

1. Historic District Commission Regular Meeting

Documents:

02-317 N WASHINGTON.PDF
03-302 E CROSS.PDF
04-117 E FOREST.PDF
05-35 S HURON.PDF
06-WINDOW FACT SHEET UPDATES.PDF
07-HISTORIC DISTRICT 1-14-2020 FULL MINUTES.PDF
HDC JANUARY 28, 2020 FULL PACKET.PDF
00-HDC JANUARY 28, 2020 AGENDA.PDF
01-24 N HURON.PDF



HDC Work Permit Staff Review

Property address: 317 N Washington

Property History: The property includes a gas station that was erected in 1958. The National Register nomination lists the property as non-contributing, due to its age.

Date of Application: January 17, 2020

Date of Review: January 21, 2020

Date of Meeting: January 28, 2020

Proposed work: Refacing gas station canopy fascia.

Materials: Synthetic signface materials.

Staff review:

1. This applicant proposes changing the signfaces of the canopy fascia to reflect the business rebranding.
 - a. The canopy itself appears to be non-historic.
2. The application is for the signfaces of the canopy only. No additional illumination is included as part of this project.
3. As part of the rebranding effort, the property owner submitted a signface replacement application for their pole sign; which was issued a notice to proceed by the HDC on May 28, 2019.

Recommended Motions:

Move to approve and issue a Certificate of Appropriateness for the work at 317 N Washington, as submitted in the application dated January 17, 2020, for the replacement of the signfaces on the gas station canopy, as specified.

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

Prepared by:

Scott E. Slagor, Preservation Planner

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.



RECEIVED

JAN 17 2020

CITY OF YPSILANTI
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. 26506
#1535
PHDC-20-0008

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

317 N. Washington, Ypsilanti, MI 48197

Applicant

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

Name

Bazo Construction

Address

8747 Branch St. N101

City

Dearborn

State

MI

Zip

48126

Phone / Fax

E-Mail

Contractor

Contractor Name & Contact Info

Bazo Construction

Type of work

- ☐ Roofing
☐ Window/Door Replacement

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

- ☐ Painting
☐ Other
☐ Application Amendment

Complete Description of Proposed Work:

Convert existing Citgo fueling station to a Sunoco branded site.
See attached rendering. Proposing to install new ACM panels,
with new signs.

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

See attached swatch

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:

\$9,000

Permit fee:

\$45 + 10 = \$55

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:

Print Name

Haider Badmelkline

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.

Owner consent for Sign Installation and Permits

I Abed Hammie, being the owner, manager of the business/property
(individual's Name)

known as Ypsi Fuel Mart and located at 317 N Washington do
(name of business) (street address)

hereby certify that I am allowing Bazo Construction (and / or their sub-contractor) to obtain permits and install signage at the below mentioned address.

Bazo Construction further agrees that all work will be done in compliance with all applicable laws, codes and ordinance, and any stipulations or restrictions listed on the permits.

Site address:

317 N Washington

Ypsi Fuel Mart 48197

Signature



Name

Abed Hammie

Date 12-17-19

Staff photos showing overview of 317 N Washington





City of Ypsilanti

Community and Economic Development

January 16, 2020

MAXWELL ZIEBARTH

YPSILANTI MI 48197

RE: Demolition by Neglect Study Items for 302 E Cross

Dear MR. ZIEBARTH,

On Tuesday, December 10, 2019 the Historic District Commission (HDC) discussed progress on the Demolition by Neglect case at the above named property. It was determined that additional information is needed about the proposed window repairs and replacements, and that a study item should be presented at the next regularly scheduled meeting, as well as an update for appropriately closing the building. Specifically, the HDC moved to:

*Have a progress update and study item at the January 14, 2020 Historic District Commission meeting for the property at 302 E Cross. The owner is to provide the HDC with a plan for windows, including which need to be replaced, and how; and documentation of the final closing of exterior of the building; and an update on foundation work at the meeting on **January 14, 2020.***

You failed to attend the meeting with the required documentation, and failed to notify staff that you could not attend. Your presence is required at the next regularly scheduled HDC meeting to discuss the above items. If you are unable to attend, you must coordinate with staff to notify the HDC and reschedule. **Continued failure to adhere to the established repair timeline may result in further enforcement action.**

You are required to attend the regularly scheduled HDC mentioned meeting on Tuesday, January 28, 2020, to present the requested study items. The meeting will be held at 7:00 pm at Ypsilanti City Hall, 1 S Huron Street, Ypsilanti, MI 48197. Please know that the discussion is for study items and a subsequent application must be submitted as an action item, and approved by the HDC, before work can begin.

Applications and further information about the HDC are available online at www.cityofypsilanti.com/hdc. Please contact me at (734) 483-9646 or via email at sslagor@cityofypsilanti.com with any questions.

Sincerely,

A black rectangular redaction box covering the signature of Scott E. Slagor.

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

CC: File
Building Department



Facing southwest to facade and east elevation.



Facing south to facade.



Facing northeast to west and south elevations.

Scott Slagor

From: Max Ziebarth [REDACTED]
Sent: Friday, January 24, 2020 7:26 AM
To: Scott Slagor; Max Ziebarth
Subject: Windows

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Sashpaks total \$8,311.00
Full windows \$11,148.32
Both quotes include screens

Sincerely,
Max Ziebarth
ZMAX Construction, LLC
[REDACTED]



RECEIVED

JAN 10 2020

CITY OF YPSILANTI
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

OFFICE USE ONLY

Date Filed:

Meeting Date:

Action Item/Study Item

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Property

Address

117 E FOREST

Applicant

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

Name

Robert Rousseau

Address

[REDACTED]

City

Ypsilanti

State

MI

Zip

Phone / Fax

[REDACTED]

E-Mail

[REDACTED]

Contractor

Contractor Name & Contact Info

New Roof Inc

JEFF Greaves

[REDACTED]

Type of work

- ☒ Roofing
☐ Window/Door Replacement

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

- ☐ Painting
☐ Other
☐ Application Amendment

Complete Description of Proposed Work:

Remove & Replace Charcoal Shingles
With same (08)

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:

11600 -

Permit fee:

\$45 + _____ =

Signature

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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:

1-9-2020

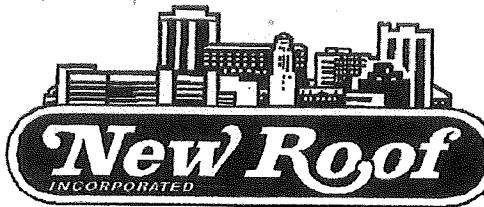
Print Name:

JEFF GNEAVIS

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.

Service Since 1978



8977 Macon Rd., Saline, MI 48176

www.newroof.com

info@newroof.com

TM



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Residential • Fully Insured

(734) 665-5555

Fax (734) 429-1909

Cell (734) 320-1301



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FACEBOOK.COM/NEUROOF



Proposal Submittal to:

Insurance Information

Date:

Name:

Adjuster Name:

Address:

Claim #:

City:

State:

Zip:

Adjuster Phone:

Adj Cell:

Email Address:

Adjuster Email:

Daytime Phone:

Evening Phone:

Cell Phone:

Fax:

Re-Roof:

SCOPE OF WORK

- Tarp walls and protect plants as needed
- Strip all old layers of roofing, haul away (Dump fee included)
- Replace all rotted, damaged roof boards
2 sheets of plywood / 4 Ply CDX (\$60ea after 2),
32' 1x6 inc (\$2.95/ft after 32') 32' 1x8 inc (\$3.95/ft after 32')
re-nail all loose roof boards
- Heavy Duty rake & drip edge around perimeter
- Snow & ice guard (6) ft eaves, valleys, chimneys, skylights, and walls
- Cover all with High Strength Reflective underlayment

- Chimney flashing, counter flashing, diamond blade bed join
- All flashing to be .019 or .027 colored aluminum
- New heavy duty metal stack flashings
- Seal stack flashings, paint stack to match shingles
- Vents _____ new aluminum #750 or
☐ covered ridge vent system
- All valleys to be eight (8) layer lap valleys
- Cover cap of chimney, roof cement (mortar), paint (metal)
- Cover hip & ridges, 240lb Class 'A' fire rated shingle
- Clean up entire job site, rake and pick up nails with magnetic roller

Cover whole house w/:

LT = Lifetime CT = CertainTeed DIM = Dimensional HD = High Definition TB = Timberline TL = Tri-Laminar

• 25 yr IKO / CT / GAF 3-tab

• LT Heavyweight DIM GAF TB Ultra, CT DRF

• LT DIM GAF TB, HD, CT, IKO

• LT Value Designer GAF Camelot #, GAF Grand Sequoia, CT Slate

• LT Premium Designer GAF Camelot, GAF Grand Canyon, CT FL Pres.,

Drip Edge Color:

Shingle Selection: Brand

Year: Color:



- 50yr Sure Start - Not 10yr
- Lifetime installation - Not 10yr
- 130 mph winds - Not 110 mph winds
- Complete Tear-off

(+10) ADD \$

- Transferable



- 50yr Sure Start - Not 10yr
- Lifetime installation - Not 10yr
- 130 mph winds - Not 110 mph winds
- Complete Tear-off, Transferrable

(+50) ADD \$

- 100% on all workmanship - Not 25yr
- Complete Tear-off & Dump Fees
- Transferable

15yr Guarantee on all Workmanship

All permits are at Cost. All taxes are included in estimate. (Add 4% for Credit Card Payments)

Check/Cash discount price (if paid in full upon completion)

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of: Dollars (\$)

All material is guaranteed to be as specified. All work to be completed in a workman-like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All change orders must be in writing, faxed to the office and signed by management. All agreements contingent upon strikes, weather, accidents or delays beyond our control. Owner to carry fire, tornado, flood and other necessary insurance.

New Roof is a DBA of J.G. Enterprises, Inc.

Authorized Signature:

Estimator Name/Phone:

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

Work Authorization:

Date:

Payment is Authorized to be directly payable to New Roof, Inc:

Date:

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment is due upon completion. If payment is not received within 24 hours of completion, a \$300.00/day administrative fee will be added to the remaining balance, unless prearranged. All change orders must be made in writing. Oral alterations will not be accepted to this contract. Please see buyer's right to cancel and resultant damages on the back of proposal.

Date of Acceptance:

Signature:

Signature:

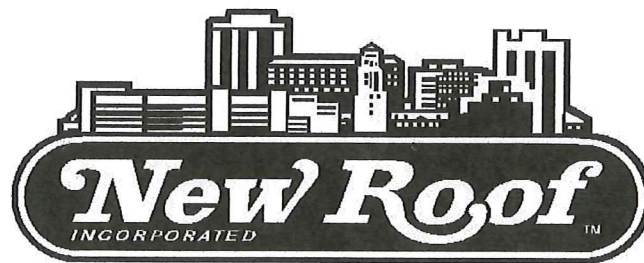
All Sales Subject to Manager Approval:

Precise Aerial Measurement Report

Prepared for you by JG Enterprises, Inc.



117 E Forest Ave, Ypsilanti, MI 48198-3074



JG Enterprises, Inc.
8977 Macon
Saline, MI 48176

Jeff Greaves
tel. 734-665-5555
email: jeffgreaves@gmail.com

117 E Forest Ave, Ypsilanti, MI 48198-3074

Report: 32315363

REPORT DETAILS



Squares by Pitch

Pitch	0	2	4	6	8	10	12	14	16	18	20
Roof #1	19	19	20	21	23	25	27	29	32	34	37

This report was created using EagleView Extended Coverage Technology. Extended Coverage reports utilize multiple image sources to extend coverage to structures previously not available due to obstructions or limited visibility. The pitch must be manually determined and measurements field verified. The report includes up to two property structures.

Upgrade Your Report!

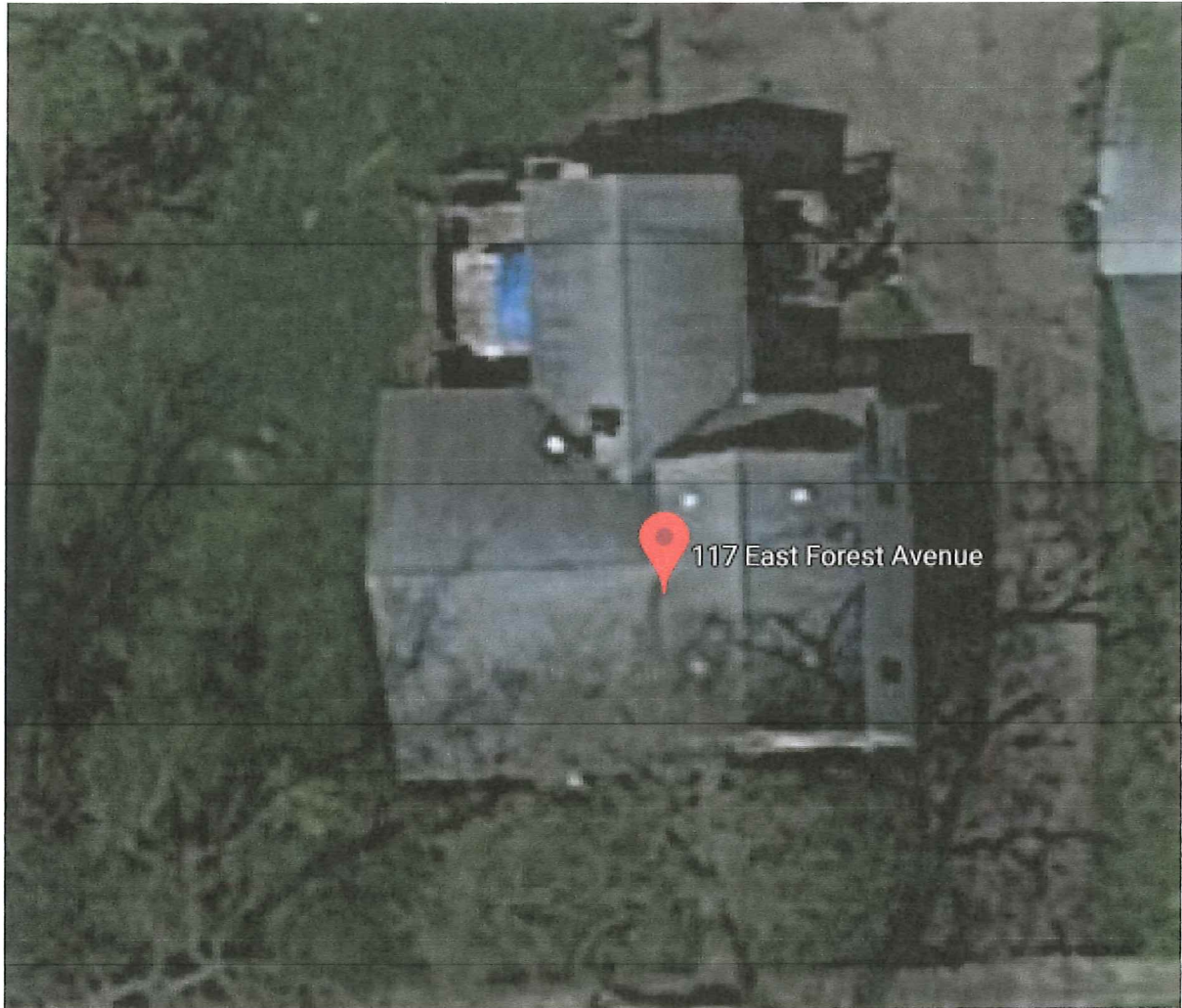
QuickSquares Extended Coverage is a report used to estimate the overall size of the roof. For material-ordering accuracy, [upgrade to an Extended Coverage 2D Report](#) and verify field measurements and pitch. The price of your QuickSquares Extended Coverage Report will be deducted from your upgrade.

