

1. Historic District Commission Remote Meeting

Documents:

00-HDC APRIL 28, 2020 AGENDA.PDF
01-103 W MICHIGAN.PDF
02-501 N RIVER.PDF
03-8 N RIVER.PDF
04-HDC DOORS_DRAFT.PDF
05-HISTORIC DISTRICT 4-14-2020 FULL MINUTES.PDF
HDC APRIL 28, 2020 FULL PACKET.PDF
PN-APRIL 28 2020 HDC VIRTUAL MEETING.PDF

CITY OF YPSILANTI
Agenda
Historic District Commission
Tuesday, April 28, 2020 - 7:00 p.m.
Remote Meeting via Zoom

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

Alex Pettit, Chair	P	A
Anne Stevenson, Vice Chair	P	A
Erika Lindsay	P	A
Ron Rupert	P	A
Amy Swift	P	A
James Chesnut	P	A
VACANT		

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. PUBLIC HEARING—none

V. BUSINESS SESSION

A. OLD BUSINESS

1. 103 W Michigan New windows

B. NEW BUSINESS

1. 501 N River Chicken coop

C. STUDY ITEMS—none

D. ADMINISTRATIVE APPROVALS

1. 8 N River Fence

E. OTHER BUSINESS

- 1. Draft Door Fact Sheet**
- 2. Property monitoring**
- 3. Commissioner comments**

VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

- 1. Approval of meeting minutes, April 14, 2020**

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: 103 W Michigan

Property History: The property includes a mid-nineteenth century Italianate commercial building. Throughout its history the ground floor has hosted a variety of businesses, including: shoes, women's clothing, a jewelry shop, auto supplies, real estate offices.ⁱ Since ca.2011, the space has houses the Model Cave.ⁱⁱ The upper floors have likewise housed a variety of enterprises over the years, including: a tinsmith, harness-maker, various clerks and salesmen, a tailor, electrician, engineer, paper-maker, painter, chef, and a former Ypsilanti mayor.ⁱⁱⁱ In the mid-twentieth century the façade was modernized with a metal veneer and ribbon of windows across the second story. Since then, the façade has been partially restored, revealing original Italianate features.

Date of Application: March 13, 2020

Date of Review: April 7, 2020

Date of Meeting: April 28, 2020

Proposed work: Two new windows.

Materials: Jeld Wen aluminum-clad wood windows.

Staff review:

The applicant is seeking approval to replace two windows on the second and third stories of the south (rear) elevation.

1. This application was tabled from the April 14 meeting as the HDC found it incomplete. The commission asked for cut sheets of the window product and detailed documentation of the window condition.
 - a. The applicant has provided product cut sheets.
 - b. The applicant stated that due to social distancing requirements, neither contractor nor building owner would be able to get detailed photos at this time.

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.

2. The Commission must make a decision on this application by the regularly scheduled meeting on June 9, 2020.

Project Details

3. According to the applicant the windows are original and badly damaged beyond repair. The damage has caused water leaching into the building and damaging the interior walls and ceiling.
 - a. Staff conveyed to the applicant that if possible, they should provide documentation of the deterioration and damage.
4. The new windows JeldWen Siteline. These are wood sashes with aluminum cladding. They are to match the originals in size and configuration. The applicant assures no glass area will be lost.
 - a. The windows to be replaced are two-over-two, however the cut sheet provided does not show that sash configuration available. HDC to confirm with applicant that the JeldWen Siteline windows can be produced in two-over-two.
5. General repairs will be made to the openings.
6. The replacement windows will be on a secondary elevation, largely obscured from public view by a two-story mass directly in-front of it. The replacement material of the windows are consistent with what has been previously approved in the district.

Recommended Motions:

Move to table a decision of work on 103 W Michigan so the applicant may provide detailed photos of the deterioration of the windows to be replaced.

Move to approve and issue a Certificate of Appropriateness for the work at 103 W Michigan as submitted in the application dated March 13, 2020 for replacement of two windows on the south elevation. The new Jeld Wen windows are to be wood-framed with aluminum cladding and match the size and configuration of the originals.

Relevant Secretary of the Interior's Standards:
#6

Prepared by:
Scott E. Slagor, Preservation Planner

ⁱ Ypsilanti Historical Society, "Historic Home Tour" Files; Nickels, Bill "The Campbells- Jewels and Insurance," *Ypsilanti Gleanings*, (Winter 2005), 13.

ⁱⁱ Model Cave, "Your Single Stop Building Model Shop," accessed March 31, 2020, <http://modelcave.com/about.html>.

ⁱⁱⁱ Ypsilanti Historical Society, "Historic Home Tour" Files.

Contractor will be em
Submaterials



**City of Ypsilanti
Historic District Commission
Work Permit Application**

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

OFFICE USE ONLY
Date Filed:
Meeting Date:
Action Item/Study Item

To complete this application:

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

INCOMPLETE APPLICATIONS WILL NOT BE PLACED ON THE AGENDA

Property

Address 103 West Michigan

Applicant

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

Name Ypsilanti Restoration L.L.C.		
Address [REDACTED]		
City Ypsilanti	State MI	Zip 48198
Phone / Fax [REDACTED]	E-Mail [REDACTED]	

Contractor

Contractor Name & Contact Info

Type of work

- | | | |
|---|--|---|
| <input type="checkbox"/> Roofing | <input type="checkbox"/> Porches | <input type="checkbox"/> Painting |
| <input checked="" type="checkbox"/> Window/Door Replacement | <input type="checkbox"/> Sign | <input type="checkbox"/> Other |
| | <input type="checkbox"/> Fence (or other sitework) | <input type="checkbox"/> <u>Application Amendment</u> |

Complete Description of Proposed Work:

Install 2 new windows from Jeld Wen Corp.. New windows will be approximately 36"x86", and be made of wood with aluminum clad exteriors in white, tempered, insulated low-E 366 glazing with primed interior and white closing hardware. Perform masonry and carpentry repairs as needed to window opening prior to installation. Trim, caulk, paint and insulate as needed. Clean work areas and remove all debris.

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

Aluminum clad wood windows with white exterior

Permit Application Fee (action items only)

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

Construction Cost: 6000	Permit fee: \$45 + _____ =
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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: 3/13/20
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Print Name:
Michael F. Condon, Q.O., Ypsilanti Restoration L.L.C.

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

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

Our Message on Coronavirus/COVID-19(covid19-response)

WHERE TO BUY (/EN-US/WHERE-TO-BUY)

GET HELP ON YOUR PROJECT (/EN-US/GET-HELP?JWCT_GETHELP=UTILITYLINKS)

FOR INVESTORS ^{USA} 

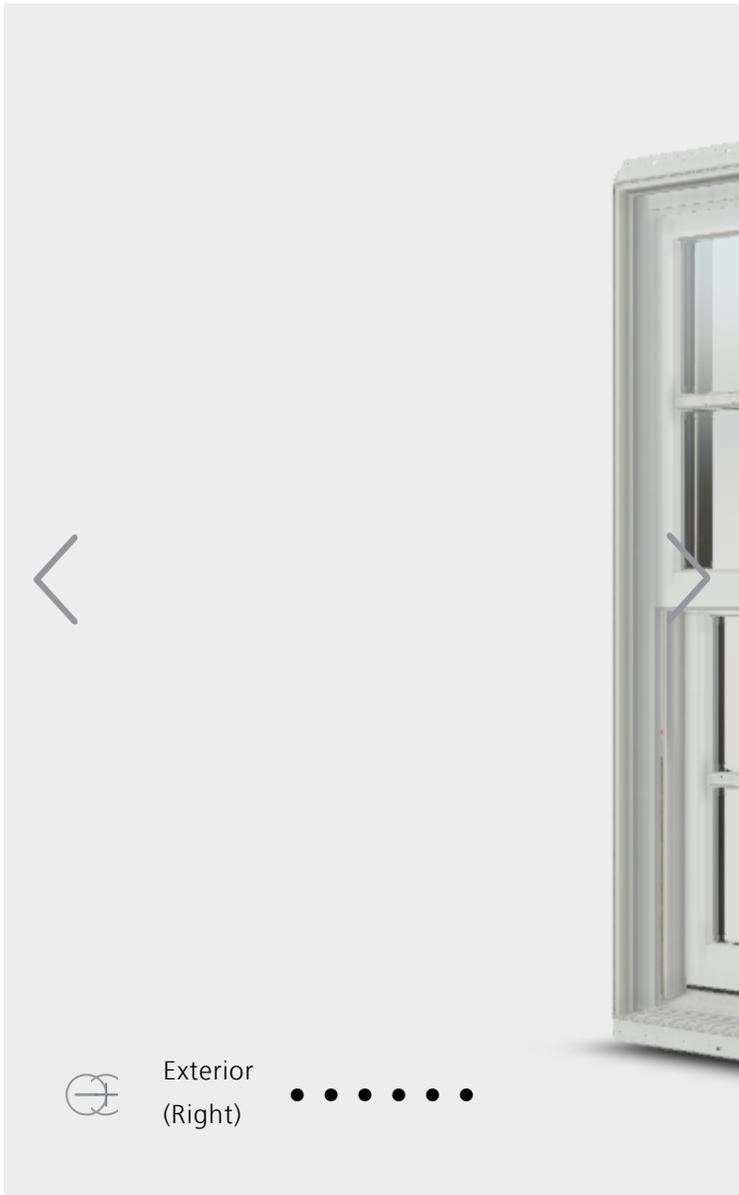
PRO SIGN IN (/EN-US/SIGN-IN)

(HTTP://INVESTORS.JELD-WEN.COM/)



SEARCH

Siteline® Clad-Wood Window: Double-Hung



Explore the options

On-screen colors/finishes vary from actual products.

Grille Designs



Colonial Grille



No Grille



Prairie Grille



Top Down Grille

Interior Finish Options 
AuraLast Pine Americano Finish 

Exterior Colors 
Bone White 

See all options and features >



PRICING

Many options will influence the price of your window.
To get an estimate, contact your JELD-WEN dealer.

WHERE TO BUY (/EN-US/WHERE-TO-BUY?PID=145811)

GET HELP ON YOUR PROJECT (/EN-US/GET-HELP?PID=145811&JWCT_GETHELP=PRODUCTPAGE)

Model Overview



**PROJECT TYPE**

New construction and replacement

MAINTENANCE LEVEL

Moderate

WARRANTY

20 Year Warranty

COLORS & FINISHES

27 Exterior Colors

28 Interior Finish Options

SCREEN & TRIM OPTIONS

3 Insect Screens

3 Exterior Trim

FRAME OPTIONS

Block Frame/Replacement

Integral Nailing Fin

GLASS

Energy efficient, tinted, textured and protective.

DIVIDED LITES

Grilles between the glass.

HARDWARE

1 Lock option in 9 finishes

CONSTRUCTION

Tilt Sash

MATERIALS

3 Wood Options

Model Details & Options

Materials

WOOD OPTIONS **Auracore™**



AuraLast® Pine

AuraLast® pine is a patented wood product that provides protection against wood rot, water damage and termites. This water-based process fortifies wood all the way to the core, providing an exclusive level of protection you'll only find through JELD-WEN and backed by our limited lifetime warranty. Distinct color variations occur and the grain can appear straight or erratic depending on how it is cut from the log. The wood will darken and yellow with age, adding character and charm. It machines to a fine, smooth finish and easily accepts lighter stains and paint. Staining is recommended to achieve a uniform appearance because pine naturally contains resins that can affect penetration. Knots should be sealed before painting.



Alder

(Clear and Knotty) – A popular species today because of its pronounced grain and uniform texture. This versatile wood species features a fairly straight grain with areas of burl clusters and small knots. These marks add character and will provide a darker texture and color when finished. Alder varies from pale yellow to reddish brown and it accepts stains exceptionally well. It is also the lightest and least dense. Knotty Alder presents a more rustic look. When stained, alder blends well with walnut, mahogany and

cherry. This species is available for clad exteriors only on the interior of the window.



Douglas Fir

The texture of this softwood is smooth with a straight, even grain and knots that create beautiful swirl patterns. This wood is a light, rosy color that is set off by its remarkably straight and handsome grain pattern. Will tend to “redden” over time when exposed to light. Paints easily and can hold all types of stains and finishes. This species is available for both the exterior and interior of the window.

Colors & Finishes

EXTERIOR COLORS

Note: Actual colors may vary from samples shown due to printing process and/or differing monitor calibrations.



Bone White



Brilliant White



Ivory



French Vanilla

Heirloom White

Mocha Cream



Desert Sand



Silver



Smoke



Stone



Flagstone



Cocoa



Surf



Sea Foam



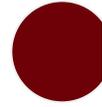
Hunter Green



Moss



Hartford Green



Cranberry



Mesa Red



Stormy



Admiral



Navy



Steele Gray



Dark Chocolate



Chestnut Bronze



Luxury Bronze



Black

INTERIOR FINISH OPTIONS

Note: Actual colors may vary from samples shown due to printing process and/or differing monitor calibrations.



AuraLast Pine Americano Finish



AuraLast Pine Charcoal Finish



AuraLast Pine Clear Lacquer Finish



AuraLast Pine Cordovan Finish



AuraLast Pine Fruitwood Finish



AuraLast Pine Kodiak Finish



AuraLast Pine Walnut Finish



Alder Americano Finish



Alder Charcoal Finish



Alder Clear Lacquer Finish



Alder Cordovan Finish



Alder Fruitwood Finish



Alder Kodiak Finish



Alder Walnut Finish



Fir Americano Finish



Fir Charcoal Finish



Fir Clear Lacquer Finish



Fir Cordovan Finish



Fir Fruitwood Finish



Fir Kodiak Finish



Fir Walnut Finish



Paint Black



Paint Brilliant White



Paint Desert Sand



Paint Dove



Paint Gunmetal



Paint Ivory



Primed

Glass

ENERGY EFFICIENT GLASS

Our optional high-performance Low-E insulating glass lowers energy costs, helps homes stay cooler in the summer and warmer in the winter, reducing the fading of interior furnishings and condensation. It also delivers greater visible light transmittance than tinted glass. Clear glass consists of two panes of glass, sealed with an airspace and the perimeter of the unit is sealed. This option offers maximum visible light transmittance and superb energy efficiency in most climates. With Low-E glass, ENERGY STAR® qualified versions of this product are likely available. This means they meet or exceed the minimum energy efficiency criteria for your climate region. For more information, ask your dealer how to order JELD-WEN ENERGY STAR qualified products specific to your area.

LoE³-366

Low-E



Low-E EC

TINTED GLASS

Our optional tinted glass is ideal for climates with intense sunlight. It reduces glare and visible light transmittance, while also keeping homes more comfortable in warm weather. Optional clear glass consists of two panes of glass, sealed with an airspace and the perimeter of the unit is sealed. This option offers maximum visible light transmittance and superb energy efficiency in most climates.



Bronze Tinted



Clear



Gray Tinted





Green Tinted



Bronze Reflective Tinted

TEXTURED GLASS

We offer an array of glass types, each one with its own attractive texture, pattern or color. Add a distinctive touch to our windows with optional textured glass, which lets light in while maintaining privacy. This glass will not only enhance your chosen window and transoms, but also add radiance to your entire home.



Glue Chip



Matte Frost



Narrow Reed



Obscure



Rain



Seedy Reamy

PROTECTIVE GLASS

Preview
Unavailable

ImpactGard®

We offer optional ImpactGard® protection, which is engineered and tested to stand up to the strong impacts of windborne debris, as well as the harsh conditions inherent to coastal areas. With the industry's leading laminate glass technology, windows and patio doors with ImpactGard protection can withstand a nine-pound piece of lumber striking the glass head-on at approximately 34 miles per hour. In addition, it significantly reduces sound transmission, blocks up to 95 percent of harmful UV rays and offers superior

torced-entry resistance.



