

1. Historic District Commission Virtual Meeting

Documents:

[HISTORIC DISTRICT COMMISSION - 09 MAR 2021 - AGENDA - PDF.PDF](#)



AGENDA

Historic District Commission Meeting

7:00pm -March 9, 2021
Virtual

Page

1. CALL TO ORDER

2. ROLL CALL

Alex Pettit, Chair
Anne Stevenson, Vice Chair
Erika Lindsay
James Ratzlaff
Amy Swift
James Chesnut
VACANT
Scott Slagor, Staff

3. APPROVAL OF AGENDA

4. PUBLIC COMMENT ON AGENDA ITEMS

5. PUBLIC HEARINGS

6. BUSINESS SESSION

6.1. OLD BUSINESS

6.2. NEW BUSINESS

[114 Woodward](#)

6.3. STUDY ITEMS

6.4. ADMINISTRATIVE APPROVALS

6.5. OTHER BUSINESS

1. Property Monitoring
2. Updates from Staff
3. Commissioner Comments

7. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

8. HOUSEKEEPING BUSINESS

8.1. Approval of meeting minutes 02/23/2021

[Historic District 2-23-2021 Full Minutes](#)

9. ADJOURNMENT

March 9, 2021 HDC Regular Meeting Virtual Access Link: <https://us02web.zoom.us/j/87925991022>

When prompted, enter Meeting ID: 879 2599 1022

March 9, 2021 HDC Regular Meeting Toll Free Phone Number Access: :888 475 4499 or 877 853 5257

3 - 21

23 - 26



HDC Work Permit Staff Review

Property address: 114 Woodward

Property History: The property includes a Shingle-style house and a carriage barn; both are contributing to the historic district. Assessing data says the house was erected in 1893, however Sanborn Maps indicate it was erected sometime between 1900 and 1909. The property owner believes the carriage barn predates the house to ca. 1875. Based on Sanborn maps, there is a barn at this location prior to the house, originally associated with a property at 113 S Washington. At some point the property lines were redrawn and the barn became part of 114 Woodward. Sanborn Maps between 1888 and 1909 depict the barn as a one-and-one-half story building with a small one-story addition to the east elevation. This changed by 1916, and the building is noted as a one-story garage with a square footprint, the east addition having been removed.

Date Complete Application Received: March 3, 2021

Date of Review: March 3, 2021

Date of Meeting: March 9, 2021

Proposed work: Addition to carriage barn, new window, and new door.

Materials: Wolmanized lumber, wood siding, historic window, and a metal overhead garage door.

Staff review:

1. In October 2020 the applicant applied for a new roof on the carriage barn. When staff visited the site, it was apparent that several changes had been made to the building without HDC review, and a subsequent permit for the remaining exterior work was requested.
2. An application was reviewed by the HDC at the November 24, 2020 meeting. The applicant sought an approval for a small addition to the carriage barn, a new window, and new garage door. The HDC denied the application with the following language:

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.

"The replacement window and the overhead door as installed do not meet the HDC guidelines as cited in the Windows and Doors Fact Sheets. Specifically, vinyl windows are not compatible with the historic character of the building and are not allowed in the district; and the faux-wood grain finish on the steel door is not compatible."

3. Based on discussions in the meeting, staff included three suggestions to correct the work in the denial letter, including:

The HDC was generally supportive of the shed addition, however found the new window and garage door incompatible. Suggested corrections may include:

1. Breaking out the work into separate applications, one for the addition, one for the window, and one for the garage door. The original application can be amended to only include the addition, and new applications submitted for the additional work.

2. For the window, it is recommended to consider reusing the existing window referenced at the meeting, or replacing with a window of a different material, such as wood, aluminum-clad wood, fiberglass-clad wood, or fiber-composite.

3. For the garage door, corrective action may include: a new door that does not have a faux wood-grain texture, a different surface treatment to the existing door to conceal the texture, or documentation that shows the door texture is not easily viewed from the right-of-way.