**An Extended Coverage 2D Report includes:**

- 2D Roof Diagram and Top-down Photos
- Length, Area, Pitch and Notes Diagram
- Square Footage Pitch Table
- Waste Calculation Table
- Report Summary
- Customizable Cover



Satisfaction Guaranteed
www.eagleview.com/Guarantee



Timberline HD® Shingles

Made to protect your
home. Your story. And
those of over 50 million of
your fellow Americans!



TIMBERLINE HD
LIFETIME HIGH DEFINITION SHINGLES

Timberline HD® Shingles Provide These Unique Benefits:

Great Value

Architecturally stylish but
practically priced

Dimensional Look

Features GAF proprietary
color blends and enhanced
shadow effect for a genuine
wood-shake look

Highest Roofing Fire Rating

UL Class A, Listed to ANSI/UL 790

High Performance

Designed with Advanced Protection®
Shingle Technology, which reduces the
use of natural resources while providing
excellent protection for your home
(visit gaf.com/APS/ to learn more)

Stays in Place

Dura Grip™ Adhesive seals each
shingle tightly and reduces the risk of
shingle blow-off. Shingles warranted
to withstand winds up to 130 mph
(209 km/h)¹

StainGuard® Protection

Helps ensure the beauty of your roof
against unsightly blue-green algae²

Peace of Mind

Lifetime Ltd. transferable warranty with
Smart Choice® Protection (non-prorated
material and installation labor coverage)
for the first ten years³

Perfect Finishing Touch

For the best look, use Timbertex®
Premium Ridge Cap Shingles or
Ridglass® Premium Ridge Cap Shingles⁴

¹This wind speed coverage requires special installation; see *GAF Shingle & Accessory Ltd. Warranty* for details.

²StainGuard® Protection applies only to shingles with StainGuard®-labeled packaging. See *GAF Shingle & Accessory Ltd. Warranty* for complete coverage and restrictions.

³See *GAF Shingle & Accessory Ltd. Warranty* for complete coverage and restrictions. The word "Lifetime" refers to the length of coverage provided by the *GAF Shingle & Accessory Ltd. Warranty* and means as long as the original individual owner(s) of a single-family detached residence (or the second owner(s) in certain circumstances) owns the property where the shingles are installed. For owners/structures not meeting the above criteria, Lifetime coverage is not applicable.

⁴These products are not available in all areas. See www.gaf.com/ridgecapavailability for details.

Colors & Availability

Regional Availability

Northeast, Southeast, Southwest,
West, and Central Areas

Copper Canyon

Patriot Red

Driftwood

Pewter Gray

Fox Hollow Gray

Shakewood

Barkwood

Golden Amber

Slate

Birchwood

Hickory

Sunset Brick

Biscayne Blue

Hunter Green

Weathered Wood

Canadian Driftwood

sold in Canada only

Mission Brown

White

Charcoal

Oyster Gray

Williamsburg Slate

Applicable Standards & Protocols

- UL Listed to ANSI/UL 790 Class A
- Miami-Dade County Product Control approved
- State of Florida approved
- UL 997 modified to 110 mph
- Classified by UL in accordance with ICC-ES AC438
- Meets ASTM D7158, Class H
- Meets ASTM D3161, Class F
- Meets ASTM D3018, Type 1
- Meets ASTM D3462¹
- ICC-ES Evaluation Reports ESR-1475 and ESR-3267

- Texas Department of Insurance listed
- CSA A123.5²
- ENERGY STAR® Certified (White Only) (U.S. Only)
- Rated by the CRRC
- Can be used to comply with Title 24 cool roof requirements
- Meets the cool roof requirements of the Los Angeles Green Building Code (Birchwood, Copper Canyon, Golden Amber, and White Only)

Product/System Specifics³

- Fiberglass Asphalt Construction
- Dimensions (approx.): 13 1/4" x 39 3/8" (337 x 1,000 mm)

- Exposure: 5 5/8" (143 mm)
- Bundles/Square: 3
- Pieces/Square: 64
- StainGuard® Protection: Yes⁴
- Hip/Ridge: Timbertex®; Seal-A-Ridge®; Z® Ridge; Ridglass®
- Starter: Pro-Start® & WeatherBlocker™

Installation

Detailed installation instructions are provided on the inside of each bundle wrapper of Timberline HD® Shingles. Installation instructions may also be obtained at gaf.com.

¹Periodically tested by independent and internal labs to ensure compliance with ASTM D3462 at time of manufacture.

²Refers to shingles sold in Canada only.

³Refer to complete published installation instructions.

⁴StainGuard® Protection applies only to shingles with StainGuard®-labeled packaging. See GAF Shingle & Accessory Ltd. Warranty for complete coverage and restrictions.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.





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Historic District Commission
Work Permit Application

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Phone: (734) 483-9646 • Fax: (734) 483-7260
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1. Complete this form.
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Property

Address

35 S Huron

Applicant

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

Name

Tri County Investments

Address

City

Ypsilanti

State

MI

Zip

48198

Phone / Fax

E-Mail

Contractor

Contractor Name & Contact Info

Klaassen

Type of work

- ☒ Roofing
☐ Window/Door
Replacement

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

- ☐ Painting
☐ Other
☐ Application Amendment

Complete Description of Proposed Work:

Remove existing asphalt shingles

Re-Install new asphalt based shingles

Materials : Owens Corning Oakridge Shingles.

Cartonated Hand Mark Dimensional Shingles

Color :

Black Onyx

Drip : Black

Ridge Vent

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: 4,500

Permit fee:

\$45 + _____ = 50

Signature

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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:

1/14/20

Print Name:

Scott Klaassen

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Oakridge® Shingles

The Right Choice.®

Oakridge® Shingles are The Right Choice® for long-lasting performance and striking beauty. In addition to a wide range of inviting, popular colors, they also offer:

- Limited Lifetime Warranty^{*/††} (for as long as you own your home)
- 110/130-MPH Wind Resistance Limited Warranty^{*/**}



Desert Tan[†]



Brownwood[†]



Teak[†]

Not Available in Service Area 1 (see map).



Driftwood[†]



Onyx Black[†]



Estate Gray[†]



Tierra Gray[†]



Shasta White[†]



Chateau Green[†]

Not Available in Service Area 1 (see map).



CITY OF

Ypsilanti

PRIDE | DIVERSITY | HERITAGE

Historic District Fact Sheet

Windows & Weatherization

This Fact Sheet is not a substitute for the ordinance, but addresses common questions about City ordinances. For further information, please contact the Historic District Assistant.

All permit applications are available from the Building Department and at cityofypsilanti.com/permits.

Completed applications may be dropped off at the Building Department.

City Hall

One South Huron
Ypsilanti, MI 48197

Building

3rd Floor, City Hall
Phone: (734) 482-1025
cityofypsilanti.com/157

Planning

3rd Floor, City Hall
Phone: (734) 483-9646
cityofypsilanti.com/planning

Historic District

3rd Floor, City Hall
Phone: (734) 483-9646
cityofypsilanti.com/hd

All permits, fees, and factsheets can be found at cityofypsilanti.com/permits.

Repairing and Re-glazing Historic Windows

Window repair often results in considerable energy cost savings while at the same time preserving original architectural materials. Epoxy wood-consolidating materials and polyurethane glues make it possible to repair even badly deteriorated wood windows.

Repair Process

- Remove the sash and lay it on a flat surface.
- Examine the exterior window frame, especially the sill, for rot or other deterioration.
- Dig out and replace bad sections with new wood or epoxy repair material. The epoxy works like auto body filler or spackle. Mix it up and pack it tightly into any depression or hollow in the wood. When hardened, it can be sanded, primed and painted.
- Then remove paint or varnish on both interior and exterior of the sash, re-glue where necessary, replace cracked glass and loose or missing glazing putty.
- Sand, apply a coat of linseed oil, prime with old-based primer, and paint the sash with latex paint.
- Replace sash cord if windows are counterweighted.
- Return sash to window.
- Nail stops back into place.

For more information on wood window repair, see NPS Preservation Brief 9: The Repair of Historic Wooden Windows, available at <http://www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm>.

Creating New Windows or Doors

New openings transform a building's character, often threatening historic integrity, and are not generally allowed.

Screen Windows and Storm Windows

Any new screen or storm must be compatible with the window it is covering.

Metal combination screen/storms are permitted, although wood screens and storms are encouraged for better appearance and more efficient energy conservation. If a metal-framed screen/storm is installed, it must fit within the exterior trim and rest upon the blind stop. The metal frame must be either painted or factory-finished, not mill (raw metal) finish. Re-caulking and weather stripping are required and will improve the thermal efficiency.

Shutters

Wood shutters are permitted as a way to close off an unnecessary window. They must be properly hinged, fit within the window frame and painted. Non-functioning shutters may be permitted on a case-by-case basis, if they are considered appropriate for the structure and must appear to match the opening size of the window.

Replacement Windows

In some cases, replacement windows are approved by the Historic District Commission. In all cases, the Commission will require an installation which does not reduce the glass area of any window.

Wood replacement windows are preferred. Wood windows clad in aluminum may be approved in some cases. Solid vinyl and vinyl clad windows are considered inappropriate.

The new window shall be the same configuration as the window it is replacing. For example, three panes over one, one over one, etc. Panes of glass in the replacement must match the size and shape of the original. The exterior trim installed after replacement must match the original. In cases of replacement windows where the glass is not physically divided into panes by muntins, the Commission will require that muntins be permanently adhered to the exterior of the window to replicate the appearance of the original windows.

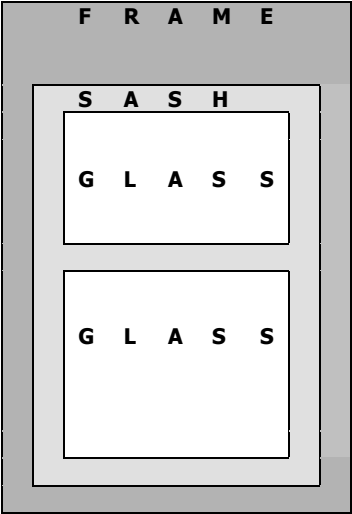
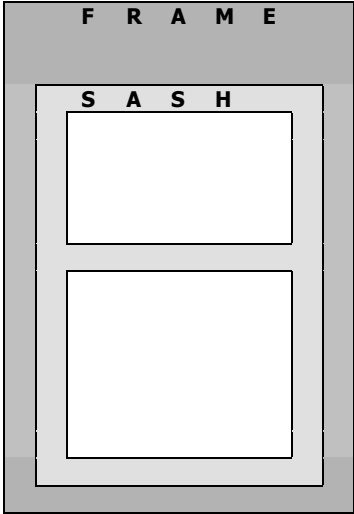
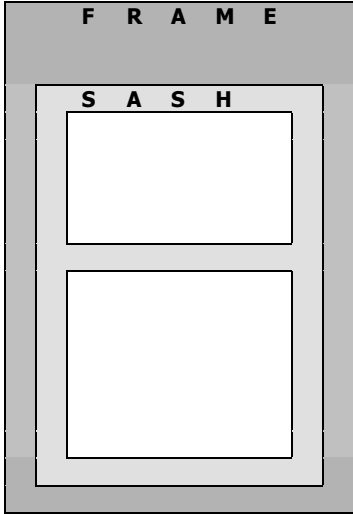
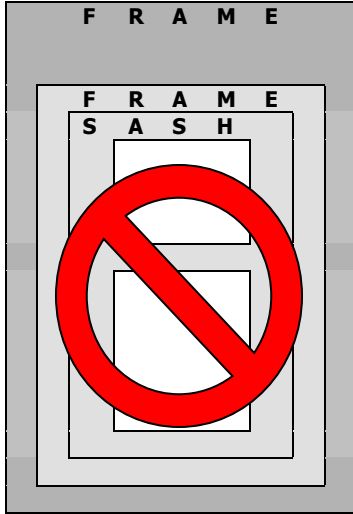
Clear glass is considered appropriate for the district; smoked or tinted glass may be approved on a case-by-case basis.

Types of Replacement Windows

Sash kits consist of sash only. The sash is the part of the window that holds the glass and moves up and down within the frame. Sash kits are installed by removing the old sash, leaving the old frame in place, and inserting the new sash in the old frame. The glass area is not reduced (see illustration #2). This installation is appropriate and can be approved.

Full-frame replacements consist of sash and frame. Full-frame replacements are installed in one of two ways:

1. The old sash and the old frame are removed. The replacement window is inserted in the rough opening. The glass area is not reduced (see illustration #3). This installation is appropriate and can be approved.
2. The old sash is removed, but the old frame is left in place. The replacement window (sash and frame) is inserted in the old frame. This results in two frames, the old frame and the replacement frame. The glass area is reduced (see illustration #4). This installation is not appropriate and is not permitted.

			
#1 ORIGINAL WINDOW	#2 SASH KIT installed in OLD FRAME	#3 FULL-FRAME REPLACEMENT installed in ROUGH OPENING	#4 FULL-FRAME REPLACEMENT installed in OLD FRAME
Original frame and sash intact.	Old frame is retained, old sash is removed, new sash kit is inserted in old frame.	Old frame is removed, old sash is removed, full-frame replacement is inserted in rough opening.	Old sash is removed, old frame is retained, full-frame replacement is inserted in old frame.
	Result - no reduction in glass area.	Result - no reduction in glass area.	Result – two frames and reduction in glass area.
	YES	YES	NO



CITY OF

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Historic District Fact Sheet

Windows

This Fact Sheet is not a substitute for the ordinance, but addresses common questions about City ordinances. For further information, please contact the Preservation Planner.

All permit applications are available from the Building Department and at cityofypsilanti.com/permits.

Completed applications may be dropped off at the Building Department.

City Hall

One South Huron
Ypsilanti, MI 48197

Building

3rd Floor, City Hall
Phone: (734) 482-1025
cityofypsilanti.com/157

Planning

3rd Floor, City Hall
Phone: (734) 483-9646
cityofypsilanti.com/planning

Historic District

3rd Floor, City Hall
Phone: (734) 483-9646
cityofypsilanti.com/hd

All permits, fees, and factsheets can be found at cityofypsilanti.com/permits.

The Importance of Historic Windows

Windows are the “eyes” of a building. Even the simplest of windows can be considered character-defining elements of a building. Historic windows are often unique in their size, dimension, and design; and therefore are not easily replicated. Additionally, historic windows are made from components that can be individually replaced, while if a component breaks on a replacement window, generally the whole unit must be replaced again. Preserving historic windows makes sense economically and environmentally. The Historic District Commission encourages rehabilitation or repair of historic windows and reviews replica or replacement windows on a case-by-case basis. This fact sheet provides guidance for common window questions.

