CITY OF YPSILANTI
Historic District Commission
Regular Meeting Agenda

Tuesday, August 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
Mike Davis	P	A

II. APPROVAL OF AGENDA
III. PUBLIC COMMENTS ON AGENDA ITEMS
IV. PUBLIC HEARING – None

V. BUSINESS SESSION

A. OLD BUSINESS
B. NEW BUSINESS
   1. 215 N Adams St. — Reroof
   2. 111 Maple St. — Demolition of garage
   3. 314 E Cross St. — Chimney removal
   4. 47 N Huron St. — Masonry work
   5. 307 N Hamilton St. — Sign installation
C. STUDY ITEMS
D. ADMINISTRATIVE APPROVALS—none
E. OTHER BUSINESS
   6. Michigan Places Matter/This Place Matters Photo Update
   7. HDC Policy Review
   8. Property Monitoring

VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS
VII. HOUSEKEEPING BUSINESS

Approval of the minutes of July 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.

HDC Work Permit Staff Review

Property address: 215 N Adams

Date of Review: 8/4/16

Date of Meeting: 8/9/16

Proposed work: Reroof of garage and house

Materials: GAF architectural shingles in color Hickory; standard K-style gutters

Staff review:

1. Staff spoke with applicant to gather more information about proposed work. The new shingles are to be GAF Architectural Shingles in color Hickory (brown). The drip edge and flashings are to be brown. Applicant plans on using ridge venting.
2. New gutters are to be standard K-style gutters. Commission may want to inquire about color. Applicant stated that the downspout locations will not change. Staff informed the applicant that any gutter straps must be attached beneath the shingles.
3. Staff photographed the property on 8/4/16.
4. Before proceeding with work, applicant must seek the appropriate building department permits.

Relevant Secretary of the Interior's Standards:
#2, #5, #9, #10

Suggested items to include in a motion to approve:
Work to include the removal of the existing shingles on the house and garage and replacement with GAF architectural shingles in color Hickory. Drip edge and flashings to be brown. Ridge venting is to be installed. Also, replacement of the existing gutters with standard K-style gutters. All gutter straps to be attached beneath the shingles. Downspout locations are not to change.

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.

Roc 20858

#1

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
Contributing?

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 prior to the meeting.

INCOMPLETE APPLICATIONS WILL BE REJECTED

Property

Address
215 North Adams

Applicant

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

Name		
Doctors Construction, Inc		
Address		
3031 Packard		
Ann Arbor		
City	State	Zip
	Mi	48108
Phone / Fax	E-Mail	
734-761-9443		

Contractor

Contractor Name & Contact Info

Type of work

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

Complete Description of Proposed Work:

Remove Roof shingles and gutters on house and ~~porch~~ Garage and replace

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

Permit Application Fee (action items only)

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

Construction Cost:	Permit fee:
$6,975.00	$35 + _____ = 40.00

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.

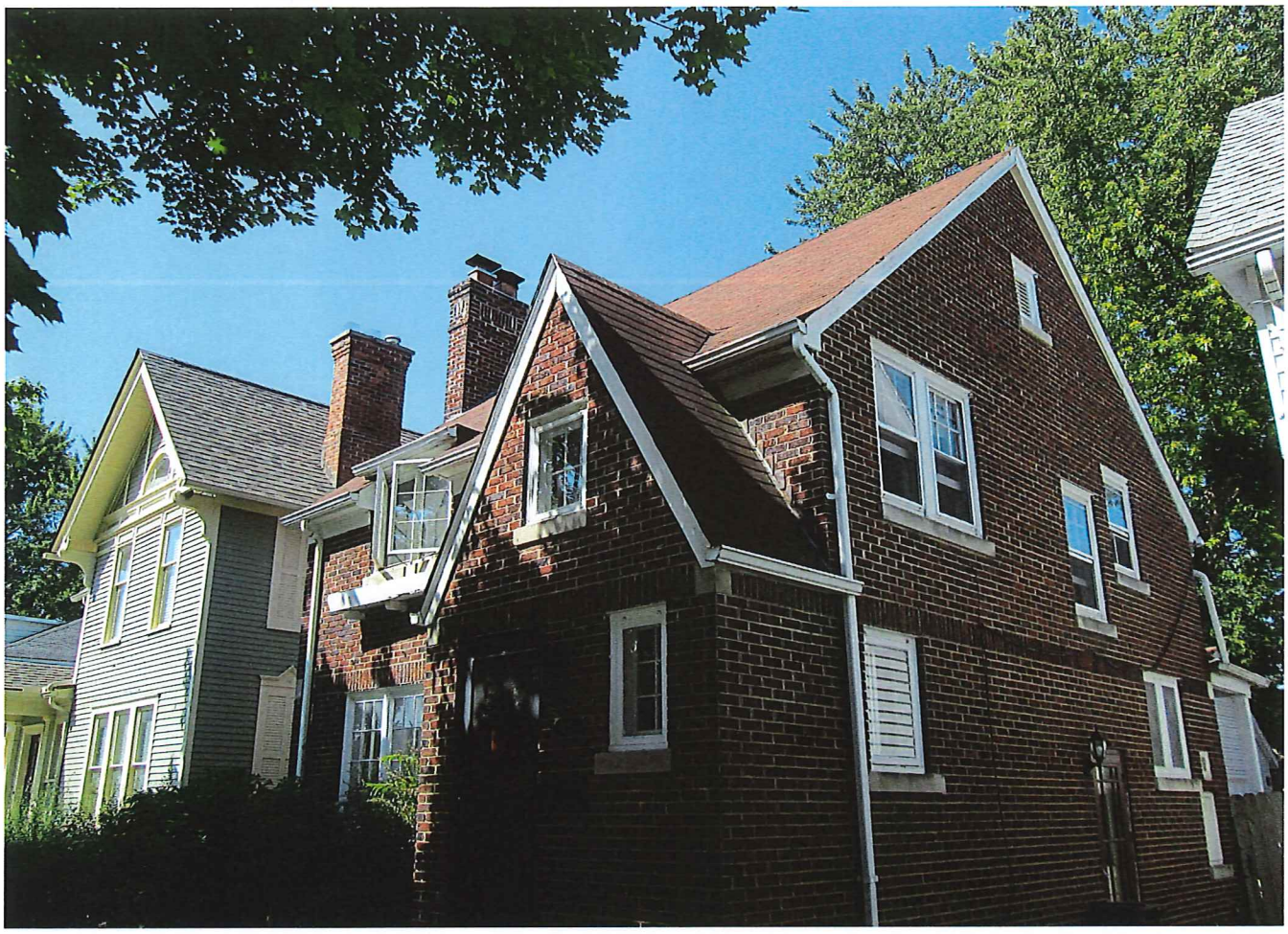
I further affirm that this property has, or will have before the proposed work is completed, a fire alarm system or smoke alarm complying with the Stille-DeRossett-Hale single-state construction code, PA 230 of 1972, as amended.

