



MINUTES

City of Ypsilanti HISTORIC DISTRICT COMMISSION Virtual Meeting

Tuesday, December 8, 2020
7:00 P.M.

CALL TO ORDER AND ROLL CALL

Chairperson Pettit Video/telephone usage instructions given for potential attendees
Meeting called to order at 7:09pm

Commissioners Present: Alex Pettit, Anne Stevenson, Erika Lindsay, James Chesnut

Commissioners Absent: Ron Rupert, Amy Swift

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

APPROVAL OF AGENDA

Motion: Lindsay (second: Stevenson) moved to approve the agenda as submitted.

Roll Call Vote - Ayes: Commissioners Pettit, Stevenson, Lindsay, Chesnut
Nays: None
Absent: Commissioners Rupert and Swift
Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS—none

PUBLIC HEARING—none

OLD BUSINESS—none

NEW BUSINESS

214 N Grove

**New Windows and Siding.*

Applicant: Theresa Maddix, owner; Michael Greco, window contractor - present

Discussion: Pettit: Stated that the application appears to be for window and siding related work. Asked applicant to walk the Commission through what is being proposed.

Maddix: Stated that she would like to replace the windows on the front of the house and on the

north side of the house. Stated that the windows are in really bad shape. Stated that the other part of the application is for redoing the siding on the front façade of the house. *[Explained current condition and appearance of siding, reference photo materials]*. Stated that she would like to have the siding on the front replaced with Hardie board siding to improve the appearance and to add a layer of installation.

Pettit: Asked if it is correct that there are a couple of different types of windows that currently exist.

Maddix: Confirmed. Stated that the three windows on the front are one style and the two on the north side are more like mobile home type windows *[reference photo materials]*.

Pettit: Indicated that since the windows are not original windows that speak to the original structure, there is possibly more flexibility as to replacement. Asked if it is correct that applicant has chosen a fiberglass-type window for replacement.

Maddix: Confirmed. Stated that as to the grilles, she tried to match what is on the existing façade.

Pettit: *[Discussed HDC guidelines regarding preferred construction/materials as to maintaining original proportionality of the windows]*

Maddix: *[Discussed the cost of wood replacement]*

Stevenson: Asked if the proposed product will change the size of the window and if it will mimic the lite pattern.

Maddix: Indicated that the plan is to try to match the look of the existing windows. Stated that she and the window contractor worked to find a product that is fiberglass but which would have a very similar appearance. Indicated that she is referring to the three front windows when she refers to that. Stated that the plan is to replace the mobile home style windows on the side with casement windows *[Discussed reasons]*.

Pettit: Asked if as to "casement", as sort of a crank out from one side of the window.

Maddix: Confirmed.

Pettit: Asked if the plan is to remove the upper and lower sash, leave the frame and then insert the new window into that existing frame or if the plan is to take the entire frame back to the rough opening.

Maddix: Stated that the wood is in very bad shape; that they will need to take it back to the rough opening.

[Discussion continued as to proposed window material/proportionality]

Greco: *[Discussed background history of company and previous installs in other areas; discussed*

proposed window details – materials/installation]

Chesnut: *[Initiated discussion as to scope of work between window contractor and siding contractor]*

Maddix: Indicated that the siding contractor is flexible – that they are looking for her to give the specific request and they will work with what is approved.

Lindsay: *[Initiated discussion as to the existing pattern of the siding and what is proposed]*

Maddix: Stated that the proposal is to do the horizontal.

Lindsay: Asked -- and to match the existing aluminum on the north and south façade then.

Maddix: Confirmed. Stated – as far as direction, right.

[Discussion as to proposed bottom trim piece clarification]

Stevenson: *[Discussed HDC challenges in reviewing applications; discussed information/items that are helpful to assist HDC in its decision making]*

[Discussion as to applicant presenting design detail options]

Pettit: Indicated that it looks like the Commission would need, at this point, more information about an overall plan for what the façade would look like – how the transitions would be siding to window and what the casing would be, as well as the door and those corners *[reference photo materials]* and along the bottom.

[Discussion continued as to siding options]

[Procedural discussion]

Maddix: Requested to amend the application to only include the five window replacements; requested to withdraw siding replacement from the application.