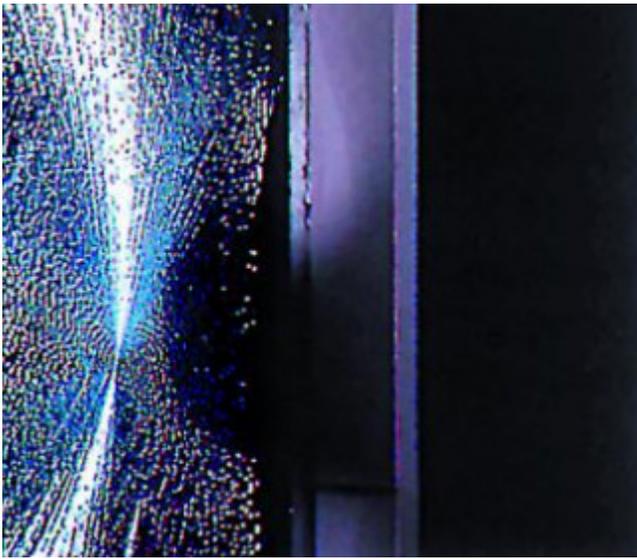
Neat®

With the Neat® glass option, you gain natural cleaning convenience. By harnessing the sun's UV rays (even when the sky is cloudy) to loosen dirt from the glass, rainwater can easily rinse away grime. No manual activation is required.



Preserve

Preserve® film is factory-applied to both the interior and exterior surfaces of the glass. This means the glass surfaces will be reliably protected from debris and scratches that can occur during shipping and handling or at a construction site. So you won't need to spend extra time cleaning your new windows. What's more, it's easy to remove. *Please note, Preserve film is not available with impact-resistant glass or single pane units.



Tempered

The tempered glass option is available in all glass types and provides extra strength, enabling it to withstand force or pressure on its surface and it will not break into sharp pieces. Local building codes often require tempered glass to be used in all windows that are close to the floor or near doors, bathtubs or showers.

Divided Lites

GRILLES BETWEEN THE GLASS



Grilles Between the Glass

Add architectural interest with our divided lite options. Enjoy increased visual appeal and decreased maintenance with our grilles between the glass, which consist of a spacer bar

placed between the panes of the insulating glass. They are an ideal choice because they require no upkeep and will not interfere with window cleaning. We offer 5/8" or 7/8" flat grilles, as well as 5/8" or 1" contour grilles in several grille patterns. These grilles are available in the color that matches the exterior color of the patio door you choose.

FULL-SURROUND REMOVABLE WOOD GRILLES



Full-Surround Removable Wood Grilles

Add architectural interest to your windows with our divided lite options. Our full-surround wood grilles are a convenient way to achieve the look of divided lites. These grilles are positioned on the interior glass and can be removed for easy cleaning. Grilles are available in 7/8", 1-1/8" and 1-3/8" widths in several grille patterns.

SIMULATED DIVIDED LITES





Simulated Divided Lites

Add architectural interest to your windows with our divided lite options. These options include simulated divided lites (SDL) for an authentic look. They feature grilles that are permanently attached to both the interior and exterior glass (aluminum for clad exteriors, wood for wood exteriors), metal bars placed between the panes of insulating glass to provide design detail.

GRILLE DESIGNS



Colonial Grille



No Grille



Prairie Grille



Top Down Grille

Hardware

LOCKS



Sash Lock

LOCK HARDWARE FINISHES

We offer a range of hardware and hardware finishes for our wood and clad-wood windows. We know a Victorian house feels all the more ornate with brass fixtures. And the shine of polished chrome adds a contemporary edge to traditional architecture. Our selection ensures you can make the statement you want down to the last detail.



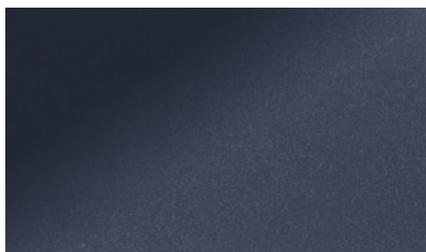
Antique Brass Finish



Black Finish



Brushed Chrome Finish



Chestnut Bronze Finish



Desert Sand Finish



Oil-Rubbed Bronze Finish





Polished Brass Finish



Satin Nickel Finish



White Finish

ADDITIONAL HARDWARE OPTIONS



Window Opening Control Device

Limiting sash opening especially in upper floors, these optional factory-installed devices also meet ASTM F2090-10. The casement solution in both wood and vinyl windows is hidden when the window is in the closed position. When the window is open, you see the red lever that acts as the sash limiter and can be released for full operation. Conversely, when the window is closed, the device is reset. Window opening control devices are one of many tools a homeowner can choose to prevent children from falling out of a window. There are a number of additional steps the consumer can do to prevent such accidents from occurring.

Screens & Trim

INSECT SCREENS





BetterVue

BetterVue™ screens are standard and are designed to keep more insects outside, while letting more natural light inside compared to regular screens. BetterVue insect screens feature fine, black fiberglass mesh with a light gloss finish, and the frame is available to match the patio door color you choose. *Insect screens are intended to allow air and light in, while keeping insects out. They are not intended to stop children from falling through an open window or door. For safety screens and other security devices, contact your local building supply retailer.



UltraVue™

UltraVue™ screens are standard and allow greater amounts of natural light in your home when compared to aluminum mesh. UltraVue insect screens feature fine, black fiberglass mesh with a light gloss finish, and the frame is available to match the window color you choose. *Insect screens are intended to allow air and light in, while keeping insects out. They are not intended to stop children from falling through an open window or door. For safety screens and other security devices, contact your local building supply retailer.

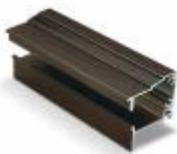


Aluminum Mesh

Our optional aluminum mesh insect screens keep insects outside, while letting in natural light. The frames are available with colors to match the window color you choose.

*Insect screens are intended to allow air and light in, while keeping insects out. They are not intended to stop children from falling through an open window or door. For safety screens and other security devices, contact your local building supply retailer.

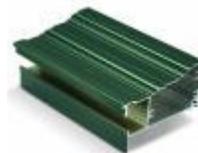
EXTERIOR TRIM



Brickmould for Clad
Exterior



Flat Casing for Clad
Exterior



Adams Casing for Clad
Exterior

Construction & Framing

CONSTRUCTION





Tilt Sash

Our double-hung windows include a tilt latch which allows you to easily tilt the sash in to allow for convenient cleaning from the inside of your home. Tilt latches will match the hardware color of your window.

FRAME OPTIONS



Block Frame/Replacement

For New Construction and Replacement. A block frame is for a window with a frame that does not include a nail fin. Installation can be done simply and neatly without disturbing exterior siding, stucco, interior trim, paint or wallpaper. The block frame is ideal for new construction installation into concrete or masonry walls. This frame has the same inside and outside dimensions.



Integral Nailing Fin

For New Construction and Replacement. Our windows come standard with a 1-1/4" pre-punched nailing fin for easy installation into new construction applications. The nailing fin is integral to the frame. It surrounds the full perimeter of the frame and helps make installations weathertight. It is appropriate for homes with siding, stucco or brick exteriors.

Energy & Sustainability

SUSTAINABLE SOLUTIONS



Sustainability at JELD-WEN

At JELD-WEN, sustainability is nothing new. With origins rooted in wood product manufacturing, our legacy has been to make windows, doors and components in a manner consistent with efficient use of what nature provides. In effect, we've always strived to make stiles and sash, not sawdust. To us, minimizing waste has always made

good ecological and business sense. Our mission is to develop high performance, high-value products that satisfy our customers' needs, while also caring for our communities by seeking ways to reduce our impact on the environment. We also realize that there is still work to be done. Sustainability is a journey, and our on-going efforts will remain directed toward continual improvement of our products, processes and culture. We do this not because it's popular. We do it because it's the right thing to do.



ENERGY STAR® Qualified Options

We are committed to offering products for improved energy efficiency in your home. This product has ENERGY STAR qualified options to save energy and meet current requirements. As proof of our commitment, JELD-WEN has received the 2010 ENERGY STAR Partner of the Year award. The award signifies outstanding contributions to protecting the environment through energy efficiency and is presented to only a handful of 17,000 organizations that participate in the program each year. Our company-wide commitment to energy conservation excellence is part of our continued commitment to bringing reliability to your home and life. For more information, ask your dealer about JELD-WEN ENERGY STAR products.



Home Innovation
NGBS GREEN CERTIFIED™

NGBS Green Certified

FSC®-certified ENERGY STAR® wood windows and patio doors with AuraLast® wood manufactured by JELD-WEN have been approved for points toward National Green Building Certification to the ICC 700-2008 National Green Building Standard for residential construction.

**Reduced VOCs**

The AuraLast® manufacturing process releases 96 percent fewer VOCs than traditional treatments, one more reason that AuraLast--The Worry-Free Wood® really is worry-free. AuraLast is JELD-WEN's exclusive water-based wood protection process. Unlike typical solvent-based dip treatments that only coat a thin layer on the wood's surface, AuraLast delivers durable 100 percent surface-to-core protection. AuraLast is 100 percent real wood, so homeowners don't have to sacrifice the beautiful appearance for industry-leading protection.

WHERE TO BUY (/EN-US/WHERE-TO-BUY)

GET HELP ON YOUR PROJECT (/EN-US/GET-HELP? JWCT_GETHELP=FOOTERCTA)

(<https://www.jeld-wen.com/en-us/products/windows/siteline-clad-wood/double-hung>) (<https://www.jeld-wen.com/en-us/products/windows/siteline-clad-wood/double-hung>) (<https://www.jeld-wen.com/en-us/products/windows/siteline-clad-wood/double-hung>) (<https://www.jeld-wen.com/en-us/products/windows/siteline-clad-wood/double-hung>) (<https://www.jeld-wen.com/en-us/products/windows/siteline-clad-wood/double-hung>) (<https://www.jeld-wen.com/en-us/products/windows/siteline-clad-wood/double-hung>) (<https://www.jeld-wen.com/en-us/products/windows/siteline-clad-wood/double-hung>) (<https://www.jeld-wen.com/en-us/products/windows/siteline-clad-wood/double-hung>) (<https://www.jeld-wen.com/en-us/products/windows/siteline-clad-wood/double-hung>) (<https://www.jeld-wen.com/en-us/products/windows/siteline-clad-wood/double-hung>)

WINDOWS & DOORS +

DISCOVER +

SUPPORT +

OUR COMPANY +

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[PRIVACY POLICY \(/EN-US/ABOUT-US/GENERAL-INFORMATION/PRIVACY-POLICY\)](/EN-US/ABOUT-US/GENERAL-INFORMATION/PRIVACY-POLICY) | [SUPPLY CHAIN TRANSPARENCY \(/EN-US/ABOUT-US/COMPANY/SUPPLY-CHAIN-TRANSPARENCY\)](/EN-US/ABOUT-US/COMPANY/SUPPLY-CHAIN-TRANSPARENCY) | [INTERNATIONAL !\[\]\(346424ad7ee3a06d33d2a012aa61dfde_img.jpg\) \(HTTP://JELD-WEN.NET/\)](http://JELD-WEN.NET/)

File photo of 103 W Michigan (at center) from 2003, showing the facade for reference.



Applicant photo, showing windows proposed for replacement.



Facing northeast to south and west elevations.



HDC Work Permit Staff Review

Property address: 501 N River

Property History: The property includes a Greek Revival-style house that is contributing to the historic district. The house was erected ca. 1831 by Ypsilanti pioneers Mark and Roccena Norris.¹ Reputedly, it is the first house on the east side of the Huron River to be erected from sawn lumber. The Norrises came to Ypsilanti in 1828. Mark owned water rights to Huron River, giving him a business advantage; at various points he owned a mill, hotel, and other enterprises. Among his lasting impacts is the construction of the Depot Town landmark, the Norris Block (today known as the Thompson Block) at 400 N River. Roccena Norris was an educator, establishing the city's first school in 1828 and the first Sunday school as well. The Norrises only remained at 501 two years before moving to the brick house at 213 N River ca. 1833.

Date of Application: April 14, 2020

Date of Review: April 17, 2020

Date of Meeting: April 28, 2020

Proposed work: Chicken coop.

Materials: "Rustic" sawn wood, wood shingles, concrete blocks, chicken wire, and natural whitewash.

Staff review:

1. The applicant proposes installing a chicken coop in the back (west) yard of the property, located approximately 10' east of an existing shed.
2. The coop has been pre-assembled and will be moved to the property.
 - a. Its dimensions are 4'2"x4'4" with a height of 6'8".
 - b. The exterior walls are clad in rough sawn lumber.
 - c. The roof is sheathed in wood shingles.

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. The coop will rest on a concrete block foundation, with a moisture barrier between the wood and concrete.
4. The exterior of the coop shall be painted in a natural whitewash, consisting of lime, salt, and water.
5. The project shall include a fence enclosure with a 4' tall chicken wire fence.
 - a. Chicken wire is similar to woven wire fencing, and would be appropriate for this application.

Recommended Motions:

Move to approve and issue a Certificate of Appropriateness for the work at 501 N River for installation of a chicken coop and chicken wire enclosure. The coop shall be built to specifications and finished in a natural whitewash.

Relevant Secretary of the Interior's Standards:

#10

Prepared by:

Scott E. Slagor, Preservation Planner

ⁱ Anschuetz, Jan "Norris/Follett Walking Tour" *Ypsilanti Gleanings* (Fall 2018), 13-14.



**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

<u>OFFICE USE ONLY</u> Date Filed: Meeting Date: Action Item/Study Item
--

To complete this application:

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

INCOMPLETE APPLICATIONS WILL NOT BE PLACED ON THE AGENDA

Property

Address

Applicant

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

Name		
Address		
City	State	Zip
Phone / Fax	E-Mail	

Contractor

Contractor Name & Contact Info

Type of work

Roofing
Window/Door
Replacement

Porches
Sign
Fence (or other sitework)

Painting
Other
Application Amendment

Complete Description of Proposed Work:

4/16/2020- Foundation to be concrete blocks with a moisture barrier. 4' tall chickenwire barrier.