4. 60-days have passed since the denial and the original application cannot be amended nor appealed. To that extent, the applicant has submitted a new application to address the work.

*Commissioners can view the original application and discussion points in the minutes for the November 24, 2020 meeting online at www.cityofypsilanti.com/hdc

Addition

5. A small shed-roof addition was made to the north elevation of the building.
 - a. The addition measures 5'x12' 3½" and rests on a concrete slab.
 - b. The slab is supported by 6"-wide footings set 2' deep.
 - c. The addition is wood-framed and clad in wood siding to match the building.
 - d. The addition utilizes an old entry door found in the barn, with a new doorhandle.

Window

6. A new vinyl six-over-six window was added within the former window frame on the west elevation.
 - a. According to the applicant, a window replacement was necessary because a tree that had grown out of the foundation on the building's corner had shifted that side of the building and damaged the existing window beyond repair. The applicant stated they have repaired other windows on the building, but this one was not possible.
 - b. The applicant stated that they could not find a wood replica window in their desired repair timeframe. Their goal was to complete work over the summer and secure the building in time for winter, to keep pests out.

- c. Staff does not have photographic documentation of the original window. However, according to records on file, the carriage barn was inspected by the HDC in 2003 as a case of demolition by neglect. (Ultimately, the building was not determined a case of demolition by neglect). Notes from that inspection from Commissioners Ron Rupert and Brenda Rigdon indicate that at the time, the original windows were extant. The building was described as having two *"standard sized windows [that were] double-hung with a 6-over-6 configuration and have very thin muntins."* Further description identified them as having been *"true divided light muntins and joined with wood pegs."*
 - 7. The HDC found the new vinyl window incompatible, which was one of the reasons for denial.
 - 8. The applicant had discussed with the HDC repairing and reusing an existing historic window that matched the original, which was stored in the barn.
 - a. The HDC indicated support for this proposal.
 - 9. In this application, the vinyl window is noted as temporary, and the applicant proposes repairing an original six-over-six window and installing it in-place of the vinyl window.
- Garage door*
- 10. According to the Rupert/Rigdon assessment, interior framing indicates that the building originally had a drive-through bay with openings on the north and south elevations. Those openings have since been cladded over and an opening was made on the east elevation, likely when it was converted to a garage in the early twentieth century.
 - 11. The east elevation bay was most recently one large bay with no formal door. The applicant had previously implemented a wood barrier with doors that hung from the interior.
 - 12. To better secure the building from animals and weather, the applicant had permanently infilled part of the opening and installed an overhead door.
 - a. The infilled area is clad in novelty-drop siding, matching that on the rest of the elevation.
 - b. The new door is an overhead steel door with a "grain slate finish."
 - i. The applicant stated they wanted to find something that mimicked an old wood door.
 - c. The HDC expressed concern for the finish of the door, which was one of the reasons the application was denied.
 - 13. Based on discussion at the November 24, 2020 meeting, the applicant has proposed three options to address the garage door.
 - a. The applicant provided photos to demonstrate that the faux wood-grain is minimally visible from the right-of-way and minimally detracts from the historic integrity of the building. If the Commission agrees, the applicant would like to keep the existing door.
 - i. The applicant also plans to plant a tree that will further obscure views to the garage.
 - ii. In staff opinion, the wood-grain is minimally visible from the right-of-way.
 - b. The applicant also proposes painting the door to better conceal the faux wood appearance. It would be painted to match the trim of the house in "Dusty Violet."
 - i. The applicant would strongly prefer an option that allows them to keep the current door.

Recommended Motions:

Move to issue a Certificate of Appropriateness for the work at 114 Woodward as submitted in the application dated March 3, 2021, for work to the carriage barn as specified; including the addition to the north elevation, restoration of the historic window on the west elevation, and bay infill with an new overhead garage door on the east elevation [INSERT RELEVANT DOOR CONDITIONS, IF ANY].

