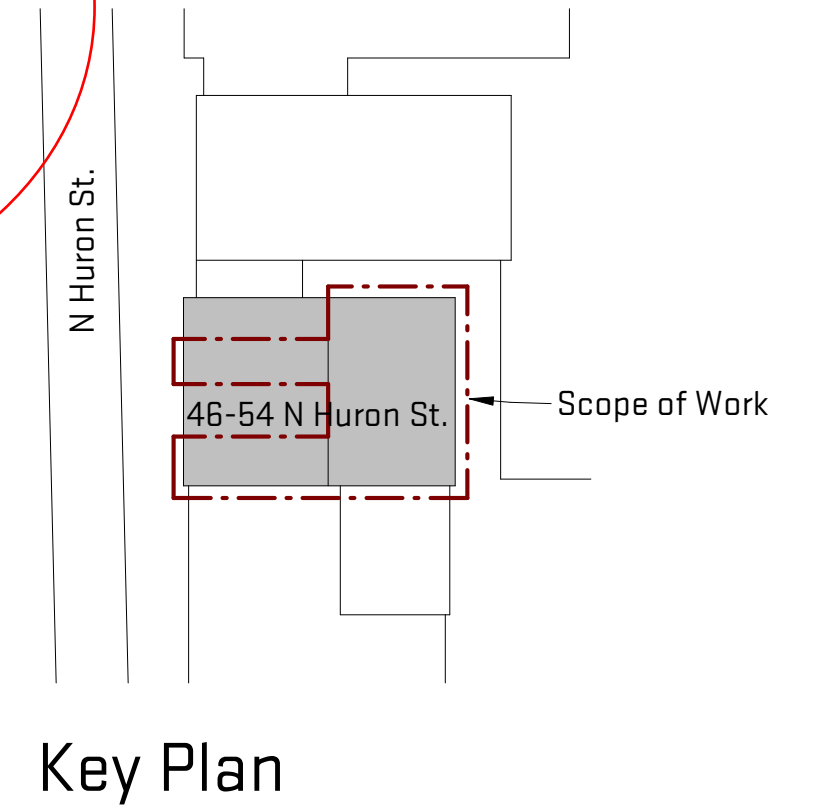


- General Sheet Notes:**
- A. All dimensions to be verified in field prior construction. Notify architect of all discrepancies prior to starting work.
 - B. All dimensions on plans are to face of finish face or column centerlines, U.N.O.
 - C. All interior partitions to be type S A 0 unless noted otherwise.
 - D. All interior door frames shall be located a distance of six inches from the throat return to the closest adjacent perpendicular partition, U.N.O.
-
- All existing 2x4 walls rough framed to be drywalled with new 5/8" GWB typical.
 - Patch and paint all walls, gypsum board ceilings, soffits and bulkheads throughout.
 - Provide solid blocking/backing in-wall cavities at all wall mounted equipment as indicated by project equipment list and per manufacturers detailed instructions.
 - Provide furring wall type S F 0 at all exposed columns unless otherwise noted.

Reference Keynotes

Sheet Keynotes

- Architectural Floor Plan Legend**
- Area Not in Scope
 - Area to remain as is
 - New floor finish
 - Scope of work boundary
 - Existing 2x4 wall construction with 5/8" GWB
 - New 2x4 wall construction with 5/8" Type X GWB
 - Plywood backing behind gypsum board finish on side of wall indicated, refer to partition type











HDC Work Permit Staff Review

Property address: 100 W Michigan

Property History:

Historically known as the Worden Block, the prominent building at the northwest corner of Huron and Michigan was erected ca.1850 as a three-story Italianate-style commercial block with two storefronts on Michigan Avenue.ⁱ The building is contemporary with the adjacent Convention and Visitors Bureau building, and once had similar brickwork and fenestration. Worden Block was first depicted on a Sanborn Map in 1888; which noted the building as housing a Cobbler and dry goods store on the first floor and a barber in the basement. The third floor of the building include a paint shop and a "Colored Lodge R'm" with an adjacent band room. Presumably, this was the gathering place for an African American fraternal origination. Preliminary staff research did not identify which organization met here. This configuration remained in place through the 1890s.ⁱⁱ

As of 1909, the ground floor had been converted to one large shop and the former dividing wall was replaced by a series of iron columns. Sanborn maps indicate there was a combination dry goods and jewelry business there. Historical photos indicate this was a firm known as Davis & Kishlar. Staff did not have adequate time to complete a full directory research of the property. The building's third floor housed a "moccasin factory" in the former lodge room.

The building did not substantially change its appearance for the first half of the twentieth century. The metal cladding that covered over the windows and brickwork was an effort to modernize the prominent corner in the mid-century. In 1959 the building was purchased by Max and Ceil Pear for their clothing store, after their former building on N. Huron was demolished for a city parking lot.ⁱⁱⁱ They the ground floor and reopened Pears' [Men's] Clothing. Around this time, the building exterior was remodeled as well. The metal cladding was installed covering walls and windows, and a flat awning with a screen signboard were installed on the facade. Photos indicate that the façade (Michigan elevation) was covered first, and later followed by the east (Huron Street) elevation. Max

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and Ceil Pear sold their business to relatives in 1980, who kept the Pear name. The business continued until 1997 when it closed.^{iv}

See packet for a series of historical photos.

