

**CITY OF YPSILANTI  
HISTORIC DISTRICT COMMISSION  
MINUTES of June 7<sup>th</sup>, 2005**

**CALL TO ORDER AND ROLL CALL**

Jane Schmiedeke                      Chair 7:00 PM

Meeting Location:                      City Hall Meeting Room

Commissioners Present:                Jane Schmiedeke, Hank Prebys, Brenda Rigdon, Joe  
Schultz, Ed Penet, Ron Rupert, Christian Overland (late)

Commissioners Absent:                None

Staff Present:                            Karen Wieber, Planner I  
Alexis Reynolds, HDC Assistant

**APPROVAL OF AGENDA**

Additions: None

Motion:     Rupert (second: Penet) moved to approve the agenda.

**PUBLIC COMMENT ON AGENDA ITEMS** - None

**PUBLIC HEARING** - None

**OLD BUSINESS**

**214-216 Maple, Action Item**

Applicant: Clark M. Brown, owner

Application: Install steps and concrete base

Motion:     Prebys (second: Overland) moved to table the application for 214-216 Maple pending receipt of requested further information.

Approval: Unanimous. Action carried.

**302 S. Huron**

Applicant: Preston Plews, owner, Darwin Butcher, DD & K Construction (present)

Application: Rear porch re-build

Discussion: Mr. Butcher explained that the owner wants to replace the framework and the decking because the old foundation is crumbling and wants to attach a wheelchair ramp. Commissioner Schmiedeke asked for a clarification of "enclosing the bottom." Butcher explained that instead of lattice the skirting would be 2x6s attached horizontally to the framework underneath to create a solid wall to prevent animals from getting underneath. He explained that there would be enough ventilation because of the

open stair area. Currently there is deteriorating lattice. Commissioner Prebys asked about "removal of deck." Mr. Butcher stated that the decking would be removed but the roof and columns would remain. The height of the porch would remain the same. Mr. Plews explained that he does not anticipate any major change in appearance. Commissioner Prebys stated his concern with the solid enclosure instead of preserving existing materials. Mr. Butcher explained that some of the enclosure will not be seen due to the wheelchair ramp. Additionally, the porch will be painted to match the house. Commissioner Rigdon presented a plan drafted by Charles Boulard, Building Official, that showed code requirements for railings. Mr. Butcher stated that there would be a pipe handrail that will be 34" off the ramp decking. It would be painted to match the house. Commissioner Rigdon noted that the handrail would need to extend a foot past either end. Mr. Butcher said there would also be a 10" wraparound loop. Rigdon reminded Mr. Butcher that C. Boulard noted that the ramp needs to have a slope of 1:12 maximum and the bottom and top need to have a 5x5 area. Mr. Butcher explained that the ramp would be 19' plus another four feet for the landing. Rigdon also noted that there needs to be a 4" curb that could be done with a bottom rail. Both sets of steps would be rebuilt to replicate the original. Commissioner Rupert suggested using a vertical instead of horizontal paneling as skirting. The panels would be framed and spaced ¾"-1" apart. The commission would accept ½" spacing. Commissioner Schultz noted that the Porch Fact Sheet calls for decking of 1x4 tongue-and-groove fir. It is important for structural integrity and for consistency with the house. Commissioner Rupert stated that Fingerle has the tongue-and-groove in stock.

Motion: Rigdon (second: Rupert) moved to approve the application for 302 S. Huron for work as follows: removing existing porch deck and replacing the structure as needed, with same dimensions as existing, using treated lumber; building a wheelchair ramp as shown in the drawings submitted 6-7-05. Wheelchair ramp to have skirting of vertical 1x6s, framed. Spacing shall be as needed to allow for proper ventilation. Existing stairs will be rebuilt in-kind and will be screened so that to keep animals from under the porch. The decking for the porch and the wheelchair ramp to be 1x4 vertical grain tongue-and-groove fir as called for in the Porch Fact Sheet. The entire construction to be painted to match the house. Pipe rail handrails on either side of ramp are to extend 12 inches past either end of the ramp. They will be black or painted to match the house. The following Secretary of Interior Standards were used in making this decision: #5 – Preserve distinctive features and #10 – New work shall be removable.

