

1. HDC Agenda

Documents: [HDC FEBRUARY 9, 2016 AGENDA.PDF](#)

2. HDC Packet

Documents: [HDC MEETING PACKET 2-9-16.PDF](#)

**CITY OF YPSILANTI**  
**Historic District Commission**  
**Regular Meeting Agenda**

**Tuesday, February 9, 2016**  
**7:00 p.m.**

*The Ypsilanti Historic District Commission works to safeguard Ypsilanti's built heritage by guiding development and renovation within the Historic District. Enabled by federal, state, and local legislation, the HDC seeks to stabilize and improve property values, to promote preservation education, and to develop the Ypsilanti Historic District as a vital living area.*

*An audio recording of the meeting will be made for the purpose of assisting in the preparation of official minutes only. Once the official minutes are approved the audio recording will be destroyed.*

**I. CALL TO ORDER AND ROLL CALL**

Anne Stevenson, Chair	P	A
Hank Prebys, Vice Chair	P	A
Ron Rupert	P	A
Alex Pettit	P	A
Jane Schmiedeke	P	A
Erika Lindsay	P	A

**II. APPROVAL OF AGENDA**

**III. PUBLIC COMMENTS ON AGENDA ITEMS**

**IV. PUBLIC HEARING – None**

**V. BUSINESS SESSION**

A. OLD BUSINESS

**1. 315 Washtenaw Ave**

**2. 306 E Cross St.**

**Roof venting  
Replacement of doors,  
installation of storm windows  
and doors, gutter replacement,  
installation of new bulkhead  
door, and paint**

B. NEW BUSINESS—none

C. STUDY ITEMS—none

D. ADMINISTRATIVE APPROVALS

**5. 6 S. Washington**

**Reroof**

E. OTHER BUSINESS

**6. Annual Election of Officers—Nominations**

**VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS**

**VII. HOUSEKEEPING BUSINESS**

Approval of the minutes of January 26, 2016

**VIII. ADJOURNMENT**

# Secretary of the Interior's Standards for the Rehabilitation of Historic Structures

*Developed by the U.S. Department of the Interior, the Standards provide a framework that guides protective decisions regarding historic structures. The Historic District Commission is required to cite applicable Standards with each formal decision it renders. It may also cite HDC Fact Sheets as part of its decision-making process.*

## **1. Use property for original purpose or provide compatible use with minimal alteration.**

*A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.*

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

*The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.*

## **3. Do not imitate earlier styles.**

*Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.*

## **4. Preserve significant changes acquired over time.**

*Changes to a property that have acquired historic significance in their own right will be retained and preserved.*

## **5. Preserve distinctive features.**

*Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.*

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

*Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.*

## **7. Clean building gently—no sandblasting.**

*Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.*

## **8. Preserve archaeological resources.**

*Archaeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.*

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

*New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*

## **10. New work shall be removable.**

*New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

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**Regular Meeting Agenda**

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# HDC Work Permit Staff Review

*Property address:* 315 Washtenaw Ave.

*Date of Review:* 2/4/16

*Date of Meeting:* 2/9/16

*Proposed work:* Reroof

*Materials:* Fiberglass shingles, OSB sheeting and new underlayment.

*Staff review:*

1. Applicant states that after 1/12/16 meeting he spoke with Mr. Roof and was informed that the height and style of roofing at the property are not conducive for ridge venting. States that it would cost an additional \$3,000 to install soffits and ridge venting.
2. Applicant is returning to seek approval for the installation of 8 Thunder Vents, or can vents, on the eastern pitch of the roof. Applicant states that since the street is a one-way, that the vents would not be visible on the east side of the roof.
3. *Applicant told staff that he will be present at the February 9 meeting.*
4. Building department approval may be required.

*Relevant Secretary of the Interior's Standards:*  
#3, #9 and #10

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.**

REC# 20081

#3



## Ypsilanti Historic District

# Work Permit Application

Date filed 1/4/16 for HDC meeting date 1/12/16

Action item  Study item  Action items require payment of the application fee. There is no fee to submit a study item for discussion.

Property Address 315 Washtenaw Avenue, Ypsilanti, MI 48197

Applicant  Owner  Architect  Contractor

Name Karl Staffeld, KASS Industries LLC

Address 341 Payeur

City Ann Arbor State MI Zip 48108

Phone 734-417-0432 Fax \_\_\_\_\_

E-mail karl@staffeld.com

Owner \_\_\_\_\_  
(If different than applicant)

Who will perform the work?  Owner  Contractor

Contractor Mr. Roof

(Name, address, phone) 3511 E. Ellsworth, Ann Arbor, MI 48108

**Action Items only:**

Construction Cost \$11,363 Permit Application Fee \$50

The fee is \$35 for the first \$3,000 in construction cost plus \$5 for every additional or portion of \$3,000 of construction cost. An additional fee of \$50 applies to HDC work started without the applicable permit.

### To complete this application:

1. On the reverse side, summarize the work proposed. Please be clear and complete. List the main materials to be used, and (if relevant) indicate the color scheme planned.
2. Attach the following documents:
  - a. Photo(s) showing all locations where work is proposed.
  - b. Paint color chips (if relevant).
  - c. Catalog cut sheets or similar details for windows, doors, light fixtures, and any other manufactured or preassembled components.
  - d. Dimensioned drawings of any new construction or modifications to existing structures, including awnings and signs.
  - e. A site plan, if proposal is for work on the grounds and not just the structure (e.g., installing an air conditioning system compressor). For fences, new structures, or work that will alter the footprint of existing structures, a photocopy of the mortgage survey with proposed changes indicated is required.