Date of Application: October 15, 2019

Date of Review: October 18, 2019

Date of Meeting: October 22, 2019

Proposed Work: Remove exterior metal cladding to assess condition of brick below.

Materials: N/A.

Staff review:

1. The long term goal of the project developers is to remove the metal cladding and restore the appearance of the street-facing elevations as closely as possible.
 - a. The HDC was approached by a project representative on September 25, 2018 as a study item. The minutes do not detail the specific points discussed, but there is no note of commissioners being against the project.
 - b. The applicant has received some project funding from the Downtown Development Authority (DDA) that was granted by the Michigan Economic Development Corporation (MEDC).
2. Project representatives recently came to the HDC on August 27, 2019 as a study item. It was stated that the metal panels were installed by drilling rods entirely through the original masonry. This has caused severe cracks in the masonry, which may require that the walls be partially or entirely reconstructed.
 - a. Commissioners present indicated that they would not be opposed to reconstruction, but that they would want the appearance to be appropriate and as historically accurate as possible.
 - b. There was concern for the number of window openings and appearance of the exterior.
3. This application is to remove the panels in order to assess the condition of the brick walls.
 - a. The applicant will be following up with a new application for exterior rehab once the masonry condition can be assessed.

Historic Significance

4. The Ypsilanti (Local) Historic District does not identify a period of significance nor contributing and non-contributing resources. The National Register listing for the district identified a number of non-contributing buildings in the downtown- including the Worden Block- that could be made contributing if restored. Many downtown buildings have had similar restorations.
 - a. This affords the HDC some discretion when determining which changes to a property have gained historic significance.
5. Although the metal façade cladding on the Worden Block is over 50 years old, in staff opinion, the cladding does not contribute to the significance of the historic district. While it is an example of a mid-twentieth century commercial façade update, it is not

exemplary in its execution. There are stronger, more intact examples of mid-century facades in the downtown. Arguably, the 19th century components of the building are more significant to the context of Ypsilanti.

6. Additionally, removal of the exterior metal panels would make it easier to add fenestration to the upper stories and revitalize the vacant space.
 - a. Increasing usable space in downtown buildings is part of the City's Master and Sustainability Plans.
 - b. This project is part of a larger rehabilitation to create offices on the upper floors of the building.

Recommended Motions:

Move to approve and issue a certificate of appropriateness for the work at 100 W Michigan as specified in the application, dated October 15, 2019, for removal of the exterior metal cladding in order to assess the condition of the historic masonry.

Relevant Secretary of the Interior's Standards:

#1, #5

Prepared by:

Scott E. Slagor, Preservation Planner

ⁱ Robert O. Christensen, *National Register of Historic Places Registration Form: Ypsilanti Historic District* (Lansing: Bureau of History, 1988).

ⁱⁱ Sanborn-Perris, *Ypsilanti, Michigan* (New York: Sanborn-Perris Map Co., June 1893), 4.

ⁱⁱⁱ Peg Porter "The Pear Family Coming to America," *Ypsilanti Gleanings* (Ypsilanti Historical Society, Summer 2017), 16.

^{iv} *Ibid.*, 16.



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Historic District Commission
Work Permit Application**

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www.cityofypsilanti.com

OFFICE USE ONLY

Date Filed:

Meeting Date:

Action Item/Study Item

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Property

Address

100 -102 W. MICHIGAN AVE YPSILANTI MI 48197

Applicant

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

Name

100 MICHIGAN PROPERTY VENTURES LLC

Address

[REDACTED]

City

ANN ARBOR

State

MI

Zip

48103

Phone / Fax

[REDACTED]

E-Mail

[REDACTED]

Contractor

Contractor Name & Contact Info

O'NEAL CONSTRUCTION C/O TIM STOUT

[REDACTED]

Type of work

- ☐ Roofing
- ☐ Window/Door Replacement

- ☐ Porches
- ☐ Sign
- ☐ Fence (or other sitework)

- ☐ Painting
- ☐ Other
- ☒ Application Amendment

Complete Description of Proposed Work:

REMOVAL OF EXTERIOR METAL PANEL CLADDING.
AT THIS STAGE WE ARE SEEKING APPROVAL
TO REMOVE THE CLADDING ONLY.
THIS WILL HELP US DETERMINE THE LOCATION
OF THE ORIGINAL BRICK FACADE.
WE HOPE TO PRESERVE AND RESTORE
THE ORIGINAL BRICK.

Materials (for paint include color chips or samples with application):

None

Permit Application Fee (action items only):

The fee is \$45 for the first \$3,000 in construction cost plus \$5 for every additional \$3,000 of construction cost. There is a flat fee of \$10 for painting only. An additional fee of \$50 applies to HDC work started without the applicable permit.