Approval: Unanimous. Action carried.

## **620 Norris, Action Item**

Applicant: Louis Smith, Ascent Design PC

Application: Single family home construction

Motion: Penet (second: Overland) moved to table the application for 620 Norris pending receipt of requested further information.

Approval: Unanimous. Action carried.

## NEW BUSINESS

### 209 Pearl, Action Item

Applicant: Kenneth Hays, owner (present)

Application: Install concrete barrier free access

Discussion: Mr. Hays stated that in order to open a new business he needs to provide qualifying handicapped accessibility and that the only feasible location is at the rear west side of the building. The entrance opens into the parking lot. The proposed handicapped entrance has been redesigned with a five foot pad, a ramp going north along the wall, then another five foot pad, then west to the door. There are no rails and the edges are to be sloped so there no curbs would be necessary. Commissioner Rigdon asked if Charles Boulard had approved the ramp without curbs. Mr. Hays stated that the work was approved.

Motion: Prebys (second: Rigdon) moved to approve the application for 209 Pearl for work to install concrete barrier free access as proposed in drawings dated 4-26-05 and amended to meet building code requirements. The following Secretary of Interior Standards were used in making this decision: #10 – New work shall be removable.

Approval: Unanimous. Action carried.

Discussion: Mr. Hays explained that he is having a problem fitting the new doors in the front recessed entrance. He asked that, if it becomes necessary, would the commission approve moving the front doors north, closer to the front of the building, likely 6"-8". He would still have room to swing the doors out because he is allowed 12 inches onto the sidewalk. The doors would still be recessed but not as much as is currently. The masonry prevents having the required 18 inches on the strike side of the door. Commissioner Prebys asked what would happen to the frame around the door at the lintel of the door. Mr. Hays stated there is metal around the door and possibly stone underneath. In order to move the door, he may need to remove the metal. However, he will not take the metal off unless he absolutely has to. He has had previous bad experiences taking off similar metal. He may be able to slide the frame out and set the hinges behind it using construction adhesive and then drywall over it.

Mr. Hays explained that he is asking for Commission approval regarding the front door because once he removes the door, the building will be open with no door and no way to secure anything inside. Commissioner Rupert noted that the Commission can approve moving the door forward with the stipulation that Mr. Hays informs the Commission what he will do and what he will replace the paneling with. Mr. Hays stated he would let the Commission decide with the understanding that he does not know what is underneath and he may have to do a concrete parge. Mr. Hays asked if he takes off the metal and does not like what is underneath, is he allowed to put it back on. The Commission agreed that would be fine.

Motion: Overland (second: Rupert) moved to amend previous motion for 209 Pearl. If the aluminum frame of the front door needs to be moved forward 18 inches, the variables are:

1. Slide whole front door system forward within the confines of the blue metal paneling.
2. Remove the blue metal paneling and mount the door into masonry.
3. Find an alternative such as parging or plastering the masonry.

The following Secretary of Interior Standards were followed in making this decision: #5 – Preserve distinctive features and #10 – New work shall be removable.

Approval: Unanimous. Action carried.

### **619 Norris, Action Item**

Applicant: Erin Moore, owner

Application: Replace exterior doors

Discussion: Planner Wieber explained that the applicant was sent a letter informing her that she had installed new doors on the house without a permit.

Commissioner Schmiedeke noted that the Commission does not approve 6-panel doors, as the applicant has proposed, as they are not appropriate for the period of the house. The applicant should consider doors similar to those in the Fingerle catalog on pages 20 and 21.

Motion: Overland (second: Penet) moved to table the application for 619 Norris pending selection by the applicant of an appropriate door. Commission does not approve six-panel colonial doors for houses not of the colonial period. Commission can approve door styles similar to FLC 59, FLC 69, FLC 63, and FLC 11 on pages 20 and 21 of the Fingerle catalog. Doors may be purchased from other source, Commission not requiring doors to be purchased from Fingerle.