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

Permit Application Fee (action items only)

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

Construction Cost:

Permit fee:

\$45 + _____ =

Signature

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

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

Signature:



Date:

Print Name:

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

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



**City of Ypsilanti
Historic District Commission
Work Permit Application
Check List**

**Is your application complete?!
Do you have the following?**

For painting projects:

- ✓ A detailed description of what you will be painting (trim, siding, deck, etc.)
- ✓ A list of all the materials you plan to use (paint brands, color names, etc.)
- ✓ Color chips or samples of the proposed paint colors
- ✓ Photographs of the property
- ✓ A description of how you plan to prep your surfaces for new paint (the HDC does not allow power washing or sand blasting)

For roofing projects:

- ✓ A detailed description of the proposed roof work (Removing existing shingles? Replacing entire roof or portions?)
- ✓ Information about your plans for venting (can vents are generally not permitted in the district)
- ✓ Plans for the flashing and drip edge—what color will they be?
- ✓ Brand name and style of proposed new roofing—include a cut sheet, catalogue sheet, or print-out with details about proposed shingles
- ✓ Color of the new shingles

For fencing projects:

- ✓ Site plan or drawing of lot showing placement of fence in relation to buildings/property
- ✓ Proposed fencing material and style
- ✓ Color chip or sample of proposed paint or stain (wood must be finished with an opaque stain or paint)

For window projects:

- ✓ A detailed description of your plans for the windows—are you replacing them entirely? Just the sash kits?
- ✓ A cut sheet, catalogue sheet, or print-out with a photo of the proposed window, its dimensions and its materials (vinyl windows are generally not permitted in the district)
- ✓ Photographs of the existing windows showing their deterioration or lack of functionality

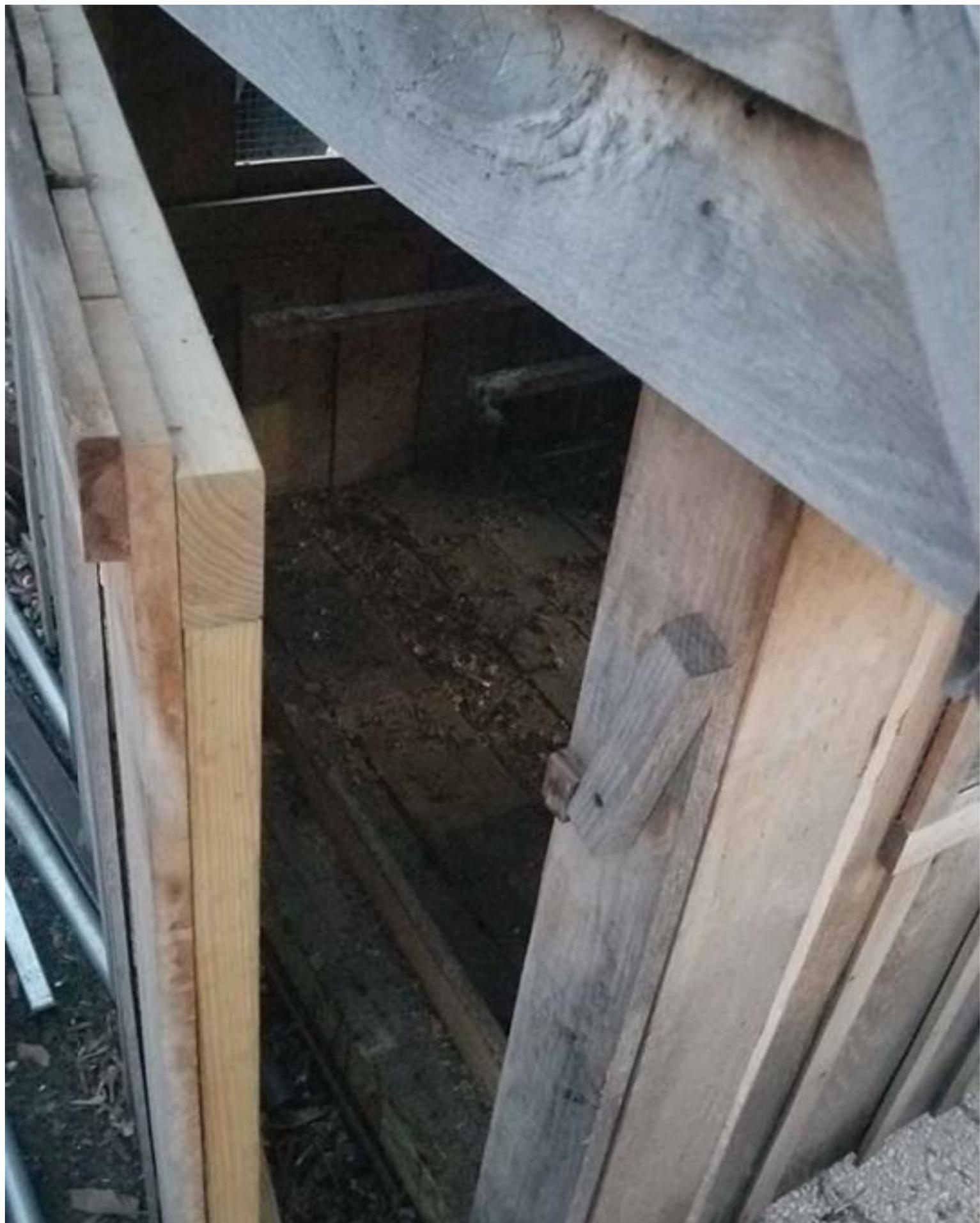
For all other projects:

- ✓ A detailed description of the proposed work
- ✓ A list of all materials to be used in proposed work
- ✓ Samples or chips of any paint or stain
- ✓ A site plan for any application involving the installation of something on the site (fencing, out buildings, major landscaping, etc.)
- ✓ Cut-sheets, catalogue sheets, or print-outs with details on any materials you are using (like composite wood materials, solar panels, siding, shingles, alternative materials, or anything with specific dimensions)

Without this required information, your application will be considered incomplete and will not be added to the agenda until the necessary information is received.

















Facing west to facade, for reference.

Rear yard- showing coop area adjacent to shed (in foreground)



Coop to be placed to the right of the shed.



Coop area.





April 14, 2020

KOLEAN-BURLEY, DESMOND LOUIS
8 N RIVER ST
YPSILANTI, MI 48198

CERTIFICATE OF APPROPRIATENESS

RE: Work Permit Application (PHDC-20-0018) for Fencing at 8 N RIVER

Dear KOLEAN-BURLEY, DESMOND LOUIS,

Staff has reviewed the Historic District Work Permit Application for the above named address. Your application to install fencing has been **approved**. Specifically, this approval includes the 6' tall dog-eared wood fence, finished in an opaque cedar stain, around the back yard; and a 30" tall metal fence, finished in black, extending for 33' on the south side of the property. Fences are to be installed at the locations specified in the submitted site plan.

The following Secretary of Interior Standards were considered in approving your application:

- #9 – Contemporary designs shall be compatible.
- #10 – New work shall be removable.

This detailed list takes the place of your presence at a Historic District Commission (HDC) meeting. This approval is for fencing only, which according to your application is the only work being performed at this time. Any additional work must be reviewed by the HDC. If you have any questions regarding this information please contact me at (734) 483-9646. **Approval by the Historic District Commission does not exempt you from nor can it be substituted for zoning or building department approval.**

Sincerely,

Scott E. Slagor, Preservation Planner
Community & Economic Development Department

CC: Property Owner - KOLEAN-BURLEY, DESMOND LOUIS 8 N RIVER ST YPSILANTI MI 48198
File
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 one week prior to the meeting.

INCOMPLETE APPLICATIONS WILL NOT BE PLACED ON THE AGENDA

Property

Address 8 N. River St Ypsilanti MI 48198

Applicant

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

Name Devon Flores & Desmond Kolean-Burkey		
Address 8 N. River St		
City Ypsilanti	State MI	Zip 48198
Phone / Fax 971-712-0000	E-Mail devonflores451@gmail.com	

Contractor

Contractor Name & Contact Info

Type of work

- | | | |
|--|---|---|
| <input type="checkbox"/> Roofing | <input type="checkbox"/> Porches | <input type="checkbox"/> Painting |
| <input type="checkbox"/> Window/Door Replacement | <input type="checkbox"/> Sign | <input type="checkbox"/> Other |
| | <input checked="" type="checkbox"/> Fence (or other sitework) | <input type="checkbox"/> <u>Application Amendment</u> |

Complete Description of Proposed Work:

Build a fence around our backyard using wood dog ear fence panels & a small gate, & ~~around~~ around the corner from the backyard. Down the side of our property, front 1/2 right side, which is about 33 ft from the side walk back, put in a 30" H metal fence.

Photos Attached.

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

list & photos Attached

Permit Application Fee (action items only)

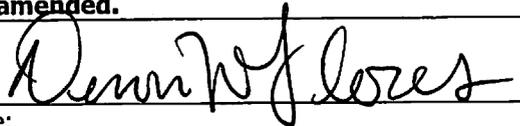
The fee is \$45 for the first \$3,000 in construction cost plus \$5 for every additional \$3,000 of construction cost. There is a flat fee of \$10 for painting only. *An additional fee of \$50 applies to HDC work started without the applicable permit.*

Construction Cost:	\$3060	Permit fee:	\$5	=	\$50
		\$45 +			

Signature

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

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

Signature:		Date:	4/6/2020
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Print Name:	Devon Flores
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If you have questions about what the HDC generally permits or does not permit, or what they need to see in an application to render a decision, please call the office at 734-483-9646 or view our factsheets online at cityofypsilanti.com/hd.

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

Site Plans – 8 N. River St

Landgrid Find an address, place or parcel # Solutions About Resources Sign in or register

Overview

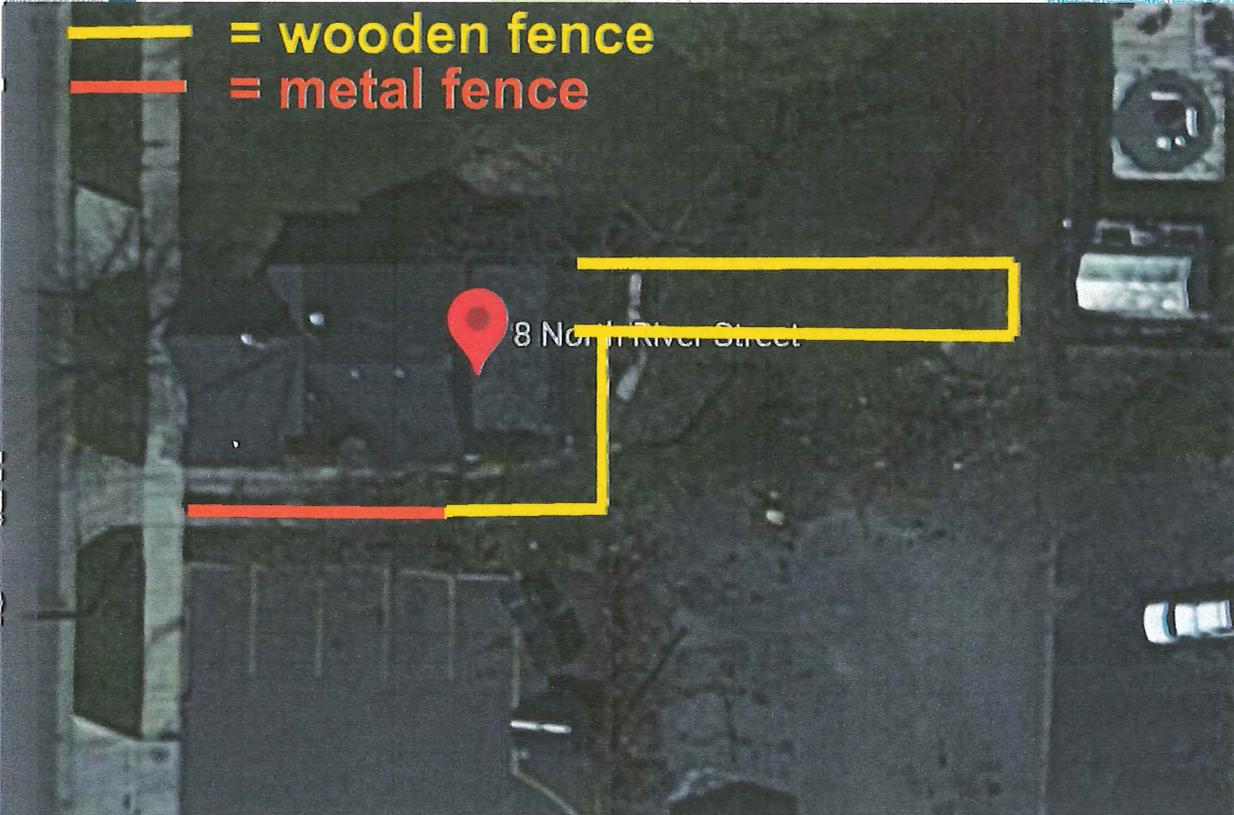
8 N River St

Parcel Data Actions

16 N RIVER ST
15 NORTH RIVERVILLE

Parcel ID: 16-11-09-003-007
Owner: MCLEARY-BURLEY, DESMOND LOUIS
Site Address: 8 N RIVER ST
Site City: YPSILANTI
Site Zip: 48068-2851
Parcel Use Code: 400
Parcel Use Description: RESIDENTIAL

Get the most out of our nationwide parcel data with a landgrid.com account or data license:
[See plans & pricing](#)
[Or explore with a free account](#)

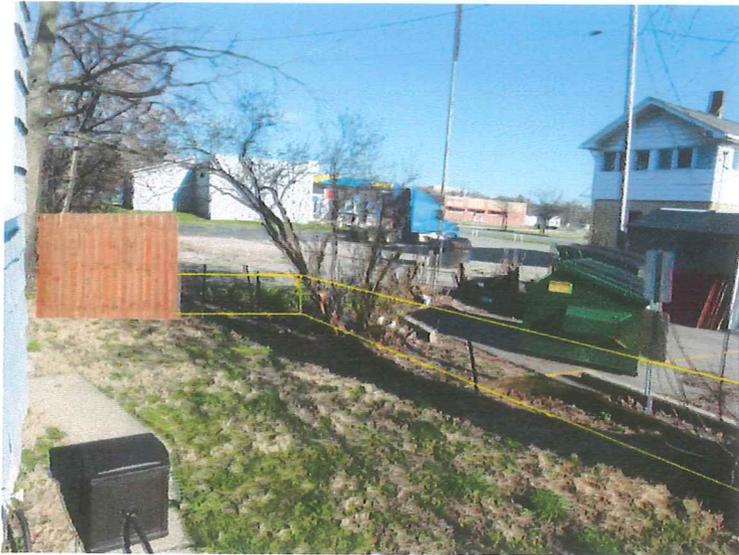


Back Yard – Looking East



Back Yard – Looking South

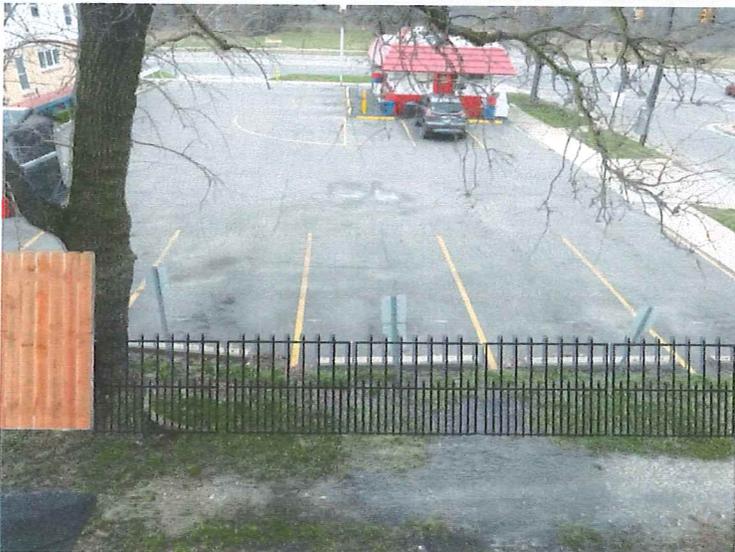




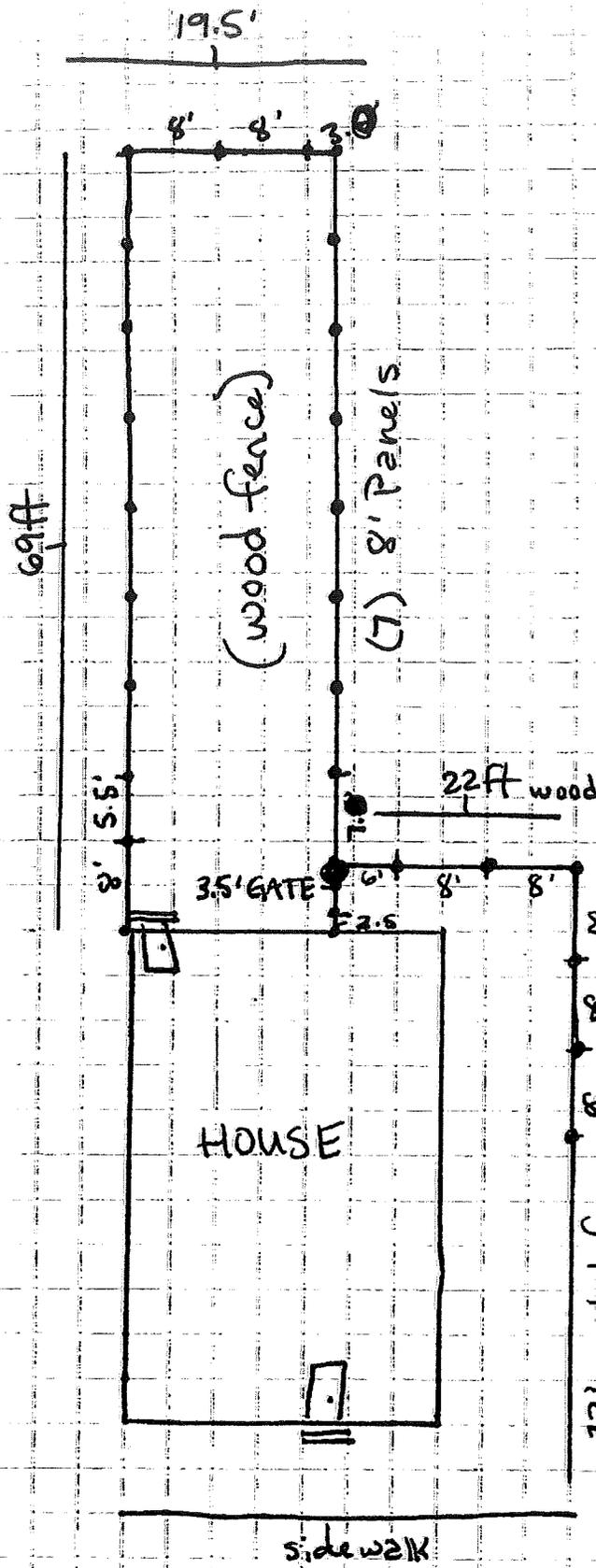
Side Yard – Looking East



Side Yard – Looking South, back half



Side yard Looking South, front half.



