

as an inspiration for the designs. The preferred design is letter "B", using 3X4 material for legs. The material for these brackets will be cedar, for rot-resistance. The commission finds this design acceptable. Mr. and Mrs. Raupagh would also like to install diagonal lattice, instead of the previously approved square lattice on porch skirting, due to cost. The house has some original square lattice, which is covered up by diagonal, both of which are in poor condition. Commission suggests a few sources for pre-made cedar square lattice. Mr. Raupagh asks about vinyl lattice, and is told that it would not be appropriate. The final item on the application is the replacement of the current front door with a 3' X 6'8" oak door with a beveled glass $\frac{3}{4}$ light. The door would be the same size as the current door. The remainder of the original doorway width would be filled by a solid panel or sidelight in the existing frame. Installation of this door would allow the original wider door width to remain intact in case acceptable double doors are found.

Motion: Rigdon (Second: Penet) moves approval for proposed work at 402 S. Huron on three items. One is replacing the former front and side porch bracket details with a more decorative bracket. The commission has selected version "B" from the 4 proposed versions provided by homeowner. The brackets will be constructed of cedar. Another item is the replacement of square framed lattice with diagonal lattice in cedar, although it is understood that square lattice is preferred. The final item is the replacement of the existing door with a 3' X 6'8" oak door with $\frac{3}{4}$ beveled light, as shown in the picture from 402 S. Huron, 11/13/07 HDC, which is included with application. New door is the same size as existing slab door, but smaller than existing original door frame. Sidelights will not be installed at this time.

The following Secretary of Interior Standards used in making this decision:
#5 – Preserve distinctive features, #6 – Repair, don't replace, #10 – New work shall be removable.

Approval: Unanimous. Action carried.

NEW BUSINESS

200 W. Michigan, Action Item

Applicant: David Curtis, owner (not present)

Discussion: Application is for installation of a new 3' x 3' vent air intake on the north side of the building (the rear of the building). Owner and contractor were not present. Commissioner Rupert had spoken to them prior to the meeting and brought the necessary information to the meeting. The applicant would like to take the glass out of the frame above the door where an existing window is located and install a recessed air intake. The vent is to be aluminum with horizontal louvers. The existing grille will either be left on the building, or removed and put back. The louvers will be painted a dark color so they are less visible. The purpose of the vent is air equalization.

Motion: Prebys (Second: Penet) approval installation of 3' x 3' vent air intake vent to be installed in the smaller westerly window on the north side of the building with the vent louvers to be painted a dark color and the currently installed grille be reinstalled upon the installation of this vent.

Secretary of Interior Standards cited:

#5 – Preserve distinctive features, #10 – New work shall be removable.

Approval: Unanimous. Action carried.

232 N. River, Action Item

Applicant: Stefan Szumko, owner (present)

Discussion: Application is for the installation of 33 sash kits in existing double-hung windows and the replacement of top-hung basement windows with glass blocks. The proposed sash kits are acceptable to the commission. The issue is the glass block windows proposed for the basement, which are inappropriate. The commission suggests that Mr. Szumko restore the existing windows and install laminated or tempered glass storm windows over top. Mr. Szumko's main concern is safety, as he has had a number of issues with the portion of the property that faces Ferrier Street. He would like something unbreakable. He would also like to utilize one of the less visible windows under the bay window as an outlet for a dryer vent. Commissioner Prebys states that this is acceptable. Commissioner Schmiedeke suggests shutters for the basement windows, due to the fact that the windows are not used for light and are not opened. The shutters would be framed wooden solid panels, perhaps made of MDO, and attached over the windows. The 33 windows do not include the basement windows.

Motion: Prebys (Second: Penet) moves to approve the proposed work at 232 N. River. This includes the installation of 33 sash kits in the existing double-hung windows. The sash kits shall be Weather Shield tilt-sash replacement kits, will match the one-over-one configuration of the existing double hung windows, and will be white on the exterior. The basement windows will either be covered with a pane of safety glass or a framed, solid paneled shutter to fit the shape of the window. The shutters may be made of MDO plywood and shall be painted. If glass is chosen, it will be either tempered or laminated, and would be framed and affixed to the exterior or interior of the window. One window will be penetrated to supply access for a dryer vent.

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

Approval: Unanimous. Action carried.

220 N. Park, Action Item

Applicant: Greg Fleming, President, Huron Valley Advisory Council (present)
James Thorburn, contractor (present)

Discussion: Application is for the construction of a new hipped roof on the Learning Center of the Huron Valley Boys and Girls Club. Representatives wish to install a pitched roof as a long term fix for a leaking roof. The roof would be installed to cover the building (and existing roof), and would extend to the west to cover the existing deck, as well as the 10' space between the buildings to create a covered breezeway (there is no existing roof over this area). Proposed K-style gutters would match the existing trim (beige). Commissioner Rigdon reminds Mr. Fleming and Mr. Thorburn that gutter straps must be under the shingles. Soffits are to be of a vented material.

Motion: Rigdon (Second: Prebys) moves the approval for the proposed work at 220 N. Park for a new roof with a 4-12 pitch over the existing flat roof of the Learning Center. The roofing shingles shall be Owens-Corning, color "Brownwood". The K-style gutters shall match the existing trim color. Straps, if used, shall be under the shingles. Soffit and roof ridge vents shall be included. Recessed down lights will be installed over the walking area. Motion cites drawing submitted, which is signed by Commissioner Rigdon November 13th, with a note added that soffit venting shall be included.

