



AGENDA

Historic District Commission Meeting

7:00 PM - Tuesday, March 8, 2022

Council Chambers

Page

1. CALL TO ORDER

2. ROLL CALL

Alex Pettit, Chair

James Ratzlaff

Amy Swift

James Chesnut

Stefan Szumko

Jeff Muir

Ellen Thackery, Staff

3. APPROVAL OF AGENDA

4. PUBLIC COMMENT ON AGENDA ITEMS

5. PUBLIC HEARINGS

None

6. BUSINESS SESSION

6.1. OLD BUSINESS

6.2. NEW BUSINESS

3 - 90

[325 E Cross - Storm Windows](#)

[216 N Grove - Windows \(retroactive applicaiton\)](#)

[208 N Hamilton - Window \(retroactive application\)](#)

[18 N Washington - Window Installation](#)

[12 E Forest - Facade Work](#)

6.3. STUDY ITEMS

91 - 133

[316 N Grove](#)

[411 N Huron](#)

[516 N River](#)

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 the 2021 Annual Report and CLG Report](#)

135 - 152

9. ADJOURNMENT



HDC Work Permit Staff Review

Property address: 325 E Cross

Property History: 325 E Cross is a Queen Anne with high integrity and ornate porch and gable detailing intact.

Date of Application: 2/21/22

Date of Review: 2/25/22

Date of Meeting: 3/8/22

Proposed work: Custom-made storm windows

Materials: Wood and glass, with wood painted to match existing painted trim

Staff review:

1. Applicant proposes wood storm windows in a one-over-one style for all double-hung windows, and a single piece of glass in a wood frame for all stationary windows.
2. All wood is proposed to be painted to match the painted trim on the house.

Relevant Secretary of the Interior's Standards:
#2, #5, #10

Recommended Motion:

Move to issue a certificate of appropriateness for the installation of 8 exterior storm windows as proposed. The storm windows will help to preserve the house's historic materials and features and are removable.

Prepared by:

Ellen Thackery, 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.



PHDC-22-0008

RH 29419

ch# 134

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

325 E. Cross Street

Applicant

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

Name

Marc Arthur

Address

325 E. Cross Street

City

Ypsilanti

State

MI

Zip

48198

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:

We would like to install 8 exterior storm windows on the second floor of our home. We purchased the home two years ago and a majority of the windows do not have storms. The few storms that do exist are made from aluminum and have not been maintained and are therefore not repairable.

The storm windows we would like to install will be custom made by the owner (who has experience with woodworking as a hobbyist). They will be made from wood with two pieces of glass that are putty glazed in place and hung from storm hangers installed on the window casings in the same manner as other historic homes in the Historic East Side district (see 328 Cross, for example). The owner will color match the orange paint of the house's existing window trim to paint the wood storms. For more detailed explanation of the storm window design please see the included storm window plans. Please note that there are two exceptions to the classic "double hung" storm window design. The three upstairs front bedroom windows are not double hung but are instead single panes that are not split. Therefore, the owner will make these three storm windows to match these with single panes of glass set in a rectangular wooden frame.

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

Wood for storm frames

glass panes

linseed oil-based putty

Orange paint (color matched to existing window frames)

Storm hangers in black (<https://www.houseofantiquehardware.com/screen-hooks-storm-sash-window-hanger>)

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:

2,743

Permit fee:

\$45 + _____ = 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:

2/18/2022

Print Name:

Marc Arthur

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.

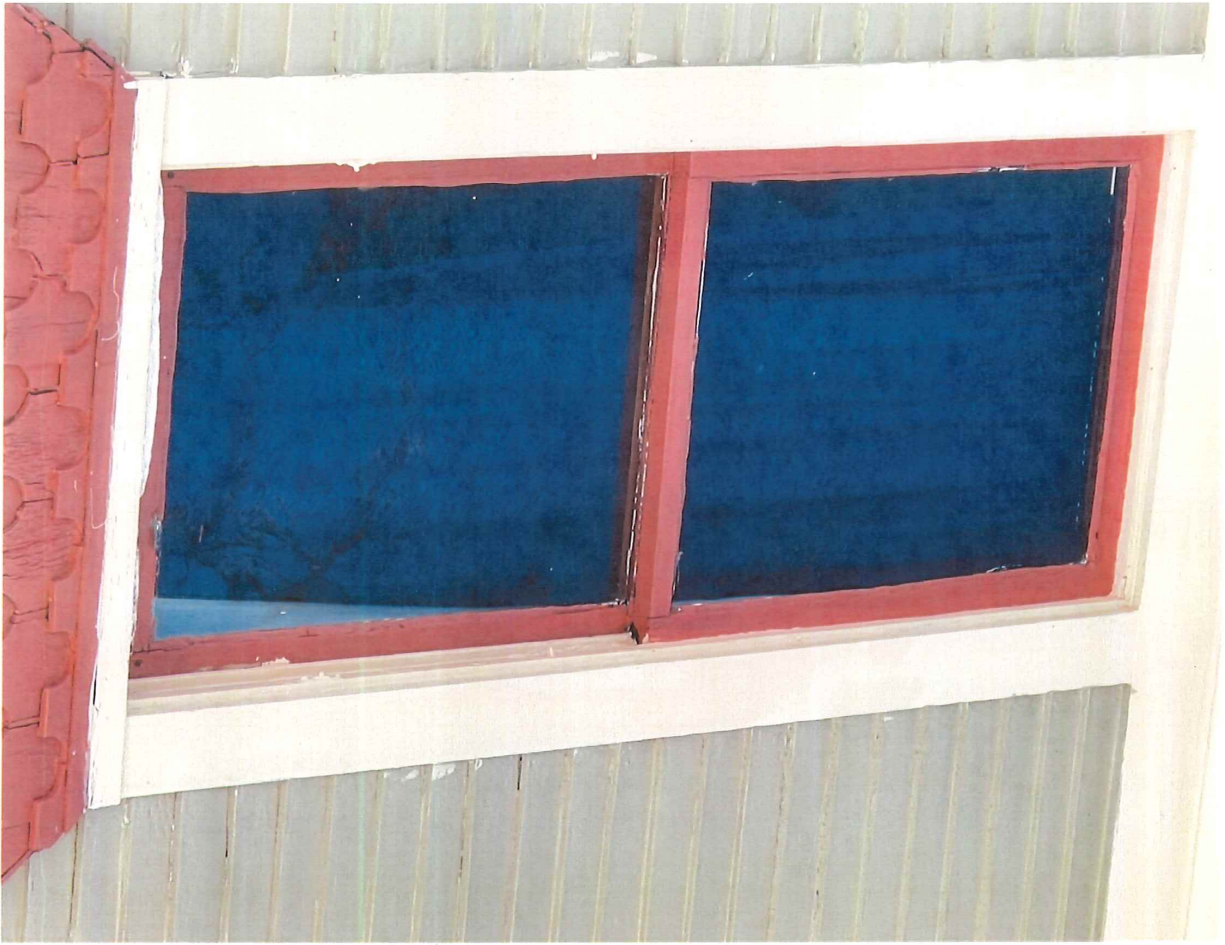
All other necessary approvals and permits must be acquired before beginning work.















DIY Storm Windows

Woodworking Plans

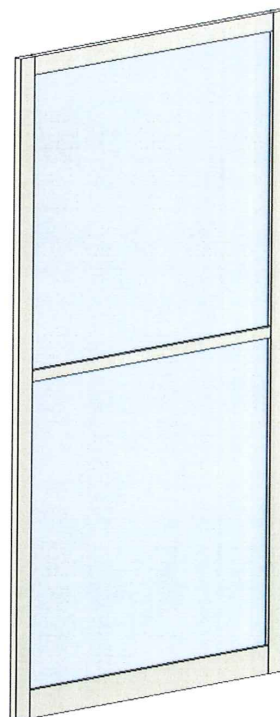


THE CRAFTSMAN BLOG

DIY STORM WINDOWS

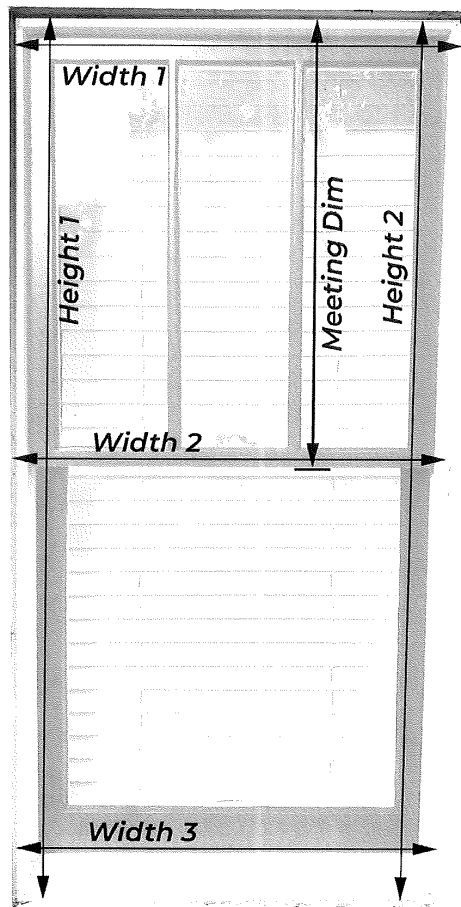
If you live in the northern part of the country, storm windows are an important addition to any old house. Traditional wood storm windows were made with mortise and tenon joinery, but you can also make a simplified DIY storm window with pocket-hole joinery and basic woodworking tools.

If you want to see a particular step in action, there is an accompanying video that shows the entire build.



Click here to see the full build article with video
<https://thecraftsmanblog.com/diy-storm-windows/>

CUSTOM MEASUREMENTS



Enter Custom Measurements

- Width 1 _____
- Width 2 _____
- Width 3 _____
- Height 1 _____
- Height 2 _____
- Meeting Dim _____

Custom Dimension Table

Left Stile = Height 1 - 1/4" _____

Right Stile = Height 2 - 1/4" _____

Top Rail = Width 1 - 3 5/8" _____

Meeting Rail = Width 2 - 3 5/8" _____

Bottom Rail = Width 3 - 3 5/8" _____

TOOLS & MATERIALS

TOOLS

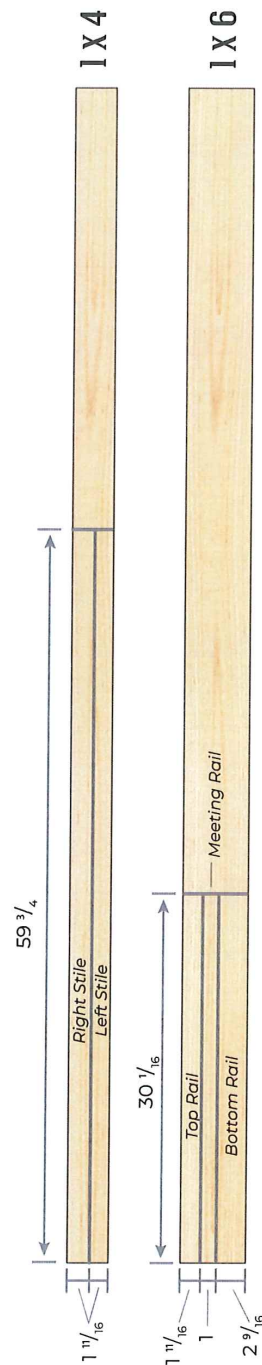
- Table Saw
- Mitre Saw
- Router
- 1/4" Rabbeting Router Bit Set
- Kreg K4 Pocket Hole Jig
- Random Orbit Sander
- Pencil
- Tape Measure
- Impact Driver/Drill Combo
- 36" Clamps (3)
- Putty Knife
- Glazing Point Driver
- Chisel
- Paint Brush
- Glass Cutter

MATERIALS

- 1x Select Grade Lumber
- Titebond III Wood Glue
- Stanley Storm/Screen Hanger (1 pkg)
- Hook & Eye (2 pcs)
- 1 1/2" Pocket Hole Screws (1 pkg)
- Pocket Hole Plugs
- Sarco MultiGlaze Putty
- No. 1 Glazing Diamond Points
- 80-grit Sanding Discs
- Primer
- Paint
- 1/8" Glass

CUT LIST & DIAGRAMS

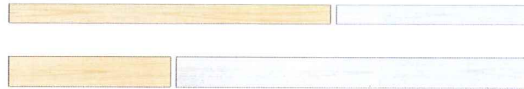
The cut list is based on a standard 32"w x 60"h window.



BUILD STEPS

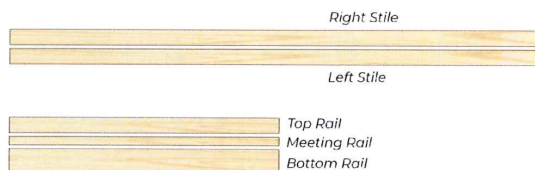
Step 1 - Cut Lumber to Length

Based on the cut list above, start by cutting the 1x4 and 1x6 to length.



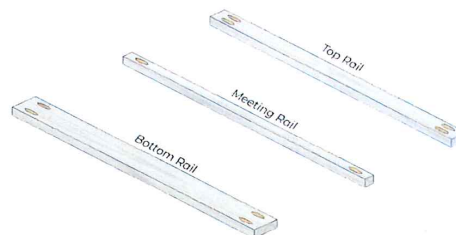
Step 2 - Rip to Width

Starting with the 1x4, rip the material to its final width. By starting with the 1x4, we can move the tablesaw fence as few times as possible, keeping widths consistent.



Step 3 - Drill Pocketholes

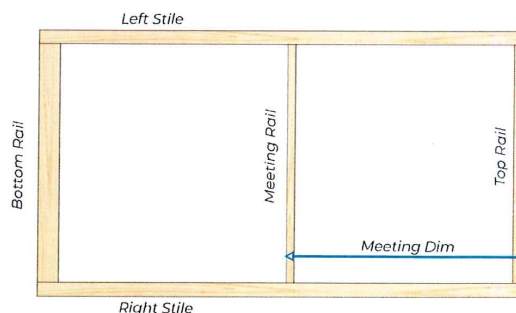
Drill two pocketholes in each side of the top and bottom rails. Only one pockethole will fit in the meeting rail.



Step 4 - Assemble Frame

Before driving the screws into the pocketholes, clamp the assembly in place to prevent the pieces from shifting while driving.

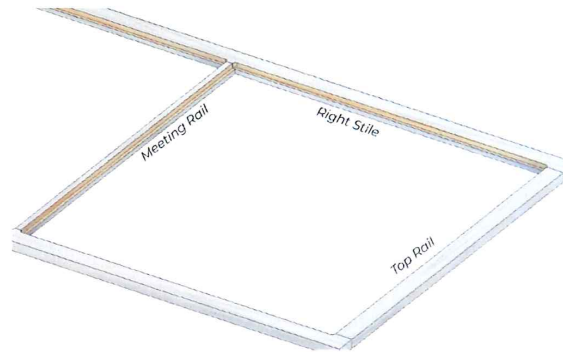
Once all pieces have been screwed in place, add pocket hole plugs or dowels in the pocket holes with an exterior wood glue. When the glue has dried, these will need to be flush cut and sanded to even out the surface.



BUILD STEPS

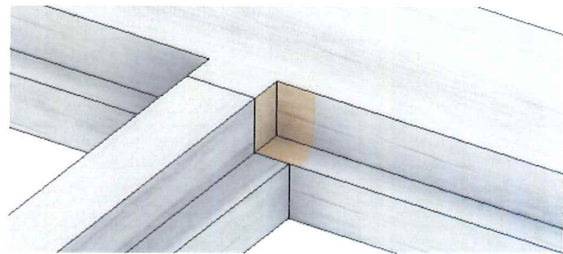
Step 5 - Cut Rabbets into Frame

Using the router and rabbeting bit, cut rabbets out of the outside of the frame. The rabbets should be $\frac{1}{4}$ " wide and $\frac{3}{16}$ " deep.



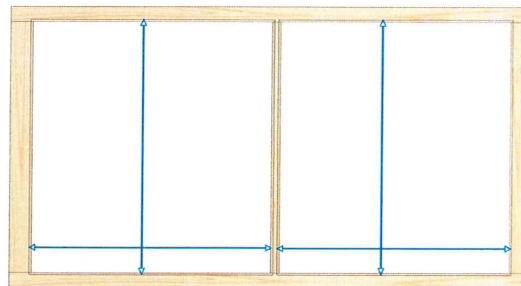
Step 6 - Square Round Corners

Use a chisel to make the round rabbet corners square. This is necessary for the corners of the glass to fit correctly.



Step 7 - Measure Opening for Glass

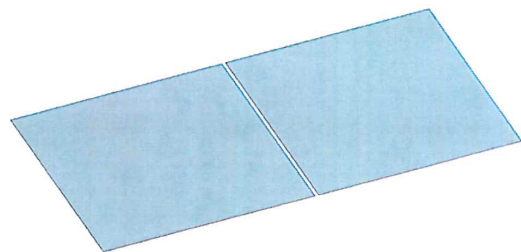
Double check the opening dimensions for the glass. Subtract $\frac{1}{16}$ " from each measurement to accommodate wood movement.



Step 8 - Cut Glass to Size

If you are not sure how to cut glass, use the video tutorial below:

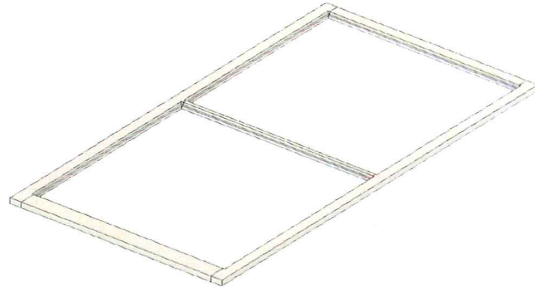
<https://thecraftsmanblog.com/how-to-cut-glass/>



BUILD STEPS

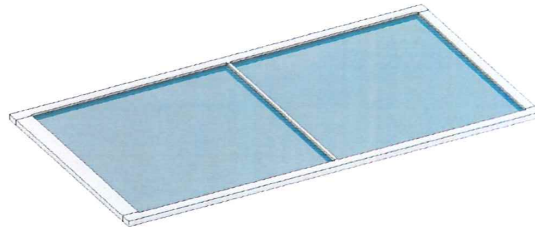
Step 9 - Prime

Put a coat of oil-based primer on all sides of the storm window. Once dry, sand it lightly with a sanding sponge and dust off the surface.



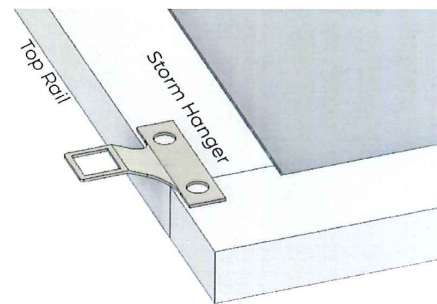
Step 10 - Bed, Glaze, & Paint

Put a thin bed of MultiGlaze in the rabbet. Set the glass with glazing points every 12". Next, add a beveled line of glazing putty to the face of the glass. After the putty has developed a skin, it will be ready for painting.



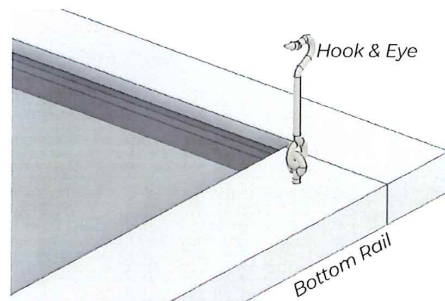
Step 11 - Install Storm Hangers

Install the storm hanger eyes to the top inside of the storm window. The hooks will attach to the window itself. Take some of the paint and touch up the frame side to help blend in.

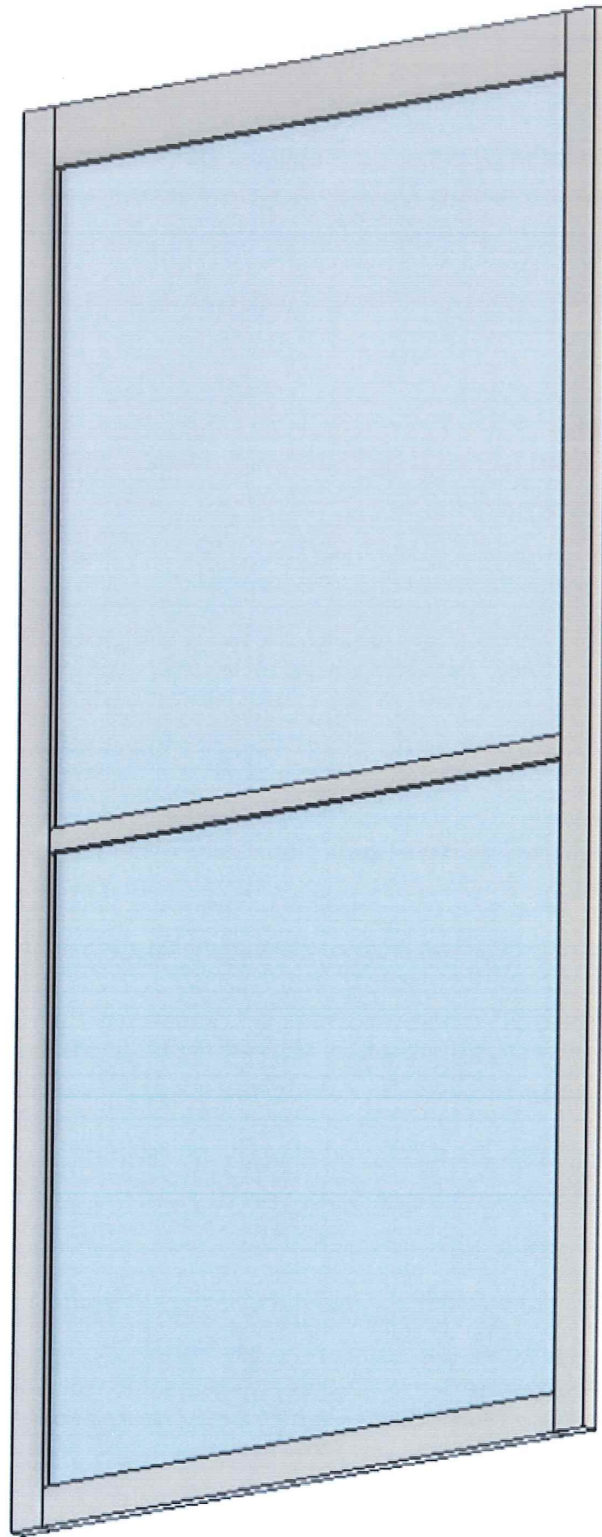


Step 12 - Install Hooks & Eyes

Install the hooks on the bottom, inside of the frame. From the inside, find a good location for the eyes and install them to the sill. These will help secure the storm windows to the window frame.



STEP 13 - ENJOY YOUR DIY STORM WINDOWS





HDC Work Permit Staff Review

Property address: 216 N Grove

Property History: 216 N Grove is a brick Queen Anne house that contributes to the local historic district.

Date of Application: 2/23/22

Date of Review: 2/25/22

Date of Meeting: 3/8/22

Proposed work: Replace a non-historic, vinyl window with a wood fiber composite window in black. Propose to fill the entire arched window opening with one fixed window. The proposed work will not restore the arched opening.

Materials: Fibrex composite material

Staff review:

1. Existing window is non-historic and deteriorated and cannot be repaired.
2. According to the Secretary of the Interior's Standards for Rehabilitation, the removal or alteration of features and spaces that characterize a property shall be avoided, and replacement materials shall match the old in design, color, texture, and other visual qualities. Standard 9 states that new work shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
3. While the current vinyl window is not historic, staff believes there would have very likely been a visual division between the upper and lower sections of the historic window in this opening. There likely would have been a framing member or a line where the lower sash and upper sash met. (For example, see some of the primary sources mentioned in "Pulling Back the Curtain: A Brief History of Windows" from *Architect Magazine*, January 2016 at

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.

<https://www.architectmagazine.com/technology/products/pulling-back-the-curtain-a-brief-history-of-windows> .) Staff has not been able to find examples of Queen Anne houses with one large picture window in a vertical, arched window opening as is being proposed here.