CONTACT THE PRESERVATION PLANNER BEFORE YOUR WINDOW PROJECT.

Rehabilitation and Re-glazing Historic Windows

Window rehabilitation often results in considerable energy cost savings while at the same time preserving original architectural materials. Epoxy wood-consolidating materials and polyurethane glues make it possible to repair even badly deteriorated wood windows.

Repair Process

- Remove the sash and lay it on a flat surface.
- Examine the exterior window frame, especially the sill, for rot or other deterioration.
- Dig out and replace bad sections with new wood or epoxy repair material. The epoxy works like auto body filler or spackle. Mix it up and pack it tightly into any depression or hollow in the wood. When hardened, it can be sanded, primed and painted.
- Then remove paint or varnish on both interior and exterior of the sash, re-glue where necessary, replace cracked glass and loose or missing glazing putty.
- Sand, apply a coat of linseed oil, prime with oil-based primer, and paint the sash with latex paint.
- Replace sash cord if windows are counterweighted.
- Return sash to window.
- Nail stops back into place.

For more information on wood window rehabilitation, see NPS Preservation Brief 9: The Repair of Historic Wooden Windows, available at <http://www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm>.

Energy Efficiency and Historic Windows

In most cases, home energy loss from window openings is 10-15% of the total loss. The often promised savings of modern replacement windows seldom outweigh the cost of installation. Before undertaking the expense of window replacement, check first that the attic is well insulated. Often, air loss through windows can be mitigated by simple nonintrusive measures, such as interior or exterior storm windows; curtains; or reglazing.

Screen Windows and Storm Windows

Any new screen or storm must be compatible with the window it is covering.

Metal combination screen/storms are permitted, although wood screens and storms are encouraged for better appearance and more efficient energy conservation. If a metal-framed screen/storm is installed, it must fit within the exterior trim and rest upon the blind stop. The metal frame must be either painted or factory-finished, not mill (raw metal) finish. Re-caulking and weather stripping are required and will improve the thermal efficiency.

Shutters

Wood shutters are permitted as a way to close off an unnecessary window. They must be hinged, fit within the window frame and painted. Non-functioning shutters may be permitted on a case-by-case basis, if they are considered appropriate for the structure and must match the opening size of the window.

Creating New Windows or Doors

New openings transform a building's character, often threatening historic integrity, and are not generally allowed.

Requirements for a Window Replacement Application

In some cases, replacement windows are approved by the Historic District Commission. *In order for the commission to approve replacement windows, the applicant must provide detailed information and meet certain conditions.*

1. If the existing windows are historic to the building, i.e. over 50 years old, every effort should be made to preserve them. If the applicant is citing poor condition as a reason for replacement, then they must provide documentation to that extent. At minimum, this should include detailed photos of each window proposed for replacement. Close-up shots showing the damage should be provided.
2. Large projects, particularly for commercial rehabilitation, may require a third party condition assessment of windows.
 - a. This assessment should be made by an unbiased professional, such a tradesperson, or historic architect, who will provide a report on the condition and reparability of windows.
 - b. The assessment cannot be made by a replacement window company or contractor.
3. If the applicant claims keeping historic windows will cause undue financial hardship, a cost comparison of replacement windows vs. repairing the originals by qualified tradespersons must be submitted as well.

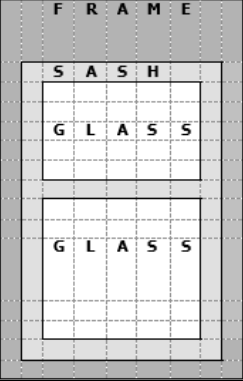
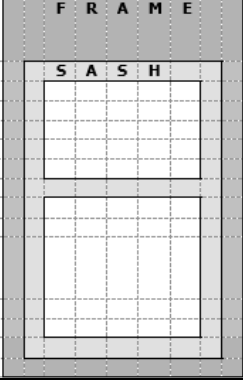
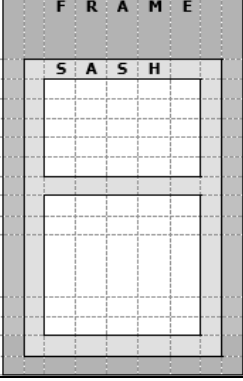
Requirements for Appropriate Window Replacements

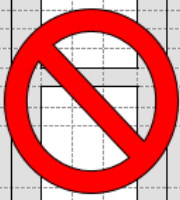
Approval for replacement windows will be granted on a case by case basis. In all cases, the Commission will require an installation which does not reduce the glass area of any window. Wood replacement windows are preferred. Wood windows clad in aluminum or fiberglass may be approved in some cases. If the applicant is proposing a new material, they are encouraged to include photos of it in use and bring a sample. Solid vinyl and vinyl clad windows will not be approved.

The new window shall be the same configuration as the window it is replacing. For example, three panes over one, one over one, etc. Panes of glass in the replacement must match the size and shape of the original. The exterior trim installed after replacement must match the original. In cases of replacement windows where the glass is not physically divided into panes by muntins, the Commission will require that muntins be permanently adhered to the exterior of the window to replicate the appearance of the original windows.

Clear glass is considered appropriate for the district; smoked or tinted glass may be approved on a case-by-case basis.

Breakdown of Window Rehabilitation and Replacement Methods

Frame Type	Description	Result	Can it be Permitted?
#1 Original Window  The diagram shows a rectangular window frame. Inside the frame, there is a sash that holds two glass panes. The frame is labeled 'FRAME', the sash is labeled 'SASH', and the glass panes are labeled 'GLASS'.	Original frame and sash are intact. Routine maintenance is done to preserve the window, including regular painting and infilling damage wood with such materials as epoxy.	The building retains its historic character-defining elements and there is no loss to historic integrity.	YES- General repairs to the window may not require a permit, however full rehabilitations may be reviewed by the HDC. Contact the Preservation Planner to find out if your project requires a permit.
#2 Sash Kit installed in Old Frame  The diagram shows a rectangular window frame. Inside the frame, there is a sash that holds two glass panes. The frame is labeled 'FRAME', the sash is labeled 'SASH', and the glass panes are labeled 'GLASS'.	Sash kits consist of a sash replacement only. The sash is the part of the window that holds the glass and moves up and down within the frame. Sash kits are installed by removing the old sash, leaving the old frame in place, and inserting the new sash in the old frame.	The windows retain some of their historic fabric and the original glass area is preserved.	YES- This installation is appropriate and can be approved on a case-by-case basis.
#3 Full Frame Replica installed in a Rough Opening  The diagram shows a rectangular window frame. Inside the frame, there is a sash that holds two glass panes. The frame is labeled 'FRAME', the sash is labeled 'SASH', and the glass panes are labeled 'GLASS'.	The old sash and the old frame are removed. The replacement window, ideally designed to replicate the historic window is inserted in the <u>rough opening</u>. The <u>glass area is not reduced</u>	Although the historic fabric of the windows is lost, the overall historic integrity of the building is retained because the replacements match the original.	YES- This installation is appropriate and can be approved on a case-by-case basis.
#4 Full Frame Replacement Installed in Old Frame	The old sash is removed, but the old frame is left in place. The replacement window (sash and frame) is inserted in the old frame. This results in two frames, the old frame and the replacement frame. The glass area is reduced	Although some historic fabric remains, the reduction of glass area substantially alters the historic character of the building.	NO- This installation diminishes the historic integrity of the building and is not generally permitted.

FRAME FRAME SASH 			
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DRAFT



MINUTES

City of Ypsilanti
HISTORIC DISTRICT COMMISSION MEETING
Ypsilanti Historical Society – 220 N Huron Street
Ypsilanti, Michigan 48197

Tuesday, January 14, 2020
7:00 P.M.

CALL TO ORDER AND ROLL CALL

Alex Pettit Interim Chair 7:01 PM

Commissioners Present: Alex Pettit, Anne Stevenson, Hank Prebys, Erika Lindsay, Ron Rupert, Amy Swift, James Chestnut

Commissioners Absent: None

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

APPROVAL OF AGENDA

Slagor: Staff requested to add 428 N Hamilton as a study item and to move 629 N River to the end of the agenda, as the applicants would not be in attendance.

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

Approval: Unanimous. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS- none

PUBLIC HEARING—none

OLD BUSINESS—none

NEW BUSINESS

307 N River

**The application for site plan with multiple features was moved to the end of the agenda as the applicant was not present.*

318 Maple

**Window replacements.*

Applicant: Judy Weinburger, owner- present.

Discussion: Pettit: Indicated that the application is for window replacements. Asked applicant to walk the Commission through what is being proposed.

Weinburger: Stated that it is an historic home but that the rear addition is a newer part. Indicated that the plan is to replace three wood windows – two on the back and one on the side, all on the upper story, due to deterioration beyond the point of repair.

Pettit: Asked if the existing windows are a one-awning-over-another-awning type window.

Weinburger: Confirmed.

Prebys: Asked about the replacement process.

Weinburger: Indicated that the proposal is for double hung windows rather than casement. Stated that the replacement windows would be the same size and appearance as the existing.

Swift: Asked if the original windows are one-over-one.

Weinburger: Confirmed.

Swift: Asked about window details.

Weinburger: Stated that it is a Marvin wood window, encased in aluminum, in white.

Swift: *[Summarized the discussion]*

Motion: Swift (second: Prebys) moved to approve and issue a Certificate of Appropriateness for the work at 318 Maple, as submitted in the application dated January 3, 2020, for the replacement of three awning-style windows on the rear second story enclosed porch. The new windows shall be full-frame replacements with Marvin Elevate one-over-one double-hung aluminum-clad wood sashes.

Secretary of the Interior Standards:

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

Approval: Unanimous. Motion carried.

400 N River

**Solar carport installation.*

Applicant: Dick Mitchell, project architect –present.

Discussion: Mitchell: Stated that the plan is to install a solar panel array on the east edge of the parking lot that is east of the Thompson Block. Stated that its western-most edge is about forty-eight feet from the building. Stated that it is twenty-four feet in an east-west direction and about seventy-eight feet in a north-south direction. Stated that there are five equally spaced columns in the

structure panel cantilevers *[reference handout materials]*. Stated that in each column, there is a truss that spans east-west *[reference handout materials]* and then, from that truss, going north-south, are purlins. Stated that the purlins are where the solar panel array will sit. Stated that there would be four rows of twenty-four panels, equaling a total of ninety-six, to sit on top of the frame. Stated that materials for the frame will consist of concrete footing, galvanized steel column truss; regarding the purlins – the panels are aluminum framed, in black. Stated that the east edge of the carport is landscaped with a mix of Red Twig Dogwood that is approximately thirty inches going in, that get up to eight feet and a species of Yews about thirty inches going in, that get up to twelve feet.

[Further discussion as to plantings and their location]

Pettit: Asked about the pitch of the roof.

Mitchell: Stated that the high point is on the west; low point on the east.

[Discussion as to roof water collection/run off considerations]

[Discussion as to solar array carport installation considerations in the Historic District]

[Discussion as to lighting - working within City requirements]

Pettit: Indicated that applicant should come in and have a discussion with the HDC if the need arises to add more lighting.

Motion: Rupert (second: Stevenson) moved to approve and issue a certificate of appropriateness for the work at 400 N River, as submitted in the application, dated January 6, 2020, for installation of a solar paneled carport. The carport is to be built to specifications including a structure of galvanized steel and solar panels framed in aluminum.

Secretary of the Interior Standards:

#3 – Do not imitate earlier styles.

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

#10 – New work shall be removable.

Approval: Unanimous. Motion carried.

218 (209) Washtenaw

**Parking lot signage.*

Applicant: Robert Moses, property representative –present.

Discussion: Moses: Stated that the request is for the approval of two parking signs that were erected without knowledge that prior HDC approval was needed. Stated that the sign on the northeast corner of Adams and Washtenaw that faces the church was already in existence and needed refurbishment. Stated that a new sign with better framing and more historical looking bracing was installed. Stated that the original four-by-fours were used *[reference photos]*. Stated that the second sign *[reference photos]* was installed on the south side of the parking lot entrance. Stated that the sign on Washtenaw is single sided and that the sign on Adams is dual sided with the same message on both sides. Stated that both signs are set back the same ten feet distance

from the street. Stated that the signs are painted with exterior bright white Glidden paint, with pressure treated wood throughout. Stated that the signs themselves are a metal clad plastic.

Swift: Asked what is meant by "metal clad plastic".

Moses: Stated that it is a very thin metal on the outside with a core that is mainly plastic. Stated that it is not bendable and is about an eighth of an inch thick. Indicated that the sign can be pulled out and replaced without removing the installation.

Motion: Prebys (second: Rupert) moved to issue a Notice to Proceed for the work already completed at the North Adams Lot (218 Washtenaw), as submitted in the application dated January 6, 2020, for installation of two new signs, as constructed.

Secretary of the Interior Standards:

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

#10 – New work shall be removable.

Approval: Unanimous. Motion carried.

307 N River

**Site Plan with multiple features. Applicant amended the application at the meeting to only include: Site plan details, landscaping, lighting, fencing, and the dumpster enclosure. The ramp, three-season porch and mural/paint were removed to be discussed at a later meeting.*

Applicant: Ryan Wallace, owner- present.

Discussion: Pettit: Asked applicant to walk through the site plan for the Commission, starting with the three-season porch.

Wallace: *[Discussed previous work done by Marygrove Awning]* Stated that it is problematic for Cultivate when it rains, so they are trying to provide a spot that is covered during questionable weather.

Pettit: Asked if the louvered system would work in keeping the rain out.

Wallace: Confirmed. Stated that it has a gutter system built into it, is all steel and closes completely off but that it is very expensive and would be more of a second choice. Stated that "the commercial awning that they do for everybody else at this point is probably our first option".

[Discussion continued referencing packet materials]

Prebys: Asked if it is transparent flexible plastic as opposed to solid.

Wallace: Confirmed.

Pettit: Asked if it would be entirely transparent.

Wallace: Stated, no. Stated that it would be very similar to this *[reference materials]*.

Swift: Asked - so instead of it being in the rear where you currently have some covered areas, it is going to be added out to the side.

Wallace: Confirmed. *[Discussed City considerations reference a parking lot build and resulting actions]* Stated that the garden will end up being about thirty-five percent larger and will allow different sections to be used in diverse ways.

[Reference overhead photo of front of building, discussion as to how the proposed plans may affect the façade appearance]

Wallace: Stated that the overhang aligns with the building. Stated that if you look at the building, it is kind of flat and then it goes up, but the overhang stops. Stated that the tall part of the garage would go up and the overhang does not go into that piece.

Pettit: Asked if there is any pitch at all to the roof of the structure.

Wallace: Stated that it is louvered now but that the other one does pitch down towards the road *[reference photo]*.

[Reference overhead photo of front of building, discussion continued as to how the proposed plans may affect the façade appearance]

Pettit: Asked - so you are going to tear up everything that is not under the awning. Asked - if it is asphalt and it is not under the awning, it is coming up.

