CITY OF YPSILANTI
REGULAR HISTORIC DISTRICT COMMISSION MEETING
Tuesday, March 10, 2026 @ 7:00 PM
Council Chambers
One South Huron, Ypsilanti, MI 48197
Launch Meeting - Zoom

I. CALL TO ORDER & ROLL CALL

A.

1. Alex Pettit (Chair)
   James Chesnut (Vice Chair)
   Chuck Bultman
   Hannah McCready
   John VanBolt
   Stefan Szumko

II. AGENDA APPROVAL

III. PUBLIC COMMENT ON AGENDA ITEMS

IV. PUBLIC HEARINGS

V. BUSINESS SESSION

A. OLD BUSINESS

1. **10 N Washington** - New flat roof, gutters, repair to damaged masonry, and replacement clay tile coping
2. **418 Oak** - Installation of 7' wood privacy fence in side yard

B. NEW BUSINESS

1. **25 S Huron** - Sign
2. **209 Washtenaw** - Replacement of two (2) oak doors
3. **422 N Hamilton** - Reconstruction of demolished carriage house.
4. **310 N Park** - New residential construction
5. **304 E Forest** - Replacement of seven (7) windows

C. STUDY ITEMS

1. **213 Pearl** - New front-gabled roof

2. **90 Maple** - Discussion of rehabilitation of depot buildings and site development

3. **206 N Washington** - Ventilation

D. OTHER BUSINESS

1. Zoning Discussion with City Planner on Pervious Paving Requirement

2. Discussion on Robert's Rules of Order and HDC Procedure

3. Review of Resolution & Request for City Council to establish Historic District Study Committee

4. Administrative Approvals

36 E Cross - Replacement of rear mechanical unit

415 N Huron - Re-roof of garage

406 N Hamilton - Re-roof of three lower roofs to match main roof (which was re-roofed in 2025)

5. Property Monitoring

6. Updates from Staff

7. Commissioner Comments

VI. PUBLIC COMMENT ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

A. Approval of Minutes

B. Election of Officers

VIII. ADJOURNMENT

HDC Work Permit Staff Review

Property Address: **10 N Washington**

Property History: ca. 1893-99 Italian Renaissance building that retains all 7 aspects of integrity and contributes to the local and National Register historic districts. *See attached survey form for more information.*

Date of Application: January 30, 2026
Date of Review: February 6, 2026
Date of Meeting: February 10, 2026, & March 10 2026
Decision Due Date: March 31, 2026

Proposed Work: Install new PVC roof membrane system; replace disposed of clay tile coping; seal holes in damaged masonry units; install rear gutters.

Materials: *Duro-Last 50 mil PVC roof membrane system (white); 6" galvanized gutters and downspouts; Superior Clay clay tile coping; color matched Solar Seal #900.*

Findings of Fact (new information in black text):

1. HDC reviewed application at February's meeting and requested a revised application to include
   (a) Photos of holes in brick;
   (b) Photos of any snapped fasteners that remain in the brick from the removal of the termination bar; and
   (c) Photos of the existing limestone caps after the roofing was pulled back.

2. This application was turned in to correct work completed without a permit – a violation of the City of Ypsilanti's Historical Preservation Ordinance, Section 54-81. Staff observed work without a permit in November, and a stop work order was issued. By the time the order was issued, gutters and most of the roof system were already installed; historic clay tile coping was disposed of. The contractor confirmed that the status of

Secretary of the Interior's
Standards for Rehabilitation

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.

the roof is that it is currently protected. Per Section 54-86 of the City's HP Ordinance, the commission may require the work without a permit to be removed or modified. This section states, *"the commission may require an owner to restore the resource to the condition the resource was in before the inappropriate work was done or to modify the work so that it qualifies for a certificate of appropriateness."*

3. The commission reviewed an application for this project in December of 2025 and denied it with the following motion: "*Move to deny application PHDC-25-0111 due to missing information on how the applicant will be repairing any damage done to the original content related to the parapet construction. The applicant should include, but not be limited to, any damage done to the limestone cap or tile cap, and a general idea of any drill location that has damaged those three items. Additionally, typical termination bar details, and location of termination bar, are requested in this application."*

Modifications to proposed work in the revised February, 2026 App:

1. **Roof Membrane Installation**: Applicant proposes to no longer overlap the top of parapet walls, but to instead relocate the termination bars to the inside of the parapet wall. Roofing product remains the same.
2. **Repair of Damage**:
    a. **Limestone Caps**. Applicant confirmed are undamaged.
    b. **Bricks and Block**. Several bricks and blocks now have holes from fasteners where the termination bar was installed on the face of the parapet walls. Applicant proposes to use a color matched nonsagging terpolymer caulk, Solar Seal #900, to fill the holes in the masonry. From reading the spec sheet, it does appear to be an appropriate masonry application *per product specs,* and is rated for 20 years.
    c. **Clay Tile Coping**. The historic clay tile coping on the south (side) and rear (east) walls was disposed of, and the applicant proposes a replacement that staff believes substantially matches the historic one (based on photo evidence) in dimension, style, and material.

Staff Review:

1. Relevant Secretary of the Interior's Standards: #5, #6, and #9.

3. Staff's concern is the proposed Solar Seal product to fill in fastener holes on the damaged masonry units, and believes there are two options that may meet the Standards, specifically Standard #6.

    a. Standard #6 prioritizes: *"Deteriorated historic features shall be repaired rather than replaced.* If masonry units are not cracked or spalling and only have 1-2 small holes from fasteners, using the Solar Seal product may be appropriate. Caulking materials tend to not fail as quickly when applied in smaller amounts in deep applications, rather than as beads run along surfaces, which is more prone to weathering/failing.
    b. Standard #6 also deems appropriate: *"Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old*

in design, color, texture, and other visual qualities and, where possible, materials." From a visual inspection, staff cannot easily identify particularly damaged masonry units from the right of way, and would classify the damage as more minor in nature. However, "minor" in a masonry unit may lead to water intrusion and cause later severe deterioration of the unit and even structure.

4. Following February's meeting, the HDC was generally satisfied with the proposed amendments in the application, but were not comfortable approving without documentation showing that the masonry units were not significantly damaged or that fasteners were not broken off in holes. The applicant provided photos requested by the commission, and they are attached as an addendum to their application.

5. **Solar Seal (Masonry Repairs):** After the February meeting, staff spoke with the applicant about the commission's discussion and motion (the applicant was absent). Applicant informed staff that he would touch base with the employee doing the work to get photos, and said he believed some of the Solar Seal may have already been applied. He later confirmed with staff that all holes had been filled already with Solar Seal. Staff let him know that this was not approved, and asked about the status of the clay tile coping. Applicant said it was ordered but not yet installed. Staff reiterated that no work can happen until approved by the commission (and other relevant departments).

6. **New Damage to Limestone Caps:** Permanent damage resulting from further work without a permit occurred following the December 2025 denial. Upon review of the new photos for this application, staff noted that the termination bar appeared to be installed directly on the limestone cap, and immediately called the contractor to confirm and ask for more photos with better view of the termination bar location. He did not confirm, and checked with the foreman who oversaw the work. He called staff back and said he could not confirm with certainty, but discussed the scenario with staff if it were installed with the limestone cap. Contractor confirmed that they applied caulk on the side of the limestone above the termination bar. Staff reiterated that this work was not approved, nor did it reflect what was described in the application for proposed placement. Staff recommended that a qualified professional would likely need to evaluate and recommend next steps; photo documentation was needed. Based on current photos, staff is confident that the termination bar was indeed drilled directly into the limestone cap because it is roughly 1" down from the top, and the caps are roughly 4" in thickness. The new damage to the limestone is unevaluated and mostly undocumented at the time of staff's review. It does not meet the Standards, and the work is already complete. The question is now what (if any) work must now occur to correct this damage, which staff believes must be informed by a qualified professional with a background in preservation.



Location of termination bar on new photos.



Typical limestone cap dimensions.

7. Overall, staff found the Solar Seal repairs to be most noticeable on the south elevation, and not easily visible overall from right-of-ways. Permanent damage has already been done to the historic fabric (lost of clay tile coping, damage to masonry units); this damage can only be mitigated by any new work. Staff believes that some aspects of this revised application do meet Standards #5 and #9: rear gutters, clay tile coping replacement, and the application of Solar Seal to fill fastener holes on damaged brick and CMU masonry units. At the time of staff review, the application does not address the additional unpermitted work that has damaged the limestone caps, which does not meet the Standards. Furthermore, this unpermitted work was completed in a manner inconsistent with what was described in the application (termination bars to be installed directly below the limestone caps), and approval is not recommended. A decision must be rendered by March 31st, therefore denial and a request for a new application is recommended.

Potential Motions:

Move to deny application PHDC-26-0009 for the re-roof, gutter installation, repair of damaged historic material, and replacement of lost clay tile coping at 10 N Washington, because further work was done without a permit following the HDC's December 2025 denial letter. This new work further damaged the historic limestone caps on the building and does not meet the Secretary of the Interior's Standards for Rehabilitation. The HDC requests a new application for review at the next regular meeting on April 14th, which must include the following additional materials:

(a) Report and recommendation for repair by qualified limestone professional with preservation experience;
(b) Documentation of the placement of the termination bar for the entire roof perimeter;
(c) Amended application which clearly states the new work plan.

Absolutely no work may occur onsite until the HDC has issued approval.



A closeup of the termination bar placement shows a spacing of 1-2 fasteners per brick. Staff photo, December, 2025.



A closeup of the same area after Solar Seal was applied. Areas are visible as color seems to be dark, though because they are on the top course, they are not directly in pedestrian line of sight. Staff photo, February 2026.



Repairs on CMU not visible from right-of-ways. Staff photo, February 2026.



Repairs not easily visible on the south elevation towards the west corner, partially aided by the limestone cap overhang and shadow. Staff photo, February 2026.

Prepared by Carrie Malas, Preservation Planner



Repairs not easily visible on front façade, facing east. Staff photo, February 2026.

Prepared by Carrie Malas, Preservation Planner

Excerpt from February 2026 HDC meeting draft minutes

10 N Washington

New flat roof, gutters, repair to damaged masonry, and replacement clay tile coping

Applicant – Austin Akers (contractor, representative of MacDermott Roofing), *absent*

Discussion

Staff gave their review of the proposed work (included in the agenda packet). The application was to correct work without a permit that had been done last November. The commission denied the application as proposed back in December and requested a new application. Staff noted that the roofing membrane and termination bar that was previously installed over the top of the parapet roof were removed. Chair is concerned with the damaged masonry exposed to the freeze thaw cycles. Staff stated they did not see significant damage on masonry units from the right-of-way. Chair noted that we do not have photos of the bricks as they currently stand. Commissioner Chesnut stated photo documentation would be very helpful. Discussion of different proposed materials ensued, and commissioners seemed to be open to the proposed materials. Commissioners were in favor of retaining the damaged masonry as long as the damage was not too extensive (i.e. only have holes from fasteners versus being split or defaced). Staff clarified that the only "new" supplemental photos provided was actually an older annotated photo showing the proposed termination bar location. Chair noted that the original clay tile coping is a bit flatter than what is proposed. Commissioner Szumko was not opposed to the proposed clay tile coping having a steeper ridge to shed water.

Motion

Move to issue a certificate of appropriateness for application PHDC-26-0009 for the re-roof, gutter installation, repair of damaged historical material, and replacement of lost clay tile coping at 10 N Washington, as described in the application, pending photographic evidence of the damage to the brick and limestone capping provided to the Preservation Planner; approvable if damage is, in staff's opinion, compatible with repair rather than replacement. This work is approved to bring the formerly unpermitted work into compliance with the Secretary of the Interior's Standard's for Rehabilitation and the HDC's Design Criteria. The applicant is responsible for obtaining all other relevant permits before work begins and submitting the photos before a permit can be submitted to the Building Department by the HDC. The proposed work meets the Secretary of the Interior's Standards for Rehabilitation

#5 – Preserve distinctive features;
#6 – Repair don't replace; replacements shall match original; and
#9 – Contemporary designs shall be compatible and shall not destroy significant original material.
–Moved (Szumko), Seconded (Pettit). Aye – 2 (Szumko, Pettit), Nay – 3 (Chesnut, Bultman, Van Bolt). Motion failed.
***Friendly Amendment: Chair recommended that the commission review the photo documentation rather than staff. Amendment not accepted; rather it was discussed that perhaps another action would be more appropriate if it were to be reviewed by the commission.

Motion

Move to table application PHDC-26-0009 for the re-roof, gutter installation, repair of damaged historical material, and replacement of lost clay tile coping at 10 N Washington. The Commission requests that the application provides revised materials and additional information by the application deadline for the March 2026 regular meeting. The commission requests the following in the revised application:

(a) Photos of holes in brick;
(b) Photos of any snapped fasteners that remain in the brick from the removal of the termination bar; and
(c) Photos of the existing limestone caps after the roofing was pulled back.

-Moved (Chesnut), Second (Van Bolt). Unanimous, motion carries.

End of Excerpt

Prepared by Carrie Malas, Preservation Planner



Limestone caps and clay tile coping prior to unpermitted work. Google Streetview.



Visibility from N Washington right-of-way, Google Streetview 2018.



December photo by staff, just after Stop Work Order was issued.

Prepared by Carrie Malas, Preservation Planner



Photo by staff, December 2025.

Prepared by Carrie Malas, Preservation Planner



Rear (east) elevation with gutter installed. December, 2025 photo by staff, facing west.

Prepared by Carrie Malas, Preservation Planner

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	10 North Washington				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48197				
County	Washtenaw				
Assessor's Parcel #	11-11-40-485-009				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.241487		Long: -83.614297		
Ownership	Private ☒	Public-Local ☐	Public-State ☐	Public-Federal ☐	Multiple ☐

Property Type

Building ☒ select sub-type below Commercial ☒ Residential ☐ Industrial ☐ Other ☐	Structure ☐ Object ☐

(Insert primary photograph below.)



Architectural Information

Construction Date	c. 1893–1899	
Architectural Style	Italian Renaissance	
Building Form	One-part commercial block	
Roof Form	Flat	
Roof Materials	Not visible	
Exterior Wall Materials	Brick	
Foundation Materials	Brick	
Window Materials	Aluminum	
Window Type	Fixed	
Outbuildings	Yes ☐	No ☒
Number/Type:		

Eligibility

Individually Eligible	Criterion A ☐	Criterion B ☐	Criterion C ☐	Criterion D ☐
Criteria Considerations:	a. ☐ b. ☐ c. ☐ d. ☐ e. ☐ f. ☐ g. ☐			
Component of a Historic District	Contributing to a district ☒	Non-contributing to a district ☐	Historic District Name: Ypsilanti Historic District	
Not Eligible ☐				

Area(s) of Significance							
Period(s) of Significance							
Integrity – Does the property possess integrity in all or some of the 7 aspects?							
Location ☒	Design ☒	Materials ☒	Workmanship ☒	Setting ☒	Feeling ☒	Association ☒	
General Integrity:	Intact ☒	Altered ☐	Moved ☐	Date(s):			
Historic Name							
Current/Common Name							
Historic/Original Owner							
Historic Building Use	TRANSPORTATION: rail-related; COMMERCE/TRADE: specialty shop; COMMERCE/TRADE: restaurant; COMMERCE/TRADE: financial institution						
Current Building Use	VACANT/NOT IN USE						
Architect/Engineer/ Designer							
Builder/Contractor							

Survey Date	2024-11-01	Recorded By	Michael F. Webb	Agency Report #	

For SHPO Use Only	SHPO Concurrence?: Y / N	Date:

Form date: 6/25/2019

Narrative Architectural Description
Provide a detailed description of the property, including all character defining features and any accessory resources.

This c. 1893–1899 one-story Italian Renaissance building has a centered entrance flanked by two storefront bays. Brick pilasters frame the bays, with geometric brickwork spandrel patterns above flanking a large brick round arch with a keystone above the front metal commercial double doors; the tympanum is blank. The storefront bays have modern aluminum commercial storefront windows. The cornice has a lower belt course but is otherwise not decorated; the coping is stone.

Note that the concrete block section visible to the rear, though it appears to be connected to this building, is actually an addition to its neighbor to the north (12–14 North Washington Street).

History of the Resource
Provide information on previous owners, land use, construction and alteration dates in a narrative format. This is required for all intensive level surveys and designation and recommended for other identification efforts.

The building is first seen on Sanborn maps in 1899 as a streetcar freight building with a waiting room. Later a barber and restaurant were located there, and by 1927 a bank (once the People's State Bank). When it was surveyed in 1982 it had a tall pent roof covering much of its facade (which it shared with 12–14 North Washington and where it is still present); the facade was rehabilitated between 2014 and 2016.

Statement of Significance/Recommendation of Eligibility
Provide a detailed explanation of the property's eligibility for the National Register, including an evaluation under at least one of the four criteria, discussion of the seven aspects of integrity, and recommendations about eligibility. This is required for all properties.

Despite non-historic entrance and storefront materials, the building generally retains its design and materials, and expresses the original architectural style of a commercial building from the period of significance. It is an uncommon example of Italian Renaissance Revival commercial architecture in Ypsilanti. It is recommended as a contributing resource within the Ypsilanti Historic District.

In addition to its architectural significance, this property is significant in the context of "Transportation" as described in the Survey Report.

This property does not appear to be individually eligible for the National Register of Historic Places.

References
List references used to research and evaluate the individual property.

1983 Ypsilanti Survey; Google Street View; and Sanborn Map Company, 1899, 1909, and 1927; and Ypsilanti Heritage Foundation Tour Booklet, 2017.

City of Ypsilanti
Historic District
Commission
Work Permit Application

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

Office Use Only:
Receipt: RECEIVED
Method: JAN 30 2026
Action/Study Item
PHDC- 26-0009

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 Friday (eleven (11) days) prior to the meeting.

INCOMPLETE APPLICATIONS WILL BE REJECTED

Property

Address
10 N Washington

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

Name		
Austin		
Address		
11770 Belden ct		
City Livonia	State MI	Zip- 48150

Phone / Fax	E-Mail *Staff will contact you primarily via email*
[redacted]	[redacted]

Contractor

Contractor Name & Contact Info
Macdermott Roofing
313-363-0235

Type of work

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

Complete Description of Proposed Work:

Roof that was installed in a 50mil durolast roof with 20 year warranty, what we are fixing to comply with historic district is We are removing the termination bar around the perimeter of the roof and relocating it to the inside of the parapet walls so it is not visible from the ground. Seal any holes with color matched solar seal. No Limestone was touched or damaged. Lastly attached are the Clay tile coping that matches the existing that was thrown away.