• = fence posts (29)
 - Panels (25, 8ft.)

33' metal fence
 6ft dog ear wood fence
 30" H

River St.

sidewalk

HOUSE

(wood fence)
 (7) 8' Panels

22ft wood

35' GATE

69ft

19.5'

2.5' 2.5'

8'

8'

3'

8'

8'

8'

8'

24'

metal

6ft dog ear

wood fence

30" H

Fence Materials

Wood – 6FT H. Dog Ear Natural Pine Fencing

Metal – 30” H. Metal Fence Posts (Only to go in the front 33 ft of the property on the right side of the house.)



BEHR 5 gal. #SC-146
Cedar Solid Color House
and Fence Exterior Wood

★★★★★ (7)

\$116⁰⁰

Construction Cost

Devon Flores & Desmond Kolean-Burley

8 N. River St Ypsilanti Michigan 48198

Fence Project Total \$3060.75

Concrete - \$408

(Lowes) Quick Crete 80 LBs - \$4.25 (20% off over 42 bags)

120 bags - \$510

Posts – \$348

(Home Depot) 10ft Posts \$12

29 Posts

Wood Preservative – \$72

(Home Depot) copper green \$24/gallon

3 gallons

Panels – \$1124.77

Dog ear panels (Lowes) – \$49/panel

25 panels with 10% bulk discount

Gate - \$190

(Home Depot) 3 ft. x 6 ft. Western Red Cedar Flat Top Solid Lattice Fence Gate - \$167

Black Decorative Gate Tee Hinge and Latch Set - \$23

Screws - \$5.98

Galvanized 114, 3-1/2 inch screws - 1 lbs

Stain for fence - \$580

Roughly 3,150 sq. ft of fence. – (4.2 cans) rounded up, 5 cans \$580

Home Depot 5 gal. #SC-146 Cedar Solid Color House and Fence Exterior Wood

Stain \$116

Metal Fence \$332

(Home Depot) 11 panels at \$21.98 = \$241

Attachment Poles – at \$5.98 = \$71.06

Construction Cost

Devon Flores & Desmond Kolean-Burley

8 N. River St Ypsilanti Michigan 48198

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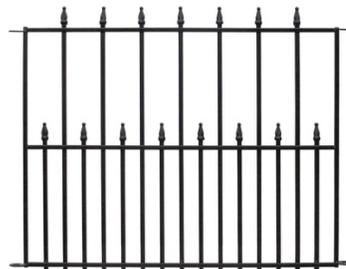
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Metal – 30" H. Metal Fence Posts (Only to go in the front 33 ft of the property on the right side of the house.)



BEHR 5 gal. #SC-146
Cedar Solid Color House
and Fence Exterior Wood

★★★★★ (7)

\$116⁰⁰



CITY OF

Ypsilanti

PRIDE | DIVERSITY | HERITAGE

Historic District Fact Sheet

Doors

This Fact Sheet is not a substitute for the ordinance, but addresses common questions about City ordinances. For further information, please contact the Preservation Planner.

All permit applications are available from the Building Department and at cityofypsilanti.com/permits.

Completed applications may be dropped off at the Building Department.

City Hall

One South Huron
Ypsilanti, MI 48197

Building

3rd Floor, City Hall
Phone: (734) 482-1025
cityofypsilanti.com/157

Planning

3rd Floor, City Hall
Phone: (734) 483-9646
cityofypsilanti.com/planning

Historic District

3rd Floor, City Hall
Phone: (734) 483-9646
cityofypsilanti.com/hd

All permits, fees, and factsheets can be found at cityofypsilanti.com/permits.

The Importance of Historic Doors

Just like windows are the “eyes” of a building, doors are an integral part of how we experience buildings. Door designs are often specific to a building’s style and feature elements that are repeated elsewhere on the structure. If a historic door is present, every effort should be made to preserve it. The HDC encourages repair of historic doors, and may approve replica or replacement doors on a case-by-case basis. A compatible replacement may be approved for non-historic doors.

Please contact the Preservation Planner for door inquiries.

Criteria for Door Replacement

- Original or historic doors should be repaired rather than replaced. The applicant must demonstrate severe deterioration to obtain approval for removal of original fabric.
- If security or weatherization is the impetus for replacing a door, the HDC asks to first consider appropriate storm doors to protect the historic fabric.
- Non-historic doors may be replaced with doors that are appropriate to the building.

General Guidelines for Replacement Doors

- Original doors being replaced should be replicated as close as possible. For properties where there is no documentation of the historic door, a door that is compatible with the architectural style should be used.
- Historic doors were typically wood, and replacement doors should ideally be wood as well. Replacement non-wood doors should be smooth-finished and painted. Textured faux-wood doors are not appropriate.
- Historic doors typically had some kind of paneling or trim. A paneled door is encouraged over a flat-surfaced door.
- Many exterior historic doors include some type of window. A window is encouraged for most replacement doors concerning a main entrance.
- Fan-light, or “Half Moon” windows are generally not appropriate.
- Historic sidelights and transoms shall be retained.
- Doors that feature shiny brass casing are not appropriate.

Sliding Doors

- Sliding glass doors, frequently used to access a deck or patio, may be approved on a case-by-case basis on elevations that are not publically visible.

Door Hardware

- Door hardware: such as knobs/handles, locks, hinges, and escutcheons, should be appropriate to the style of the door.
- Generally, replacement hardware should be as modest with a clean finish.

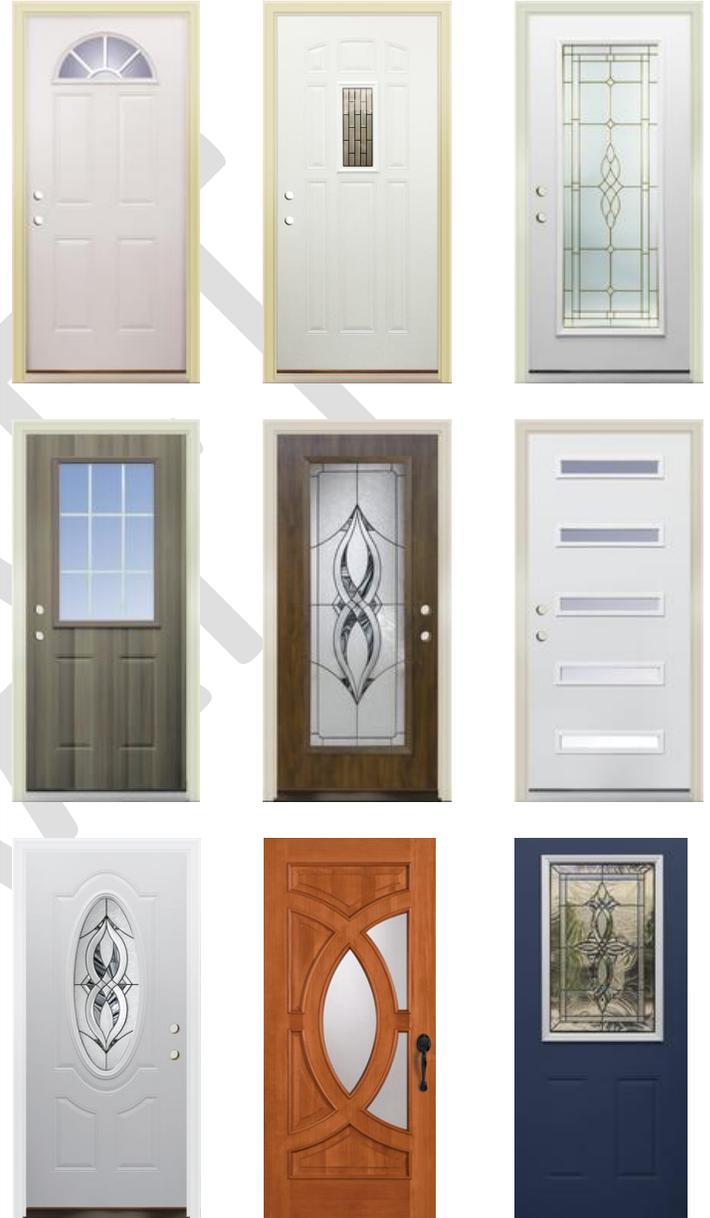
See Page 2 for Examples of doors that may and may not be approved.

Below is a selection of doors that are more likely to be appropriate **depending on the style of the building**, and doors that are likely to be inappropriate. Please contact the Preservation Planner with door inquiries.

Replacement doors that are likely appropriate on a case-by-case basis.



Replacement doors that are likely inappropriate.





MINUTES

City of Ypsilanti HISTORIC DISTRICT COMMISSION Virtual Meeting

Tuesday, April 14, 2020
7:00 P.M.

CALL TO ORDER AND ROLL CALL

Chairperson Pettit Video/telephone usage instructions given for potential attendees
Meeting called to order at 7:03pm

Commissioners Present: Alex Pettit, Anne Stevenson, Erika Lindsay, Amy Swift, James Chesnut

Commissioners Absent: Ron Rupert

Staff Present: Scott Slagor, Preservation Planner
Nancy Hare-Dickerson, Commission Recording Secretary

Additional Staff Present: Joe Meyers, Economic Development Director
Christopher Jacobs, Downtown Development Authority Director
Elize Jekabson, Downtown Development Authority Coordinator

APPROVAL OF AGENDA

Slagor: Staff requested to add 109 Maple as a possible study item.

Motion: Swift (second: Lindsay) moved to approve the agenda as amended.

Voice Vote: Unanimous. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS- none

PUBLIC HEARING—none

OLD BUSINESS—none

NEW BUSINESS

Frog Island Park- 699 Rice Street

**New lighting and bleachers.*

Applicant: Bonnie Wessler, City of Ypsilanti Department of Public Services- present

Discussion: Wessler: Stated that the application is for a request to add lighting in Frog Island Park as part of

the upgrade to the border-to-border trail which is planned for the summer. Stated that the plan is also to include adding built-in bleachers where the wooden and metal bleachers currently are in the park.

Pettit: *[Provided a synopsis of packet materials received]*

Wessler: *[Provided a clarifying overview of the packet materials]*

[Commissioners reviewed application and packet materials]

Pettit: Asked what will happen to the one existing light at the park.

Wessler: Stated that the plan is for it to remain.

Pettit: Asked what the final number of lamp posts would be and their planned locations.

Wessler: Stated that the final number and locations will be determined by a photometric study which will be performed by DTE.

[Discussion continued as to type of proposed lighting and locations]

Swift: Asked if the general idea is for lighting locations to only go around the pathways and not throughout the fields.

Wessler: Confirmed. Stated that it is only planned for adjacent to the path and essentially more towards the north end of the park. Indicated that a final layout will be eventually forthcoming.

Lindsay: Asked if consideration had been given to terrace up the retaining seat/wall as an improvement, due to the steepness of the bank.

Wessler: Stated that the primary goal was to provide spectator space for the park. Stated that that could be looked into.

Chesnut: Asked about the type of material proposed for the retaining wall.

Wessler: Stated that it is block.

Chesnut: Asked for clarification of the proposed block material.

Wessler: Stated that the aim is for something identical or similar to the cast blocks made for the amphitheater.

Motion: Lindsay (second: Swift) moved to approve and issue a certificate of appropriateness for the work at Frog Island Park, 699 Rice Street, as submitted in the application, dated March 3, 2020, for installation of new concrete bleachers and light fixtures as specified.

Secretary of the Interior Standards:

#9 – Contemporary designs shall be compatible.

#10 – New work shall be removable.

Voice Vote: Unanimous. Motion carried.

20-22 S Washington

**Signage.*

Applicant: Kamalpreet Singh, owner- not present

Discussion: *[Commissioners reviewed application and reference materials]*
[Discussion ensued as to the glass block window, sign coverage]

Swift: Indicated that as to the sign, in addition to the materials, the graphics and how it is mounted is inappropriate and not in keeping with the aesthetic nature of the historic neighborhood.

Pettit: Indicated that the Commission would typically require signs to be in a signboard area and framed in a certain way. Stated that there is a sign right above it that appears more appropriate.

Swift: *[Discussed alternative remedies which possibly could have been done]*

Stevenson: Indicated agreement with previous commissioner comments. Added that the glass block window is a historic feature of this particular 1946 building and should not be covered up. Stated that looking at the bottom of the window, there appear to also be water issues *[reference photo materials]*. Stated that covering the window with plastic material does not allow the surrounding bricks to breathe appropriately and could become a potential issue.

Lindsay: Indicated agreement with previous commissioner comments. Added that the corrugated plastic material used for the sign is problematic. Stated that corrugated plastic is cardboard made of plastic which is temporary, will fade and is inappropriate. Stated that it would be appropriate for the Commission to request that the window be opened up and for the glass block to be exposed. Added that this is a main street facing elevation.

[Discussion continued as to further considerations]

Motion: Swift (second: Stevenson) moved to deny the application for work at 20-22 S Washington. Although the resource is a non-contributing building, installation of a signboard over a window opening alters the façade rhythm and further intensifies the building's incompatibility with the character of the surrounding historic commercial area.

Secretary of the Interior Standards:

#9 – Contemporary designs shall be compatible.

Voice Vote: Unanimous. Motion carried.

103 W Michigan

**Replacement Windows.*

Applicant: Michael Condon, contractor- not present

Discussion: *[Commissioners reviewed/discussed application and reference materials]*

Stevenson: Indicated that not having information on the actual condition of the windows makes it difficult for the Commission to make a determination on whether or not they need to be replaced.

Swift: Indicated agreement. Stated that having information on the condition of the windows would also help guide the Commission on whether or not the windows that are being suggested are appropriate for that opening's condition. Stated that there also appears that there may be storm windows on top *[reference photo materials]* which it would be helpful to know the condition of.

Motion: Stevenson (second: Swift) moved to table decision for work at 103 W Michigan for the applicant to provide additional information, including cut sheets of the proposed new windows and documentation of the condition of the windows that are to be replaced.

Voice Vote: Unanimous. Motion carried.

STUDY ITEMS—none

ADMINISTRATIVE APPROVALS

309 N Grove - Pavers and downspouts.

Motion: Lindsay (second: Swift) moved to accept the administrative approval for 309 N Grove for pavers and downspouts.

Voice Vote: Unanimous. Motion carried.

OTHER BUSINESS

1. Staff Update: Historic Preservation Advocacy Day

Slagor: Staff provided an update on his participation at the Historic Preservation Advocacy Day, held last month in Lansing, which was hosted by the Michigan Historic Preservation Network.

2. Property Monitoring

Commissioner/Staff discussion as to property monitoring.

3. Commissioner Comments

Commissioners, who wished, shared additional thoughts/comments.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS- none

HOUSEKEEPING BUSINESS

Approval of the minutes of February 25, 2020

Motion: Lindsay (second: Swift) moved to approve the minutes of February 25, 2020 as submitted.

Voice Vote: Unanimous. Motion carried.

ADJOURNMENT

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

MEETING ADJOURNED at 8:03 p.m.