4. Staff concludes that the installation of a large picture window without any visual breaks will alter the sense of proportion of the house's front window, a character-defining feature.
5. The material proposed (the composite with the brand name Fibrex) was researched by the Historic District Commission in 2020, and the City's Historic District Fact Sheet allows for the Commission to consider newer materials on a case-by-case basis, and encourages the applicant to bring a sample of the material along with photos of the material in use.
6. Queen Anne historic color schemes would have called for window trim in dark colors, like olive, or the terratone, dark bronze, or even black shown on the manufacturer's exterior color options.

Relevant Secretary of the Interior's Standards:
#2, #6, #9

Recommended Motions:

Move to postpone the application for the replacement of the front window at 216 N Grove as proposed with one Anderson Fibrex window in black for the applicant to provide more information, samples, and/or a rendering of how the proposed window would look in the historic opening as proposed, and/or for the HDC to further research this new material.

Move to deny the application for the replacement of the front window at 216 N Grove as proposed with one Anderson Fibrex window in black with the finding that the proposed replacement window without any horizontal break (like a double-hung window would provide) is not a compatible design for this house because the proposed picture window design alters the sense of proportion on the primary façade of a character-defining feature.

Prepared by:
Ellen Thackery, Preservation Planner



PHDC-22-0009 A 29430 Amex

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).
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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

216 North Grove Street

Applicant

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

Name

Tobin Fisher + Grant Tillman

Address

216 North Grove Street

City

Ypsilanti

State

MI

Zip

48198

Phone / Fax

E-Mail

Contractor

Contractor Name & Contact Info

Mike Gottschalk

Type of work

- ☐ Roofing
☒ Window/Door Replacement

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

- ☐ Painting
☐ Other
☐ Application Amendment

Complete Description of Proposed Work:

Replacement of picture window on front of house. Current glass has cracks in both window panes and old vinyl boarders have gaps on the edges. The current bay window in place at this time is not the original window and not fit to the original brick window framing (top arch removed). The current window is divided into two parts not utilizing original building materials. We would hope to replace this divided window with one large picture window in the same dimensions as it is unknown if this was an original design.

The window would be replaced with an Anderson ~~A~~¹⁰⁰ Series window made from a wood fiber composite material with a black exterior window color.

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

Anderson Window, Fibrex composite material

Exterior color - black - as seen on flyer attached

Permit Application Fee (action items only)

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

Construction Cost:

\$1889

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:

2/21/2022

Print Name:

Tobin Fisher

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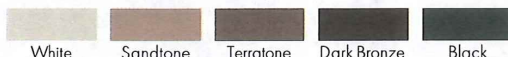
All other necessary approvals and permits must be acquired before beginning work.

100 SERIES

PRODUCT OPTIONS

100 Series products feature interiors with a premium matte finish for an attractive appearance, and exteriors that never need painting and won't fade, flake, blister or peel*, even in extreme cold or heat.

EXTERIOR COLORS



INTERIOR COLORS

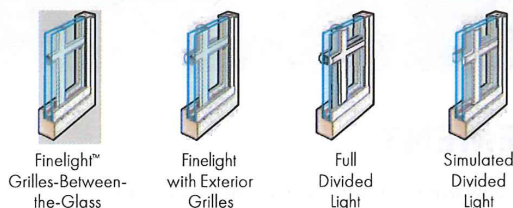


**Products with Sandtone, dark bronze, and black interiors have matching exteriors.

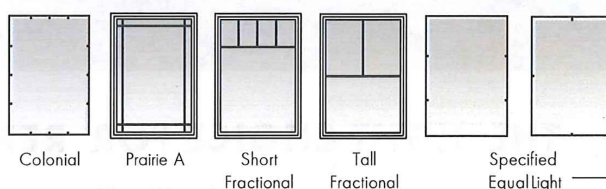
GRILLE OPTIONS

Choose from the following grille types and patterns to complement virtually any style of home. Windows feature 3/4" width grilles and patio doors feature 1" width grilles.

GRILLE TYPES



GRILLE PATTERNS

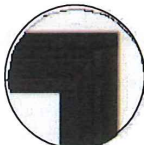


INSTALLATION ACCESSORIES†

Frame & Sill Extender

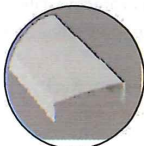
Fits in unit accessory kerf to hide the gap between the new unit and the existing frame.

Precut to fit 14° sill slope and can be cut to fit slope or length needed.



Head Expander

Assists in filling the opening when doing an interior installation. Available in white.



Color-Matched Coil

Fits in unit accessory kerf to wrap the existing wood window trim. Cut and form profile needed at the jobsite. 24" x 50' roll



Sealant

Color-matched sealant is specially formulated to adhere to Andersen® products.

Foam Backer Rod

Backer rod helps provide an air seal around the frame. 100' roll

Flat Shims

Flat hanging shims help with a secure installation. Box of 248

Installation Screws

Properly-sized installation screws are provided with each insert unit.

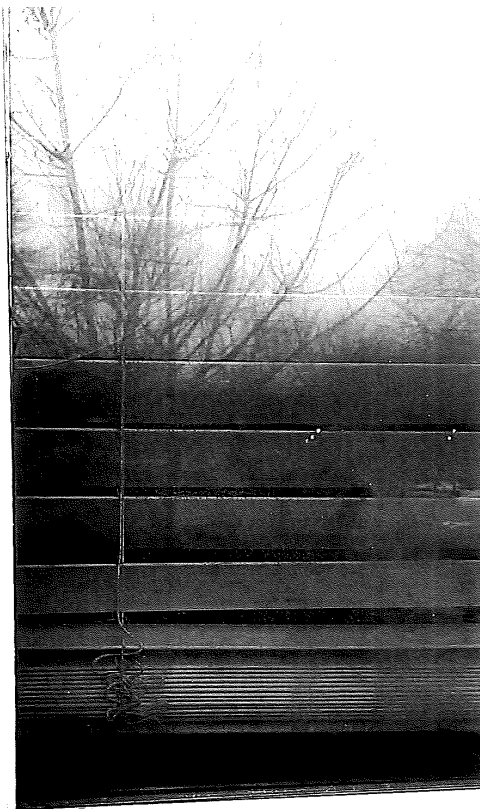


For more information, visit andersenhomedepot.com/series/100-series

*Visit andersenwindows.com/warranty for details. †Sold separately.

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Ellen Thackery

From: Tobin Fisher [REDACTED]
Sent: Tuesday, March 1, 2022 1:50 PM
To: Ellen Thackery
Subject: Re: question about your application for 216 N Grove

Attention: This email was sent to the City of Ypsilanti from an external source. Please be extra vigilant when opening attachments or clicking links.

Hello Ellen,

Correct, the plan is for one large picture window by removing the framing piece between the top 1/3 and bottom 2/3. The upper sash dimensions will be maintained, and have a flat edge in the same position as the current window. We are limited in fitting a window to the exterior brick arch due to prior ceiling modifications. The window would remain fixed and unable to open.

The long term plan is to paint the house a dark gray/blue with a darker trim and a black exterior would better fit this color palette. The hope is for all other windows being replaced next year and have all windows matching.

I hope that helps to clarify. If you have additional questions I would be able to call at a later time. Thank you for your time.

Tobin Fisher

On Tue, Mar 1, 2022 at 12:33 PM Ellen Thackery <ETHackery@cityofypsilanti.onmicrosoft.com> wrote:

Hi, Tobin. I hope you're well. I'm reviewing the applications for the HDC meeting on March 8, and I have a couple questions for you. In your application, you mention wanting to go to one large picture window in that lower front window, and you mention that the current upper sash does not fit the arched opening. Are you thinking of removing the framing piece that separates the top third of the window from the bottom two thirds? And filling the opening with one large piece of glass with an arched top that does not open? Am I understanding your proposal correctly? I also wanted to ask you about how the proposed window fits into your longer-term plans. I notice that you have selected black for the exterior color and I wondered if you are planning a longer-term repainting project, since I think the rest of your windows have a white or cream color on the exterior trim? It's understandable to phase work—I just thought it might help the commission to know about your long-term plans if you have them. I think that was it for my questions. Please feel free to call me to talk if that's easier—734.482.9709. I have a meeting today til 1:30 but should be free after that. I'm in all week too. Thank you very much!

Ellen



HDC Work Permit Staff Review

Property address: 208 N Hamilton

Property History: 208 N Hamilton is a Queen Anne that retains its original massing and front porch ornamental details, although the existing bricks on the porch were probably an update when the side porch toward the rear was added, likely around 1920.

That side porch toward the rear appears on the 1927 Sanborn map as an open porch, but was enclosed at some point and windows were added. It is not known what materials were used when that porch was enclosed, but the windows that were visible from Google streetview in 2014 were double hung. The City noticed that those windows had been replaced with horizontal sliders and requested that an application be submitted for work that had been completed.

This proposal is to replace the existing windows that had been installed without a permit.

Date of Application: 2/23/22

Date of Review: 3/1/22

Date of Meeting: 3/8/22

Proposed work: Window Replacement

Materials: Marvin aluminum-clad slider in stone white

Staff review:

1. The windows that had been in place in 2014 may or may not have been historic wood windows.
2. The windows that had been in place in 2014 were double hung.
3. The applicant states that these window openings are not of a standard size for double-hung windows and that horizontal sliders would create a bigger opening for a person trying to escape a fire than a double-hung

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.

window would, so he is proposing sliders. The window opening size is not being changed by this proposal.

4. The City's local historic district Fact Sheet for Windows states:
"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.

"...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."

5. Secretary of the Interior's Standard for Rehabilitation #9 states that "related new construction...shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment."

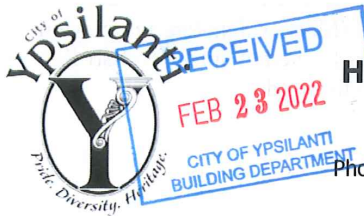
Relevant Secretary of the Interior's Standards:
#9

Recommended Motion:

Move to deny the application for the replacement of 2 non-historic windows at 208 N Hamilton as proposed with Marvin Ultimate glider windows in stone white because the proposal does not meet the Secretary of the Interior's Standards, specifically Standard 9, in that the proposed replacement windows are not compatible with the house's architectural features. Most of the windows on this house (and neighboring houses) are one-over-one windows and are not sliders.

Prepared by:
Ellen Thackery, Preservation Planner

PHOC 22-0010



**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

208 N Hamilton

Applicant

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

Name

Beal Properties

Address

23 N Washington

City

Ypsilanti

State

MI

Zip

48197

Phone / Fax

[REDACTED]

E-Mail

[REDACTED]

Contractor

Contractor Name & Contact Info

Beal Properties LLC

Type of work

- ☐ Roofing
☒ Window/Door Replacement

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

- ☐ Painting
☐ Other
☐ Application Amendment

Complete Description of Proposed Work:

Replace 2 current vinly windows 53"W x 40 1/2"H with new HDC approved (Marvin signature insert window, White clad exterior with painted white pine interior, slider window) windows located in apt #7 on first floor wall facing south towards 316 Washtenaw houses parking area, not visable from the road.

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: \$2,000	Permit fee: \$45 + 50 = \$95
-------------------------------	---------------------------------

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: 2-23-22
--	------------------

Print Name:
Geoff Van't Hof

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.

208 n Hamilton
Unit 7

PHDe-22-0010



Ellen Thackery

From: Geoff Van'thof <[REDACTED]>
Sent: Tuesday, March 1, 2022 2:11 PM
To: Ellen Thackery
Subject: RE: More information on HDC application please?

Attention: This email was sent to the City of Ypsilanti from an external source. Please be extra vigilant when opening attachments or clicking links.

Ellen,

Thanks for the picture. The reason why we did not go back with double hung is because the window is so wide that it is not a standard double hung. Also, with a slider you have a larger opening for a person to crawl though in the event of a fire.

Lets stick with the proposed slider.

Thank You,

Geoff Van't Hof
Project Manager/ Estimator
Beal Properties LLC
23 N. Washington St.
Ypsilanti MI 48197
C: [REDACTED]
O: [REDACTED]

www.GoBeal.com

From: Ellen Thackery <ETHackery@cityofypsilanti.onmicrosoft.com>
Sent: Tuesday, March 1, 2022 1:46 PM
To: Geoff Van'thof <[REDACTED]>
Subject: RE: More information on HDC application please?

Geoff, here is the shot from Google streetview from Oct 2014:



If you would like to propose a different window from the application, I'll just need a revised application and the new supplemental materials. For the March 8 meeting, I'll need those items today. Please let me know if you need anything from me. Thank you!

Ellen



Ellen Thackery
Preservation Planner
Community & Economic Development Department
City of Ypsilanti
734-482-9709
www.cityofypsilanti.com
she/her

From: Geoff Van'thof <[REDACTED]>
Sent: Tuesday, March 1, 2022 11:17 AM
To: Ellen Thackery <ETHackery@cityofypsilanti.onmicrosoft.com>
Subject: RE: More information on HDC application please?

Attention: This email was sent to the City of Ypsilanti from an external source. Please be extra vigilant when opening attachments or clicking links.

Ellen,

Do you have a picture showing what they were before we replaced them? if so, can you please share with me? we could not remember what they were like.

Once you send me the picture, I will ask my maintenance guy if there is any reason why we can't go back with the same type and get back to you.

Thank You,

Geoff Van't Hof
Project Manager/ Estimator
Beal Properties LLC
23 N. Washington St.
Ypsilanti MI 48197
C: [REDACTED]

www.GoBeal.com

From: Ellen Thackery <ETHackery@cityofypsilanti.onmicrosoft.com>
Sent: Tuesday, March 1, 2022 11:00 AM
To: Geoff Van'thof <[REDACTED]>
Subject: RE: More information on HDC application please?

Thank you, George. I appreciate this. I see that the windows were one-over-ones before this replacement. Two questions: Why were gliders installed? Could one-over-ones be installed instead? Thanks again!

Ellen



Ellen Thackery
Preservation Planner
Community & Economic Development Department
City of Ypsilanti
734-482-9709
www.cityofypsilanti.com
she/her

From: Geoff Van'thof <[REDACTED]>
Sent: Tuesday, March 1, 2022 10:32 AM
To: Ellen Thackery <ETHackery@cityofypsilanti.onmicrosoft.com>
Subject: RE: More information on HDC application please?

Attention: This email was sent to the City of Ypsilanti from an external source. Please be extra vigilant when opening attachments or clicking links.

Ellen,

Here is a link to the window type. <https://www.marvin.com/products/collections/signature/ultimate/glider>

I have also attached two pictures showing inside and outside.

Thank You,

Geoff Van't Hof
Project Manager/ Estimator
Beal Properties LLC
23 N. Washington St.
Ypsilanti MI 48197

C: [REDACTED]
O: [REDACTED]

www.GoBeal.com

From: Ellen Thackery <ETHackery@cityofypsilanti.onmicrosoft.com>

Sent: Friday, February 25, 2022 1:46 PM

To: [REDACTED]

Subject: More information on HDC application please?

Hello. I am reviewing an application for a window replacement for 208 N Hamilton. I have the photo showing where the work will take place, but can I have photos and/or diagrams for the window being proposed please? I need those in order to consider the application complete and to get your application reviewed at the next HDC meeting 3/8. Thank you.

Ellen



Ellen Thackery
Preservation Planner
Community & Economic Development Department
City of Ypsilanti
734-482-9709
www.cityofypsilanti.com
she/her

← → ↻ 📄 https://www.marvin.com/products/collections/signature/ultimate/glider ☆ ☆ 🗄 👤 ...

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MARVIN 🏠 Products Solutions Inspiration Why Marvin



INTERIOR EXTERIOR

FEATURES OF THE ULTIMATE GLIDER WINDOW

- Available in heights up to 6 feet or widths up to 14 feet
- Choose from dual or triple panels with multiple operating configurations
- Flank two operational panels with stationary panels (OXXO configuration) for maximum width and daylight
- Ergonomic handle and sleek hardware allow effortless gliding with just one hand
- Multi-point locking system ensures a tight seal and security from top to bottom
- Automatic locks engage when the window is closed for added peace of mind
- Full or partial exterior screens to cover operating panels
- Unique wash mode allows access to both sides of glass from indoors
- Hidden Lock Status Sensor option connects with your smart home to indicate when windows are closed and locked
- CE certified

[←](#)
[→](#)
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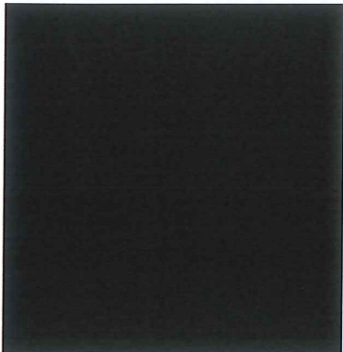
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Exterior Finish

Clad Color Options



Selected: Ebony





Ebony

A high-quality window deserves a dependable finish. Our low maintenance clad-wood products feature an extruded aluminum exterior finished in commercial-grade paint for superior resistance to fading and chalking. Our palette of nineteen color options spans from muted, earthy tones to bold, rich colors and three pearlescent finishes. Custom color matching is also available to meet any design vision.

**Custom Colors: Any color. Any window or door. You name it. No matter what your inspiration for a custom window or door color, Marvin will match it. You get any color your heart desires, with your own personal custom color name and a 20-year warranty. See your Marvin dealer for details and ask about special pricing.*

Page 41 of 152

Section 08 52 13 Ultimate Glider

Part 1 General

1.1 Section Includes

- A. Ultimate Glider Window (and related picture or triple sash units) complete with hardware, glazing, weather strip, insect screen, grilles-between-the-glass, simulated divided lite, jamb extension, and standard or specified anchors, trim and attachments

1.2 Related Sections

- A. Section 01 33 23 – Submittal Procedures; Shop Drawings, Product Data and Samples
- B. Section 01 62 00 – Product Options
- C. Section 01 65 00 – Product Delivery
- D. Section 01 66 00 – Storage and Handling Requirements
- E. Section 01 71 00 – Examination and Preparation
- F. Section 01 73 00 - Execution
- G. Section 01 74 00 – Cleaning and Waste Management
- H. Section 01 76 00 – Protecting Installed Construction
- I. Section 06 22 00 – Millwork: Wood trim other than furnished by window manufacturer
- J. Section 07 92 00 – Joint Sealant: Sill sealant and perimeter caulking
- K. Section 09 90 00 – Painting and Coasting: Paint and stain other than factory-applied finish

1.3 References

- A. American Society for Testing Materials (ASTM):
 - 1. E283: Standard Test method for Rate of Air Leakage through Exterior Windows, Curtain Walls and Doors
 - 2. E330: Standard Test Method for Structural Performance of Exterior Windows, Curtain Walls and Door by Uniform Static Air Pressure Difference
 - 3. E547: Standard Test Method for Water Penetration of Exterior Windows, Curtain Walls and Doors by Cyclic Static Air Pressure Differential
 - 4. E2190: Specification for Sealed Insulated Glass Units
 - 5. C1036: Standard Specification for Flat Glass
 - 6. E 2112: Standard Practice for Installation of Exterior Windows, Doors and Skylights

Doc. 4902 Rev. 7/29/19 Section 08 52 13 ~ 1 ~ Ultimate Glider
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7. E2068: Standard Test Method for Determination of Operating Force of Sliding Windows and Doors
 8. F 2090-10: Standard Specification for Window Fall Prevention Devices with Emergency Escape (Egress) Release Mechanisms.
- B. American Architectural Manufacturer's Association/Window and Door Manufacturer's Association (AAMA/WDMA/CSA):
1. AAMA/WDMA/CSA 101/I.S.2/A440-08, NAFS – North American Fenestration Standard/Specification for windows, doors and skylights
 2. AAMA/WDMA/CSA 101/I.S.2/A440-11, North American Fenestration Standard/Specification for windows, doors and skylights
- C. WDMA I.S.4: Industry Standard for Water Repellant Preservative Treatment for Millwork
- D. Window and Door Manufacturer's Association (WDMA): 101/I.S.2 WDMA Hallmark Certification Program
- E. Sealed Insulating Glass Manufacturer's Association/Insulating Glass Certification Council (SIGMA/IGCC)
- F. American Architectural Manufacturer's Association (AAMA): 2605: Voluntary Specification for High Performance Organic Coatings on Architectural Extrusions and Panels
- G. National Fenestration Rating Council (NFRC):
1. 101: Procedure for Determining Fenestration Product thermal Properties
 2. 200: Procedure for Determining Solar Heat Gain Coefficients at Normal Incidence

1.4 System Description

A. Design and Performance Requirement:

Product	Air Tested to psf	Water Tested to psf	Structural Tested to psf	Certification Rating	Design Pressure (DP)	Max Overall Width	Max Overall Height
Ultimate Glider 6050 XO, OX	1.57	7.5	75	LC-PG50-HS	50	71 1/2"	59 1/2"
Ultimate Glider 6060 XO, OX	1.57	7.5	60	LC-PG40-HS	40	71 1/2"	71 1/2"
Ultimate Glider 6046 XX	1.57	7.5	75	LC-PG50-HS	50	71 1/2"	53 1/2"
Ultimate Glider 6060 XX	1.57	5.25	52.5	LC-PG35-HS	35	71 1/2"	71 1/2"
Ultimate Glider 6060 (O)	1.57	7.5	60	LC-PG40-FW	40	71 1/2"	71 1/2"
Ultimate Glider (XOX)	1.57	5.25	52.5	LC-PG35-HS	35	119 1/2"	71 1/2"
Ultimate Glider (OXXO)	1.57	5.25	52.5	LC-PG35-HS	35	143 1/2"	59 1/2"

Doc.4902 Rev. 7/29/19 Section 08 52 13 ~ 2 ~ Ultimate Glider
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1.5 Submittals

- A. Shop Drawings: Submit shop drawings under provision of Section 01 33 23
- B. Product Data: Submit catalog data under provision of Section 01 33 23
- C. Samples:
 - 1. Submit corner section under provision of section 01 33 23
 - 2. Include glazing system, quality of construction and specified finish
- D. Quality Control Submittals: Certificates: submit manufacturer's certification indicating compliance with specified performance and design requirement under provision of section 01 33 23

1.6 Quality Assurance

- A. Requirements: consult local code for IBC [International Building Code] and IRC [International Residential Code] adoption year and pertinent revisions for information on:
 - 1. Egress, emergency escape and rescue requirements
 - 2. Basement window requirements
 - 3. Windows fall prevention and/or window opening control device requirements

1.7 Delivery

- A. Comply with provisions of Section 01 65 00
- B. Deliver in original packaging and protect from weather

1.8 Storage and Handling

- A. Prime and seal wood surfaces, including to be concealed by wall construction, if more than thirty (30) days will expire between delivery and installation
- B. Store window units in an upright position in a clean and dry storage area above ground to protect from weather under provision of Section 01 66 00

1.9 Warranty

Complete and current warranty information is available at marvin.com/warranty. The following summary is subject to the terms, condition, limitations and exclusions set forth in the Marvin Limited Warranty and Products in Coastal Environments Limited Warranty Supplement:

- A. Clear insulating glass with stainless steel spacers is warranted against seal failure caused by manufacturing defects and resulting in visible obstruction through the glass for twenty (20) years from the original date of purchase. Glass is warranted against stress cracks caused by manufacturing defects from ten (10) years from the original date of purchase.
- B. Standard exterior aluminum cladding finish is warranted against manufacturing defects resulting in chalk, fade and loss of adhesion (peel) per the American Architectural Manufacturer's Association (AAMA) Specification 2605-11 Section 8.4 and 8.9 for twenty (20) years from the original date of purchase.
- C. Factory applied interior finish is warranted to be free from finish defects for a period of five (5) years from the original date of purchase.
- D. Hardware and other non-glass components are warranted to be free from manufacturing defects for ten (10) years from the original date of purchase.

Part 2 Products

2.1 Manufactured Units

- A. Description: Factory-assembled Ultimate Glider (operating and stationary) horizontally sliding window manufactured by Marvin, Warroad, Minnesota.