Construction Cost: \$30,000

Permit fee: \$10 + 45 = \$90

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 State DeRossett-Hale single-state construction code, PA 230 of 1972, as amended.

Signature: [Redacted]

Date: 10/14/19

Print Name: CONOR DORAN

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 or view our factsheets online at cityofypsilanti.com/hd.

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





DAVIS & KISHLAR.

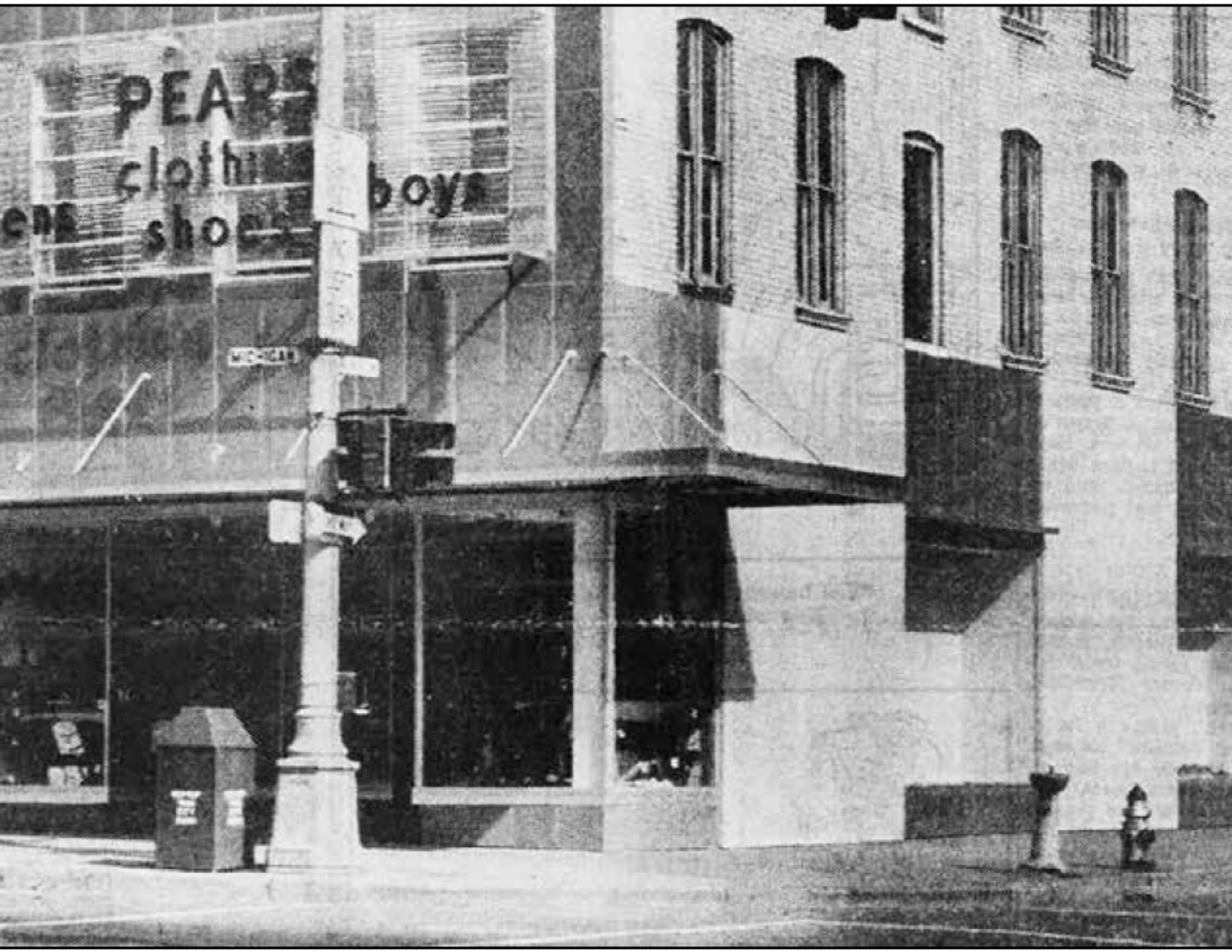
YPSILANTI, MICH, No 306



LANDY'S
FURNITURE

FAMILY DEPT. ST.
NEWS - HOME - GIFT
DEAD FURNITURE

CRANE RENTALS
STEEL ROOFS INSTALLED
YPSILANTI STEEL FABRICATION





PEAR'S CLOTHING

PEAR'S

WYHZ

ONE
WAY
→

mens
PEAR
boys



ONE
WAY
→



NO
TURN
ON RED

WEST

BUSINESS

12



WEST

17



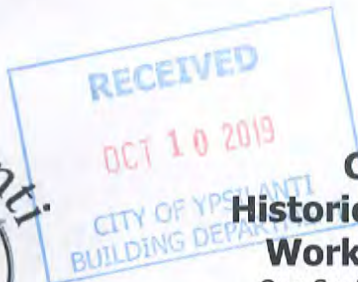
WGM
RADIO

PEAR'S

SALE







PHDC19-0109

R 26240

MC

**City of Ypsilanti
Historic District Commission
Work Permit Application**

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

OFFICE USE ONLY

Date Filed:

Meeting Date:

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

203 Maple St. Ypsilanti MI 48198

Applicant

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

Name

Ronald Sturgill

Address

[REDACTED]

City

Ypsilanti

State

MI

Zip

48198

Phone / Fax

[REDACTED]

E-Mail

[REDACTED]

Contractor

Contractor Name & Contact Info

Type of work

- ☒ Roofing
☐ Window/Door Replacement

- ☐ Porches
☐ Sign
☐ Fence (or other sitework)

- ☐ Painting
☐ Other
☐ Application Amendment

Complete Description of Proposed Work:

I want to remove all existing roof shingles on entire house.
Put down Ice guard paper and felt paper on entire house.
Put down new Timberline, Pewter gray shingles.
Put ridge vents on, where needed.
Replace any drip edge mldgs. if needed.
Rent dumpster and remove all old materials

Materials (for paint include color chips or samples with application):

Permit Application Fee (action items only)

The fee is \$45 for the first \$3,000 in construction cost plus \$5 for every additional \$3,000 of construction cost. There is a flat fee of \$10 for painting only. *An additional fee of \$50 applies to HDC work started without the applicable permit.*

Construction Cost:

\$10,500.00

Permit fee:

\$45 + 65 = 60

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:

10-10-19

Print Name:

Ronald Sturgill

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

PHDC-14

house

Value & Performance In A Natural Wood-Shake Look

Since your roof can represent up to 40% of your home's "curb appeal," you can improve its resale value with Timberline® Natural Shadow® Shingles from GAF. They'll give you the upscale, architectural look you want, at a price you can afford.



Pewter Gray

GET AUTOMATIC LIFETIME PROTECTION ON YOUR ENTIRE GAF ROOFING SYSTEM

- 1 **Starter Shingles**
Help reduce risk of shingle blow-off and may help qualify for upgraded wind warranty coverage.
- 2 **Leak Barrier**
Offers excellent protection against leaks caused by extreme weather.
- 3 **Cobra® Attic Ventilation**
Helps remove excess attic heat and moisture to promote energy efficiency and help extend the life of your roof.
- 4 **Ridge Cap Shingles**
Accentuate the beauty of your shingles while helping to guard against leaks at hips and ridges.
- 5 **Roof Deck Protection**
Provides a rough layer of protection against wind-driven rain and moisture infiltration.
- 6 **GAF Shingles & Accessories Ltd. Warranty**
The word "Lifetime" refers to the length of coverage provided by the GAF Shingles & Accessories Ltd. Warranty and means as long as the original (non-removal owners) of a single-family detached house are the owners, the warranty is in effect. (See GAF Shingles & Accessories Ltd. Warranty for complete coverage and restrictions. The word "Lifetime" requires the use of at least three qualifying GAF accessories and the use of Lifetime Shingles. (Not meeting the above criteria, Lifetime coverage is not applicable. Lifetime is not a warranty on accessories.)

In the North, most building codes require the use of leak barrier at the eaves.

GAF
ne
ng System

Timberline
Including Timberline® Shingles, the #1-selling shingles in North America!

Roof Deck Protection
Provides a rough layer of protection against wind-driven rain and moisture infiltration.

Cobra® Attic Ventilation
Helps remove excess attic heat and moisture to promote energy efficiency and help extend the life of your roof.

Ridge Cap Shingles
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Starter Shingles
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Leak Barrier
Offers excellent protection against leaks caused by extreme weather.

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U.S. only
GOOD HOUSEKEEPING
QUALITY AMERICAN MADE
ADVANCED P-R TECHNOLOGY
LIFETIME WARRANTY
LIFETIME COVERAGE

PHDC-14-0109

PHDC-19-0109

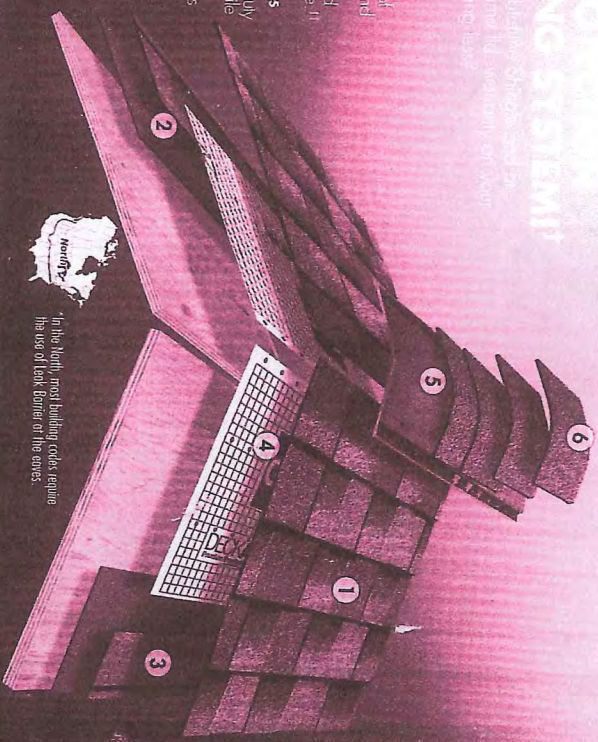
GAF Lifetime System[†]

GET AUTOMATIC LIFETIME PROTECTION ON YOUR ENTIRE GAF ROOFING SYSTEM[†]

A new roof is more than just shingles. When you install any GAF Lifetime Shingles, you get at least 3 qualifying GAF accessories, you'll automatically get a Lifetime[®] Limited Warranty on your shingles and all qualifying GAF accessories. Why settle for anything less?