Full Minutes Prepared By: Nancy Hare-Dickerson

CITY OF YPSILANTI
Agenda
Historic District Commission
Tuesday, April 28, 2020 - 7:00 p.m.
Remote Meeting via Zoom

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

Alex Pettit, Chair	P	A
Anne Stevenson, Vice Chair	P	A
Erika Lindsay	P	A
Ron Rupert	P	A
Amy Swift	P	A
James Chesnut	P	A
VACANT		

II. APPROVAL OF AGENDA

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. PUBLIC HEARING—none

V. BUSINESS SESSION

A. OLD BUSINESS

1. 103 W Michigan New windows

B. NEW BUSINESS

1. 501 N River Chicken coop

C. STUDY ITEMS—none

D. ADMINISTRATIVE APPROVALS

1. 8 N River Fence

E. OTHER BUSINESS

- 1. Draft Door Fact Sheet**
- 2. Property monitoring**
- 3. Commissioner comments**

VI. AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

- 1. Approval of meeting minutes, April 14, 2020**

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: 103 W Michigan

Property History: The property includes a mid-nineteenth century Italianate commercial building. Throughout its history the ground floor has hosted a variety of businesses, including: shoes, women's clothing, a jewelry shop, auto supplies, real estate offices.ⁱ Since ca.2011, the space has houses the Model Cave.ⁱⁱ The upper floors have likewise housed a variety of enterprises over the years, including: a tinsmith, harness-maker, various clerks and salesmen, a tailor, electrician, engineer, paper-maker, painter, chef, and a former Ypsilanti mayor.ⁱⁱⁱ In the mid-twentieth century the façade was modernized with a metal veneer and ribbon of windows across the second story. Since then, the façade has been partially restored, revealing original Italianate features.

Date of Application: March 13, 2020

Date of Review: April 7, 2020

Date of Meeting: April 28, 2020

Proposed work: Two new windows.

Materials: Jeld Wen aluminum-clad wood windows.

Staff review:

The applicant is seeking approval to replace two windows on the second and third stories of the south (rear) elevation.

1. This application was tabled from the April 14 meeting as the HDC found it incomplete. The commission asked for cut sheets of the window product and detailed documentation of the window condition.
 - a. The applicant has provided product cut sheets.
 - b. The applicant stated that due to social distancing requirements, neither contractor nor building owner would be able to get detailed photos at this time.

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.

2. The Commission must make a decision on this application by the regularly scheduled meeting on June 9, 2020.

Project Details

3. According to the applicant the windows are original and badly damaged beyond repair. The damage has caused water leaching into the building and damaging the interior walls and ceiling.
 - a. Staff conveyed to the applicant that if possible, they should provide documentation of the deterioration and damage.
4. The new windows JeldWen Sitrine. These are wood sashes with aluminum cladding. They are to match the originals in size and configuration. The applicant assures no glass area will be lost.
 - a. The windows to be replaced are two-over-two, however the cut sheet provided does not show that sash configuration available. HDC to confirm with applicant that the JeldWen Sitrine windows can be produced in two-over-two.
5. General repairs will be made to the openings.
6. The replacement windows will be on a secondary elevation, largely obscured from public view by a two-story mass directly in-front of it. The replacement material of the windows are consistent with what has been previously approved in the district.

Recommended Motions:

Move to table a decision of work on 103 W Michigan so the applicant may provide detailed photos of the deterioration of the windows to be replaced.

Move to approve and issue a Certificate of Appropriateness for the work at 103 W Michigan as submitted in the application dated March 13, 2020 for replacement of two windows on the south elevation. The new Jeld Wen windows are to be wood-framed with aluminum cladding and match the size and configuration of the originals.

Relevant Secretary of the Interior's Standards:
#6

Prepared by:
Scott E. Slagor, Preservation Planner

ⁱ Ypsilanti Historical Society, "Historic Home Tour" Files; Nickels, Bill "The Campbells- Jewels and Insurance," *Ypsilanti Gleanings*, (Winter 2005), 13.

ⁱⁱ Model Cave, "Your Single Stop Building Model Shop," accessed March 31, 2020, <http://modelcave.com/about.html>.

ⁱⁱⁱ Ypsilanti Historical Society, "Historic Home Tour" Files.

Contractor will be em
Submaterials



City of Ypsilanti Historic District Commission Work Permit Application

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

OFFICE USE ONLY
Date Filed:
Meeting Date:
Action Item/Study Item

To complete this application:

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

INCOMPLETE APPLICATIONS WILL NOT BE PLACED ON THE AGENDA

Property

Address 103 West Michigan

Applicant

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

Name Ypsilanti Restoration L.L.C.		
Address [REDACTED]		
City Ypsilanti	State MI	Zip 48198
Phone / Fax [REDACTED]	E-Mail [REDACTED]	

Contractor

Contractor Name & Contact Info

Type of work

- | | | |
|---|--|---|
| <input type="checkbox"/> Roofing | <input type="checkbox"/> Porches | <input type="checkbox"/> Painting |
| <input checked="" type="checkbox"/> Window/Door Replacement | <input type="checkbox"/> Sign | <input type="checkbox"/> Other |
| | <input type="checkbox"/> Fence (or other sitework) | <input type="checkbox"/> <u>Application Amendment</u> |

Complete Description of Proposed Work:

Install 2 new windows from Jeld Wen Corp.. New windows will be approximately 36"x86", and be made of wood with aluminum clad exteriors in white, tempered, insulated low-E 366 glazing with primed interior and white closing hardware. Perform masonry and carpentry repairs as needed to window opening prior to installation. Trim, caulk, paint and insulate as needed. Clean work areas and remove all debris.

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

Aluminum clad wood windows with white exterior

Permit Application Fee (action items only)

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

Construction Cost: 6000	Permit fee: \$45 + _____ =
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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: 3/13/20
------------	------------------

Print Name:
Michael F. Condon, Q.O., Ypsilanti Restoration L.L.C.

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

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

Our Message on Coronavirus/COVID-19(covid19-response)

WHERE TO BUY (/EN-US/WHERE-TO-BUY)

GET HELP ON YOUR PROJECT (/EN-US/GET-HELP?JWCT_GETHELP=UTILITYLINKS)

FOR INVESTORS ^{USA} [↗](#)

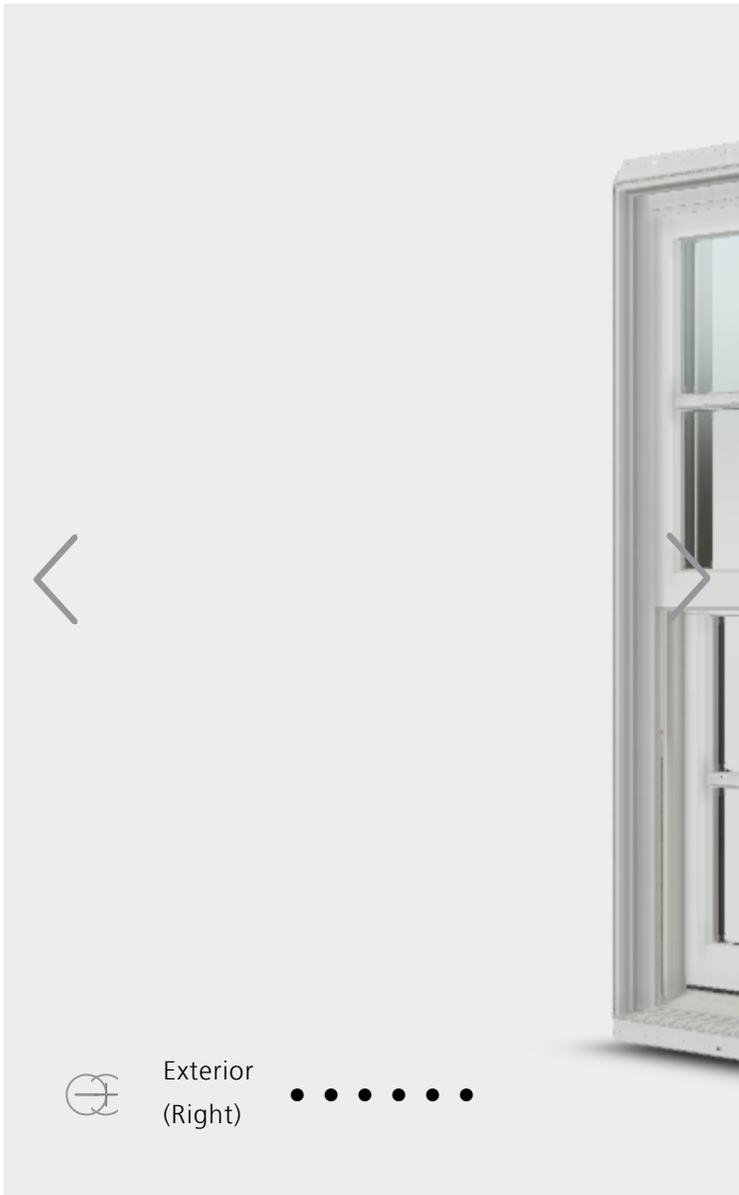
PRO SIGN IN (/EN-US/SIGN-IN)

(HTTP://INVESTORS.JELD-WEN.COM/)



SEARCH

Siteline® Clad-Wood Window: Double-Hung



Explore the options

On-screen colors/finishes vary from actual products.

Grille Designs



Colonial Grille



No Grille



Prairie Grille



Top Down Grille

Interior Finish Options ∨
AuraLast Pine Americano Finish



Exterior Colors ∨
Bone White



See all options and features >



PRICING

Many options will influence the price of your window.
To get an estimate, contact your JELD-WEN dealer.

WHERE TO BUY (/EN-US/WHERE-TO-BUY?PID=145811)

GET HELP ON YOUR PROJECT (/EN-US/GET-HELP?PID=145811&JWCT_GETHELP=PRODUCTPAGE)

Model Overview



**PROJECT TYPE**

New construction and replacement

MAINTENANCE LEVEL

Moderate

WARRANTY

20 Year Warranty

COLORS & FINISHES

27 Exterior Colors

28 Interior Finish Options

SCREEN & TRIM OPTIONS

3 Insect Screens

3 Exterior Trim

FRAME OPTIONS

Block Frame/Replacement

Integral Nailing Fin

GLASS

Energy efficient, tinted, textured and protective.

DIVIDED LITES

Grilles between the glass.

HARDWARE

1 Lock option in 9 finishes

CONSTRUCTION

Tilt Sash

MATERIALS

3 Wood Options

Model Details & Options

Materials

WOOD OPTIONSThe logo for Auralast, featuring a stylized 'A' icon followed by the word 'Auralast' in a sans-serif font with a trademark symbol.



AuraLast® Pine

AuraLast® pine is a patented wood product that provides protection against wood rot, water damage and termites. This water-based process fortifies wood all the way to the core, providing an exclusive level of protection you'll only find through JELD-WEN and backed by our limited lifetime warranty. Distinct color variations occur and the grain can appear straight or erratic depending on how it is cut from the log. The wood will darken and yellow with age, adding character and charm. It machines to a fine, smooth finish and easily accepts lighter stains and paint. Staining is recommended to achieve a uniform appearance because pine naturally contains resins that can affect penetration. Knots should be sealed before painting.



Alder

(Clear and Knotty) – A popular species today because of its pronounced grain and uniform texture. This versatile wood species features a fairly straight grain with areas of burl clusters and small knots. These marks add character and will provide a darker texture and color when finished. Alder varies from pale yellow to reddish brown and it accepts stains exceptionally well. It is also the lightest and least dense. Knotty Alder presents a more rustic look. When stained, alder blends well with walnut, mahogany and

cherry. This species is available for clad exteriors only on the interior of the window.



Douglas Fir

The texture of this softwood is smooth with a straight, even grain and knots that create beautiful swirl patterns. This wood is a light, rosy color that is set off by its remarkably straight and handsome grain pattern. Will tend to “redden” over time when exposed to light. Paints easily and can hold all types of stains and finishes. This species is available for both the exterior and interior of the window.

Colors & Finishes

EXTERIOR COLORS

Note: Actual colors may vary from samples shown due to printing process and/or differing monitor calibrations.



Bone White



Brilliant White



Ivory



French Vanilla

Heirloom White

Mocha Cream



Desert Sand



Silver



Smoke



Stone



Flagstone



Cocoa



Surf



Sea Foam



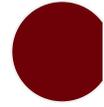
Hunter Green



Moss



Hartford Green



Cranberry



Mesa Red



Stormy



Admiral



Navy



Steele Gray



Dark Chocolate



Chestnut Bronze



Luxury Bronze



Black

INTERIOR FINISH OPTIONS

Note: Actual colors may vary from samples shown due to printing process and/or differing monitor calibrations.



AuraLast Pine Americano Finish



AuraLast Pine Charcoal Finish



AuraLast Pine Clear Lacquer Finish



AuraLast Pine Cordovan Finish



AuraLast Pine Fruitwood Finish



AuraLast Pine Kodiak Finish



AuraLast Pine Walnut Finish



Alder Americano Finish



Alder Charcoal Finish



Alder Clear Lacquer Finish



Alder Cordovan Finish



Alder Fruitwood Finish



Alder Kodiak Finish



Alder Walnut Finish



Fir Americano Finish



Fir Charcoal Finish



Fir Clear Lacquer Finish



Fir Cordovan Finish



Fir Fruitwood Finish



Fir Kodiak Finish



Fir Walnut Finish



Paint Black



Paint Brilliant White



Paint Desert Sand



Paint Dove



Paint Gunmetal



Paint Ivory



Primed

Glass

ENERGY EFFICIENT GLASS

Our optional high-performance Low-E insulating glass lowers energy costs, helps homes stay cooler in the summer and warmer in the winter, reducing the fading of interior furnishings and condensation. It also delivers greater visible light transmittance than tinted glass. Clear glass consists of two panes of glass, sealed with an airspace and the perimeter of the unit is sealed. This option offers maximum visible light transmittance and superb energy efficiency in most climates. With Low-E glass, ENERGY STAR® qualified versions of this product are likely available. This means they meet or exceed the minimum energy efficiency criteria for your climate region. For more information, ask your dealer how to order JELD-WEN ENERGY STAR qualified products specific to your area.

LoE³-366

Low-E



Low-E EC

TINTED GLASS

Our optional tinted glass is ideal for climates with intense sunlight. It reduces glare and visible light transmittance, while also keeping homes more comfortable in warm weather. Optional clear glass consists of two panes of glass, sealed with an airspace and the perimeter of the unit is sealed. This option offers maximum visible light transmittance and superb energy efficiency in most climates.



Bronze Tinted



Clear



Gray Tinted





Green Tinted



Bronze Reflective Tinted

TEXTURED GLASS

We offer an array of glass types, each one with its own attractive texture, pattern or color. Add a distinctive touch to our windows with optional textured glass, which lets light in while maintaining privacy. This glass will not only enhance your chosen window and transoms, but also add radiance to your entire home.



Glue Chip



Matte Frost



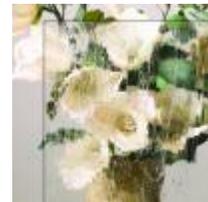
Narrow Reed



Obscure



Rain



Seedy Reamy

PROTECTIVE GLASS

Preview
Unavailable

ImpactGard®

We offer optional ImpactGard® protection, which is engineered and tested to stand up to the strong impacts of windborne debris, as well as the harsh conditions inherent to coastal areas. With the industry's leading laminate glass technology, windows and patio doors with ImpactGard protection can withstand a nine-pound piece of lumber striking the glass head-on at approximately 34 miles per hour. In addition, it significantly reduces sound transmission, blocks up to 95 percent of harmful UV rays and offers superior

torced-entry resistance.