2.2 Frame Description

- A. Interior: Non Finger-Jointed Pine or finger-jointed core with non finger-jointed Pine veneer; optional non finger-jointed Douglas Fir or finger-jointed core with non finger-jointed Douglas Fir veneer; optional non finger-jointed White Oak or finger-jointed with non finger-jointed Oak veneer; non finger-jointed Cherry or finger-jointed core with Cherry veneer; non finger-jointed Mahogany or finger-jointed core with non finger-jointed Mahogany veneer; non finger-jointed Vertical Grain Douglas Fir or finger-jointed with non finger-jointed Vertical Grain Douglas Fir veneer
 - 1. Kiln-dried to moisture content no greater than 12 percent at the time of fabrication
 - 2. Water repellant, preservative treated in accordance with ANSI/WDMA I.S.4.
- B. Frame exterior aluminum clad with 0.050" (1.3mm) thick extruded aluminum
- C. Frame thickness: 1 21/32" (42mm)
- D. Frame depth: The overall frame depth is 5 21/32" (144mm). The depth from the inside of nailing fin to inside face of jamb is 4 9/16" (116mm)
- E. Sill: 1 7/16" (37mm)

Doc.4902 Rev. 7/29/19 Section 08 52 13 ~ 4 ~ Ultimate Glider
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F. Available configurations: CUGL (XO, OX, XX, OXXO), CUGLTS (XOX), CUGLP (O)

1. With an XX operation, there is a beige or white vinyl sash track exposed on exterior sill

2.3 Sash Description

- A. Interior: Non Finger-Jointed Pine or finger-jointed core with non finger-jointed Pine veneer; optional non finger-jointed Douglas Fir or finger-jointed core with non finger-jointed Douglas Fir veneer; optional non finger-jointed White Oak or finger-jointed with non finger-jointed Oak veneer; non finger-jointed Cherry or finger-jointed core with Cherry veneer; non finger-jointed Mahogany or finger-jointed core with non finger-jointed Mahogany veneer; non finger-jointed Vertical Grain Douglas Fir or finger-jointed with non finger-jointed Vertical Grain Douglas Fir veneer
 - 1. Kiln-dried to moisture content no greater than twelve (12) percent at the time of fabrication
 - 2. Water repellant preservative treated with accordance with WDMA I.S.4.
- B. Sash exterior aluminum clad with 0.050" (1.3mm) thick extruded aluminum
- C. Sash thickness: 1 9/16" (40mm)
- D. Operable sash tilt to interior for cleaning or removal
- E. Sash Options: Unequal Sash and/or tall bottom rail, unique lite cuts for each sash or different glazing in each sash
- F. Interior Sash Sticking
 - 1. Standard is: Ogee
 - 2. Optional Interior Square sticking
- G. XO and OX configurations contain a stationary sash and operating sash that moves horizontally
- H. XX configuration contains two operating sash that both move horizontally
- I. XOX configuration contain an operator sash to each side of a stationary center sash
- J. OXXO configuration contains two operating sash in the center of the unit with two stationary sash to the outside of the unit. (OXXO units available in 1/4", 1/4", 1/4", 1/4" sash ratios)
- K. O configuration contains a single inoperable sash

2.4 Glazing

- A. Select quality complying with ASTM C1036. Insulating glass SIGMA/IGCC certified to performance level CBA when tested in accordance with ASTM E2190.
- B. Glazing method: Insulating glass
- C. Glazing seal: Silicone bedding at interior and tap glazing on exterior
- D. Insulating glass will be altitude adjusted with capillary tubes for higher elevations. Argon gas is not available for elevations that require capillary tubes
- E. Glass Type: Clear; Bronze, Gray, Reflective Bronze, Tempered; Obscure; Laminated; Low E2 with or w/out argon; Low E3 with or w/out argon; Low E1 with or w/out argon, Low E2/ERS Argon or air, Low E3/ERS Argon or air,

2.5 Finish

- A. Exterior: Aluminum clad. Fluoropolymer modified acrylic topcoat applied over primer. Meets AAMA 2605 requirements.
 - 1. Aluminum clad color options: Bahama Brown, Bronze, Cadet Gray, Cascade Blue, Cashmere, Clay, Coconut Cream, Ebony, Evergreen, Gunmetal, Hampton Sage, Pebble Gray, Sierra White, Stone White, Suede, Wineberry, Bright Silver (pearlescent), Copper (pearlescent), Liberty Bronze (pearlescent)
 - 2. Custom colors: Contact your Marvin representative
- B. Interior Finish options:
 - 1. Prime: Factory-applied enamel primer. Available on Pine product only. Meets WDMA TM-11 requirements.
 - 2. Painted Interior Finish. Available on Pine product only. Available in White or Designer Black. Meets WDMA TM-14 requirements.
 - 3. Factory-applied water-borne acrylic enamel clear coat. Applied in two separate coats with light sanding between coats. Available on Pine, Mahogany, Mixed Grain Douglas Fir, Vertical Grain Douglas Fir, Cherry, White Oak. Meets WDMA TM-14 requirements.
 - 4. Factory-applied water-borne urethane stain. Stain applied over a wood (stain) conditioner. A water-borne acrylic enamel clear coat applied in two separate coats, with light sanding between coats, applied over the stain. Available on Pine, Mahogany, Mixed Grain Douglas Fir, Vertical Grain Douglas Fir, Cherry, White Oak. Colors available: Wheat, Honey, Hazelnut, Leather, Cabernet, and Espresso. Meets WDMA TM-14 requirements.

2.6 Hardware

- A. One die cast zinc handle activates one or two latches, depending on the unit height, into one or two keepers on the secondary sash. The bottom of the lock handle is inset approximately 5" (127mm) from the bottom of the sill into the meeting stile of primary sash and is used to feature a secondary handle field applied on secondary sash to assist in operation.
- B. A single handle actuation multi-point lock system and sash retainer bar for tilting or removing the sash to the interior
- C. The lock handle is inset into the meeting stile and is made of die cast zinc
 - 1. Default finish: Satin Taupe
 - 2. Optional finishes: White, Bronze, Matte Black, Brass, Antique Brass, Polished Chrome, Satin Chrome, Oil Rubbed Bronze, and Satin Nickel
- D. Factory-applied Window Opening Control Device (WOCD) is a sash limiter that prevents the window opening more than 4". It meets ASTM F2090-10 specifications for window fall prevention standards. The system consists of a device that allows for egress (when applied to an egress size window) by bypassing the 4" stop feature.
 - 1. Available on all sizes of XO, OX, XX and XOX configured Ultimate Glider Windows
 - 2. Default color: Satin Taupe
 - 3. Optional finishes: White, Bronze, Matte Black, Brass, Antique Brass, Polished Chrome, Satin Chrome, Oil Rubbed Bronze, and Satin Nickel
- E. Factory installed Sash limiter device is available on operating units. XO, OX and XOX. XO and OX require 1 limiter per window, XOX requires 2 limiters per window. Opening is specified at 4" (102) Net Clear Opening per sash, on an XOX configuration each sash would open 4" (102). Color default: Beige Headliner/Sill track = Beige sash limiter and White Headliner/Sill track = White sash limiter. There is no option to pick a color.

2.7 Weather Strip

- A. All weather strip is an easily removed bulb type available in 3 colors; White, Beige, and Black. The color the weather strip will depend on the aluminum cladding color or interior color selection.
 - 1. Sill track: Determined by interior color selection (white or beige)
 - 2. Jamb: Determined by interior color selection (white or beige)
 - 3. Sill cover, head jamb cover, jamb cover: Determined by aluminum clad color
 - 4. Head Jamb: Determined by interior color selection (white or beige)

2.8 Jamb Extension

- A. Jamb extensions are available for various wall thickness factory-applied up to a 12" (305mm) wide
- B. Finish: Match interior frame finish

2.9 Insect Screen

- A. Material: the surround is made of roll formed aluminum and the default screen material is Charcoal Fiberglass (Exception: OXXO screen is extruded aluminum)
 - 1. Optional Screening Material: High Transparency, Charcoal Aluminum, Black Aluminum, Bright Aluminum, Bright Bronze Aluminum
 - 2. Screen to match exterior frame aluminum clad color
- B. Screen Configurations
 - 1. Window units operating OX or XO will have a screen that covers the active sash opening. The screen sits in the track which allows it to slide across the stationary sash
 - 2. Window units operating XX will have a double screen that will cover the entire sash opening. This screen will be made of 2 screens sitting in the same track that allows the screen to slide when one of the screens are removed.
 - 3. Window units operating XOX (1/4-1/2-1/4) will have screen similar to the XO/OX
 - 4. Window units operating OXXO (1/4-1/4-1/4-1/4) will have screens that cover the active sash openings as standard. No full unit screen configuration is available. The screens sit in a track to the exterior of the sash.

2.10 Combination Storm Sash and Screen

- A. Frame: Exterior extruded aluminum 0.045" (1.1mm) thick
- B. Finish: Fluoropolymer modified acrylic topcoat applied over Fluoropolymer primer. Meets AAMA 2605 requirements.
 - 1. Finish: Stone White, Bahama Brown, Bronze, Evergreen, Pebble Gray
- C. Hardware: Spring loaded locking pins to hold movable storm panel in position. Heavy metal clips to lock upper and lower storm panels together.
- D. Weather strip: Dual durometer weather strip on center cross rail seals against operating panel in closed position
- E. Storm panel: Select quality glass in aluminum frame
 - 1. Frame finish: Stone White, Bahama Brown, Bronze, Evergreen, Pebble Gray
- F. Insect screen panel:

Doc.4902 Rev. 7/29/19 Section 08 52 13 ~ 8 ~ Ultimate Glider
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1. Extruded aluminum surround, screen cloth, 18 by 16 mesh: Charcoal fiberglass, charcoal aluminum wire, Black aluminum wire, Bright aluminum wire, Bright bronze wire, Hi-Tran fiberglass mesh
 2. Aluminum frame finish: Bronze, White
- G. Combinations not available with OXXO configuration.

2.11 Simulated Divided Lites (SDL)

- A. 5/8" (16mm) wide, 7/8" (22mm) wide, 1 1/8" (29mm), 1 15/16" (49mm), 2 13/32" (61mm) wide with or w/out internal spacer bar
- B. Exterior muntins: 0.055" (1.4mm) thick extruded aluminum
- C. Interior muntins: Pine, Mixed Grain Douglas Fir, White Oak, Cherry, Mahogany, Vertical Grain Douglas Fir
- D. Muntins adhere to glass with closed-cell copolymer acrylic foam tape
- E. Sticking:
 1. Standard: Ogee
 2. Optional: Square
- F. Patterns: rectangular, diamond, custom lite cut
- G. Finish – exterior matched exterior aluminum clad colors, interior matches' interior wood species and color

2.12 Grilles-Between-the-Glass (GBG)

- A. 23/32" (18mm) contoured aluminum bar
 1. Exterior Colors: exterior matches exterior aluminum clad colors. The exterior GBG color is designed to best match the Marvin aluminum clad color when used with Low E glass. The use of different types of glazing may alter the exterior GBG color appearance
 2. Interior Colors: White is the default color. Optional colors: Bronze, Pebble Gray, Sierra, White, Ebony (only available with Ebony exterior)
- B. Optional flat aluminum spacer bar. Contact your Marvin representative.
- C. Pattern: Rectangular, cottage, custom lite layout

2.13 Accessories and Trim

- A. Installation Accessories:
 1. Factory-installed vinyl nailing/drip cap

Doc.4902 Rev. 7/29/19 Section 08 52 13 ~ 9 ~ Ultimate Glider
 CHECK MARVIN ONLINE DOCS FOR LATEST VERSION Printed on: 3/3/2022 1:29 PM

2. Installation brackets: 6 3/8" (162mm), 9 3/8" (283mm), 15 3/8" (390mm)
 3. Masonry brackets: 6" (152mm), 10" (254mm)
- B. Aluminum Extrusions:
1. Casing Profile: Brick Mould Casing (BMC), Flat Casing, Columbus Casing, Grayson Casing, Ridgeland Casing, Stratton Casing, Thorton Casing, Potter Casing
 2. Aluminum clad Extrusion: Frame Expander, Jamb Extender, Mullion Cover, Mullion Expander, Subsill, Subsill End Cap and Lineal Cap
 3. Finish: Fluoropolymer modified acrylic topcoat applied over primer. Meets AAMA 2605 requirements
 4. Available in all exterior aluminum clad colors

2.14 Lock Status Sensor (Optional)

A. Lock Status Sensor

1. Unit is factory-prepared for an integrated lock status sensor system. Sensor and Magnet mounted inside the boundaries of the overall frame size. Refer to **Lock Status Sensor Installation Instructions**.
2. Available configurations: OX (1 sensor), XO (1 sensor), XOX (2 sensors). Not available on XX (both sash active) configurations.
3. Lock Status Sensor may be wired or wireless.
 - a. For wired option, check with local codes on potential contractor requirements for low voltage networking connections.
 - b. Wireless option available. Requires purchase of secondary transmitter for operation. Marvin will prep for this option.
4. For Glider products, the **sensor** will always be located behind the top-most keeper on the stationary sash.
5. **Actuator** (magnet) for the sensor will be integrated into the locking hardware of the operating sash.

B. Lock Status Sensor Option Includes:

1. Sensor - Reed
2. Actuator – Neodymium Magnet

Part 3 Execution

3.1 Examination

- A. Verification of Condition: Before installation, verify openings are plumb, square and of proper dimensions as required in Section 01 71 00. Report frame defects or unsuitable conditions to the General contractor before proceeding.
- B. Acceptance of Condition: Beginning on installation confirms acceptance of existing conditions.

3.2 Installation

- A. Comply with Section 01 73 00.
- B. Assemble and install window/door unit(s) according to manufacturer's instruction and reviewed shop drawing.
- C. Install sealant and related backing materials at perimeter of unit or assembly in accordance with Section 07 92 00 Joint Sealants. Do not use expansive foam sealant.
- D. Install accessory items as required.
- E. Use finish nails to apply wood trim and mouldings.

3.3 Field Quality Control

- A. Remove visible labels and adhesive residue according to manufacturer's instruction.
- B. Unless otherwise specified, air leakage resistance tests shall be conducted at a uniform static pressure of 75 Pa (~1.57 psf). The maximum allowable rate of air leakage shall not exceed 2.3 L/sm² (~0.45 cfm/ft²).
- C. Unless otherwise specified, water penetration resistance testing shall be conducted per AAMA 502 and ASTM E1105 at 2/3 of the fenestration products design pressure (DP) rating using "Procedure B" – cyclic static air pressure difference. Water penetration shall be defined in accordance with the test method(s) applied.

3.4 Cleaning

- A. Remove visible labels and adhesive residue according to manufacturer's instruction.
- B. Leave windows and glass in a clean condition. Final cleaning as required in Section 01 74 00.

3.5 Protecting Installed Construction

- A. Comply with Section 07 76 00.
- B. Protecting windows from damage by chemicals, solvents, paint or other construction operations that may cause damage.

End of Section

Ellen Thackery

From: Geoff Van'thof <gvanthof@gobeal.com>
Sent: Tuesday, March 1, 2022 2:11 PM
To: Ellen Thackery
Subject: RE: More information on HDC application please?

Attention: This email was sent to the City of Ypsilanti from an external source. Please be extra vigilant when opening attachments or clicking links.

Ellen,

Thanks for the picture. The reason why we did not go back with double hung is because the window is so wide that it is not a standard double hung. Also, with a slider you have a larger opening for a person to crawl though in the event of a fire.

Lets stick with the proposed slider.

Thank You,

Geoff Van't Hof
Project Manager/ Estimator
Beal Properties LLC
23 N. Washington St.
Ypsilanti MI 48197
C: 616-841-1310
O: 734-662-6133 x114

www.GoBeal.com

From: Ellen Thackery <ETHackery@cityofypsilanti.onmicrosoft.com>
Sent: Tuesday, March 1, 2022 1:46 PM
To: Geoff Van'thof <gvanthof@gobeal.com>
Subject: RE: More information on HDC application please?

Geoff, here is the shot from Google streetview from Oct 2014:



If you would like to propose a different window from the application, I'll just need a revised application and the new supplemental materials. For the March 8 meeting, I'll need those items today. Please let me know if you need anything from me. Thank you!

Ellen



Ellen Thackery
Preservation Planner
Community & Economic Development Department
City of Ypsilanti
734-482-9709
www.cityofypsilanti.com
she/her

From: Geoff Van'thof <gvanthof@gobeal.com>
Sent: Tuesday, March 1, 2022 11:17 AM
To: Ellen Thackery <ETHackery@cityofypsilanti.onmicrosoft.com>
Subject: RE: More information on HDC application please?

Attention: This email was sent to the City of Ypsilanti from an external source. Please be extra vigilant when opening attachments or clicking links.

Ellen,

Do you have a picture showing what they were before we replaced them? if so, can you please share with me? we could not remember what they were like.

Once you send me the picture, I will ask my maintenance guy if there is any reason why we can't go back with the same type and get back to you.

Thank You,

Geoff Van't Hof
Project Manager/ Estimator
Beal Properties LLC
23 N. Washington St.
Ypsilanti MI 48197
C: 616-841-1310
O: 734-662-6133 x114

www.GoBeal.com

From: Ellen Thackery <ETHackery@cityofypsilanti.onmicrosoft.com>
Sent: Tuesday, March 1, 2022 11:00 AM
To: Geoff Van'thof <gvanthof@gobeal.com>
Subject: RE: More information on HDC application please?

Thank you, George. I appreciate this. I see that the windows were one-over-ones before this replacement. Two questions: Why were gliders installed? Could one-over-ones be installed instead? Thanks again!

Ellen



Ellen Thackery
Preservation Planner
Community & Economic Development Department
City of Ypsilanti
734-482-9709
www.cityofypsilanti.com
she/her

From: Geoff Van'thof <gvanthof@gobeal.com>
Sent: Tuesday, March 1, 2022 10:32 AM
To: Ellen Thackery <ETHackery@cityofypsilanti.onmicrosoft.com>
Subject: RE: More information on HDC application please?

Attention: This email was sent to the City of Ypsilanti from an external source. Please be extra vigilant when opening attachments or clicking links.

Ellen,

Here is a link to the window type. <https://www.marvin.com/products/collections/signature/ultimate/glider>

I have also attached two pictures showing inside and outside.

Thank You,

Geoff Van't Hof
Project Manager/ Estimator
Beal Properties LLC
23 N. Washington St.
Ypsilanti MI 48197
C: 616-841-1310
O: 734-662-6133 x114

www.GoBeal.com

From: Ellen Thackery <ETHackery@cityofypsilanti.onmicrosoft.com>

Sent: Friday, February 25, 2022 1:46 PM

To: sbeal@gobeal.com

Subject: More information on HDC application please?

Hello. I am reviewing an application for a window replacement for 208 N Hamilton. I have the photo showing where the work will take place, but can I have photos and/or diagrams for the window being proposed please? I need those in order to consider the application complete and to get your application reviewed at the next HDC meeting 3/8. Thank you.

Ellen



Ellen Thackery
Preservation Planner
Community & Economic Development Department
City of Ypsilanti
734-482-9709
www.cityofypsilanti.com
she/her



HDC Work Permit Staff Review

Property address: 18 N Washington

Property History: Commercial Italianate building that contributes to the local historic district. The owner replaced all of the upper windows without HDC approval. Application was reviewed and denied at the December 2021 meeting.

The scope of work on this application is to remove the existing wood boards covering the half-round window openings and to install painted wood half-round windows with clear glass.

The intention of the applicant is to use these new wood half-rounds to bring the existing, recently installed vinyl windows into compliance.

Date of Application: 3/1/22

Date of Review: 3/1/22

Date of Meeting: 3/8/22

Proposed work: Install wood half-round windows in place of existing boards.

Materials: Custom wood (pine) half-round window frame with clear glass. Also included in the application are the specifications for the double-hung vinyl windows that had been installed.

Staff review:

1. Applicant lists scope of work as installation of half-round windows.
2. In a conversation with staff, applicant explained that the intention of the half-round window installation is to make it so that the installed vinyl windows can remain. (See confirmation email.)
3. Because the vinyl windows that were installed without a permit are not listed in this scope of work, the scope of work and the intended project do not match. As such, staff finds that the current application is incomplete.

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.

4. Staff recommends denial of this application so that the applicant can submit the full description of proposed work and all specs in one complete application for the Commission's review.

Relevant Secretary of the Interior's Standards:
#2, #5, #6, #9

Recommended Motion:

Move to deny the application as submitted for the installation of the half-round wood windows at this time because it is incomplete; the applicant can submit a revised, complete application for work that includes both the already-installed vinyl windows and the newly proposed wood half-round windows in the complete description of proposed work.

Prepared by:
Ellen Thackery, Preservation Planner



**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

29494
500

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

18 N WASHINGTON ST.

Applicant

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

Name

MIKE ELLER

Address

18 N WASHINGTON ST.

City

YPSILANTI

State

MI

Zip

48197

Phone / Fax

E-Mail

Contractor

Contractor Name & Contact Info

GARY TURNER 217 N RIVER ST. YPSI 48108

Type of work

- ☐ Roofing
☒ Window/Door
Replacement

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

- ☐ Painting
☐ Other
☐ Application Amendment

Complete Description of Proposed Work:

REMOVE EXSTG. PAINTED WD. HALFRound INFILL
O/ 2ND FLR. (WEST SIDE) EXSTG. DH WINDOWS
AND INSTALL PAINTED WD. W/ CLEAR GLASS
HALFRound WINDOWS & INTERFACING WD.
MULL TO MATCH EXSTG. BLACK FINISH
ON WINDOWS BELOW. A TOTAL OF (6)
WINDOWS ARE INVOLVED.

THE PHOTOS INCLUDED ARE OF EXSTG. WINDOWS, AS
WELL AS SIMILAR SOLUTIONS @ SPARK EAST AND
HAAB'S RESTAURANT.

Materials (for paint include color chips or samples with application): SEE ATTACHED SPECS
FOR EXSTG. DH WINDOWS, NEW HALFRound WINDOWS, SCREENS,
ARCHITECTURAL DRAWINGS INCLUDING FULL ELEVATION,
DETAIL ELEVATION, DETAIL SECTION, AND EXAMPLES OF
OTHER SIMILAR SOLUTIONS WITHIN THE HISTORIC DISTRICT

Permit Application Fee (action items only)

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

Construction Cost:

\$6,000.00

Permit fee:

\$45 + 15 = 60.00

Signature

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

I further affirm that this property has, or will have before the proposed work is completed, a fire alarm system or smoke alarm complying with the Stille-DeRossett-Hale single-state construction code, PA 230 of 1972, as amended.