Wallace: Confirmed.

Stevenson: Asked about the plan for the smaller garage door.

Wallace: Stated the goal is to put a glass-to-go window in there. *[Discussed reasoning]*

Stevenson: Asked if the plan is to change that opening *[reference photo]* and take the door out.

Wallace: Confirmed.

Stevenson: Asked if the plan would be to close the wall or to do something else.

Wallace: Stated that the goal would be that the small door would not be a door anymore. Stated that the big one will stay as is. Stated that with the small door, it would be great to do like little windows that you can either open or you can just pull up like glass.

Prebys: Asked if that is proposed for the current application.

Wallace: Stated that that is for discussion down the road.

Stevenson: Stated that the reasoning for pointing it out is because, for this building, its historic features include the two garage doors. *[Discussed background of prior use of the building]* Stated that covering up these historic features is a concern. Stated that you could consider the awning as a structure that could be removed but that there would be detracting from the historic feature on that side *[reference photo]*. Stated that the concern is what might be done about the door over time.

Swift: Asked if the building is a contributing building to the District.

Stevenson: Stated that if you look at the significance of time within the District, it is not; however, the survey was done a long time ago. Stated that, in her opinion, every building should be looked at as contributing to the District.

[Discussion continued as to the history of the structure and historic considerations]

Pettit: Stated that since it is such a huge addition, it really changes the way both facades really look. Stated that that is part of what the Commission considers as we go through it.

[Discussion continued as to façade appearance considerations]

[Discussion as to the need and benefit to the Commission of having more detailed information from applicant as to what is planned for the two elevations - visuals, materials, options, drawings, rendering of what it would look like, etc.]

Slagor: *[Explained the timeline with the City for Cultivate to come into compliance with the site plan as to parking and the dumpster enclosure]*
[Procedural discussion ensued]

Pettit: Suggested going through the various other items. Asked about the location of the deck.

Wallace: Stated that the deck is right out front where the Coffee & Tap House sign is *[reference materials]*.

Pettit: Asked if it is a cedar plank deck, eight feet deep.

Wallace: Confirmed.

Swift: Asked if there is railing.

Wallace: Stated that it is open, a platform.

Pettit: Indicated that a stain is specified.

Wallace: Stated that the plan is for four tables with umbrellas.

Chestnut: Asked if the intent is for the deck skirting to coordinate with the adjacent awning.

Wallace: Stated that it was to be a separate little offset. Stated that it is not covered.

Rupert: Asked about the height.

Wallace: Stated that the deck out front matches the wood work that has been done on the property.

Prebys: Indicated that the proposed request is for a cedar plank deck, eight feet deep, extending the length of the elevation.

Rupert: Asked if you are going to be able to see underneath it.

Wallace: Stated, no. Stated that it would be skirted – just solid.

Swift: Stated – just solid wood to match the top. Asked if the height dimension would be fine for Code.

Wallace: Confirmed.

Rupert: Stated that if it is over eighteen inches, there has to be a railing.

Pettit: Indicated that moving on to fences, the application shows it is two fences -- that there is the black steel fencing that includes the beer garden; circles the building north-east-west, partially extending on the south, just inside the hedge *[reference materials]*.

Wallace: Indicated that the current plan came from adjustments made from the past discussion with the Commission as a study item. Stated the goal is that no matter where you are driving from, you can see the building.

[Clarifying discussion ensued as to fencing]

Pettit: Indicated that, per the application, as you work your way into the property, it becomes a six-foot cedar fence.

Wallace: Confirmed. Stated – for the parking.

[Clarifying discussion continued as to fencing]

Pettit: Stated that as to the dumpster enclosure proposed, that corner there *[reference photos]*, there is concrete block, wood slat gates, galvanized posts, metal coping.

Lindsay: Asked about the distance of the dumpster in relation to the building.

[Clarifying discussion ensued as to dumpster enclosure]

Pettit: Summarized that the application shows the current sign on the north to be moved to replace the one on the east elevation.

[No commissioner questions regarding the sign]

Pettit: Indicated that as to the lighting proposed, lighting is going out into the parking lot; there are metal poles; there are light fixtures.

Prebys: Indicated that staff notes show that fixtures meet the Lighting Fact Sheet.

[Discussion ensued as to lighting]

Slagor: Indicated that per discussion with applicant, applicant agreed to comply with a lower color temperature per the HDC Lighting Fact Sheet guidelines.

Pettit: Indicated that moving on to exterior repainting, the application lists the concrete block area to be painted. Asked if that is the only section being painted and not the brick area.

Wallace: Confirmed. Stated that the brick is staying the same.

Rupert: Asked if there is a plan to paint the cinder block walls on the dumpster site.

Wallace: Confirmed. Stated that the plan is to paint it brown.

Pettit: Indicated that the application lists a proposed black and white floral mural on the concrete block section of the mural. Asked what the mural will look like.

Wallace: Stated that he has a "very fast sketch and it is not ideal". Stated that he could have left it off the plan for now.

Prebys: Suggested leaving it off the plan for now until an actual representation can be reviewed.

[Discussed the type of information/specification details/materials that would be helpful for the Commission to have to review for the mural and new rear ramp/handrail]

Motion: Prebys (second: Rupert) moved to issue a Certificate of Appropriateness for the work at 307 N River as presented in the application dated December 19, 2019; with the exception of the three-season porch, repainting the exterior, the mural, the ramp and rail at the rear of the building, [amended at the January 14, 2020 meeting at applicant's request]. The approval includes the remaining exterior work as submitted in the site plan and the staining of any wood, including the fence and deck, in Sierra 700 Opaque. Approval is conditioned on the light fixtures having a temperature of 3000k or less.

Secretary of the Interior Standards:

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

Approval: Unanimous. Motion carried.

STUDY ITEMS

302 E Cross

**The Demolition by Neglect Timeline for Repair – windows, foundation and siding update was moved to the end of the agenda as the owner was not present.*

428 N Hamilton

**Potential addition.*

Applicant: Jason Tallant, owner - present.

Discussion: Tallant: Stated that there are two proposals. Option one *[referencing handout material]* - stated that this is the front of the house; this is the second story with a dormer that goes from south to north – livable space. Stated that this on the front is attic storage space that is not functional living space here on the second story. Stated that the ceiling is about six foot tall here. Stated that this elevation here does not match the top; that it is about a foot and a half to two feet lower. Stated that the proposal would be the potential of raising the elevation of the roofline to turn this into a bedroom in the front that comes out over the existing downstairs bedroom and front porch and then, in doing so, additionally raising this roof slightly.

Stated that option two would be not raising this at all *[referencing handout material]*. Stated that, currently, the dormer on the back has a very shallow pitch roof and at the far east end that is the back of the house, the ceiling is only six feet. Stated that the ceiling could not be extended out with the current elevation of the roof. Stated that the elevation of the roof would need to come up so that that could be extended out towards the back of the house so that the dormer could be extended out off the back of the house preserving the front but extending the roof line up so that this comes across here *[referencing handout material]*.

[Commission reviewed and discussed handout material and proposed options with applicant]

[Discussion as to height considerations; character of the neighborhood]

[Commission consensus to consider Option Two with detailed specifications, etc.]

NEW BUSINESS

**Returned to New Business*

629 N River

**Shed and fence.*

Applicant: Elizabeth McCall, owner – not present.

Discussion: Pettit: Summarized that the application lists a fence section and an addition of a shed.

[Commission reviewed and discussed reference materials]

[Procedural discussion]

Motion: Stevenson (second: Rupert) moved to issue a Notice to Proceed for the work already completed at 629 N River, as submitted in the application dated January 3, 2020, for installation of a 3' tall black metal fence parallel to the north property boundary, and a metal clad-garden shed, per the photographs submitted.

Secretary of the Interior Standards:

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

#10 – New work shall be removable.

Approval: Unanimous. Motion carried.

OTHER BUSINESS

1. Windows Fact Sheet Update

[Commission to review the fact sheet and discuss proposed updates at the next meeting]

STUDY ITEMS

**Returned to Study Items*

302 E Cross

**Demolition by Neglect Timeline for Repair – windows, foundation and siding update.*

Applicant: Max Ziebarth, owner – not present.

Discussion: Pettit: Indicated that applicant was required to appear to discuss timeline updates with the Commission. Stated that applicant is not present and that follow up is necessary.

Slagor: Staff indicated that he contacted the applicant last week. Stated that applicant has not responded. Indicated that staff will follow up with applicant.

[Procedural discussion ensued]

ADMINISTRATIVE APPROVALS- none

OTHER BUSINESS

**Returned to Other Business*

2. 2019 HDC Annual Report – for Council

[Review and discussion]

Motion: Stevenson (second Swift) moved to approve and adopt the 2019 Annual Report for the Historic District Commission as submitted.

Approval: Unanimous. Motion Carried.

3. 2019 HDC Annual CLG Report – for State Historic Preservation Office

[Review and discussion]

Motion: Stevenson (second Swift) moved to approve and adopt the 2019 Annual CLG Report that will be submitted to the State Historic Preservation Office.

Approval: Unanimous. Motion Carried.

4. Section 106 Consulting Party – 301 N Hamilton and 401 N Adams Update

Slagor: Staff updated the Commission, reference materials provided in the packet. Staff confirmed reiterating Commission's concern about how the structure will affect the integrity of the setting in the Historic District and its contributing resources; and reiterated that the HDC would like to see it and that a permit is required for installation.

[Discussion of packet materials]

5. Property Monitoring

Commissioner comments/query/discussion as to property monitoring.

6. Commissioner Comments

Commissioners, who wished, shared additional thoughts/comments.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS- none

HOUSEKEEPING BUSINESS

1. Approval of the minutes of December 10, 2019

Motion: Prebys (second: Rupert) moved to approve the minutes of December 10, 2019 as submitted.

Approval: Unanimous. Motion carried.

ADJOURNMENT

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

MEETING ADJOURNED at 9:39 p.m.

Full Minutes Prepared By: Nancy Hare-Dickerson

CITY OF YPSILANTI
Agenda
Historic District Commission
Tuesday, January 28, 2020 - 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
Anne Stevenson, Vice Chair	P	A
Erika Lindsay	P	A
Hank Prebys	P	A
Ron Rupert	P	A
Amy Swift	P	A
James Chesnut	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 —none

1. 24 N Huron	Concrete block barrier
2. 317 N Washington	Signface replacements

C. STUDY ITEMS

1. 302 E Cross	Progress update and window proposal
-----------------------	--

D. ADMINISTRATIVE APPROVALS

1. 117 E Forest	Roof
2. 35 S Huron	Roof

E. OTHER BUSINESS

- 1. Windows Fact Sheet Update**
- 2. Property monitoring**
- 3. Commissioner comments**

VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

- 1. Approval of meeting minutes, January 14, 2020**

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.



HDC Work Permit Staff Review

Property address: 24 N Huron

Property History: The property includes a surface parking lot owned east of 24 N Huron that is wrapped by a City-owned alley on the south and west sides.

Date of Application: January 10, 2020

Date of Review: January 21, 2020

Date of Meeting: January 28, 2020

Proposed work: Installation of three concrete block barriers.

Materials: Concrete block.

Staff review:

1. This application is for work already completed without having filed for a Certificate of Appropriateness.
2. Work includes installation of 3 concrete blocks at the southwest corner of the paved parking lot.
3. The applicant states that the concrete blocks were installed to prevent trespassing from a neighboring property owner, as advised by their attorney. They stated that the attorney suggested that HDC permits were not required. Staff informed them that even non-historic resources must be reviewed by the HDC for potential impacts to the district.
4. The applicant further relayed to staff that the barriers were an attempt to prevent heavy-weight vehicles from entering their parking area, protect the parking area in general, and guide vehicles away from area utilities.

A Recent History of Barriers Surrounding the Lot

*The applicant has attempted to enclose the lot multiple times over the last five years. An overview of previous applications and work is provided below.

5. On May 10, 2016, the HDC approved an application to for a 4' tall wood picket fence and triangular swing metal gate.

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.

- a. Both the gate and fence were installed, however the fence was removed entirely and one arm of the gate removed as well.
6. The applicant applied to reinstall this fence, with the addition of 5 metal bumper posts, in April 2018.
 - a. On April 24, 2018, the HDC denied the application citing "the lack of consideration for the location, visibility and historic character of the site and the mixture of inappropriate materials in the proposal."
 - b. The commission suggested the applicant may amend the application "using one consistent material for the fencing and gate that is non-residential in character. Chain-link fencing was suggested as a possibility for use in this particular location."
 - c. The denied application was not amended or appealed.
7. At the time of the April 2018 application for a new fence, the subject concrete barriers had already been installed.
 - a. Staff was delayed in requesting a permit for these items due to ongoing legal disputes with the City in the vicinity.
8. The HDC may consider that the concrete blocks are consistent with those existing on site. (The older blocks appear to have been installed without permits 15-20 years ago).
9. The HDC may also consider that if the blocks are found to be inappropriate, clear guidance should be given as to what kind of barrier would be appropriate.

Recommended Motions:

Move to issue a Notice to Proceed for the work already completed at 24 N Huron, as submitted in the application dated January 10, 2020, for installation of three concrete block barriers at the rear parking lot.

Relevant Secretary of the Interior's Standards:
#10

Move to deny the work already completed at 24 N Huron, as submitted in the application dated January 10, 2020, as the concrete blocks are a style of barrier inappropriate for the historic district that diminishes the integrity of setting.

Relevant Secretary of the Interior's Standards:
#9

Prepared by:
Scott E. Slagor, Preservation Planner

PHDC-20-0005

26723
C# 1454



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
24 N. Huron Ypsilanti MI 48197

Applicant

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

Name		
Bessie Pappas		
Address		
[Redacted]		
City	State	Zip
Ypsilanti	MI	48197
Phone / Fax	E-Mail	
[Redacted]	—	

Contractor

Contractor Name & Contact Info

Type of work

- | | | |
|--|--|--|
| ☐ Roofing | ☐ Porches | ☐ Painting |
| ☐ Window/Door Replacement | ☐ Sign | ☒ Other |
| | ☐ Fence (or other sitework) | ☐ Application Amendment |

Complete Description of Proposed Work:

Stone Blocks placed in property. Violent neighbor destructing owner property. Neighbor destroy barrier gate & blocks put in place.

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:

\$800.00

Permit fee:

\$35 + _____ =

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:

1/10/2020

Print Name:

Bessie Pappas

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.

Staff photos of alley, January 22, 2020.





HDC Work Permit Staff Review

Property address: 317 N Washington

Property History: The property includes a gas station that was erected in 1958. The National Register nomination lists the property as non-contributing, due to its age.

Date of Application: January 17, 2020

Date of Review: January 21, 2020

Date of Meeting: January 28, 2020

Proposed work: Refacing gas station canopy fascia.

Materials: Synthetic signface materials.

Staff review:

1. This applicant proposes changing the signfaces of the canopy fascia to reflect the business rebranding.
 - a. The canopy itself appears to be non-historic.
2. The application is for the signfaces of the canopy only. No additional illumination is included as part of this project.
3. As part of the rebranding effort, the property owner submitted a signface replacement application for their pole sign; which was issued a notice to proceed by the HDC on May 28, 2019.