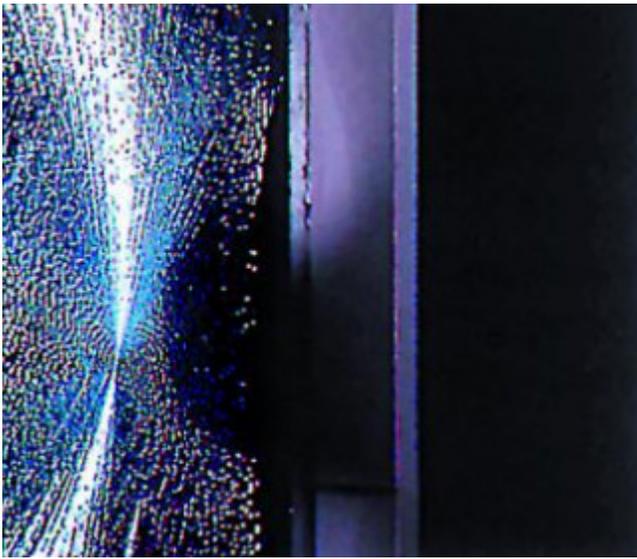
Neat®

With the Neat® glass option, you gain natural cleaning convenience. By harnessing the sun's UV rays (even when the sky is cloudy) to loosen dirt from the glass, rainwater can easily rinse away grime. No manual activation is required.



Preserve

Preserve® film is factory-applied to both the interior and exterior surfaces of the glass. This means the glass surfaces will be reliably protected from debris and scratches that can occur during shipping and handling or at a construction site. So you won't need to spend extra time cleaning your new windows. What's more, it's easy to remove. *Please note, Preserve film is not available with impact-resistant glass or single pane units.



Tempered

The tempered glass option is available in all glass types and provides extra strength, enabling it to withstand force or pressure on its surface and it will not break into sharp pieces. Local building codes often require tempered glass to be used in all windows that are close to the floor or near doors, bathtubs or showers.

Divided Lites

GRILLES BETWEEN THE GLASS



Grilles Between the Glass

Add architectural interest with our divided lite options. Enjoy increased visual appeal and decreased maintenance with our grilles between the glass, which consist of a spacer bar

placed between the panes of the insulating glass. They are an ideal choice because they require no upkeep and will not interfere with window cleaning. We offer 5/8" or 7/8" flat grilles, as well as 5/8" or 1" contour grilles in several grille patterns. These grilles are available in the color that matches the exterior color of the patio door you choose.

FULL-SURROUND REMOVABLE WOOD GRILLES



Full-Surround Removable Wood Grilles

Add architectural interest to your windows with our divided lite options. Our full-surround wood grilles are a convenient way to achieve the look of divided lites. These grilles are positioned on the interior glass and can be removed for easy cleaning. Grilles are available in 7/8", 1-1/8" and 1-3/8" widths in several grille patterns.

SIMULATED DIVIDED LITES





Simulated Divided Lites

Add architectural interest to your windows with our divided lite options. These options include simulated divided lites (SDL) for an authentic look. They feature grilles that are permanently attached to both the interior and exterior glass (aluminum for clad exteriors, wood for wood exteriors), metal bars placed between the panes of insulating glass to provide design detail.

GRILLE DESIGNS



Colonial Grille



No Grille



Prairie Grille



Top Down Grille

Hardware

LOCKS



Sash Lock

LOCK HARDWARE FINISHES

We offer a range of hardware and hardware finishes for our wood and clad-wood windows. We know a Victorian house feels all the more ornate with brass fixtures. And the shine of polished chrome adds a contemporary edge to traditional architecture. Our selection ensures you can make the statement you want down to the last detail.



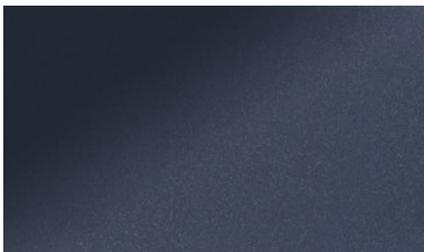
Antique Brass Finish



Black Finish



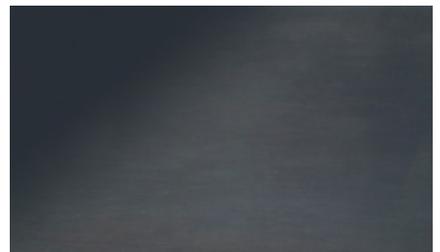
Brushed Chrome Finish



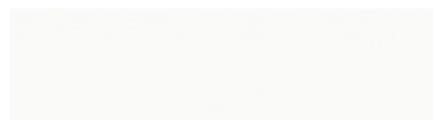
Chestnut Bronze Finish



Desert Sand Finish



Oil-Rubbed Bronze Finish





Polished Brass Finish



Satin Nickel Finish



White Finish

ADDITIONAL HARDWARE OPTIONS



Window Opening Control Device

Limiting sash opening especially in upper floors, these optional factory-installed devices also meet ASTM F2090-10. The casement solution in both wood and vinyl windows is hidden when the window is in the closed position. When the window is open, you see the red lever that acts as the sash limiter and can be released for full operation. Conversely, when the window is closed, the device is reset. Window opening control devices are one of many tools a homeowner can choose to prevent children from falling out of a window. There are a number of additional steps the consumer can do to prevent such accidents from occurring.

Screens & Trim

INSECT SCREENS





BetterVue

BetterVue™ screens are standard and are designed to keep more insects outside, while letting more natural light inside compared to regular screens. BetterVue insect screens feature fine, black fiberglass mesh with a light gloss finish, and the frame is available to match the patio door color you choose. *Insect screens are intended to allow air and light in, while keeping insects out. They are not intended to stop children from falling through an open window or door. For safety screens and other security devices, contact your local building supply retailer.



UltraVue™

UltraVue™ screens are standard and allow greater amounts of natural light in your home when compared to aluminum mesh. UltraVue insect screens feature fine, black fiberglass mesh with a light gloss finish, and the frame is available to match the window color you choose. *Insect screens are intended to allow air and light in, while keeping insects out. They are not intended to stop children from falling through an open window or door. For safety screens and other security devices, contact your local building supply retailer.

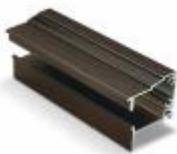


Aluminum Mesh

Our optional aluminum mesh insect screens keep insects outside, while letting in natural light. The frames are available with colors to match the window color you choose.

*Insect screens are intended to allow air and light in, while keeping insects out. They are not intended to stop children from falling through an open window or door. For safety screens and other security devices, contact your local building supply retailer.

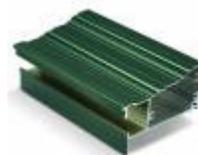
EXTERIOR TRIM



Brickmould for Clad
Exterior



Flat Casing for Clad
Exterior



Adams Casing for Clad
Exterior

Construction & Framing

CONSTRUCTION





Tilt Sash

Our double-hung windows include a tilt latch which allows you to easily tilt the sash in to allow for convenient cleaning from the inside of your home. Tilt latches will match the hardware color of your window.

FRAME OPTIONS



Block Frame/Replacement

For New Construction and Replacement. A block frame is for a window with a frame that does not include a nail fin. Installation can be done simply and neatly without disturbing exterior siding, stucco, interior trim, paint or wallpaper. The block frame is ideal for new construction installation into concrete or masonry walls. This frame has the same inside and outside dimensions.

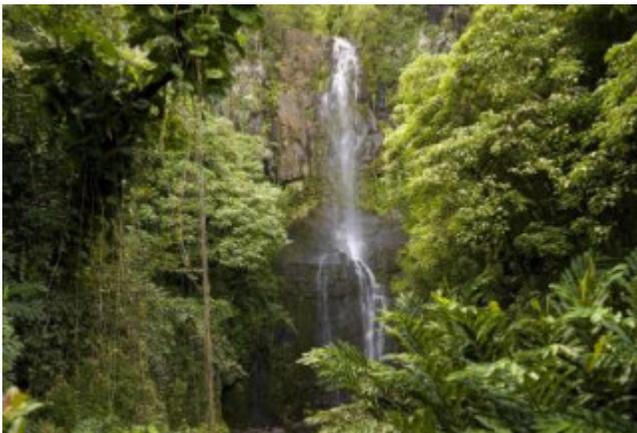


Integral Nailing Fin

For New Construction and Replacement. Our windows come standard with a 1-1/4" pre-punched nailing fin for easy installation into new construction applications. The nailing fin is integral to the frame. It surrounds the full perimeter of the frame and helps make installations weathertight. It is appropriate for homes with siding, stucco or brick exteriors.

Energy & Sustainability

SUSTAINABLE SOLUTIONS



Sustainability at JELD-WEN

At JELD-WEN, sustainability is nothing new. With origins rooted in wood product manufacturing, our legacy has been to make windows, doors and components in a manner consistent with efficient use of what nature provides. In effect, we've always strived to make stiles and sash, not sawdust. To us, minimizing waste has always made

good ecological and business sense. Our mission is to develop high performance, high-value products that satisfy our customers' needs, while also caring for our communities by seeking ways to reduce our impact on the environment. We also realize that there is still work to be done. Sustainability is a journey, and our on-going efforts will remain directed toward continual improvement of our products, processes and culture. We do this not because it's popular. We do it because it's the right thing to do.



ENERGY STAR® Qualified Options

We are committed to offering products for improved energy efficiency in your home. This product has ENERGY STAR qualified options to save energy and meet current requirements. As proof of our commitment, JELD-WEN has received the 2010 ENERGY STAR Partner of the Year award. The award signifies outstanding contributions to protecting the environment through energy efficiency and is presented to only a handful of 17,000 organizations that participate in the program each year. Our company-wide commitment to energy conservation excellence is part of our continued commitment to bringing reliability to your home and life. For more information, ask your dealer about JELD-WEN ENERGY STAR products.



Home Innovation
NGBS GREEN CERTIFIED™

NGBS Green Certified

FSC®-certified ENERGY STAR® wood windows and patio doors with AuraLast® wood manufactured by JELD-WEN have been approved for points toward National Green Building Certification to the ICC 700-2008 National Green Building Standard for residential construction.

**Reduced VOCs**

The AuraLast® manufacturing process releases 96 percent fewer VOCs than traditional treatments, one more reason that AuraLast--The Worry-Free Wood® really is worry-free. AuraLast is JELD-WEN's exclusive water-based wood protection process. Unlike typical solvent-based dip treatments that only coat a thin layer on the wood's surface, AuraLast delivers durable 100 percent surface-to-core protection. AuraLast is 100 percent real wood, so homeowners don't have to sacrifice the beautiful appearance for industry-leading protection.

File photo of 103 W Michigan (at center) from 2003, showing the facade for reference.



Applicant photo, showing windows proposed for replacement.



Facing northeast to south and west elevations.



HDC Work Permit Staff Review

Property address: 501 N River

Property History: The property includes a Greek Revival-style house that is contributing to the historic district. The house was erected ca. 1831 by Ypsilanti pioneers Mark and Roccena Norris.¹ Reputedly, it is the first house on the east side of the Huron River to be erected from sawn lumber. The Norrises came to Ypsilanti in 1828. Mark owned water rights to Huron River, giving him a business advantage; at various points he owned a mill, hotel, and other enterprises. Among his lasting impacts is the construction of the Depot Town landmark, the Norris Block (today known as the Thompson Block) at 400 N River. Roccena Norris was an educator, establishing the city's first school in 1828 and the first Sunday school as well. The Norrises only remained at 501 two years before moving to the brick house at 213 N River ca. 1833.

Date of Application: April 14, 2020

Date of Review: April 17, 2020

Date of Meeting: April 28, 2020

Proposed work: Chicken coop.

Materials: "Rustic" sawn wood, wood shingles, concrete blocks, chicken wire, and natural whitewash.

Staff review:

1. The applicant proposes installing a chicken coop in the back (west) yard of the property, located approximately 10' east of an existing shed.
2. The coop has been pre-assembled and will be moved to the property.
 - a. Its dimensions are 4'2"x4'4" with a height of 6'8".
 - b. The exterior walls are clad in rough sawn lumber.
 - c. The roof is sheathed in wood shingles.

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. The coop will rest on a concrete block foundation, with a moisture barrier between the wood and concrete.
4. The exterior of the coop shall be painted in a natural whitewash, consisting of lime, salt, and water.
5. The project shall include a fence enclosure with a 4' tall chicken wire fence.
 - a. Chicken wire is similar to woven wire fencing, and would be appropriate for this application.

Recommended Motions:

Move to approve and issue a Certificate of Appropriateness for the work at 501 N River for installation of a chicken coop and chicken wire enclosure. The coop shall be built to specifications and finished in a natural whitewash.

Relevant Secretary of the Interior's Standards:

#10

Prepared by:

Scott E. Slagor, Preservation Planner

ⁱ Anschuetz, Jan "Norris/Follett Walking Tour" *Ypsilanti Gleanings* (Fall 2018), 13-14.



**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

<u>OFFICE USE ONLY</u> Date Filed: Meeting Date: Action Item/Study Item
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To complete this application:

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

INCOMPLETE APPLICATIONS WILL NOT BE PLACED ON THE AGENDA

Property

Address

Applicant

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

Name		
Address		
City	State	Zip
Phone / Fax	E-Mail	

Contractor

Contractor Name & Contact Info

Type of work

Roofing
Window/Door
Replacement

Porches
Sign
Fence (or other sitework)

Painting
Other
Application Amendment

Complete Description of Proposed Work:

4/16/2020- Foundation to be concrete blocks with a moisture barrier. 4' tall chickenwire barrier.

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

Permit Application Fee (action items only)

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

Construction Cost:

Permit fee:

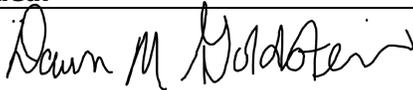
\$45 + _____ =

Signature

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

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

Signature:



Date:

Print Name:

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

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



**City of Ypsilanti
Historic District Commission
Work Permit Application
Check List**

**Is your application complete?!
Do you have the following?**

For painting projects:

- ✓ A detailed description of what you will be painting (trim, siding, deck, etc.)
- ✓ A list of all the materials you plan to use (paint brands, color names, etc.)
- ✓ Color chips or samples of the proposed paint colors
- ✓ Photographs of the property
- ✓ A description of how you plan to prep your surfaces for new paint (the HDC does not allow power washing or sand blasting)

For roofing projects:

- ✓ A detailed description of the proposed roof work (Removing existing shingles? Replacing entire roof or portions?)
- ✓ Information about your plans for venting (can vents are generally not permitted in the district)
- ✓ Plans for the flashing and drip edge—what color will they be?
- ✓ Brand name and style of proposed new roofing—include a cut sheet, catalogue sheet, or print-out with details about proposed shingles
- ✓ Color of the new shingles

For fencing projects:

- ✓ Site plan or drawing of lot showing placement of fence in relation to buildings/property
- ✓ Proposed fencing material and style
- ✓ Color chip or sample of proposed paint or stain (wood must be finished with an opaque stain or paint)

For window projects:

- ✓ A detailed description of your plans for the windows—are you replacing them entirely? Just the sash kits?
- ✓ A cut sheet, catalogue sheet, or print-out with a photo of the proposed window, its dimensions and its materials (vinyl windows are generally not permitted in the district)
- ✓ Photographs of the existing windows showing their deterioration or lack of functionality