Relevant Secretary of the Interior's Standards:

#2, #5, #9

Prepared by:

Scott E. Slagor, Preservation Planner



03 2021

RECEIVED

**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

28422
VISA

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

114 Woodward St. Ypsilanti MI 48197

Applicant

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

Name

Alan B Young and Eileen M Young

Address

[REDACTED]

City

Ypsilanti

State

Michigan

Zip

Phone / Fax

E-Mail

Contractor

Contractor Name & Contact Info

Type of work

- ☐ Roofing
☒ Window/Door Replacement

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

- ☐ Painting
☒ Other
☐ Application Amendment

Complete Description of Proposed Work:

North Side A small shed roof addition measuring 5'x12'3 1/2" resting on concrete slab. The slab is supported by 6" wide footings set 2' deep. The addition is wood framed with wood siding to match the building. We used an original door found in the barn and added a new door handle that locks. Material cost \$740.00

West Window Side The Original window was twisted broken and warped / Temporarily installed window for weather and Critter Control.
We have a double hung 6 over 6 window in this window which included with wood pegs - original to building we believe. Picture included. We propose to stabilize & replace the glass and install in place of the temporary window. The structure

East Side Garage Door
\$1350 At the last hearing commission stated verbally that our options were to "prove" that the "wood grain" was not apparent from the street
2. paint 3. replace We have pictures included.

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:

\$2090.00

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:

Date:

March 3, 2021

Print Name:

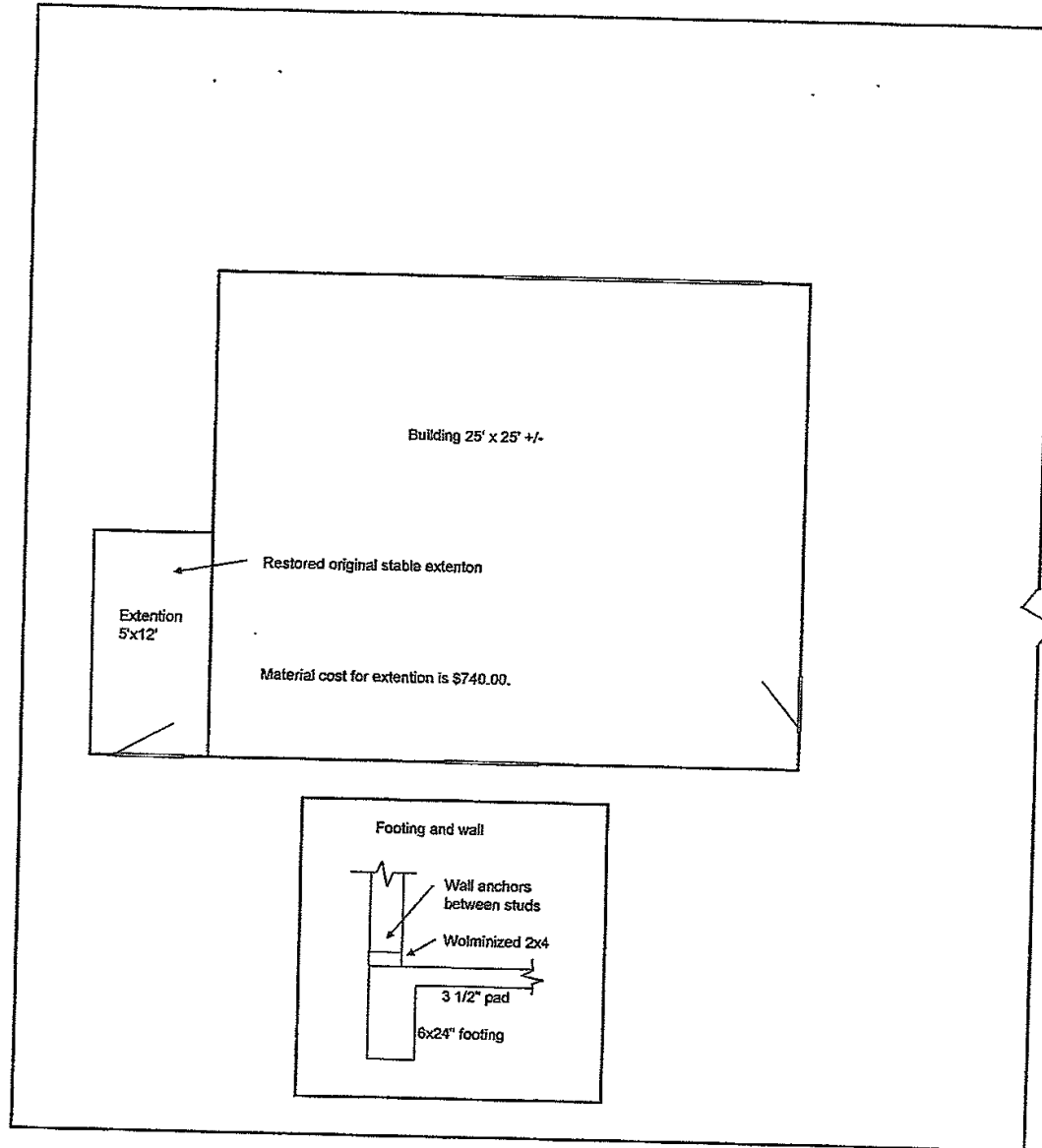
Alan B. Jones

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.

Young, Alan, Fleen
Ypsilanti, Michigan

YOUNG BARN EXTENTION



Schematic for Shed Addition p.1



p.2

door
original
@
new lockable
handle

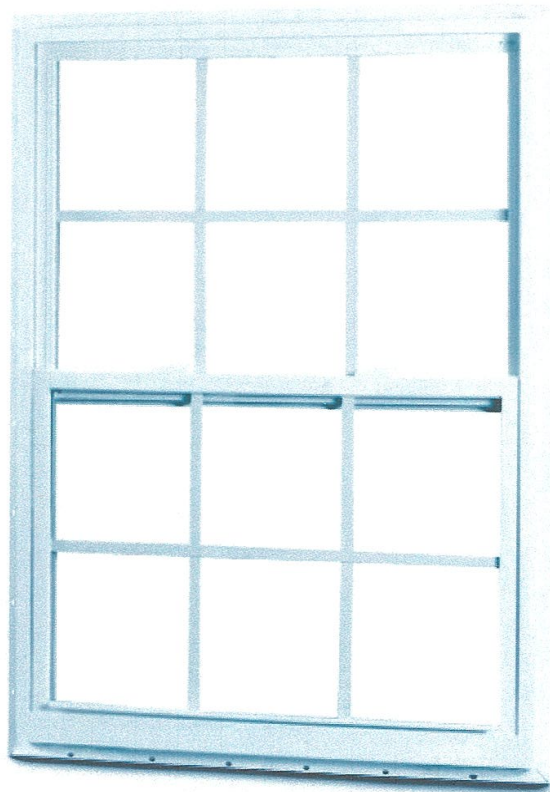


p3
East
side of
shed

Exhibit (A)



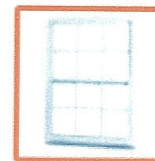
Temporary



35-1/8 in. x 59-1/4 in. 50 Series Sing
Vinyl Window with Nailing Flange an
Grilles

by **American Craftsman**

Product Images



ps

3/2/2021

Mail - Eileen Young - Outlook

yle



Street

3/2/2021

Mail - Eileen Young - Outlook

p1



35 ft away

3/2/2021

Mail - Eileen Young - Outlook

48



18 ft away

- b. The slab is supported by 6"-wide footings set 2' deep.
- c. The addition is wood-framed and clad in wood siding to match the building.
- d. The addition utilizes an old entry door found in the barn.