- 1 Lifetime Shingles[†]** Including Timberline[®] Shingles, the #1 selling shingles in North America!
- 2 Leak Barrier** Offers excellent protection against leaks caused by extreme weather.
- 3 Starter Strip Shingles** Help reduce risk of single blow-off and may help qualify for upgraded wind warranty coverage.^{††}
- 4 Ridge Cap Shingles** Accentuate the beauty of your shingles while helping to guard against leaks at hips and ridges.
- 5 Gable Airtic Ventilation** Helps remove excess attic heat and moisture to promote energy efficiency and help extend the life of your roof.
- 6 Roof Deck Protection** Provides a tough layer of protection against wind-driven rain and moisture infiltration.

See GAF Shingles & Accessories Ltd. Warranty for complete coverage and restrictions. The way a Lifetime[®] roof is installed is critical to its performance. GAF Shingles & Accessories Ltd. (Warranty and more so long as the contractor follows the instructions on the warranty. GAF Shingles & Accessories Ltd. does not warrant or endorse any contractor's work. The above critical Lifetime coverage is not applicable. Lifetime[®] Limited Warranty on shingles requires the use of at least three qualifying GAF accessories and the use of Lifetime Shingles. (See GAF Shingles & Accessories Ltd. Warranty for complete coverage and restrictions.)



Value & Performance In A Natural Wood-Shake Look

Since your roof can represent up to 40% of your home appeal,[‡] you can improve its resale value with Timberline Natural Shadow[®] Shingles from GAF. They'll give you upscale, architectural look you want, at a price you can



GAF Lifetime System[†]

YOUR AUTOMATIC LIFETIME PROTECTION

A new roof is more than just shingles. When you install any GAF Lifetime Shingles, you get at least 3 qualifying GAF accessories, you'll automatically get a Lifetime[®] Limited Warranty on your shingles and all qualifying GAF accessories. Why settle for anything less?

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Put down new Timberline, newter gra
Put ridge vents on, where needed.
Replace any drip edge mldgs. if nee
Rent dumpster and remove all o

Materials (for paint include color chips or samples with applic

Permit Application Fee (action items only)
The fee is \$45 for the first \$3,000 in construction cost plus \$5 for every \$1,000 in construction cost over \$3,000. An additional fee of \$50 applies to H
flat fee of \$10 for painting only.
Construction Cost: \$10,500.00

Signature
I hereby attest that the above information is accurate. I am author
staff to be on the subject property for the purposes of preparing sta
\$4

I further affirm that this property has, or will have before the
system or smoke alarm complying with the Stille-DeRosset
1972, as amended.
Signature: Ronald Sturgell
Print Name: Ronald Sturgell

If you have questions about what the HDC generally
need to see in an application to render a decision, pl
our factsheets online at city

All other necessary approvals and permits mu









City of Ypsilanti

Community and Economic Development

October 15, 2019

ACCURATE COMFORT SYSTEMS LLC
306 N GROVE STREET
YPSILANTI, MI 48198

CERTIFICATE OF APPROPRIATENESS

RE: Work Permit Application (PHDC-19-0110) for an Air Conditioning Condenser at 409 N ADAMS

Dear ACCURATE COMFORT SYSTEMS LLC,

Staff has reviewed the Historic District Work Permit Application for the above named address. Your application to install an air conditioning condenser at the south elevation of the house has been **approved**. The condenser shall be installed at the location depicted in the application, and shall connect to the house through an existing boarded-over basement window opening.

The following Secretary of Interior Standards were considered in approving your application:
#10 – New work shall be removable.

This letter takes the place of your presence at a Historic District Commission (HDC) meeting. Therefore, it is important that you read carefully and follow **all** guidelines. This approval is for an air conditioning condenser only, which according to your application is the only work being performed at this time. Any additional work must be reviewed by the HDC. If you have any questions regarding this information please contact me at (734) 483-9646. **Approval by the Historic District Commission does not exempt you from nor can it be substituted for zoning or building department approval.**

Sincerely,

Scott E. Slagor, Preservation Planner
Community & Economic Development Department

CC: Property Owner - GAINSELY, ADAM-GILLIAN 409 N ADAMS ST YPSILANTI MI 48197
File
Building Department



**City of Ypsilanti
Historic District Commission
Work Permit Application**

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

R-26244 #6767
PHDC 19.0110

OFFICE USE ONLY

Date Filed:

Meeting Date:

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

409 N Adams

Applicant

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

Name

Accurate Comfort System INC (Philip Myers)

Address

City

Ypsilanti

State

MI

Zip

48198

Phone / Fax

E-Mail

Contractor

Contractor Name & Contact Info

Accurate Comfort System

Type of work

- ☐ Roofing
☐ Window/Door Replacement

- ☐ Porches
☐ Sign
☐ Fence (or other sitework)

- ☐ Painting
☒ Other
☐ Application Amendment

Complete Description of Proposed Work:

Install AC Condenser on South side of house
Pictures show Location on Unit Box Represents
A/C condenser -

Materials (for paint include color chips or samples with application):

Permit Application Fee (action items only)

The fee is \$45 for the first \$3,000 in construction cost plus \$5 for every additional \$3,000 of construction cost. There is a flat fee of \$10 for painting only. *An additional fee of \$50 applies to HDC work started without the applicable permit.*

Construction Cost:

3000

Permit fee:

\$45 + _____ = 45⁰⁰

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

[Redacted Signature]

Date:

Oct 11, 2019

Print Name:

Philip C. Myers

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 or view our factsheets online at cityofypsilanti.com/hd.

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

PH DC-19-0110









City of Ypsilanti

Community and Economic Development

October 15, 2019

217 W. CROSS LLC
2531 JACKSON AVE STE 311
ANN ARBOR, MI 48103

CERTIFICATE OF APPROPRIATENESS

RE: Work Permit Application (PHDC-19-0112) for a Barrier Fence at 207 W CROSS

Dear 217 W. CROSS LLC,

Staff has reviewed the Historic District Work Permit Application for the above named address. Your application to install a 3½' tall wood barrier fence along the east elevation has been **approved**. The new fence is to be built to the specifications that were submitted in the application and stained an opaque color.

The following Secretary of Interior Standards were considered in approving your application:

- #9 – Contemporary designs shall be compatible and not destroy significant original materials.
- #10 – New work shall be removable.

This letter takes the place of your presence at a Historic District Commission (HDC) meeting. Therefore, it is important that you read carefully and follow **all** guidelines detailed in this letter. This approval is for a new fence only, which according to your application is the only work being performed at this time. Any additional work must be reviewed by the HDC. If you have any questions regarding this information please contact me at (734) 483-9646. **Approval by the Historic District Commission does not exempt you from nor can it be substituted for zoning or building department approval.**

Sincerely,



anner

Community & Economic Development Department

CC: Property Owner - 217 W. CROSS LLC 2531 JACKSON AVE STE 311 ANN ARBOR MI 48103
File
Building Department



City of Ypsilanti
Historic District Commission
Work Permit Application

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

R26250 5532
PFENC-19-039
PHDC-19-0112

OFFICE USE ONLY

Date Filed:

Meeting Date:

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

207-217 West Cross

Parcel 11.11.40.186023

Applicant

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

Name

[Redacted Name]

[Redacted Address Line]

City

Ann Arbor

State

mi

Zip

48103

Phone/Fax

E-Mail

Contractor

Contractor Name & Contact Info

Raymond Scherer -

Type of work

☐ Roofing

☐ Window/Door
Replacement

☐ Porches

☐ Sign

☒ Fence (or other sitework)

☐ Painting

☐ Other

☐ Application Amendment

Complete Description of Proposed Work:

Barrier Fence

4x4 posts with 2x6 boards

52" depth - concrete to hold

3½ feet height

opaque stain to match exterior stain
used

Materials (for paint include color chips or samples with application):

See attached

Permit Application Fee (action items only)

The fee is \$45 for the first \$3,000 in construction cost plus \$5 for every additional \$3,000 of construction cost. There is a flat fee of \$10 for painting only. *An additional fee of \$50 applies to HDC work started without the applicable permit.*

Construction Cost:

less than \$1,000.00

Permit fee:

\$45 + 0 = 45

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:

10.15.19

Print Name:

Taryn Scherer

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 or view our factsheets online at cityofypsilanti.com/hd.

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

PHDC-19-0112



Attachment for 207 – 217 West Cross Street

To HDC and Zoning :

The barrier fence was installed last month to protect the building as well as the resident inside at 207 West Cross. As one of the owners since 1990, we have had continuing issues with vehicles coming into the alley and hitting the building. It was not the intention to perform this work with disregard to review, it was to protect the residents that currently reside from possible injury and death.

The work was done swiftly and I did speak to the building department regarding this and understand that there is a process, however with the circumstances I made a decision to protect the health and safety of the residents as a priority.

In 1991 we were given permission to install two posts, one at the front of the building and one at the rear of the building. There has always been a 'flower bed' on the side, approximately three feet. There had been a small wood frame. Over the years, that had been replaced on more than 6 occasions and the last was about a foot and a half in height as a preventative to keep cars from driving into the building.

Both the front and back posts have been hit; the rear being taken out completely when a car went through the gas station, hopped their cement stops, and collided into a trailer parked behind my building. Luckily, the driver didn't go through the building itself and ended up damaging a resident's trailer.