**Demolition & moving structures: refer to the Historic District Ordinance and demo application for relevant provisions.**

Submit the completed application to the City of Ypsilanti Building Department, 1 South Huron Street, along with the application fee if you wish the HDC to consider the proposal as an action item, not a study item.

**Incomplete applications will not be considered.**

For additional information, or if you have questions, contact the City of Ypsilanti Planning and Development Department, 734.483.9646, [hintern@cityofypsilanti.com](mailto:hintern@cityofypsilanti.com).

**Ypsilanti Historic District Work Permit Application**

Date filed 1/4/16 for HDC meeting date 1/12/16

**Property Address** 315 Washtenaw Avenue, Ypsilanti, Mi 48197

**Applicant** Karl Staffeld, KASS Industries LLC

**Description of proposed work** (see sample applications)

Remove existing roof shingles. Existing roof framing to remain. Cover existing roof framing with new OSB sheeting, install new underlayment, fiberglass shingles, chimney flashing and roof vents. The contract with Mr. Roof is attached.

**Materials**

Roof Guard "L" - Standard fiberglass shingles  
Color: Princeton Slate (best matches existing roof color)

**Colors** (Attach color chips or samples)

Body \_\_\_\_\_ Accent 1 \_\_\_\_\_  
Trim \_\_\_\_\_ Accent 2 \_\_\_\_\_  
Roof Princeton Slate Other \_\_\_\_\_

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. (Compliance with this act must be certified to complete this application.)

I hereby attest that the above information is accurate. I am authorized to and hereby grant permission to the City of Ypsilanti and its staff to be on my property for the purposes of preparing reports, taking photographs, and/or evaluating and reviewing this application. I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as their authorized agent, and we agree to conform to all applicable laws of this jurisdiction.

Karl Staffeld  
Signature of Applicant

1/4/16

Date



# ROOFGUARD L

LAMINATED ARCHITECTURAL DESIGN >> STRAIGHT CUT



Estate Black



Chateau Brown



Rustic Cedar



Weatherwood



Princeton Slate



Mansion Grey

Roofguard L shingles are laminated to provide a remarkable dimensional thickness, not only for strength, durability, and weather resistance, but also to create an extraordinarily beautiful look for your home. Roofguard L is manufactured in a larger size with more exposure to create a high definition "shake" look for your roof. Its double layer construction, using an extra-heavy fiberglass mat and tough modified sealant, provides superior durability and wind resistance. All Roofguard L shingles are surprisingly affordable and are the perfect choice to protect and beautify your home.

- ✓ Fiberglass asphalt shingles
- ✓ Laminated architectural design
- ✓ Featuring an algae resistant granule
- ✓ Class "A" Fire Resistance Rating<sup>††</sup>

Class "A" Fire Resistance Rating

Roofguard L shingles feature a Class "A" Fire Resistance Rating<sup>††</sup>. Class "A" simulates the conditions characteristic of severe external fire hazards. As part of a complete shingle roof system (deck, underlayment and the shingles themselves) Roofguard L shingles meet the stringent tests of **ASTM E108** and **CAN/ULC S107**.

## ALGAE RESISTANT

**Don't let algae ruin the appearance of your roof!**

Protect it and keep it looking like new, year after year, by choosing Roofguard L shingles with **ALGAE RESISTANT** granules. We embed these ceramic-coated copper granules right into our shingles. They're colorfast, so they won't break down in UV light. And the copper in them inhibits the growth of algae, so that your roof won't develop those unsightly black streaks. If you live in an area of high humidity – or even if you don't – insist on Roofguard L shingles with AR granules to protect your investment. Beautifully.



Specifications	Standards*
<b>Length</b> 40-7/8" (1038 mm)	• ASTM D3462 • ASTM D3018
<b>Width</b> 13-3/4" (349 mm)	• ASTM D3161 • ASTM E108 Class "A" Fire Resistance Rating
<b>Exposure</b> 5-7/8" (149 mm)	• CSA A123.5 • CSA A123.51
<b>Coverage per Bundle</b> 33.3 sq. ft. (3.1 m <sup>2</sup> )	• CSA A123.52
	* Product is designed and tested to comply with ASTM/CSA Standards at time of manufacture prior to packaging.

Notes: All values shown are approximate.

**Note:** Shingle swatches shown are as accurate as modern printing processes allow. Shingle chips shown do not fully represent the entire color blend range of the shingles. To ensure complete satisfaction please make your final color selection from several full size shingles and view a sample of the product installed on a home.

**Note:** The information in this literature is subject to change without notice.



**STANDARD  
LIFETIME SYSTEM  
FIBERGLASS CONTRACT**  
Fax 1-866-711-7755  
**1-800-949-0009**

**GUARANTEED  
1-DAY  
INSTALLATION**

**1-800-4-MR-ROOF**

**Year After Year, Nobody Installs More New Roofs... Nobody!**

Name Mr. Karl Stafford Date 12/30/15 Twp. \_\_\_\_\_  
Street 315 Washburn City Jessieville Zip 48197  
Telephone Number 734-417-0432 Telephone Number \_\_\_\_\_ Email \_\_\_\_\_  
Inspector Name CRAMP HALL Inspector Phone Number 734-678-5304