Permit Application Fee (action items only)

The fee is $48 for the first $3,000 in construction cost plus $5 for every additional $1 - $3,000 of construction cost. There is a flat fee of $10 for painting only. *An additional fee of $60 applies to HDC work started without the applicable permit.*	
Construction Cost: **$37,000**	Permit fee: $48 + =

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 Austin Akers [redacted]	Date: 1/22
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, email us at cmalas@cityofypsilanti.com, or view our factsheets at cityofypsilanti.com/263/Historic-District.

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

Photos of Masonry Damage / Solar Seal Repair by Applicant

Provided to HDC for March application













Termination bar appears to be installed on limestone cap.



Staff confirmed that the joint “repair” seen between limestone caps in photos existed before any work was performed (seen in old photos of roof provided in applicant’s original application).



Termination bar installed on limestone cap.









Limestone cap with termination bar installed.









Authorization to Pull Permit

I, **Elan Ruggill,** the owner of the property located at **10 N Washington, Ypsilanti, MI 48197,** hereby authorize **MacDermott Roofing Inc.,** including its employees and representatives, to act on my behalf for the purpose of applying for, obtaining, and signing all documents necessary to secure the required **building permit** for the project to be completed at the above address.

I affirm that I am the lawful owner of this property and grant full permission for the contractor named above to perform this function.

Owner Name: Elan Ruggill
Signature: [redacted]
Date: _____
Phone/Email: [redacted]

#900 SOLAR SEAL® ADHESIVE SEALANT

built on --- 100% Terpolymer Technology
an alternative to Silicone & Urethane Chemistry

Since 1977
Field Proven - Over 30 Years

COMMERCIAL / INDUSTRIAL AND HIGH END RESIDENTIAL

SPECIFICATION DATA

DESCRIPTION

#900 SOLAR SEAL - based on terpolymer elastomer technology, offers an alternative to silicone & urethane chemistry.

Protect your investments with High performance terpolymer chemistry that impart exceptional weather resistance, adhesion, elongation and color stability to SOLAR SEAL.

APPLICATIONS

ARCHITECTURAL METALS
BRICK & MASONRY
CEDAR & REDWOOD
VINYL SIDING & WINDOWS
FIBER CEMENT BOARD
GLASS & FIBER GLASS
KYNAR® COATINGS
(fluoropolymer coatings)
METAL BUILDINGS
TERMINATION BARS
ROOF FLASHING
PRECAST PANELS
SKY LIGHTS & SUN ROOMS
EIFS Systems

* PRIMERLESS * PAINTABLE

COLORS

Clear, White, Black & **over 200 NPC standard colors**.

• Mfg. name & color stamped on each plunger.

Custom colors available in low minimum quantities.

LIMITATIONS

- Intended for exterior use. Interior application requires mandatory forced fresh air ventilation until aroma dissipates.
- Not recommended for:
  Structural applications.
  Contact with expanded polystyrene
  Joints under constant water submersion.
- COMBUSTIBLE Do not use near heat or flame.
- Contact NPC for written approval for use in food processing areas.
- WARNING: This product contains chemicals known to the state of California to cause cancer and/or reproductive harm.

PACKAGING

Consumer size caulk tubes, 12/case, PRO-SIZE 9/case
5 gallon pails
55 gallon drums

INSTALLATION

Apply 3/8" deep, like diagram to a clean, dry frost free structurally sound surface that is free of any oils, soaps, or loose material that may inhibit bonding. *Warm tube overnight in cool weather.*

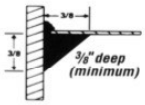
Do not tool.
#900 SOLAR SEAL is self tooling.
Clean excess sealant with a solvent such as mineral spirits or by scraping.

Open cell backer rod may be required for certain joints to prevent three point adhesion.

Final judgment of visual color acceptance is the applicator's responsibility.

JOINT DESIGN

Maximum joint & sealant width is 3/4"
Maximum sealant depth is 1/2"
Minimum application depth is 3/8"



PROPER CURED BEAD
Approximate coverage 14 Lin. Ft./tube

GENERAL INFORMATION

Shelf life: 1 Year @ 75° F
Substrate temperature range: 10/125° F
Service temperature range: -40/300° F

Cure rate: @ 75° F
a) Thin skin in 24 hrs.
b) Complete: 21 days @ 75° F

Expected life: 20+ years when bead is installed as directed for approved applications.



CONSTRUCTION STANDARDS

Meets performance requirements of TT-S-00230c, Class A, Type II and ASTM C-920, Type S, Grade NS, Class 25, Use NT, except for weight loss.

LIMITED WARRANTY

NPC warrants #900 Solar Seal will meet the performance data tests listed below. Under this warranty the expected life of #900 Solar Seal is 20 years, provided the user has followed our installation and joint design instructions. (see diagram)

Under this warranty , for applications recommended by NPC as suitable for this product, and judged and tested by the test methods indicated below, our liability and obligation is limited to product replacement only.

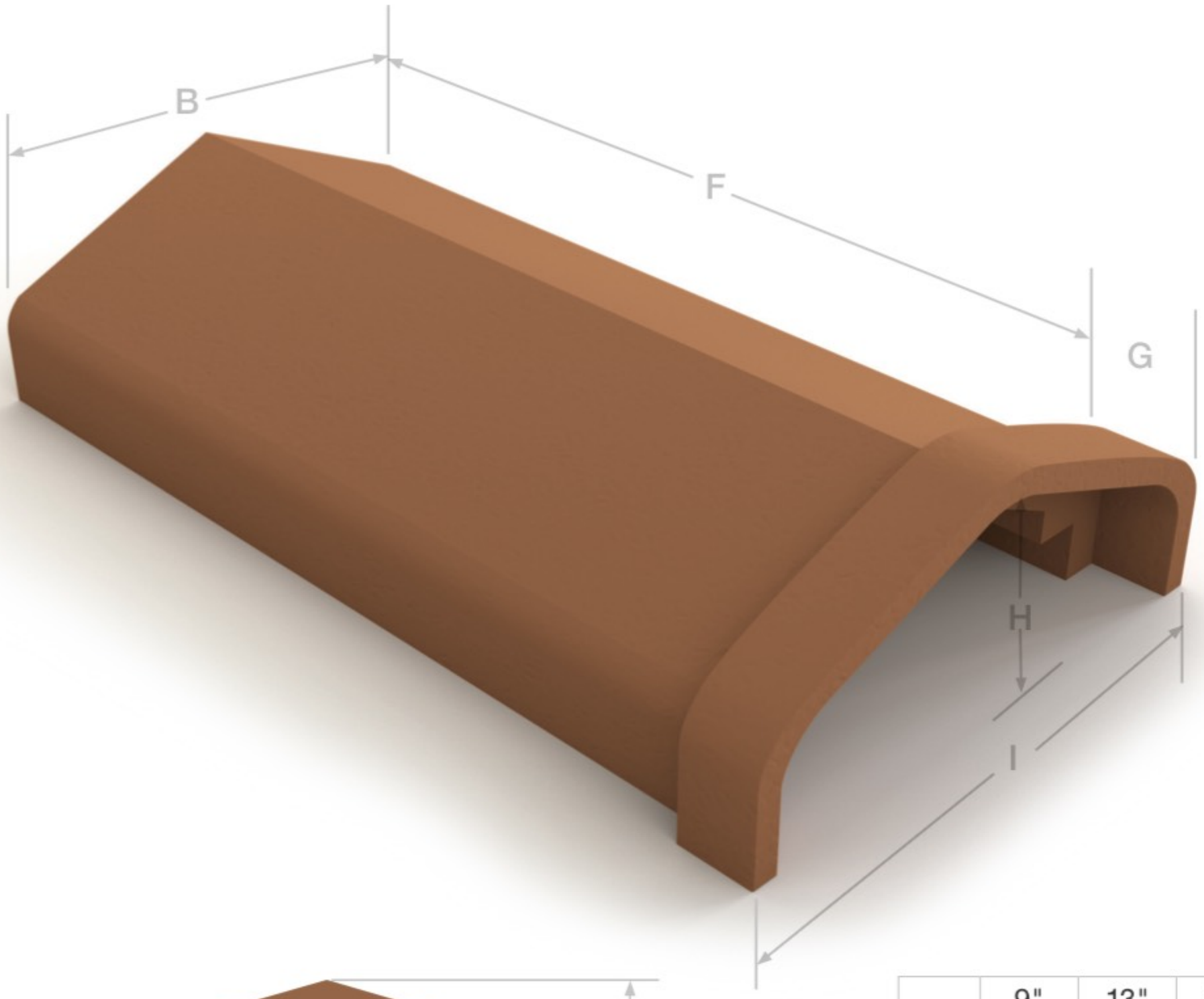
PERFORMANCE DATA

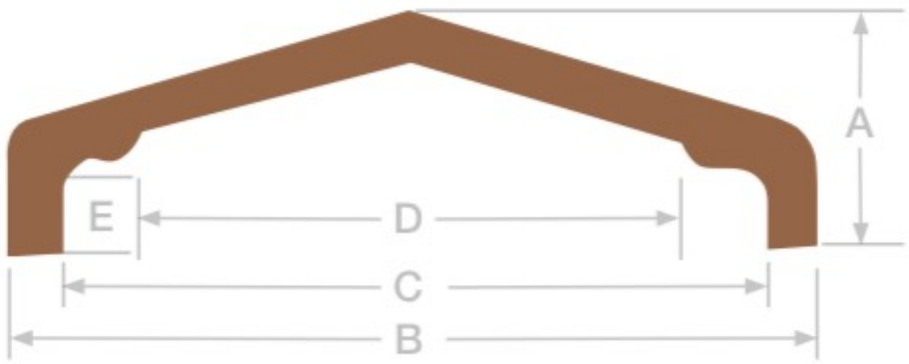
BOND COHESION	TT-S-230c	NO BOND LOSS
SHORE A HARDNESS	TT-S-230c	30 average
STAIN INDEX	TT-S-230c	NONE
SAG	TT-S-230c	NO SAG
UV & COLD EXPOSURE	ASTM C 920	NO CRACKING
ELONGATION	ASTM-D 412	300% - 400%
TACK FREE TIME	ASTM C-679	4 hours
ADHESION-IN-PEEL	TT-S-1543	30 lbs/in

Home Back

VITRIFIED CLAY WALL COPING

DOUBLE SLANT WALL COPING





	9"	13"	18"
A	3⅝"	4"	6¼"
B	11⅜"	16⅜"	20½"
C	9¾"	14⅛"	18½"
D	7½"	11¾"	15"
E	1½"	2"	1¾"
F	24"	24"	24"
G	2"	2¼"	2¼"
H	4¾"	5½"	7¼"
I	13½"	18⅛"	23¼"

SUPERIOR CLAY CORP

SUPERIORCLAY.COM • 800-848-6166

DURO-LAST® 50-MIL MEMBRANE

ADVANTAGES:

Duro-Last® 50-Mil (DL50) is an excellent choice for projects requiring a long lasting, energy efficient roofing membrane. The membrane is available in custom-fabricated sections or as roll goods. A complete line of custom-fabricated accessories and parapets are available for use with DL50.

DESCRIPTION:

DL50 is composed of PVC film laminated to both sides of a reinforcement fabric (weft-inserted scrim).

PVC Film – Proprietary thermoplastic PVC formulation of resins, plasticizers, stabilizers, biocides, flame retardants, and U.V. absorbents.

- PVC film above weft-inserted scrim – 28 mil, nominal

Weft-Inserted Scrim – An 18 x 14 polyester fabric construction with weft insertion provides superior tear and puncture resistance. The polyester thread is treated to prevent wicking.

Total Thickness – 50 mil, nominal

Weight – 0.29 lb/ft^2

Colors – White, tan, gray, dark gray, and terra cotta

R-Value – 0.1 R (0.1 ft^2·°F·hr/Btu)

AVAILABLE CONFIGURATIONS:

Custom-fabricated Sections – DL50 is available in custom-fabricated sections as listed within the Ordering and Estimating section on the Duro-Last website.

ROLL DIMENSIONS[1]				
WIDTH	LENGTH (MAX.)	ROLL AREA	APPROX. WEIGHT	APPROX. COVERAGE[1]
64 inches	100 ft	534 ft^2	155 lb	483 ft^2
64 inches	50 ft	267 ft^2	78 lb	241 ft^2
32 inches	100 ft	267 ft^2	78 lb	217 ft^2
12 inches	100 ft	100 ft^2	29 lb	N/A
8 inches	100 ft	67 ft^2	20 lb	N/A

[1] Custom rolls of maximum 64 in. by 240 ft. may be produced upon request.
[2] Assuming 6-inch overlap.

STORAGE:

Store rolls lengthwise on pallets.
Use tarps to keep rolls dry.

ENERGY EFFICIENCY:

White DL50 is an excellent product for complying with California Title 24, LEED® and other energy efficiency programs requiring the use of a highly reflective roof membrane.

CODES AND STANDARDS:

Underwriters Laboratories (US & Canada), UL Evaluation Report (ER10128), FM Approvals, Canadian Construction Materials Centre (CCMC 13299-L), State of Florida, Miami-Dade County, Texas Department of Insurance.



COOL ROOF RATING COUNCIL (CRRC)							
	CRRC ID	Solar Reflectance		Thermal Emittance		Solar Reflective Index (SRI)	
		Initial	3-yr	Initial	3-yr	Initial	3-yr
White	0610-0001a	0.86	0.69	0.89	0.89	109	85
Tan	0610-0005	0.39	0.33	0.89	0.89	43	35
Gray	0610-0004	0.47	0.40	0.89	0.89	54	45
Dark Gray	0610-0006	0.26	0.25	0.87	0.89	25	24
Terra Cotta	0610-0009	0.26	0.24	0.89	0.88	26	23

LEED-NC & LEED-EB Credits – Only White DL50 can obtain 1 credit in either U.S. Green Building Council's LEED-NC or LEED-EB programs. In combination with other design criteria the membrane may help attain other credits.

LEED CREDITS	
LEED-NC Credit Category	**Duro-Last Attribute**
Sustainable Sites Heat Island Reduction	Solar Reflective Index (SRI) = 109
LEED-EB Credit Category	**Duro-Last Attribute**
Sustainable Sites Heat Island Reduction	Solar Reflective Index (SRI) = 109

WARRANTY:

The following warranties are available for projects utilizing DL50. Contact Duro-Last for warranty details.

AVAILABLE WARRANTIES				
SUPREME	15-Year NDL Warranty	20-Year NDL Warranty – 15 Years Consequential Damages And 5 Years Material	20-Year NDL Warranty – 15 Years Consequential Damages And 5 Years Material and Labor	
ULTRA	15-Year NDL Hail Warranty[1]	15-Year NDL Hail & High Wind Warranty[1]	15-Year NDL High Wind Warranty[1]	20-Year NDL High Wind Warranty[1]
BASIC	15-Year NDL Warranty[1]		20-Year NDL Warranty[1]	
RESIDENTIAL	15-Year Residential Material Limited Warranty[1]		20-Year Residential Material Limited Warranty[1]	

[1] Excludes consequential damage coverage.

Duro-Last is a brand of Amrize Building Envelope LLC. Created: 09/01/2012 Revised: 08/28/2025

MEMBRANE ATTACHMENT:

Mechanically Fastened – DL50 may be mechanically fastened to a variety of roof deck and wall materials. An appropriate slip sheet, insulation or cover board may be required. Refer to the Duro-Last Mechanically Fastened Roofing System Specification for custom-fabricated system requirements. If using roll goods, refer to the Duro-Last Roll Good Mechanically Fastened Roofing System Specification.

Induction welded – Induction welding may be used to attach DL50. An appropriate slip sheet, insulation or cover board may be required. Refer to the Duro-Bond® Induction Weld Roofing System Specification for system requirements.

Adhered – DL50 may be adhered to a variety of properly prepared roof decks, walls, cover boards and insulations. Refer to the Adhered Roofing System Specification for system requirements.

PHYSICAL PROPERTIES:

DL50 has been subjected to the tests required by ASTM D4434 "*Standard Specification for Poly (Vinyl Chloride) Sheet Roofing"* and has been classified as a Type III, internally reinforced sheet. DL50 also meets or exceeds all ASTM D4434 Type II and Type IV requirements.

The results of each test are listed below. ASTM's Overall Thickness requirements for the membrane are plus or minus 10% (nominal) of the listed Typical Value.

DL50 PHYSICAL PROPERTIES				
PHYSICAL PROPERTY	**TEST METHOD**	**ASTM D4434 REQUIREMENT**	**RESULT**	**TYPICAL VALUE**
Overall Thickness	ASTM D751	≥ 0.045 and ≤ 0.055 in. (≥ 45 and ≤ 55 mil)	PASS	0.050 in. (50 mil), nominal
Thickness Over Scrim	ASTM D7635	≥ 0.016 in.	PASS	0.028 in. (28 mil)
Breaking Strength[1]	ASTM D751 Grab Method	≥ 200 lbf./in.	PASS	438 x 390 lbf./in.
Elongation[1]	ASTM D751 Grab Method	≥ 15%	PASS	31% x 31%
Seam Strength	ASTM D751 Grab Method	≥ 328 lbf. (75% of Breaking Strength.)	PASS	417 lbf.
Tear Strength[1]	ASTM D751 Procedure B	≥ 45 lbf.	PASS	132 x 163 lbf.
Low Temp. Bend	ASTM D2136	Must pass at -40° F	PASS	PASS
Heat Aging	ASTM D3045	Conditioned for 56 days in oven maintained at 176° F.	PASS	PASS
Accelerated Aging	ASTM G155	10,000 hours total test time. Irradiance level of 0.35 W/m^2-340nm. Cycle: 102 minutes light, 18 minutes light + H_20 spray, 63±2.5° C black panel, 30±5% RH	PASS	PASS
Dimensional Stability[1]	ASTM D1204	Conditioned for 6 hours in oven maintained at 176° F. Allowable change: ≤ 0.5%	PASS	-0.30% x -0.45%
Water Absorption	ASTM D570	Immersed in water at 158° F for 168 hours. Allowable weight change: ≤ 3%	PASS	1.7%
Static Puncture	ASTM D5602	≥ 33 lbf.	PASS	PASS
Dynamic Puncture	ASTM D5635	≥ 14.7 ft-lbf. (20 J)	PASS	PASS

[1] Typical values are shown for both machine and cross machine directions. The machine direction results are listed first.

ADDITIONAL TESTS		
Fungi Resistance	ASTM G21	No Sustained Growth or Discoloration
Moisture Vapor Transmission	ASTM E96, Proc. B, Method A	< 0.35 U.S. perms

Duro-Last, the "World's Best Roof", and Duro-Bond are trademarks in the Amrize portfolio.
All other trademarks are property of their respective owners.

Before Photos provided by the Contractor























After Photos provided by the Contractor









HDC Work Permit Staff Review

Property Address: 418 Oak

Property History: 1901 one-story vernacular recommended as contributing to the local historic district; noncontributing to the National Register historic district.