Approval: Unanimous. Action carried.

### **210 W. Michigan, Action Item**

Applicant: Michael Condon, Ypsilanti Restoration L.L.C. (present)

Application: Rooftop deck

Discussion: Mr. Condon explained that the roof has been resurfaced, down to the decking boards, thus destroying the previous railing system. The outside walls are structurally sound. The entire deck is to be Trex material, Winchester gray in color. The railing is to be a shadow-box railing.

Motion: Prebys (second: Overland) moved to approve the application for 210 W. Michigan as submitted 5-11-05. The following Secretary of Interior Standards were used in making this decision: #10 – New work shall be removable.

Approval: Unanimous. Action carried.

### **8, 10 W. Michigan, Action Item**

Applicant: Todd Newman (present)

Application: Paint exterior, trim replacement

Discussion: Mr. Newman explained the building would be painted tan with dark green trim around the overhang, windows, and door jambs. The dark green color to be in the range of the color of the lamp post in front of the building. The tan color will be

similar to the building on the left. Commissioner Overland noted that color samples should be given to Karen Wieber, Planner I, for administrative approval.

Mr. Newman also stated he would like to power wash the building. Commissioner Overland explained there are ways to power wash that won't damage the brick. Low pressure and a nylon brush can be used for cleaning. Commissioner Rupert noted that scraping may remove the existing stucco from the underlying brick. Then the brick would need to be re-stuccoed. Commissioner Schmiedeke asked whether it is Mr. Newman's intent to get to the brick underneath or just take off the flaking paint. Mr. Newman explained that he wants to reach a surface to which paint will stick. Commissioner Rupert suggested hand scraping because power washing will force water behind the stucco and create a problem. The window ledges also need to be addressed because they are falling down. They can be recapped with cement. Repair mortar such as vinyl mortar can be used. The parapet needs to be secured with silicone, tar, or asphalt sealer so water does not continue to get behind the flashing and deteriorate mortar and brick. Additionally, the metal on the front of the building has been removed, per instructions from Frank Daniels, Inspector.

Motion: Overland (second: Prebys) moved to approve the application for 8, 10 W. Michigan for cleaning masonry with hand scraping and repairing stucco as needed. If sills are to be repaired, vinyl mortar which is water resistant should be used. Parapet should be inspected and repaired. An asphalt material can be used on top of the parapet. Replace pieces of damaged trim as is. Do not use a soft wood like popular. Use fir if needed. Paint body of building tan and trim dark green. Call Karen Wieber with the Sherman Williams colors. The following Secretary of Interior Standards were used in making this decision: #10 – New work shall be removable.

Approval: Unanimous. Action carried.

#### **46-48-50 E. Cross, Action Item**

Applicant: Richard Reid, owner, David A. Meyers, contractor (present)

Application: Paint exterior/replace awnings

Discussion: Mr. Reid explained that it is his intent to make each building front (shop) visually independent. The signs on the awnings are being replaced as they were before. The entire back of the building will be painted taupe and have a blue awning. Commissioner Overland clarified that the front of the building will be painted three different schemes. Mr. Reid explained that the yellow color intended for Enchanted Florist would be the same color used for the west side of the building on Ninde Street.

Motion: Prebys (second: Rigdon) moved to approve the application for 46-48-50 E. Cross as proposed 5-11-05. (All paint is Sherwin Williams – SW)

46 E. Cross: Facade and Ninde St Wall – Hubbard Squash SW 0044, Accent – Library Pewter SW 0038, Black and gold accents on trim panels, Awning – Black

48 E. Cross: Facade – Roycroft Adobe SW 0040, Accent – Buckram Binding SW 0036, Awning – (Left to right) Gray, white, rust, gray, white

50 E. Cross: Facade – Studio Blue Green SW 0047, Accent – Peristyle Brass SW , 0043, Awning – (Left to right) White, dark blue/green, white, blue/gray, white

Rear of building: Wall – Curio Gray SW 0024, Awning – Alternate blue and gray

Side entry door: Studio Blue Green SW 0047

The following Secretary of Interior Standards were used in making this decision: #10 – New work shall be removable.