Window

- 3. A new vinyl six-over-six window was added within the former window frame on the west elevation.
 - a. According to the applicant, a window replacement was necessary because a tree that had grown out of the foundation on the building's corner had shifted that side of the building and damaged the existing window beyond repair. The applicant stated they have repaired other windows on the building, but this one was not possible.
 - b. The applicant stated that they could not find a wood replica window in their desired repair timeframe. Their goal was to complete work over the summer and secure the building in time for winter, due to a pest infestation.
 - c. Staff does not have photographic documentation of the original window. However, according to records on file, the carriage barn was inspected by the HDC in 2003 as a case of demolition by neglect. (Ultimately, the building was not determined a case of demolition by neglect). Notes from that inspection from Commissioners Ron Rupert and Brenda Rigdon indicate that at the time, the original windows were extant. The building was described as having two *"standard sized windows [that were] double-hung with a 6-over-6 configuration and have very thin muntins."* Further description identified them as having been *"true divided light muntins and joined with wood pegs."*

Garage door

- 4. According to the Rupert/Rigdon assessment, interior framing indicates that the building originally had a drive-through bay with openings on the north and south elevations. Those openings have since been cladded over and an opening was made on the east elevation, likely when it was converted to a garage in the early twentieth century.
- 5. The east elevation bay was most recently one large bay with no formal door. The applicant had previously implemented a wood barrier with doors that hung from the interior.
- 6. To better secure the building from animals and weather, the applicant has permanently infilled part of the opening and installed an overhead door.
 - a. The infilled area is clad in novelty-drop siding, matching that on the rest of the elevation.
 - b. The new door is an overhead steel door with a "grain slate finish."
 - i. The applicant stated they wanted to find something that mimicked an old wood door.
 - ii. In staff opinion, the faux wood-grain finish is not especially noticeable.

Finishing

- 7. The carriage barn will be painted to match the house using a base of "Ashley's Heather," with secondary colors of "swan white," and "dusty violet."

Summary

- 8. In staff opinion, the addition and infill of the old garage bay are generally compatible with the character of the building. However, both the overhead door and replacement window are not compatible with the HDC's guidelines. The overhead door has a faux woodgrain finish, which is noncompatible in most installations. The window is an



Main color (same as house)

Shore's Choice 90BB 41/16R
 Apple Twilight 90BB 21/220

Swan White
 98YY 82/022

WN56

Framing

Dusty Violet
 90BB 18/227

Garage Door

if required you have original paint chips









MINUTES

City of Ypsilanti HISTORIC DISTRICT COMMISSION Virtual Meeting held via Zoom

Tuesday, February 23, 2021
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 7:01pm

Commissioners Present: Alex Pettit – Washtenaw County, City of Ypsilanti
Anne Stevenson - Washtenaw County, City of Ypsilanti
Amy Swift – Washtenaw County, City of Ypsilanti
James Chesnut – Washtenaw County, City of Ypsilanti
James Ratzlaff – Washtenaw County, City of Ypsilanti

Commissioners Absent: Erika Lindsay

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

APPROVAL OF AGENDA

Pettit: Noted a necessity for correction to remove Ron Rupert and to add James Ratzlaff to the
"Call to Order and Roll Call" section of the agenda.

Motion: Stevenson (second: Swift) moved to approve the agenda as amended.

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

PUBLIC COMMENT ON AGENDA ITEMS—none

PUBLIC HEARING—none

OLD BUSINESS

301 W Michigan, Suite 103

**Signage.*

Applicant: Marcus Gray, contractor - present

Discussion: *Notes per Staff Review: The application was tabled from the February 9, 2021 meeting. The Commission had questions regarding illumination and the structure of the signs.*

Pettit: Summarized the outstanding Commission questions from the February 9th meeting. Indicated that the questions primarily revolved around seeking clarification of what the actual signage would look like when installed.