Date of Application: January 30, 2026
Date of Review: February 6, 2026
Date of Meeting: February 10, 2026, & March 10, 2026
Decision Due Date: March 31, 2026

Proposed Work: Remove chain link fence; install 7' high horizontal board cedar fence, 44.5' in length on side and rear yard.

Materials: Cedar pickets; Behr solid color waterproofing exterior stain and sealer in color "Cedar Naturaltone."

Findings of Fact (new information in black text):

1. HDC reviewed application at February's meeting and requested a revised application to include (a) clarification in the total fence length and height, based on the zoning review; and (b) use of opaque or solid stain or paint. Excerpt of meeting minutes attached.

2. This application was turned in to correct work completed without a permit – a violation of the City of Ypsilanti's Historical Preservation Ordinance, Section 54-81. Per Section 54-86 of the City's HP Ordinance, the commission may require the work without a permit to be removed or modified. This section states, *"the commission may require an owner to restore the resource to the condition the resource was in before the inappropriate work was done or to modify the work so that it qualifies for a certificate of appropriateness."* The owners are also working with staff to finish previously approved work on the deck.

Secretary of the Interior's
Standards for Rehabilitation

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.

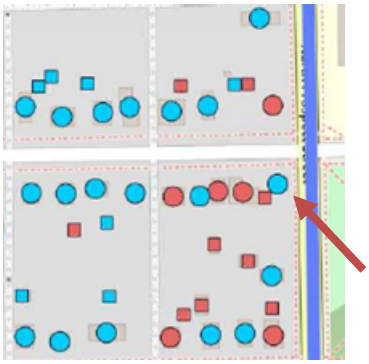
Prepared by Carrie Malas, Preservation Planner

3. Relevant Standards: #9, #10.

4. Staff may administratively approve rear fencing projects, but because this work does not meet the HDC Fact Sheet on fencing and is situated on a corner lot, staff wanted to bring this to the commission for review.

5. Staff reviewed approved HDC fencing applications in the past five years and noted that only 1 out of 24 approved fencing applications had a horizontal configuration of pickets. This approval, at 32 Photo Street, was deemed *"appropriate for this particular location due to limited visibility, security issues concerning the high traffic in that part of town, and the contemporary and vernacular nature of surrounding structures."* Standards #3 and #10 were cited. The majority of fence applications were vertically-oriented wood picket fences (19/24), and a few were vertically-oriented metal fences (4/24). Vertical pickets are common and appropriate to the historic character of the district, though horizontally-oriented fences may be approvable if not easily visible from right-of-ways and they do not destroy significant original material. In this case, the fence is very visible from right-of-ways. The HDC Fact Sheet on Fencing is included for reference.

6. This is a corner lot situated on the east edge of the district on N Prospect and Oak. The HDC has reviewed corner lot privacy fencing on a case-by-case basis, and has, in the past, treated side yards that abut a right-of-way like a front yard, as they impact historic character and viewsheds similarly. For example, The HDC requested a revised application for 408 Emmet (corner lot) to include a 3 foot setback from sidewalks, 4 ft. height, and 50% opacity for the side yard of fence next to a right-of-way.



418 Oak indicated as a contributing (blue) resource. N Prospect is the border of the district to the east (right). The home is addressed to Oak to the north.

7. The application does not propose to remove/replace the remaining chain link fence.

8. Changes to application:

    a. The applicant changed the stain to an opaque stain that meets the HDC guidelines.
    b. The applicant spoke with City Planner who confirmed only 6' is allowed in their zoning district. Staff confirmed that they do not wish to amend the height to meet zoning restrictions, but are still applying for a 7' fence.

9. Staff's opinion is that the fence as proposed does not meet Secretary of the Interior's Standard #9 because the height does not appear to be compatible with the surrounding

district; in particular, it is out of scale. The work could meet Standard #10 as it is removable.

Potential Motions:

Move to approve application PHDC-26-0006 for fence at 418 Oak. The fence is removable and does not destroy significant historic material. The work meets the Secretary of the Interior's Standard #10 – *New work shall be removable*.

Move to deny application PHDC-26-0006 for fence at 418 Oak. The HDC finds that the work does not meet the Secretary of the Interior's Standard for Rehabilitation #9 nor the HDC Fact Sheet on Fencing because a 7' fence is out of scale with the surrounding historic district. Because this work was already completed without HDC or zoning permits, the HDC requests a new application for review at the next regular meeting that proposes either (a) removal of the fence or (b) modification of the fence design that is aligned with the Secretary of the Interior's Standards for Rehabilitation, HDC Design Criteria, and the HDC's Fact Sheet on Fencing.

Excerpt from February 2026 HDC meeting draft minutes

418 Oak
Installation of 7' wood privacy fence in side yard

Applicant – Damian Ewald (owners), *present*

Discussion

Staff gave their review of the proposed work (included in the packet). Applicant noted that the location of the property is on the edge of the district. Prospect Park, elementary school, and bus stop. Noted that they are working with zoning department for approval at the moment. Chair noted that, historically, the fence is not a feature that was intended for privacy, and would often be covered in vegetation. He noted that plantings are a whole other consideration. Applicant did confirm that they were considering screening with plantings, such as arborvitae. Commissioner Szumko noted that the 408 Emmet fencing application that staff referenced in their review, in side yard fence was lowered in order to achieve traffic visibility from right-of-ways. Commissioner Van Bolt discussed that he would not be prepared to deny an application based on horizontal fencing. Commissioner Bultman also noted that he also would not deny the application for horizontal fencing. Recommended that the applicant look at other fences in the district that are next to right-of-ways. Bultman expressed he does not believe a 6' fence next to a sidewalk is appropriate. Chair confirmed that the height maximum is determined by zoning department; Commissioner Bultman noted that the HDC may impose a design requirement, such as height, in order to meet a Standard. Applicant confirmed they are not proposing to extend the fencing, and they would consider a future application for plantings where the existing chain link fence is. Commissioners discussed that perhaps a more appropriate motion could be approval with adjusted height, opaque stain. Commissioner Bultman warned of what precedent this may set in the district for appropriate streetscapes. Commissioner Chesnut expressed that he is comfortable making decisions case by case. Bultman reiterated that the notion of precedent still exists with HDC approvals.

Motion

Move to approve application PHDC-26-0006 for a fence at 418 Oak that has already been installed and the commission still does request the following sent to staff, which is an opaque stain or paint for the fence that has been previously installed, referencing the Secretary of the Interior's Standard's #9 – *Contemporary designs shall be compatible and shall not destroy significant original material*; and #10 – *New work shall be removeable*.
–Moved (Chesnut), Seconded (Van Bolt). Aye – 2 (Chesnut, Van Bolt), Nay – 3 (Pettit, Bultman, Szumko). Motion failed.

Discussion

Chair commented that they believe a lower fence with greater opacity, in combination with vegetation screening, would be more appropriate for this location. Applicant and chair discussed the HDC guidelines, and how vegetation can be an appropriate solution for screening. Commissioners discussed opinions on height of fence. Chair mentioned that another screening option could be a structure, such as a lattice, on the deck. Applicant noted there was a garden in between the property line and the deck that they would like to enjoy from their deck.
[Commissioners and staff had a discussion regarding Robert's Rules of Order about whether a motion to approve failed implies denial of the application.]

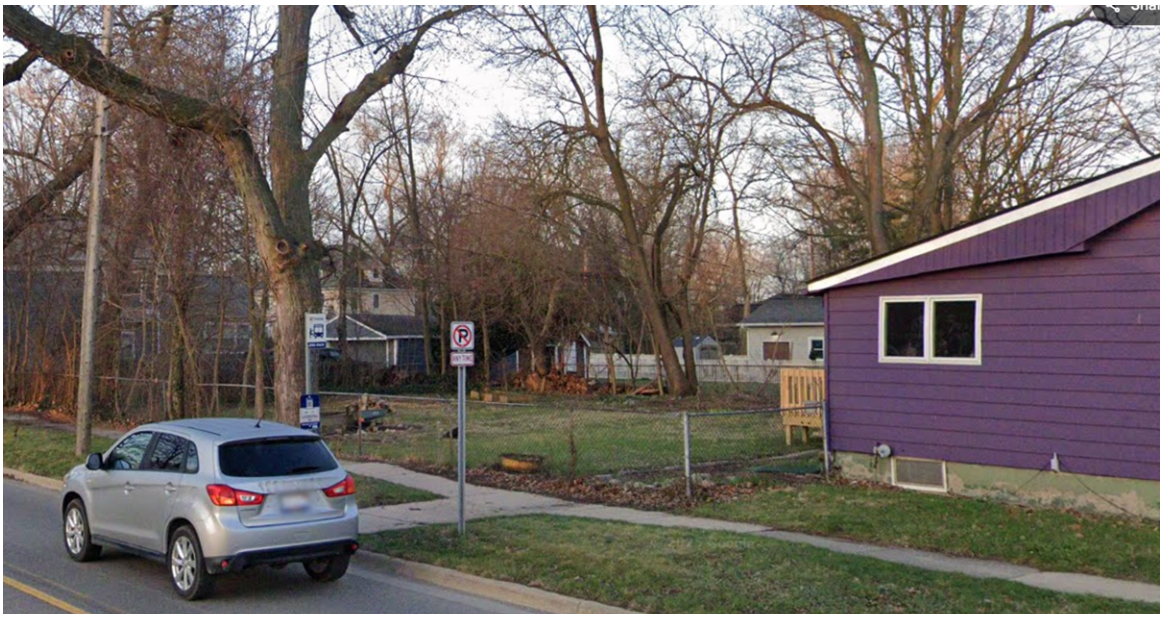
Motion

Move to table application PHDC-26-0006 for the fence at 418 Oak so that the applicant can provide revised materials and additional information by the application deadline for the March 2026 regular meeting. The commission requests the following in a revised application:
(a) clarification in the total fence length and height, based on the zoning review; and
(b) use of opaque or solid stain or paint.
–Moved (Szumko), Seconded (Van Bolt). Aye – 3 (Szumko, Van Bolt, Pettit), Nay – 2 (Chesnut, Bultman) Motion carried.

Discussion

Point of order: Commissioner Bultman commented that he was unsure if the commission understood Robert's Rule of Order concerning. *[Commissioners again discussed the matter of bringing a second motion on an application. Chair was willing to accept the motion to table as seconded.]*

End of Excerpt



View of former chain link fence that was removed behind 418 Oak. Photo is facing southwest, Google Streetview, April 2025.



View entering the district from N Prospect and Oak intersection, facing west.

Prepared by Carrie Malas, Preservation Planner



Photo of fence by staff.

Prepared by Carrie Malas, Preservation Planner

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	418 Oak				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48198				
County	Washtenaw				
Assessor's Parcel #	11-11-04-490-001				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.247814		Long: -83.603008		
Ownership	Private ☒	Public-Local ☐	Public-State ☐	Public-Federal ☐	Multiple ☐

Property Type

Building ☒ select sub-type below Commercial ☐ Residential ☒ Industrial ☐ Other ☐	Structure ☐ Object ☐

(Insert primary photograph below.)



Architectural Information

Construction Date	1901	
Architectural Style	Vernacular	
Building Form	Side-gabled	
Roof Form	Side gable	
Roof Materials	Asphalt	
Exterior Wall Materials	Aluminum	
Foundation Materials	Parged	
Window Materials	Wood, vinyl	
Window Type	Sash (one-over-one)	
Outbuildings	Yes ☒	No ☐
Number/Type:	1: garage (NC)	

Eligibility

Individually Eligible	Criterion A ☐	Criterion B ☐	Criterion C ☐	Criterion D ☐
Criteria Considerations:	a. ☐ b. ☐ c. ☐ d. ☐ e. ☐ f. ☐ g. ☐			
Component of a Historic District	Contributing to a district ☒	Non-contributing to a district ☐	Historic District Name: Ypsilanti Historic District	
Not Eligible ☐				

Area(s) of Significance							
Period(s) of Significance							
Integrity – Does the property possess integrity in all or some of the 7 aspects?							
Location ☒	Design ☒	Materials ☐	Workmanship ☐	Setting ☒	Feeling ☒	Association ☐	
General Integrity:	Intact ☐	Altered ☒	Moved ☐	Date(s):			
Historic Name							
Current/Common Name							
Historic/Original Owner							
Historic Building Use	DOMESTIC: single dwelling						
Current Building Use	DOMESTIC: single dwelling						
Architect/Engineer/ Designer							
Builder/Contractor							

Survey Date	2024-12-17	Recorded By	Michael F. Webb	Agency Report #	

For SHPO Use Only	SHPO Concurrence?: Y / N	Date:

Form date: 6/25/2019

Narrative Architectural Description
Provide a detailed description of the property, including all character defining features and any accessory resources.

This one-story vernacular house has a parged foundation and is clad in aluminum siding. The windows are one-over-ones. The porch has undecorated square columns supporting a shed roof. The rear of the building appears to be an addition, slightly shorter in height.

The single-bay garage is clad in cement-asbestos and has a north-facing garage door. It has as a front gable roof.

History of the Resource
Provide information on previous owners, land use, construction and alteration dates in a narrative format. This is required for all intensive level surveys and designation and recommended for other identification efforts.

The house was built in 1901 according to Ypsilanti Assessor records, and is first seen on Sanborn maps in 1927.

The garage is also visible on Sanborn maps in 1927; it likely dates to earlier in the twentieth century.

Statement of Significance/Recommendation of Eligibility
Provide a detailed explanation of the property's eligibility for the National Register, including an evaluation under at least one of the four criteria, discussion of the seven aspects of integrity, and recommendations about eligibility. This is required for all properties.

An uncommon example of a one-story vernacular house that retains its historic massing and integrity of design. Although clad in non-original materials and lacking its original porch, it is recommended as a contributing resource within the Ypsilanti Historic District.

The garage is recommended as noncontributing due to extensive alterations.

This property does not appear to be individually eligible for the National Register of Historic Places.

References
List references used to research and evaluate the individual property.

Sanborn Map Company, 1927; and Ypsilanti Assessor.

CITY OF

Ypsilanti

PRIDE | DIVERSITY | HERITAGE

Historic District Fact Sheet

Fencing & Retaining Walls

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.

New fences, walls, or retaining walls must be designed to minimize their impact on existing historic fabric at the site. They must be compatible with the site in setback, size, and scale to protect the historic integrity of the property. They must be removable without impairing the essential integrity of the historic property.

- All wooden fences must be painted or opaque-stained in a color to complement the adjacent structure. Pressure-treated wood must be cleaned and dried or aged before painting or staining. To check if your pressure-treated wood is ready to hold paint or stain, check to see if it is dry to the touch. If it is not, wait longer. If it is, sprinkle water on it; if the water soaks in, it can be painted. If it beads up, wait longer.
- Brick or stone used for foundations, piers and/or walls must complement the structure/s on the site.
- Hedges and other natural plantings may be considered as alternatives to fencing. When planting hedges, take into consideration the mature height and width of the plant; take care to not block fences or drives, or to encroach on your neighbor's property.

Full perimeter fencing and more than two types (styles) of fencing on a single lot are generally not permitted.

The following styles are generally not permitted:



Stockade



Chain Link



Split Rail

The following styles are often found to not detract from the historic fabric of the district:



Twisted wire, wooden supports



Wrought iron, cast iron, or painted aluminum



Dogear

Last updated: January 2019

City of Ypsilanti
Historic District Commission
Work Permit Application

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

Office Use Only:
Receipt: RECEIVED
Method: JAN 30 2026
Action/Study Item
PHDC- 26-0006

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 Friday (eleven (11) days) prior to the meeting.

INCOMPLETE APPLICATIONS WILL BE REJECTED

Property

Address: 418 Oak Street Ypsilanti MI 48198

Applicant

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

Name: Damian Ewald and Elizabeth Hoxie

Address: 418 Oak Street

City: Ypsilanti | State: MI | Zip: 48198

Phone / Fax: [redacted]

E-Mail **Staff will contact you primarily via email*: [redacted]

Contractor

Contractor Name & Contact Info: Self (Damian Ewald and Elizabeth Hoxie)

Type of work

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

Complete Description of Proposed Work:

Replace chain link fence with a board on board horizontal cedar fence. Total Length = 44.5 feet | Height = 7 Feet

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

6 feet Cedar Dog-Ear Pickets (152)
Premium Cedar Lumber (18)
Post Master Fence Post (9)

Permit Application Fee (action items only)

The fee is $48 for the first $3,000 in construction cost plus $5 for every additional $1 - $3,000 of construction cost. There is a flat fee of $10 for painting only. *An additional fee of $60 applies to HDC work started without the applicable permit.*

Construction Cost:	Permit fee:
1,347.33	$48 + _____ =

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:
Damian Ewald Elizabeth Hoxie	1/30/2026

Print Name: Damian Ewald and Elizabeth Hoxie

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

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

Outlook

Re: 418 Oak - HDC Application for Fence

From Damian Ewald <[redacted]>
Date Fri 2/27/2026 1:51 PM
To Carrie Malas <cmalas@cityofypsilanti.com>

1 attachment (2 MB)
SolidFenceStain.png;

Attention: This email was sent to the City of Ypsilanti from an ***external source.*** Please be extra vigilant when opening attachments or clicking links.