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

Approval: Unanimous. Action carried.

STUDY ITEMS

6 S. Washington

Applicant: Tim Bowman, contractor (present)
Art Campbell, owner (present)

Discussion: A continuation from the previous meeting of the discussion with Mr. Bowman regarding work that needs to be done to the building before the liquor license is transferred to the manager, Andy Garris. Last meeting, the Commission informed Mr. Bowman that a torch-down roof would not be allowed. Rubber roofing is the consensus alternative. Mr. Bowman states that he and Mr. Campbell need to know exactly what needs to be done (cites concerns about façade). Staff reiterates the need to make the building safe to the public and secure. This includes the roof, the façade work (including the sill work, which had been done previously without a permit). Broken windows on the front façade need to be sealed in a weather-tight fashion, if not replaced. Mr. Bowman suggests that if the front facade were taken down, the windows would need to be replaced at the same time, and this may not be the time of year to do this. Staff believes that the Building Department had a list of internal issues which have already been taken care of. The only concerns remaining are the stability of the façade, the leaking roof, and the windows. Staff informs Mr. Bowman and Mr. Campbell that at this point, the commission would need an application for this work before action could be taken. Mr. Campbell expresses concern that he would like the exterior work to be delayed until springtime. Commissioner Schmiedeke informs him that this decision is not up to the Historic District Commission, but to the Building Department. She also informs him that if the Building Department states that it is OK for the work to wait until spring, the Commission will expect an application at that time.

OTHER BUSINESS

Administrative Approvals

401 S. Adams – reroofing

407 S. Adams - reroofing

Motion: Prebys (Second: Penet) moves to accept the administrative approvals.

Approval: Unanimous. Action carried

Property Monitoring

- **Riverside/ Frog Island Parks** – The city has purchased lights for the park, which will be placed along the path. Staff has asked the public works department to provide cut sheets and a plan for where the lights will be installed before the next meeting. The lights will be similar to those along Michigan Avenue.
- **307 N. Hamilton** – A citation was never issued by the Building Department. Another letter has been sent to the property owner. If there is no response, staff will follow up with the Building Department on the citation issue.
- **Auto Museum** - Planner Nathan Voght has met with representatives of the museum and is encouraging them to expedite the site plan process. He did not receive a timeline from them. Staff states that the property is about 5 years overdue for a site plan for a previous addition.
- **301 N. Park** – There is no issue with the repair work underway on this property.
- **218 Ferris** – On the district court docket for next Tuesday morning (11/20/07). Staff will be attending. Regarding porch steps constructed inappropriately with no permit. Staff informed a roofing contractor who inquired about the property. It was doubtful a new roof could be administratively approved due to the outstanding issue with the steps.
- **310 S. Washington** – Staff contacted Charles Boulard, Building official, who said he had not heard anything from the owner.
- **309 Maple** – Owner appears to have slowly made some progress. Staff is still waiting for a written timeline, which was supposed to have been submitted before October 23, 2007.
- **213 Arcade** – Staff spoke to owner since last meeting. Owner and condo association are interested in being added as a study item, due to the fact that many of them are interested in replacing their doors, and would like advice of the Commission. Door was replaced due to security concern.
- **Starkweather House** – Commissioner Rupert shows a picture of the east side of the building, and proposes that all utilities that are replaced or added (meters, air conditioning, for example) be put in a location on the east side of the house that is concealed by a large shrub.
- **NW corner of N. Adams and Cross, next to Gothic Revival house** - Commissioner Rupert asks that this property be monitored, as the windows have been replaced with white metal framed stationary windows.
- **631 N. River** – Citation has been issued, not yet on court docket.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS – None

HOUSEKEEPING BUSINESS

Discussion of results of income tax failure – Commissioner Schmiedeke asks staff to review information on making the commission more self-sufficient once staff is no longer available for them and make suggestions. She asks about an existing manual for planners and interns, and whether or not this manual might help the commission work without staff. Staff responds that it contains various fact sheets, a copy of the zoning ordinance, and a timeline of what happens within each 2 week meeting cycle. He recommends to the commission that this manual should be reviewed to get a better idea of who does what during each meeting cycle.

Photolog – Commissioner Schmiedeke proposes creating a collection of photos of good and bad examples of house attributes (porch skirting, railings, doors, window hoods, etc.) within the Historic District.

Thompson Block – Commissioner Rupert asks the advice of the commission for the preservation of the sash of the existing rounded arch windows in the building. The concern is that the windows have no sash weights, nor pockets built into the building, and thus must be propped open. This does not meet current code. A solution must be found or the sashes would have to be replaced. He asks for ideas as to how the windows can be altered so that they can be saved. Commissioner Prebys suggests that the windows be solidified and converted to casement windows that open inward with screens on the outside. Commissioner Schmiedeke suggests counterweights and Commissioner Schultz suggests visible counterweights with some provision to keep them from banging against the wall.

Approval of the minutes from October 23, 2007 meeting.

Motion: Prebys (Second: Penet) moves to approve the minutes of October 23, 2007 as submitted.

Approval: Unanimous. Motion carries.

ADJOURNMENT

Motion: Prebys (Second: Rigdon) moves to adjourn the meeting.

Approval: Unanimous. Motion Carries.

MEETING ADJOURNED AT 8:30 PM