Signature:

Gary Turner

Date:

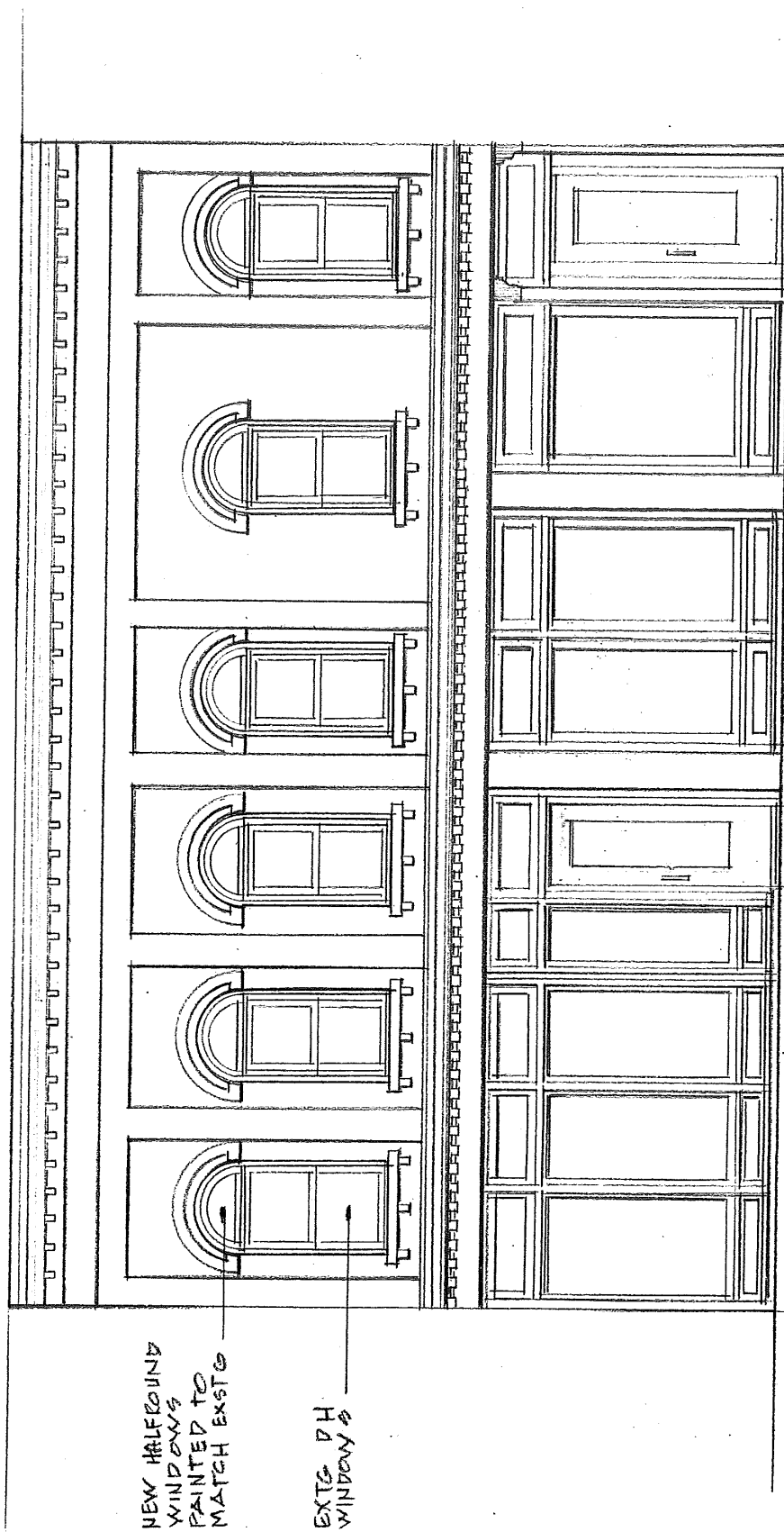
3/1/22

Print Name:

GARY TURNER

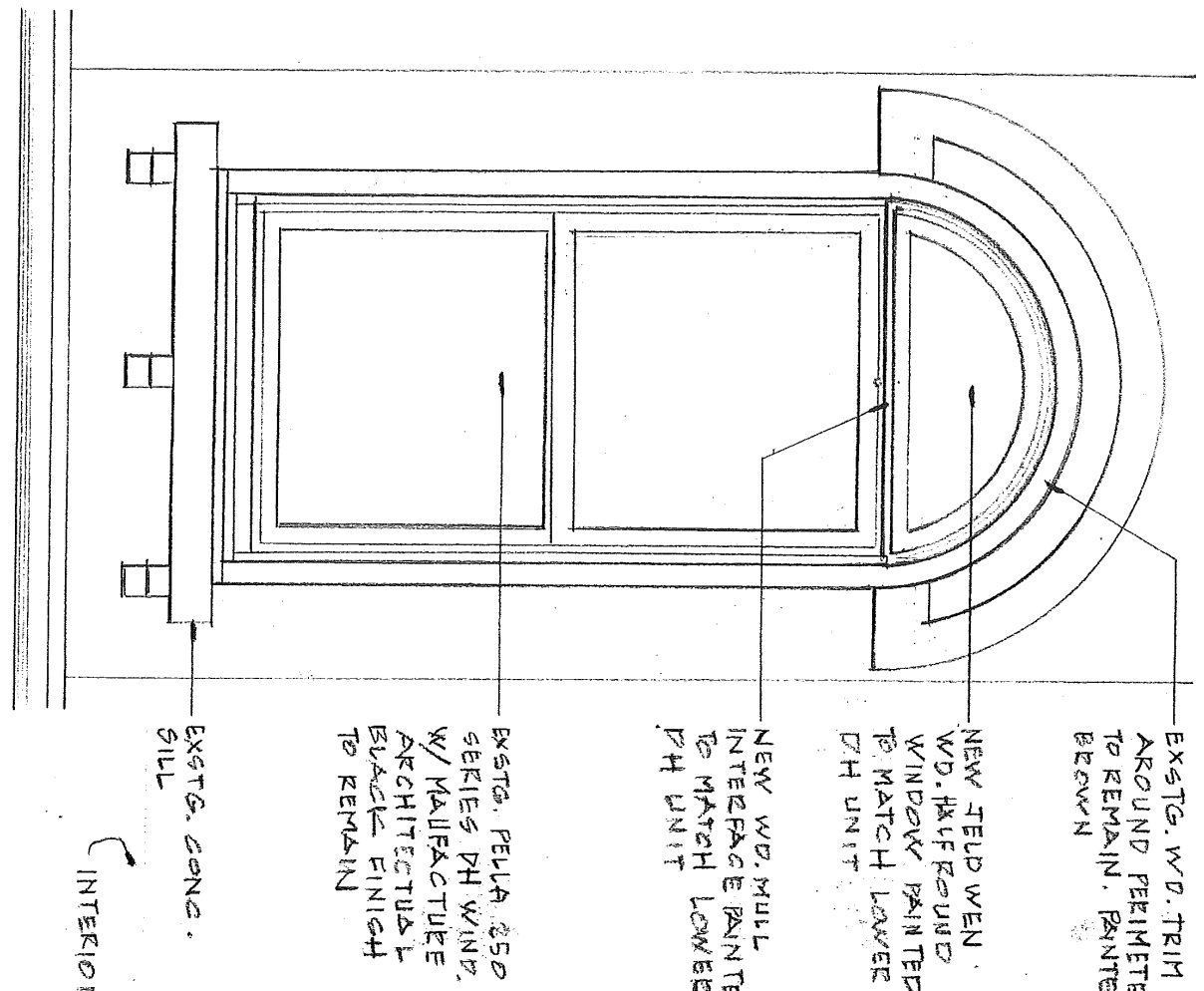
If you have questions about what the HDC generally permits or does not permit, or what they need to see in an application to render a decision, please call the office at 734-483-9646 or view our factsheets online at cityofypsilanti.com/hd.

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

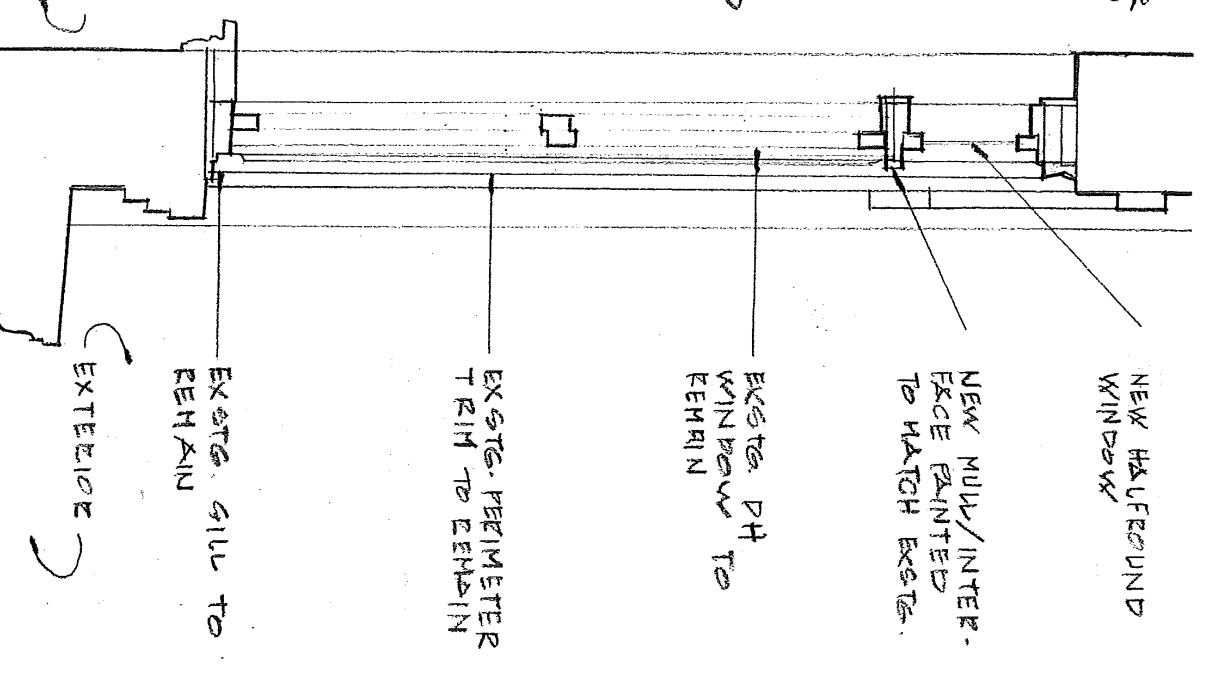


WEST ELEVATION - 18 NORTH WASHINGTON -
 $\frac{3}{16}'' = 1' - 0''$

DETAIL ELEVATION
 $\frac{3}{4}'' = 1'-0''$



DETAIL SECTION
 $\frac{3}{4}'' = 1'-0''$





Modern Builders Supply
3533 Morgan Rd
Ypsilanti, MI 48197

QUOTE BY : Pat Carey
SOLD TO : Modern Builders Supply
Greg Klask
3835 Morgan Rd
Ypsilanti MI 48197
Phone : (734) 547-3533
PO# :

QUOTE # : JW220200AD7 - Version 0
SHIP TO :

Ship Via : Ground

PROJECT NAME: HALF ROUND WOOD
EXTERIOR

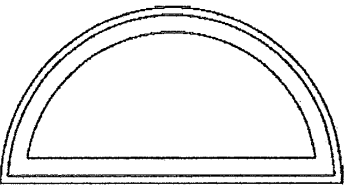
REFERENCE : COMMUNITY BUILDERS

U-Factor Weighted Average: 0.21

SHGC Weighted Average: 0.23

LINE	LOCATION SIZE INFO	BOOK CODE DESCRIPTION	NET UNIT PRICE	QTY	EXTENDED PRICE
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Line 1
RO Size : 34 1/4 X 18 1/2

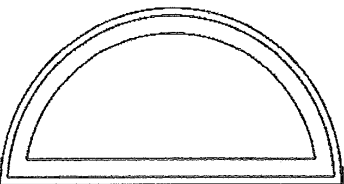


Viewed from Exterior. Scale: 1/2" = 1'

Frame Size : 33 1/2 X 16 3/4, RAD= 16 3/4
Custom Wood Geometric, Auralast Pine, Direct Set Half Round
Primed Exterior,
Natural Interior,
Brickmould, Standard Sill Nosing,
4 9/16 Jamb, 5/4 JE - 5/4 Reveal Thick,
Jamb alignment to match Casement/Awning ,
US National-WDMA/ASTM, PG 35,
Insulated SunResist with HeatSave Annealed Glass, Neat, Protective Film,
Black Spacer, Argon Filled,
Traditional Screen Stop
IGThick=0.756(1/8 / 1/8),
U-Factor: 0.21, SHGC: 0.23, VLT: 0.54, Energy Rating: 27.00, CPD: JEL-N-679-03694-00001
PEV 2021.4.0.3663/PDV 6.546 (12/13/21)PW

\$1,382.81 1 \$1,382.81 +TAY

Line 2
RO Size : 34 1/8 X 18 7/16



Viewed from Exterior. Scale: 1/2" = 1'

CWD33HRDS
Frame Size : 33 3/8 X 16 11/16, RAD= 16 11/16
Custom Wood Geometric, Auralast Pine, Direct Set Half Round
Primed Exterior,
Natural Interior,
Brickmould, Standard Sill Nosing,
4 9/16 Jamb, 5/4 JE - 5/4 Reveal Thick,
Jamb alignment to match Casement/Awning ,
US National-WDMA/ASTM, PG 35,
Insulated SunResist with HeatSave Annealed Glass, Neat, Protective Film,
Black Spacer, Argon Filled,
Traditional Screen Stop
IGThick=0.756(1/8 / 1/8),
U-Factor: 0.21, SHGC: 0.23, VLT: 0.54, Energy Rating: 27.00, CPD: JEL-N-679-03694-00001
PEV 2021.4.0.3663/PDV 6.546 (12/13/21)PW

\$839.60 1 \$839.60 +TAY

cust-59866

Page 1 of 2 (Prices are subject to change.) JW220200AD7 (Ver:0)- 02/08/2022 5:18 PM

Quote Date: 02/08/2022

Drawings are for visual reference only and may not be to exact scale.
All orders are subject to review by JELD-WEN

Last Modified: 02/08/2022

Pella® 250 Series VINYL



Innovative and enhanced security and privacy features for your customers peace of mind.

Double-Hung



ENHANCED SECURITY AND PRIVACY

Give your customers more peace of mind with innovative security and privacy features. Double- and single-hung windows are designed with an interlocking checkrail, steel hardware reinforcement and a unique anti-jar sill. Sliding patio doors feature an integrated footbolt, tamper prevention system and blinds-between-the-glass.

STRONGER FRAMES THAN ORDINARY VINYL

Pella's precision welding process creates more durable products that resist warping or twisting over time. Pella 250 Series window frames are 52% stronger than ordinary vinyl.¹

PELLA'S FADE-RESISTANT VINYL FORMULA

Pella 250 Series is made of high-grade vinyl that resists yellowing and never needs painting. The solid color throughout the vinyl keeps minor dings and scratches virtually invisible. Solid-color frames are available in White, Almond and Fossil.

EXCLUSIVE WEATHER PROTECTION SYSTEM

Protect your home with our exclusive weather repel system on single- and double-hung windows. It has three points of protection to channel water away from the home – including triple weatherstripping.

ENERGY STAR® MOST EFFICIENT 2022 WINDOW²

Upgraded triple-pane glass windows are on average 62% more energy efficient than single-pane windows.³ Pella 250 Series offers products that have been awarded the ENERGY STAR Most Efficient Mark in 2022.²

DURABLE EXTERIOR FINISHES

Dual-color frame options offer white interiors with a choice of beautiful DuraColor™ exterior finishes that exceed industry requirements for fade resistance.⁴

FREE-FORM MULLING CAPABILITIES

Create a large or unique combination for your project by mulling standard and custom-sized windows together. Combinations are factory-mulled and arrive ready for installation.⁵

OPTIONAL PERFORMANCE ENHANCEMENTS

Increase energy performance and structural strength with optional performance enhancements such as foam insulation and steel reinforcement.

ADDITIONAL FEATURES AND OPTIONS

We have the features and options that fit most any project. Choose from multiple frame types, dual- and triple-pane glazing, several grille options and a full lineup of window & patio door styles.

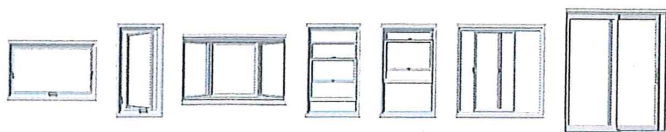
LIMITED LIFETIME WARRANTY

Pella products are backed by some of the strongest warranties in the business. See written limited warranty for details, including exceptions and limitations, at pella.com/warranty.

TESTING BEYOND REQUIREMENTS

At Pella, our products are tested beyond requirements to help ensure they have long-lasting performance and reduce call-backs for you.

AVAILABLE IN THESE WINDOW & PATIO DOOR STYLES:



Special shapes also available.

See back cover for disclosures.

Solid-color frames feature White, Almond or Fossil color on both the interior and exterior. Dual-color frames have White on the interior with Brown or Black on the exterior.

Solid Color Frames

Dual-Color Frames

Dual-Color Frames



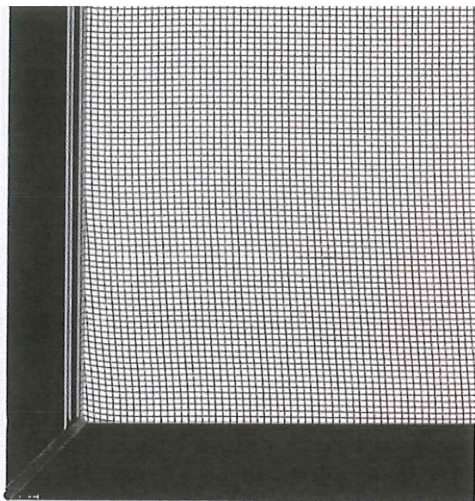
Brown



Black

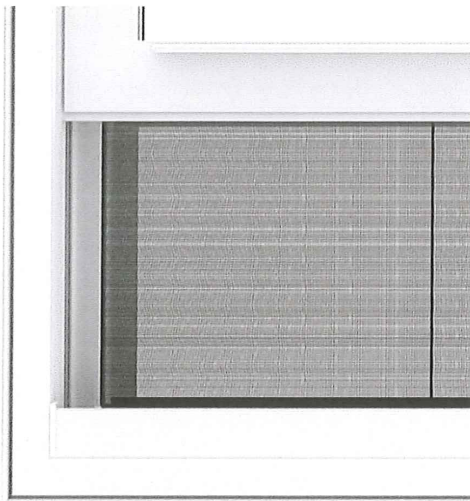
Window and door screens play an important role in your home's light, ventilation and view. Our conventional fiberglass screens allow in light and the breeze and are durable to stay looking great for years. [Learn more about screens.](#)

Screens



Conventional Screens

Window and door screens play an important role in your home's light, ventilation and view. Our conventional fiberglass screens allow in light and the breeze and are durable to stay looking great for years.



Hidden Screen

The easy-to-use Hidden Screen appears when you open a single-hung, double-hung or sliding window and folds away when the window is closed. It's a screen like no other - providing easy and convenient access to fresh air and natural light without compromising your view.

Pella® Vinyl Windows and Doors

Pella 250 Series Double-Hung

Detailed Product Descriptions

Frame

- Overall frame depth: 3-1/4" on all frame types.
- Frame members are mitered and heat fused to provide a fully welded corner assembly. Sill is fitted with weeps.
- Frame: [1-1/8" setback nail fin for 2-1/8" wall depth] [Block frame for 3-1/4" wall depth] [Integral 5/8" flange for 3" wall depth].
- Interior and exterior frame surfaces are extruded rigid uPVC.

Sash

- Sash members are extruded, rigid uPVC [with optional foam insulation₁].
- Sash members are mitered and heat-fused to provide a fully welded corner assembly.
- Includes an integral extruded sash lift as standard.
- Contains sealed insulating glass.

Weatherstripping

- Sash is weather-stripped around the sash perimeter with a fin-type, pile weather stripping and vinyl wrapped foam weatherstrip.

Glazing System

- Quality float glass complying with ASTM C 1036.
 - Exterior face-glazed sealed insulating glass.
 - Dual-Pane insulating glass [[annealed] [tempered]] [[Advanced] [NaturalSun] [SunDefense™] [Bronze, Advanced] Low-E coated [, with Argon]] [Obscure₃] [High Altitude₂].
- or-
- 1" Triple-Pane [[annealed] [tempered]] [[Advanced] [NaturalSun] Low-E coated [, with Argon]] [Obscure₃] [High Altitude₂].

Interior / Exterior

- Window frame and sash members are [[White] [Almond] [Fossil] with integral color extruded throughout the profiles] [[Brown] [Black] [Brick Red] [Hartford Green] [Morning Sky Gray] [Poplar White] [Portobello] [Tan] [Fossil] exterior, consisting of a solar reflective coating exceeding AAMA 613 test requirements, with White integral color extruded throughout the profiles on the interior].
- All exposed PVC surfaces are smooth, glossy and uniform in appearance.

Hardware

- Constant force balances connected to sash with stainless steel spring and concealed within the frame.
- Upper and lower sashes are fully operable for ventilation.
- All fasteners are corrosion-resistant material compatible with PVC.
- Locks are factory-installed, zinc die cast, self-aligning, [cam action locks] [AutoLock] located on the check rail. Two sash locks are installed on units with 29-1/2" or greater frame width.
- Tilt latches are factory installed, [zinc die cast (advanced performance)] [nylon 6 (standard)] and are located on the check rail of the lower sash and the top rail of the upper sash.
- Hardware finish is [White] [Almond] [Fossil].

Screens

- [Full-size] [Half-screen] Set in aluminum frame and fitted to exterior of window.
- Screen frame finish is baked enamel, color to match exterior
- Screens for windows with frame width >39" or frame height > 53-1/2" have a screen spreader bar.
- Conventional Black Fiberglass
 - Black vinyl coated 18/16 mesh fiberglass screen cloth complying with ASTM D 3656 and SMA 1201.

Optional Products

Grilles

- Grilles-Between-the-Glass
 - [Dual-Pane Insulating glass contains [(3/4" [1" contoured] [5/8" flat] aluminum grilles permanently installed between two panes of glass] [Triple-Pane Insulating glass contains 3/4" contoured aluminum grilles permanently installed between three panes of glass].
 - Patterns are [Traditional] [6-Lite Prairie] [9-Lite Prairie] [Top Row].
 - Interior grille color matches interior frame.
 - Exterior grille color [3/4" Grille is [White] [Almond₄] [Fossil₄] [Brown] [Black] [Brick Red] [Hartford Green] [Morning Sky Gray] [Poplar White] [Portobello] [Tan]] [1" Grille is [White] [Almond₄] [Fossil₄]] [5/8" Grille is [White] [Almond₄] [Fossil₄]].
- or-
- Simulated-Divided-Light grilles without spacer
 - 7/8" grilles permanently bonded to the interior and exterior of glass.
 - Patterns are [Traditional] [6-Lite Prairie] [9-Lite Prairie] [Top Row].
 - Grilles match color of interior and exterior frame
 - Available only on units glazed with dual-pane insulated glass.

Hardware

- Optional limited opening hardware available for vent units in [White] [Almond] [Fossil] extruded vinyl to match the unit; nominal 3-3/4" opening.
- Optional window opening control device available for factory or field installation. Device allows window to open less than 4" with normal operation, with a release mechanism that allows the sash to open completely. Complies with ASTM F2090-10.

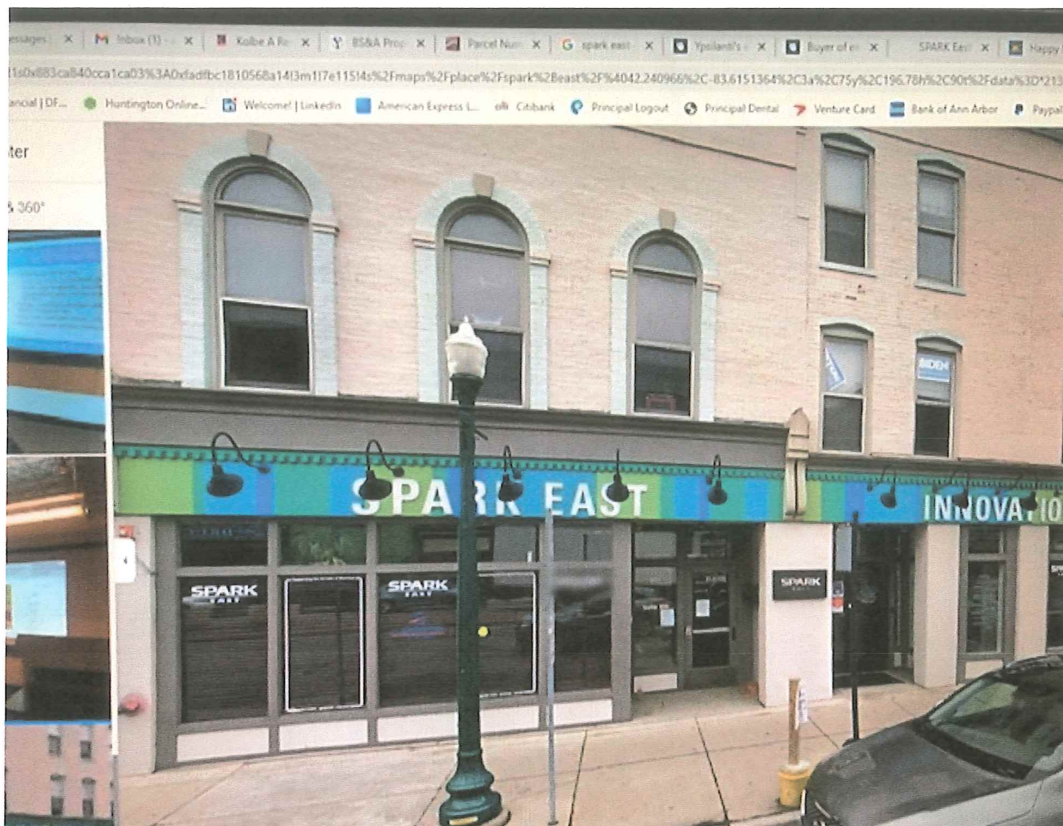
(1) Not available with performance upgrade.