- Prepare house to have roof removed, (tarp, etc.) to ensure debris does not damage any siding, shrubs, lawn, etc. Remove all old roofing material to original roof decking, secure any problem areas, remove and replace any rotten wood decking.
- The first 50 linear feet of 1" x 6" boards or 2- 4' x 8' sheets of O.S.B. is included. Thereafter a charge of \$2.00 per foot of 1" x 6" and \$45.00 per each 4' x 8' sheet of O.S.B. will be added to the subtotal. Please Initial X KWS
- Install **THUNDER EDGE** high efficiency aluminum drip edge venting system along all heated eaves. This specialized product is used to create the necessary fresh air intake ventilation you must have to deter mold growth and reduce moisture in insulation, thus making it more energy efficient and creating a healthier, more comfortable environment. Install heavy duty 1.6" aluminum edging to all rake edges and non-heated eaves.
- Install premium grade ice guard a minimum of 6' up all eaves including valleys, flashing, chimneys, as needed. This provides a weather tight seal that deters water caused from ice dams from penetrating the roofing system.
- Install **THUNDER SHIELD**, a premium high grade synthetic underlayment, on remainder of roof deck. **THUNDER SHIELD** not only provides a secondary defense but most importantly it will reduce shingle scorching.
- Install limited **LIFETIME MANUFACTURERS WARRANTED PREMIUM 3.9 LB.** fiberglass architectural shingle.
- All shingles to be nailed using diamond cut, galvanized roofing, high wind barbed **HOOK NAILS**.
- Flash and counter flash chimneys, walls where needed. **FLASHING TO BE SAW CUT INTO THE BRICK.** This process blinds the heavy gauge aluminum to the brick and guarantees zero water penetration.
- Install commercial grade neoprene vent stack collars to all stack pipes to ensure a watertight seal.
- Install **CLOSED CUT, RUBBERIZED** multiple layer valley system. (Commercial flat roof technology for the residential home.)
- Install a multiple layer high wind perimeter system along eaves and rake edges.
- Install 8 **THUNDER VENTS**. This **MR. ROOF EXCLUSIVE** vent exhausts the air from the top and will not allow water penetration no matter what the angle of the driving snow and blistering rain. \_\_\_\_\_' of low profile ridge system.
- Job to include thorough clean-up and proper disposal of all debris that day. All permits, fees and taxes are included in this proposal. Permits pulled by **MR. ROOF**, not a subcontractor.
- After the roof has settled, a quality control manager will re-inspect the roofing system to ensure the roof has settled correctly.
- Limited lifetime warranty, 10 year 100% coverage, no-leak guarantee and full waiver of lien. (Because **MR. ROOF** is the only single source company, only **MR. ROOF** can provide a full waiver of lien on labor, materials, and disposal.)

ROOF PRICE	\$	11,363	Squares	23	Ant./Dish	Stay	Toss	House Only	Yes	No	
	\$		Layers	1	Chimney	2	3	Garage	Yes	No	
	\$		Pitch	12-12	Color	Asph	Shite	Stories	1	2	3
	\$		S.S. Rake	150	Flash	CB	Br	Wk	1		
	\$		S.S. Edge	150	Drip	Bl	Br	Wk			
	\$		Cap Feet	125	Remove			Ridge Vent			
	\$		Vented Edge	150	Gutters	Yes	No	Flash Feet			
DEPOSIT	\$	(250)	Drip Edge	150	Gut. Color			Rubber Sq.			
SUBTOTAL	\$	11,113	Valley Feet	70	Insulation	Yes	No	Redeck	Yes	No	
Est. Monthly Payment	\$	223	Thun. Vent	8	R-Value			Mold Kill	Yes	No	
			Vent Color	CB	Solar Fan	Yes	No	Gutter Prot.	Yes	No	

Additional Work Will Only Be Performed If In Writing.  
Added Info: All discounts & coupons included - December pricing

note - 1 layer removal (no cedar) - up to 20 sheets OSB included  
Approved Wells Fargo - Co. 9% APR

note - Historical Area of WVA - OWNER IS ATTENDING MEETING JAN 12<sup>th</sup>  
Notice of Right to Cancel - You the buyer may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. See the back of this contract for the notice of cancellation form for an explanation of this right.

Owners X Karl Stafford Owners X \_\_\_\_\_ Date: 12/30/15

Inspector \_\_\_\_\_  
Price Given is The Cash Or Check Price. If Paying By Credit Card, Please Add 3%. Additional Terms & Conditions On Back.



# HDC Work Permit Staff Review

*Property address:* 306 E Cross St

*Date of Review:* 2/4/16

*Date of Meeting:* 2/9/16

*Proposed work:* **Doors:** replace front door, install storm doors to front of house, install new bulkhead door at basement entry. **Windows:** install 4 wooden storm windows to front of house, install aluminum storm windows on side and rear elevations. **Other:** repair or replace damaged woodwork and siding, paint exterior, replace all gutters with new K-style gutters, and replace existing garage door.

*Materials:* Wood, epoxy, glass, steel, and paint.

*Staff review:*

1. Application states plans for many areas of the home, but did not include information on wooden storm windows or aluminum storm windows. No information was provided for house paint colors other than "dark grey" for the body, "blue" for accent, and "off white" for trim. Paint color for the new front door was also not specified.
2. HDC may want to inquire about color of gutters, as it is not listed in application. HDC may also want to ask about plans for downspouts.
3. *Applicant provided staff with paint chips, cut sheets for the proposed storm windows, and photos of the existing garage door.*
4. Building department approval may be required.

*Relevant Secretary of the Interior's Standards:*

#2, #3, #9, and #10

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Rec 20106



# Ypsilanti Historic District Work Permit Application

Date filed 1/12/2016 for HDC meeting date 1/26/2016

Action item  Study item  Action items require payment of the application fee. There is no fee to submit a study item for discussion.