Signature:	Date: 7-27-16
Print Name: Jaime Sadosa	

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

All other necessary Building Permits must be acquired before beginning work.

215 N ADAMS



HDC Work Permit Staff Review

Property address: 111 Maple St

Date of Review: 8/2/16

Date of Meeting: 8/9/16

Proposed work: demolition of a garage

Materials: N/A

Staff review:

1. Application is for the demo of a garage structure towards the rear of the property.
2. Applicant has justified the demolition, stating that it is a safety hazard. Applicant has provided photos as proof of the poor structural condition of the garage.
3. Applicant has also provided a site plan showing the existing structures on the property and the proposed new garage.
4. Before proceeding with work, applicant must seek the appropriate building department permits.

Relevant Secretary of the Interior's Standards:
N/A

Suggested items to include in a motion to approve:
N/A

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. 20867

#2

RECEIVED
AUG 01 2016
CITY OF YPSILANTI
BUILDING DEPARTMENT

City of Ypsilanti
Pride. Diversity. Heritage.

Ypsilanti Historic District

Demolition Permit Application

Date Filed _____ for HDC meeting date _____

Property Address 111 MAPLE ST

Applicant: Name DONALD R. URE

Address SAME

City YPSILANTI State MI Zip Code 48198

Phone 734.235.6707 Fax _____

Email DURE@AOL.COM

If applicant is not owner:

Owner's name _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Fax _____

Signature of Owner _____

Who will perform the work?

Contractor's name BEAL CONSTRUCTION SERVICES 734.662

Address and phone 221 FELCH ST, STE. 11, AA, MI 48103 6133 x114

Cost of proposed work _____ **Permit Application Fee** 35.00

The permit fee is $30 plus $5 for each (or any portion of) $3000 of construction cost and is due with the application. An additional administrative fee of $50 applies to HDC work started without the issuance of applicable permits.

To complete this application:

1. Fill in all necessary information on both sides of this application
2. The following additional items must be submitted with the application in order for an application to be considered complete:
   - Information sufficient to justify the grounds upon which the applicant has chosen to base the application.
   - Written evidence that alternatives to demolition or moving have been evaluated (including, but not limited to rehabilitation, sale, adaptive reuse) and both architectural and financial data to support a conclusion that demolition is the only feasible option. The evidence shall show that the property was offered for sale, the price asked, the period of time during which the property was offered for sale, and how it was advertised.
   - Written evidence of advice sought by applicant from a professional experienced in historic preservation work.
   - It is the applicant's burden to show that the application complies with the Guidelines. If the application does not meet the burden, the application shall be denied.

Incomplete Applications will not be considered

Date filed _____ for meeting date _____

Property Address 111 MAPLE ST

Applicant DONALD E. URE

Grounds upon Which an Application May be Based

Please check appropriate box and provide as many as possible of the materials listed under each of the grounds in the "Guidelines for the Consideration of Applications for the Demolition or Moving of Structures within the Ypsilanti Historic District" which is attached to this form.

- [x] The structure constitutes a hazard to the safety of the public or the occupants
- [x] The structure is a deterrent to a major improvement program that will be of substantial benefit to the community, and the applicant proposing the work has obtained all necessary planning and zoning approvals, financing and environmental clearances.
- [ ] Retaining the structure will cause undue financial hardship (as defined on p.10 of the Guidelines) to the owner when a governmental action, an act of God, or other event beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at it's fair market value, or moving the resource to a vacant site within the historic district, have been attempted and exhausted by the owner.
- [ ] Retaining the structure is not in the interest of the majority of the community.

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.

My Signature _____ Date 8.1.16

For additional information visit our website www.cityofypsilanti.com, or contact the City of Ypsilanti Planning and Development Department, 734.483.9646.