(2) Dual-Pane IG High Altitude glazings are available with or without Argon. Triple-Pane IG High Altitude glazings are only available without Argon.

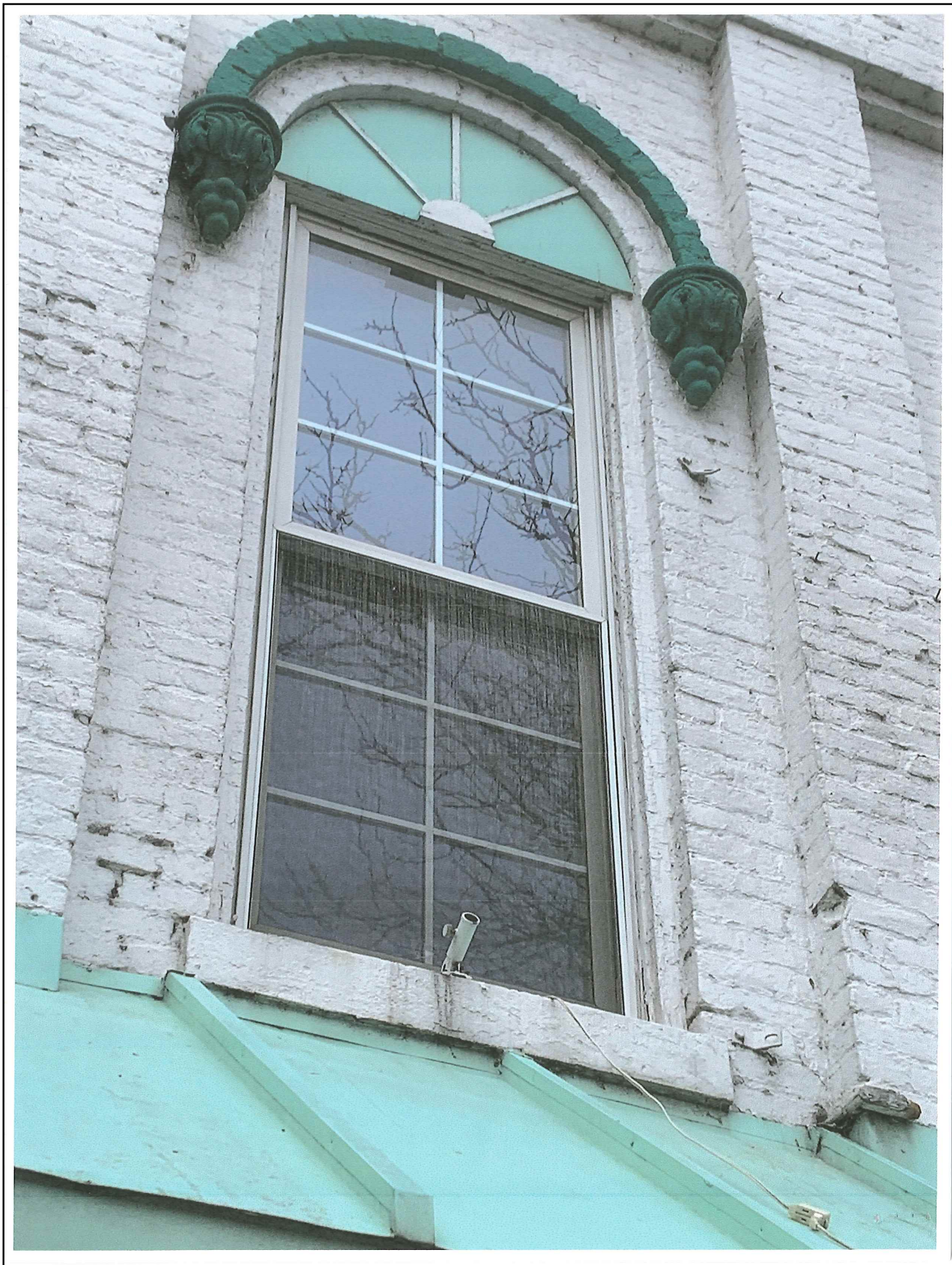
(3) Obscure glass not available with Bronze Advanced Low-E.

(4) Almond grilles only available on almond units. Almond units with grilles will have an almond grille color, Fossil extruded color units with grilles have a Fossil grille color.









Ellen Thackery

From: Gary Turner <gary@garybuilds.com>
Sent: Friday, March 4, 2022 11:37 AM
To: Ellen Thackery
Subject: Re: 18 N Washington

Attention: This email was sent to the City of Ypsilanti from an external source. Please be extra vigilant when opening attachments or clicking links.

Good Morning,

Yes, our application is for the installation of new half round windows above exstg double hung units **to remain** as noted in the drawings. The detail section and elevation highlight the intent to make them mulled/finished as one unit within each brick rough opening.

Thanks Ellen!

gary

On Fri, Mar 4, 2022 at 2:36 PM Ellen Thackery <ETHackery@cityofypsilanti.onmicrosoft.com> wrote:

Hello, Gary. Thanks for talking with me yesterday to clarify your application for work. The scope of work on the application is for the installation of wood half-round windows above the double-hung second-floor windows. However, information about the Pella double-hung windows that were installed without a permit has been included with the application. From our conversation, I understood that your intention is that this application is for both installing the half-round windows and the installation of the vinyl windows that were installed without a permit. Can you please reply to this email and confirm that it is your intention that this application for work is for both the installation of the half-round windows and for retroactive review of windows already installed? Thank you.

Ellen



Ellen Thackery

Preservation Planner

Community & Economic Development Department

City of Ypsilanti

734-482-9709

www.cityofpysilanti.com

she/her

--

Gary D. Turner



Tel. (734) 216-6575

Web. <http://www.garybuilds.com/>

Complete Design and Build Service

Ellen Thackery

From: Gary Turner <[REDACTED]>
Sent: Friday, March 4, 2022 11:37 AM
To: Ellen Thackery
Subject: Re: 18 N Washington

Attention: This email was sent to the City of Ypsilanti from an external source. Please be extra vigilant when opening attachments or clicking links.

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Thanks Ellen!

gary

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Ellen



Ellen Thackery

Preservation Planner

Community & Economic Development Department

City of Ypsilanti

734-482-9709

www.cityofypsilanti.com

she/her

--

Gary D. Turner

Web. <http://www.garybuilds.com/>

Complete Design and Build Service



HDC Work Permit Staff Review

Property address: 12 E Forest

Property History: This is the historic Michigan Ladder property. The building appears on the Sanborn Fire Insurance map of 1927 in much the same configuration as it is now.

Date of Application: 3/1/22

Date of Review: 3/3/22

Date of Meeting: 3/8/22

Proposed work: Façade work-- stucco repair, new corrugated metal siding, replacement of existing windows, replacement of existing doors, new asphalt roof, new aluminum fencing, new gutters.

Materials: It is not clear on current application what materials the proposed new gutter or door and window replacements will consist of.

Staff review:

1. Applicant seeks to introduce new elements and materials in a transformation of the building, but some of the materials proposed are not specified/detailed.
2. Staff recommends postponing the decision on this application until applicant can revise application to include more detail about the proposed materials.

Relevant Secretary of the Interior's Standards:
#2, #3, #5, #6, #9

Recommended Motion:

Move to postpone the application for work at 12 E Forest for the applicant to provide more information and/or the HDC to further research any new material.

Prepared by:

Ellen Thackery, 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.



City of Ypsilanti

Community and Economic Development

March 02, 2022

YPSILANTI WAREHOUSE, LLC
ATTN: ABDUL SALEH
36510 GODDARD RD
ROMULUS MI 48174

SUBJECT: 12 E FOREST HDC Work Permit Application PHDC-22-0012

Dear YPSILANTI WAREHOUSE, LLC,

According to our records, your Historic District Commission permit application (PHDC-22-0012) for *RENOVATION OF BUILDING FACADE INCLUDING: ALL FASCIA TRIM TO BE REPLACED AND PAINTED, REPAIRS TO EXISTING STUCCO AS NECESSARY (FACING FOREST AVE), EXISTING STUCCO FINISH TO BE REPAIRED AND TINTED TO MATCH, ADDITION OF NEW CORRUGATED METAL SIDING IN SELECT SECTIONS ALONG THE FACADE FACING FOREST AVE (EACH SECTION TO INCLUDE ALUMINUM CAP), NEW CORRUGATED METAL SIDING OVER EXISTING STUCCO FINISH ON FURRING STRIPS, REPLACEMENT OF EXISTING WINDOWS (7) FACING FOREST PROPOSING (9), ALL WINDOWS ON FOREST STREET ELEVATION TO BE REPLACED, REPLACEMENT OF EXISTING DOORS FACING FOREST (2), RECONSTRUCTION OF ROOF (EXISTING ASPHALT TO BE REPLACED WITH NEW ASPHALT), FOREST STREET ROOFING TO BE REPLACED WITH OWNS CORNING, SHINGELS, BREAK METAL TOP CAP TO BE ASCO, FENCING EXISTING WOOD FENCE TO BE REPLACED WITH 6' HIGH BLACK ALUMINUM FENCING, INSTALL NEW GUTTERS ALONG FACADE, INSTALLATION PLANTINGS FOR NEW PARKING LOT* - PER HDC APPROVAL submitted on 03/01/2022 is **pending** for the following reason(s):

- **Property owner listed on the application does not match the registered owner of the property listed in the system.** *The owner listed on the application will need to provide this office with proof of ownership (a copy of the deed, sale agreement or land contract) or a notarized letter from the listed owner of the property granting permission to obtain/request this permit.*

Please submit the requested/required changes to this office within **thirty (30) days of this date**. **Be advised, until this Mechanical permit application is approved and issued the requested work is not permitted to remain on the site.** Failure to obtain this required permit within this time period may/will result in a **citation** being issued for non-compliance with City code requirements. If you choose not to proceed with the above project, please notify this office in writing. You must include the property address and the pending permit number listed above.

One South Huron Street
Ypsilanti, MI 48197

Tel: (734) 483-9646
Fax: (734) 483-7260

www.cityofypsilanti.com

If you have any questions regarding this matter please contact me Monday through Friday between 8:00am and 4:00pm at 734-482-1025. Please note that we are not equipped for online payment and cannot accept over-the-phone payments.

Sincerely,

CITY OF YPSILANTI
Building Department

PC: MICHIGAN LADDER PROPERTIES LLC PO BOX 981307 YPSILANTI MI 48198



LAW GROUP

March 2, 2022

City of Ypsilanti
Attn: Historic District Commission Preservation Planner
One South Huron
Ypsilanti, MI 48197

Dear Ellen Thackery,

Please be aware that Ypsilanti Warehouse LLC ("**Buyer**"), the future owner, currently has a Purchase Sale Agreement ("**PSA**") in place with Michigan Ladder Properties LLC ("**Seller**"), the current owner. This PSA is contingent on the Buyer obtaining a Special Use Permit and site plan approval for the property, located on 12 E. Forest Ave., Ypsilanti MI 48198, parcel ID 11-11-04-461-002.

As such, the Seller is aware and is providing consent to the Buyer to prepare, submit, and obtain a Historic District Commission Work Permit with respect to the property for sale.

If you have any questions or concerns, or require additional clarification, please feel free to reach me at [REDACTED] or [REDACTED]

Sincerely,

[REDACTED]

Soujoud Hamade

Accepted and agreed to:

[REDACTED]
Michigan Ladder Properties LLC
Name: *Jonathan Martin*
its authorized agent

3/3/22
Date: _____

D: 734.210.4721 | F: 313.406.5112 | shamade@hnhlawgroup.com | www.hnhlawgroup.com
23756 Michigan Ave., Dearborn, Michigan 48124



**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

29493
1002

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

12 E. Forest Ave

Applicant

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

Name

Ypsilanti Warehouse, LLC

Address

36510 Goddard Rd

City

Romulus

State

MI

Zip

48174

Phone / Fax

E-Mail

Contractor

Contractor Name & Contact Info

TBD

Type of work

☒ Roofing

☒ Window/Door
Replacement

☐ Porches

☐ Sign

☒ Fence (or other sitework)

☐ Painting

☐ Other

☐ Application Amendment

Complete Description of Proposed Work:

Renovation of building facade including:

- All fascia trim to be replaced and painted Sherwin Williams (SW6162) Ancient Marble
- Repairs to existing stucco as necessary (facing Forest Ave)
- Existing stucco finish to be repaired and tinted to match (SW6162)
- Addition of new corrugated metal siding in select sections along the facade facing Forest Ave (each section to include an aluminum cap)
- New corrugated metal siding over existing stucco finish on furring strips. Color to be Dark Bronze anodized by ASCO Aluminum Supply Company
- Replacement of existing windows facing Forest Ave (7 existing windows facing Forest Ave - proposing 9)
- All windows on the Forest Street elevation to be replaced with Aluminum Mullion System and muntins in Bronze Aluminum, 1" insulated glazing units
- Replacement of existing doors facing Forest Ave (2 existing facing Forest Ave, proposing 2)
- Reconstruction of roof (existing asphalt to be replaced with new asphalt)
- Forest Street roofing to be replaced with Owens Corning, Duration Shingles, Color - Driftwood
- Break metal top cap to be ASCO, Aluminum Supply Co. Inc. - Colonial Red
- Fencing - existing wood fencing to be removed and replaced with 6'-0" high black aluminum fencing
- Installation of new gutter system along Forest Ave facade (none existing along majority of facade)
- Installation of plantings for screening of new parking lot areas, foundation landscaping, conflicting land use buffer

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

See above

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:	Permit fee:
\$203,450.00	\$45 + \$335.00 = \$380.00

Signature

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

I further affirm that this property has, or will have before the proposed work is completed, a fire alarm system or smoke alarm complying with the Stille-DeRossett-Hale single-state construction code, PA 230 of 1972, as amended.

Signature:	Date:
	March 1, 2022

Print Name: Abdul Saleh

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.



Land Development • Land Surveying • Municipal • Wireless Communications • Institutional • Transportation • Landfill Services

3815 Plaza Drive
Ann Arbor, Michigan 48108
734-995-0200

LETTER OF TRANSMITTAL

TO: Ypsilanti City Hall
Building Department
1 South Huron
Ypsilanti, MI 48197

DATE:	03/01/2022	JOB NO.	21335
ATTN:	Ellen Thackery		
RE:	12 E Forest Ave Site Redevelopment Historic District Work Permit Application		

WE ARE SENDING YOU ☒ Attached ☐ Under separate cover via Hand Delivery the following items:

☐ Shop drawings ☐ Prints ☒ Plans ☐ Samples ☐ Specifications

☐ Copy of letter ☐ Change order ☐ _____

COPIES	DATE	NO.	DESCRIPTION
1	03/01/2022	2	Variance Application
1	03/01/2022	1	Check for Review Fee
1	02/11/2022	4	Site Plan Sheets (cover, site layout, landscape, and architectural elevation)

THESE ARE TRANSMITTED (as checked below):

☒ For approval ☐ Approved as submitted ☐ Resubmit _____ copies for approval

☐ For your use ☐ Approved as noted ☐ Submit _____ copies for distribution

☐ As requested ☐ Returned for corrections ☐ Return _____ corrected prints

☒ For review and comment ☐ _____

☐ FOR BIDS DUE _____ ☐ PRINTS RETURNED AFTER LOAN TO US

REMARKS:

Ellen,
Please find attached the application, check, and plans for the Historic District Work Permit for the proposed redevelopment project at 12 E Forest Avenue. Please note the architect delivered a material board separately. If you have any questions or comments, please call me at [REDACTED] or email me at [REDACTED].
Thank you.

COPY TO: _____

SIGNED: _____
Ted Hirsch

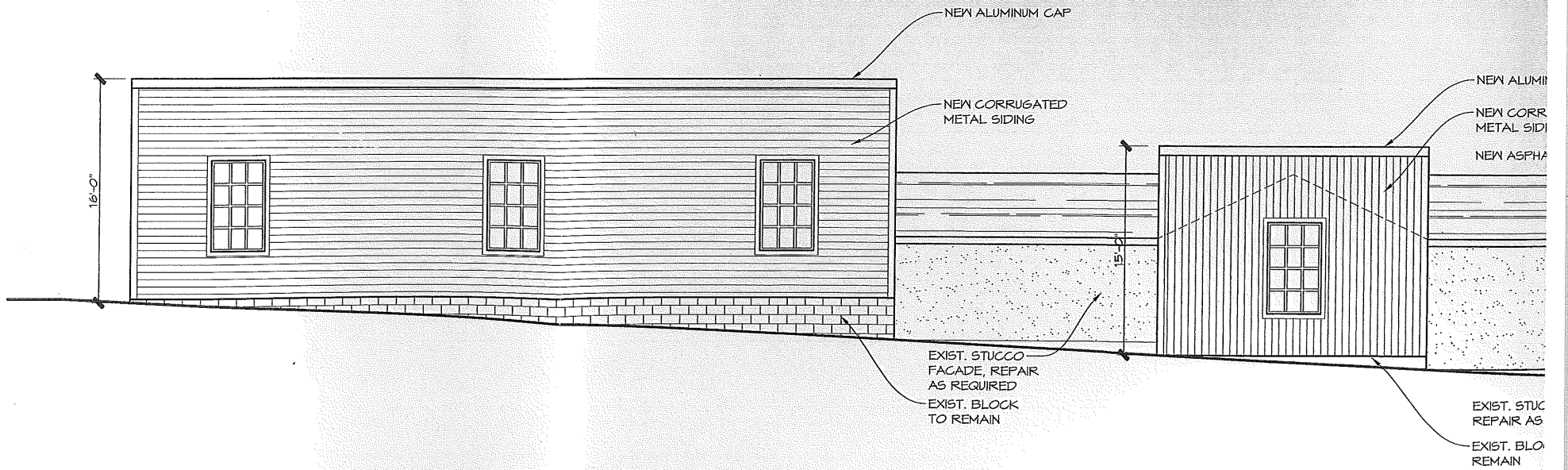
If enclosures are not as noted, kindly notify us at once.

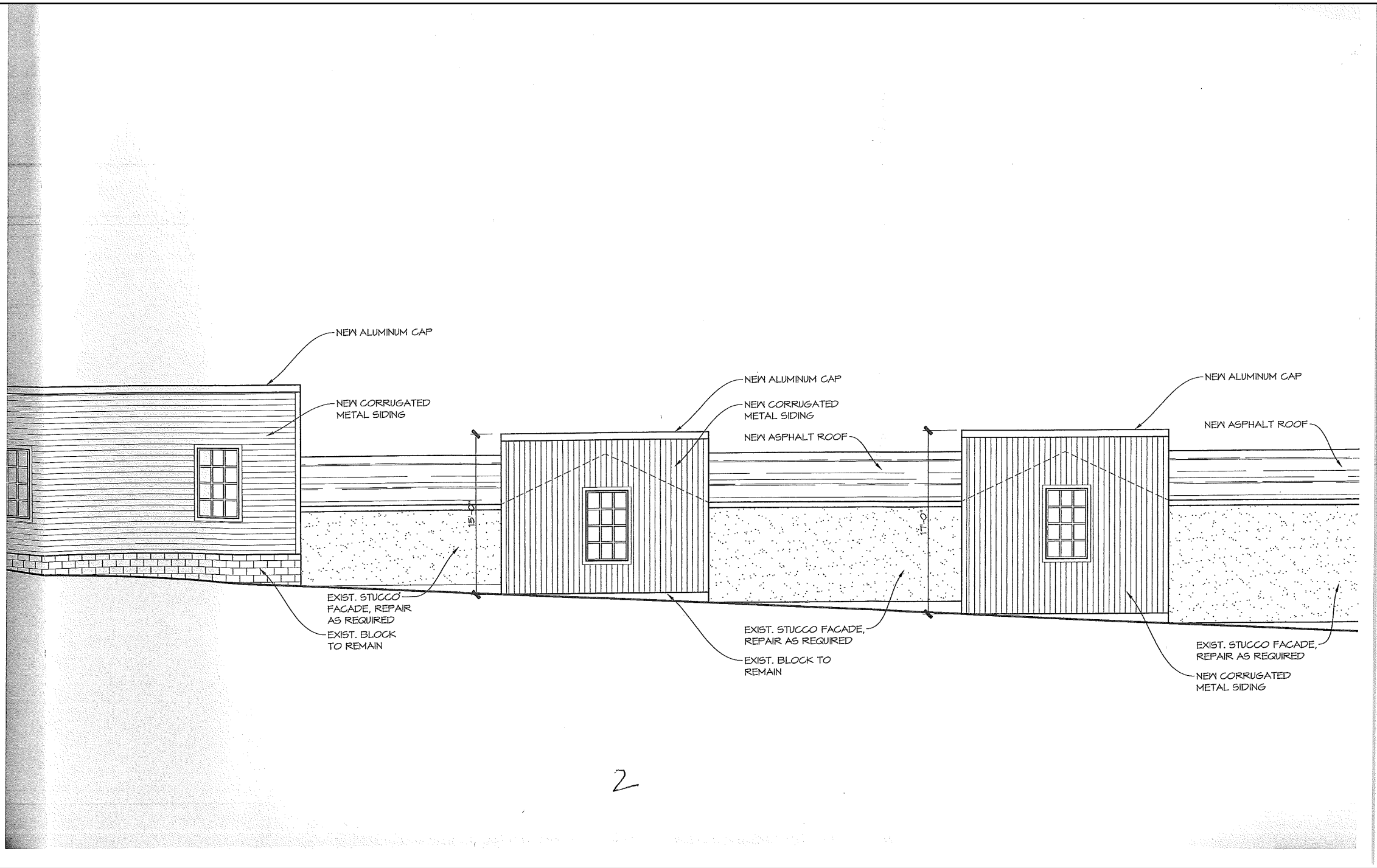


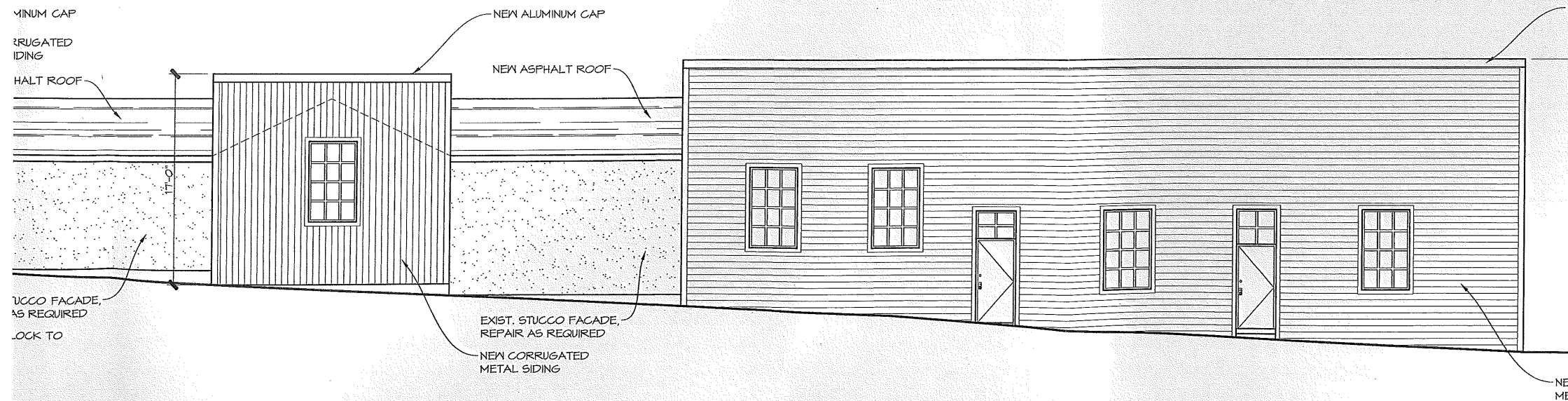
PARTIAL EXIST. ELEVATION



Street view, Google, July 2021--Ellen Thackery provided this page for Commissioners' reference







DESIGN DEVELOPMENT ELEVAT
SCALE: 3/16" = 1'-0"



Historic District Commission

Study Item and Materials

316 N Grove

Ellen Thackery

From: Hugh Kennedy <[REDACTED]>
Sent: Tuesday, March 1, 2022 8:50 AM
To: Ellen Thackery
Subject: 316 N Grove
Attachments: 316 N Grove Roof Project Proposal.pdf; Roof Proposal Diagrams.pdf; 316 PHOTO.pdf

Attention: This email was sent to the City of Ypsilanti from an [external source](#). Please be extra vigilant when opening attachments or clicking links.