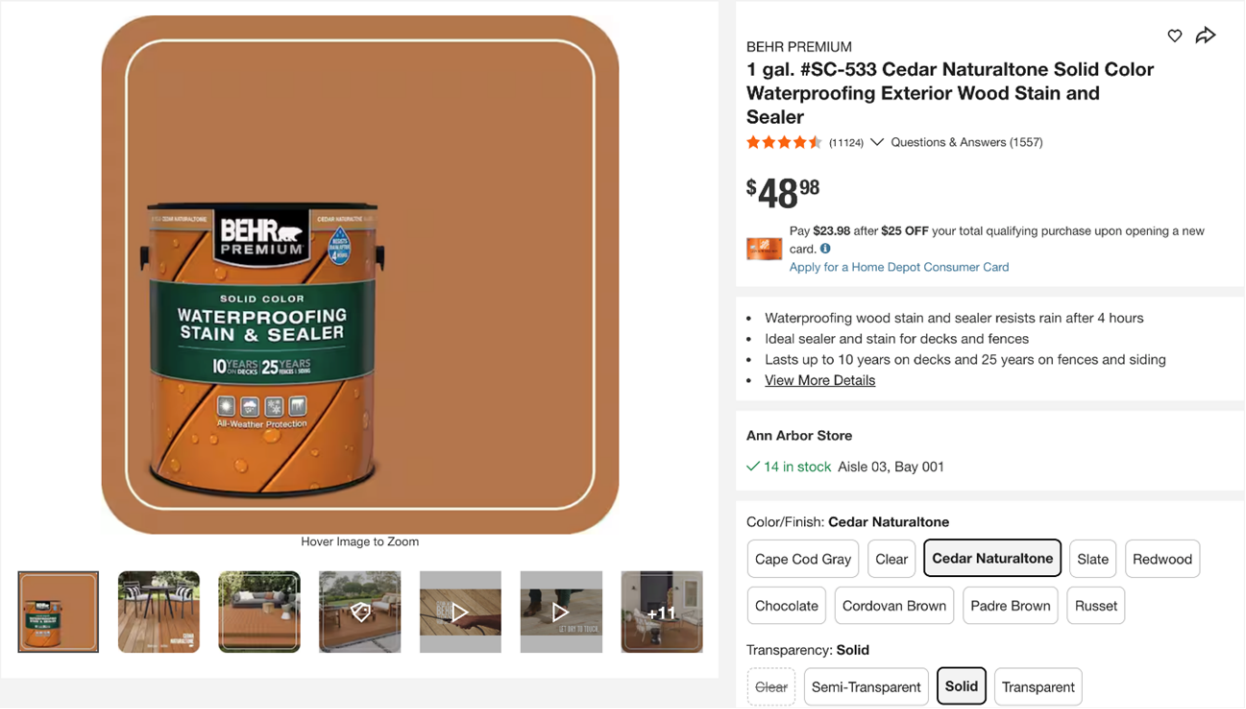
Hi Carrie,

Thank you for the reminder.
Here are the proposed amendments to the original application:

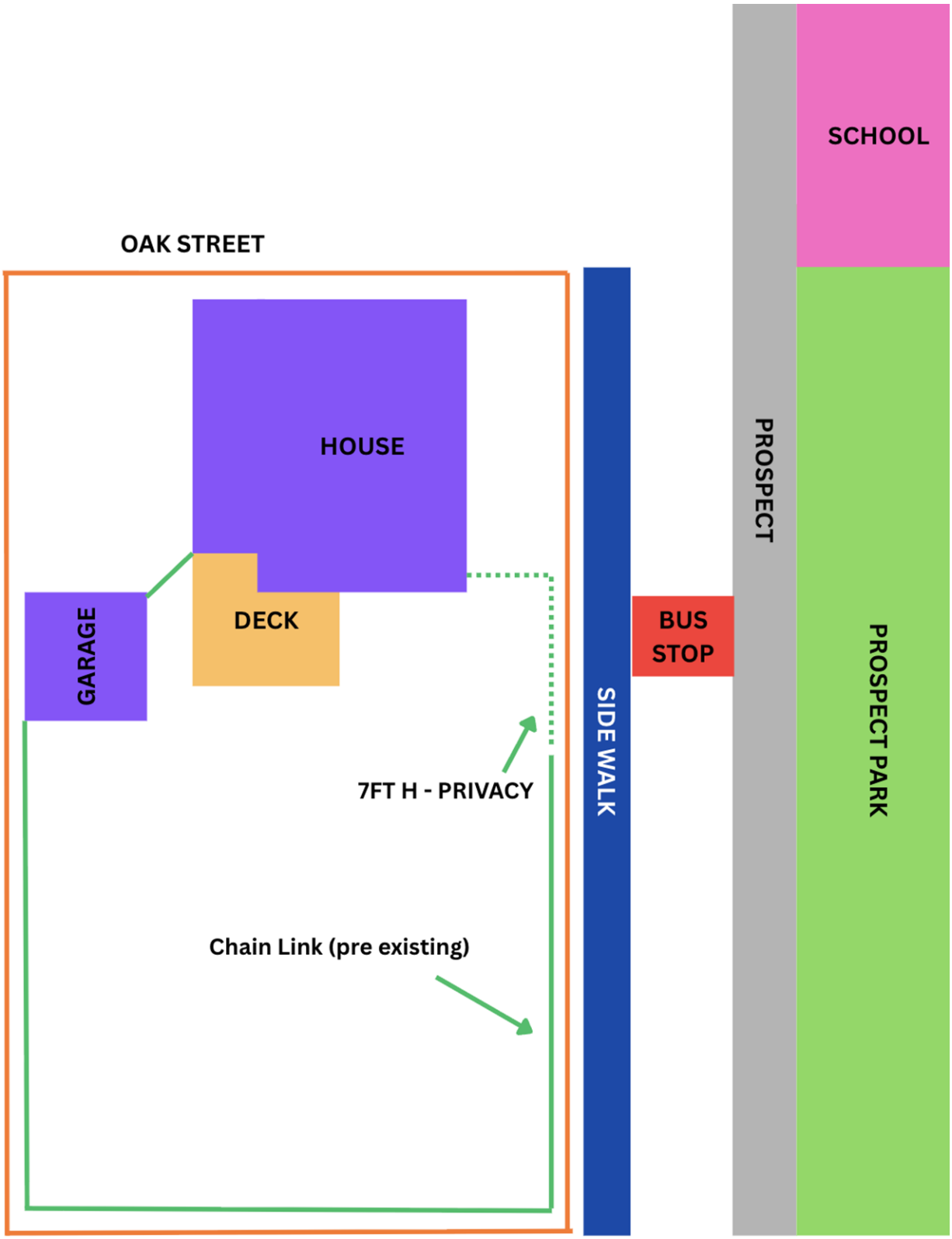
(a) Clarification on total fence length and height based on zoning review: Total Length - 44.5 feet | Height = 7 feet

(b) Use of opaque or solid stain: Cedar Naturaltone Solid Color Waterproofing Exterior Wood Stain and Sealer | Cut sheet attached to email

Carrie Malas (she/her)
Preservation Planner
Community Services Department
cmalas@cityofypsilanti.com
(734) 482-9709
cityofypsilanti.com/hd

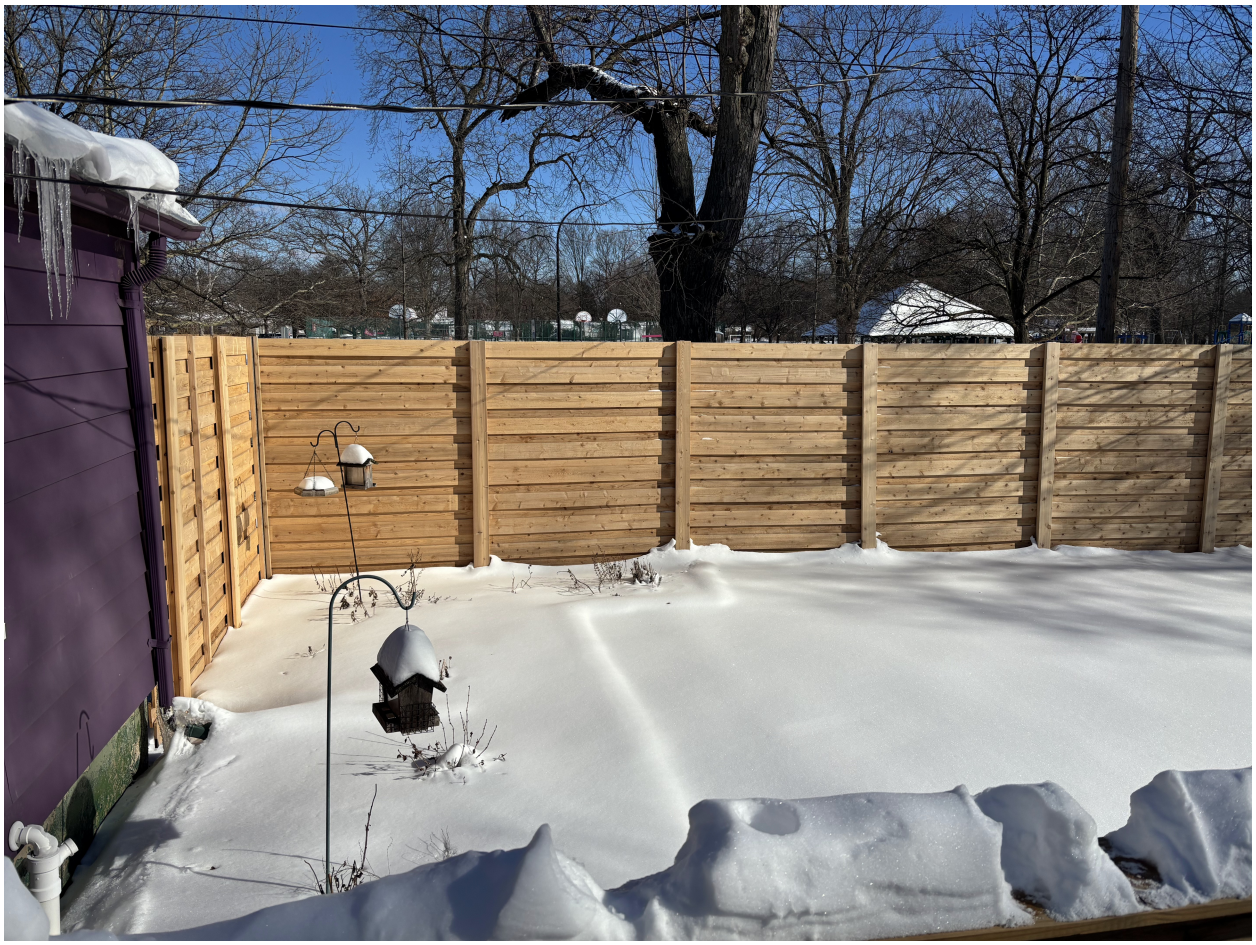


Proposed stain/sealer.


SCHOOL
OAK STREET
HOUSE
PROSPECT
PROSPECT PARK
BUS STOP
SIDE WALK
GARAGE
DECK
7FT H - PRIVACY
Chain Link (pre existing)











HDC Work Permit Staff Review

Property Address: **25 S Huron**

Property History: 1870 Commercial block that contributes to the local and National Register historic districts. *See attached survey form for more information.*

Date of Application: February 11, 2026
Date of Review: February 13, 2026
Date of Meeting: March 10, 2026
Decision Due Date: April 12, 2026

Proposed Work: New sign installation on front façade.

Materials: 3mm 18" round aluminum composite sign.

Findings of Facts:

1. Staff did not see information about standoffs proposed. They followed up with applicant, who confirmed that they would be willing to install standoffs if required (email attached for reference).

2. The sign will be mounted to the wood directly above the front entrance. While a rectangular sign would fit the space better, staff believes the sign meets the Standards #9 and #10.

3. Approval recommended as long as noncorrosive stand-offs are used.

Secretary of the Interior's
Standards for Rehabilitation

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.

Prepared by Carrie Malas, Preservation Planner

Potential Motion:

Move to issue a certificate of appropriateness for application PHDC-25-0097 for the sign at 207 W Michigan as proposed in the application, with the condition that noncorrosive stand-offs are installed between the sign and the building. The applicant is responsible for obtaining all other relevant permits before work begins. The proposed work meets the Secretary of the Interior's Standards for Rehabilitation
#9 – *Contemporary designs shall be compatible and shall not destroy significant original material*; and
#10 – *New work shall be removable.*

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	25 South Huron				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48197				
County	Washtenaw				
Assessor's Parcel #	11-11-39-182-008				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.240219		Long: -83.612630		
Ownership	Private ☒	Public-Local ☐	Public-State ☐	Public-Federal ☐	Multiple ☐

Property Type

Building ☒ select sub-type below Commercial ☒ Residential ☐ Industrial ☐ Other ☐	Structure ☐ Object ☐

(Insert primary photograph below.)



Architectural Information

Construction Date	1870
Architectural Style	Mixed
Building Form	Two-part commercial block
Roof Form	Flat
Roof Materials	Not visible
Exterior Wall Materials	Brick
Foundation Materials	Brick
Window Materials	Wood
Window Type	Sash (one-over-one)
Outbuildings	Yes ☐ No ☒
Number/Type:	

Eligibility

Individually Eligible	Criterion A ☐	Criterion B ☐	Criterion C ☐	Criterion D ☐
Criteria Considerations:	a. ☐ b. ☐ c. ☐ d. ☐ e. ☐ f. ☐ g. ☐			
Component of a Historic District	Contributing to a district ☒	Non-contributing to a district ☐	Historic District Name: Ypsilanti Historic District	
Not Eligible ☐				

Area(s) of Significance							
Period(s) of Significance							
Integrity – Does the property possess integrity in all or some of the 7 aspects?							
Location ☒	Design ☒	Materials ☒	Workmanship ☒	Setting ☒	Feeling ☒	Association ☒	
General Integrity:	Intact ☐	Altered ☒	Moved ☐	Date(s):			
Historic Name							
Current/Common Name							
Historic/Original Owner							
Historic Building Use	COMMERCE/TRADE: specialty store						
Current Building Use	VACANT/NOT IN USE						
Architect/Engineer/ Designer							
Builder/Contractor							

Survey Date	2024-08-22	Recorded By	Michael F. Webb	Agency Report #	

For SHPO Use Only	SHPO Concurrence?: Y / N	Date:

Narrative Architectural Description
Provide a detailed description of the property, including all character defining features and any accessory resources.

This two-story commercial building, though dating from the 1870s, has been greatly altered. The three-bay, Colonial Revival front facade appears to date from the 1970s or early 1980s. Centered on the facade, the front entrance consists of a metal commercial door with sidelights; it has a classical enframement with fluted pilasters, a cornice with dentils above its lintel, and a decorative wrought iron railing on top. The windows on the first floor of the front facade appear to be fixed, twelve-light windows, while on the second floor are six-over-sixes that appear to be wood; all have stone sills and lintels with keystones.

A Postmodern north-facing elevation is largely clad in rectangular metal panels with no openings, mostly black with a few in primary colors.

On the south elevation, elements of the original building are visible, including painted bricks, and windows with a variety of wood sash configurations, including four-over-ones. The windows have rectangular enframements save for the two towards the front (west), which have segmental arches.

A concrete block addition (c. 1899–1909) with a shed roof is found to the rear. A garage with a carport, a later addition, is attached to the rear. Likely constructed in the later twentieth century and only partially visible from the street, it has board-and-batten siding faces south.

History of the Resource
Provide information on previous owners, land use, construction and alteration dates in a narrative format. This is required for all intensive level surveys and designation and recommended for other identification efforts.

The building was built in 1870 according to Ypsilanti Assessor records, and is first seen on Sanborn maps in 1888. A paint shop in 1888, it became an agricultural implement store by 1893, a leather goods store by 1909, then other commercial shops. By 1909 a concrete block rear addition was built. The facade had already been resurfaced at the time it was surveyed in 1982.

Statement of Significance/Recommendation of Eligibility
Provide a detailed explanation of the property's eligibility for the National Register, including an evaluation under at least one of the four criteria, discussion of the seven aspects of integrity, and recommendations about eligibility. This is required for all properties.

This industrial building was converted to an office building. The facade is not original; it was added to the building at an unknown date, likely during the period of significance. The added facade retains the materials, features, and integrity of its Colonial Revival style. The Postmodern side elevation is not historically significant. The building is recommended as a contributing resource within the Ypsilanti Historic District.

This property does not appear to be individually eligible for the National Register of Historic Places.

References
List references used to research and evaluate the individual property.

1983 Ypsilanti Survey; Sanborn Map Company, 1888 and 1909; and Ypsilanti Assessor.

Office Use Only:

Receipt: RECEIVED

Method: FEB 1 1 2026

Action/Study Item PHDC-26-0011

City of Ypsilanti
Historic District Commission
Work Permit Application

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

To complete this application:

1. Complete this form.
2. Attach the following documents:
   - Photo(s) showing all locations where work is proposed (can be emailed).
   - 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).
   - Dimensioned drawings of any new construction or modifications to existing structures, including awnings and signs.
   - 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 Friday (eleven (11) days) prior to the meeting.

INCOMPLETE APPLICATIONS WILL BE REJECTED

Property
Address

Property owner's Authorization has been attached)

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

Name Abdallah Ghoul (Applicant)		
Address 25 south Huron ypslilanti , MI 48197 US		
City Ypsilanti	State MI	Zip 48197

Phone / Fax	E-Mail *Staff will contact you primarily via email* *Fazproductions@hotmail.com*

Contractor
Contractor Name & Contact Info

Sign Pros/ Abdallah Ghout | 1088 Southfield Rd, Lincoln Park, MI 48146 | fazproductions@hotmail.com | 3138284469 | LIC2022-01079

Type of work

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

Complete Description of Proposed Work:

Non illuminated sign.
3mm Thick Aluminum Composite
Printed Graphics
Direct Mount - Drilled

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

Aluminum Composite

Permit Application Fee (action items only)

The fee is $48 for the first $3,000 in construction cost plus $5 for every additional $1 - $3,000 of construction cost. There is a flat fee of $10 for painting only. *An additional fee of $60 applies to HDC work started without the applicable permit.*

Construction Cost:	Permit fee:
Sign Cost = $200	$48 + =

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:
Abdallah Ghoul	02/04/2026

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, email us at cmalas@cityofypsilanti.com, or view our factsheets at cityofypsilanti.com/263/Historic-District.

All other necessary Building 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 sandblasting).

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 window projects:

- A detailed description of your plans for the windows—are you replacing them entirely? Just the sashes with a kit?
- 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).
- Detailed photographs of the existing windows showing their deterioration or lack of functionality.

Outlook

Re: Fw: 25 S Huron - HDC Application Required

From faz man <fazproductions@hotmail.com>
Date Fri 2/13/2026 4:55 PM
To Carrie Malas <cmalas@cityofypsilanti.com>

Attention: This email was sent to the City of Ypsilanti from an ***external source.*** Please be extra vigilant when opening attachments or clicking links.

Hi Carrie

if it's a requirement then we will do that

thank you for your help.

Get Outlook for Android

From: Carrie Malas <cmalas@cityofypsilanti.com>
Sent: Friday, February 13, 2026 3:48:40 PM
To: faz man <fazproductions@hotmail.com>
Subject: Re: Fw: 25 S Huron - HDC Application Required

Good afternoon,

The application is complete, and I will add to the agenda for the Tuesday, March 10th meeting, which will take place at City Hall beginning at 7pm. Attendance is recommended but not required. I will send out more meeting details prior to the meeting.

As far as the proposed work meeting the Standards for approval, I noticed that you didn't mention standoffs for the sign installation, which is typically a requirement so that moisture does not get trapped behind the sign. Is this something you plan to install?

Thank you,

Carrie Malas (she/her)
Preservation Planner
Community Services Department
cmalas@cityofypsilanti.com
(734) 482-9709
cityofypsilanti.com/hd

From: Carrie Malas <cmalas@cityofypsilanti.com>
Sent: Thursday, February 12, 2026 1:44 PM

Property Owner's Authorization Letter

I (we): Craig T. Annas · OBO Prime Time Real Estate

(Craig Annas) Prime Time Real Estate

(Print Property Owners Name / Firm / Organization)

Email [redacted]

Phone Number [redacted]

Hereby Authorize: Abdallah Ghoul

(Applicant - Name of Person to Sign Permit)

Representative of: Sign Pros LLC

(Applicant Company Name / Organization)

Job Location: 25 south huron ypsilanti , mi 48197 us

(Property Address)

Nature of Project: Non Illuminated Wall Sign

As property owner(s), I (we) hereby grant permission to the applicant referenced above to apply for and pick-up the approved work as indicated above.

