



MINUTES

City of Ypsilanti HISTORIC DISTRICT COMMISSION Virtual Meeting

Tuesday, January 12, 2021
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 7:07pm

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

Commissioners Absent: Anne Stevenson, Ron Rupert

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

APPROVAL OF AGENDA

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

Roll Call Vote - Ayes: Commissioners Pettit, Lindsay, Swift, Chesnut, Ratzlaff
Nays: None
Absent: Commissioners Stevenson, Rupert
Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS—none

PUBLIC HEARING—none

OLD BUSINESS—none

NEW BUSINESS

216 W Michigan

**Sign.*

Applicant: Simon Black, business owner - present

Discussion: Pettit: Asked if the application is for a new sign or one already installed.

Black: Stated that it is already installed. Indicated that the application is for a sign and painting.

Pettit: Asked applicant to describe what is included in the application.

Black: Indicated that the proposal is to replace the previous store name with the current store name. Stated that the awning and the back walls all have been repainted *[reference photo]*.

[Discussion re: type of materials proposed and installation, reference packet information]

Black: In response to commissioner query reference the photo, stated that the existing structure is not level. Stated that there are two or more panels that make up the back drop to that and it is slightly misaligned by approximately a quarter of an inch. Indicated that pending the outcome of the meeting, the plan would be to add two extra screws to the top, the bottom and the middle.

[Discussion continued as to possible remedies for the bowed central sign panel, proper attachment/materials/sealing/prevention of possible moisture buildup]

Black: Indicated that they are open minded to the fixes they may need to put in.

Motion: Swift (second: Lindsay) moved to approve and issue a Certificate of Appropriateness for the work at 216 W Michigan as submitted in the application dated January 5, 2021 for installation of a corrugated plastic signboard, and repainted storefront as specified; with the condition that the sign panels be appropriately attached to the building with spacers and that the bolts be obscured by caps or paint. Additionally, that the three parts of the sign would be aligned.

Secretary of the Interior Standards:

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

#10- New work shall be removable.

Roll Call Vote - Ayes: Commissioners Pettit, Lindsay, Swift, Chesnut, Ratzlaff

Nays: None

Absent: Commissioners Stevenson, Rupert

Motion carried.

301 S Washington

**Door.*

Applicant: Bryan Young, owner - present

****Commissioner Ratzlaff, recused himself from discussion and voting/turned off his video and microphone, having cited a possible conflict in being a direct neighbor to the property.****

Discussion: Pettit: Asked applicant to walk the Commission through the application.

Young: Stated that they are renovating the home with an emphasis on keeping the historic look.
[Discussed the current existing door and reason for its install]

Swift: Asked if applicant still has the original door.

Young: Confirmed, no. Stated that it was not usable.

[Commission review of reference photo of original door] [Discussion with applicant as to his reasons for removing original door]

[Discussion as to possible potential replacement options]

[Procedural discussion]

Motion: Swift (second: Lindsay) moved to table the proposed new steel door at 301 S Washington as submitted in the application dated January 5, 2021, with the recommendation that the applicant try to find a more appropriate door to fit the style of the home and to match the original door that was removed. The Commission suggested that applicant provide both new and salvaged options for review at the next meeting.

Roll Call Vote - Ayes: Commissioners Pettit, Lindsay, Swift, Chesnut
Abstain: Commissioner Ratzlaff
Nays: None
Absent: Commissioners Stevenson, Rupert
Motion carried.

301 S Washington

**Siding.*

Applicant: Bryan Young, owner - present

****Commissioner Ratzlaff, recused himself from discussion and voting/turned off his video and microphone, having cited a possible conflict in being a direct neighbor to the property.****

Discussion: Pettit: Asked applicant to talk the Commission through what has been done at this point.

Young: Stated that when he took over the house, there was no siding on that back portion of the house *[reference photo]*. Indicated that they were trying to keep it as close to the materials that were there.

Pettit: *[Discussed overview of staff notes as to siding changes]*

[Discussion regarding possible replacement siding options]

Swift: Asked what the plan is as a walkout of the slider *[reference photo]*.

Young: Stated that they were just going to use the existing stairs that are there as part of the patio.

Motion: Chesnut (second: Swift) moved to issue a Notice to Proceed for the work already completed at 301 S Washington as submitted in the application dated January 5, 2021, for installation of Paulownia pine siding on the south elevation as specified, with the understanding that future

siding alterations should be based in historical accuracy; such as the clapboard on the house's dormer, extant siding underneath the asbestos shingles, or other historical documentation.