Ms Thackery:

Thank you for taking time to talk with me this morning.

Attached are items you can include in the packet for the Mar. 8 HDC Meeting. I will be there with an additional exhibit,

I look forward to attending the 3/8 meeting and meeting you in person.

Sincerely,

--

Hugh R Kennedy PE, [REDACTED]
[REDACTED]
[REDACTED]

316 N. Grove St.
Ypsilanti, MI 48198

Tel: [REDACTED]

Email: [REDACTED]



Ypsilanti Heritage Foundation
HISTORIC HOME TOUR
June 2016

PROPOSAL TO AUGMENT EXISTING ROOF PROFILE TO
ELIMINATE AN EXISTING DEAD VALLEY

@

316 N. GROVE STREET

March 2022

HISTORY

Our house was built in 1896 by William Cordary. He was Ypsilanti's first Travel Agent. We know he had a daughter named Mary who graduated from Ypsilanti High School in the early 1900's. It originally had gas lights and a coal fired furnace. The house was electrified in the early 1900's as well.

My wife Dory and I have lived at this address since September of 1983. We are the third family to own this house. In the years since we moved in, we have made significant improvements to our beautiful Victorian home. In or around 1990 we stripped the asbestos siding off of the body of the house.

We found a number of things:

1. The siding for the most part was totally pristine.
2. The small window caps, the water table board and a fish scale hood over the transom window in the front had all been removed to accommodate the installation of the siding.
3. Pilasters against the front wall that were part of the existing wooden front porch.
4. An enclosure that had been built around the back porch enclosed a beautiful Victorian wooden porch.

From this we proceeded to:

1. Remove the enclosure (mud room) from the back porch and restore the components.
2. Have new window caps and water table board fabricated at Fingerle Lumber and we then installed them and reconstructed the fish scale hood.
3. Remove the wrought iron from the front porch and reconstructed the wooded posts and rails etc. The posts we had fabricated from a pattern I created from the original pilasters.
4. Heat gun the whole house (removing 4 coats of paint down to the bare clapboard).
5. Repaint the house in its current palette.
6. Insulate the house and had modern storm windows installed.
7. Reroof the house approximately 16 years ago.
8. Recently we added central air conditioning and a new high efficiency furnace.
9. Additionally, we painted, reroofed and have maintained as close to the original our wonderful carriage house.

As a result of the efforts restoring the outside of the house, we have received historic markers. We have 1 on our house and 2 on our carriage house (for some reason).

CURRENT ISSUE

A dead valley exists along the south side and east side of the Tower on the NW corner of the house (see photograph). Even since the reroofing, water has accumulated in that dead valley and caused over \$2,000 worth of damage to our interior. We have tried to control this to no avail. After much analysis and discussion with various contractors and an architect it appears the best solution is to completely eliminate the dead valley.

That is the reason we are before you now. We love our historic house. We hope, with your help, we can do what is necessary to keep it in the best condition possible for the next 126 years.

CURRENT PROPOSED WORK

We propose to construct a gabled roof addition between the north facing side of the main roof of the house and the south facing side of the Tower roof (see model and diagrams attached). This creates 2 positive draining valleys from east to west along the south side of the Tower and a positive draining valley along the east side of the Tower.

There are variables in arriving at the best solution for solving the above referenced problem that I will present here:

1. Success of the augmentation in eliminating the water problem.
2. Maintaining the structural integrity of the house and the additional structure.
3. Maintaining compatibility with the historic character of the house.
4. Maintaining aesthetics from the street.
5. Cost.
6. Ability to complete the project as planned is based on the following:
 - a. financial resources,
 - b. material availability,
 - c. Manpower availability
 - d. Weather,
 - e. Jurisdictional approval.

PROJECT DETAILS

The following is a breakdown of the project and a reasonable schedule for completion.

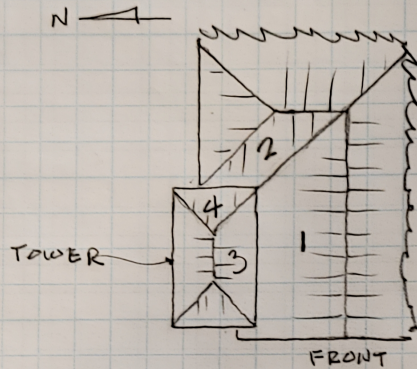
Materials Required

1. Lumber:
 - a. 6- 12' Premium grade 2" x 6"
 - b. 10-20' Premium grade 2" x 4"
 - c. 6-4' x 8' x 3/4" plywood sheathing
2. 600 SF of felt underlayment
3. 400 SF of single ply waterproof underlayment
4. 50 LF aluminum valley
5. 20 LF painted aluminum 1/3 round gutter and hangers
6. 4" painted alum. downspout, elbows, and hangers
7. 20' alum drip edge
8. 5 Squares of shingles to match existing
9. Ridge vent and flashing
10. 2- soffit vents
11. 100 LF heat tape

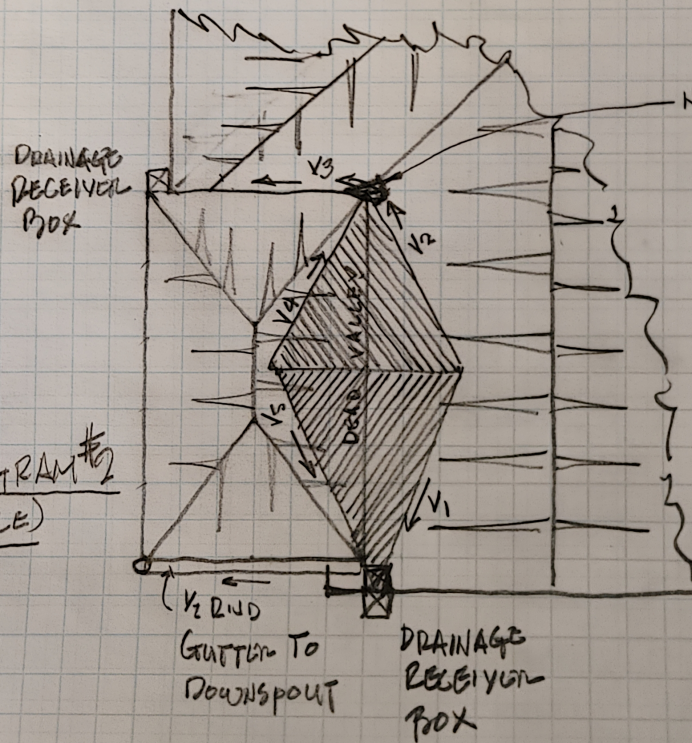
Schedule For Completion

1. Prepare for and submit to HDC as study item
2. Prepare for and submit to HDC for approval
3. Submit for and obtain building permit
4. Order all materials and schedule crane
5. Prepare for and conduct preconstruction meeting
6. Take delivery on all materials
7. Initiate demolition based on diagram No. 1
8. Take accurate measurements for the construction of the added gable
9. Construct gable and hoist in place
10. Install felt underlayment, all valley material and water proof underlayment completely
11. Complete installation of roofing including ridge vents
12. Enclose soffits on north and west ends, including all trim and soffit vents
13. Paint as necessary
14. Clean up

316 N GROVE ST
ROOF PROJECT
KENNEDY



ROOF DIAGRAM #1
(NO SCALE)



ROOF DIAGRAM #2
(NO SCALE)

NOTE: BUILD
UP VALLEY
INVERT AT
THIS POINT
TO INCREASE
PITCH OF
VALLEY 3 (V₃)

HEAT TAPE
TO BE
APPLIED
TO ALL
VALLEY
1-5



Historic District Commission

Study Item and Materials

411 N Huron

Ellen Thackery

From: Hannah McCready <[REDACTED]>
Sent: Tuesday, March 1, 2022 2:34 PM
To: Ellen Thackery
Cc: Joshua McCready
Subject: 411 N Huron Roof Proposal
Attachments: Screenshot (1).png; PXL_20220203_134032415.MP.jpg; 411 N Huron 3_8_22 Ypsilanti HDC Study Item.pdf

Attention: This email was sent to the City of Ypsilanti from an [external source](#). Please be extra vigilant when opening attachments or clicking links.

Hi Ellen,

Thank you for taking my call and answering my questions earlier today. Attached, please find a Powerpoint containing our planning/thought process in making this decision. Additionally, I have attached a photo of our house and our neighbors house for reference.

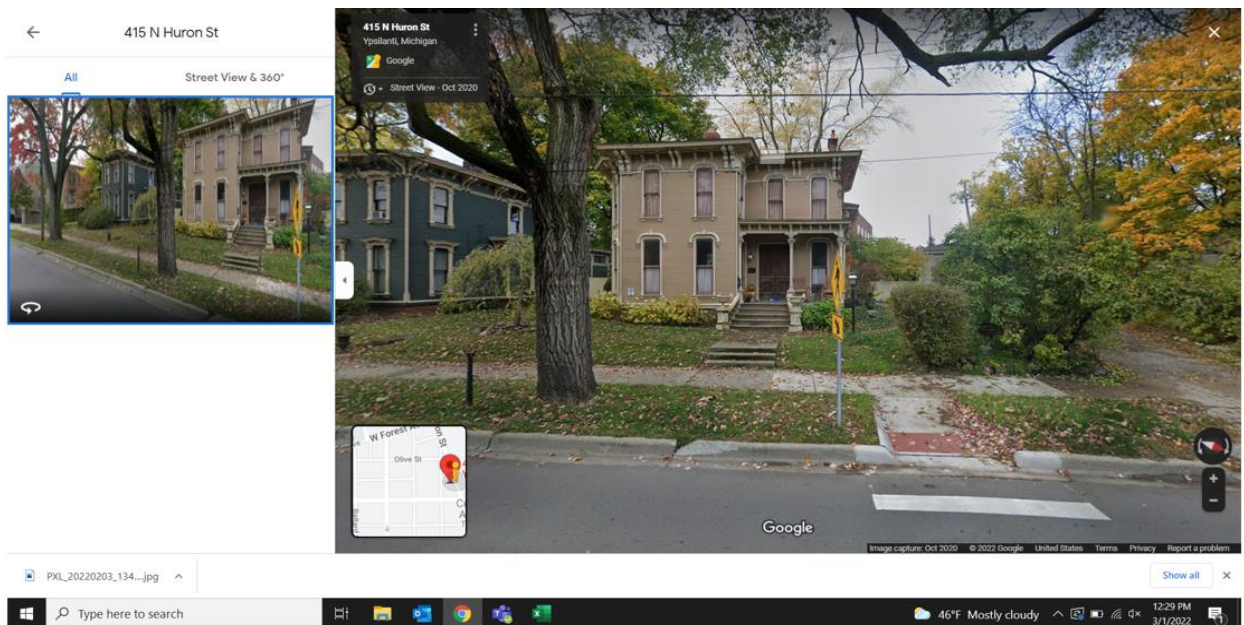
To get this in writing: we are looking to replace our current, damaged, asphalt shingle roof with a standing seam metal roof and to add 6" half round gutters and downspouts to the house to assist with the water issues we are experiencing. We currently have an active roof leak and several compromised roof spots, as well as evidence of many previous leaks in the interior on our ceilings. We also have had several significant ice dams that are forming on the roof itself as well as on the original clapboard siding. This is on our 1870s Italianate home at **411 N Huron St, Ypsilanti, MI 48197**.

We would like to go with metal because we feel that it would be better for the preservation and sealing (allowing for better movement of water and debris off of our roof surfaces) of the house long term, it would better enable us to explore solar panel installation without penetration into the roof into the future, and we feel that we have precedent given our neighbors' home next door at **415 N Huron St, Ypsilanti, MI 48197**. We were informed last week that they believe that the roof on the main portion of their home is the original or the 2nd one to have been put on the house. Their house is an 1879 Italianate building.

Included in the powerpoint should be materials options provided by our contractor, a model of the house, our requirements we presented to our contractor, and color and material options for both the gutters and the roof. Please let us know if you have any questions. We hope to discuss color, etc. at the HDC meeting with the commissioners.

Thank you so much for your time. We look forward to moving forward with this process.

Best,
Hannah and Josh McCready



Roof Alteration and Gutter Addition Study Item

411 N. Huron St.
Hannah and Joshua McCready
Alexandria Home Solutions - Southfield MI

Background - Roof Present conditions

- The existing roof has a hipped area on the second story and some gabled roof portions on the first story and lower portions of the second story roof
- An existing asphalt shingle and epdm/rubber roof system is present today.
 - The age of this roof system is not known, we found no records in BS&A online and the previous owner did not know when it was installed
 - The epdm/rubber has failed in several areas - possibly due to damage from tree branches (these trees have been removed)
 - The shingled portions are damaged in some areas
 - There are past leaks and present leaks resulting from heavy rain or from ice dams forming
 - These leaky areas were tarped in Nov. '21 to reduce leaking which helped.
- An alteration to the roof system is being considered to mitigate these issues

Ice dams and flat roof damage



Background - Gutter/water management conditions

- In the past there may have been gutters in a k-style, but these have since been either removed or are in serious disrepair
- The lack of and disrepair of the gutters and roof creates ponding water on the flat roof surface and ponding on 411 N. Huron's lot
- Ponding water and roof water discharge nearly over top of the foundation has led to:
 - A seeping rear basement wall with puddles forming after recent snow melt
 - High moisture content and degradation of masonry walls of the basement
 - Large puddles/ice on the exterior of the house near the foundation in several areas
- A gutter system in conjunction with a downspout drainage system is being considered to mitigate these issues

Roof System Homeowner “Must” Statements

- The roofing system must eliminate or greatly reduce ice damming
- The roofing system(s) must last a long time (>40 years)
- The roof must be replaced in total, no partial replacement/repair, no roofing over shingles
- The new roof system must improve the conditions present in the attic space to achieve adequate venting
- The roofing material/systems choice must qualify for Michigan Saves Financing
- The roof system(s) must have a fully adhered ice/water shield underlayment, and air gap layer for condensation to drain under the roofing material, a reflective material to trap heat from escaping and reject heat from the sun, and a standing seam metal panel coated in a long lasting/fade resistant paint system
 - If this is not suggested the solution proposed must perform as well as the kind of system outlined above
- The roof system(s) must be suitable for the various roof pitches
- The ridge caps, various flashings, and valley components must be high quality and long lasting

Roof System Homeowner “Should” Statements

- The new roof should be sensitive to the original appeal of the Italianate architectural style (standing seam is preferred in a neutral dark/gray color)
- Fastener penetrations of the roof should be reduced/eliminated
- The new roof should support the addition of solar panels to the south facing portions with no additional penetrations (standing seam)
- We prefer a double lock mechanical seam over a snap lock panel system, but are open to seeing the performance differences
- The flat roof portions of our roof should be converted to a metal roof that could support a low pitch $\sim < 1:12$ with minor structural changes if required. One solution might be to use a rigid insulation on the flat roof areas to achieve a needed pitch for a metal roofing system that can support a low pitch.

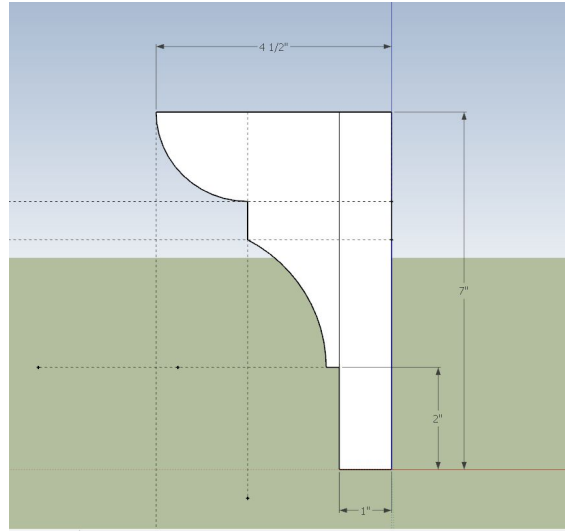
Gutter System Homeowner “Must” Statements

- Gutters must be half round style
- Gutters must not alter/damage the decorative cornice molding
- The downspouts must be round to appeal to the round corner details of the house.
- The downspout must drain water away from the foundation

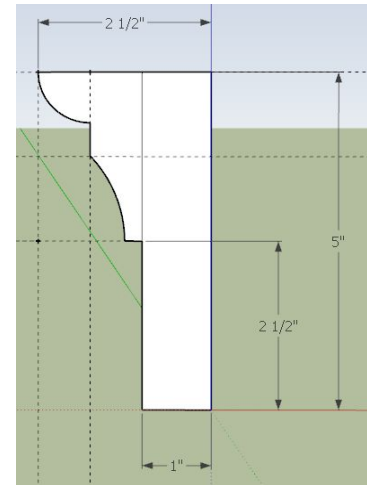
Gutter System Homeowner “Should” Statements

- Downspouts should drain into a collection system which moves water away from the house’s foundation, preferable to a municipal drain to reduce ponding on the surface.
- Downspout placement should eliminate upper roofs draining onto lower roof (no half height downspouts from upper to lower roof), instead our preference is that they drain down to the ground directly
- Interfere or distractions of downspouts with ornate corner moldings or windows should be limited

Cornice Molding Profiles



A. 2nd Story Cornice Molding



B. 1st Story Cornice Molding

Maxima Standing Seamed Metal Roof System

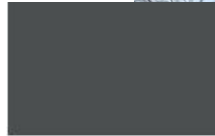
Maxima Standing Seamed Metal Roof System (top to bottom layer):

- PVDF Paint - color choice discussion on next slide
- 16" wide striated panel with 1.5" high 180 degree/double locked standing seam, either 22 or 24 gauge galvalume
- Mesh layer for condensation drainage
- Fully adhered ice and water shield applied to entire roof decking

To be used on both sloped and "flat" roof portions

- Placement of vents for kitchen and bathrooms may require additional penetrations of roof decking
 - Two vents are in place but not venting the bathrooms of 411 N. Huron
 - An additional vent is desired to vent the kitchen through the 1st. Floors narrow flat roof
- Some pop up vents for the attic are present, more discussion is needed for attic venting solution

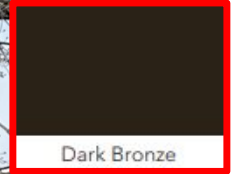
Roof Color Swatches - North



Charcoal Gray



Matte Black



Dark Bronze



Slate Gray



Aged Zinc*



Roof Color Summary

- A.J. Downing's publications* and suggested a galvanized iron or zinc roof, with a dark painted color. We selected several colors of interest which were in grayscale/darker. The present shingle roof/flat roof are dark gray or black.
 - A weathered zinc color reference was included, but is not available.
 - A slate color is available.
- Among the options, "Dark Bronze" seemed to fit best with the present color scheme, especially because it seems to compliment the exterior sash and corbel detailing which is dark brown.

Gutter System Discussion

- 6" Half Round gutters to be used, with the following to be determined
 - Placements on roof perimeter
 - Use of undermount or over mounted brackets to support the gutter where there is no decorative cornice molding vs. overmount
 - Gutter material to be determined
- Downspout and drainage system to be determined
 - Placement of downspouts, reduce drainage onto 1st story roofs
 - Drainage system
 - Style of downspouts
- Colors discussed on the following slides

Gutter/Downspout Swatches - South



818 - BRONZE



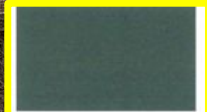
214 - WOODLAND GREEN



204 - GRECIAN GREEN



250 - MUSKET BROWN



821 - IVY



819 - HERRINGBONE



355 - LIGHT MAPLE



817 - CREAM
326 - HERITAGE CREAM



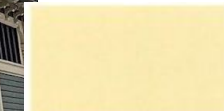
325 - SANDSTONE BEIGE
827 - CHAMPAGNE



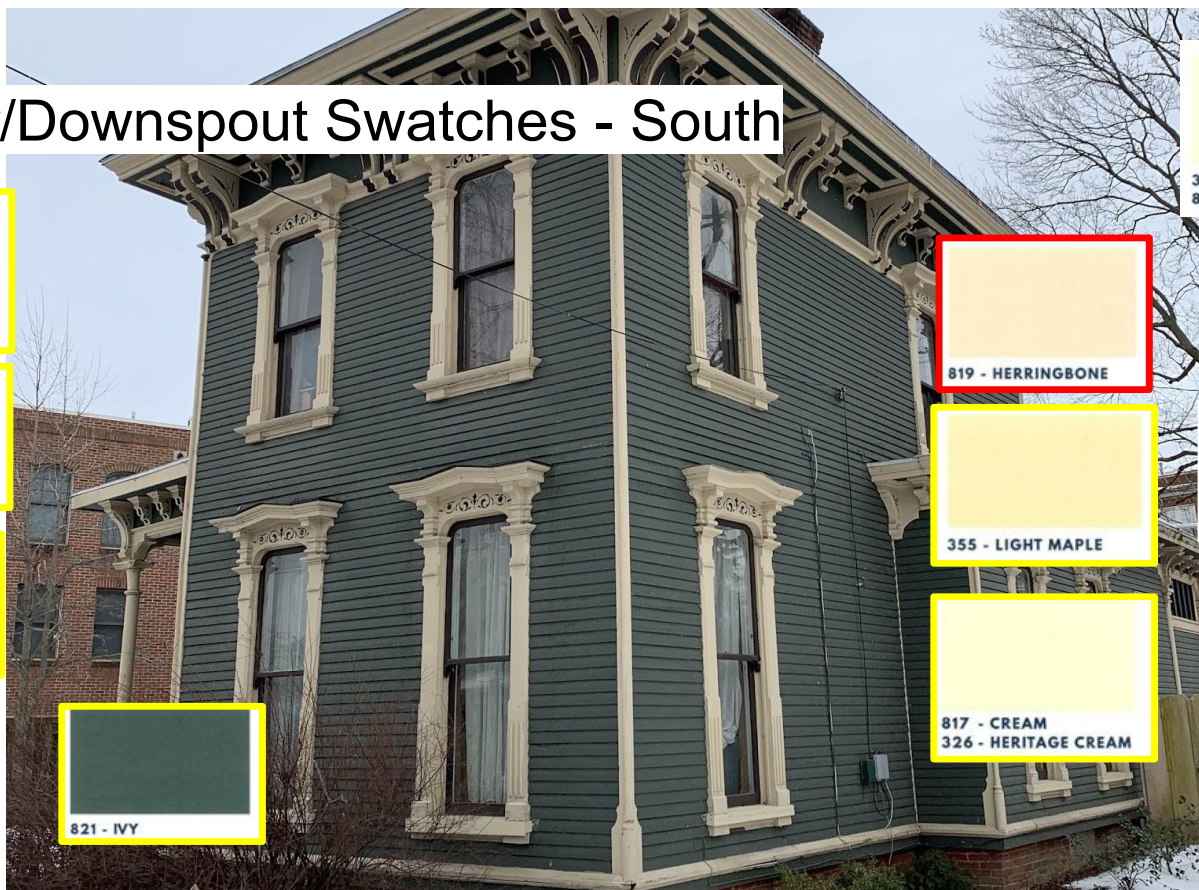
327 - DESERT TAN



901 - IVORY



801 - ALMOND



Gutter/Downspout Color Discussion

- Matching the color of the gutters closely to the off-white trim may work well. Alternatively, complimenting the color of the roof or siding might also look good.
 - Input from the HDC/Alexandria is requested
 - “819 Herringbone” appears closest to the off-white trim to us
- Matching the color of the downspouts to the color of the off-white trim might be visual disruptive so matching the downspouts to the color of the green paint or to the roof may be suitable.
 - Input from the HDC/Alexandria is requested
 - “821 Ivy”, “204 Grecian Green”, “214 Woodland Green” all might be suitable to match the green paint.
 - Alternatively, “818 Bronze” might compliment the new roof
- Alexandra's opinion on the color matching may helpful, given real world knowledge of these color's appearance.