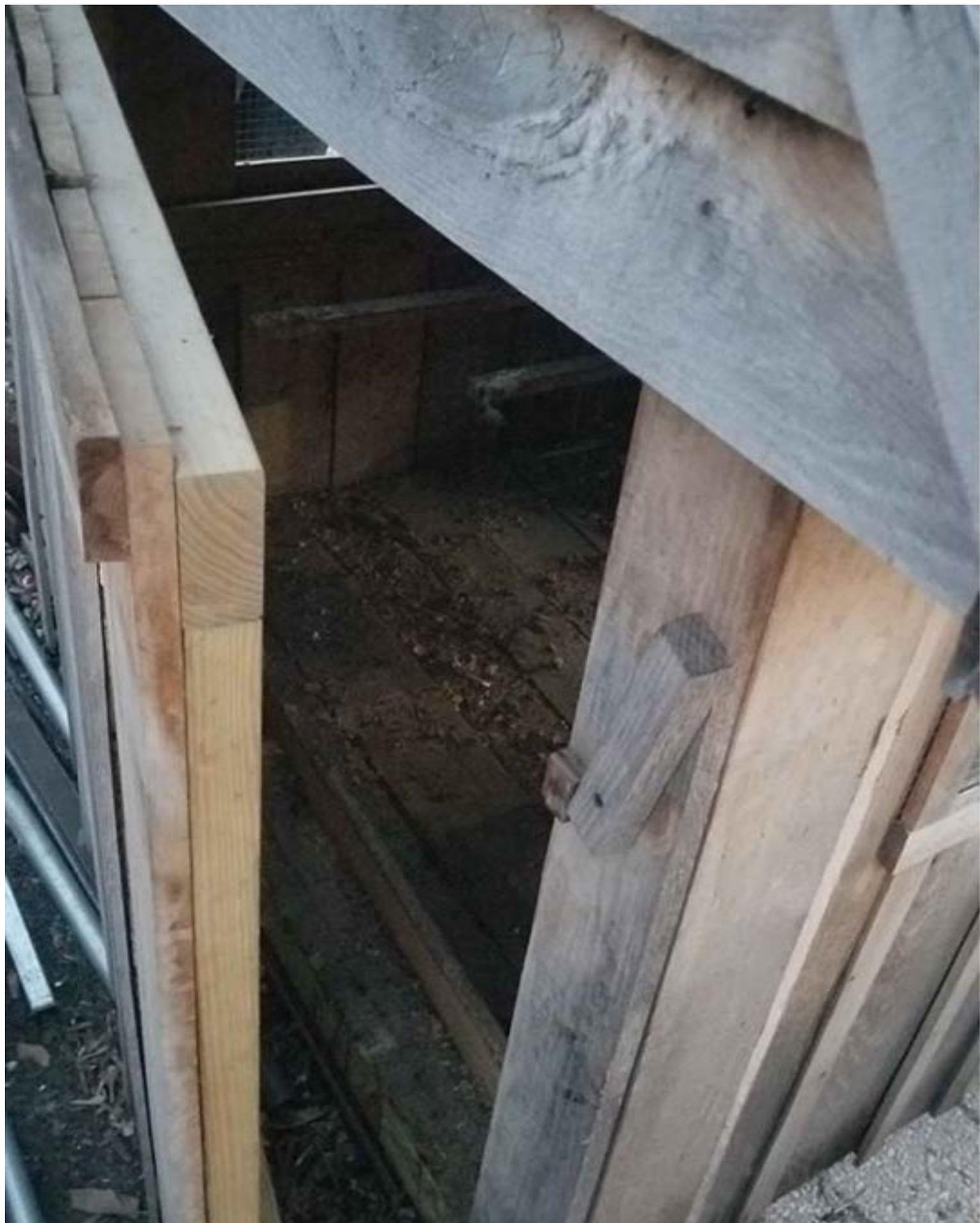
For all other projects:

- ✓ A detailed description of the proposed work
- ✓ A list of all materials to be used in proposed work
- ✓ Samples or chips of any paint or stain
- ✓ A site plan for any application involving the installation of something on the site (fencing, out buildings, major landscaping, etc.)
- ✓ Cut-sheets, catalogue sheets, or print-outs with details on any materials you are using (like composite wood materials, solar panels, siding, shingles, alternative materials, or anything with specific dimensions)

Without this required information, your application will be considered incomplete and will not be added to the agenda until the necessary information is received.

















Rear yard- showing coop area adjacent to shed (in foreground)



Coop to be placed to the right of the shed.



Coop area.





April 14, 2020

KOLEAN-BURLEY, DESMOND LOUIS
8 N RIVER ST
YPSILANTI, MI 48198

CERTIFICATE OF APPROPRIATENESS

RE: Work Permit Application (PHDC-20-0018) for Fencing at 8 N RIVER

Dear KOLEAN-BURLEY, DESMOND LOUIS,

Staff has reviewed the Historic District Work Permit Application for the above named address. Your application to install fencing has been **approved**. Specifically, this approval includes the 6' tall dog-eared wood fence, finished in an opaque cedar stain, around the back yard; and a 30" tall metal fence, finished in black, extending for 33' on the south side of the property. Fences are to be installed at the locations specified in the submitted site plan.

The following Secretary of Interior Standards were considered in approving your application:

- #9 – Contemporary designs shall be compatible.
- #10 – New work shall be removable.

This detailed list takes the place of your presence at a Historic District Commission (HDC) meeting. This approval is for fencing only, which according to your application is the only work being performed at this time. Any additional work must be reviewed by the HDC. If you have any questions regarding this information please contact me at (734) 483-9646. **Approval by the Historic District Commission does not exempt you from nor can it be substituted for zoning or building department approval.**

Sincerely,

Scott E. Slagor, Preservation Planner
Community & Economic Development Department

CC: Property Owner - KOLEAN-BURLEY, DESMOND LOUIS 8 N RIVER ST YPSILANTI MI 48198
File
Building Department



**City of Ypsilanti
Historic District Commission
Work Permit Application**

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OFFICE USE ONLY Date Filed: Meeting Date: Action Item/Study Item
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To complete this application:

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

INCOMPLETE APPLICATIONS WILL NOT BE PLACED ON THE AGENDA

Property

Address 8 N. River St Ypsilanti MI 48198

Applicant

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

Name Devon Flores & Desmond Kolean-Burkey		
Address 8 N. River St		
City Ypsilanti	State MI	Zip 48198
Phone / Fax 971-712-0000	E-Mail devonflores451@gmail.com	

Contractor

Contractor Name & Contact Info

Type of work

- | | | |
|--|---|---|
| <input type="checkbox"/> Roofing | <input type="checkbox"/> Porches | <input type="checkbox"/> Painting |
| <input type="checkbox"/> Window/Door Replacement | <input type="checkbox"/> Sign | <input type="checkbox"/> Other |
| | <input checked="" type="checkbox"/> Fence (or other sitework) | <input type="checkbox"/> <u>Application Amendment</u> |

Complete Description of Proposed Work:

Build a fence around our backyard using wood dog ear fence panels & a small gate, & ~~around~~ around the corner from the backyard. Down the side of our property, front 1/2 right side, which is about 33 ft from the side walk back, put in a 30" H metal fence.

Photos Attached.

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

list & photos Attached

Permit Application Fee (action items only)

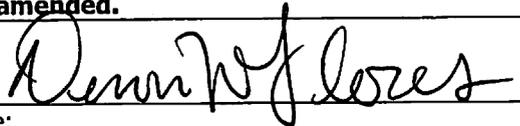
The fee is \$45 for the first \$3,000 in construction cost plus \$5 for every additional \$3,000 of construction cost. There is a flat fee of \$10 for painting only. *An additional fee of \$50 applies to HDC work started without the applicable permit.*

Construction Cost:	\$3060	Permit fee:	\$5	=	\$50
		\$45 +			

Signature

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

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

Signature:		Date:	4/6/2020
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Print Name:	Devon Flores
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If you have questions about what the HDC generally permits or does not permit, or what they need to see in an application to render a decision, please call the office at 734-483-9646 or view our factsheets online at cityofypsilanti.com/hd.

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

Site Plans – 8 N. River St

Landgrid Find an address, place or parcel # Solutions About Resources Sign in or register

Overview

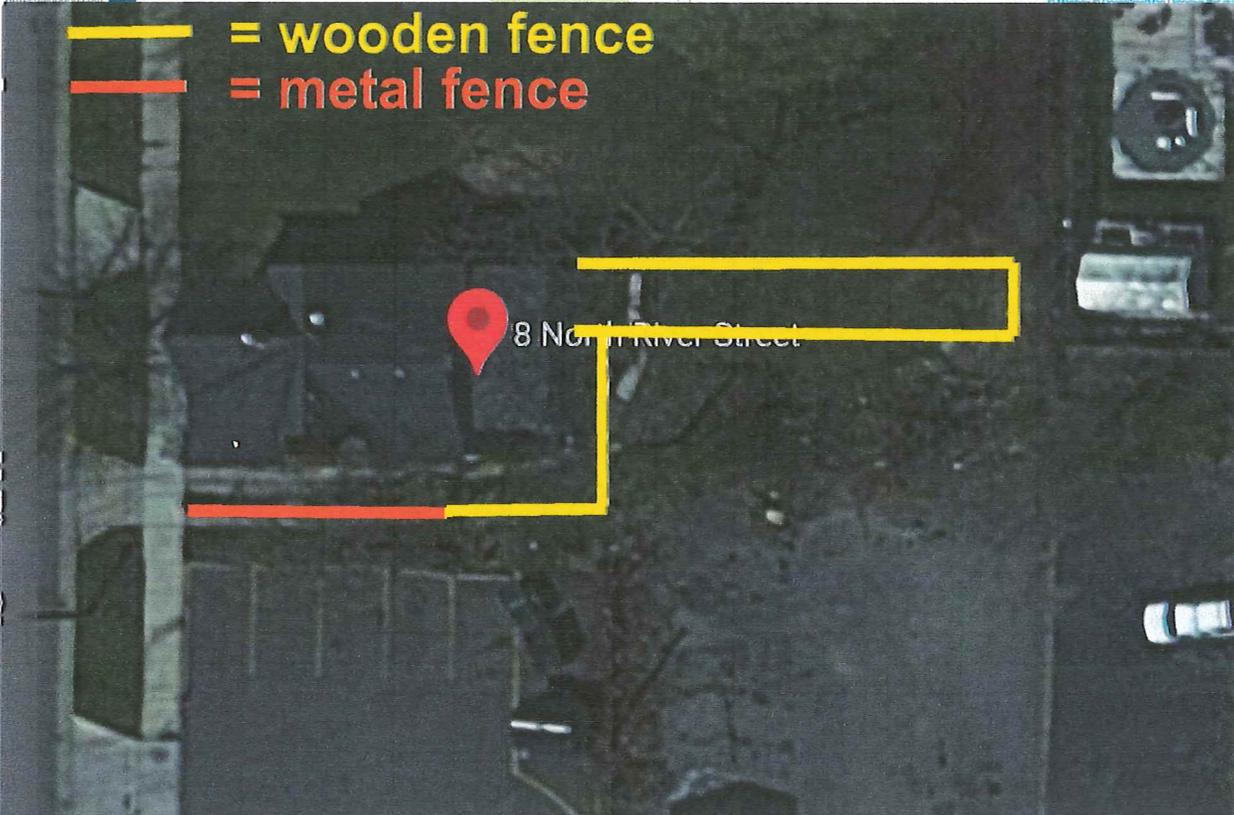
8 N River St

Parcel Data Actions

16 N RIVER ST
15 NORTH RIVERVILLE

Parcel ID: 16-11-09-003-007
Owner: MCLEAN-BURLEY, DESMOND LOUIS
Site Address: 8 N RIVER ST
Site City: YPSILANTI
Site Zip: 48068-2851
Parcel Use Code: 400
Parcel Use Description: RESIDENTIAL

Get the most out of our nationwide parcel data with a landgrid.com account or data license:
[See plans & pricing](#)
[Or explore with a free account](#)



Back Yard – Looking East



Back Yard – Looking South

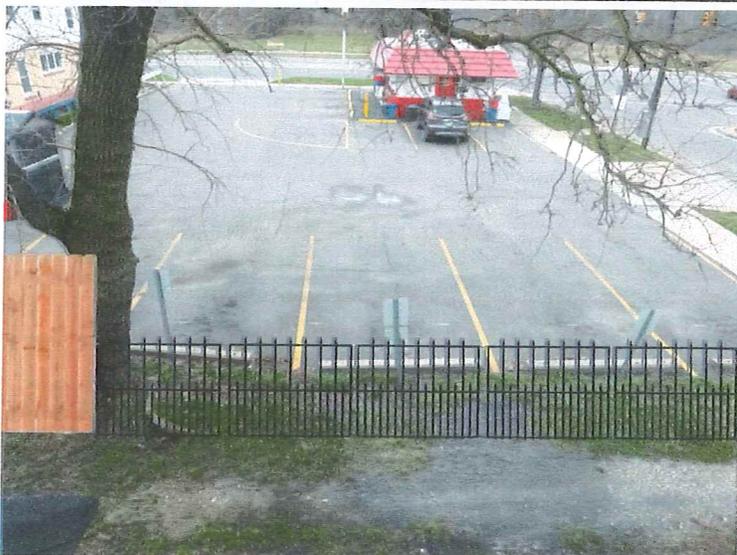




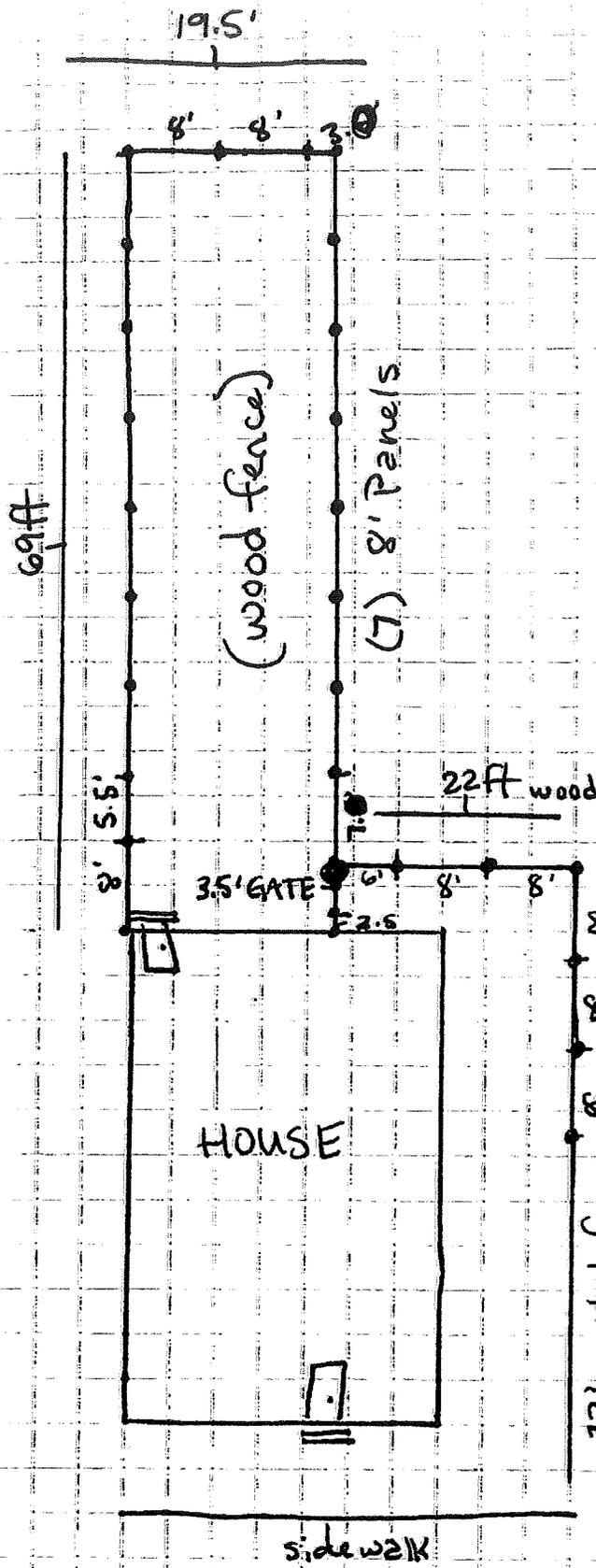
Side Yard – Looking East



Side Yard – Looking South, back half



Side yard Looking South, front half.



• = fence posts (29)
 - Panels (25, 8ft.)

33' metal fence
 6ft dog ear
 wood fence
 30" H

River St.

sidewalk

HOUSE

(wood fence)
 (7) 8' Panels

22ft wood

35' GATE

69ft

19.5'

2.5' 2.5'

8'

8'

3'

2.5'

8'

8'

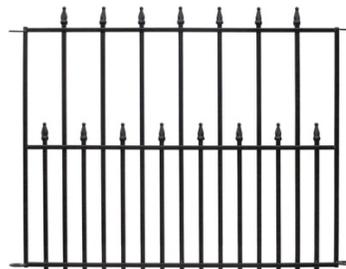
8' 8' 8' 8'

24'

Fence Materials

Wood – 6FT H. Dog Ear Natural Pine Fencing

Metal – 30" H. Metal Fence Posts (Only to go in the front 33 ft of the property on the right side of the house.)