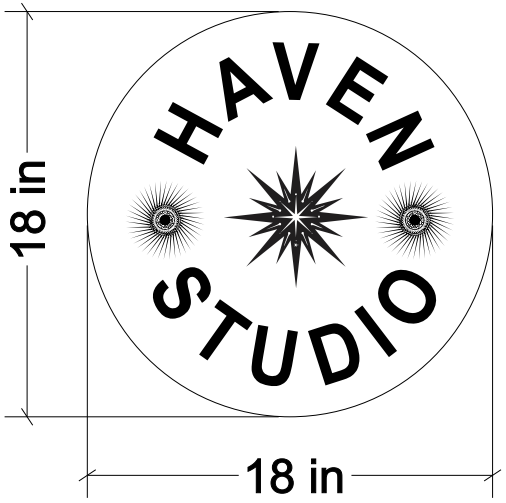
[redacted] 1/19/2026

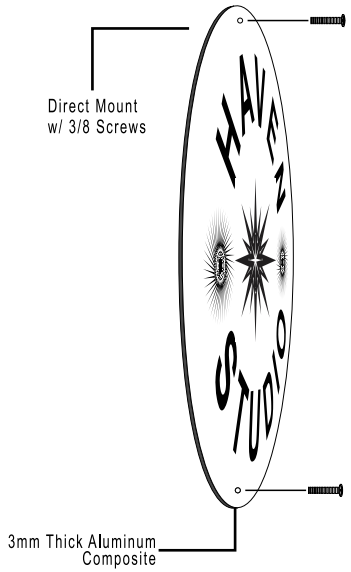
(Property Owner Signature) (Date)

[redacted] President

(Printed Name) (Title)

18" x 18" Round ACM Sign









WIND LOAD ANALYSIS

0–30 FEET HIGH BUILDING, DESIGN WIND FOR 115 mph

USE 27 PSF MINIMUM WIND LOAD DESIGN, SEE PLAN

WIND DESIGN BASED ON WIND SPEED OF 115 mile/hour

USF 30 PSF

V (3s) = 115 mph 3 SECOND GUST WIND
V (fm) = 75 mph FIG 1609

WIND IMPORTANCE FACTOR AND BUILDING CATEGORY
Iw = 1.0 TABLE 1604.5

BUILDING CATEGORY I (ALL OTHER STRUCTURE) 1604.5



HDC Work Permit Staff Review

Property Address: 209 Washtenaw

Property History:1892 Gothic Revival Akron plan church designed by nationally-renowned church architect, Frank W. Glanfield. The church contributes to the National Register historic district, State Register, and local historic districts. In the 2025 resurvey, the building was recommended to be individually eligible under Criteria C (architecture) at the state level of significance. The 1958 Educational Building addition where the subject doors are located, was designed by locally prominent architect, R.S. Gerganoff. The National Register of Historic Places registration form notes, "First Methodist is one of Michigan's most important examples of an auditorium church dating from the late nineteenth century and is all the more notable as the only thus far identified Michigan church by this nationally prominent church architect." *See the attached survey form for more information.*

Date of Application: February 26, 2026
Date of Review: March 4, 2026
Date of Meeting: March 10, 2026
Decision Due Date: April 28, 2026

Proposed Work: Replace two oak and colored glass entrance doors (west entrance) original to the 1958 addition designed by R.S. Gerganoff.

Materials: Two pine-core oak veneer doors; original colored glass; original hardware; custom stain to match original doors; matte finish polyurethane.

Findings of Facts:

1. Applicant proposes to replace the original oak doors with wood replacements that substantially replicate the originals and incorporate original colored glass and some hardware. They cite warping and difficulty with closing/functioning properly, as well as failed repairs in the past. Applicant also notes that the colored glass make it difficult to see out, and propose to install door

Secretary of the Interior's
Standards for Rehabilitation

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.

Prepared by Carrie Malas, Preservation Planner

scope. The doors in their current state are binding, which do not allow for electronic ADA access by key fob and creating an accessibility barrier.

2. The applicant previously proposed to replace doors with steel replacements in October of 2025, which was denied with the following motion: *"Move to deny application PHDC-25-0083 for the replacement two original oak doors on the Educational Building addition to the First United Methodist Church at 209 Washtenaw with steel replacements."* The commission found the work did not comply with Standards #2, #4, #5, or #6.

3. The subject doors are visible from the Washtenaw right-of-way and are the main entrance, and a character defining feature of the 1958 R.S. Gerganoff Educational Building addition.

4. Relevant Standards:
    a. **Standard #2:** The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
    b. **Standard #4:** Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
    c. **Standard #5**: Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
    d. **Standard #6**: Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
5. Significance: The building's individual listing on the State Register is important specifically for "Industry and Invention" with a period of (1875 – 1915), specifically relating to architecture and denomination history.[1] The R.S. Gerganoff is a 1958 addition that, while not as directly related to the significance of the original 1892 portion, is still an important addition that has earned significance over time in its own right.

Staff Review:

6. The commission previously determined that the doors had gained significance and should be treated as significant historic material. When replacing historic material, the Standards and HDC Fact Sheet on Doors require that the application provide documentation to that extent. They also state that repair should be pursued before replacement.

7. If the commission decides sufficient evidence of deterioration exists, the replacements "shall match the old in design, color, texture, and other visual qualities, and where possible, materials" in order to be approvable per Standard #6 and the HDC Fact Sheet on Doors. Staff believes the proposed doors do substantially meet these requirements as they are close replicas of the originals with incorporation of some original materials. The

[1] Michigan DNR. "First Methodist Episcopal Church." State Historical Marker.

proposed finish is to be a semi-transparent stain, however, the stain is proposed to match the original stain of the doors which is documented on the inside of the doors.

8. Staff believes that the proposed replacements are appropriate, and that the applicant has proven some level of deterioration. The commission may find approval to be appropriate if they find the application to prove significant deterioration.

Potential Motions:

Move to approve application PHDC-26-0010 for the replacement of two oak doors on the Educational Building addition on the First United Methodist Church at 209 Washtenaw with the wood doors that substantially match the original doors, and incorporate original colored glass panes and hardware, as described in the application. The proposed work meets the Secretary of the Interior's Standards for Rehabilitation
#6 - *Repair, don't replace. Replacements shall match original*.



North elevation. Arrow indicates location of West Doors on the 1958 Educational Building addition.



Subject doors pictured far right. Note that they are unpainted in this May 2024 photo.



Prepared by Carrie Malas, Preservation Planner

Staff photo of doors, February 2026.



View of the doors before they were painted. Google Streetview, 2024.

Prepared by Carrie Malas, Preservation Planner

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	209 Washtenaw				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48197				
County	Washtenaw				
Assessor's Parcel #	11-11-40-483-001				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.243425		Long: -83.615135		
Ownership	Private ☒	Public-Local ☐	Public-State ☐	Public-Federal ☐	Multiple ☐

Property Type

Building ☒ select sub-type below Commercial ☐ Residential ☐ Industrial ☐ Other ☒	Structure ☐ Object ☐

(Insert primary photograph below.)



Architectural Information

Construction Date	1892
Architectural Style	Gothic Revival
Building Form	Akron Plan
Roof Form	Gabled
Roof Materials	Asphalt
Exterior Wall Materials	Brick
Foundation Materials	Coursed ashlar
Window Materials	Wood
Window Type	Fixed stained glass
Outbuildings	Yes ☒ No ☐
Number/Type:	1: historical marker (object, NC)

Eligibility

Individually Eligible	Criterion A ☒	Criterion B ☐	Criterion C ☒	Criterion D ☐
Criteria Considerations:	a. ☒ b. ☐ c. ☐ d. ☐ e. ☐ f. ☐ g. ☐			
Component of a Historic District	Contributing to a district ☒	Non-contributing to a district ☐	Historic District Name: Ypsilanti Historic District	
Not Eligible ☐				

Area(s) of Significance	Architecture; Social History
Period(s) of Significance	1892

Integrity – Does the property possess integrity in all or some of the 7 aspects?

Location ☒	Design ☒	Materials ☒	Workmanship ☒	Setting ☒	Feeling ☒	Association ☒

General Integrity:	Intact ☒	Altered ☐	Moved ☐	Date(s):

Historic Name	
Current/Common Name	First Methodist Episcopal Church
Historic/Original Owner	
Historic Building Use	RELIGION: religious facility
Current Building Use	RELIGION: religious facility
Architect/Engineer/ Designer	Weary & Kramer
Builder/Contractor	Frank W. Glanfield

Survey Date	2024-11-01	Recorded By	Michael F. Webb	Agency Report #	

For SHPO Use Only	SHPO Concurrence?: Y / N	Date:

Narrative Architectural Description
Provide a detailed description of the property, including all character defining features and any accessory resources.

This Gothic Revival, Akron Plan church rises from a coursed ashlar foundation and is built of brick with red limestone side courses and trim. A wide, three-bay facade has a projecting center mass with a large Gothic arch window with trefoil-motif tracery. Each bay of the facade has paneled doubled doors glazed with stained glass; these are set in projecting entryways with Gothic arches, stained glass tympanums, and steep roofs. The southern bay has a corbelled tower and pyramidal roof; the northern bay has a tall bell tower with Gothic windows on its second floor and belfry openings with tracery; its pyramidal spire has a cross at its peak. A third tower is located behind the northern side elevation's projecting entrance (a c. 1916–1927 addition which is built of a darker brick and has a Romaneque-style rounded arch over its doors). The north and south side elevations have cross gables with large stained glass windows; lower stained glass windows are rectangular.

An addition known as the Educational Building (1958) is attached to the rear of the church, obscuring the semi-circular apse. The Collegiate Gothic two-story addition has brick walls, with a coursed ashlar foundation broken by four-window, half-basement windows. The ashlar emulates the foundation of the church. Brick piers divide the mass of the addition into windowed bays. Windows along the northern facade are arranged in four-window groupings with the first and second story windows connected by spandrel panels. The crenelated parapet wall is topped with raised stone with a shield motif. The door on the northwestern end is a double wood door with a Gothic arch enframement and stained glass tympanum.

A Michigan Historical Marker describing the church is found next to the sidewalk in front of the building.

History of the Resource
Provide information on previous owners, land use, construction and alteration dates in a narrative format. This is required for all intensive level surveys and designation and recommended for other identification efforts.

The building is the First United Methodist congregation's third church. They first met in a chapel at what is now 110 North River Street, then moved to the west side to build the second church at the site of the current one in 1843. The current church's construction was begun in 1891 and completed in 1892. It was designed by Weary & Kramer of Akron, Ohio, and constructed by Frank W. Glanfield (who lived at 113 Buffalo, within the Survey Area); its stained glass windows were designed by George Misch and Sons of Chicago. Sanborn maps show that by 1927 the addition housing the northern side elevation's entrance was built.

The Educational Building was constructed c. 1957–1958 (Ypsilanti Heritage Foundation tour booklets note 1957, with Sanborn maps listing 1958). A house that was previously located on the site of the addition (213 Washtenaw Avenue) was likely moved nearby to 207 North Adams Street.

Statement of Significance/Recommendation of Eligibility
Provide a detailed explanation of the property's eligibility for the National Register, including an evaluation under at least one of the four criteria, discussion of the seven aspects of integrity, and recommendations about eligibility. This is required for all properties.

The National Register of Historic Places Registration Form for the Ypsilanti Historic District notes that "First Methodist is one of Michigan's most important examples of an auditorium church dating from the late nineteenth century and is all the more notable as the only thus far identified Michigan church by this nationally prominent church architect." It expresses all seven aspects of integrity.

In addition to its architectural significance, this property is significant in the context of "The Second World War and Post-War Social History" as described in the Survey Report.

It is recommended as a contributing resource within the Ypsilanti Historic District. The building appears to be individually eligible under Criterion C, at the state level of significance, pending an evaluation of the interior.

References
List references used to research and evaluate the individual property.

First United Methodist Church of Ypsilanti, “Origins of Our Church,” https://www.fumcypsi.org/church-history; Sanborn Map Company, 1893, 1927 and 1964; and Ypsilanti Heritage Foundation Tour Booklet, 1979, 1991, and 2004.

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. Include a cut sheet of a proposed new door with a product description in the Work Permit application.

Criteria for Door Replacement

- Original or historic doors should 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.
- The door finish, whether stained or painted, should be compatible with the color palette of the house.
- 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 caming are not appropriate.

Sliding Doors

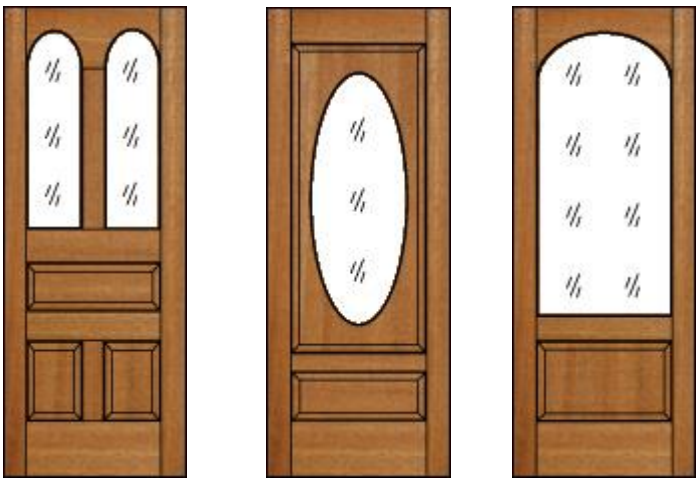
- Sliding glass doors, frequently used to access a deck or patio, may be approved on a case-by-case basis on elevations that are not publically visible.

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.**
	
	
	

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:
Receipt: _____
Method: _____
Action/Study Item
PHDC-_____

To complete this application:

1. Complete this form.
2. Attach the following documents:
   a. Photo(s) showing an overview of the building and 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 Friday eleven (11) days prior to the meeting.

INCOMPLETE APPLICATIONS WILL BE REJECTED

Property

Address
209 Washtenaw Ave.

Applicant

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

Name		
First United Methodist Church of Ypsilanti		
Address		
209 Washtenaw Ave.		
City	State	Zip
Ypsilanti	MI	48197
Phone / Fax	E-Mail **Staff will contact you primarily via email*	
[redacted]	[redacted]	

Contractor

Contractor Name & Contact Info

Type of work

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

Complete Description of Proposed Work:

Replace two exterior doors to match existing warped doors. See spec sheet attached. Eight window panes exist and wish to ~~transfer seven and allow for clear pane~~ for security. Representative will be present for meeting to answer all questions

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

Pine core with 3/8" Oak veneer.

Permit Application Fee (action items only)

The fee is $45 for the first $3,000 in construction cost plus $5 for every additional $1 - $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:
$13,260.00	$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: [redacted]	Date: 2-11-2026
Print Name: Barry LaRue	

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

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

First United Methodist Church of Ypsilanti
West Door Replacement Project

- Recently, repetitive latching/unlatching and door closing problems with the West Door have accelerated the long-standing desire of FUMC-Y to replace them and the supporting electronics (automatic door control, ADA mechanism, etc.).
- Majority of problems are related to the original wooden doors (installed in 1958) that have warped, causing the main latch to not close properly or, when closed, being bound up so that the electronic release (for ADA and fob control) does not allow the door to open.

First United Methodist Church of Ypsilanti

West Door Replacement Project



Effect of door warping

Latch binding location



Outlook

Re: Latest drawing of proposed doors

From Barry LaRue [redacted]
Date Thu 2/26/2026 7:15 AM
To Carrie Malas <cmalas@cityofypsilanti.com>

Attention: This email was sent to the City of Ypsilanti from an ***external source.*** Please be extra vigilant when opening attachments or clicking links.

Carrie,
All good info. Both doors cause issues, but the active door is the worst. But the passive door has been "wood butchered"to install a strike plate to correspond to a replacement panic mechanism on the active door. It's basically a clown show!
Barry

Sent from my iPhone

> On Feb 25, 2026, at 3:24 PM, Carrie Malas <cmalas@cityofypsilanti.com> wrote:
>
> Hi again,
>
> This drawing will work great - thanks for providing! As far as photos go, I think the other photo you provided showed the gap pretty well. It never hurts to add more pictures if you wanted to send some over though! For example, if you have had to adjust door hardware to allow for the door to shut - that kind of thing.
>
> Another question I had was are both doors significantly warped? Or is it just one that is exhibiting warping?
>
> Best,
>
> <Outlook-lqxfmkvj.png>
>
> ---
>
> **From:** Barry LaRue <[redacted]>
> **Sent:** Thursday, February 19, 2026 8:41 AM
> **To:** Carrie Malas <cmalas@cityofypsilanti.com>
> **Subject:** Latest drawing of proposed doors
>
> Attention: This email was sent to the City of Ypsilanti from an external source. Please be extra vigilant when opening attachments or clicking links.

Carrie,
Not sure if I sent this, but this is a precise drawing of our proposed entry doors at the Methodist Church. All dimensions match the current 1958 doors. Regarding any photos, I bow to your advice on just how to provide the commission with our justification for replacement given the fluctuating warpage depending on temperature and humidity. I have gotten Ron Koenig's opinion on stain and sealer. He used a PPG product on the state capital doors and I am in the process of getting scrap white oak to apply a sample of it.
Barry

Sent from my iPhone

LEGENDARY MILLWORK
A MANS FAMILY COMPANY

410 South St
Rochester, MI 48307
Phone: 248-588-5663

Quotation

Quote No	**636322**
Quote Date	**01/20/2026**
Expiration Date	02/03/2026
Customer	CASHACCT39606
Contact Name	Robert Moses
Contact Number	734-482-8374
Job	
Your Ref	
Delivery	On 01/20/2026
Taken By	Jeffrey Pagnier
Sales Rep	House Account

Invoice Address
First United Methodist Church of Ypsilanti
209 Washtenaw Ave
Ypsilanti, Michigan, 48197

Delivery Address
First United Methodist Church of Ypsilanti
209 Washtenaw Ave
Ypsilanti, Michigan, 48197

Special Instructions	Notes
WEST OF HURON ST SOUTH OFF OF WASHTENAW AVE	

Line	Product Code	Description	Qty/Footage	Price	Per	Total
1	zz_MILLFAB_11366	pair of Plain Sliced White Oak Exterior Doors, 2-1/4" thick -Existing doors = approx. 35-5/8" wide X 83-3/4" high. -Glass by Others -Provide mitred Stop/trim for Glass to be glazed/installed at Jobsite -(2) Slabs only -Customer will hire a finish carpenter to install, stain and seal the doors as well as mortise hinges & other hardware, etc. -Bevel Meeting Stiles -Perfect Plank Sugar Pine Stave Core -3/8" solid Plain Sliced White Oak Veneer over Stave Core -all Exterior Glue -Wrap stave core at window area with White Oak prior to face veneer -Wrap stave core at Top and Bottom with Whtie oak prior to face veneer -Collaborate with Customer on details -Vertical Grooves in Face done with Laminate Router - agree on Detail or Omit,	1 ea	13,260.00	ea	13,260.00
2		Mans/Legendary only warrants for workmanship				
3		lead time = approx 8-10 weeks				
4		50% deposit required at time of order, 50% balance due prior to delivery				
5		Delivery to Ypsilanti - included				

THE ABOVE PRICES ARE GOOD FOR 14 DAYS
CLERICAL ERRORS SUBJECT TO CORRECTION
CHECK ITEMS CAREFULLY AS WE AGREE TO FURNISH ONLY ITEMS AS LISTED

Delivery dates are estimated based on information provided by our vendors at the time of order. Due to supply chain issues, we cannot be held responsible if these dates change.