Motion: Chesnut (second: Stevenson) moved to approve and issue a Notice to Proceed for the work at 214 N Grove, as amended on December 8, 2020, for only the replacement of five windows with Ultrex fiberglass windows. This does not include the new façade siding, as originally applied for. Replacement windows are to be full-frame units and match the size of the windows they are replacing and include three double-hung windows on the façade and two casements on the north elevation. It has been taken into consideration that the windows being replaced are not original and this particular property has evolved past its historic integrity to the extent that it is considered non-contributing.

Secretary of the Interior Standards:

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

Roll Call Vote - Ayes: Commissioners Pettit, Stevenson, Lindsay, Chesnut
Nays: None
Absent: Commissioners Rupert and Swift
Motion carried.

322 E Forest

**New Garage.*

Applicant: Matthew Wade, owner - present

Discussion: Pettit: Indicated that ideas for a proposed detached garage were previously discussed at the November 24, 2020 HDC meeting as a study item. Stated that applicant submitted additional information and drawings. Asked applicant to talk the Commission through the application.

Wade: *[Reference materials]* Stated that the man door is not pictured on the current 3-D rendering facing north. Indicated that the proposed doors are on the west side of the garage and that a man door is planned to be on the north end.

Pettit: Stated that it looks like there is a different roof configuration now.

Wade: Confirmed. Stated that the gable trusses were switched out to ten-pitch, just attic trusses.

Pettit: *[Discussion regarding visual difference of the roof pitch in the hand-drawn elevations vs renderings]*

Wade: Stated that the drawings are more accurate; that the renderings were prepared to help provide a visual guideline.

Pettit: Asked if it is a smaller footprint now.

Wade: Confirmed. Stated that it comes out to about 792 square feet. Stated that he downsized it to be within the regulations.

Pettit: Asked what the proposed siding choice is.

Wade: Stated that it is the Hardie siding with the smooth option. Indicated that it would be the same for the fascia and all the trim.

Pettit: Asked if a specific garage door choice has been made.

Wade: Stated that he is still shopping for the garage door and the man door and will submit those in a separate application.

Motion: Lindsay (second: Chesnut) moved to approve and issue a Certificate of Appropriateness for the work at 322 E Forest as submitted in the application dated December 1, 2020 for construction of a new garage. The garage shall be built to specifications, with the exterior walls clad in Hardie Board smooth finished fiber-cement siding, and the roof finished in an architectural shingle to

match the roof of the house with a ridge vent. Doors and lighting must be submitted to the Commission for review.

Secretary of the Interior Standards:

#3 – Do not imitate earlier styles.

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

#10 – New work shall be removable.

Roll Call Vote - Ayes: Commissioners Pettit, Stevenson, Lindsay, Chesnut

Nays: None

Absent: Commissioners Rupert and Swift

Motion carried.

301 W Michigan

**Small cell communication facility.*

Applicant: David Haslinger - Verizon Wireless; Colby Toney, Daniel Smith, Tupac Hunter - TeleCad representatives.

Discussion: Haslinger: Introduced himself and the representatives in attendance and provided work background information.

Pettit: Indicated that the HDC's primary concern is how the visual impact of the addition will affect the District. Stated that the HDC's primary questions and thoughts would revolve mostly around what the new addition piece would look like or how it will modify the existing utility that is there. Along with the information and drawings provided, asked applicant to walk the Commission through the application and give a sense of what the information means.

Haslinger: Stated that the poles are already there. *[Reference drawings]* ... Stated that these are minimally intrusive to the landscape; that they are at forty feet, which is above your normal sight lines. Stated that on that pole will be a meter, a small splicing box and the antenna that is depicted in the picture. Stated that the antenna panels are at the top of the pole and go into three sectors. Stated that they are about as big as an 8-1/2x11 sheet of paper. Stated that the radio is right on the antenna. Stated that they are flush mounted to the pole.

[Clarifying discussion was had between the Commission and applicant representatives reference submitted architectural drawings and photo materials]

Motion: Stevenson (second: Chesnut) moved to approve and issue a Certificate of Appropriateness for the work at 301 W Michigan as submitted in the application, dated December 1, 2020, for modification of an existing light pole to include the features in submitted drawings, including antennas, signage, and connection boxes.

Secretary of the Interior Standards:

#10 – New work shall be removable.