IT IS A DETACHED GARAGE THAT I WOULD LIKE TO DEMOLISH. ONCE DEMOLISHED THEN I COULD REBUILD EXACTLY AS IT WAS.

111 MAPLE ST

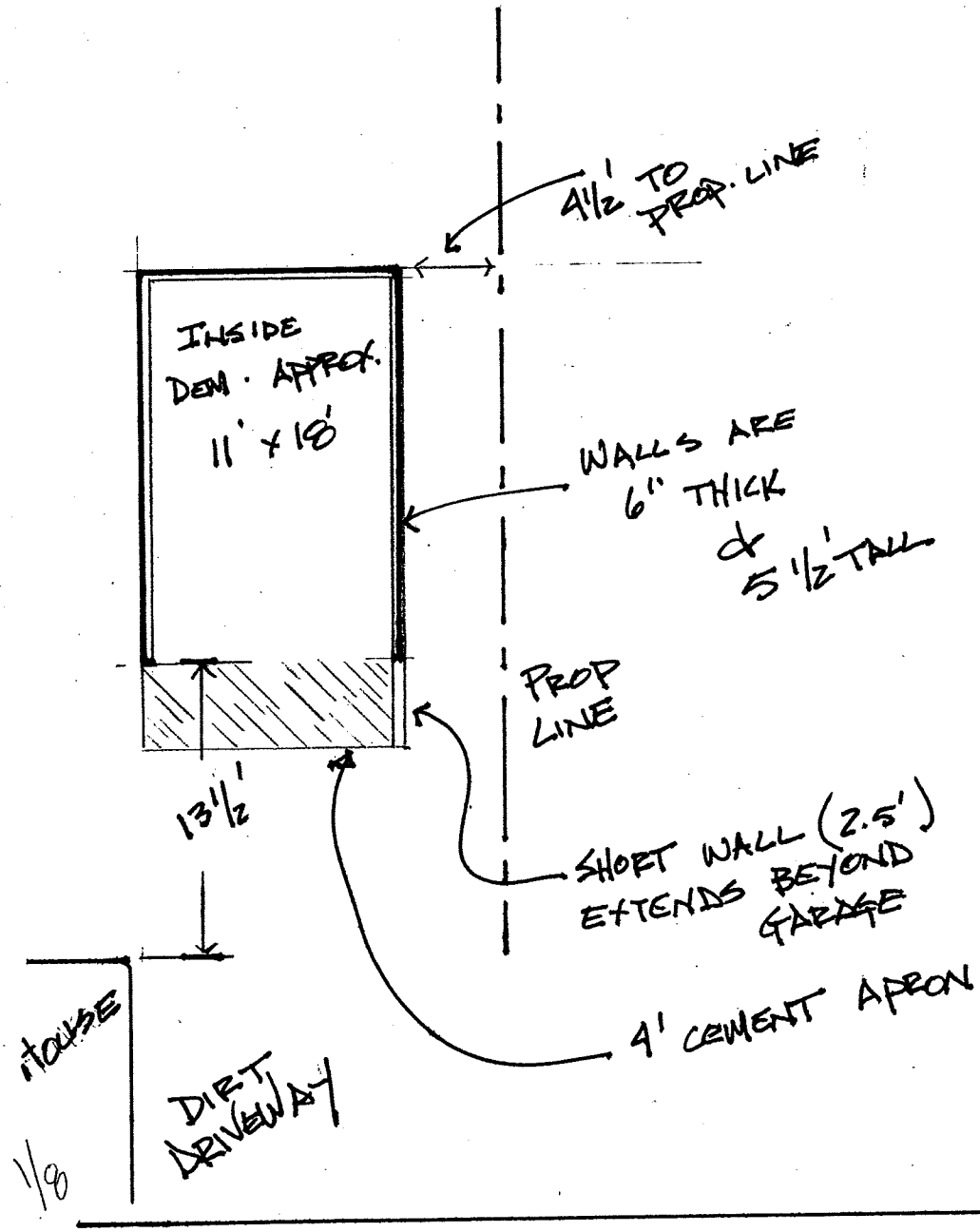
111 MAPLE ST

SCALE 1/8"