Approval: Unanimous. Action carried.

### **312 Washtenaw, Action Item**

Applicant: Scott Clausen, F. Scott Company (present)

Application: Replace foundation

Discussion: Mr. Clausen explained that a tree was removed that was growing into the foundation. The damaged portion of the foundation will be removed and trench footing with block on top will be installed. Commissioner Rupert asked if the new block will match the old. Mr. Clausen explained that the existing block is molded and that the new block will be standard cinder block.

Motion: Rigdon (second: Penet) moved to approve the application for work at 312 Washtenaw for replacement of 35 linear feet of foundation on the north and northwest crawl space area of the building. The new foundation to be plain CMU, not split-faced block. The following Secretary of Interior Standards were used in making this decision: #2 – Do not destroy original character. Do not remove or alter historic material or features and #5 – Preserve distinctive features.

Approval: Unanimous. Action carried.

### **629 N. River, Action Item**

Applicant: Carl Babcock, contractor, Juanita Solano, owner (present)

Application: Various exterior alterations

Discussion: Mr. Babcock explained that this was a study item on 5/3/05 when a few items were discussed: maintain porch, maintain look of smaller window and picture window on the existing elevation, change the entry door from the side to the rear, add small covered porch on the back, and change the windows on the side elevation to accommodate current egress requirements. Everything else to remain the same: siding to be done with similar lap siding, either Hardi Plank or fir. The color to be the same as existing color. The commission noted that any change in paint color could be administratively approved.

Commissioner Schmiedeke asked about the simulated divided lights. Mr. Babcock explained that it is an attached mullion on the exterior and interior of the window. He asked if they could do glazing without any divisions, since simulated divided lights are expensive. The commission noted that divided lights should be maintained at least at the top of the window. Commissioner Overland stated that the steps on the back porch should be finished or screened, particularly framed or skirted, per the Porch Fact Sheet.

Motion: Prebys (second: Rupert) moved to approve the application for work at 629 N. River as submitted in drawings dated 6-7-05. Space under rear stair to be skirted with framed lattice. Colors to be determined with administrative approval at future date. Windows as proposed. The following Secretary of Interior Standards were used in making this decision: #5 – Preserve distinctive features and #10 – New work shall be removable.

Approval: Unanimous. Action carried.

### **213/215 W. Forest, Action Item**

Applicant: Blue Way, contractor

Application: Re-point chimney

Discussion: The contractor explained that the chimney needs to be re-pointed. The new mortar, tooling and color to match existing. The entire chimney will be re-pointed down to the flashing at the roof line. Commissioner Schmiedeke suggested using a medium gray mortar color.

Motion: Rigdon (second: Penet) moved to approve the application for 213/215 W. Forest for repointing brick chimney per the Masonry Fact Sheet.

Approval: Unanimous. Action carried.

### **113 S. Washington, Action Item**

Applicant: Mary Jensen, South Washington Properties, Mary Fink (present)

Application: Paint exterior

Discussion: Mary Jensen explained that they have presented a number of colors in the hope that all of them can be approved, although not all of them may be used. Commissioner Prebys suggested applying the proposed copper red on the window sashes. Commissioners Schmiedeke and Rupert suggested using deeper shades as the paint will appear lighter in the daylight. Commissioner Rupert noted there is water damage over the awning on the south side and on the chimney. He suggested tuckpointing and/or using adhesive silicone caulk before painting the brick and then using an oil based primer over the repaired areas and a latex paint over that.

Motion: Prebys (second: Overland) moved to approve the application for work at 113 S. Washington for repainting. Colors to include Sherwin Williams 2834, Sherwin Williams 2813, Sherwin Williams 2822, Sherwin Williams 2829, and Sherwin Williams 2839. SW 2839 recommended for window sash. Commission understands that colors may be a degree lighter or darker but in the same family as proposed colors. The following Secretary of Interior Standards were used in making this decision: #10 – New work shall be removable.