A.J. Downing Publications*

THE ARCHITECTURE OF COUNTRY HOUSES, A.J. Downing. I have the Dover edition, a reproduction of the 1850 publication. On p.289, "The roofs of Italian buildings having but little pitch, are usually covered with tiles or metal. If heavy ribs of wood are introduced before laying on the galvanized iron or zinc, the picturesqueness will be increased, and the effect produced which is shown in the elevation".

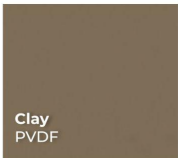
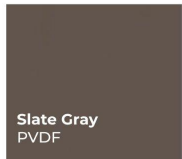
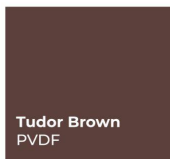
A reprint of an 1873 edition of one of his books, Dover publications VICTORIAN COTTAGE RESIDENCES, has on p 145 another reference to Italian style roofs and the traditional use of tiles."When these are not at hand, the effect may be easily imitated by a covering of tin or zinc put on in the ridge manner, the ribs being made bold and heavy. this in not only a handsome, but an equally economical and a much more secure mode than the common one of soldering the whole surface, generally practiced.The roof of a house in this style is made sufficiently steep to render the latter unnecessary. In painting it, either a dark brown or slate color should be chosen."

- Shamelessly stolen from a message board

Standing Seam PVDF color options



AVAILABLE COLORS

 Regal White PVDF	 Surrey Beige PVDF	 Sandstone PVDF
 Light Stone PVDF	 Clay PVDF	 Buckskin PVDF
 Slate Gray PVDF	 Charcoal PVDF	 Matte Black PVDF
 Dark Bronze PVDF	 Patina Green PVDF	 Evergreen PVDF
 Roman Blue PVDF	 Patrician Bronze PVDF	 Tudor Brown PVDF

Maxima Standing Seam Roof panel specs

Specifications & Details

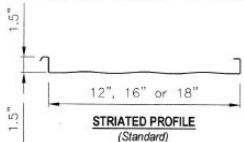
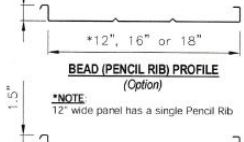
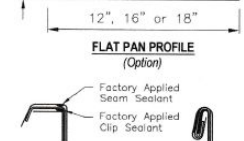
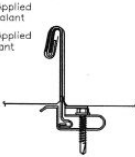
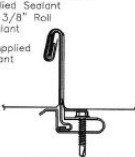
Details	Testing	Panel Options
Profile	Fire Rating	Seam Height
Mechanically seamed	Class A	1.5", 2" & 3"
Sealant	Uplift Test	Seam Style
Factory applied (on non-curved panels only)	UL580 Class 90, FM 4471 (2" only) (1-90 Rated), ASTM E1592 (1.5", 2" & 3")	2" and 3" - 90 Degree Seam 1.5" and ADV - 180 Degree Seam
2" factory-formed eave notch	Air Infiltration	Panel Width
Upon request	ASTM E1680	- Maxima 1.5", 2" & ADV: 12", 16", 18" - Maxima 3": 18", 24"
Minimum slope for 1.5"	Water Infiltration	Panel Configurations
1:12	ASTM E1646	- Maxima 1.5", 2" & ADV: Flat, Striated, Pencil Ribs, Minor ribs (3" only) - Maxima 1.5" and ADV can be curved
Minimum slope (for 2")	Class 4 Impact Resistance	Coating
1/2:12	UL 2218	Kynar 500® (PVDF)
Minimum slope (for 3")	Florida State Approval	Substrate
1/4:12	1747.3, 1832.4 (2" & 3")	- Standard 24 GA Galvalume® - Options 22 GA Galvalume - Optional .032 and .040 aluminum
Installation	Fire Resistance	
Can be installed over solid deck or open framing	UL263	
Thermal Movement	Miami-Dade Approval	
Floating clips allow for 3 1/8"	(2-16 Only) NOA #17-0320.04	
Note	ICC-ES Approval	
Maxima 2" and ADV also available jobsite formed for long lengths	ESL-1082	
Manufacturing Facilities	Note	
Maxima 1.5": Peachtree City, GA, Houston, TX	All testing conducted with Galvalume® substrate. No testing available with aluminum.	
Maxima 2": Clinton, IL; Peachtree City, GA; Adelanto, CA; Sunnyvale, TX; Houston, TX	Testing Data	
Maxima 3": Peachtree City, GA	For available Test Data, Section Properties or Load Tables, please visit our downloads section .	
Aluminum - Sunnyvale, TX only		
Note		
Oil canning is a natural occurrence in metal panels and is not a cause for panel rejection.		

Panel Detail



McELROY METAL, INC

www.mcelroymetal.com

Maxima 1.5" Panel	Product Data
 STRIATED PROFILE (Standard)  BEAD (PENCIL RIB) PROFILE (Option) *NOTE 12" wide panel has a single Pencil Rib  FLAT PAN PROFILE (Option)  BEFORE SEAMING  AFTER SEAMING 180° SEAM  BEFORE SEAMING  AFTER SEAMING 180° SEAM	Applications Mechanically Seamed roof/wall panel used on slopes down to 1:12. Continuous length up to 80'. Convex curving only - 12ft minimum radius. Substrates Plywood, Metal Deck, Rigid Insulation/Metal Deck or Open Framing. Material Standard - 24 GA. ASTM A792 (50 ksi steel) AZ55 - Bare AZ50 - Painted Optional - 22 GA. ASTM A792 (50 ksi steel) AZ55 - Bare AZ50 - Painted - 0.032" Aluminum Manufacturing Roll formed in factory. (Peachtree City Plant only) Finishes Acrylic Coated Galvalume® Fluoropolymer (Kynar 500® PVDF resin-based) Panel Conditions Striated or Flat Oil canning is inherent in all metal panels and is not cause for panel rejection. A signed oil canning acknowledgement will be required for all orders prior to production. Testing * Uplift: ASTM E1592 (16" panel only), UL 580 Class 90 Air & Water Infiltration: ASTM E1660, ASTM E1646 Fire Resistance: UL 263 & UL 790 Class A Impact Testing: UL 2218 Class 4 Florida Product Approval: FL 8051.2 *Testing and Approvals are product specific. Please inquire for details.* NOTE: All data represented on this sheet may not be applicable to all widths and gauges. Please contact McElroy Metal for more information. NOTE: Factory applied seam sealant can only be ordered on panels that will NOT be curved. If curving these panels, the installer must field apply 3/32" x 3/8" Roll Tape Butyl Sealant.  MECHANICAL SEAMER Order through Developmental Industries at www.mcelroyseamers.com (865) 343-0436

REVISION DATE: 7/25/18

MM1.5 PAGE 1 of 2
p. 6

Gutter color options



Pitches - more or less accurate, might be a slight pitch on the flat parts



Cornice Molding Profile Locations - otherwise flat





Historic District Commission

Study Item and Materials

516 N River

Ellen Thackery

From: j vanbolt <[REDACTED]>
Sent: Friday, February 25, 2022 12:27 PM
To: Ellen Thackery
Subject: 516 N. River (Jane and John VanBolt)
Attachments: IMG_20211230_121839389_HDR.jpg; IMG_20211230_121828362_HDR.jpg; IMG_20211230_121812122_HDR.jpg; 516 exterior.jpg

Attention: This email was sent to the City of Ypsilanti from an external source. Please be extra vigilant when opening attachments or clicking links.

Ms. Thackery, it was a pleasure talking to you today. First, here are pictures of the back of the house with the existing porch (approx. 9' x 9'). We are considering replacing that porch with something as nearly compatible as possible in terms of color, material, etc. but extending 1-3 feet further east and approx. 6 ft further south, i.e approx 12 x 15 (subject to revision). I'll be sending some drawings shortly and architect David Lewis will be sending a question about applicable setbacks.

As I mentioned today, I was a member of the HDC from approx. 1978-88. At that time, we lived in the Hist Dist at 410 N Huron and we were/are enthusiastic supporters of the goals and implementation of the Hist. Dist. ordinance. We look forward to working with you and the Commision.

John VanBolt
[REDACTED]

Ellen Thackery

From: j vanbolt <[REDACTED]>
Sent: Friday, February 25, 2022 12:43 PM
To: Ellen Thackery
Cc: David Lewis
Subject: 516 N River St (VanBolt)
Attachments: thumbnail_img20220208_22062991.jpg

Attention: This email was sent to the City of Ypsilanti from an external source. Please be extra vigilant when opening attachments or clicking links.

Ms Thackery, In June 2021, I had some communication with Scott Slagor dealing with some inspection issues and alerting him to our desire to do some work at the rear of the house. FYI, I'm forwarding the portion of his reply dealing with the existing porch. (below). I am also attaching a drawing of the house and lot that I got from the bldg department.

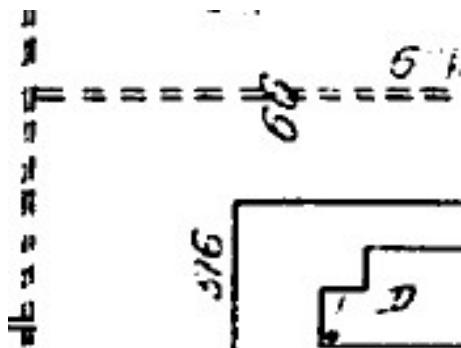
John VanBolt

From: Slagor, Scott <sslagor@cityofypsilanti.com>
Sent: Tuesday, June 8, 2021 2:10 PM
To: j vanbolt <[REDACTED]>

Hi John,

.....Based on the foundation and a 1927 Sanborn Map (see below) I suspect you are correct about the kitchen addition. I can dig further in our building records to determine when it was added. Some building additions do gain significance, but I suspect this one has not. That said, there are some commissioners who want to be certain, with good documentation, that rear additions are not historic.

When you get further in your project, because this is an addition, I recommend coming to the commission as a study item. Bring some initial sketches and the HDC can give you some feedback.



Let me know if you have any more questions along the way.

Scott Slagor
Preservation Planner

City of Ypsilanti
734.483.9646 Office
sslakor@cityofypsilanti.com
www.cityofypsilanti.com
he/him/his

MORTGAGE SURVEY

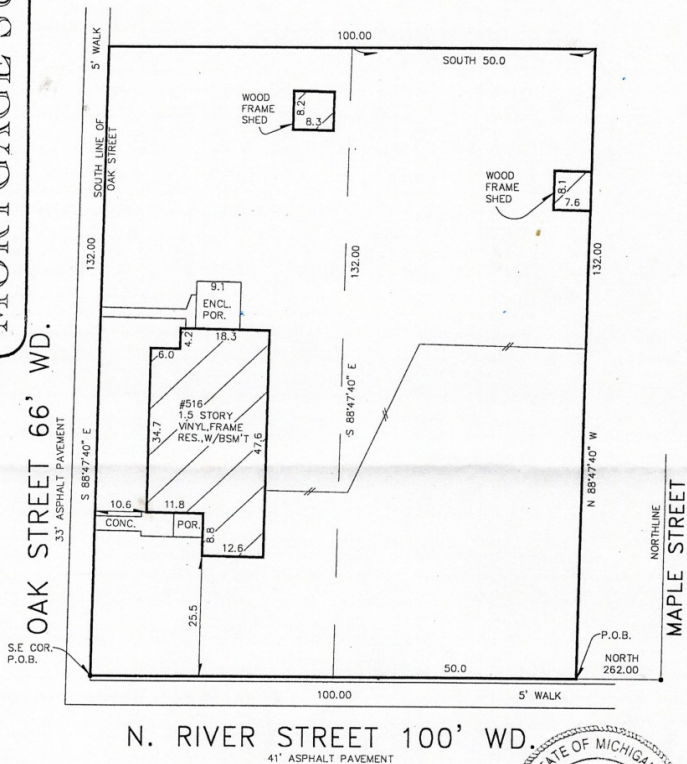
Certified to: WOLVERINE TITLE COMPANY

Applicant: DANIEL S. MEILKE

Property Description
(SEE PAGE 2 OF 2)



NOTE
TO ENSURE THAT NO
ENCROACHMENTS EXIST
A BOUNDARY SURVEY
SHOULD BE PERFORMED



CERTIFICATE: We hereby certify that we have surveyed the above.









Michigan State Historic Preservation Office
Certified Local Government Program
CLG 2021 Annual Report

The Michigan State Historic Preservation Office (SHPO) requires that each Certified Local Government (CLG) submit an annual report of its activities upon the completion of each year. SHPO uses the provided information to stay up to date on historic preservation activities across the state, identify ways that SHPO can be more responsive to the needs of CLGs, and evaluate local CLG programs.

The following checklist must be completed and submitted with your report.

CHECKLIST

Please indicate below those items that you have included with your submission.

REQUIRED

1. ☒ Completed Annual Report
2. ☐ Minutes from two HDC meetings (if not available on website)

SUPPORTING DOCUMENTATION, IF APPLICABLE

3. ☐ New or amended/revised/modified ordinances, by-laws, design guidelines or other preservation regulations and guidance
4. ☒ HDC Commissioner Resumes or Attachment A: New Commissioner Resume Form
5. ☐ Announcements used to seek qualified professionals for the HDC
6. ☐ Study reports and/or survey data
7. ☐ Photographs of highlights, educational activities, events, success stories, etc.

PREPARER INFORMATION

I hereby certify that the information in this report is accurate and correct to the best of my knowledge.

Scott E. Slagor
Preparer Name

December 17, 2021
Date

CLG Representative Name (if different)

Date

SHPO USE

Received: _____

Reviewed: _____

Signature: _____



Michigan State Historic Preservation Office
Certified Local Government Program
CLG 2021 Annual Report

DATE CERTIFIED BY NPS
January 2002

DATE OF LAST EVALUATION
August 2018

1. CLG BASIC INFORMATION

CERTIFIED LOCAL GOVERNMENT

City of Ypsilanti

CHIEF ELECTED OFFICIAL

Lois Richardson, Mayor

CLG CONTACT PERSON (official person on file with National Park Service)

Scott Slagor

TITLE

Historic Preservation Planner

MAILING ADDRESS

One South Huron Street, Ypsilanti, MI 48197

EMAIL

sslagor@cityofypsilanti.com

TELEPHONE

734.483.9646

CLG/HISTORIC DISTRICT COMMISSION WEBSITE (if applicable)

<https://www.cityofypsilanti.com/254/Historic-District-Commission>

2. HISTORIC DISTRICT ORDINANCE AND PRESERVATION PLANNING

A. DID THE CLG KEEP ITS HISTORIC DISTRICT ORDINANCE IN EFFECT FOR THE ENTIRE YEAR? ☒ YES ☐ NO (if no, briefly explain)

B. DID THE CLG ADOPT OR AMEND/REVISE/MODIFY ANY OF THE FOLLOWING DURING THE YEAR?

(Provide a link or attach any documents for which you select yes)

HISTORIC DISTRICT ORDINANCE

☐ YES ☒ NO

PRESERVATION PLAN (including master plan component)

☒ YES ☐ NO Resurveying the district added to Master Plan updates

HDC BYLAWS OR RULES OF PROCEDURE

☐ YES ☒ NO

DESIGN GUIDELINES (under PA 169, guidelines must be approved by SHPO)

☐ YES ☒ NO

COA APPLICATION/REQUIREMENTS

☐ YES ☒ NO

SURVEY PLAN

☐ YES ☒ NO

OTHER PRESERVATION-RELATED REGULATIONS/PROCEDURES (e.g., blight ordinances, demolition ordinances, downtown design standards, etc.)

☐ YES ☒ NO

3. HISTORIC DISTRICT COMMISSION

A. PROVIDE THE NAME AND TITLE FOR THE COMMUNITY'S STAFF LIAISON TO THE HDC

Scott Slagor, Preservation Planner

B. DOES THE HDC USE AN ON-CALL PRESERVATION SPECIALIST (e.g., architect, historian, etc.)? ☐ YES ☒ NO (if yes, provide name/title)

C. IDENTIFY **CURRENT** HISTORIC DISTRICT COMMISSION MEMBERS.

(Submit a resume or Attachment A for each **NEW** commissioner appointed during the year)

NAME	ROLE (e.g., chair, vice-chair, etc.)	TERM STARTED	TERM ENDS
Alex Pettit	Chair	June 2009	1/31/2021
Erika Lindsay	Vice Chair	October 2014	1/31/2024
Amy Swift		October 2019	12/31/2022
James Chesnut		January 2020	12/31/2022
James Ratzlaff		December 2020	12/31/2023
Stefan Szumko		June 2021	12/31/2024
Jeff Muir		November 2021	12/31/2024

D. DOES THE HDC INCLUDE AT LEAST ONE MEMBER WHO IS A QUALIFIED PRESERVATION PROFESSIONAL? ☒ YES ☐ NO If you answer no, briefly identify how the CLG sought to identify qualified professionals (architects, historians, architectural historians, archaeologists, etc.) to fill vacancies AND <u>submit a copy of related announcements, advertisements, or other means used to seek qualified members.</u>																																																										
E. ARE THERE CURRENTLY ANY HDC VACANCIES? ☐ YES ☒ NO If yes, how many?																																																										
F. DID NEW COMMISSIONERS RECEIVE TRAINING MATERIALS AND INFORMATION ON THE LOCAL HISTORIC DISTRICT ORDINANCE? ☒ YES ☐ NO ☐ NOT APPLICABLE																																																										
G. DID AT LEAST ONE COMMISSIONER AND/OR STAFF PERSON PARTICIPATE IN TRAINING (e.g., conferences, webinars, and in-person workshops)? ☒ YES ☐ NO If yes, identify the training and participants below. If no, briefly explain why no one participated in training.																																																										
NAME OF TRAINING	PROVIDER	ATTENDEES																																																								
NAPC CAMP	MHPN Annual Conference	Scott Slagor Alex Pettit Anne Stevenson (now resigned) Amy Swift James Ratzlaff																																																								
H. WHEN ARE YOUR HDC'S REGULARLY SCHEDULED MEETINGS? (e.g., first Wednesday of each month) Second and fourt Tuesdays, however HDC is trying out a new calendar that is the second Tuesday November through March and the second and fourth Tuesdays April through October																																																										
I. IDENTIFY THE MONTHS IN WHICH YOUR HDC MET AT LEAST ONCE <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">MONTH</th> <th style="width: 10%;">MEETING HELD?</th> <th style="width: 10%;">QUORUM PRESENT?</th> <th style="width: 10%;">MINUTES ON WEBSITE?*</th> <th style="width: 20%;">MONTH</th> <th style="width: 10%;">MEETING HELD?</th> <th style="width: 10%;">QUORUM PRESENT?</th> <th style="width: 10%;">MINUTES ON WEBSITE?*</th> </tr> </thead> <tbody> <tr> <td>January 2021</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td>July 2021</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> </tr> <tr> <td>February 2021</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td>August 2021</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> </tr> <tr> <td>March 2021</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td>September 2021</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> </tr> <tr> <td>April 2021</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td>October 2021</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> </tr> <tr> <td>May 2021</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td>November 2021</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> </tr> <tr> <td>June 2021</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td>December 2021</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> <td style="text-align: center;">☒</td> </tr> </tbody> </table> *if not available on your website, <u>submit minutes for at least two meetings</u>			MONTH	MEETING HELD?	QUORUM PRESENT?	MINUTES ON WEBSITE?*	MONTH	MEETING HELD?	QUORUM PRESENT?	MINUTES ON WEBSITE?*	January 2021	☒	☒	☒	July 2021	☒	☒	☒	February 2021	☒	☒	☒	August 2021	☒	☒	☒	March 2021	☒	☒	☒	September 2021	☒	☒	☒	April 2021	☒	☒	☒	October 2021	☒	☒	☒	May 2021	☒	☒	☒	November 2021	☒	☒	☒	June 2021	☒	☒	☒	December 2021	☒	☒	☒
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J. PROVIDE INFORMATION ON DESIGN REVIEW APPLICATIONS RECEIVED FOR REVIEW DURING THE YEAR <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">APPLICATION TOTALS</th> <th style="width: 50%;">RESULTS OF REVIEWS</th> </tr> </thead> <tbody> <tr> <td># OF APPLICATIONS RECEIVED: 86</td> <td># OF CERTIFICATES OF APPROPRIATENESS ISSUED: 50</td> </tr> <tr> <td># OF APPLICATIONS REVIEWED BY STAFF ONLY: 31</td> <td># OF DENIALS ISSUED: 6</td> </tr> </tbody> </table>								APPLICATION TOTALS	RESULTS OF REVIEWS	# OF APPLICATIONS RECEIVED: 86	# OF CERTIFICATES OF APPROPRIATENESS ISSUED: 50	# OF APPLICATIONS REVIEWED BY STAFF ONLY: 31	# OF DENIALS ISSUED: 6																																													
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WERE ANY HDC DECISIONS APPEALED? ☐ YES ☒ NO (if yes, complete the information below)																						
# OF HDC DECISIONS APPEALED:																						
# OF DECISIONS OVERTURNED:																						
# OF DECISIONS AFFIRMED:																						
4. INVENTORY AND DESIGNATION																						
A. IDENTIFY NEW SURVEY PLANS, PROGRESS ON EXISTING PLANS, AND/OR CHANGES TO EXISTING SURVEY PLANS, INCLUDING CHANGES IN PRIORITIES OR PROCESSES Now that resurveying the district is in the Master Plan, the City hopes to meet with SHPO to identify a phased approach, because the local and national districts are exceptionally large. Staff also added to the list of sites to survey, based on research completed throughout the year.																						
B. DID THE CLG ACTIVELY WORK ON OR COMPLETE HISTORIC RESOURCE SURVEYS? ☐ YES ☒ NO If yes, identify them below. If the survey was completed but data and reports were not previously provided to SHPO, <u>submit a copy</u> with this report. Use additional sheets if necessary to capture all surveys in progress or completed. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">NAME OF SURVEY</th> <th style="width: 25%;">HOW MANY RESOURCES?</th> <th style="width: 25%;">SURVEY PROVIDED TO SHPO?</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td>☐ YES ☐ NO</td> </tr> <tr> <td> </td> <td> </td> <td>☐ YES ☐ NO</td> </tr> <tr> <td> </td> <td> </td> <td>☐ YES ☐ NO</td> </tr> <tr> <td> </td> <td> </td> <td>☐ YES ☐ NO</td> </tr> <tr> <td> </td> <td> </td> <td>☐ YES ☐ NO</td> </tr> <tr> <td> </td> <td> </td> <td>☐ YES ☐ NO</td> </tr> </tbody> </table>		NAME OF SURVEY	HOW MANY RESOURCES?	SURVEY PROVIDED TO SHPO?			☐ YES ☐ NO			☐ YES ☐ NO			☐ YES ☐ NO			☐ YES ☐ NO			☐ YES ☐ NO			☐ YES ☐ NO
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C. DOES THE CLG HAVE SURVEYS TENTATIVELY PLANNED FOR NEXT YEAR? ☐ YES ☒ NO If yes, briefly identify them, including the reason for the survey (e.g., part of work plan, development pressure, considering designation, etc.). If no, identify future survey goals that may be of interest. Scott Slagor is ending his career with the city in December. A new preservation planner is anticipated to be hired by February 2022. Survey plans will depend on the new planner.																						
D. WAS ANY MUNICIPAL-SPONSORED ARCHAEOLOGICAL SURVEY COMPLETED DURING THE YEAR? ☐ YES ☒ NO If yes, identify them below. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">NAME OF SURVEY</th> <th style="width: 25%;">SHPO CONTACTED PRIOR TO WORK?</th> <th style="width: 25%;">FOLLOWED STATE STANDARDS?</th> </tr> </thead> <tbody> <tr> <td> </td> <td>☐ YES ☐ NO</td> <td>☐ YES ☐ NO</td> </tr> <tr> <td> </td> <td>☐ YES ☐ NO</td> <td>☐ YES ☐ NO</td> </tr> <tr> <td> </td> <td>☐ YES ☐ NO</td> <td>☐ YES ☐ NO</td> </tr> </tbody> </table>		NAME OF SURVEY	SHPO CONTACTED PRIOR TO WORK?	FOLLOWED STATE STANDARDS?		☐ YES ☐ NO	☐ YES ☐ NO		☐ YES ☐ NO	☐ YES ☐ NO		☐ YES ☐ NO	☐ YES ☐ NO									
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E. DID THE CLG ENGAGE IN LOCAL HISTORIC DISTRICT DESIGNATION ACTIVITIES DURING THE YEAR? ☐ YES ☒ NO If yes, identify them below. If associated reports were not previously provided to SHPO, <u>submit a copy</u> with this report. Use additional sheets if necessary. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;">DISTRICT NAME</th> <th style="width: 35%;">STATUS AND ACTION</th> <th style="width: 20%;">REPORT PROVIDED TO SHPO?</th> </tr> </thead> <tbody> <tr> <td> </td> <td> ☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination </td> <td>☐ YES ☐ NO</td> </tr> <tr> <td> </td> <td> ☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination </td> <td>☐ YES ☐ NO</td> </tr> <tr> <td> </td> <td> ☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination </td> <td>☐ YES ☐ NO</td> </tr> <tr> <td> </td> <td> ☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination </td> <td>☐ YES ☐ NO</td> </tr> </tbody> </table>		DISTRICT NAME	STATUS AND ACTION	REPORT PROVIDED TO SHPO?		☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO		☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO		☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO		☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO						
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	☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO

F. DO YOU KNOW OF ANY NATIONAL REGISTER OR LOCAL DISTRICT PROPERTIES THAT WERE MOVED OR DEMOLISHED? ☐ YES ☒ NO
If yes, briefly identify them below.