Last month a car, at night, came through the alley and took out the majority of the wood 'flower bed'.

I would also like you to be aware that the bicycle rack that the City of Ypsilanti installed was mowed down by someone hopping the curb. My building has had four severe hits in the front – and in one case when this was filed in Washtenaw County for reparations, I only received a check for \$45. There was an arrest of a heroin addict and this damage was close to \$1400.00 that I paid for.

I have people that live inside 207 West Cross. This is a living space and I am not risking their lives. My residents were very upset and therefore my son, who is a contractor, erected a barrier alongside the building to at least deflect another driver/vehicle from continuing through my building and possibly injuring or killing those within. A small wood frame isn't going to do it. I consider this a warning and have acted to protect my property and those residing in my building.

Respectfully submitted



MINUTES

City of Ypsilanti
HISTORIC DISTRICT COMMISSION MEETING
Ypsilanti City Hall – 1 S Huron Street
Ypsilanti, Michigan 48197

Tuesday, October 8, 2019
7:00 P.M.

CALL TO ORDER

In the absence of Interim Chairperson Pettit, Commissioner Lindsay called the meeting to order at 7:05 pm.

SELECTION OF CHAIRPERSON

Motion: Schmiedeke (second: Swift) moved to nominate Commissioner Lindsay as Acting Chairperson.

Approval: Unanimous. Motion carried.

ROLL CALL

Erika Lindsay Acting Chair 7:06 PM

Commissioners Present: Jane Schmiedeke, Erika Lindsay, Ron Rupert, Amy Swift

Commissioners Absent: Alex Pettit, Anne Stevenson, Hank Prebys

Staff Present: Scott Slagor, Preservation Planner
Nancy Hare-Dickerson, Commission Recording Secretary

APPROVAL OF AGENDA

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

Approval: Unanimous. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS- none

PUBLIC HEARING—none

OLD BUSINESS 133 W Michigan

**Window replacement.*

Applicant: Randall Faber- owner; Ryan from Arbor Glass, contractor - present.

Discussion: Faber: Indicated that there was discussion at the September 10th HDC meeting about the Weathershield window and concern of the insert taking about an inch and a half out of the glass size. Stated that Ryan found another Andersen window that would fit the same space issues but has a little better reset. Indicated that work was done with Quinn Evans in order to get their expert judgment. *[Provided a copy of a Memorandum, with photos and drawings, from Ann Dilcher, AIA from Quinn Evans].*

Ryan-Arbor Glass: *[Discussed the findings of his research re: the Weathershield/Andersen windows].*

Swift: Asked if a formal condition's assessment, opening by opening, was done of the existing windows.

[Discussion ensued re: questions about window assessment, storm window options, sash rebuild options]

Faber: Stated – we are trying to keep the sills and keep all of the historic woodwork. We have been taking great pains to keep that and we are working with Quinn Evans to maintain that. *[Provided update of the September 10th meeting discussion to "update Commissioner Swift" ... discussion continued].*

Lindsay: Stated that there is one image in here *[reference materials]* that is acting as a stand-in for many of the images.

Ryan-Arbor Glass: Stated that the logic was if you are going to replace one and they are all of that certain age, then let's do them all the same way because they are all visually right together in that elevation. Stated that that is how it came to be.

Rupert: Asked about any deterioration of the limestone on the sills on the front.

Ryan-Arbor Glass: Stated that when he was up there to do the board-ups, that they looked in fairly decent shape. Stated that he was not there to assess the sill condition at that time. Stated that everything appeared to be in fairly good order except for the upper sashes. Stated that some were completely rotted out and that some were where they were starting to sag and you could see where they were on their way out.

Rupert: Asked if this would be repaired, at the corner of this one *[reference photo materials]*.

Ryan-Arbor Glass: Stated that someone was going to be contracted to clean up the wood and to do the paint. Stated that we are not disturbing any of this stuff *[reference photo materials]*. Stated that that is the whole idea of doing an insert, to keep the integrity. Stated that if you look downstairs, *[reference materials]*, these archways all have the same profile and it is very specific detail.

Rupert: Stated – it is all original.

Ryan-Arbor Glass: Confirmed.

Rupert: Asked -- so basically, we are talking about an insert that is going to replace the sashes.

Ryan-Arbor Glass: Confirmed.

Rupert: Asked if the mullions between the windows that are doubled are going to be repaired and painted.

Faber: Confirmed.

[Discussion continued re: window sashes, reference materials]

Rupert: Asked if, in talking about the sashes, the patches that are proposed have aluminum clad color coating or if they are solid wood.

Ryan-Arbor Glass: Stated that the difference between Andersen and Weathershield is that Andersen has got the vinyl wrap to protect the wood surface.

Rupert: Stated that the Commission does not approve the vinyl wrap. Stated that the Commission has found that the aluminum is much more durable. Stated that the vinyl cover deteriorates and comes off from the sun.

[Discussion continued as to the Andersen/Weathershield window options]

Faber: Stated that he is happy to go with the Weathershield.