Approval: Unanimous. Action carried.

### **120 E. Cross, Action Item**

Applicant: John Harrington

Application: Various site improvements

Motion: Rupert (second: Penet) moved to amend the previous approval (4-5-05) for 120 E. Cross as presented in the site plan dated 5-20-05. The following

Secretary of Interior Standards were used in making this decision: #10 – New work shall be removable.

Approval: Unanimous. Action carried.

### **126 N. Adams, Action Item**

Applicant: James Walenski, Ypsi One, LLC

Application: Paint exterior

Motion: Penet (second: Prebys) moved to approve the paint application for 126 N. Adams. The body to be Benjamin Moore Pale Moon, if still available, or similar color. Trim color to be Benjamin Moore Brilliant White. The following Secretary of Interior Standards were used in making this decision: #10 – New work shall be removable.

Approval: Unanimous. Action carried.

### **402 S. Huron, Action Item**

Applicant: Joe Baublis, REMAX (present)

Application: Consideration of Demolition by Neglect

Discussion: Planner Wieber explained that the first step in reaching a finding of demolition by neglect is the passage of a resolution that the building [in this case, 402 S. Huron] is being demolished by neglect and the second step is to contact the owners and have them conduct the needed repairs. Mr. Baublis stated that Deutsche Bank owns the property and has contracted with OCWIN, an international property management company, to take care of the property. OCWIN does not have a representative in the area so they contacted Mr. Baublis to get bids to clean up the site and fix the roof. OCWIN will then put the property up for sale.

Mr. Baublis explained the building would be boarded up and re-keyed. The interior will be cleaned, the roof will need some structural work, and possibly the electricity and water will be turned on. Planner Wieber noted that utility companies may not consider turning on the utilities because the building is not habitable. Commissioner Prebys reiterated that the Commission's concern is with stabilization of the exterior. Mr. Baublis noted that a property with boarded-up windows is sellable. Commissioner Overland stated that a formal application for roof work and boarding is needed. Additionally, Commissioner Rupert noted that a later addition needs to be torn down because it is a hazard. Mr. Baublis will notify OCWIN that the Commission wants it to be removed. As an agent for OCWIN, REMAX is legally entitled to act on its behalf. Commissioner Schultz said that the formal application should include a timeline for work completion. Commissioner Overland suggested the work be completed by Labor Day.

Motion: Penet (second: Overland) moved to approve the resolution, "Resolved by the Historic District Commission by the city of Ypsilanti," dated June 7, 2005, regarding the property of 402 S. Huron, Ypsilanti, in the historic district.

Approval: Unanimous. Action carried.

## 200-208 W. Michigan, Action Item

Applicant: Stewart Beal, JC Beal Construction Inc (present)

Application: Final approval

Discussion: Mr. Beal explained that given the extent of interior work necessary for this building of about 26,000 ft<sup>2</sup>, little work has been done on the exterior. 206 and 208 W. Michigan used the original wood structure around the window and new double-pane glass. New aluminum windows in the back off the alley were on the plan approved by the Commission. The windows were drawn incorrectly in the plan that was approved. The Commission may want to consider looking at the windows. The painting of 208 W. Michigan has not been completed. It will be the same style as 210 W. Michigan: white, light gray and shade of gray.

Planner Wieber explained that the approval from December 16, 2003 stated "metal colors, storefront renovation details and lighting details on the rear to be determined at a later date." The Commission should amend the previous approval pending examination of the storefront and back. Mr. Beal explained that the lighting will be determined by the tenant. There are currently three lights are in the rear above the doors leading into the stores. Planner Wieber asked Mr. Beal to come before the Commission in case there were any items that needed to be addressed, as the project is significant.