Recommended Motions:

Move to approve and issue a Certificate of Appropriateness for the work at 317 N Washington, as submitted in the application dated January 17, 2020, for the replacement of the signfaces on the gas station canopy, as specified.

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

Prepared by:

Scott E. Slagor, Preservation Planner

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.



RECEIVED

JAN 17 2020

CITY OF YPSILANTI
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. 26506
#1535
PHDC-20-0008

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

317 N. Washington, Ypsilanti, MI 48197

Applicant

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

Name

Bazo Construction

Address

8747 Branch St. N101

City

Dearborn

State

MI

Zip

48126

Phone / Fax

E-Mail

Contractor

Contractor Name & Contact Info

Bazo Construction

Type of work

- ☐ Roofing
☐ Window/Door Replacement

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

- ☐ Painting
☐ Other
☐ Application Amendment

Complete Description of Proposed Work:

Convert existing Citgo fueling station to a Sunoco branded site.
See attached rendering. Proposing to install new ACM panels,
with new signs.

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

See attached swatch

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:

\$9,000

Permit fee:

\$45 + 10 = \$55

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:

Print Name

Haider Badmelkline

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.

Owner consent for Sign Installation and Permits

I Abed Hammie, being the owner, manager of the business/property
(individual's Name)

known as Ypsi Fuel Mart and located at 317 N Washington St do
(name of business) (street address)

hereby certify that I am allowing Bazo Construction (and / or their sub-contractor) to obtain permits and install signage at the below mentioned address.

Bazo Construction further agrees that all work will be done in compliance with all applicable laws, codes and ordinance, and any stipulations or restrictions listed on the permits.

Site address:

317 N Washington

Ypsi Fuel Mart 48197

Signature



Name

Abed Hammie

Date

12-17-19



Gas Canopy Fascia

Existing Gas Canopy

Proposed:



1 Front Elevation



2 Left Elevation



3 Rear Elevation



4 Right Elevation

PROPOSED SUNOCO CANOPY LAYOUT - CONFIGURATION #1



1 Front Elevation



2 Left Elevation



3 Rear Elevation



4 Right Elevation

46'

24'

OFFN: SUN-N-OFN-STKO
Horizon: SUN-C-37-2CZ6R
Flag: SUN-N-36-16-CHK-R
Sunoco: 21' (1.75 ft) x 135' (11.25 ft) = 19.6875 sq ft

46'

24'
Signbox starts 2ft from canopy edge
Horizon starts 6ft from canopy edge
OFN starts 25' from canopy edge
OFN Decal: 19' (1.58 ft) x 5' = 7.9 sq ft

4 Right Elevation
24'
SIGNBOX: SUN-36-SIGNBOX
Sunoco: 21' (1.75 ft) x 135' (11.25 ft) = 19.6875 sq ft
Flag: SUN-N-36-16-CHK-L
Horizon: SUN-C-37-2CZ6L
OFN: SUN-N-OFN-STKO

Material Parts Summary:

QUANTITY	ITEM	DESCRIPTION	QUANTITY
1	SUN-N-36-16-CHK-R	36'x16' Rt Flag	1
1	SUN-N-36-16-CHK-L	36'x16' Lt Flag	1
1	SUN-N-OFN-STKO	37'x26' 26' Rt Hor	1
1	SUN-N-OFN-STKO	37'x26' 26' Lt Hor	1
1	SUN-C-37-2CZ6R	37'x26' 26' Rt Hor	1
1	SUN-C-37-2CZ6L	37'x26' 26' Lt Hor	1
1	SUN-C-37-3CZ6R	37'x18' 34' Rt Hor	1
1	SUN-C-37-3CZ6L	37'x18' 34' Lt Hor	1



Scope of Work:
Install new 36' pre-imaged ACM provided by TFC on canopy to include Horizon, Flag, and OFN decals as approved
Qty: 2 Sunoco SignBoxes to be installed
4'-24" radius corners to be installed



IMAGING THE PETROLEUM
INDUSTRY FOR OVER 30 YEARS
1-888-246-1985

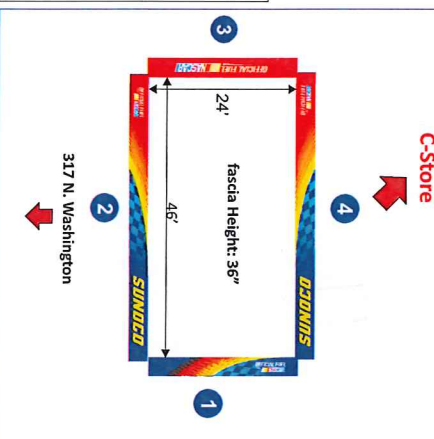
Revisions:	
Rev. 0 - Original Drawing	02/01/2018

317 N. Washington
Ypsilanti, MI 48197
CustomerBase Construction
Drawn by: KA

Job Number: SUN-25930-SR
Date: 02/01/2018
Customer Approval: _____

This original drawing is property of T.I. and is not to be exhibited, copied or reproduced without permission.

Please initial here



Staff photos showing overview of 317 N Washington





City of Ypsilanti

Community and Economic Development

January 16, 2020

MAXWELL ZIEBARTH

YPSILANTI MI 48197

RE: Demolition by Neglect Study Items for 302 E Cross

Dear MR. ZIEBARTH,

On Tuesday, December 10, 2019 the Historic District Commission (HDC) discussed progress on the Demolition by Neglect case at the above named property. It was determined that additional information is needed about the proposed window repairs and replacements, and that a study item should be presented at the next regularly scheduled meeting, as well as an update for appropriately closing the building. Specifically, the HDC moved to:

*Have a progress update and study item at the January 14, 2020 Historic District Commission meeting for the property at 302 E Cross. The owner is to provide the HDC with a plan for windows, including which need to be replaced, and how; and documentation of the final closing of exterior of the building; and an update on foundation work at the meeting on **January 14, 2020.***

You failed to attend the meeting with the required documentation, and failed to notify staff that you could not attend. Your presence is required at the next regularly scheduled HDC meeting to discuss the above items. If you are unable to attend, you must coordinate with staff to notify the HDC and reschedule. **Continued failure to adhere to the established repair timeline may result in further enforcement action.**

You are required to attend the regularly scheduled HDC mentioned meeting on Tuesday, January 28, 2020, to present the requested study items. The meeting will be held at 7:00 pm at Ypsilanti City Hall, 1 S Huron Street, Ypsilanti, MI 48197. Please know that the discussion is for study items and a subsequent application must be submitted as an action item, and approved by the HDC, before work can begin.

Applications and further information about the HDC are available online at www.cityofypsilanti.com/hdc. Please contact me at (734) 483-9646 or via email at sslagor@cityofypsilanti.com with any questions.

Sincerely,

A black rectangular redaction box covering the signature of Scott E. Slagor.

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

CC: File
Building Department



Facing southwest to facade and east elevation.



Facing south to facade.



Facing northeast to west and south elevations.

Scott Slagor

From: Max Ziebarth [REDACTED]
Sent: Friday, January 24, 2020 7:26 AM
To: Scott Slagor; Max Ziebarth
Subject: Windows

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Sashpaks total \$8,311.00
Full windows \$11,148.32
Both quotes include screens

Sincerely,
Max Ziebarth
ZMAX Construction, LLC
[REDACTED]



RECEIVED

JAN 10 2020

CITY OF YPSILANTI
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

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

117 E FOREST

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

Name

Robert Rousseau

Address

[REDACTED]

City

Ypsilanti

State

MI

Zip

Phone / Fax

E-Mail

Contractor

Contractor Name & Contact Info

New Roof Inc

JEFF Greaves

Type of work

- ☒ Roofing
☐ Window/Door
Replacement

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

- ☐ Painting
☐ Other
☐ Application Amendment

Complete Description of Proposed Work:

Remove & Replace Charcoal Shingles
With same (08)

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:

11600 -

Permit fee:

\$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:

[Redacted Signature]

Date:

1-9-2020

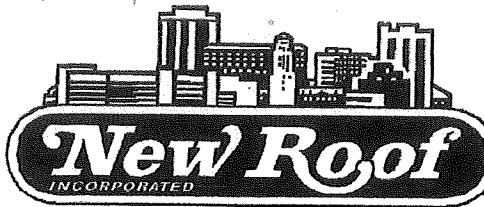
Print Name:

JEFF GNEAVIS

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.

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Proposal Submittal to:

Insurance Information

Date:

Name:

Adjuster Name:

Address:

Claim #:

City:

State:

Zip:

Adjuster Phone:

Adj Cell:

Email Address:

Adjuster Email:

Daytime Phone:

Evening Phone:

Cell Phone:

Fax:

Re-Roof:

SCOPE OF WORK

- Tarp walls and protect plants as needed
- Strip all old layers of roofing, haul away (Dump fee included)
- Replace all rotted, damaged roof boards
2 sheets of plywood / 4 Ply CDX (\$60ea after 2),
32' 1x6 inc (\$2.95/ft after 32') 32' 1x8 inc (\$3.95/ft after 32')
re-nail all loose roof boards
- Heavy Duty rake & drip edge around perimeter
- Snow & ice guard (6) ft eaves, valleys, chimneys, skylights, and walls
- Cover all with High Strength Reflective underlayment

- Chimney flashing, counter flashing, diamond blade bed join
- All flashing to be .019 or .027 colored aluminum
- New heavy duty metal stack flashings
- Seal stack flashings, paint stack to match shingles
- Vents _____ new aluminum #750 or
☐ covered ridge vent system
- All valleys to be eight (8) layer lap valleys
- Cover cap of chimney, roof cement (mortar), paint (metal)
- Cover hip & ridges, 240lb Class 'A' fire rated shingle
- Clean up entire job site, rake and pick up nails with magnetic roller

Cover whole house w/:

LT = Lifetime CT = CertainTeed DIM = Dimensional HD = High Definition TB = Timberline TL = Tri-Laminar

• 25 yr IKO / CT / GAF 3-tab

• LT Heavyweight DIM GAF TB Ultra, CT DRF

• LT DIM GAF TB, HD, CT, IKO

• LT Value Designer GAF Camelot #, GAF Grand Sequoia, CT Slate

• LT Premium Designer GAF Camelot, GAF Grand Canyon, CT FL Pres.,

Drip Edge Color:

Shingle Selection: Brand

Year: Color:



- 50yr Sure Start - Not 10yr
- Lifetime installation - Not 10yr
- 130 mph winds - Not 110 mph winds
- Complete Tear-off

• Transferable

(+10) ADD \$



- 50yr Sure Start - Not 10yr
- Lifetime installation - Not 10yr
- 130 mph winds - Not 110 mph winds
- Complete Tear-off, Transferrable

- 100% on all workmanship - Not 25yr
- Complete Tear-off & Dump Fees
- Transferable

(+50) ADD \$

15yr Guarantee on all Workmanship

All permits are at Cost. All taxes are included in estimate. (Add 4% for Credit Card Payments)

Check/Cash discount price (if paid in full upon completion)

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of: Dollars (\$)

All material is guaranteed to be as specified. All work to be completed in a workman-like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All change orders must be in writing, faxed to the office and signed by management. All agreements contingent upon strikes, weather, accidents or delays beyond our control. Owner to carry fire, tornado, flood and other necessary insurance.

New Roof is a DBA of J.G. Enterprises, Inc.

Authorized Signature:

Estimator Name/Phone:

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

Work Authorization:

Date:

Payment is Authorized to be directly payable to New Roof, Inc:

Date:

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment is due upon completion. If payment is not received within 24 hours of completion, a \$300.00/day administrative fee will be added to the remaining balance, unless prearranged. All change orders must be made in writing. Oral alterations will not be accepted to this contract. Please see buyer's right to cancel and resultant damages on the back of proposal.

Date of Acceptance:

Signature:

Signature:

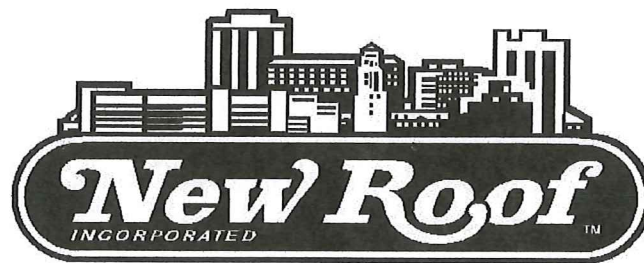
All Sales Subject to Manager Approval:

Precise Aerial Measurement Report

Prepared for you by JG Enterprises, Inc.



117 E Forest Ave, Ypsilanti, MI 48198-3074



JG Enterprises, Inc.
8977 Macon
Saline, MI 48176

Jeff Greaves
tel. 734-665-5555
email: jeffgreaves@gmail.com

117 E Forest Ave, Ypsilanti, MI 48198-3074

Report: 32315363

REPORT DETAILS



Squares by Pitch

Pitch	0	2	4	6	8	10	12	14	16	18	20
Roof #1	19	19	20	21	23	25	27	29	32	34	37

This report was created using EagleView Extended Coverage Technology. Extended Coverage reports utilize multiple image sources to extend coverage to structures previously not available due to obstructions or limited visibility. The pitch must be manually determined and measurements field verified. The report includes up to two property structures.

Upgrade Your Report!