Rupert: Asked if the proposal is just for the fourteen windows on the upper floor.

Ryan-Arbor Glass: Confirmed.

Faber: Stated -- the fourteen along the Washington side only.

Swift: Asked about the proposed use on the 1st story.

Faber: Stated that it is commercial/office. Stated that they might convert to residential down the line. Stated that that is certainly up for consideration.

Slagor: *[Staff clarified City of Ypsilanti HDC "traditional" procedure re: window repair/replacement–Discussion ensued]*

Motion: Rupert (second: Schmiedeke) moved to approve and issue a certificate of appropriateness for the work at 133 W Michigan as specified in the application, dated September 3, 2019, for the installation of 14 Weathershield Premium Series aluminum-clad wood windows on the second

story of the west elevation. The distinctive rounded window molding is to be preserved as much as possible. Color to match the spec.

Secretary of the Interior Standards:

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

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

Approval: Yea: Lindsay, Schmiedeke, Rupert

Nay: Swift

Motion carried.

NEW BUSINESS

200 W Michigan

**The application for storefront and sign repainting was moved to the end of the agenda as the applicant was not present.*

302 E Cross

**The demolition by neglect timeline for repair extension was moved to the end of the agenda as the applicant was not present.*

Audience: Request to add 310 E Forest as a study item.

Motion: Rupert (second: Swift) moved to add 310 E Forest to the agenda as a study item.

Approval: Unanimous. Motion carried.

STUDY ITEMS

310 E Forest

Applicant: Gavin & Carol Carter

Discussion: G. Carter: Stated that they submitted an offer to purchase the land and it was approved. Stated that it is going to cost a lot more now to build a home and do a detached garage compared to homes that are of this time. Stated that they want something that will complement the historical area but shows modern times. Stated that the modern times have attached front-loading garages.

C. Carter: Stated that the lot is not wide enough to do a side-loading garage. Stated that to do a detached garage in the back is probably \$20-\$40,000 more. Asked for the Commission's opinion regarding if a front-loading attached garage might ever get approved.

Slagor: *[Staff provided a copy of design criteria for new construction] [Staff provided background information about the proposed project – discussion ensued as to design thoughts and examples/materials].*

NEW BUSINESS

**Returned to New Business*

200 W Michigan

**Storefront and sign repainting.*

Applicant: Alexander Tucker, representative of 200 W Michigan, LLC. - not present.

Discussion: Slagor: Staff updated commissioners regarding proposed work.

[Commission review and discussion of reference materials]

Motion: Schmiedeke (second: Rupert) moved to approve and issue a certificate of appropriateness for the work at 200 W Michigan as specified in the application, dated September 26, 2019, for repainting the wood components of the storefront and signboard, and a hand-painted sign.

Secretary of the Interior Standards:

#7 – Clean building gently- no sandblasting or power washing.

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

#10 – New work shall be removable.

Approval: Unanimous. Motion carried.

302 E Cross

**Demolition by neglect timeline for repair extension.*

Applicant: Maxwell Ziebarth, owner- not present.

Discussion: Slagor: *[Staff provided an update as to contact with applicant and progress of work. Staff indicated that applicant confirmed that he would be present at the October 22nd HDC meeting, with material samples and drawings].*

[Procedural discussion]

Motion: Rupert (second: Schmiedeke) moved to table discussion of the timeline until the October 22 meeting for the owner's participation.

Approval: Unanimous. Motion carried.

ADMINISTRATIVE APPROVALS

- | | |
|------------------------|----------------------------|
| 1. 311 W Cross | Concrete porch replacement |
| 2. 202 W Forest | Garage roof |
| 3. 226 N River | Concrete sidewalk |
| 4. 306 N Grove | Roof and soffit repair |
| 5. 317 W Cross | Painting |
| 6. 425 N Adams | Roof |

7. **514 N Huron**

Fence

Motion: Rupert (second: Schmiedeke) moved to accept the following administrative approvals: 311 W Cross, for concrete porch replacement; 202 W Forest, for garage roof work; 226 N River, for concrete sidewalk work; 306 N Grove, for roof and soffit repair; 317 W Cross, for painting; 425 N Adams, for roof work; 514 N Huron, for fence work.

Approval: Unanimous. Motion carried.

OTHER BUSINESS

Property Monitoring

206 N Huron

Rupert: Inquiry/status.

Slagor: Staff provided background and provided update of contact with owner.

422 N Hamilton

Slagor: Staff asked commissioners to view appearance of carriage barn.

315 Washtenaw

Rupert: Comment.

Commissioner Comments- Commissioner Swift initiated discussion re: 3rd-party detailed assessments when there is replacement of original materials.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS—none

HOUSEKEEPING BUSINESS

Approval of the minutes of September 24, 2019

Motion: Schmiedeke (second: Rupert) moved to approve the minutes of September 24, 2019 as submitted.

Approval: Unanimous. Motion carried.

ADJOURNMENT

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

MEETING ADJOURNED at 8:14 p.m.