Commissioner Schmiedeke asked if Frank's Drugs storefront will be reconstructed. Owner Eric Maurer has no plans for that storefront while Frank's Drugs is still there and there is no money to support that kind of work. Eric Maurer is considering putting in a deck for the tenants and will contact the Commission as appropriate. Commissioners Rupert noted that the muntins in the back windows are between the glass. Commissioner Prebys stated that muntins in-between the glass are not approved by the Commission. In the future, more attention will be paid to the windows. Mr. Beal explained that at the last meeting regarding 200-208 W. Michigan, little attention was paid to the alley. Commissioner Rupert noted that had the windows been proposed to the Commission, the Commission would likely not have approved them.

Motion: Prebys (second: Penet) moved to give the project at 200-208 W. Michigan final approval.

Approval: Unanimous. Action carried.

## STUDY ITEMS-

**212 Grove** – Leslie Reznick is a prospective property owner in the historic district. She is interested in buying the property because it has the configuration she is looking for and it is in the historic district. The house needs an entire foundation replacement, repair of the collapsing front roof, and the correction of the improperly repaired rear roof. The grading also needs to be redone. However, she loves antiques and old buildings and would like to live in the historic district. She has had a certified house inspector review the house. The property is appraised at \$178,000. Commissioner Schmiedeke recommended submitting the building inspection report to the bank. She also suggested making an appointment with Charles Boulard to discuss the house.

**Offer from Emily Cloyd**—Commissioner Schmiedeke explained that property owner Emily Cloyd has offered to pay \$500 for each of three years in order to fund the mailing

of letters to property owners in the district, explaining why the city engages in preservation, how the commission works, etc. Commissioner Overland noted that such mailings are temporary. He suggested the money might better be given to the Ypsilanti Heritage Foundation or a neighborhood association. Commissioner Schmiedeke stated that a decision needs to be reached as Planner Wieber must respond to the offer. Commissioners Schultz and Overland suggested a long-term investment in an effort to record Historic District properties with the County Register of Deeds, as required by the ordinance. Commissioner Schmiedeke explained that mailings of the sort proposed by Ms. Cloyd are a city function and therefore should be a city expense. However, the offer is appreciated.

**Preservation Eastern Community Involvement** – HDC Assistant Alexis Reynolds explained that she is on the board of Preservation Eastern at Eastern Michigan University and the organization is looking for ways to involve itself more in the community, particularly in the historic district. One way would be to involve students in a historic district project. She suggested painting a building in the district but expressed her concerns with involving non-professionals in a professional field. Liability and insurance issues would need to be discussed with the university. Commissioner Rupert suggested a project at the Freighthouse or surveying carriage houses and outbuildings in the city. Commissioner Schultz noted that Peter Reinhart, owner of Bombadill's, has relationships with building owners in the downtown area. A project with those buildings could involve façade clean-up. Commissioner Penet also noted that he has projects regarding the Starkweather home. A. Reynolds will discuss the projects at the next Preservation Eastern meeting and report back to the Commission.

## **ADMINISTRATIVE APPROVALS -**

### **108 Washtenaw, 306 E. Cross, 318 N. Park, 113 N. Hamilton, 428 N. Washington** – Re-roofing

Motion: Overland (second: Prebys) moved to support the administrative approvals granted.

Approval: Unanimous. Action carried.

## **PROPERTY MONITORING**

**119 W. Michigan** – Planner Wieber explained that YCUA was doing work in the South Huron parking lot and the building began to move. Work was completed to stabilize and re-brick the corner of the building. Commissioner Rigdon stated that the owner proposed to brick in the door and the window. She informed the owner that that proposal would need to come before the Commission.

**108 S. Huron** – Commissioner Overland noted that the carriage houses are being worked on. Window frames are being inserted that do not match the hood molds and surrounding window structure. Commissioner Prebys stated that the owners do not have a Certificate of Occupancy. Commissioner Rupert stated that the tenant in the carriage house has tapped into the main water line.

**314 E. Forest** – No update.

**111 N. Adams** – There is no progress toward the approved reconstruction of the destroyed carriage house. Planner Wieber stated that the owner has until the end of his permit application timeline, ending in January 2006, to complete the construction.