Secretary of the Interior Standards:
#10- New work shall be removable.

Roll Call Vote - Ayes: Commissioners Pettit, Lindsay, Swift, Chesnut
Abstain: Commissioner Ratzlaff
Nays: None
Absent: Commissioners Stevenson, Rupert
Motion carried.

301 S Washington

**Windows.*

Applicant: Bryan Young, owner - present

****Commissioner Ratzlaff, recused himself from discussion and voting/turned off his video and microphone, having cited a possible conflict in being a direct neighbor to the property.****

Discussion: Pettit: Stated that the application is for the replacement of eight windows which, in large part, if not entirely, appear to be vinyl sash replacements. Asked applicant to walk the Commission through what has been done.

Young: *[Discussed his reasoning for the use of vinyl sash replacements].*

Pettit: *[Discussion regarding HDC window guidelines]*

Discussion was had regarding the following windows, reference photo materials and staff review:

1. Window 1: north elevation (a new window cut into the north elevation of a former porch)
2. Window 2: north elevation (originally a double-hung wood window placed in the second story gable which was replaced by a double-hung vinyl window in a rough opening)
3. Window 3: west elevation (originally a double-hung wood window placed in the second story gable which was replaced by a double-hung vinyl window in a rough opening)
4. Window 4: west elevation (originally a double-hung wood window placed on the one-story section of the west elevation which was replaced by a double-hung vinyl window in a rough opening)
5. Window 5: south elevation (originally an eight-lite wood window placed in the gabled dormer. The new window is a single-lite vinyl window in a rough opening)
6. Window 6: south elevation (originally a double-hung wood window on the one-story section of the south elevation which was replaced by a double-hung vinyl window in a rough opening)

7. Window 7: south elevation (originally a double-hung wood window on the second story gable of the south elevation which was replaced by a double-hung vinyl window that is smaller than the opening)
8. Window 8: south elevation (staff report indicated it was originally a small window on the first story of the south elevation which was replaced by a small double-hung vinyl window)

Slagor: Stated in meeting that there was a letter on file that the three-part window that Window 8 replaced had been moved from where the sliding glass door location was.

[Procedural discussion]

Young: Requested to amend the application to remove window #8. Stated that he will resubmit window #8 on its own application.

Motion: Swift (second: Chesnut) moved to issue a Notice to Proceed the work already completed at 301 S Washington as submitted in the application dated January 5, 2020 for installation of seven vinyl replacement windows. As a note, vinyl is an incompatible material with the historic district as it does not expand and contract at the same rate as wood, is not repairable, and does not have a finish or profile matching consistent with historic wood windows. The Notice to Proceed will still be issued with the following conditions: For window number one, the trim must be completed around and under the window that had been installed to as closely match the neighboring window as possible, and for a storm to be installed. For window number five, the shower window in the rear dormer, the storm panel that had been blackened must be changed to clear glass, and in the wood panel behind the storm, a gridded pattern must be made to replicate the neighboring window in the dormer using raised trim and paint. For window number seven, the window that is too short for its opening must be removed and replaced with an appropriately sized window.

Secretary of the Interior Standards:
#10- New work shall be removable.

Roll Call Vote - Ayes: Commissioners Pettit, Lindsay, Swift, Chesnut
Abstain: Commissioner Ratzlaff
Nays: None
Absent: Commissioners Stevenson, Rupert
Motion carried.

STUDY ITEMS—none

ADMINISTRATIVE APPROVALS—none

OTHER BUSINESS

1. Property Monitoring

Commissioners/Staff discussed property concerns, issues under review.

2. Updates from Staff

Re: Upcoming Annual Report

Re: Reminder - Upcoming nominations for chair/vice chair

3. Commissioner Comments—none

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS -none

HOUSEKEEPING BUSINESS

1. Approval of the minutes of December 22, 2020

Motion: Chesnut (second: Swift) moved to approve the minutes of December 22, 2020, as submitted.

Roll Call Vote - Ayes: Commissioners Pettit, Lindsay, Swift, Chesnut, Ratzlaff
Nays: None
Absent: Commissioners Stevenson, Rupert
Motion carried.

ADJOURNMENT

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

MEETING ADJOURNED at 9:58 p.m.

Full Minutes Prepared By: Nancy Hare-Dickerson