Roll Call Vote - Ayes: Commissioners Pettit, Stevenson, Lindsay, Chesnut

Nays: None
Absent: Commissioners Rupert and Swift
Motion carried.

401 N Adams

**Small cell communication facility.*

Applicant: David Haslinger - Verizon Wireless; Colby Toney, Daniel Smith, Tupac Hunter - TeleCad representatives.

Discussion: Pettit: Asked if this is a similar proposal to 301 W Michigan.

Haslinger: Confirmed. Stated that the technology is identical, just at a different location. Stated that it is on a corner with no direct sightline from the resident as far as straight out their window in the public right of way there *[reference photo materials]*. Stated that it is sort of kitty-corner into their house. Stated that when he says "not on a sightline", that he is being very specific that they are not sitting on their couch looking straight out their picture window looking at a pole.

Motion: Chesnut (second: Stevenson) moved to approve and issue a Certificate of Appropriateness for the work at 401 N Adams as submitted in the application, dated December 1, 2020, for modification of an existing light pole to include the features in submitted drawings, including antennas, signage, and connection boxes.

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

Roll Call Vote - Ayes: Commissioners Pettit, Stevenson, Lindsay, Chesnut
Nays: None
Absent: Commissioners Rupert and Swift
Motion carried.

293 Olive

**Small cell communication facility.*

Applicant: David Haslinger - Verizon Wireless; Colby Toney, Daniel Smith, Tupac Hunter - TeleCad representatives.

[Incorrect architectural drawings were erroneously included in the packet. Staff provided the correct drawings for view at the meeting. See the attached supplemental information.]

Discussion: Haslinger: *[Reference aerial photo]* ... Stated that it is on the side of the house. Stated that they like to go to the side yard on any asset that they can for minimal invasiveness to the homeowner and the community.

[Commissioners review photo materials]

Colby: Stated that as far as collocations go, that is pretty well the best-case scenario being

located directly from the corner of a home. Stated that it is something really that they walk out their front door and probably never catch that pole out of their peripheral. Stated that it is going to be a newer pole.

Pettit: Asked if the proposed height is the same as on the other ones.

Colby: Confirmed. Stated that they are able to maintain safety clearance from DTE's equipment and still cut the pole at forty. Stated that it will be extended slightly less – that it will only be extended about eight feet because it is already a taller pole. Stated that the pole is about thirty-two feet, as shown in the picture *[reference photo materials]*. Stated that, to be clear, it will be replaced with a pole that is forty feet.

Motion: Lindsay (second: Chesnut) moved to approve and issue a Certificate of appropriateness for the work at 293 Olive as submitted in the application, dated December 1, 2020, for modification of an existing light pole to include the features in submitted drawings, including antennas, signage, and connection boxes.

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

Roll Call Vote - Ayes: Commissioners Pettit, Stevenson, Lindsay, Chesnut
Nays: None
Absent: Commissioners Rupert and Swift
Motion carried.

STUDY ITEMS—none

ADMINISTRATIVE APPROVALS

9 N River – New Roof

Motion: Lindsay (second: Stevenson) moved to accept the administrative approval for 9 N River – New Roof, as submitted.

Roll Call Vote - Ayes: Commissioners Pettit, Stevenson, Lindsay, Chesnut
Nays: None
Absent: Commissioners Rupert and Swift
Motion carried.

OTHER BUSINESS

- 1. Property Monitoring**—none
- 2. Updates from Staff**—none
- 3. Commissioner Comments**—none

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS -none

HOUSEKEEPING BUSINESS

1. Approval of 2021 Meeting Calendar

Motion: Lindsay (second: Chesnut) moved to approve the 2021 Meeting Calendar, as submitted.

Roll Call Vote - Ayes: Commissioners Pettit, Stevenson, Lindsay, Chesnut

Nays: None

Absent: Commissioners Rupert and Swift

Motion carried.

2. Approval of the minutes of November 24, 2020

Motion: Lindsay (second: Chesnut) moved to approve the minutes of November 24, 2020, as submitted.

Roll Call Vote - Ayes: Commissioners Pettit, Stevenson, Lindsay, Chesnut

Nays: None

Absent: Commissioners Rupert and Swift

Motion carried.

ADJOURNMENT

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

MEETING ADJOURNED at 9:03 p.m.

Full Minutes Prepared By: Nancy Hare-Dickerson