111 MAPLE ST
48198

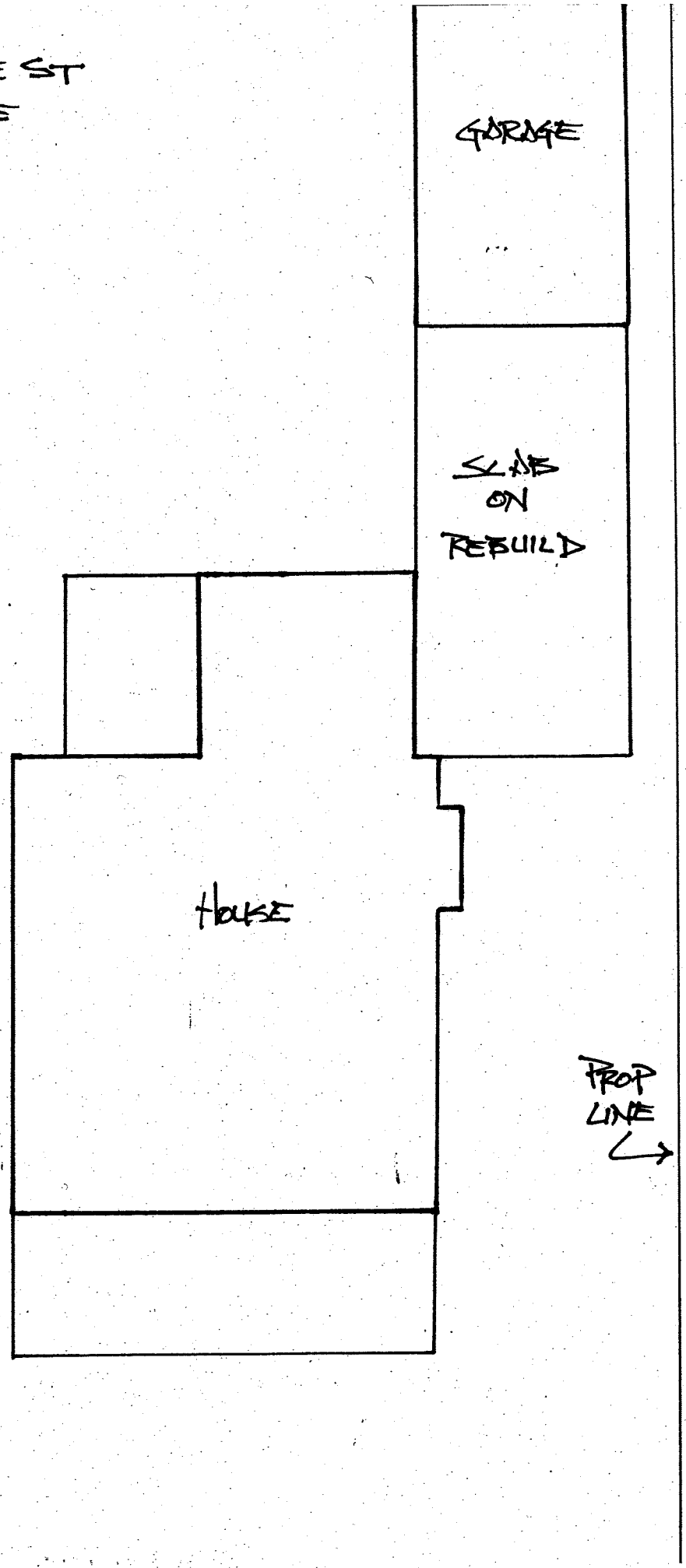
DON URE

GARAGE DEMOLITION
&
REBUILD



8.4.2016

111 MAPLE ST
DON URE



HDC Work Permit Staff Review

Property address: 314 E Cross St.

Date of Review: 8/4/16

Date of Meeting: 8/9/16

Proposed work: Removal of nonfunctional chimney; patching of roof area

Materials: shingles to match existing

Staff review:

1. Staff took additional photos of the property on August 4.
2. Staff suggested that the applicant have the name and color of proposed shingles ready by the meeting.
3. Before proceeding with work, applicant must seek the appropriate building department permits.

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

Suggested items to include in a motion to approve:
Work to include the removal of the existing, non-functional chimney on the [??] side of the roof. The hole is to be patched and shingled with shingles to match the rest of the roof.

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.

#3 Rec 20870

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AUG 02 2016
CITY OF YPSILANTI
BUILDING DEPARTMENT

Ypsilanti Historic District

Work Permit Application

Date filed 8/2/16 for HDC meeting date 8/9/16

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 314 E. CROSS, YPSILANTI MI

Applicant ☒ Owner ☐ Architect ☐ Contractor

Name MICHAEL OVERDIER

Address 1105 SNYDER AVE

City ANN ARBOR State MI Zip 48103

Phone 734 998-0502 Fax

E-mail MICHAEL.OVERDIER@YAHOO.COM

Owner
(If different than applicant)

Who will perform the work? ☒ Owner ☐ Contractor

Contractor
(Name, address, phone)

Action Items only:
Construction Cost _____ **Permit Application Fee** 35.00
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.

Ypsilanti Historic District Work Permit Application

Date filed 8/2/16 for HDC meeting date 8/9/16

Property Address 314 E. CROSS

Applicant MICHAEL OVERDIER

Description of proposed work *(see sample applications)*

REMOVAL OF NON-FUNCTIONING CHIMNEY IN REAR OF HOUSE.

Materials BASIC ROOF REPAIR - SHINGLES TO MATCH EXISTING.

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. 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.

Signature of Applicant

8/2/16
Date

314 E Cross

314 E CROSS ST.

HDC Work Permit Staff Review

Property address: 47 N Huron St.
Date of Review: 8/2/16
Date of Meeting: 8/9/16
Proposed work: Masonry repairs and detail work

Materials: new brick (to match as closely as possible); mortar mix (1 part Portland cement, 5 parts hydrated lime, 10 parts sand); primer; exterior satin paint

Staff review:

1. Building department staff noticed that the address on the application (41 N Huron St) was not the correct address for the Corner Health Center. The applicant confirmed that it should be 47 N Huron St. Staff made manual changes to the application to change to the correct address.
2. Applicant provided a detailed description of the proposed work. Applicant has also provided the proposed mortar mix. Commission may want to inquire if the optional additional work items are part of the proposed work. Applicant notes that the pedestrian sidewalk will have to be closed while the work is done.
3. Staff photographed the property on 8/4/16.
4. Before proceeding with work, applicant must seek the appropriate building department permits.