To view the complete terms and conditions visit our website at https://manslumber.com/terms-and-conditions.

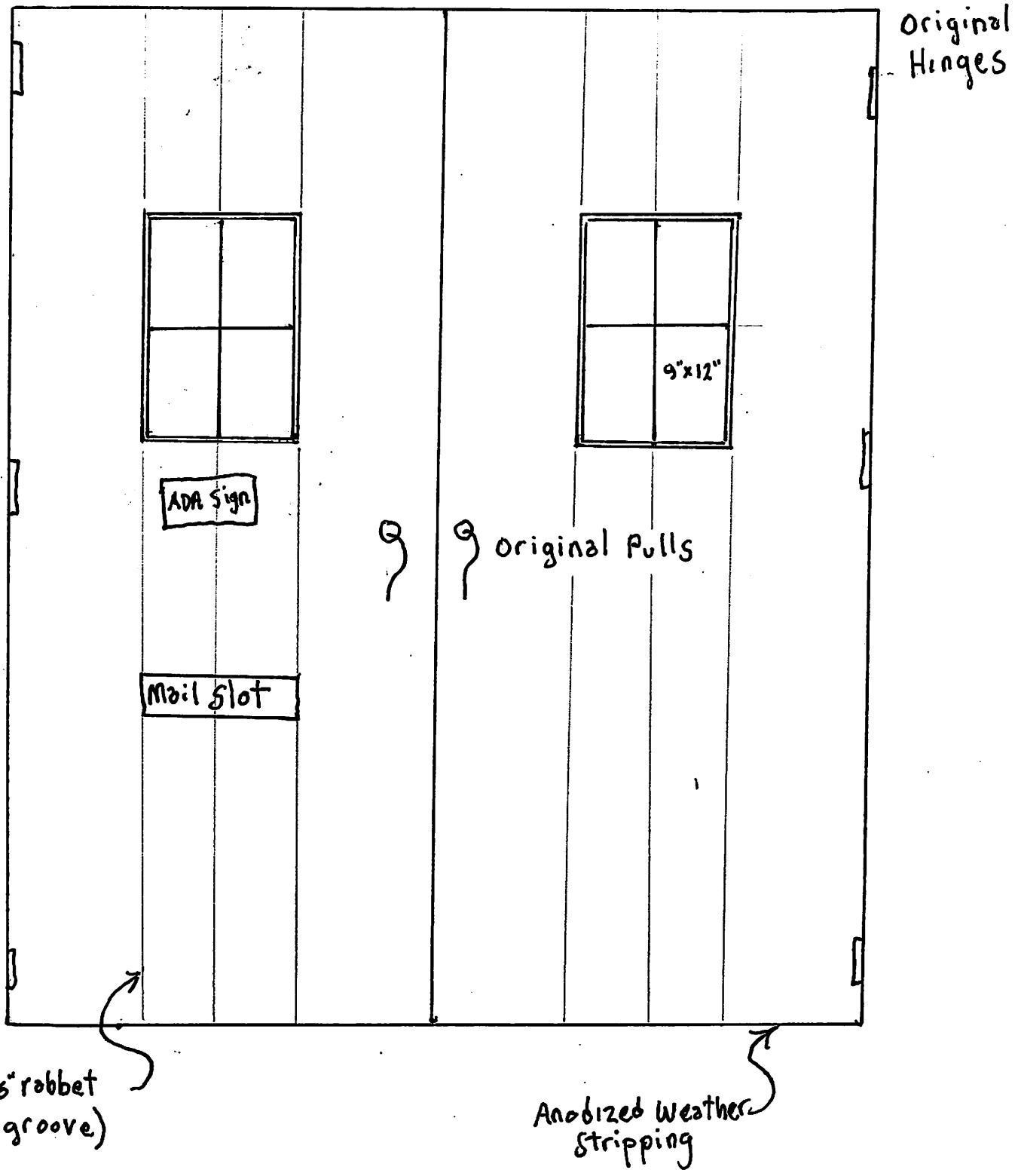
Printed on 01/21/2026 @ 11:51 am by Jeffrey Pagnier

1st United Methodist west entry doors

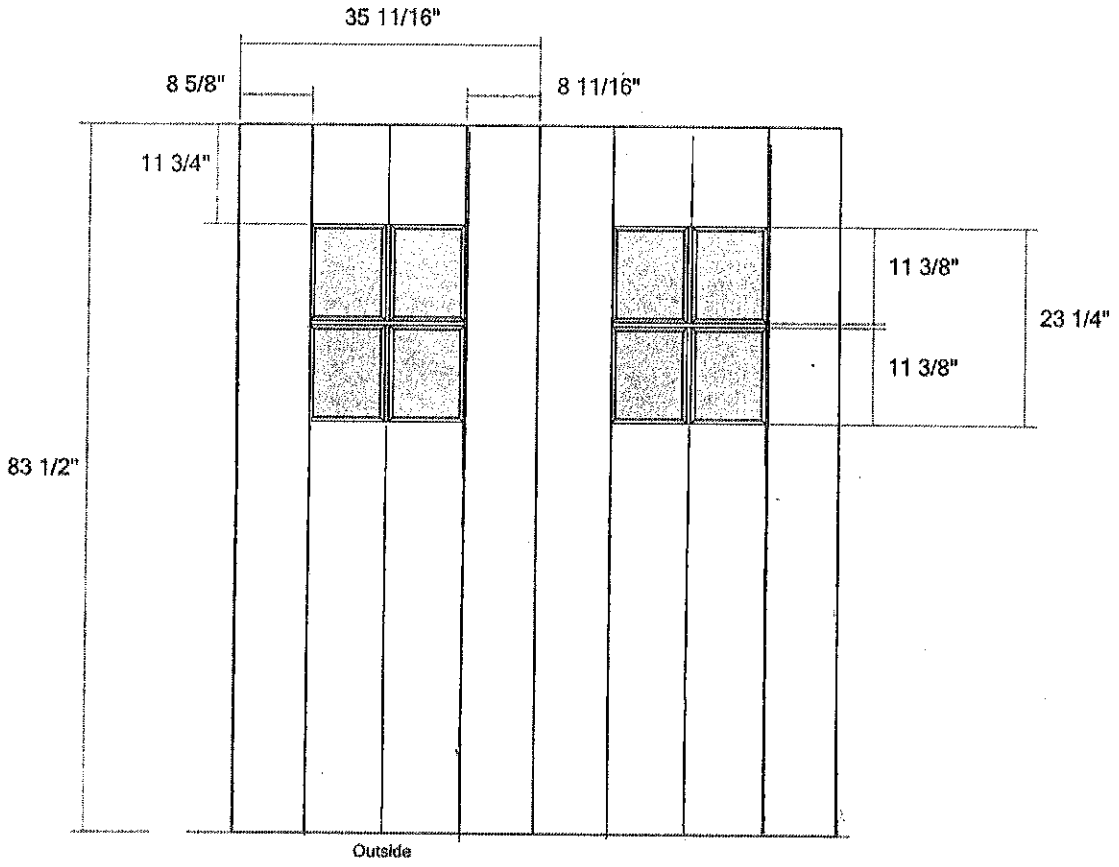
Golden Oak stain to match original

Matte finish polyurethane

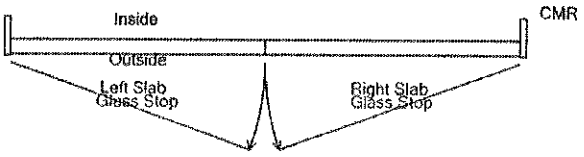
Strip & refinish painted jamb to match doors



Door Elevation



*All panels have a VERTICAL grain orientation





Door Style	Sticking	Panel	Material	Glass	Fire Rating	Grade
			Plain Sawn White Oak	Open / Stopped	Non-Rated	

	Line #: 1
Mans Lumber & Millwork	Entered By: Jeff Pagnier
Approval (sign here):	Created On: 02/13/2026

QUESTIONS? CALL MDI DOOR: 888.634.3667

The Original Manufactured Door Scope Brand Product

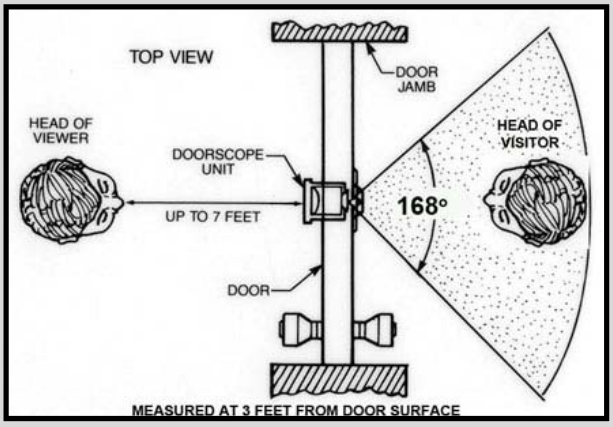


WHAT IS DOOR SCOPE?

The original brand Door Scope is a revolutionary patented, high-tech, high quality security product which virtually eliminates the conventional peephole. With our Door Scope, you don't have to approach the door nor strain to see visitors through a peephole anymore., Door Scope provides you with a sharp, clear image of the outside visitor up to seven feet away from inside your door.

FEATURES

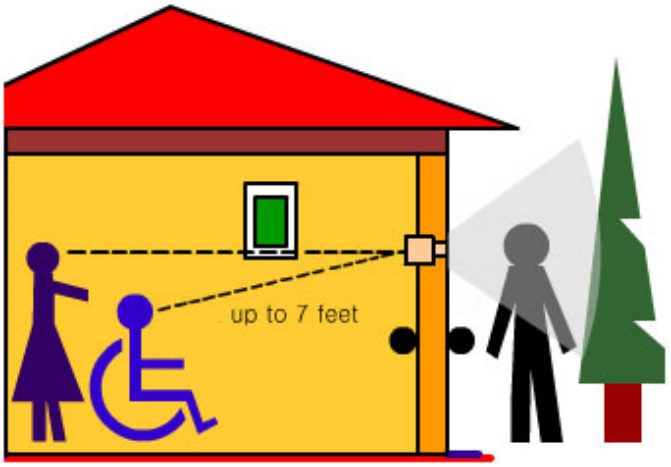
- Provides 168 degree wide-angle view
- Viewable from up to 7 feet inside your home
- Quick, accurate and reliable identification of all visitors
- Durable and maintenance free
- Nothing electrical
- Inexpensive
- Easy installation
- Actual image supposed to be reversed
- Both models can be installed in doors 1 1/8” - 2 1/8” thick.



FIRE RATING (Tested by Warnock Hersey)

Testing Standard:
CAN S104(1985):NFPA 252(2008):UL 10(c) (2001): UL10(C)(2009)
DS1000 (Plastic Model) **20 Minutes**
DS2000 (Aluminum Model) **20 Minutes**

Intertek Intertek



PATENTS

U.S.A, U.K., Spain, Germany, Taiwan, Hong Kong, Japan, China, Brazil and Korea

TRADE MARK

"DOOR SCOPE", "DOOR Scope"

CURRENT DOOR SCOPE USERS INCLUDE

F.B.I., Air Force Base, Wal-Mart, Staples, KFC, Wendy's, Pizza Hut, Bank of America, Wachovia Bank, Washington Mutual, Univ. of Louisiana, Univ. of Florida, Over 40 Government Housing Authorities and many more...

QUESTIONS? CALL MDI DOOR: 888.634.3667

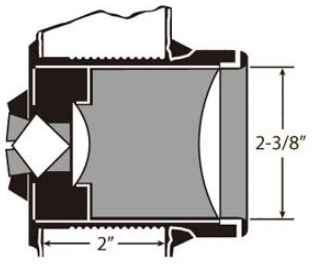
The Original Manufactured Door Scope Brand Product





*****	**WARNING**	*****
CATEGORY	**ORIGINAL BRAND DOOR SCOPE**	***IMITATION PRODUCT***
IMPRINT ON PRODUCT	DOOR SCOPE MADE IN KOREA	USUALLY NONE OR MADE IN CHINA
IMAGE THROUGH VIEWER	A SHARP, CLEAR, ACCURATE AND BRIGHT IMAGE	FOGGY AND BLURRED IMAGES
IMAGE THROUGH OUTSIDE	IMAGE DISPERSION SYSTEM BLOCKS PEEPING FROM OUTSIDE.	UNABLE TO BLOCK PEEPING FROM OUTSIDE
LIGHTING REQUIREMENTS	USES AN SCR-FILTER TO GET AN IMAGE AT NIGHT TIME IN MINIMUM LIGHT CONDITIONS	NOT ABLE TO GET AN IMAGE AT NIGHT TIME, REQUIRES MAXIMUM LIGHTING CONDITIONS
INSTALLATION	PREASSEMBLED SYSTEM FOR ONE-STEP EASY INSTALLATION AND ELIMI-NATES POTENTIAL ERROR	THREE-STEP ASSEMBLE SYSTEM, RE-QUIRES HIGH CARPENTERS SKILLS
SEALING	PRESSURE SEALED PRISM SET PRE-VENTS PERMEATING OF MOISTURE AND DUST	EASY TO GET MOISTURE AND DUST THROUGH PRISM HEAD
FIRE TEST	20 MINUTE RATED ON DS2000 and DS1000 MODELS	NONE

SCHEMATIC DIAGRAM of CROSS-SECTION



■ ADJUSTABLE FROM 1-1/8" TO 2" ■

ACTUAL IMAGES



VIEW FROM INSIDE



VIEW FROM OUTSIDE

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METROPOLITAN DOOR™ INDUSTRIES

209 Washtenaw Photos



Color of stain on inside of existing doors.



View of doors from inside.



View of doors from outside; warping exhibited.



View of warping from inside.



Detail of colored glass and trim.


PROTECTED BY
GUARDIAN
BURGLAR
ALARM
1-800-STAY-OUT

HDC Work Permit Staff Review

Property Address: 422 N Hamilton

Property History: 1892 Free Classic two-story home contributes to both the National Register and local historic districts. The recently demolished garage in early 2025 was also a contributing resource within the district. *See attached survey sheet for more information.*

Date of Application: February 26, 2026
Date of Review: March 4, 2026
Date of Meeting: March 10, 2026
Decision Due Date: April 27, 2026

Proposed Work: Reconstruction of illegally demolished carriage house.

Materials: Wood-frame structure clad in 8" x 16' double-stack pine beadboard siding (referred to as "shiplap" in app); asphalt shingles, 1'x4' and 1x'6 wood trim; custom barn doors and haydoor; 2/2 wood double-hung window; custom gable windows with 4 ½" wood colonial style trim; Sherwin-Williams Exterior paint in "Harvester," "Brevity Brown," and "French Roast" to match home.

Findings of Fact:

1. This application was turned in to correct work completed without a permit – a violation of the City of Ypsilanti's Historical Preservation Ordinance, Section 54-81. Per Section 54-86 of the City's HP Ordinance, the commission may require the work without a permit to be removed or modified. This section states, *"the commission may require an owner to restore the resource to the condition the resource was in before the inappropriate work was done or to modify the work so that it qualifies for a certificate of appropriateness."* The carriage house was demolished without permits in spring of 2025, and the commission moved to require the reconstruction of a carriage house that substantially

Secretary of the Interior's
Standards for Rehabilitation

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.

Prepared by Carrie Malas, Preservation Planner

matches the demolished historic carriage house at their May 2025 meeting (meeting minutes attached for reference).

2. **Timeline:**
    a. April 2025: carriage house demolished without building or HDC permits. One wall remained when stop work order was issued.
    b. May 2025: HDC moved to require that the carriage house be reconstructed.
    c. July 2025: Staff met with architects to discuss project.
    d. August 2025: Study Item
    e. September 2025: Study Item
    f. October 2025: Application for construction of pergola / memorial garden as alternative for reconstruction of carriage house. HDC denied, stating in their motion, "it is the commission's position that the demolished building be reconstructed in a way that complies with the Standards for Rehabilitation and substantially replicates the demolished carriage house. The commission references Sec. 54-86 "Work done without a permit" of the City of Ypsilanti's Code of Ordinances in their decision.
    g. November 2025: Study Item (new contractor). Staff worked with client to create plan for deconstruction of remaining wall and proper storage of siding.
    h. December 2025: Study Item. Siding removed and stored. Later in the month, a stop work order issued for excavation and site work for the carriage house. Staff confirmed that no work may happen until permits are issued.
    i. February 2026: Study Item (no show). Commission still made some remarks that staff passed on to contractor. Excerpt from February's draft meeting minutes: *"Staff discussed what had happened since the December meeting. Excavation work had been completed without a permit, staff gave some detailed feedback on drawings and draft application, to which the contractor provided revised versions of for the commission's review. Commissioner Chesnut commented that a siding product that matches the original is common and readily available. They confirmed that material samples would be helpful for a future application. Chair noted that the detail drawings of features like doors and windows should show dimensions of all components, including stiles, rails, etc. Commission moved on as the property owner was not present."*

3. **Relevant Standard:** #9 – *"Contemporary designs shall be compatible and shall not destroy significant original material.'"*

4. **HDC Design Criteria:** Typically for new construction, the HDC Design Criteria must be substantially met. However, because this is a reconstruction of a well-documented structure, the relevant criteria are 8-14 (attached). Staff believes that this application substantially meets these criteria, with the exception that the proposed beadboard (called "shiplap" in application) siding material is neither one that is seen in the district, nor does it match the existing historic dutchlap or novelty drop siding that the contractor has stored for reference. Staff made this observation to the contractor after a plan review in mid-January, and commissioners also commented on siding at February's meeting. The applicant wishes to keep the proposed beadboard siding in the application. Staff understands that the applicant plans to be present and bring samples of building materials to Tuesday's meeting.