**208 E. Cross** – Commissioner Schmiedeke explained that it appears that this property is not being worked on. Instead it is being used as a construction depot. Commissioner Prebys noted that there are a number of trucks and people there everyday. Planner Wieber will speak with Charles Boulard.

**302 N. Hamilton** – No update.

**310 N. Park** – No update.

**416 N. Huron** – No update.

**417 N. Adams** – No update.

**Thompson Building** – Stewart Beal, receiver for this property, presented an affidavit prepared by an attorney in the ongoing case against Kircher. The affidavit states that the Thompson Building is of major historical importance to the city of Ypsilanti and is in a condition of disrepair and deterioration. Mr. Beal asked the Commission to review the affidavit and give its support. Mr. Beal stated that the Thompson Building is in disastrous condition and he proposes, as successor receiver, to hire an architect and JC Beal Construction to do major structural improvements to the building in the amount of \$600,000. All of this has been previously denied by Judge Sheldon. Mr. Beal is asking for support from the Commission in order to complete this work. Mr. Beal stressed that if this is still being argued in a few years, he will not be able to save the building and it will need to be torn down. The affidavit includes a study report of the building and a list of major work to be done. Copies are also being sent to Charles Boulard, Jack Gilbreath, Assistant City Attorney, and Jon Ichesco, Fire Marshal.

**Dangerous and Vacant Buildings list** – 30 properties are on the list. Planner Wieber stated 402 S. Huron and 107 E. Cross are on the list, as well as 12 and 14 N. River. The property just north of Dairy Queen has been discussed as being demolished and seven or eight townhomes built on the site. Commissioner Schmiedeke noted that if the current building stands in the way of progress, then it could meet the demolition criteria in the ordinance.

## **AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS - None**

### **HOUSEKEEPING BUSINESS**

**Approval of the minutes from the May 3<sup>rd</sup>, 2005 meeting.**

**Pg. 4, 133 W. Michigan discussion – remove “The sign will be made of acrylic and not illuminated” and replace with “The sign will be made of aluminite and not illuminated.”**

The pink on the new sign will be more red. ~~The sign will be made of acrylic and not illuminated.~~ **The sign will be made of aluminite and not illuminated.** It will be below the former Citizen's Bank sign on the rear.

**Pg. 7, 629 N. River discussion – change “627 N. River” to “629 N. River.”  
Remove “wood-clad sash” and replace with “clad either in vinyl or metal  
(aluminum).”**

Mr. Babcock explained that there would be new windows necessary for egress purposes or to replace windows in a state of disrepair. Commissioner Rupert noted that windows are typically ~~wood-clad sash~~ **clad either in vinyl or metal (aluminum)**. The commission does not even consider vinyl windows.

**Remove “a hearty plank:”** The commission would not approve a metal or vinyl door. Instead, the door should be wood with panels and appropriate to the structure. The siding could be ~~a hearty plank:~~ fir, redwood, or composite lap siding. The reveal should remain the same.

**Pg. 9, 212 Washtenaw discussion – remove “The commission considered more historic district signs and active neighborhood associations.”**

Planner Wieber noted that maybe the property owners should be informed that when they go to a contractor, these are the good things to look for. ~~The commission considered more historic district signs and active neighborhood associations.~~ Commissioner Prebys suggested doing the letter to new property owners more than one time per year.

**Pg. 4-5, 620 Norris discussion – replace discussion and motion with those submitted by Commissioner Prebys, 6-7-05**

Motion: Penet (second: Rigdon) moved to consider and accept amendment from Commissioner Prebys to the minutes of the last meeting regarding 620 Norris, Action item.

Approval: Unanimous. Action carried.

Motion: Penet moved (second: Rupert) to approve the minutes as amended.

Approval: Unanimous. Action carried.

**ADJOURNMENT**

Motion: Overland (second: Penet) moved to adjourn the meeting.

Approval: Unanimous. Action carried.

**MEETING ADJOURNED AT 10:35 PM**

Signature \_\_\_\_\_ Date \_\_\_\_\_