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

Suggested items to include in a motion to approve:
Work to include the removal and replacement of up to 250 spalled bricks with the closest available matching brick in a new, hire fire solid (but not extruded). Work also to include re-pointing as necessary using a historic mortar mix (1 part Portland cement, 5 parts hydrated lime, 10 parts sand). Work also to include scraping and cleaning of south wall, and the application of masonry primer and two coats of paint to match the existing paint scheme.

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 20871 #4

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CITY OF YPSILANTI
BUILDING DEPARTMENT

Ypsilanti Historic District

Work Permit Application

Date filed 8/2/2016 for HDC meeting date 8/9/2016

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 ~~41~~ 47 North Huron St.

no bldg permit req'd.

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

E-mail mike@ypsilantirestoration.com

Owner (If different than applicant) The Corner Health Center

Who will perform the work? ☐ Owner ☑ Contractor

Contractor (Name, address, phone) Ypsilanti Restoration L.L.C.

Action Items only:
Construction Cost 16,850 **Permit Application Fee** $60
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.

Ypsilanti Historic District Work Permit Application

Date filed 8/2/2016 for HDC meeting date 8/9/2016

Property Address ~~41~~ 47 North Huron St.

Applicant Ypsilanti Restoration L.L.C.

Description of proposed work *(see sample applications)*

See attachment

Materials

Closest available matching new brick, mortar mix of 1 part Portland cement, 5 parts hydrated lime, 10 parts sand, primer, exterior satin paint.

Colors (Attach color chips or samples)

Body to match existing

Trim

Roof

Accent 1

Accent 2

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.

Signature of Applicant

8/2/2016
Date

~~41~~ 47 North Huron St.

Ypsilanti Restoration L.L.C.

313 Maple
Ypsilanti, MI 48198
office:(734) 485-2653 fax: (734)485-2651

Estimate

Date	Estimate #
8/19/2015	560

Name / Address
The Corner Health Center 47 ~~41~~ N. Huron Ypsilanti MI 48197

Project

47 Description	Qty	Rate	Total
Ypsilanti Restoration proposes to perform masonry repairs and painting detailed below to the south wall of ~~41~~ N. Huron Street. Please note that the sidewalk immediately adjacent to the south side of the building will need to be closed during the work. Provide pedestrian protection and a scissor lift. Install a temporary 4 mil plastic cover to existing artwork installation. Remove and replace up to 250 spalled brick with the closest available matching brick in a new, high fire solid (not extruded) brick. Re-point as needed in repair areas with an appropriate historic mortar mix. Scrape and clean entire south wall. Apply a consolidating masonry primer to any exposed brick or mortar. Apply 2 coats of paint to entire wall to match existing color scheme. Clean work area and remove all debris.		16,850.00	16,850.00
Optional additional work: Remove and reinstall south wall artwork. Storage by others. $1600 Repair parge coating at lower 3' of wall, up to 40 square feet. $800 Replace additional individual brick in independent locations $28 each Replace brick in locations where more than 10 are within the same opening, $18 each		0.00	0.00

Thank you for your business.

Total $16,850.00

47 N HURON

HDC Work Permit Staff Review

Property address: 307 N Hamilton St

Date of Review: 8/2/16

Date of Meeting: 8/9/16

Proposed work: Installation of property management sign

Materials: (see provided sample at meeting)

Staff review:

1. Applicant provided sketch of proposed sign and mock-ups of the small attachable signs that will be used temporarily during renting season.
2. Applicant provided physical sample of sign material that will be passed around at the meeting.
3. Applicant has also provided an example of a similar rental company sign on the same street.
4. Before proceeding with work, applicant must seek the appropriate building department permits.

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

Suggested items to include in a motion to approve:
Work to include the installation of one, 36" wide 24" tall property management sign on the front elevation of the property. Sign is to have removable smaller signs that can attach through pre-drilled holes at the bottom of the main sign.

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 20872 #5

RECEIVED
AUG 02 2016
CITY OF YPSILANTI
BUILDING DEPARTMENT

City of Ypsilanti
Historic District Commission
Work Permit Application

One South Huron • Ypsilanti, MI 48197
Phone: (734) 483-9646 • Fax: (734) 483-7260
www.cityofypsilanti.com

OFFICE USE ONLY
Date Filed:

Meeting Date:

Action Item/Study Item

To complete this application:

1. Complete this form.
2. Attach the following documents:
   a. Photo(s) showing all locations where work is proposed (can be emailed).
   b. Catalog cut sheets or similar details for windows, doors, light fixtures, and any other manufactured or preassembled components—this includes information from catalogues, professional quotes, or websites (can be emailed).
   c. Dimensioned drawings of any new construction or modifications to existing structures, including awnings and signs.
   d. A sketch plan, if proposal is for work on the grounds and not just the main structure (e.g., installing a new driveway, fence, or shed). This can be drawn on a scaled copy of a mortgage survey.
3. Applications and materials must be received by the Building Department **no later** than 4pm on the Tuesday prior to the meeting.

INCOMPLETE APPLICATIONS WILL BE REJECTED

Property

Address: 307 North Hamilton Street

Applicant

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

Name: Barry Levin 307 North Hamilton LLC

Address: 3220 Lockridge St.

City: Ann Arbor | State: MI | Zip: 48108

Phone / Fax: Phone 734-531-8850 Fax 734-925-6269

E-Mail: S3BProperties@gmail.com

Contractor

Contractor Name & Contact Info: None

Type of work

- ☐ Roofing
- ☐ Window/Door Replacement
- ☐ Porches
- ☑ Sign
- ☐ Fence (or other sitework)
- ☐ Other

Complete Description of Proposed Work:

Installation of property management sign to front elevation of the house. Sign will be attached with screws and will be completely removable.