Property Address 306 East Cross st.

Applicant  Owner  Architect  Contractor

Name Ypsilanti Restoration L.L.C.

Address 313 Maple St.

City Ypsilanti State mi Zip 48198

Phone 734-485-2653 Fax 734-485-2653

E-mail mike@ypsilantirestoration.com

Owner Susan Brokaw  
(If different than applicant)

Who will perform the work?  Owner  Contractor

Contractor various  
(Name, address, phone)

Action Items only:  
Construction Cost 11,800 Permit Application Fee 4500  
The permit fee is \$20 plus \$5 for each \$3,000 of construction cost, and is due at the time of application.

### To complete this application:

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# Ypsilanti Historic District Work Permit Application

Date filed 1/12/16 for HDC meeting date 1/26/16

**Property Address** 306 East Cross

**Applicant** Ypsilanti restoration L.L.C.

## Description of proposed work *(see sample applications)*

By Ypsilanti Restoration L.L.C.:

Repair or replace exposed damaged woodwork and siding.

Replacement of front door with a painted wood door to match, with the exception of a mail slot.

Installation of 2 storm doors to front of house.

Installation of 4 wood storm windows to front of house.

By others:

Replacement of all gutters with new K-style gutters.

Installation of aluminum storm windows to all windows on side and rear elevations.

Replacement of existing rotted wood basement entry with a steel Bilko bulkhead door.

Repainting of exterior of house.

*Replace existing garage door*

## Materials

Wood, epoxy, glass, aluminum, steel and paint.

## Colors *(Attach color chips or samples)*

Body Dark Grey

Accent 1 Blue

Trim Off white

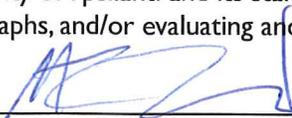
Accent 2 \_\_\_\_\_

Roof \_\_\_\_\_

Other \_\_\_\_\_

- 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. (Compliance with this act must be certified to complete this application.)

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

  
\_\_\_\_\_  
Signature of Applicant

1/12/2016  
\_\_\_\_\_  
Date





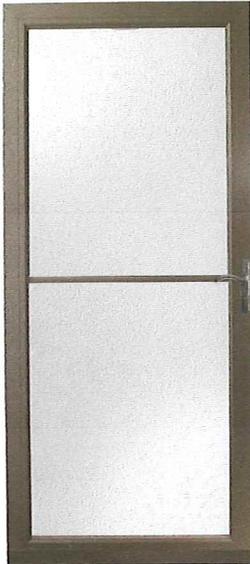
More saving.  
More doing.

Your Store: **Ann Arbor #2721**  
Use **Current Location** or **find store**

Andersen | Model # 3SOEZR36TE | Internet # 203145076

## 36 in. x 80 in. 3000 Series Terratone Self-Storing Easy Install Storm Door

★★★★★ (49) | [Write a Review](#) | [Questions & Answers \(24\)](#)



Was ~~\$317.00~~

**\$253.60** /each

Save \$63.40 (20%) through 01/14/2016

Save on Exterior Doors- Limited time price reduction

PRODUCT NOT SOLD IN STORES

[Open Expanded View](#)

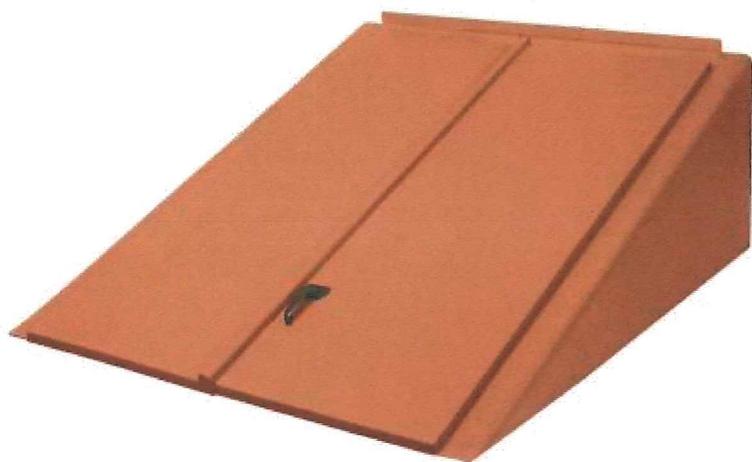
[Click Image to Zoom](#)



### PRODUCT OVERVIEW Model # 3SOEZR36TE | Internet # 203145076

The Andersen 3000 Series Self-Storing Storm Door is one of our most popular anytime storm door offering you a wide variety of features and options. This full light style storm door has glass from top to bottom to maximize your views, along with our most convenient features, low maintenance and durability. Backed by a limited lifetime warranty.

- Pre-assembled for easy installation with only basic tools in as little as 45 minutes with no cutting
- Thermally tempered safety glass is stronger and safer than regular glass; if broken the glass breaks into pebbles instead of sharp pieces
- Anytime ventilation with an easy one-hand retractable insect screen that conveniently rolls into the frame of the door and out of view when not in use
- 1.5 inch frame construction with reinforced Corner Brackets help the door corners stay square over time for long lasting smooth operation
- Heavy-duty steel, push-button closer allows you to prop the door open with the tap of your toe
- Dual weather stripping on top and sides of the door with an additional layer on the handle side to enhance weather-tightness and energy efficiency
- TarnishGuard protective coating on the brand and nickel handle set helps maintain their genuine beauty for years, oil rubbed bronze handle set is a natural finish designed to wear beautifully over time
- Forged steel deadbolt lock anchors into door frame for added security
- Rekeyable deadbolt lock eliminates need to carry an extra key
- Oops-proof program provides free replacement of any lost parts during installation
- Tamper-resistant hinges