Gray: Explained that the word "University", the logo and the word "Bank" will have a raceway behind it to house the electrical components. Stated that it would match the color of the building in order to make it less visible. Stated that the letters in "Ypsilanti Loan Center" are plastic individual letters which stand off from the wall approximately 1 to 1-1/2 inches.

Pettit: Asked if there is lighting involved with that portion [*Ypsilanti Loan Center*].

Gray: Stated that lighting was requested for behind that area. Stated that the lighting will have a halo look instead of the individual letters lighting up.

Pettit: Asked for clarification of "a halo look".

Gray: Stated that it will light from the back side but not come through, so it would be more of a halo. Stated that it is not as bright.

Swift: Asked if the brick will still be seen.

Gray: Confirmed that the brick will still be seen.

[Clarifying discussion continued as to the appearance of signage with raceway]

Swift: Asked about the words "Why Not Keep It Local?"

Gray: Stated that "Why Not Keep It Local?" and "Ypsilanti Loan Center" has no raceway. Stated that they are pin-mounted type letters which have a halo look underneath it, so that you will see the brick when it lights up.

[Clarifying discussion continued as to the appearance of signage without raceway]

Pettit: Asked about how the "ATM" signage is mounted and illuminated.

Gray: Stated that the "ATM" is a box; that the letters are plastic face; internal LED lit.

Pettit: Asked if the light comes through the sign.

Gray: Confirmed.

[Clarifying discussion continued as to mounting, lighting and appearance for each piece of the "halo look" type sign – including an internet search/review of "halo look" type signs, for comparison]

[Discussion as to HDC Lighting Guidelines]

Swift: Initiated discussion as to "ATM" box considerations.

Chesnut: Asked if the scale and location of the sign shown in the proposal is fairly accurate.

Gray: Confirmed.

Swift: Indicated an opinion that there may be more leniency because the structure itself is less of a significant contributing historic building in a neighborhood.

Motion: Swift (second: Ratzlaff) moved to issue a Certificate of Appropriateness for the work at 301 W Michigan, Suite 103, as submitted in the application dated February 2, 2021, for installation of new signage as specified. The new signs shall be mounted to the mortar joints to the greatest extent possible.

Secretary of the Interior Standards:

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

#10- New work shall be removable.

Roll Call Vote - Ayes: Commissioners Pettit, Stevenson, Swift, Chesnut, Ratzlaff

Nays: None

Absent: Commissioner Lindsay

Motion carried.

NEW BUSINESS—none

STUDY ITEMS—none

ADMINISTRATIVE APPROVALS—none

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS—none

HOUSEKEEPING BUSINESS

1. Approval of the minutes of February 9, 2021

Motion: Stevenson (second: Swift) moved to approve the minutes of February 9, 2021, as submitted.

Roll Call Vote - Ayes: Commissioners Pettit, Stevenson, Swift, Chesnut, Ratzlaff

Nays: None

Absent: Commissioner Lindsay

Motion carried.

2. Election of Officers for Chair and Vice Chair

Pettit: *[Procedural discussion]*

A. Election of Chair:

Nominee: Alex Pettit - accepted nomination on February 9, 2021.

Being unopposed, a formal vote was not called.

Result: Alex Pettit was named Chair for 2021.

B. Election of Vice Chair:

Nominees: Anne Stevenson and Amy Swift - accepted nomination on February 9, 2021.

Per formal roll call vote:

Commissioner Pettit – Anne Stevenson
Commissioner Stevenson – Anne Stevenson
Commissioner Swift – Amy Swift
Commissioner Chesnut - Anne Stevenson
Commissioner Ratzlaff - Anne Stevenson

Commissioner Lindsay [Absent]

Result: Anne Stevenson was elected Vice Chair for 2021.

Motion: Pettit (second: Stevenson) moved to add "Other Business – Property Monitoring" to the agenda.

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

OTHER BUSINESS

Property Monitoring

Commissioners/Staff discussed property issues under review.

ADJOURNMENT

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

MEETING ADJOURNED at 7:54 p.m.