The smaller individual signs are not attached to the house or any other element permanently. They are temporarily attached to the larger sign with clips through predrilled holes. The smaller signs will only be displayed as necessary during leasing season.

See attached sketches for location of sign.

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

All signs have a white background and black writing/graphics. See sample that is attached.

Permit Application Fee (action items only)

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

Construction Cost:	Permit fee:
$300.00	$35 + 0 = $35.00

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: 8/2/16
Print Name: Barry Levin	

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

All other necessary Building Permits must be acquired before beginning work.

SB

S3B PROPERTIES LLC

734-531-8850

36" wide x 24" Tall

AVAILABLE

FOR FALL

2 BEDROOM

1 BEDROOM

2BR LOFT

NOW

Each mini hanging sign is 6" Tall x 24" wide and predrilled with holes to hang by clips from the main sign.

307
SB
S3B Properties
734-531-8850
307
Optional alternative location
Main Sign Desired location.
Temporary hanging signs
307 North Hamilton St.

BARNES
&
BARNES
303
Similar
Sign on
property
on same
block as
Subject
Property

THIS PLACE MATTERS

MICHIGAN PLACES MATTER

HDC Policy Document—Discussion Item for August 9, 2016

Current Administrative Approvals for Minor Work:

Minor Work Includes:

Flat Roofing, ONLY if:	It is being installed without the use of heat or fire. The use of TORCHES to apply membrane roofing is PROHIBITED.
Painting, ONLY if:	No color change is proposed.
Porch Decking, ONLY if:	No other porch members are involved. Material proposed for decking is vertical grain, tongue-in-grove fir.
Residential Reroofing, ONLY if:	No color change is proposed. No shingle style change is proposed. Proposed work does NOT include any work on soffits, fascia, trim, or gutters. Roof vents must be ridge type vents whenever possible. If the building official determines that ridge venting is not possible, any vents installed must not be visible from any street and must have a flat profile. All roof work must meet the requirements state in the Roof Work Fact Sheet.

Other Policies:

Openings, infill of:

"Occasionally, for whatever reason, a door or window is no longer needed. It is appropriate in such cases to retain the feature in its original form, complete with framing and trim. (SOIS #2 and #5).

Doors may be secured in place. If there is a glass in the door, a black panel may be installed behind the glass to block the view of the interior.

Windows may have a black panel installed behind the glass to block the view of the interior or may have wood shutters installed over the glass on the exterior. Shutters must be sized and installed as though operable. These measures allow interior arrangements to be made as desired while preserving the original exterior features.

In cases where it is necessary to remove a door or window entirely, the material used to infill the opening shall be recessed no less than one inch from the plane of the exterior wall surface. 'Toothing in' of masonry units shall not be allowed."

Power Washing:
Perhaps this policy could include HDC prohibiting sandblasting as well.

> "The Ypsilanti HDC does not allow power washing of any building material due to the severe damage it can cause even to granite and hard-fired brick.
>
> Cleaning of masonry may be done chemically or with water from a garden hose.
>
> Cleaning or paint stripping of wood surfaces may be done chemically, by sanding, or with water from a garden hose.
>
> The National Park Service Preservation Brief on Cleaning may be found at nps.gov"

Gutter Replacement:
"All straps used to attach gutters MUST be placed under the roofing material."

Vinyl:
The Ypsi HDC passed a resolution on March 11, 2014. This resolution specifically calls out vinly-clad replacement windows. Perhaps we should policy in place for vinyl replacement windows.

> Sample Policy:
> "As a general policy, the Ypsilanti HDC will not allow the installation of vinyl replacement windows within the Historic District boundaries. All window replacement applications, however, will be considered on a case-by-case basis. If a situation should arise where the HDC finds vinyl replacement windows suitable, they may allow it."

CITY OF YPSILANTI

HISTORIC DISTRICT COMMISSION

MINUTES OF July 26, 2016

CALL TO ORDER AND ROLL CALL

Anne Stevenson	Chair 7:00 PM
Meeting Location:	Council Chambers, 1 S Huron St.
Commissioners Present:	Anne Stevenson, Hank Prebys, Alex Pettit, Ron Rupert, Jane Schmiedeke, Erika Lindsay
Commissioners Absent:	none
Staff Present:	Haley McAlpine, HDC Assistant

APPROVAL OF AGENDA

Motion: Prebys (second: Schmiedeke) moves to approve the agenda as amended to add 46 N Huron as a Study Item.

Approval: Unanimous. Motion carries.

PUBLIC COMMENT ON AGENDA ITEMS - none

PUBLIC HEARING—none

OLD BUSINESS—none

NEW BUSINESS

310 E Cross St.

**Application is for reroofing of the garage.*

Applicant: Neighborhood Roofing, contractor—not present

Discussion: Prebys: States that he didn't see a problem with it.

Motion: Prebys (second: Pettit) moves approval for the application for 310 E Cross for reroofing of the garage with Certainteed Landmark dimensional shingles in Cottage Red, with dormer apron flashings to be red to match as close as possible to match the shingles. The drip edge is to be white and ridge venting is to be used.

Secretary of the Interior Standards:

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

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Approval: Unanimous. Motion carries.