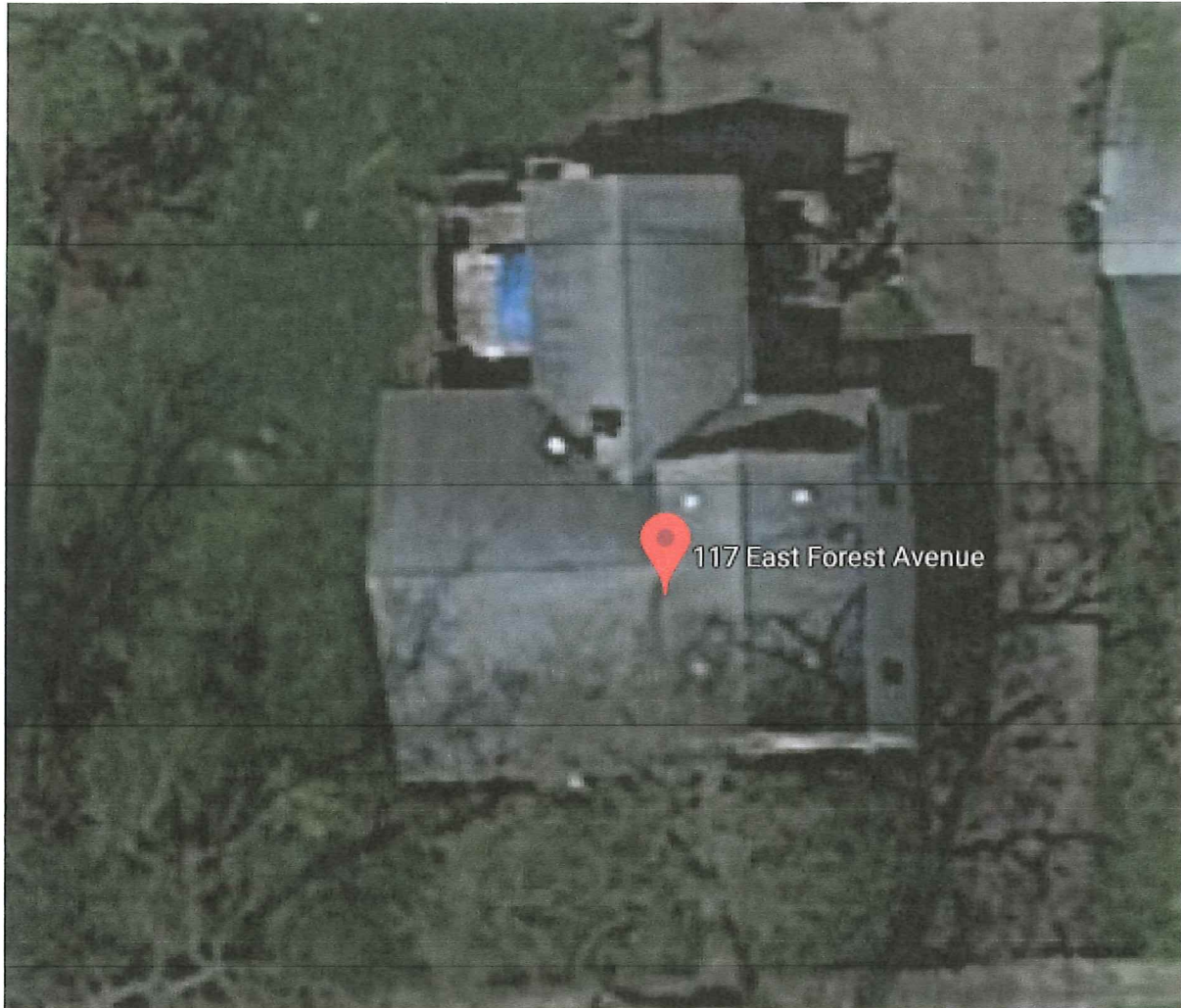
QuickSquares Extended Coverage is a report used to estimate the overall size of the roof. For material-ordering accuracy, [upgrade to an Extended Coverage 2D Report](#) and verify field measurements and pitch. The price of your QuickSquares Extended Coverage Report will be deducted from your upgrade.

**An Extended Coverage 2D Report includes:**

- 2D Roof Diagram and Top-down Photos
- Length, Area, Pitch and Notes Diagram
- Square Footage Pitch Table
- Waste Calculation Table
- Report Summary
- Customizable Cover



Satisfaction Guaranteed
www.eagleview.com/Guarantee



Timberline HD® Shingles

Made to protect your
home. Your story. And
those of over 50 million of
your fellow Americans!



TIMBERLINE HD
LIFETIME HIGH DEFINITION SHINGLES

Timberline HD® Shingles Provide These Unique Benefits:

Great Value

Architecturally stylish but
practically priced

Dimensional Look

Features GAF proprietary
color blends and enhanced
shadow effect for a genuine
wood-shake look

Highest Roofing Fire Rating

UL Class A, Listed to ANSI/UL 790

High Performance

Designed with Advanced Protection®
Shingle Technology, which reduces the
use of natural resources while providing
excellent protection for your home
(visit gaf.com/APS/ to learn more)

Stays in Place

Dura Grip™ Adhesive seals each
shingle tightly and reduces the risk of
shingle blow-off. Shingles warranted
to withstand winds up to 130 mph
(209 km/h)¹

StainGuard® Protection

Helps ensure the beauty of your roof
against unsightly blue-green algae²

Peace of Mind

Lifetime Ltd. transferable warranty with
Smart Choice® Protection (non-prorated
material and installation labor coverage)
for the first ten years³

Perfect Finishing Touch

For the best look, use Timbertex®
Premium Ridge Cap Shingles or
Ridglass® Premium Ridge Cap Shingles⁴

¹This wind speed coverage requires special installation; see *GAF Shingle & Accessory Ltd. Warranty* for details.

²StainGuard® Protection applies only to shingles with StainGuard®-labeled packaging. See *GAF Shingle & Accessory Ltd. Warranty* for complete coverage and restrictions.

³See *GAF Shingle & Accessory Ltd. Warranty* for complete coverage and restrictions. The word "Lifetime" refers to the length of coverage provided by the *GAF Shingle & Accessory Ltd. Warranty* and means as long as the original individual owner(s) of a single-family detached residence (or the second owner(s) in certain circumstances) owns the property where the shingles are installed. For owners/structures not meeting the above criteria, Lifetime coverage is not applicable.

⁴These products are not available in all areas. See www.gaf.com/ridgecapavailability for details.

Colors & Availability

Regional Availability

Northeast, Southeast, Southwest,
West, and Central Areas

Copper Canyon

Patriot Red

Driftwood

Pewter Gray

Fox Hollow Gray

Shakewood

Barkwood

Golden Amber

Slate

Birchwood

Hickory

Sunset Brick

Biscayne Blue

Hunter Green

Weathered Wood

Canadian Driftwood

sold in Canada only

Mission Brown

White

Charcoal

Oyster Gray

Williamsburg Slate

Applicable Standards & Protocols

- UL Listed to ANSI/UL 790 Class A
- Miami-Dade County Product Control approved
- State of Florida approved
- UL 997 modified to 110 mph
- Classified by UL in accordance with ICC-ES AC438
- Meets ASTM D7158, Class H
- Meets ASTM D3161, Class F
- Meets ASTM D3018, Type 1
- Meets ASTM D3462¹
- ICC-ES Evaluation Reports ESR-1475 and ESR-3267

- Texas Department of Insurance listed
- CSA A123.5²
- ENERGY STAR® Certified (White Only) (U.S. Only)
- Rated by the CRRC
- Can be used to comply with Title 24 cool roof requirements
- Meets the cool roof requirements of the Los Angeles Green Building Code (Birchwood, Copper Canyon, Golden Amber, and White Only)

Product/System Specifics³

- Fiberglass Asphalt Construction
- Dimensions (approx.): 13 1/4" x 39 3/8" (337 x 1,000 mm)

- Exposure: 5 5/8" (143 mm)
- Bundles/Square: 3
- Pieces/Square: 64
- StainGuard® Protection: Yes⁴
- Hip/Ridge: Timbertex®; Seal-A-Ridge®; Z® Ridge; Ridglass®
- Starter: Pro-Start® & WeatherBlocker™

Installation

Detailed installation instructions are provided on the inside of each bundle wrapper of Timberline HD® Shingles. Installation instructions may also be obtained at gaf.com.

¹Periodically tested by independent and internal labs to ensure compliance with ASTM D3462 at time of manufacture.

²Refers to shingles sold in Canada only.

³Refer to complete published installation instructions.

⁴StainGuard® Protection applies only to shingles with StainGuard®-labeled packaging. See GAF Shingle & Accessory Ltd. Warranty for complete coverage and restrictions.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.





RECEIVED

JAN 14 2020

CITY OF YPSILANTI
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

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

35 S Huron

Applicant

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

Name

Tri County Investments

Address

City

Ypsilanti

State

MI

Zip

48198

Phone / Fax

E-Mail

Contractor

Contractor Name & Contact Info

Klaassen

Type of work

- ☒ Roofing
☐ Window/Door
Replacement

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

- ☐ Painting
☐ Other
☐ Application Amendment

Complete Description of Proposed Work:

Remove existing asphalt shingles

Re-Install new asphalt based shingles

Materials : Owens Corning Oakridge Shingles.

~~Cartonated~~ ~~Hand Mark~~ ~~Dimensional~~ shingles

Color :

Black Onyx

Drip : Black

Ridge Vent

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: 4,500

Permit fee:

\$45 + _____ = 50

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:

1/14/20

Print Name:

Scott Klaassen

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.



Oakridge® Shingles

The Right Choice.®

Oakridge® Shingles are The Right Choice® for long-lasting performance and striking beauty. In addition to a wide range of inviting, popular colors, they also offer:

- Limited Lifetime Warranty^{*/††} (for as long as you own your home)
- 110/130-MPH Wind Resistance Limited Warranty^{*/**}



Desert Tan[†]



Brownwood[†]



Teak[†]

Not Available in Service Area 1 (see map).



Driftwood[†]



Onyx Black[†]



Estate Gray[†]



Tierra Gray[†]



Shasta White[†]



Chateau Green[†]

Not Available in Service Area 1 (see map).



CITY OF

Ypsilanti

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Historic District Fact Sheet

Windows & Weatherization

This Fact Sheet is not a substitute for the ordinance, but addresses common questions about City ordinances. For further information, please contact the Historic District Assistant.

All permit applications are available from the Building Department and at cityofypsilanti.com/permits.

Completed applications may be dropped off at the Building Department.

City Hall

One South Huron
Ypsilanti, MI 48197

Building

3rd Floor, City Hall
Phone: (734) 482-1025
cityofypsilanti.com/157

Planning

3rd Floor, City Hall
Phone: (734) 483-9646
cityofypsilanti.com/planning

Historic District

3rd Floor, City Hall
Phone: (734) 483-9646
cityofypsilanti.com/hd

All permits, fees, and factsheets can be found at cityofypsilanti.com/permits.

Repairing and Re-glazing Historic Windows

Window repair often results in considerable energy cost savings while at the same time preserving original architectural materials. Epoxy wood-consolidating materials and polyurethane glues make it possible to repair even badly deteriorated wood windows.

Repair Process

- Remove the sash and lay it on a flat surface.
- Examine the exterior window frame, especially the sill, for rot or other deterioration.
- Dig out and replace bad sections with new wood or epoxy repair material. The epoxy works like auto body filler or spackle. Mix it up and pack it tightly into any depression or hollow in the wood. When hardened, it can be sanded, primed and painted.
- Then remove paint or varnish on both interior and exterior of the sash, re-glue where necessary, replace cracked glass and loose or missing glazing putty.
- Sand, apply a coat of linseed oil, prime with old-based primer, and paint the sash with latex paint.
- Replace sash cord if windows are counterweighted.
- Return sash to window.
- Nail stops back into place.

For more information on wood window repair, see NPS Preservation Brief 9: The Repair of Historic Wooden Windows, available at <http://www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm>.

Creating New Windows or Doors

New openings transform a building's character, often threatening historic integrity, and are not generally allowed.

Screen Windows and Storm Windows

Any new screen or storm must be compatible with the window it is covering.

Metal combination screen/storms are permitted, although wood screens and storms are encouraged for better appearance and more efficient energy conservation. If a metal-framed screen/storm is installed, it must fit within the exterior trim and rest upon the blind stop. The metal frame must be either painted or factory-finished, not mill (raw metal) finish. Re-caulking and weather stripping are required and will improve the thermal efficiency.

Shutters

Wood shutters are permitted as a way to close off an unnecessary window. They must be properly hinged, fit within the window frame and painted. Non-functioning shutters may be permitted on a case-by-case basis, if they are considered appropriate for the structure and must appear to match the opening size of the window.

Replacement Windows

In some cases, replacement windows are approved by the Historic District Commission. In all cases, the Commission will require an installation which does not reduce the glass area of any window.

Wood replacement windows are preferred. Wood windows clad in aluminum may be approved in some cases. Solid vinyl and vinyl clad windows are considered inappropriate.

The new window shall be the same configuration as the window it is replacing. For example, three panes over one, one over one, etc. Panes of glass in the replacement must match the size and shape of the original. The exterior trim installed after replacement must match the original. In cases of replacement windows where the glass is not physically divided into panes by muntins, the Commission will require that muntins be permanently adhered to the exterior of the window to replicate the appearance of the original windows.

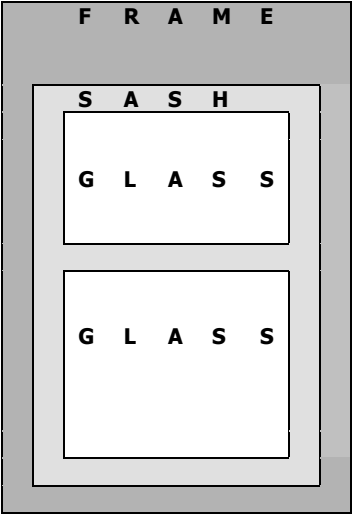
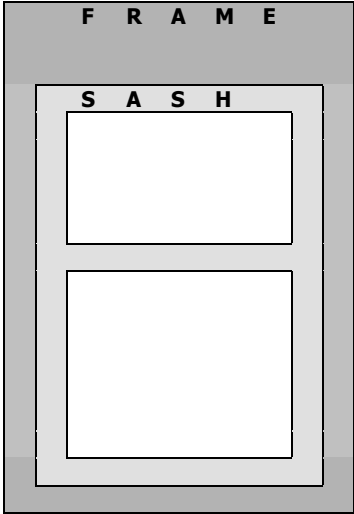
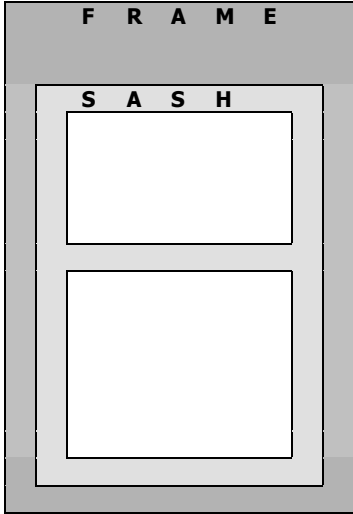
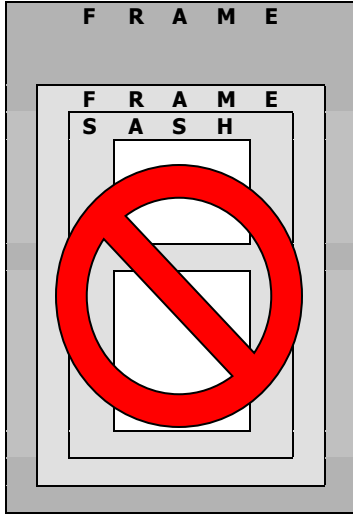
Clear glass is considered appropriate for the district; smoked or tinted glass may be approved on a case-by-case basis.

Types of Replacement Windows

Sash kits consist of sash only. The sash is the part of the window that holds the glass and moves up and down within the frame. Sash kits are installed by removing the old sash, leaving the old frame in place, and inserting the new sash in the old frame. The glass area is not reduced (see illustration #2). This installation is appropriate and can be approved.

Full-frame replacements consist of sash and frame. Full-frame replacements are installed in one of two ways:

1. The old sash and the old frame are removed. The replacement window is inserted in the rough opening. The glass area is not reduced (see illustration #3). This installation is appropriate and can be approved.
2. The old sash is removed, but the old frame is left in place. The replacement window (sash and frame) is inserted in the old frame. This results in two frames, the old frame and the replacement frame. The glass area is reduced (see illustration #4). This installation is not appropriate and is not permitted.