SW 0050  
Classic Light Buff

Voyage  
PPU13-07<sup>M</sup>

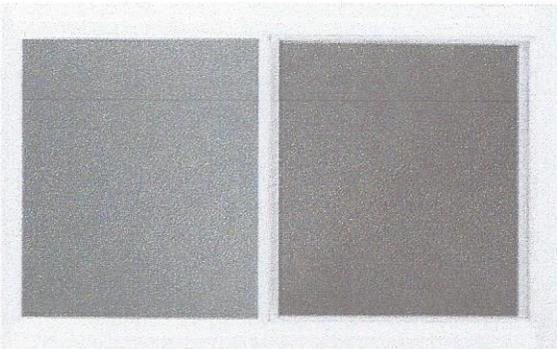
0101

WEB GRAY SW7075



Your Store:  
Ann Arbor, MI

Your Store: Ypsilanti, MI



### LARSON Low-E Aluminum Storm Window (Rough Opening: 32-in x 47-in; Actual: 31.875-in x 47-in)

Item #: 234500 | Model #: L20133247E

Be the first to

**\$77.55**

**FREE**

#### Store Pickup

Your order will be ready for pickup from Lowe's Of Ann Arbor, MI by 02/04/2016.

#### Lowe's Truck Delivery

Your order will be ready for delivery to you from Lowe's Of Ann Arbor, MI by 02/04/2016.

#### Parcel Shipping

**Unavailable for This Order**

Sent by carriers like UPS, FedEx, USPS, etc.

**LARSON Low-E \$77.55**

**Aluminum Storm**

**Window (Rough**

**Opening: 32-in x 47-**

**in; Actual: 31.875-in x**

**47-in)**



Facebook



Pinterest



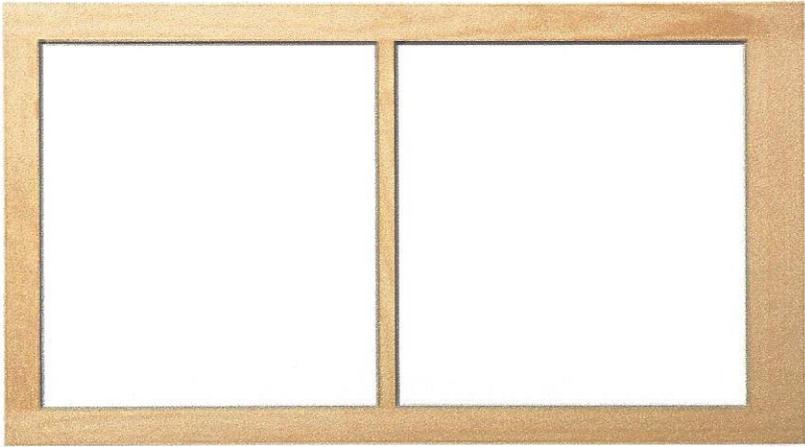
Twitter



Google+



Email



[Click to view front and back](#)

[\(/img/products/product-lines/full-size/01-Traditional-Storm-Front.jpg\) \(/img/products/product-lines/full-size/01-Traditional-Storm-Back.jpg\)](#)

[General](#)   [Specifications](#)   [Options](#)

- Storms are manufactured 1-1/8" thick
- Top Rail and Stiles: 2-1/8" wide
- Bottom Rail: 3-1/2" wide
- Storm Cross Bar: 1-1/4" wide

306 E CROSS



R# 20119  
ck283

PH DC-16-0001



# Ypsilanti Historic District Work Permit Application

**RECEIVED**  
JAN 27 2016  
CITY OF YPSILANTI  
BUILDING DEPARTMENT

Date filed 1/27/15 for HDC meeting date \_\_\_\_\_

Action item  Study item  Action items require payment of the application fee. There is no fee to submit a study item for discussion.

Property Address 6 S. Washington St. Ypsilanti, MI

**Applicant**  Owner  Architect  Contractor  
Name Neighborhood Roofing  
Address 2601 Brassow Rd  
City Saline State MI Zip 48176  
Phone 734-994-6500 Fax 734-994-6502  
E-mail Cabrina.j.Koch@gmail.com

Owner Andrew Epstein  
(If different than applicant)

**Who will perform the work?**  Owner  Contractor  
Contractor Neighborhood Roofing  
(Name, address, phone) 2601 Brassow Rd, Saline, MI 48176

**Action Items only:**  
Construction Cost 6,000 Permit Application Fee \$40<sup>00</sup>  
The fee is \$35 for the first \$3,000 in construction cost plus \$5 for every additional or portion of \$3,000 of construction cost. An additional fee of \$50 applies to HDC work started without the applicable permit.

**To complete this application:**

1. On the reverse side, summarize the work proposed, list the main materials to be used, and (if relevant) indicate the color scheme planned.
2. Attach the following documents:
  - a. Photo(s) showing all locations where work is proposed
  - b. Paint color chips (if relevant)
  - c. Catalog cut sheets or similar details for windows, doors, light fixtures, and any other manufactured or preassembled components
  - d. Dimensioned drawings of any new construction or modifications to existing structures
  - e. A site plan, if proposal is for work on the grounds and not just the structure (e.g., installing an air conditioning system compressor). For fences, new structures, or work that will alter the footprint of existing structures, a photocopy of the mortgage survey with proposed changes indicated is required.