BEHR 5 gal. #SC-146
Cedar Solid Color House
and Fence Exterior Wood

★★★★★ (7)

\$116⁰⁰

Construction Cost

Devon Flores & Desmond Kolean-Burley

8 N. River St Ypsilanti Michigan 48198

Fence Project Total \$3060.75

Concrete - \$408

(Lowes) Quick Crete 80 LBs - \$4.25 (20% off over 42 bags)

120 bags - \$510

Posts – \$348

(Home Depot) 10ft Posts \$12

29 Posts

Wood Preservative – \$72

(Home Depot) copper green \$24/gallon

3 gallons

Panels – \$1124.77

Dog ear panels (Lowes) – \$49/panel

25 panels with 10% bulk discount

Gate - \$190

(Home Depot) 3 ft. x 6 ft. Western Red Cedar Flat Top Solid Lattice Fence Gate - \$167

Black Decorative Gate Tee Hinge and Latch Set - \$23

Screws - \$5.98

Galvanized 114, 3-1/2 inch screws - 1 lbs

Stain for fence - \$580

Roughly 3,150 sq. ft of fence. – (4.2 cans) rounded up, 5 cans \$580

Home Depot 5 gal. #SC-146 Cedar Solid Color House and Fence Exterior Wood

Stain \$116

Metal Fence \$332

(Home Depot) 11 panels at \$21.98 = \$241

Attachment Poles – at \$5.98 = \$71.06

Construction Cost

Devon Flores & Desmond Kolean-Burley

8 N. River St Ypsilanti Michigan 48198

Fence Project Total \$3060.75

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29 Posts

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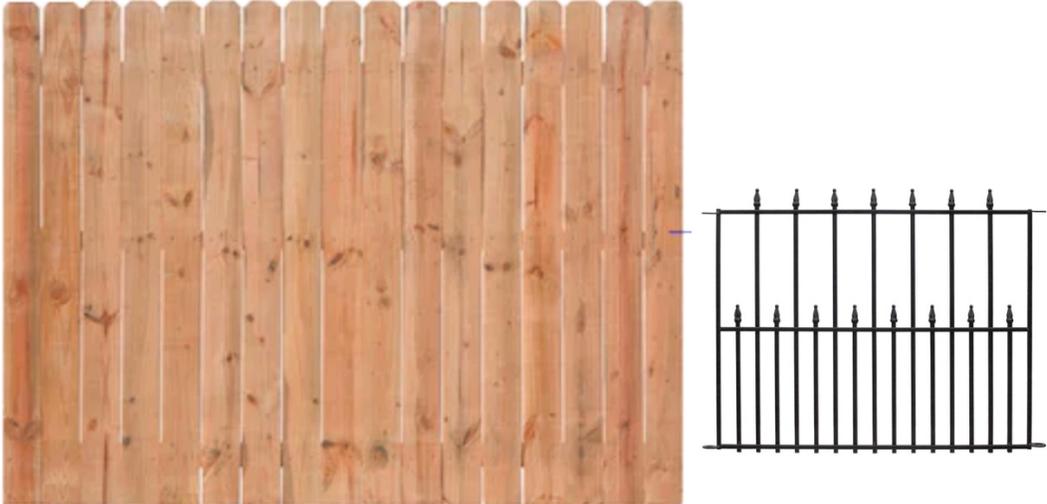
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BEHR 5 gal. #SC-146
Cedar Solid Color House
and Fence Exterior Wood

★★★★★ (7)

\$116⁰⁰



CITY OF

Ypsilanti

PRIDE | DIVERSITY | HERITAGE

Historic District Fact Sheet

Doors

This Fact Sheet is not a substitute for the ordinance, but addresses common questions about City ordinances. For further information, please contact the Preservation Planner.

All permit applications are available from the Building Department and at cityofypsilanti.com/permits.

Completed applications may be dropped off at the Building Department.

City Hall

One South Huron
Ypsilanti, MI 48197

Building

3rd Floor, City Hall
Phone: (734) 482-1025
cityofypsilanti.com/157

Planning

3rd Floor, City Hall
Phone: (734) 483-9646
cityofypsilanti.com/planning

Historic District

3rd Floor, City Hall
Phone: (734) 483-9646
cityofypsilanti.com/hd

All permits, fees, and factsheets can be found at cityofypsilanti.com/permits.

The Importance of Historic Doors

Just like windows are the “eyes” of a building, doors are an integral part of how we experience buildings. Door designs are often specific to a building’s style and feature elements that are repeated elsewhere on the structure. If a historic door is present, every effort should be made to preserve it. The HDC encourages repair of historic doors, and may approve replica or replacement doors on a case-by-case basis. A compatible replacement may be approved for non-historic doors.

Please contact the Preservation Planner for door inquiries.

Criteria for Door Replacement

- Original or historic doors should be repaired rather than replaced. The applicant must demonstrate severe deterioration to obtain approval for removal of original fabric.
- If security or weatherization is the impetus for replacing a door, the HDC asks to first consider appropriate storm doors to protect the historic fabric.
- Non-historic doors may be replaced with doors that are appropriate to the building.

General Guidelines for Replacement Doors

- Original doors being replaced should be replicated as close as possible. For properties where there is no documentation of the historic door, a door that is compatible with the architectural style should be used.
- Historic doors were typically wood, and replacement doors should ideally be wood as well. Replacement non-wood doors should be smooth-finished and painted. Textured faux-wood doors are not appropriate.
- Historic doors typically had some kind of paneling or trim. A paneled door is encouraged over a flat-surfaced door.
- Many exterior historic doors include some type of window. A window is encouraged for most replacement doors concerning a main entrance.
- Fan-light, or “Half Moon” windows are generally not appropriate.
- Historic sidelights and transoms shall be retained.
- Doors that feature shiny brass casing are not appropriate.

Sliding Doors

- Sliding glass doors, frequently used to access a deck or patio, may be approved on a case-by-case basis on elevations that are not publically visible.

Door Hardware

- Door hardware: such as knobs/handles, locks, hinges, and escutcheons, should be appropriate to the style of the door.
- Generally, replacement hardware should be as modest with a clean finish.

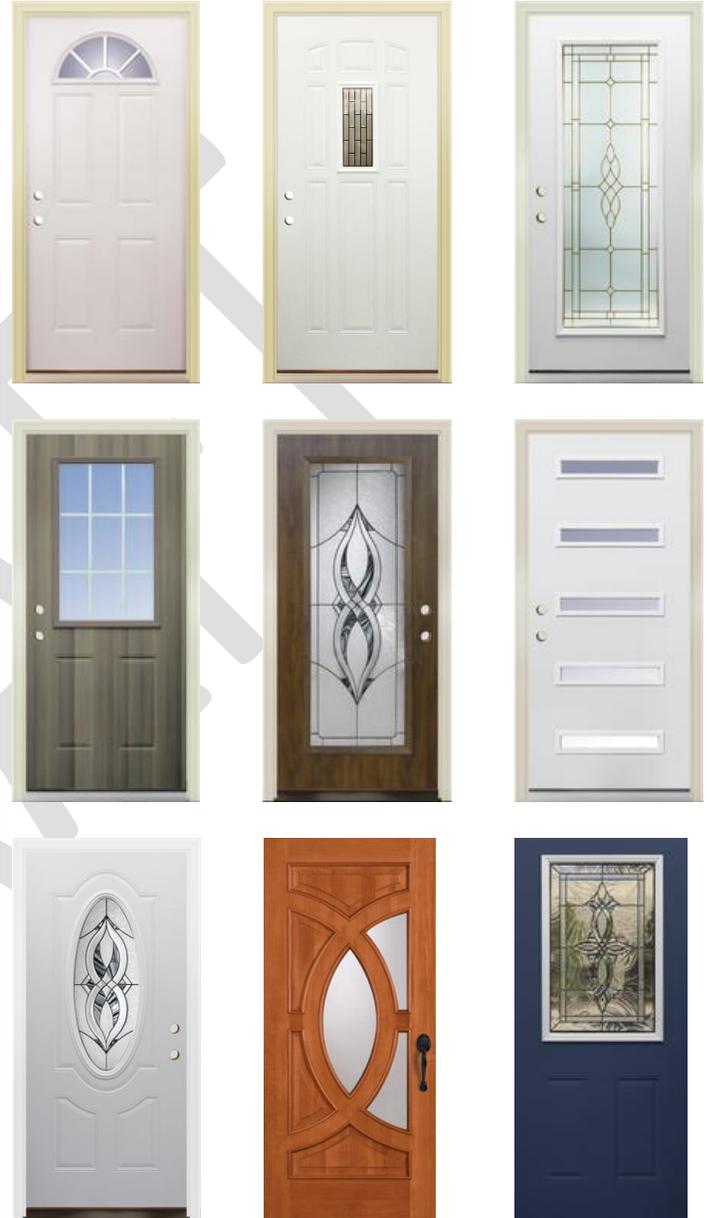
See Page 2 for Examples of doors that may and may not be approved.

Below is a selection of doors that are more likely to be appropriate **depending on the style of the building**, and doors that are likely to be inappropriate. Please contact the Preservation Planner with door inquiries.

Replacement doors that are likely appropriate on a case-by-case basis.



Replacement doors that are likely inappropriate.





MINUTES

City of Ypsilanti HISTORIC DISTRICT COMMISSION Virtual Meeting

Tuesday, April 14, 2020
7:00 P.M.

CALL TO ORDER AND ROLL CALL

Chairperson Pettit Video/telephone usage instructions given for potential attendees
Meeting called to order at 7:03pm

Commissioners Present: Alex Pettit, Anne Stevenson, Erika Lindsay, Amy Swift, James Chesnut

Commissioners Absent: Ron Rupert

Staff Present: Scott Slagor, Preservation Planner
Nancy Hare-Dickerson, Commission Recording Secretary

Additional Staff Present: Joe Meyers, Economic Development Director
Christopher Jacobs, Downtown Development Authority Director
Elize Jekabson, Downtown Development Authority Coordinator

APPROVAL OF AGENDA

Slagor: Staff requested to add 109 Maple as a possible study item.

Motion: Swift (second: Lindsay) moved to approve the agenda as amended.

Voice Vote: Unanimous. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS- none

PUBLIC HEARING—none

OLD BUSINESS—none

NEW BUSINESS

Frog Island Park- 699 Rice Street

**New lighting and bleachers.*

Applicant: Bonnie Wessler, City of Ypsilanti Department of Public Services- present

Discussion: Wessler: Stated that the application is for a request to add lighting in Frog Island Park as part of

the upgrade to the border-to-border trail which is planned for the summer. Stated that the plan is also to include adding built-in bleachers where the wooden and metal bleachers currently are in the park.

Pettit: *[Provided a synopsis of packet materials received]*

Wessler: *[Provided a clarifying overview of the packet materials]*

[Commissioners reviewed application and packet materials]

Pettit: Asked what will happen to the one existing light at the park.

Wessler: Stated that the plan is for it to remain.

Pettit: Asked what the final number of lamp posts would be and their planned locations.

Wessler: Stated that the final number and locations will be determined by a photometric study which will be performed by DTE.

[Discussion continued as to type of proposed lighting and locations]

Swift: Asked if the general idea is for lighting locations to only go around the pathways and not throughout the fields.

Wessler: Confirmed. Stated that it is only planned for adjacent to the path and essentially more towards the north end of the park. Indicated that a final layout will be eventually forthcoming.

Lindsay: Asked if consideration had been given to terrace up the retaining seat/wall as an improvement, due to the steepness of the bank.

Wessler: Stated that the primary goal was to provide spectator space for the park. Stated that that could be looked into.

Chesnut: Asked about the type of material proposed for the retaining wall.

Wessler: Stated that it is block.

Chesnut: Asked for clarification of the proposed block material.

Wessler: Stated that the aim is for something identical or similar to the cast blocks made for the amphitheater.

Motion: Lindsay (second: Swift) moved to approve and issue a certificate of appropriateness for the work at Frog Island Park, 699 Rice Street, as submitted in the application, dated March 3, 2020, for installation of new concrete bleachers and light fixtures as specified.

Secretary of the Interior Standards:

#9 – Contemporary designs shall be compatible.

#10 – New work shall be removable.

Voice Vote: Unanimous. Motion carried.

20-22 S Washington

**Signage.*

Applicant: Kamalpreet Singh, owner- not present

Discussion: *[Commissioners reviewed application and reference materials]*
[Discussion ensued as to the glass block window, sign coverage]

Swift: Indicated that as to the sign, in addition to the materials, the graphics and how it is mounted is inappropriate and not in keeping with the aesthetic nature of the historic neighborhood.

Pettit: Indicated that the Commission would typically require signs to be in a signboard area and framed in a certain way. Stated that there is a sign right above it that appears more appropriate.

Swift: *[Discussed alternative remedies which possibly could have been done]*

Stevenson: Indicated agreement with previous commissioner comments. Added that the glass block window is a historic feature of this particular 1946 building and should not be covered up. Stated that looking at the bottom of the window, there appear to also be water issues *[reference photo materials]*. Stated that covering the window with plastic material does not allow the surrounding bricks to breathe appropriately and could become a potential issue.

Lindsay: Indicated agreement with previous commissioner comments. Added that the corrugated plastic material used for the sign is problematic. Stated that corrugated plastic is cardboard made of plastic which is temporary, will fade and is inappropriate. Stated that it would be appropriate for the Commission to request that the window be opened up and for the glass block to be exposed. Added that this is a main street facing elevation.

[Discussion continued as to further considerations]

Motion: Swift (second: Stevenson) moved to deny the application for work at 20-22 S Washington. Although the resource is a non-contributing building, installation of a signboard over a window opening alters the façade rhythm and further intensifies the building's incompatibility with the character of the surrounding historic commercial area.

Secretary of the Interior Standards:

#9 – Contemporary designs shall be compatible.

Voice Vote: Unanimous. Motion carried.

103 W Michigan

**Replacement Windows.*

Applicant: Michael Condon, contractor- not present

Discussion: *[Commissioners reviewed/discussed application and reference materials]*

Stevenson: Indicated that not having information on the actual condition of the windows makes it difficult for the Commission to make a determination on whether or not they need to be replaced.

Swift: Indicated agreement. Stated that having information on the condition of the windows would also help guide the Commission on whether or not the windows that are being suggested are appropriate for that opening's condition. Stated that there also appears that there may be storm windows on top *[reference photo materials]* which it would be helpful to know the condition of.

Motion: Stevenson (second: Swift) moved to table decision for work at 103 W Michigan for the applicant to provide additional information, including cut sheets of the proposed new windows and documentation of the condition of the windows that are to be replaced.

Voice Vote: Unanimous. Motion carried.

STUDY ITEMS—none

ADMINISTRATIVE APPROVALS

309 N Grove - Pavers and downspouts.

Motion: Lindsay (second: Swift) moved to accept the administrative approval for 309 N Grove for pavers and downspouts.

Voice Vote: Unanimous. Motion carried.

OTHER BUSINESS

1. Staff Update: Historic Preservation Advocacy Day

Slagor: Staff provided an update on his participation at the Historic Preservation Advocacy Day, held last month in Lansing, which was hosted by the Michigan Historic Preservation Network.

2. Property Monitoring

Commissioner/Staff discussion as to property monitoring.

3. Commissioner Comments

Commissioners, who wished, shared additional thoughts/comments.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS- none

HOUSEKEEPING BUSINESS

Approval of the minutes of February 25, 2020

Motion: Lindsay (second: Swift) moved to approve the minutes of February 25, 2020 as submitted.

Voice Vote: Unanimous. Motion carried.

ADJOURNMENT

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

MEETING ADJOURNED at 8:03 p.m.

Full Minutes Prepared By: Nancy Hare-Dickerson