5. **Need to confirm:**

a. Confirm dimensions and profile of original siding. Currently there are no photos of a side profile, and staff would like to see this compared to the proposed siding.
b. No hardware cut sheets for doors. Need to confirm details.
c. No lighting is proposed. Need to confirm this is the case. Lighting could be a future application.
d. While the design of windows and doors have improved over the past few months to more closely match the historic ones, the detail drawings do not offer information on total dimensions and profiles of these features.
e. Clarify man door finish: drawing says man door will be stained in one area, and says doors will be painted with Brevity Brown in other area.
f. No trim profile of gable windows is shown; just "colonial style" named.
g. The 2/2 window on north elevation is not called out as custom and there is no cut sheet. Need to confirm details.

6. Overall, staff believes that the drawings presented in this application have been adjusted over the past few months to substantially replicate the demolished carriage house in placement, massing, form, design, and (most) materials. Staff does have the questions above, which they communicated with the applicant so that they can come prepared to the meeting with clarifications. The commission may find that the application substantially replicates the demolished carriage house, with the exception of the siding. If the commission finds that the application package is otherwise sufficient, they may consider approval with the condition that an appropriate siding that matches the historic is selected and approved by staff before construction. At February's meeting, the commission noted that the detail drawings of doors and windows did not display the dimensions of all components. Based on this, they commission may find it appropriate to postpone for more information.

Potential Motions:

Move to issue a certificate of appropriateness for application PHDC-26-0007 for the reconstruction of a carriage house that substantially matches illegally demolished carriage house in site placement, orientation, massing, fenestration, materials, textures, and design, with the condition that a siding that better matches the historic sample is selected and approved by staff prior to the issuance of the certificate of approval. The applicant is responsible for obtaining all other relevant permits before work begins. The proposed work meets the Secretary of the Interior's Standards for Rehabilitation

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

Move to postpone application PHDC-26-0007 for the reconstruction of a carriage house. The commission requests the following in an amended application:

_____

_____

Prepared by Carrie Malas, Preservation Planner

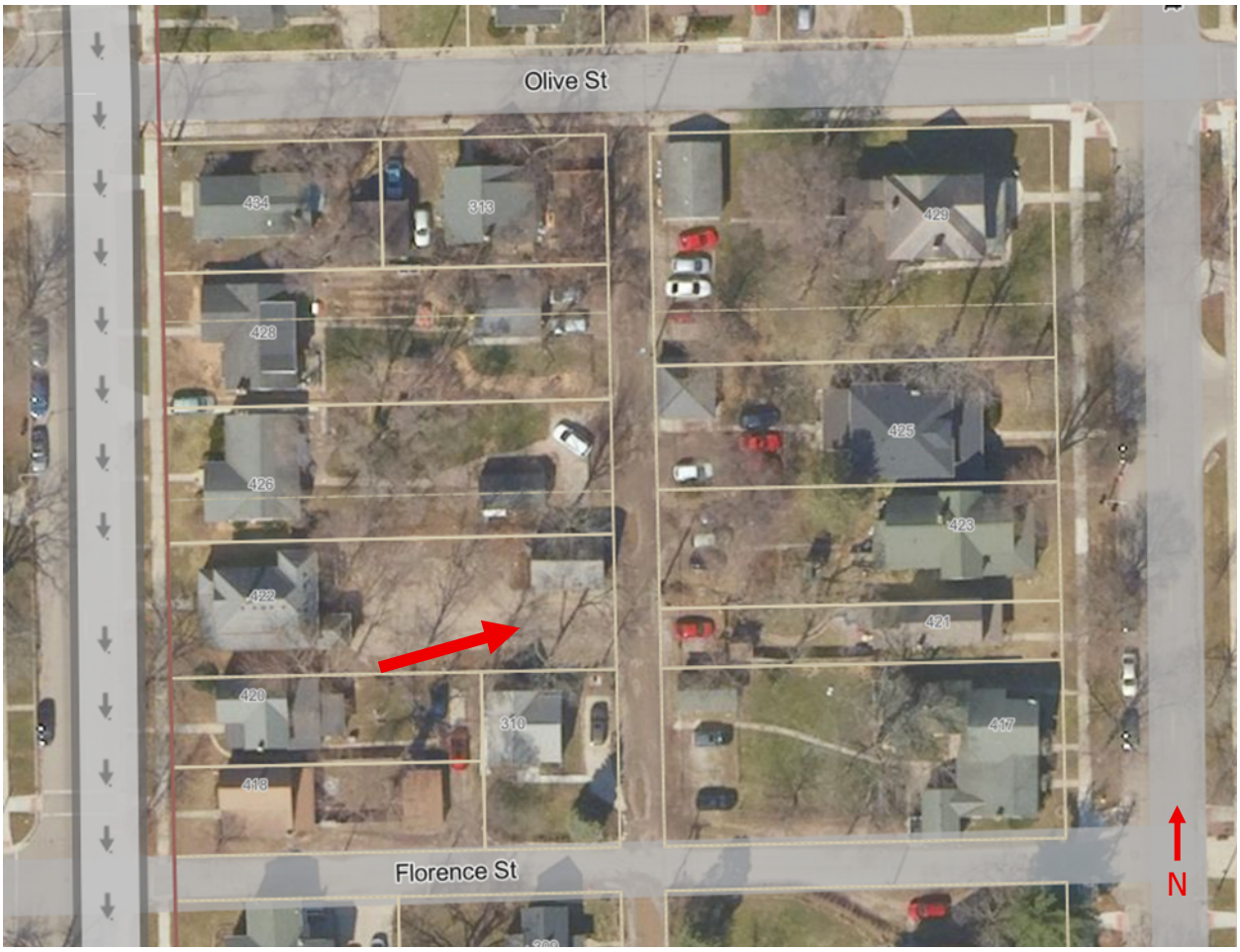


Photo of site following Stop Work order in December, showing extent of excavation.



Photo of inventoried siding, by contractor.

Prepared by Carrie Malas, Preservation Planner



Aerial of block with historic carriage house indicated, Map Washtenaw 2020.

Excerpt from May 2025 HDC Meeting Minutes

422 N Hamilton outbuilding
**determination of demolition by neglect and discussion of illegal demolition*
Staff report and photos distributed at meeting have been added to these Minutes.

Staff report:
Staff explained that this staff report was not included in the packet, but staff provided an overview of the report. It includes a history of the building and site. The house was built in 1892 and the barn was probably built around the same time. They are both on an 1899 Sanborn map.

This barn first came onto the radar of the historic district commission in 2017. The owner at that time wanted to renovate the barn into an accessory dwelling unit. The plan was approved, but the work was not completed. By 2019, there were concerns that the building was being neglected. The owner proposed a plan to address the lack of maintenance, the commission accepted the plan, and the owner was to appear with a progress update in February 2020. We all know what happened in March 2020. So, the project fell off people's radar. In 2022, when the current preservation planner arrived and there were large holes in the roof, the issue came back on the radar. Staff worked with the building department and code enforcement officers to cite the building owner and to try to force them to reroof the outbuilding/barn through 2023, 2024, and into 2025. The owner was being cited, getting fines, and was

unable to legally lease the units because of the ongoing maintenance issue—all efforts were focused on trying to preserve that outbuilding. In January 2025, the owner was ordered to remediate issues with the barn. Staff didn't hear anything. In March, staff checked with the city attorney about the demolition by neglect process. In April, staff issued the letter to the owner to appear to discuss the potential demolition by neglect. It was at that time that staff realized that the property had changed hands. The notice to appear letter was mailed to the new owner. The barn was significant and the City has been working on it for years trying to get the roof on to preserve the building.

Applicant:Kareem Hamze and Rola Hamze, present on Zoom. Rola is the buyer/new owner, with her husband Abdul Hamzi, and Kareem is their son, a realtor. They purchased the house in February 2025. The previous owners left many issues. There was a lot of neglect and the living conditions were dangerous for the tenants. Kareem was surprised that there were tenants living in the house. The new property owners made some investments in the property—he mentioned gas meters. They received a letter from their homeowner's insurance company stating that, due to the condition of the garage, the insurance would be cancelled. Probably two days after that, they received a letter from the City stating that something needed to be done. They are investors and want to stay in the Ypsilanti area. After those two letters and the seller advising to knock down the barn/garage, they decided that the garage couldn't be saved and acted quickly. They tore it down. It is their first time owning property in the historic district. It was a hazard to the tenants, there was a wire hanging on the garage roof, and there were holes in the roof. To protect the safety of the tenants, they decided to tear the barn down. They acted fast.

Discussion:

Staff asked the property owner to clarify about the letters they received from the city. Kareem explained that there were two—one from the preservation planner requesting them to appear before the commission and they also got a violation and formal letter of a hearing with court. Staff clarified that that letter notifying of the formal hearing, was *because* of the demolition without permit. He stated that he was thinking of the tenants, the fire hazard, and the house, and thought leaving the barn there was too risky. Staff clarified that her letter—the notice to appear—was requesting the homeowners to appear at the commission's meeting to discuss the state of the barn and to discuss a plan for repair. It was not a letter stating that the barn needed to come down—it was a letter requesting the owners to appear to discuss a repair plan. Owner understands they acted too fast.

Commissioner asked if the owners hired a contractor for the demolition. Owner confirmed. Commissioner asked if contractor was licensed. Owner stated that they are. Commissioner asked why they didn't apply for a demolition permit. Owner does not know. Commissioner asks staff if the contractor had applied for a demolition permit, would it have been issued? Staff confirmed that if the City had received an application for a demolition permit for this barn, the permit would not have been issued.

Chair asked staff to clarify what the next steps would be now.

Staff clarified what "Demolition by Neglect" is. When we talk about demolition by neglect, we are not talking about demolishing with a bulldozer all at once. We are talking about neglect that demolishes the building slowly. The demolition by neglect was happening, staff would argue. Then, chair says, another thing happened—an actual demolition. Staff agrees—there are two states of demolition and they are different but because they have both now happened on one property, staff does not want to conflate the two—they are different and they both happened here.

Chair stated that if a goal here was to make a determination whether a demolition occurred without approvals, that seems to have been determined. Staff testimony here is that no building department approvals were issued, and the commission confirms that they did not approve demolition. Commissioner agrees that, at this point, the City, City attorney, and the building department would be able to go forward with the citations they would normally issue. This was a demolition without permit, and that is in

violation of not just the HDC's ordinance but also the City's general ordinances. Another commissioner clarified further that demolition permit processes are in place, in general and not just in historic districts, because buildings often have hazardous materials in them, like lead, and demolishing without property safety precautions in place are hazardous to people nearby.

When staff spoke with the city attorney, they advised that the ordinance states that when work is done without certificates of appropriateness, the commission could issue a directive/recommend to the city that the structure that stood here should be restored or replicated. Commissioner asks whether the building to be built would need to be a true replication. Staff said that the commission would be looking to mostly replicate the building that was there—it could have heat, air conditioning, insulation, etc, but the commission would be looking to have a building built that would replicate the building that was lost. Commissioner believes that this happened once before and an outbuilding was ordered to be rebuilt at 416 N Huron. Chair notes that perhaps an option would be to not rebuild the building exactly as it was but to build something that would be similar and would meet the Standards for Rehabilitation. He thinks the decision could be made quickly that the commission would want some mitigation for the loss of the contributing building, but the exact details of what would be built could be worked out later between the property owner and the commission.

A commissioner stated that, thinking in terms of the Secretary of the Interior's Standards for Rehabilitation, leaving the empty space empty could encourage parking on that spot where a barn once was and that would disrupt the historic neighborhood fabric that was there. Chair agrees that it could be quickly established that there should be a structure that in some ways replicates the structure that was there. A use wouldn't even have to be determined at this time—any number of uses would be fine—but to say that there will need to be a structure of a certain mass that references the structure that stood here. It is true that most applications for demolition that owners provide include a plan for what will be built post demolition, and that is missing in this case because there was no plan. Can staff reiterate what the attorney's advice was?

Staff stated, "The HDC must make a determination and create a public record that the demolition performed without building department and Historic District Commission approvals was unlawful. Then, the commission should issue a directive to restore or replicate the structure." Staff noted that the "restore" or "replicate" language came from the ordinance—perhaps the Commission would want to use language that includes a reference to the Secretary of the Interior's Standards for Rehabilitation, but he is asking for a directive from you as to how this situation gets mitigated. Chair stated on the record that the demolition occurred without our approval. Is that sufficient to then ask for a remedy (the rebuilding of a structure, the mitigation), or should there then be a legal finding that the demolition was indeed unlawful, and THEN the commission could request that a building be built in the old garage's place? Commissioner Van Bolt said that he would be in favor of the commission making a referral from the commission to the City Attorney and the building department for their review of precedent. He was thinking about precedent because his understanding is that at 416 N Huron, a pretty large, 2-story carriage barn stood there, and sometime after 1987, that old barn was demolished without permits and now a new structure stands there that matches the old one quite closely because the city required that be done after the demolition there without permits.

Motion:Van Bolt (second: Bultman) moved that the historic district commission make a determination that, based upon the facts and information provided by staff this evening, the outbuilding at 422 N Hamilton in or about late April or early May 2025 was in fact demolished without the required permits applicable to any structure in Ypsilanti and not just in the historic district, and that therefore, it is the position of the commission that this matter be referred to the city attorney for the City of Ypsilanti for such further investigation and appropriate legal action as they deem necessary. It is the further position of the HDC that to the extent that a requirement to reconstruct is in fact available under the statute, that is the commission's strong preference.

Approval: Unanimous. Motion carried.

Chair asked if staff had any further advice or information to share with the homeowners. Staff stated that the attorney will get this recommendation and staff expects that the homeowners will start to get requests to appear at administrative hearings, likely from the deputy city clerk and probably for both the historic district side of things as well as the building department. Staff believes that the administrative hearings happen a couple times a month.

Property owner stated that he believes this should have been handled by the seller. They did what they thought they needed to do for the tenants and they found the language of the demolition by neglect letter misleading, but they will attend court on the 26th.

End of Excerpt.

Sec. 54-82 of the City's Historical Preservation Ordinance Relevant HDC Design Criteria (8-15)

8) The proposed construction materials should be the same type as those that have already been heavily used in existing adjacent historic resources.

9) The proposed textures of the building materials should relate to and complement the predominant textures of the materials used in existing adjacent historic resources.

10) The proposed colors, whether of natural materials, such as brick and stone, or applied colors, such as paint and pre colored siding, should relate to and complement the colors used on existing adjacent historic resources.

11) No specific architectural style shall be required for the construction of a new building, addition or other structure. The proposed architectural details, including, but not limited to, cornices, lintels, arches, balustrades, chimneys, porches, bays, railings, cupolas, gable ends, brackets and iron work, should be appropriate for the style of the structure on which they are to be used and compatible with other structures in the historic district and particularly to historic resources and sites to which they may be visually related.

12) The proposed roof shape and profile should relate to the predominant styles of existing adjacent historic resources.

13) The proposed landscape designs and choices of plant material should be appropriate to the character of the historic district and that of the involved historic resources.

14) The proposed paving (i.e., brick, block, concrete, slate, etc.) should be of the same types as those already heavily used around existing adjacent historic resources.

15) The proposed design shall not conflict with the building code as it relates to the welfare or safety of the occupants.

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	422 North Hamilton				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48197				
County	Washtenaw				
Assessor's Parcel #	11-11-40-109-005				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.246882		Long: -83.617133		
Ownership	Private ☒	Public-Local ☐	Public-State ☐	Public-Federal ☐	Multiple ☐

Property Type

(Insert primary photograph below.)

Building ☒ select sub-type below Commercial ☐ Residential ☒ Industrial ☐ Other ☐	Structure ☐ Object ☐



Architectural Information

Construction Date	1892	
Architectural Style	Free Classic	
Building Form	T-plan	
Roof Form	Hip with front gable	
Roof Materials	Asphalt	
Exterior Wall Materials	Wood clapboard	
Foundation Materials	Brick	
Window Materials	Wood	
Window Type	Sash (one-over-one)	
Outbuildings	Yes ☒	No ☐
Number/Type:	1: carriage house (C)	

Eligibility

Individually Eligible	Criterion A ☐	Criterion B ☐	Criterion C ☐	Criterion D ☐
Criteria Considerations:	a. ☐ b. ☐ c. ☐ d. ☐ e. ☐ f. ☐ g. ☐			
Component of a Historic District	Contributing to a district ☒	Non-contributing to a district ☐	Historic District Name: Ypsilanti Historic District	
Not Eligible ☐				

Area(s) of Significance						
Period(s) of Significance						
Integrity – Does the property possess integrity in all or some of the 7 aspects?						
Location ☒	Design ☐	Materials ☒	Workmanship ☐	Setting ☒	Feeling ☒	Association ☐
General Integrity:	Intact ☐	Altered ☒	Moved ☐	Date(s):		
Historic Name						
Current/Common Name						
Historic/Original Owner						
Historic Building Use	DOMESTIC: single dwelling					
Current Building Use	DOMESTIC: multiple dwelling					
Architect/Engineer/ Designer						
Builder/Contractor						

Survey Date	2024-08-22	Recorded By	Michael F. Webb	Agency Report #	

For SHPO Use Only	SHPO Concurrence?: Y / N	Date:

Form date: 6/25/2019

Narrative Architectural Description
Provide a detailed description of the property, including all character defining features and any accessory resources.

This two-story, T-plan, Queen Anne or Free Classic house faces east onto the street. Its most prominent feature is its curved porch, wrapping around from the facade to its south elevation. A non-historic (likely mid-to-late twentieth century), hip-roofed entrance pavilion has a main entry door on its south face. This addition encloses the northern portion of the porch in front of the main entrance and has two, rectangular, single-pane windows. Other windows on the building are largely one-over-one wood, with a large single-pane window centered on the first floor. The wraparound porch (constructed c. 1899–1909), has both fish scale and non-historic inverted-fish scale shingles on its walls; it also has Tuscan columns. The hip roof of the building features a decorative, subsidiary front gable with cove and fish scale shingles. A brick, ridge chimney is found near the center of the building. On the rear of the house a small one-story addition (c. 1909–1916) with a hip roof on the southern side.

The two-story carriage house, built before 1899, is clad in wood novelty siding and has two bays (both boarded up) facing the rear alley. A hay door is centered above them, and a diamond window opening (now also boarded up) is found at the top of the gable). The front facing gable roof, partially clad in asphalt shingles, has two large areas of deterioration on its southern side.

History of the Resource
Provide information on previous owners, land use, construction and alteration dates in a narrative format. This is required for all intensive level surveys and designation and recommended for other identification efforts.