410 N Huron St.
**Application is for painting of the entire house and the replacement of an existing gravel driveway with poured concrete.*

Applicant: Noah and Kimberly Mass, owners—present

Discussion: Stevenson: States that the application is for painting of the property. Asks the Commissioners for questions.

Prebys: States that he has no questions. States that the application is also for the driveway.

Stevenson: Asks if, since there are no questions, someone would like to make a motion.

Mass: States that there was a question from one contractor asking if they can use a low pressure wash.

Schmiedeke: States that they will not allow it.

Stevenson: States that they can use things like a garden hose and scrub brush.

Prebys: States that this is to protect the house, states that anything stronger may do damage to some of the material and may penetrate and absorb into the wood. States that when the paint goes on, they will have problems with maintenance.

Mass: States that when they were in as a study item they had mentioned something about the whitening agent added to the concrete. Asks if they have any additional information.

Prebys: States that it is a waterproofing agent they spray on top of the concrete.

Rupert: States that they usually do it in the winter.

Pettit: States that he is unsure of when they would use it, but it makes such a stark contrast.

Schmiedeke: States that they would prefer that they not use it.

Mass: Asks if they can have some ideas of who to talk to about the specifications.

Prebys: Suggests talking to his contractor.

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Motion: Prebys (second: Schmiedeke) moves approval of the application for 410 N Huron to include painting of the house as demonstrated in the attached material. The body to be Sherwin Williams color Dutch Tile (SW0031), trim to be Extra White (SW7006), accent to be Plum Brown (SW6272), and accent number two, Needlepoint Navy (SW0032), and Polished Mahogany (SW 2838) used mostly for stairs. All colors are to be Sherwin Williams. The concrete driveway is to be as illustrated in the submitted site plan, to approximate the gravel drive in size and shape, and is to be concrete with wire mesh reinforcement. No power washing is to be done when painting the house.

Secretary of the Interior Standards:

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

#10. New work shall be removable.

Approval: Unanimous. Motion carries.

303 N Hamilton St.

**Application is for replacement of porch spindles and lattice.*

Applicant: Bob Barnes, owner—not present

Discussion: Stevenson: States that they have the application for the porch that was done without a permit.

Prebys: Asks if the applicant was contacted to let them know that they had changed their mind about the composite decking.

Stevenson: States that staff encouraged them to come to the meeting but staff did not tell them that they had changed their mind about approving it. States that the applicant is not present.

Prebys: States that they left them with the impression that they would approve it.

Stevenson: States that this is correct, but that she does not feel badly that they will not approve it.

Pettit: States that it is up to everyone voting. States that maybe not all of them were there last time.

Lindsay: States that they had a conversation and had a minute to think about that. States that they had a follow up conversation which is well documented in the notes and that many of them had changed their minds.

Schmiedeke: Asks if anyone noticed that he is proposing 2x2 instead of turned spindles.

Prebys: States that it matches the top and that is what they asked for.

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Schmiedeke: Asks if those are 2x2.

Stevenson: States that they are definitely flat and not turned.

Schmiedeke: States that she doesn't see how you could tell from the picture.

Rupert: States that they are turned at the fret work at the top. States that he has been there.

Schmiedeke: States that they are square.

Rupert: States that there is some detail there.

Motion: Prebys (second: Pettit) moves denial of the application for 303 N Hamilton because of the previously installed Azek tongue-in-grove composite decking because the previously installed Azek tongue-in-grove decking is not appropriate material and texture for the 19th century building.

Approval: Unanimous. Motion carries.

13 N Washington St.
**Application is for the installation of a balcony and door at the rear elevation and for a change in the previously approved paint scheme.*

Applicant: Tresna Taylor, architect, and John Newman—present

Discussion: Stevenson: Asks the applicant to walk them through the proposal.

Taylor: States that they have come before the HDC with this property before in the past. States that there have been some changes with the colors. *shows the first page* States that the storefront design is the same but that they changed the colors. *shows samples* States that the aluminum storefront will be the Patina Green color with the part by the entrance being a light color, the anodized aluminum. States that the major requests regard the back of the building. States that the most notable thing is the back balcony. States that there is an outrigger beam that they used as a hoist at some point. States that there was an opening in the brick at some point. States that they want to extend that beam to carry the new balcony essentially. States that they will be opening up the doorway that had been infilled. States that it is a small deck but that it will provide a great amenity for the office space. States that the paint color has changed and that she has brought color samples. States that the awning and painting had been previously approved but that they are just shifting colors.

Prebys: States that the signage is changing.

Taylor: States that the signage is still under development and that they will come back with another application. States that they are proposing the

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painted graphics on the brick in the green color, but not any other signage at the moment.

Stevenson: Asks for questions. States that she doesn't have a problem with it. States that she can't find the info on the door in the application.

Taylor: States that it is the Tubelight door, that she provided the specs in the application. States that it is a pretty standard aluminum, storefront door.

Rupert: States that he was looking at the balcony structure for supporting the decking. States that the Treks itself is not very sturdy. Asks what they are using beneath the decking.

Taylor: States that Treks has a system called Elevations beneath the decking. States that it is like a standard residential deck. States that that structure is supported by the hanging structure.