			
#1 ORIGINAL WINDOW	#2 SASH KIT installed in OLD FRAME	#3 FULL-FRAME REPLACEMENT installed in ROUGH OPENING	#4 FULL-FRAME REPLACEMENT installed in OLD FRAME
Original frame and sash intact.	Old frame is retained, old sash is removed, new sash kit is inserted in old frame.	Old frame is removed, old sash is removed, full-frame replacement is inserted in rough opening.	Old sash is removed, old frame is retained, full-frame replacement is inserted in old frame.
	Result - no reduction in glass area.	Result - no reduction in glass area.	Result – two frames and reduction in glass area.
	YES	YES	NO



CITY OF

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Historic District Fact Sheet

Windows

This Fact Sheet is not a substitute for the ordinance, but addresses common questions about City ordinances. For further information, please contact the Preservation Planner.

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The Importance of Historic Windows

Windows are the “eyes” of a building. Even the simplest of windows can be considered character-defining elements of a building. Historic windows are often unique in their size, dimension, and design; and therefore are not easily replicated. Additionally, historic windows are made from components that can be individually replaced, while if a component breaks on a replacement window, generally the whole unit must be replaced again. Preserving historic windows makes sense economically and environmentally. The Historic District Commission encourages rehabilitation or repair of historic windows and reviews replica or replacement windows on a case-by-case basis. This fact sheet provides guidance for common window questions.

CONTACT THE PRESERVATION PLANNER BEFORE YOUR WINDOW PROJECT.

Rehabilitation and Re-glazing Historic Windows

Window rehabilitation often results in considerable energy cost savings while at the same time preserving original architectural materials. Epoxy wood-consolidating materials and polyurethane glues make it possible to repair even badly deteriorated wood windows.

Repair Process

- Remove the sash and lay it on a flat surface.
- Examine the exterior window frame, especially the sill, for rot or other deterioration.
- Dig out and replace bad sections with new wood or epoxy repair material. The epoxy works like auto body filler or spackle. Mix it up and pack it tightly into any depression or hollow in the wood. When hardened, it can be sanded, primed and painted.
- Then remove paint or varnish on both interior and exterior of the sash, re-glue where necessary, replace cracked glass and loose or missing glazing putty.
- Sand, apply a coat of linseed oil, prime with oil-based primer, and paint the sash with latex paint.
- Replace sash cord if windows are counterweighted.
- Return sash to window.
- Nail stops back into place.

For more information on wood window rehabilitation, see NPS Preservation Brief 9: The Repair of Historic Wooden Windows, available at <http://www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm>.

Energy Efficiency and Historic Windows

In most cases, home energy loss from window openings is 10-15% of the total loss. The often promised savings of modern replacement windows seldom outweigh the cost of installation. Before undertaking the expense of window replacement, check first that the attic is well insulated. Often, air loss through windows can be mitigated by simple nonintrusive measures, such as interior or exterior storm windows; curtains; or reglazing.

Screen Windows and Storm Windows

Any new screen or storm must be compatible with the window it is covering.

Metal combination screen/storms are permitted, although wood screens and storms are encouraged for better appearance and more efficient energy conservation. If a metal-framed screen/storm is installed, it must fit within the exterior trim and rest upon the blind stop. The metal frame must be either painted or factory-finished, not mill (raw metal) finish. Re-caulking and weather stripping are required and will improve the thermal efficiency.

Shutters

Wood shutters are permitted as a way to close off an unnecessary window. They must be hinged, fit within the window frame and painted. Non-functioning shutters may be permitted on a case-by-case basis, if they are considered appropriate for the structure and must match the opening size of the window.

Creating New Windows or Doors

New openings transform a building's character, often threatening historic integrity, and are not generally allowed.

Requirements for a Window Replacement Application

In some cases, replacement windows are approved by the Historic District Commission. *In order for the commission to approve replacement windows, the applicant must provide detailed information and meet certain conditions.*

1. If the existing windows are historic to the building, i.e. over 50 years old, every effort should be made to preserve them. If the applicant is citing poor condition as a reason for replacement, then they must provide documentation to that extent. At minimum, this should include detailed photos of each window proposed for replacement. Close-up shots showing the damage should be provided.
2. Large projects, particularly for commercial rehabilitation, may require a third party condition assessment of windows.
 - a. This assessment should be made by an unbiased professional, such a tradesperson, or historic architect, who will provide a report on the condition and reparability of windows.
 - b. The assessment cannot be made by a replacement window company or contractor.
3. If the applicant claims keeping historic windows will cause undue financial hardship, a cost comparison of replacement windows vs. repairing the originals by qualified tradespersons must be submitted as well.

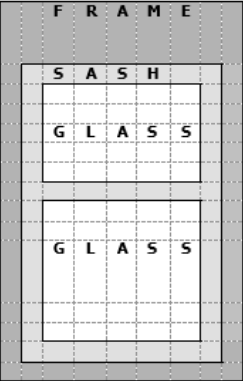
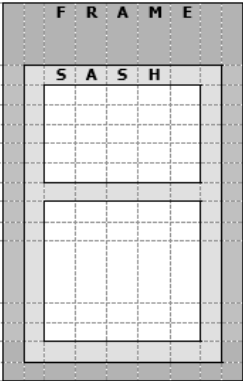
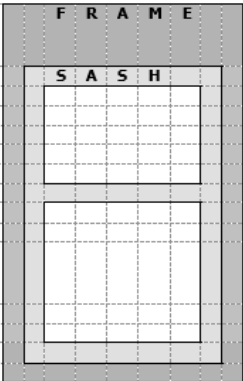
Requirements for Appropriate Window Replacements

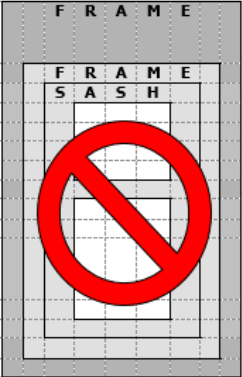
Approval for replacement windows will be granted on a case by case basis. In all cases, the Commission will require an installation which does not reduce the glass area of any window. Wood replacement windows are preferred. Wood windows clad in aluminum or fiberglass may be approved in some cases. If the applicant is proposing a new material, they are encouraged to include photos of it in use and bring a sample. *Solid vinyl and vinyl clad windows will not be approved.*

The new window shall be the same configuration as the window it is replacing. For example, three panes over one, one over one, etc. Panes of glass in the replacement must match the size and shape of the original. The exterior trim installed after replacement must match the original. In cases of replacement windows where the glass is not physically divided into panes by muntins, the Commission will require that muntins be permanently adhered to the exterior of the window to replicate the appearance of the original windows.

Clear glass is considered appropriate for the district; smoked or tinted glass may be approved on a case-by-case basis.

Breakdown of Window Rehabilitation and Replacement Methods

Frame Type	Description	Result	Can it be Permitted?
#1 Original Window 	Original frame and sash are intact. Routine maintenance is done to preserve the window, including regular painting and infilling damage wood with such materials as epoxy.	The building retains its historic character-defining elements and there is no loss to historic integrity.	YES- General repairs to the window may not require a permit, however full rehabilitations may be reviewed by the HDC. Contact the Preservation Planner to find out if your project requires a permit.
#2 Sash Kit installed in Old Frame 	Sash kits consist of a sash replacement only. The sash is the part of the window that holds the glass and moves up and down within the frame. Sash kits are installed by removing the old sash, leaving the old frame in place, and inserting the new sash in the old frame.	The windows retain some of their historic fabric and the original glass area is preserved.	YES- This installation is appropriate and can be approved on a case-by-case basis.
#3 Full Frame Replica installed in a Rough Opening 	The old sash and the old frame are removed. The replacement window, ideally designed to replicate the historic window is inserted in the <u>rough opening</u> . The <u>glass area is not reduced</u>	Although the historic fabric of the windows is lost, the overall historic integrity of the building is retained because the replacements match the original.	YES- This installation is appropriate and can be approved on a case-by-case basis.
#4 Full Frame Replacement Installed in Old Frame	The old sash is removed, but the old frame is left in place. The replacement window (sash and frame) is inserted in the old frame. This results in two frames, the old frame and the replacement frame. The glass area is reduced	Although some historic fabric remains, the reduction of glass area substantially alters the historic character of the building.	NO- This installation diminishes the historic integrity of the building and is not generally permitted.

			
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DRAFT



MINUTES

City of Ypsilanti
HISTORIC DISTRICT COMMISSION MEETING
Ypsilanti Historical Society – 220 N Huron Street
Ypsilanti, Michigan 48197

Tuesday, January 14, 2020
7:00 P.M.

CALL TO ORDER AND ROLL CALL

Alex Pettit Interim Chair 7:01 PM

Commissioners Present: Alex Pettit, Anne Stevenson, Hank Prebys, Erika Lindsay, Ron Rupert, Amy Swift, James Chestnut

Commissioners Absent: None

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

APPROVAL OF AGENDA

Slagor: Staff requested to add 428 N Hamilton as a study item and to move 629 N River to the end of the agenda, as the applicants would not be in attendance.

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

Approval: Unanimous. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS- none

PUBLIC HEARING—none

OLD BUSINESS—none

NEW BUSINESS

307 N River

**The application for site plan with multiple features was moved to the end of the agenda as the applicant was not present.*

318 Maple

**Window replacements.*

Applicant: Judy Weinburger, owner- present.

Discussion: Pettit: Indicated that the application is for window replacements. Asked applicant to walk the Commission through what is being proposed.

Weinburger: Stated that it is an historic home but that the rear addition is a newer part. Indicated that the plan is to replace three wood windows – two on the back and one on the side, all on the upper story, due to deterioration beyond the point of repair.

Pettit: Asked if the existing windows are a one-awning-over-another-awning type window.

Weinburger: Confirmed.

Prebys: Asked about the replacement process.

Weinburger: Indicated that the proposal is for double hung windows rather than casement. Stated that the replacement windows would be the same size and appearance as the existing.

Swift: Asked if the original windows are one-over-one.

Weinburger: Confirmed.

Swift: Asked about window details.

Weinburger: Stated that it is a Marvin wood window, encased in aluminum, in white.

Swift: *[Summarized the discussion]*

Motion: Swift (second: Prebys) moved to approve and issue a Certificate of Appropriateness for the work at 318 Maple, as submitted in the application dated January 3, 2020, for the replacement of three awning-style windows on the rear second story enclosed porch. The new windows shall be full-frame replacements with Marvin Elevate one-over-one double-hung aluminum-clad wood sashes.

Secretary of the Interior Standards:

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

Approval: Unanimous. Motion carried.

400 N River

**Solar carport installation.*

Applicant: Dick Mitchell, project architect –present.

Discussion: Mitchell: Stated that the plan is to install a solar panel array on the east edge of the parking lot that is east of the Thompson Block. Stated that its western-most edge is about forty-eight feet from the building. Stated that it is twenty-four feet in an east-west direction and about seventy-eight feet in a north-south direction. Stated that there are five equally spaced columns in the

structure panel cantilevers *[reference handout materials]*. Stated that in each column, there is a truss that spans east-west *[reference handout materials]* and then, from that truss, going north-south, are purlins. Stated that the purlins are where the solar panel array will sit. Stated that there would be four rows of twenty-four panels, equaling a total of ninety-six, to sit on top of the frame. Stated that materials for the frame will consist of concrete footing, galvanized steel column truss; regarding the purlins – the panels are aluminum framed, in black. Stated that the east edge of the carport is landscaped with a mix of Red Twig Dogwood that is approximately thirty inches going in, that get up to eight feet and a species of Yews about thirty inches going in, that get up to twelve feet.

[Further discussion as to plantings and their location]

Pettit: Asked about the pitch of the roof.

Mitchell: Stated that the high point is on the west; low point on the east.

[Discussion as to roof water collection/run off considerations]

[Discussion as to solar array carport installation considerations in the Historic District]

[Discussion as to lighting - working within City requirements]

Pettit: Indicated that applicant should come in and have a discussion with the HDC if the need arises to add more lighting.

Motion: Rupert (second: Stevenson) moved to approve and issue a certificate of appropriateness for the work at 400 N River, as submitted in the application, dated January 6, 2020, for installation of a solar paneled carport. The carport is to be built to specifications including a structure of galvanized steel and solar panels framed in aluminum.

Secretary of the Interior Standards:

#3 – Do not imitate earlier styles.

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

#10 – New work shall be removable.

Approval: Unanimous. Motion carried.

218 (209) Washtenaw

**Parking lot signage.*

Applicant: Robert Moses, property representative –present.

Discussion: Moses: Stated that the request is for the approval of two parking signs that were erected without knowledge that prior HDC approval was needed. Stated that the sign on the northeast corner of Adams and Washtenaw that faces the church was already in existence and needed refurbishment. Stated that a new sign with better framing and more historical looking bracing was installed. Stated that the original four-by-fours were used *[reference photos]*. Stated that the second sign *[reference photos]* was installed on the south side of the parking lot entrance. Stated that the sign on Washtenaw is single sided and that the sign on Adams is dual sided with the same message on both sides. Stated that both signs are set back the same ten feet distance

from the street. Stated that the signs are painted with exterior bright white Glidden paint, with pressure treated wood throughout. Stated that the signs themselves are a metal clad plastic.

Swift: Asked what is meant by "metal clad plastic".

Moses: Stated that it is a very thin metal on the outside with a core that is mainly plastic. Stated that it is not bendable and is about an eighth of an inch thick. Indicated that the sign can be pulled out and replaced without removing the installation.

Motion: Prebys (second: Rupert) moved to issue a Notice to Proceed for the work already completed at the North Adams Lot (218 Washtenaw), as submitted in the application dated January 6, 2020, for installation of two new signs, as constructed.

Secretary of the Interior Standards:

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

#10 – New work shall be removable.

Approval: Unanimous. Motion carried.

307 N River

**Site Plan with multiple features. Applicant amended the application at the meeting to only include: Site plan details, landscaping, lighting, fencing, and the dumpster enclosure. The ramp, three-season porch and mural/paint were removed to be discussed at a later meeting.*

Applicant: Ryan Wallace, owner- present.

Discussion: Pettit: Asked applicant to walk through the site plan for the Commission, starting with the three-season porch.

Wallace: *[Discussed previous work done by Marygrove Awning]* Stated that it is problematic for Cultivate when it rains, so they are trying to provide a spot that is covered during questionable weather.

Pettit: Asked if the louvered system would work in keeping the rain out.

Wallace: Confirmed. Stated that it has a gutter system built into it, is all steel and closes completely off but that it is very expensive and would be more of a second choice. Stated that "the commercial awning that they do for everybody else at this point is probably our first option".

[Discussion continued referencing packet materials]

Prebys: Asked if it is transparent flexible plastic as opposed to solid.

Wallace: Confirmed.

Pettit: Asked if it would be entirely transparent.

Wallace: Stated, no. Stated that it would be very similar to this *[reference materials]*.

Swift: Asked - so instead of it being in the rear where you currently have some covered areas, it is going to be added out to the side.

Wallace: Confirmed. *[Discussed City considerations reference a parking lot build and resulting actions]* Stated that the garden will end up being about thirty-five percent larger and will allow different sections to be used in diverse ways.