Submit the completed application to the City of Ypsilanti Building Department, 1 South Huron Street, along with the application fee if you wish the HDC to consider the proposal as an action item, not a study item.

**Incomplete applications will not be considered.**

For additional information, or if you have questions, contact the City of Ypsilanti Planning and Development Department, 734.483.9646, [hintern@cityofypsilanti.com](mailto:hintern@cityofypsilanti.com).

**Ypsilanti Historic District Work Permit Application**

Date filed 1/27/16 for HDC meeting date \_\_\_\_\_

Property Address 6 S Washington St. Ypsilanti, MI

Applicant Neighbor

**Description of proposed work** (see sample applications)

- Tear-off and replace 4.5 sq section of Flat Rolled roofing with 60 mil GAF Everguard TPO.
- This section is on back of building
- No fire or open flame is used during application process

**Materials**

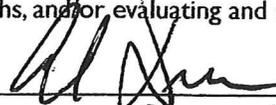
GAF 60 mil Everguard TPO (white) to match existing roof.

**Colors** (Attach color chips or samples)

Body \_\_\_\_\_ Accent 1 \_\_\_\_\_  
Trim \_\_\_\_\_ Accent 2 \_\_\_\_\_  
Roof \_\_\_\_\_ Other \_\_\_\_\_

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. (Compliance with this act must be certified to complete this application.)

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

  
\_\_\_\_\_  
Signature of Applicant

1/27/16  
\_\_\_\_\_  
Date

# NEIGHBORHOOD ROOFING

Neighborhood Roofing Co, Inc 2601 Brassow, Saline MI 48176

**Showroom & Warehouse:**  
 832 Phoenix Drive  
 Ann Arbor MI 48108  
 PH: 734-994-6500  
 Fax: 734-994-6500

DATE: 12/22/15 SQ. 4.5  
 PROPOSAL NUMBER:  
 Etstein 6 S. Washington 12 22 2015  
 ESTIMATE PREPARED BY:  
 Greg Smith

**PROPOSAL SUBMITTED TO:**

**WORK TO BE PERFORMED AT:**

NAME: Andrew Etstein	STREET: 6 S. Washington
BILLING ADDRESS:	CITY/STATE/ZIP: Ypsilanti, MI
EMAIL: birdscolors@gmail.com	PHONE: CELL: 734-904-9402

WE HEREBY PROPOSE TO FURNISH THE MATERIALS AND PERFORM THE LABOR NECESSARY TO COMPLETE THE INSTALLATION OF THE ROOFING PACKAGE SELECTION OUTLINED BELOW.  
 Work includes complete clean up of all work areas, and disposal of all job related scrap/waste and NEIGHBORHOOD ROOFING 10 YEAR SERVICE WARRANTY.

**G.A.F. 60 60 mil Everguard T.P.O ROOFING SYSTEM**

- 1 Remove 1 layer of roofing material from roof. Since any additional layers of roofing that may be old installations are not able to be seen, additional layers of roofing will add to the price based on the thickness of the roofing / insulation.
  - 2 Inspection of roof deck: re-nail if needed
  - 3 Replacement of damaged or rotted decking: up to ALL sheets of OSB included. (1/2"-5/8")
  - 4 Install base layer of 1" ISO insulation screwed to the roof deck using approved screws and insulation plates over entire low sloped roof.
  - 5 Install a 1" thick wood nailer around roof perimeter ( anchor all roof edges to prevent wind blow off (factory specification)
  - 6 Install G.A.F. 60 mil T.P.O. over insulation and extend over nailer. T.P.O. is bonded to the roof insulation using factory approved adhesives. All seamson T.P.O. are thermally fused producing a seam that is stronger than the membrane.
  - 7 Install new painted custom formed aluminum drip edge on all edges and anchor to the nailer.
  - 8 Install T.P.O. edge tape over metal edge.
  - 9 All terminations to be anchored above the roof line
  - 10 All penetrations through the roof are to be fitted with either G.A.F. factory accessories or custom fit factory approved T.P.O. terminations
- This work is to be done on the section of roof that is "Modified Rolled Roofing". None of the sections done in TPO are included.*

**TOTAL FOR ABOVE WORK \$ 6,000.00**

NEIGHBORHOOD ROOFING IS A REGISTERED GAF MASTER COMMERCIAL CONTRACTOR AND IS AUTHORIZED TO OFFER GAF MATERIAL ONLY SYSTEM PLEDGE, OR DIAMOND PLEDGE EXTENDED WARRANTIES ON QUALIFYING RESIDENTIAL AND COMMERCIAL PROPERTIES.

Additional Work	INITIAL TO ACCEPT
This work does NOT include a GAF factory warranty.	

**All agreements must be secured by a 1/3 deposit** DUE TO RISING MATERIAL COSTS PROPOSAL MAY WITHDRAWN IF NOT ACCEPTED WITHIN 10 BUSINESS DAYS. This deposit is used to secure materials and is non-refundable once the job's start date is agreed upon. The balance is due immediately upon substantial completion of the work. Unpaid balances are subject to an 48% annual fee.