Motion: Pettit (second: Rupert) moves approval of the application for work at 13 N Washington St. to include the addition of a balcony at the second story rear of the building where the existing hoist support beam is currently located, as show in the proposed drawings and design. The balcony dimensions and materials as shown in submitted materials. The balcony is to be a steel structure with an aluminum guardrail and perforated panels, the Hollaender Interna-Rail system. The decking is to be Trex Transcend composite wood decking in color Spiced Rum. Also, work includes the addition of a door at the location of the porch, as specified in the submitted materials. Door to be a Tubelight brand storefront entry door with sidelight in a clear anodized aluminum finish. Work at the rear of the building also includes a Sunbrella canvas awning in color Basil. Work to also include the installation of a storefront entry door at the front façade, it is also to be Tubelight in the clear class anodized finish. The lower panels of the façade are to be in Patina Green as shown in the submitted drawings. The building is to be painted in the colors shown in the submitted drawings, Benjamin Moore colors Trout Gray (2124-20), Deep Silver (2124-30), with a bright green accent, Dark Lime (2027-10). The new balcony door is to be located within the infill area from a previous wall penetration.

Secretary of the Interior Standards:

#2. Do not destroy original character. Do not remove or alter historic material or features.
#3. Do not imitate earlier styles.
#9. Contemporary designs shall be compatible and shall not destroy significant original material.
#10. New work shall be removable.

Approval: Unanimous. Motion carries.

15 W Michigan Ave.
**Application is for reroofing.*

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Applicant: Humdae Wange and Mark Kimsel, —present

Discussion: Stevenson: States that there was open flame being used to adhere the roof and that the building department got involved asking them to cease work. States that had they pulled a building permit, they would have flagged the HDC. States that they don't allow torch down because of fire. States that there have been properties that have been burnt because of this type of process. States that they have to figure out where to go from there. States that the application lists the use of asphalt paper to fix the leaking roof. Asks if this material requires a torch to put it down.

Kimsel: Affirms.

Stevenson: States that if this material has to be adhered with a torch, this material cannot be used. States that there are other alternatives but this is too much of a danger to be used with open flames.

Rupert: Suggests a rubber membrane or a metal roof.

Prebys: Asks if that makes sense to them.

Kimsel: States that he thinks it will.

Prebys: States that within the City there have been examples of major fires, states that in that whole block it could be a disaster.

Kimsel: States that he is pretty sure that what is there now was torched down so he thinks that the owner did it to match what is there already.

Stevenson: States that that may be the case, that sometimes people get lucky and don't burn it down. States that they have to deny this application because they cannot accept this material. States that they want to see him at the next meeting with an alternative material.

Kimsel: Asks when the next meeting is.

Stevenson: States that it is the second and fourth Tuesdays of the month. States that the next meeting is August 9.

The applicant returned after deliberating with the owner.

Kimsel: States that they can apply the same materials with a glue, a cold application. States that if the technique is the only thing standing in the way, he wonders if they could avoid the two week turn around. States that they could use a cement or adhesive.

Stevenson: States that she has no problem with it as long as it is a cold application.

Schmiedeke: States that the torch was not mentioned in the application.

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Pettit: States that it is just the material listed.

Schmiedeke: States that they have already denied it, but that they could make a motion to approve it with the stipulation that no torch be used.

Motion: Rupert (second: Prebys) moves to deny the application at 15 W Michigan Ave because of improper material application.

Rupert (second: Prebys) moves to retract the denial of 15 W Michigan Ave.

Rupert (second: Pettit) moves to approve the installation of asphalt paper for repair of the leaking roof to be attached with an adhesive and not torched.

Secretary of the Interior Standards:
#9. Contemporary designs shall be compatible and shall not destroy significant original material.

Approval: Unanimous. Motion carries.

STUDY ITEMS
46 N Huron St.

Applicant: Alex Monroe

Discussion: The applicant was preset to discuss his plans to remove the enamel paneling from the façade and expose the brick behind it. The applicant wanted to include nickel or aluminum finished panels below the window and have the same color reflected in the awning. The applicant wants to replace some of the windows with safety glass. The HDC liked the prospect of removing the paneling to show the brick. The applicant also asked about placing subtle up-lighting along the cornice. The HDC stated that the applicant may find something other than brick, like limestone, beneath the paneling. The applicant asked about replacement windows, and the HDC suggested he look into sash pack replacements rather than total replacements. The applicant asked about refurbishing the marque sign out front of the building. The HDC suggested looking into the building department requirements for signage. The HDC also suggested that he come up with what he wants it to look like and then come back to them and check with building to see what kind of sign he can do.

ADMINISTRATIVE APPROVALS—none

OTHER BUSINESS

Proposed Ordinance Amendment

Motion: Prebys (second: Pettit) moves that the Historic District Commission recommends approval of the proposed Historic District ordinance amendment to City Council with the finding that this will facilitate future enforcement through the Building Department.

Approval: Unanimous. Motion carries.

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AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS –none

HOUSEKEEPING BUSINESS

Approval of the minutes of July 12, 2016 Special Meeting

Motion: Prebys (second: Rupert) moves to approve the minutes from the July 12, 2016 special meeting with the edit to remove Lindsay's name from being listed as present during this meeting.

Approval: Unanimous. Motion carries.

Approval of the minutes of July 12, 2016

Motion: Rupert (second: Prebys) moves to approve the minutes from July 12, 2016.

Approval: Unanimous. Motion carries.

ADJOURNMENT

Motion: Pettit (second: Prebys) moves to adjourn.

Approval: Unanimous. Motion carries.

MEETING ADJOURNED AT 8:02pm

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