[Reference overhead photo of front of building, discussion as to how the proposed plans may affect the façade appearance]

Wallace: Stated that the overhang aligns with the building. Stated that if you look at the building, it is kind of flat and then it goes up, but the overhang stops. Stated that the tall part of the garage would go up and the overhang does not go into that piece.

Pettit: Asked if there is any pitch at all to the roof of the structure.

Wallace: Stated that it is louvered now but that the other one does pitch down towards the road *[reference photo]*.

[Reference overhead photo of front of building, discussion continued as to how the proposed plans may affect the façade appearance]

Pettit: Asked - so you are going to tear up everything that is not under the awning. Asked - if it is asphalt and it is not under the awning, it is coming up.

Wallace: Confirmed.

Stevenson: Asked about the plan for the smaller garage door.

Wallace: Stated the goal is to put a glass-to-go window in there. *[Discussed reasoning]*

Stevenson: Asked if the plan is to change that opening *[reference photo]* and take the door out.

Wallace: Confirmed.

Stevenson: Asked if the plan would be to close the wall or to do something else.

Wallace: Stated that the goal would be that the small door would not be a door anymore. Stated that the big one will stay as is. Stated that with the small door, it would be great to do like little windows that you can either open or you can just pull up like glass.

Prebys: Asked if that is proposed for the current application.

Wallace: Stated that that is for discussion down the road.

Stevenson: Stated that the reasoning for pointing it out is because, for this building, its historic features include the two garage doors. *[Discussed background of prior use of the building]* Stated that covering up these historic features is a concern. Stated that you could consider the awning as a structure that could be removed but that there would be detracting from the historic feature on that side *[reference photo]*. Stated that the concern is what might be done about the door over time.

Swift: Asked if the building is a contributing building to the District.

Stevenson: Stated that if you look at the significance of time within the District, it is not; however, the survey was done a long time ago. Stated that, in her opinion, every building should be looked at as contributing to the District.

[Discussion continued as to the history of the structure and historic considerations]

Pettit: Stated that since it is such a huge addition, it really changes the way both facades really look. Stated that that is part of what the Commission considers as we go through it.

[Discussion continued as to façade appearance considerations]

[Discussion as to the need and benefit to the Commission of having more detailed information from applicant as to what is planned for the two elevations - visuals, materials, options, drawings, rendering of what it would look like, etc.]

Slagor: *[Explained the timeline with the City for Cultivate to come into compliance with the site plan as to parking and the dumpster enclosure]*
[Procedural discussion ensued]

Pettit: Suggested going through the various other items. Asked about the location of the deck.

Wallace: Stated that the deck is right out front where the Coffee & Tap House sign is *[reference materials]*.

Pettit: Asked if it is a cedar plank deck, eight feet deep.

Wallace: Confirmed.

Swift: Asked if there is railing.

Wallace: Stated that it is open, a platform.

Pettit: Indicated that a stain is specified.

Wallace: Stated that the plan is for four tables with umbrellas.

Chestnut: Asked if the intent is for the deck skirting to coordinate with the adjacent awning.

Wallace: Stated that it was to be a separate little offset. Stated that it is not covered.

Rupert: Asked about the height.

Wallace: Stated that the deck out front matches the wood work that has been done on the property.

Prebys: Indicated that the proposed request is for a cedar plank deck, eight feet deep, extending the length of the elevation.

Rupert: Asked if you are going to be able to see underneath it.

Wallace: Stated, no. Stated that it would be skirted – just solid.

Swift: Stated – just solid wood to match the top. Asked if the height dimension would be fine for Code.

Wallace: Confirmed.

Rupert: Stated that if it is over eighteen inches, there has to be a railing.

Pettit: Indicated that moving on to fences, the application shows it is two fences -- that there is the black steel fencing that includes the beer garden; circles the building north-east-west, partially extending on the south, just inside the hedge *[reference materials]*.

Wallace: Indicated that the current plan came from adjustments made from the past discussion with the Commission as a study item. Stated the goal is that no matter where you are driving from, you can see the building.

[Clarifying discussion ensued as to fencing]

Pettit: Indicated that, per the application, as you work your way into the property, it becomes a six-foot cedar fence.

Wallace: Confirmed. Stated – for the parking.

[Clarifying discussion continued as to fencing]

Pettit: Stated that as to the dumpster enclosure proposed, that corner there *[reference photos]*, there is concrete block, wood slat gates, galvanized posts, metal coping.

Lindsay: Asked about the distance of the dumpster in relation to the building.

[Clarifying discussion ensued as to dumpster enclosure]

Pettit: Summarized that the application shows the current sign on the north to be moved to replace the one on the east elevation.

[No commissioner questions regarding the sign]

Pettit: Indicated that as to the lighting proposed, lighting is going out into the parking lot; there are metal poles; there are light fixtures.

Prebys: Indicated that staff notes show that fixtures meet the Lighting Fact Sheet.

[Discussion ensued as to lighting]

Slagor: Indicated that per discussion with applicant, applicant agreed to comply with a lower color temperature per the HDC Lighting Fact Sheet guidelines.

Pettit: Indicated that moving on to exterior repainting, the application lists the concrete block area to be painted. Asked if that is the only section being painted and not the brick area.

Wallace: Confirmed. Stated that the brick is staying the same.

Rupert: Asked if there is a plan to paint the cinder block walls on the dumpster site.

Wallace: Confirmed. Stated that the plan is to paint it brown.

Pettit: Indicated that the application lists a proposed black and white floral mural on the concrete block section of the mural. Asked what the mural will look like.

Wallace: Stated that he has a "very fast sketch and it is not ideal". Stated that he could have left it off the plan for now.

Prebys: Suggested leaving it off the plan for now until an actual representation can be reviewed.

[Discussed the type of information/specification details/materials that would be helpful for the Commission to have to review for the mural and new rear ramp/handrail]

Motion: Prebys (second: Rupert) moved to issue a Certificate of Appropriateness for the work at 307 N River as presented in the application dated December 19, 2019; with the exception of the three-season porch, repainting the exterior, the mural, the ramp and rail at the rear of the building, [amended at the January 14, 2020 meeting at applicant's request]. The approval includes the remaining exterior work as submitted in the site plan and the staining of any wood, including the fence and deck, in Sierra 700 Opaque. Approval is conditioned on the light fixtures having a temperature of 3000k or less.

Secretary of the Interior Standards:

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

Approval: Unanimous. Motion carried.

STUDY ITEMS

302 E Cross

**The Demolition by Neglect Timeline for Repair – windows, foundation and siding update was moved to the end of the agenda as the owner was not present.*

428 N Hamilton

**Potential addition.*

Applicant: Jason Tallant, owner - present.

Discussion: Tallant: Stated that there are two proposals. Option one *[referencing handout material]* - stated that this is the front of the house; this is the second story with a dormer that goes from south to north – livable space. Stated that this on the front is attic storage space that is not functional living space here on the second story. Stated that the ceiling is about six foot tall here. Stated that this elevation here does not match the top; that it is about a foot and a half to two feet lower. Stated that the proposal would be the potential of raising the elevation of the roofline to turn this into a bedroom in the front that comes out over the existing downstairs bedroom and front porch and then, in doing so, additionally raising this roof slightly.

Stated that option two would be not raising this at all *[referencing handout material]*. Stated that, currently, the dormer on the back has a very shallow pitch roof and at the far east end that is the back of the house, the ceiling is only six feet. Stated that the ceiling could not be extended out with the current elevation of the roof. Stated that the elevation of the roof would need to come up so that that could be extended out towards the back of the house so that the dormer could be extended out off the back of the house preserving the front but extending the roof line up so that this comes across here *[referencing handout material]*.

[Commission reviewed and discussed handout material and proposed options with applicant]

[Discussion as to height considerations; character of the neighborhood]

[Commission consensus to consider Option Two with detailed specifications, etc.]

NEW BUSINESS

**Returned to New Business*

629 N River

**Shed and fence.*

Applicant: Elizabeth McCall, owner – not present.

Discussion: Pettit: Summarized that the application lists a fence section and an addition of a shed.

[Commission reviewed and discussed reference materials]

[Procedural discussion]

Motion: Stevenson (second: Rupert) moved to issue a Notice to Proceed for the work already completed at 629 N River, as submitted in the application dated January 3, 2020, for installation of a 3' tall black metal fence parallel to the north property boundary, and a metal clad-garden shed, per the photographs submitted.

Secretary of the Interior Standards:

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

#10 – New work shall be removable.

Approval: Unanimous. Motion carried.

OTHER BUSINESS

1. Windows Fact Sheet Update

[Commission to review the fact sheet and discuss proposed updates at the next meeting]

STUDY ITEMS

**Returned to Study Items*

302 E Cross

**Demolition by Neglect Timeline for Repair – windows, foundation and siding update.*

Applicant: Max Ziebarth, owner – not present.

Discussion: Pettit: Indicated that applicant was required to appear to discuss timeline updates with the Commission. Stated that applicant is not present and that follow up is necessary.

Slagor: Staff indicated that he contacted the applicant last week. Stated that applicant has not responded. Indicated that staff will follow up with applicant.

[Procedural discussion ensued]

ADMINISTRATIVE APPROVALS- none

OTHER BUSINESS

**Returned to Other Business*

2. 2019 HDC Annual Report – for Council

[Review and discussion]

Motion: Stevenson (second Swift) moved to approve and adopt the 2019 Annual Report for the Historic District Commission as submitted.

Approval: Unanimous. Motion Carried.

3. 2019 HDC Annual CLG Report – for State Historic Preservation Office

[Review and discussion]

Motion: Stevenson (second Swift) moved to approve and adopt the 2019 Annual CLG Report that will be submitted to the State Historic Preservation Office.

Approval: Unanimous. Motion Carried.

4. Section 106 Consulting Party – 301 N Hamilton and 401 N Adams Update

Slagor: Staff updated the Commission, reference materials provided in the packet. Staff confirmed reiterating Commission's concern about how the structure will affect the integrity of the setting in the Historic District and its contributing resources; and reiterated that the HDC would like to see it and that a permit is required for installation.

[Discussion of packet materials]

5. Property Monitoring

Commissioner comments/query/discussion as to property monitoring.

6. Commissioner Comments

Commissioners, who wished, shared additional thoughts/comments.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS- none

HOUSEKEEPING BUSINESS

1. Approval of the minutes of December 10, 2019

Motion: Prebys (second: Rupert) moved to approve the minutes of December 10, 2019 as submitted.

Approval: Unanimous. Motion carried.

ADJOURNMENT

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

MEETING ADJOURNED at 9:39 p.m.

Full Minutes Prepared By: Nancy Hare-Dickerson

CITY OF YPSILANTI
Agenda
Historic District Commission
Tuesday, January 28, 2020 - 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
Anne Stevenson, Vice Chair	P	A
Erika Lindsay	P	A
Hank Prebys	P	A
Ron Rupert	P	A
Amy Swift	P	A
James Chesnut	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 —none

1. 24 N Huron	Concrete block barrier
2. 317 N Washington	Signface replacements

C. STUDY ITEMS

1. 302 E Cross	Progress update and window proposal
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D. ADMINISTRATIVE APPROVALS

1. 117 E Forest	Roof
2. 35 S Huron	Roof

E. OTHER BUSINESS

- 1. Windows Fact Sheet Update**
- 2. Property monitoring**
- 3. Commissioner comments**

VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

- 1. Approval of meeting minutes, January 14, 2020**

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.



HDC Work Permit Staff Review

Property address: 24 N Huron

Property History: The property includes a surface parking lot owned east of 24 N Huron that is wrapped by a City-owned alley on the south and west sides.

Date of Application: January 10, 2020

Date of Review: January 21, 2020

Date of Meeting: January 28, 2020

Proposed work: Installation of three concrete block barriers.

Materials: Concrete block.

Staff review:

1. This application is for work already completed without having filed for a Certificate of Appropriateness.
2. Work includes installation of 3 concrete blocks at the southwest corner of the paved parking lot.
3. The applicant states that the concrete blocks were installed to prevent trespassing from a neighboring property owner, as advised by their attorney. They stated that the attorney suggested that HDC permits were not required. Staff informed them that even non-historic resources must be reviewed by the HDC for potential impacts to the district.
4. The applicant further relayed to staff that the barriers were an attempt to prevent heavy-weight vehicles from entering their parking area, protect the parking area in general, and guide vehicles away from area utilities.

A Recent History of Barriers Surrounding the Lot

*The applicant has attempted to enclose the lot multiple times over the last five years. An overview of previous applications and work is provided below.

5. On May 10, 2016, the HDC approved an application to for a 4' tall wood picket fence and triangular swing metal gate.

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.

- a. Both the gate and fence were installed, however the fence was removed entirely and one arm of the gate removed as well.
6. The applicant applied to reinstall this fence, with the addition of 5 metal bumper posts, in April 2018.
 - a. On April 24, 2018, the HDC denied the application citing "the lack of consideration for the location, visibility and historic character of the site and the mixture of inappropriate materials in the proposal."
 - b. The commission suggested the applicant may amend the application "using one consistent material for the fencing and gate that is non-residential in character. Chain-link fencing was suggested as a possibility for use in this particular location."
 - c. The denied application was not amended or appealed.
7. At the time of the April 2018 application for a new fence, the subject concrete barriers had already been installed.
 - a. Staff was delayed in requesting a permit for these items due to ongoing legal disputes with the City in the vicinity.
8. The HDC may consider that the concrete blocks are consistent with those existing on site. (The older blocks appear to have been installed without permits 15-20 years ago).
9. The HDC may also consider that if the blocks are found to be inappropriate, clear guidance should be given as to what kind of barrier would be appropriate.

Recommended Motions:

Move to issue a Notice to Proceed for the work already completed at 24 N Huron, as submitted in the application dated January 10, 2020, for installation of three concrete block barriers at the rear parking lot.

Relevant Secretary of the Interior's Standards:
#10

Move to deny the work already completed at 24 N Huron, as submitted in the application dated January 10, 2020, as the concrete blocks are a style of barrier inappropriate for the historic district that diminishes the integrity of setting.

Relevant Secretary of the Interior's Standards:
#9

Prepared by:
Scott E. Slagor, Preservation Planner

PHDC-20-0005

26723
C# 1454



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
24 N. Huron Ypsilanti MI 48197

Applicant

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

Name		
Bessie Pappas		
Address		
[Redacted]		
City	State	Zip
Ypsilanti	MI	48197
Phone / Fax	E-Mail	
[Redacted]	—	

Contractor

Contractor Name & Contact Info

Type of work

- | | | |
|--|--|--|
| ☐ Roofing | ☐ Porches | ☐ Painting |
| ☐ Window/Door Replacement | ☐ Sign | ☒ Other |
| | ☐ Fence (or other sitework) | ☐ Application Amendment |

Complete Description of Proposed Work:

Stone Blocks placed in property. Violent neighbor destructing owner property. Neighbor destroy barrier gate & blocks put in place.

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:

\$800.00

Permit fee:

\$35 + _____ =

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:

1/10/2020

Print Name:

Bessie Pappas

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.

Staff photos of alley, January 22, 2020.