ROOFING SYSTEM = \$	
SUBTTOTAL = \$	
DEPOSIT = \$	<i>2000</i>
OTHER = \$	
<b>TOTAL DUE UPON COMPLETION = \$</b>	

Please mail signed contract and deposit check to:  
 Neighborhood Roofing, Inc. 2601 Brassow Rd., Saline, MI. 48176

RESPECTFULLY SUBMITTED BY: \_\_\_\_\_ DATE \_\_\_\_\_

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED:

OWNERS SIGNATURE: \_\_\_\_\_ DATE \_\_\_\_\_  
 OWNER'S SIGNATURE: \_\_\_\_\_ DATE \_\_\_\_\_

**2016**  
**Historic District Commission**  
**Annual Election of Officers**

**NOMINATION FORM**

Please check those Commissioners whose names  
you wish to appear on the election Ballot  
(include both Chair and Vice Chair)

	CHAIR	VICE CHAIR
Lindsay, Erika	[    ]	[    ]
Pettit, Alex	[    ]	[    ]
Prebys, Hank	[    ]	[    ]
Rupert, Ron	[    ]	[    ]
Schmiedeke, Jane	[    ]	[    ]
Stevenson, Anne	[    ]	[    ]

Please return completed nomination forms to Staff by the end of the February 9<sup>th</sup> meeting.

**CITY OF YPSILANTI**  
**HISTORIC DISTRICT COMMISSION**  
**MINUTES OF JANUARY 26, 2016**

**CALL TO ORDER AND ROLL CALL**

Anne Stevenson                      Chair    7:00 PM

Meeting Location:                      Council Chambers, City Hall

Commissioners Present:                Hank Prebys, Anne Stevenson, Michael Condon, Erika Lindsay, Ron Rupert, Alex Pettit

Commissioners Absent:                Jane Schmiedeke

Staff Present:                            Haley McAlpine, HDC Assistant

**APPROVAL OF AGENDA**

Motion:                      Prebys (second: Pettit) moves to approve the agenda as amended to include 14 S Washington as a study item.

Approval:                      Unanimous. Motion carries.

**PUBLIC COMMENT ON AGENDA ITEMS** - none

**PUBLIC HEARING-** none

**OLD BUSINESS**

**315 Washtenaw Ave.**

*\*Amended application for installation of roof vents.*

Applicant:                      Azar Sadeghi, on behalf of Karl Staffeld (owner)—present

Discussion:                      Stevenson: States that the Commission had previously seen the application and that now Mr. Roof has come back to say that they cannot install ridge venting as previously discussed and instead wants to install eight can vents along the roof.

Sadeghi: States that they spoke with Mr. Roof and that the existing vents are low profile vents, not ridge vents. States that installing the ridge venting will be at least a \$3,000 cost. \*Applicant reads statement from Mr. Staffeld and Mr. Roof stating: that the ridge venting would not operate properly due to the crown molding that extends from the trim to the underside of the roof, which would interfere with the drip edge venting; that if ridge venting were installed it would require the installation of soffit vents from the exterior of the house, which would be an additional cost; that the ridge

venting would change the appearance of the roof; that standard box vents do not require lower roof venting to operate; that other roofs within the historic district have box venting; and that the location of the vents on the east pitch of the roof would be difficult to see from Washtenaw Ave.\*

Stevenson: Affirms that it would not be visible when driving on Washtenaw, but they are also concerned with pedestrian traffic. States that can vents can be eye-sores.

Condon: States that he is not clear about the argument against ridge venting and that he doesn't understand how the crown molding would impact the ridge vent.

Rupret: States that it appears that there is enough room to install soffit vents.

Condon: States that at the last meeting the applicant states that he would be installing surface mounted vents at the gutter that go underneath the shingles. If those are the intake, then the exhaust would be the ridge. States that they would not need soffit vents.

Rupert: States that the crown is at the gable.

Stevenson: \*Reads from HDC Meeting Minutes from January 12, 2016\* States that Mr. Staffeld originally stated that "they use an edge vent system, so that they are installed on the bottom edge of the bottom row of shingles and then shingles over it."

Condon: States that if the intake is the edge vent, the exhaust is either the can or the ridge. States that install soffit vents on a two story house is a lot of work, so he understands why it would be expensive. States that if they are already installing the edge vent, that would meet the need for an intake vent. States that there may be another reason Mr. Roof could not install the ridge vent.

Pettit: States that it could be that the ridge venting isn't working the way they expected it to.

Condon: States that he would not be opposed to can vents as long as they don't face the street. States that they would be difficult to see from the street.

Sadeghi: States that Mr. Staffeld gave her a packet for the Commissioners. \*Gives packet of supplemental materials for the Commission\* States that the house has existing box vents. States that the additional cost of installing the soffit vents is a hardship.

Stevenson: States that if he is installing edge venting, as discussed at the previous meeting, he would not have to install soffit venting.

Lindsay: States that the house in the packet with can vents may not have had room to install soffit vents. There may not have been another option for that house.

Rupert: States that the ridge vent and the edge vent are sufficient for causing a draft under the shingles, and that can vents would not be necessary. The soffit vents would not be necessary either.

Condon: States that they don't understand why adding a ridge vent requires the installation of soffit vents if there is an edge vent system.

Stevenson: States that Mr. Staffeld should come in so that they can clarify. States that he had originally stated he was using an edge vent system, and if that is the case there would be no need to add soffits.

Pettit: States that the next meeting will be held on February 9.

Motion: Rupert (second: Prebys) moves to table the application pending further information.

Approval: Unanimous. Motion carries.

## **NEW BUSINESS**

### **228 W Michigan Ave.**

*\*Application is for change of sign text.*

Applicant: Alex Chinchilla, on behalf of Manuel de Paz, owner (present)

Discussion: Rupert: Asks about the plan for the large Coca-Cola sign above the other sign.

Chinchilla: States that he believes they want to keep the sign, but they will remove the "Wolverine" name. States that the sign has been there for many years and they don't want to remove it.

Prebys: Asks if the colors in the photo submitted are the colors they plan to use. States that the lettering is hard to read.