NAME/ADDRESS OF PROPERTY	NAME OF DISTRICT (IF APPLICABLE)

5. PUBLIC PARTICIPATION

A. WERE ALL HDC MEETINGS HELD IN ACCORDANCE WITH THE OPEN MEETINGS ACT, P.A. 267 OF 1976? ☒ YES ☐ NO (if no, briefly explain)

B. WAS INFORMATION ABOUT THE HDC, ITS MEETINGS, AND ITS ACTIVITIES MAINTAINED ON THE LOCAL GOVERNMENT'S WEBSITE?
☒ YES ☐ NO

C. BEYOND A WEBSITE, HOW DOES THE HDC PROVIDE INFORMATION ABOUT MEETINGS AND ACTIVITIES TO THE PUBLIC?
☒ Mailings ☐ Newspapers ☒ Posting at Municipal Building ☐ On-site Project Signs ☒ Direct Email ☐ Door Fliers ☐ Email List/Listserv
☐ Local Access Channels ☐ Community Events ☐ Other

D. DID THE CLG/HDC PROVIDE, SPONSOR, OR PARTICIPATE IN PUBLIC EDUCATIONAL ACTIVITIES (e.g., walking tours, lectures, Preservation Month activities, historical marker programs) OR FORMAL TRAINING ON HISTORIC PRESERVATION? ☐ YES ☒ NO
If yes, identify the activities below. SHPO encourages sharing photos so we can highlight your efforts! Use additional sheets if necessary.

ACTIVITY	SPONSORING ORGANIZATION	DATE

6. CLG/HISTORIC PRESERVATION GOALS

A. BRIEFLY DESCRIBE IF/HOW YOU MET THE GOALS IDENTIFIED IN YOUR LAST ANNUAL REPORT

GOAL	DID YOU MEET THIS GOAL?	IF YES, DESCRIBE HOW IT WAS MET. IF NO, DESCRIBE WHY IT WAS NOT MET.
Continue to survey, establish new NRHP/Local districts, and update existing.	☐ YES ☒ NO	This work was ongoing.
Complete Commissioner Training	☒ YES ☐ NO	Several commissioners participated in training. However, much of the commission is new and a special meeting should be called for training the whole HDC in 2022
Develop a plan to support the tax credit at the local level	☐ YES ☒ NO	Scott Slagor left instructions for the Preservation Planner to do a targeted mailing and host a public meeting when the Tax Credit is activated.
	☐ YES ☐ NO	

B. BRIEFLY DESCRIBE YOUR TOP GOALS FOR NEXT YEAR (2022). EACH CLG MUST IDENTIFY AT LEAST ONE GOAL

GOAL	IS THIS A MULTI-YEAR GOAL?	DO YOU NEED SHPO ASSISTANCE TO MEET THIS GOAL? IF SO, BRIEFLY DESCRIBE.

Continue to survey, establish new NRHP/Local districts, and update existing.	☒ YES ☐ NO	Possibly. Would be good to coordinate with SHPO and EMU.
Complete Commissioner Training	☐ YES ☒ NO	Now that the HDC has a less rigorous schedule, a special meeting could be called for training
	☐ YES ☐ NO	
	☐ YES ☐ NO	

7. MISCELLANEOUS INFORMATION

A. WHAT ACCOMPLISHMENT/ACHIEVEMENT/EVENT FROM 2021 IS YOUR CLG/HDC MOST PROUD OF? OR IS THERE A PRESERVATION SUCCESS STORY FROM YOUR COMMUNITY THAT YOU WOULD LIKE TO HIGHLIGHT? SHPO encourages sharing photos!

Major rehabilitations that occurred over 2018, 2019, and 2020 were completed and opened in 2021. These include the Thompson Block at 400 N River, a tax credit project at 101 W Michigan, and a major unveiling at 100-102 W Michigan.

B. DESCRIBE ANY PROBLEMS, ISSUES, OR CHALLENGES (e.g., economic, political, operational) ENCOUNTERED IN THE LOCAL PRESERVATION PROGRAM IN 2021.

Through out the pandemic folks have been completing work without permits, HDC or building. This has been a big issue with windows in particular. Supply chain issues have caused applicants to pressure the HDC to allow for materials that would be generally inappropriate. Additionally, some of the local window contractors have left the field, leaving a shortage of repair specialists.

C. WHAT ARE THE MOST CRITICAL PRESERVATION ISSUES/NEEDS FACING YOUR COMMUNITY?

A shortage of trades specialists.

D. WHAT TOPICS DOES YOUR COMMUNITY/HDC NEED TRAINING IN?

Commissioners could benefit from general HDC Training. Community-wide, residents and property owners would benefit from hands-on repair trainings.

E. DID YOUR COMMUNITY RECEIVE ANY PRESERVATION GRANTS (other than CLG grants) IN 2021?

☐ YES ☒ NO (If yes, briefly identify them below.)

F. DID YOUR COMMUNITY HAVE ANY LOCAL INCENTIVE/GRANT/LOAN PROGRAMS (e.g., façade grant programs, DDA programs, low-interest loans, abatements, etc.) AVAILABLE FOR HISTORIC PROPERTIES IN 2021? ☒ YES ☐ NO (If yes, briefly identify them below.)

NAME OF PROGRAM	# OF PROPERTIES BENEFITED
DDA Façade and Rehabilitation Grants	2
Match on Main (approved but not yet distributed)	1

G. DO YOU HAVE ANY UPCOMING PROJECTS YOU WOULD LIKE TO DISCUSS FOR A POTENTIAL CLG GRANT APPLICATION? ☐ YES ☒ NO

H. IF REIMBURSED THROUGH A CLG GRANT, WOULD YOUR COMMUNITY POTENTIALLY BE INTERESTED IN PARTNERING WITH SHPO TO HOST A FUTURE NATIONAL ALLIANCE OF PRESERVATION COMMISSIONS TRAINING? ☐ YES ☒ NO

I. IS THERE ANYTHING ELSE YOU WOULD LIKE TO SHARE WITH SHPO?



**2021 Annual Report
Historic District Commission and
Historic Preservation Program
Ypsilanti, Michigan**

INTRODUCTION

The Historic District Commission of the City of Ypsilanti is governed by the Michigan Local Historic Districts Act, State of Michigan Public Act 169 of 1970, and by Chapter 54 of the City of Ypsilanti Code of Ordinances. The Commission works to safeguard locally designated historic resources through review of exterior changes. City staff works on a broader historic preservation program that aims to recognize significant historic resources across the city.

MEMBERSHIP

Alex Pettit, Chair
Anne Stevenson, Vice Chair (February-
July 2021; resigned July 2021)
Erika Lindsay, Vice Chair (August-)
Amy Swift

Ronald Rupert (Resigned, end of
January 2021)
James Chesnut
James Ratzlaff
Stefan Szumko
Jeff Muir

COMMISSION AND STAFF

According to Sec. 54-32 of the City's Historical Preservation Ordinance, Historic preservation is declared to be a public purpose with numerous community benefits. The Historic District Commission (HDC) has several responsibilities, but chiefly, it serves as the quasi-judicial body that ensures exterior alterations of historic properties meet the Secretary of the Interior Standards for Rehabilitation and local Design Criteria to protect the historic integrity of the district for future generations.

The HDC is comprised of seven members, including at least one architect or building/conservation expert, and two residents of the historic district. The in 2021 the HDC was staffed by the Preservation Planner, Scott Slagor and is also supported by a recording secretary, Nancy Hare-Dickerson. Both Scott and Nancy resigned their positions by the end of the year.

Despite the challenges of the ongoing pandemic, the HDC continued meeting regularly on the second and fourth Tuesdays of each month at 7:00 p.m, via Zoom. Business was completed with relatively few technical difficulties.

The turnaround time for most applications was about two weeks from submission to approval. Potential applicants are encouraged to bring projects to the HDC as study

items before formal submission of an application. The study item allows the HDC to provide feedback to property owners at a conceptual stage, clarifying expectations and allowing for a more predictable final review.

Changes in HDC Membership

In January 2020, long-time HDC member and district resident, Ron Rupert retired from service at the end of his term. In July 2021, Vice Chair and long-time HDC member, Anne Stevenson also resigned. Both seats were filled, first by Stefan Szumko, a district resident, historian, and contractor; and Jeff Muir, a district resident and real estate professional.

INITIATIVES

Commissioner Training

The 2021 Michigan Historic Preservation Network Conference was held virtually and offered a special training day for local commissioners. The city offered to pay the registration fee for commissioner training. Three commissioners and the Preservation Planner participated in the one-day training, which was well received.

HDC Demolition by Neglect

In 2018, the HDC reviewed and made the determination that three properties in the historic district were in danger of demolition by neglect; 302 E Cross, 206-210 N Washington and 401 E Forest. Work to resolve the condition issues of those properties has made some progress. The HDC authorized the city to take legal action with the owner of 302 E Cross to have the building repaired and secured. Such action has not yet been taken as the owner has resumed work on the property. The property at 206-210 N Washington was acquired by the City through foreclosure. The City is working on its redevelopment, which will ultimately resolve the case of demolition by neglect. owners of 401 E Forest appear to have been working to resolve the Demolition by Neglect Issues, albeit without a permit. City staff is working to resolve this issue.

New Owner Outreach

New property owners in the historic district receive letters to welcome them to the historic district and provide a general overview of how exterior work is regulated. These new owner mailings occurred in quarterly. Additionally, post cards were sent regularly to realtors who list properties in the Historic District.

Throwback Thursdays in City Newsletter

Staff worked to include "Throwback Thursday" features in the monthly City Newsletter utilizing old photos from City files and surveys as well as photos from the archives at the Ypsilanti Historical Society.

APPLICATIONS

The number of applications received in 2021 was significantly lower than those submitted in pre-pandemic years, roughly seventy percent of the total in 2018 and 2019. The number of applications and actions taken is depicted in the table below.

Historic District Commission Actions, 2017-2021

	2017	2018	2019	2020	2021
Approved as submitted	73	68	60	43	42
Approved with modifications	22	11	13	4	4
Approved administratively	36	27	44	32	31
Amended applications	4	5	3	1	0
Denied: lack of information	1	1	0	0	0
Denied: inappropriate	6	3	3	3	6
Pending at year end	2	1	0	0	0
Notice to Proceed	0	5	7	7	3
Total Applications	144	124	125	90	86
Study Items	43	41	35	12	16

MAJOR PROJECTS in the HISTORIC DISTRICT

The Historic District continued to benefit from investment over the past year.

New Construction

No major new construction was reviewed in 2021. Work was generally replacement of existing features. The most common projects were roofs (22 of the total applications), many of which were approved administratively. The second most common item was windows (12 of the total).

Demolitions

No demolitions were completed in 2021.

Appeals

One appeal was filed with the State Historic Preservation Office for a roof that was completed without HDC review at 211 Ferris. However, the applicant and HDC were able to work out a solution and the appeal was dropped.

LOOKING FORWARD

There are a number of goals to look forward to in 2022.

The Michigan Historic Preservation Tax Credit bill was signed into at the end of 2020. The public rule-making process occurred over 2021 and the program will likely be ready for applications sometime in 2022. The new tax credit is expanded, allowing for both National Register and locally designated properties, which includes a much larger area of Ypsilanti. Staff aims to hold a public meeting once the process is figured out. Commissioners, staff, and many Ypsilanti residents advocated to legislators in favor of the tax credit. Both Representative Peterson and Senator Irwin voted in favor of the bill.

Goals

Staff and the HDC will continue to work toward the goals established by the State Historic Preservation Office in their 2018 Certified Local Government evaluation; including new design guidelines as applicable, continued survey of undesignated historic resources, and education opportunities. Staff will also investigate the creation of a historic district study committee to update the current district to address boundaries that do not conform to parcel lines, an updated period of significance, and updated contributing/non-contributing resources list. The size of Ypsilanti's historic district and the timelines laid out in Michigan law make the update a challenge. Staff hopes a phased approach can be reached, coordinating the project with SHPO.

SUMMARY

Despite the challenges of virtual meetings, the HDC and property owners continued to work together. Ongoing work in the historic district despite supply-chain and labor shortages speaks to the vibrancy of Ypsilanti and the value its residents place in the city's historic resources. The HDC and staff will build on the achievements of 2021 in fulfilling goals for the historic preservation program in 2022.

CITY OF YPSILANTI
HISTORIC DISTRICT COMMISSION
ACTION MINUTES OF FEBRUARY 22, 2022

CALL TO ORDER AND ROLL CALL

Meeting Location: In-person Meeting held at Freighthouse and some applicants and members of the public attending via Zoom

Commissioners Present: Alex Pettit, Chair
James Ratzlaff
Stefan Szumko
Jeff Muir

Commissioners Absent: Amy Swift, James Chesnut

Staff Present: Ellen Thackery, Preservation Planner;
Joe Meyers, Director of Economic Development

Chair Alex Pettit called the meeting to order at 7:03 pm.

APPROVAL OF AGENDA

Motion: Ratzlaff (second: Szumko) moved to approve the agenda as submitted.

Approval: Unanimous. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS—none

PUBLIC HEARING—none

OLD BUSINESS—none

NEW BUSINESS

Introduce new preservation planner, Ellen Thackery

506 N River Street

**Re-roof*

Applicant: Robert Stashefsky, applicant - not present;
Dennis and Anne Baer, owners - not present

Discussion: Thackery: Staff provided a brief review citing that the proposed work is on an asphalt roof and the proposed new material is an asphalt roof—non-historic materials

and like-for-like replacement, with materials and color matching what is currently there, and with a matching drip edge. Staff recommended approval.
Commissioner Pettit referred to the old application and approval included in the meeting packet from 2003 when the roof was last re-roofed, and observed that the approval was for ridge and soffit vents, but that was not the work performed.

Motion: Szumko (second: Ratzlaff) Move to approve and issue a certificate of appropriateness for the work at 506 N. River Street, as submitted in the application dated January 11, 2022.

Secretary of the Interior's Standards:
#5 Preserve distinctive features.
#10 New work shall be removable.

Approval: Unanimous.

Motion carried.

317 Oak Street

**Re-roof*

Applicant: Tom Meadows, applicant - not present;
Lynne Grams, owner – not present

Discussion: Thackery: Staff provided a brief review citing that the proposed work is on an asphalt roof and the proposed new material is an asphalt roof—non-historic materials and like-for-like replacement, with materials and color matching or close to what is currently there, and with a matching drip edge and ridge vents. Staff recommended approval.

Motion: Szumko (Second: Ratzlaff) Move to approve and issue a Certificate of Appropriateness for the work at 317 Oak Street as submitted in the application dated January 31, 2022, for the re-roofing installation project as specified.

Secretary of the Interior's Standards:
#2 Do not destroy original character. Do not remove or alter historic materials or features.
#5 Preserve distinctive features.
#10 New work shall be removable.

Approval: Unanimous.

Motion carried.

309 N Park

**Re-roof*

Applicant: Tom Meadows, applicant - not present;

Gabriel and Sara Anderson, owners – not present

Discussion: Thackery: Staff provided a brief review citing that the proposed work is on an asphalt roof and the proposed new material is an asphalt roof—non-historic materials and like-for-like replacement, with materials and color matching or close to what is currently there, and with a matching drip edge and ridge vents. Staff recommended approval.

Motion: Ratzlaff (Second: Szumko) Move to approve and issue a Certificate of Appropriateness for the work at 309 N Park as submitted in the application dated January 31, 2022, for the re-roofing installation project as specified.

Secretary of the Interior's Standards:

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

#5 Preserve distinctive features.

#10 New work shall be removable.

Approval: Unanimous.

Motion carried.

310 E Cross

**Solar array*

Applicant: The Green Panel, Inc./ Calvin Vieu – not present;
Mary Seelhorst, owner - present on Zoom

Discussion: Staff Joe Meyers provided a brief report that the proposed work is a 13-panel solar array to be installed flush to the non-historic roof on the rear side of the house, so the panels will not be visible from the street and will not damage or obscure any historic or character-defining materials.

Motion: Ratzlaff (Second: Szumko) Move to approve and issue a Certificate of Appropriateness for the work at 310 E Cross Street as submitted in the application dated January 25, 2022, to install a roof-mounted solar array consisting of 13 panels, as specified.

Secretary of the Interior's Standards:

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

#5 Preserve distinctive features.

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

#10 New work shall be removable.

Approval: Unanimous.

Motion carried.

310 E Cross

**Windows*

Applicant: Mary Seelhorst, owner - present on Zoom;

Discussion: Staff Joe Meyers provided a brief report that the applicant seeks to add windows to the gables of her non-historic garage (built 1999 or 2000). Staff recommends approval.

Motion: Szumko (Second: Muir) Move to approve and issue a Certificate of Appropriateness for the work at 310 E Cross Street as submitted in the application dated January 25, 2022, to add four new Pella aluminum-clad double-hung windows as specified.

Secretary of the Interior's Standards:

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

Approval: Unanimous.

Motion carried.

310 E Cross

**Gutters and Downspouts*

Applicant: Mary Seelhorst, owner - present on Zoom;

Discussion: Staff Joe Meyers provided a report that the proposed gutters for the house are half-rounds to match the existing on the house, and the gutter work proposed for the non-historic garage will be k-style gutters. Work will match the existing and will not negatively impact historic features or the historic structure. Staff recommended approval.

Motion: Szumko (Second: Ratzlaff) Move to approve and issue a Certificate of Appropriateness for the work at 310 E Cross Street as submitted in the application dated January 25, 2022, for new gutters and replacement gutters on house and garage as specified.

Secretary of the Interior's Standards:

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

#10 New work shall be removable.

Approval: Unanimous.

Motion carried.

STUDY ITEMS-

211 N Washington St*Roof*

Colleen Kennedy, the future applicant and property manager, participated by Zoom. She submitted a quote and colors the company offers. The existing roof is in disrepair and they got several quotes and decided this was their best option. What is the condition of the roof currently? It is a flat roof, about 30 years old, there are holes and some leaking into 3rd-floors apartment, gutters are also an issue—will propose replacing those along with the roof. Could easily submit pictures of current roof conditions. Alex Pettit asked about the roof—is it currently a membrane roof and you're proposing a membrane roof, correct? Correct. Commissioners would be concerned about gutters so please include more information about the gutters on your actual application. Staff Joe suggested that Colleen reach out to preservation planner Ellen Thackery.

216 Maple

Owner not present. Commissioners expressed concern that exterior brick be used (not interior) and that we need to confirm that the chimney was original/is historic. If it is not historic, might not need reclaimed brick.

12 E Forest

Owner or representative states that the current façade is made up of several additions. They are thinking of breaking the façade up with some EIFS or bricked surfaces and adding arched windows. Commission says that the area is industrial and that character should remain with the building—take a look at 734 and Corner Breweries for some cues. The commissioners mentioned that water draining off the building needs to drain properly and not all over the sidewalk to freeze. Owner/rep said that their plans will definitely drain properly regardless. The main thing is that the façade should remain industrial in appearance and use simple windows—not residential-looking or arched. Commissioner Ratzlaff wants to make sure it's clear that this building was industrial—it needs to retain that character, and also should not create a false sense of history. Might be okay to break up the façade but no extra added materials, like shingles etc. Discussed the fencing behind the building. Any work here will go before planning commission, as well as the HDC, so there are multiple layers of review and permitting.

220 S Huron

Owner Charles Bultman appeared in person, and co-owner Allison Anastasio attended by Zoom. Charles introduced himself as an architect who is happy and proud to be the next steward of the house but wants the commission to know of issues that are before them. First, he outlined that there are some structural concerns with the garage—it was built with bricks two bricks wide and none laid in the opposite direction to tie them together. So the bricks are stressed. There is a steel beam across the interior of the garage for support and it's in good condition, but it only reaches the first set of bricks in the wall, causing additional stress on the bricks. Mr. Bultman plans to put posts under the beam to give it support. Secondly, there is a lot of brick weight over some French doors, and Mr. Bultman doesn't want to open those doors to assess their condition until the brick walls are fully supported. Once that happens, he will see what the doors' condition is and then plan for their restoration. Lastly, an additional issue is that in the backyard, some bricks to create a patio have been laid a foot taller than the walkway between the yard and the house. This walkway is painted wood boards on sleepers, and the walkway has become a kind of gutter. It dumps water onto the bottoms of those French doors and the foundation below. This will need to

be addressed without taking up all of the brick in the yard. He has to investigate to see what can be done. He wanted to come to the Commission to let them know that some investigative work and structural work will have to be done, and the building in the end will look as it does now, but some structural issues need to be addressed.

ADMINISTRATIVE APPROVALS--none

OTHER BUSINESS

Property Monitoring

Continue to work through legal department on 302 E. Cross and 401 Forest.

Updates from Staff

Community Development is almost fully staffed (the last staffer starts March 7), and Ellen is getting thrown in. Joe mentioned that meeting twice a month is tough on this HDC, and Joe would like to see the Commission meet just once a month, with giving Ellen more administrative approval abilities once the Commission trusts her.

Christopher or Joe will be attending next meeting with Ellen. Would the Commission rather meet next time in Council Chambers or Freighthouse? Consensus was City Hall Council Chambers.

Commissioner Amy Swift has not resigned from the Commission yet, but Joe expects that to happen soon. Commission does need to be full, and Joe is working on that.

Commissioner Comments

Commissioner Ratzlaff expressed concern that former preservation planner Scott Slagor had had some property files and photographs that Ratzlaff had found in his research about a key local architect and he wanted to make sure that Ellen still has access to those. Joe assured the commission that he still has all of Scott's materials and can share them with Ellen.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS—

There were two homeowners who attended who recently bought a house in the district and have a list of improvements they'd like to make so they wanted a better sense of how the commission works.

HOUSEKEEPING BUSINESS--none

ADJOURNMENT

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

MEETING ADJOURNED at 8:46 p.m.