Chinchilla: Affirms that those are the color choices. States that it is easier to read in person. States the sign will be new, that the existing sign is a sticker that they will peel off.

Prebys: Asks if there will be a new piece of plywood.

Chinchilla: States that it will be new, that the existing is not in great shape.

Prebys: States that the new plywood would need a frame of some sort.

Chinchilla: States that they have used a clear coating on the edge.

Rupert: States that they would need to use some sort of a metal or plastic band around it to keep the water out.

Chinchilla: States that the existing sign has a metal band around it, sort of like a drip edge. States that the new sign will go under the drip edge.

Prebys: States that if water gets in, the plywood would start separating.

Stevenson: States that she agrees with Commissioner Prebys about the color choices, states that the lettering is difficult to see.

Chinchilla: States that he thought he was unable to change the color in the background.

Commissioners: State that this is not the case.

Lindsay: Asks about a lighting plan.

Applicant: States that he is unsure about the plan for lighting.

Motion: Prebys (second: Condon) moves to approve the application for the installation of a sign at 228 W Michigan Ave. The sign will match the right-hand side, the ivory, with red and green lettering. The sign will be the same size as the sign board that currently exists.

Secretary of the Interior Standard: #10—New work shall be removable.

Approval: Unanimous. Motion carries.

**306 E Cross St.**

*\*Application is for installation of new doors, storm windows and doors, gutter replacement, and paint.*

Applicant: Michael Condon, contract (not present, recused from the room)

Discussion: \*Commissioner Condon recuses himself from the room for the duration of the discussion on 306 E Cross\*

Stevenson: States that there are a variety of items on the application. States that they plan to replace the front door with a storm door, and a painted wood door to match with the exception of a mail slot. States that she does not have a problem with that. States that they want to replace the bulkhead door \*shows spec sheet\* states that she doesn't have a problem with that either. States that they want to install 4 storm wooden windows to the front of the house, however, they do not have a spec sheet for the windows or photos of the existing windows. States that the applicant provided paint chips for the exterior painting, however, they don't include photos of the garage doors they plan to install.

Prebys: States that the garage doors are already installed.

Stevenson: States that they would still want to see photos of the new garage doors. States that they may have to table the application pending more information, like spec sheets on the windows.

Motion: Stevenson (second: Prebys) moves to table the application for 306 E Cross pending more information on the garage door, the condition of the windows, spec sheets for the aluminum storm windows, spec sheets for the wooden storm windows, and more information on existing gutters and plan for color of new gutters and placement of downspouts.

Approval: Unanimous. Motion carries.

### **124 Pearl St.**

*\*Application is for installation of an emergency generator.*

Applicant: Bob Smith, contractor (not present)

Discussion: Prebys: States that he does not see a problem with it.

Motion: Prebys (second: Rupert) moves for approval of the application for the installation of a generator at the roof of 124 Pearl St. It is a natural gas powered generator to service an existing T-Mobile cellular installation. The generator will be located on the existing platform on the rooftop and will replace the existing radio cabinet which will be removed.

Secretary of Interior Standard: #10—New work shall be removable.

Approval: Unanimous. Motion carries.

### **STUDY ITEMS**

14 S Washington--Thrift Store

*\*Applicant is here to discuss proposed mural project.*

Applicant: Jeff Bush and Lynne Settles

Discussion: Mr. Bush states that they are planning to use a foam and aluminum board for the canvas as opposed to ply wood. Ms. Settles discusses the subject of the mural with the Commission. They state that the students would like to use Women of Ypsilanti as their subject. States that they will be consulting with local historian, Matt Siegfried, to check the sketches for historical accuracy. States that the students will each paint a piece of the mural and then the pieces will be assembled to make the full mural. States that there are roughly 20 students involved in the project. States that she would like to bring some students to the meeting so they can be involved in the process.

Prebys: States that they would like to see the finalized design before they begin the mural.

Stevenson: States that when they do return as an Action Item that it would be best if they could bring as much information as possible (photos, etc.).

## **ADMINISTRATIVE APPROVALS**

### **35 Photo St.**

*\*Application for the installation of new roofing and vents.*

Applicant: Mr. Roof, contractor

Discussion: Stevenson: States that the installation of the can vents may be a problem.

Prebys: States that ridge venting may not have been possible with the bungalow style roof.

Lindsay: This installation is being used to set precedent about can vents.

Stevenson: States that is not the same situation, as this is a bungalow and the ridge venting system may not have been possible on this roof.

Lindsay: States that they have seen another property recently with a similar situation where ridge venting was not possible. States that they allowed the can vents in that instance.

Motion: Rupert (second: Prebys) approves the administrative approval for 35 Photo St.

Approval: Unanimous. Motion carries.

## **OTHER BUSINESS**

### **Approval of the 2015 Annual Report**

Motion: Rupert (second: Pettit) moves to approve the report as amended to include the Starkweather update.

Approval: Unanimous. Motion carries.

## **AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS –none**

## **HOUSEKEEPING BUSINESS**

### **Approval of the minutes of January 12, 2016**

Motion: Prebys (second: Rupert) moves to approve the minutes as amended to correct "NDO" to "MDO."

Approval: Unanimous. Motion carries.

**Approval of the minutes of January 19, 2016**

Motion: Rupert (second:Prebys ) moves to approve the minutes.  
Approval: Unanimous. Motion carries.

**ADJOURNMENT**

Motion: Prebys (second: Pettit) moves to adjourn.  
Approval: Unanimous. Motion carries.

**MEETING ADJOURNED AT 8:22 pm**

DRAFT