The house was built in 1892 according to Ypsilanti Assessor records, and is first seen on Sanborn maps in 1899. The maps show a T-plan house with a small one-story rear addition. By 1909 the front wraparound porch was added. By 1916 a second addition was added to the south side of the rear, and a porch added to the north side of the earlier rear addition. At some point in the later twentieth century, the earlier rear addition was demolished. A portion of the front porch on the north side of the facade, sometime before it was surveyed in 1982, was enclosed. Since 1982, aluminum siding has been removed to reveal wood clapboard.

The carriage house is seen on Sanborn maps in 1916, and was converted to garage use by 1927.

Statement of Significance/Recommendation of Eligibility
Provide a detailed explanation of the property's eligibility for the National Register, including an evaluation under at least one of the four criteria, discussion of the seven aspects of integrity, and recommendations about eligibility. This is required for all properties.

The non-historic entrance pavilion distracts from the historic character of the house; the porch siding also appears to have been altered. However, other than these items, the building detains its historic form (integrity of design), windows and other elements (integrity of materials and workmanship). Further, the non-historic items are relatively small and reversible. The building is recommended as a contributing resource within the Ypsilanti Historic District.

The carriage house retains most of its original features and is recommended as contributing.

This property does not appear to be individually eligible for the National Register of Historic Places.

References
List references used to research and evaluate the individual property.

1983 Ypsilanti Survey; Sanborn Map Company, 1899, 1909, 1916, and 1927; and Ypsilanti Assessor.

420 N. Hamilton

barn, 8-21-01



16

C

X Contributing [ ] Non-contributing [ ] LANDMARK

YPSILANTI MICHIGAN HISTORIC ARCHITECTURE SURVEY

Sheet#_____

SURVEY NAME YPSILANTI ARCHITECTURAL SURVEY

SURVEY DATE Fall 1982 SURVEYED BY Resource Design Group

ADDRESS 422 North Hamilton (rear alley)

HISTORIC NAME _____

CURRENT NAME _____

TYPE OF USAGE: (X)Residential, ( )Multi-residential, ( )Commercial,
( )Mixed commercial & residential.

Zoning _____

NUMBER OF FLOORS 2 FRONT DIRECTION East

SURFACE MATERIAL: Wood ROOF MATERIAL: Asphalt

GRADED ITEMS - PLACE A CHECK OR "X" IN THE APPROPRIATE SPACE

STRUCTURAL CONDITION: Excellent ( ) Good ( ) Fair (X) Poor ( )
MAINTENANCE QUALITY: Excellent ( ) Good ( ) Fair (X) Poor ( )

ALTERATIONS: None (X) Minor ( ) Moderate ( ) Extensive ( )
ARE ALTERATIONS: Appropriate ( ) Inappropriate ( )



Design R.A. Schweitzer, 1981

Style or Period
Vernacular

Date of Construction
_____

ARCHITECTURAL MERIT
National Importance
Local Excellence
Notable
Worthy of Mention
Poor
Other

INCIDENCE
Rare
Moderate
Common

Date of Photograph Fall 1982

Photo by Resource Design Group

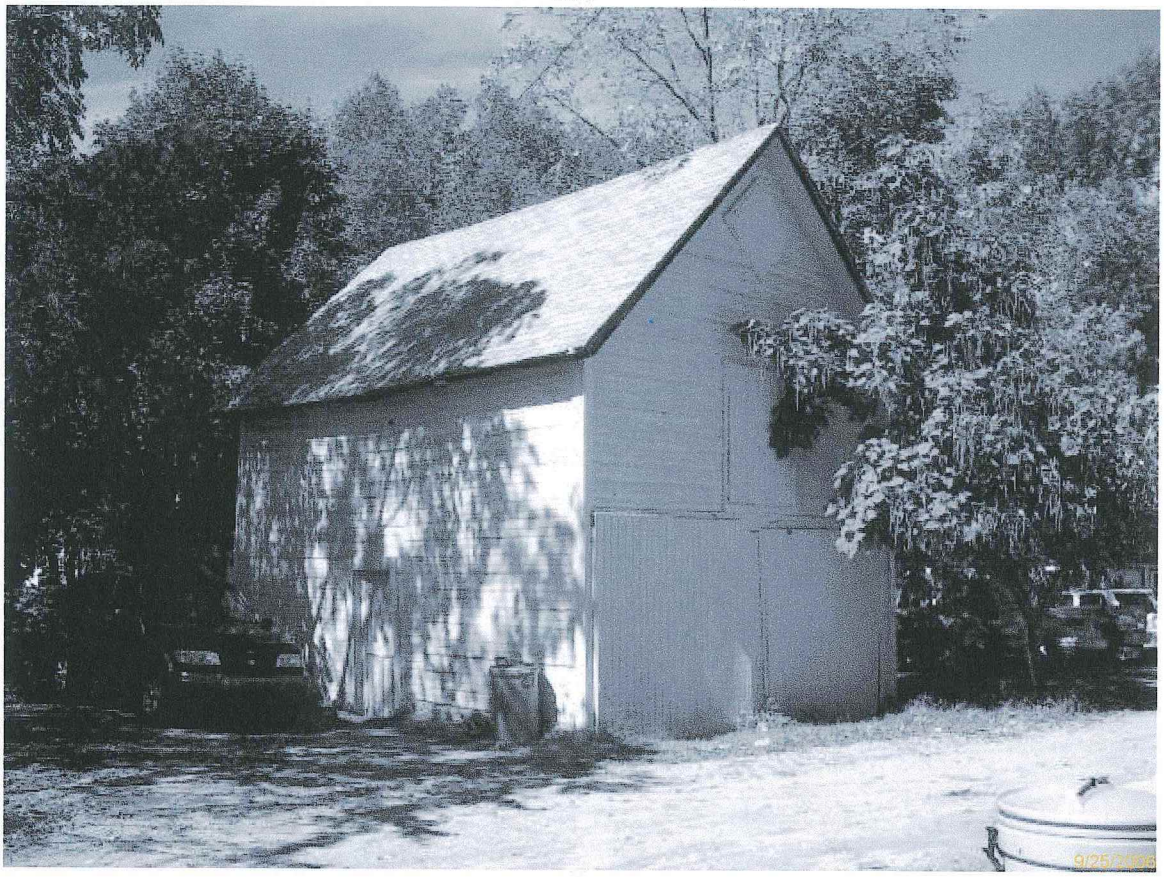
Roll# 40 Frame# 7



1992

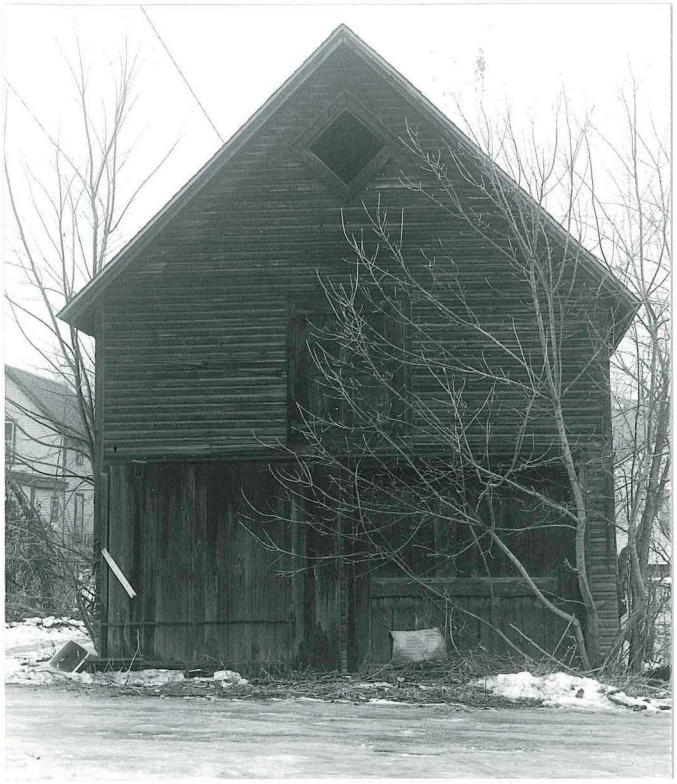
422 North Hamilton September 2006

422 n hamilton.jpg (640x480x256 jpeg)



1987 photo ↓

BARN on alley



City of Ypsilanti
Historic District Commission
Work Permit Application
One South Huron • Ypsilanti, MI 48197
Phone: (734) 483-9646
www.cityofypsilanti.com

Office Use Only:
Receipt:
Method:
Action/Study Item PHDC-

RECEIVED
JAN 3 0 2026

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 Friday (eleven (11) days) prior to the meeting.

INCOMPLETE APPLICATIONS WILL BE REJECTED

Property Address: 422 N Hamilton St. Ypsilanti MI 48197

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

Name: DX Solutions Inc (Syed Fahad Hussain)	
Address: 13731 Jenny Dr	
City: Warren State: MI	Zip: 48088
Phone / Fax: 586-306-3543	E-Mail *Staff will contact you primarily via email: dxhomeify@gmail.com

Contractor
Contractor Name & Contact Info: Syed Fahad Hussain, [redacted]

Type of work
- ☐ Roofing
- ☐ Porches
- ☐ Painting
- ☐ Window/Door Replacement
- ☐ Sign
- ☒ Other
- ☐ Fence (or other sitework)
- ☐ Application Amendment

Scanned with CamScanner

Complete Description of Proposed Work:

Garage buildout.
See Attached Scope of Work.

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

Permit Application Fee (action items only)

The fee is $48 for the first $3,000 in construction cost plus $5 for every additional $1 - $3,000 of construction cost. There is a flat fee of $10 for painting only. *An additional fee of $60 applies to HDC work started without the applicable permit.*

Construction Cost:	Permit fee:
$76,000.00	$48 + 122 = 170

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: [redacted]	Date: ~~12-01-2025~~ 1/30/2026 -CSM

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, email us at cmalas@cityofypsilanti.com, or view our factsheets at cityofypsilanti.com/263/Historic-District.

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

Applicant submitted on 1/30/2026, but paid and completed application on 2/26/2026 - CSM

☐

City of Ypsilanti
Historic District Commission
Work Permit Application
Check List

Is your application complete?

Do you have the following?

☐

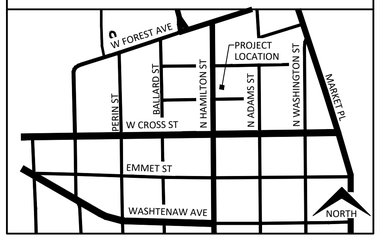
For painting projects:

Scanned with CamScanner

GENERAL NOTES

1. ALL DRAWINGS AND THE NOTATIONS SHALL APPLY TO THE WORK OF THIS PROJECT AND SHALL BE CAREFULLY REVIEWED BY EACH CONTRACTOR AND EACH CONTRACTOR SHALL COORDINATE HIS WORK WITH WORK OF ALL OTHER CONTRACTORS. THE GENERAL NOTES SHALL APPLY TO EACH CONTRACTOR.
2. CONTRACTOR IS RESPONSIBLE TO CONFORM WITH APPLICABLE FEDERAL, STATE, AND LOCAL CODES AND REGULATIONS INCLUDING APPLICABLE ORDINANCES AND REFERENCED STANDARDS.
3. REFER TO DRAWINGS OF EACH TRADE OR DISCIPLINE FOR ADDITIONAL GENERAL NOTES AND INFORMATION, INCLUDING CIVIL/SITE DEVELOPMENT, ARCHITECTURAL, STRUCTURAL, MECHANICAL, PLUMBING, FIRE PROTECTION, AND ELECTRICAL.
4. THESE DRAWINGS SHALL NOT BE SCALED TO OBTAIN DIMENSIONS. IF THE DIMENSIONS CANNOT BE DETERMINED BY THE INFORMATION GIVEN, CONTRACTOR SHALL REQUEST CLARIFICATION FROM THE ARCHITECT. ALL DIMENSIONS ARE TO FACE OF STUD, FACE OF CMU, OR FACE OF CONCRETE, UNLESS NOTED OTHERWISE. CEILING HEIGHT DIMENSIONS ARE FROM FINISHED FLOOR TO FACE OF FINISHED CEILING MATERIALS, UNLESS NOTED OTHERWISE.
5. EACH CONTRACTOR SHALL BE RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES FOR SAFETY PRECAUTIONS AND SHALL COMPLY WITH THE REQUIREMENTS OF O.S.H.A., ALL APPLICABLE BUILDING CODES, AND ALL GOVERNMENTAL AGENCIES HAVING JURISDICTION INSOFAR AS APPLICABLE TO HIS PORTION OF THE WORK.
6. ALL MATERIALS SHALL BE NEW AS CALLED FOR IN THE NOTES AND DRAWINGS. NO SUBSTITUTIONS SHALL BE MADE BY CONTRACTORS WITHOUT THE PRIOR WRITTEN APPROVAL OF THE GENERAL CONTRACTOR. SUBSTITUTIONS OR 'APPROVED EQUAL' PRODUCTS SHALL BE LISTED AND APPROVED BY THE ARCHITECT PRIOR TO CONTRACT SIGNING. ALL MATERIALS SHALL BE ORDERED IN A TIMELY FASHION AND WILL NOT CONSTITUTE REASON FOR SUBSTITUTION. DELAYS FOR MATERIALS WILL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR FOR PORTIONS OF THE WORK NOT SHOWN ON DETAIL BUT WHICH ARE SHOWN GENERALLY, OR ARE REASONABLY INFERABLE AS BEING REQUIRED FOR A PROPER AND COMPLETE INSTALLATION. THE MATERIALS, METHODS, AND WORKMANSHIP SHALL CONFORM AS A MINIMUM TO THE TYPICAL OR REPRESENTATIVE DETAIL THROUGHOUT CORRESPONDING PARTS OF THE BUILDING.
7. EACH CONTRACTOR OR PARTY ENGAGED ON THE PROJECT SHALL CARRY WORKER'S COMPENSATION INSURANCE IN STATUTORY AMOUNTS, LIABILITY, BODILY INJURY, AUTOMOBILE, AND OTHER INSURANCE IN THE AMOUNTS AND FOR PERIODS SATISFACTORY TO THE GENERAL CONTRACTOR. CERTIFICATIONS OF INSURANCE SHALL BE SUBMITTED BEFORE COMMENCING WORK. FIRE INSURANCE WILL BE CARRIED BY THE GENERAL CONTRACTOR TO THE FULLEST EXTENT PERMITTED BY LAW RELATIVE TO PROJECT. CONTRACTORS, SUBCONTRACTORS AND ALL PARTIES ENGAGED IN THE PORTIONS OF THE WORK SHALL INDEMNIFY AND HOLD HARMLESS THE GENERAL CONTRACTOR AND ARCHITECT AND HIS CONSULTING ENGINEERS AND THEIR AGENTS AND EMPLOYEES FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES, INCLUDING DEATH AND EXPENSES. INCLUDING BUT NOT LIMITED TO ATTORNEY'S FEES ARISING OUT OF OR RESULTING FROM THE PERFORMANCE OF THE WORK.
8. EACH CONTRACTOR SHALL MAKE ALL ARRANGEMENTS FOR, OBTAIN AND PAY FOR ALL PERMITS, TESTS, INSPECTIONS AND APPROVALS REQUIRED FOR HIS PORTION OF THE WORK.
9. ARRANGEMENTS AND PAYMENT FOR TEMPORARY ELECTRICITY, WATER, TOILET FACILITIES, FENCING AND BARRICADES, SECURITY, AND CLEANUP WILL BE AS AGREED UPON IN THE AGREEMENTS BETWEEN GENERAL CONTRACTOR AND CONTRACTOR.
10. LOCATION OF ALL TEMPORARY FACILITIES SHALL BE COORDINATED WITH OWNER AND ARCHITECT PRIOR TO MOBILIZATION ON-SITE, INCLUDING BUT NOT LIMITED TO TEMPORARY STAGING AREA, MATERIAL STORAGE AREA, ACCESS DRIVE(S), PARKING AREA, TOPSOIL STOCKPILE AREA, WASTE DISPOSAL AREA, FIELD OFFICES AND TEMPORARY FACILITIES, JOB SIGN, AND TEMPORARY FENCING.
11. SPECIFIC WORK ITEMS SHALL BE COORDINATED AND INTERFACED WITH ALL OTHER TRADES TO ALLOW FOR NEW CONSTRUCTION AND COMPLETE INSTALLATION AS REQUIRED TO ACCOMPLISH DESIGN INTENT.
12. EQUIPMENT AND DEVICES OF A TEMPORARY NATURE REQUIRED FOR THE CONSTRUCTION PROCESS AND FOR THE PROTECTION OF THE WORKERS ENGAGED ON THE PROJECT AND FOR THE PUBLIC (SCAFFOLDS, STAGING, PLATFORMS, RUNWAYS, HOISTS, GUARDS, RAILINGS, OPENING PROTECTIVE, ETC.) SHALL BE PROVIDED, ERECTED, AND MAINTAINED BY THE VARIOUS CONTRACTORS IN ACCORDANCE WITH ALL APPLICABLE BUILDING CODES. CONTRACTORS SHALL OBTAIN AND PAY FOR THE REQUISITE PERMITS, INSPECTIONS, AND APPROVALS THEREOF. ALL SUCH ITEMS SHALL BE REMOVED BY CONTRACTORS WHEN ITEMS HAVE SERVED THEIR PURPOSE AND WHEN DIRECTED BY THE GENERAL CONTRACTOR.
13. CONTRACTOR TO PROTECT ALL ITEMS WITHIN THE CONSTRUCTION LIMITS (INCLUDING SITE ELEMENTS) THAT ARE DESIGNATED TO REMAIN; ITEMS DAMAGED AS A RESULT OF WORK PERFORMED UNDER THIS CONTRACT SHALL BE REPAIRED OR REPLACED TO ORIGINAL CONDITION.
14. EACH CONTRACTOR SHALL BE RESPONSIBLE FOR ANY CUTTING, FITTING AND PATCHING THAT MAY BE REQUIRED TO COMPLETE THE WORK OF HIS CONTRACT.
15. CONTRACTOR IS RESPONSIBLE TO FIELD VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS PRIOR TO SUBMITTING A BID OR BEGINNING ANY WORK. CONDITIONS FOUND TO BE IN VARIANCE FROM THE INFORMATION IN THE DRAWINGS OR PROJECT MANUAL SHALL BE SUBMITTED TO THE ARCHITECT IN WRITING FOR CLARIFICATION.
16. FIELD VERIFY ACTUAL LOCATIONS OF EXISTING UNDERGROUND UTILITIES, STRUCTURES, WATER LINES, STORM AND SANITARY LINES, GAS LINES, ELECTRICAL CONDUIT, AND OTHER UNDERGROUND UTILITIES PRIOR TO PERFORMING EARTHWORK, EXCAVATION, OR UTILITY WORK. ENGAGE THE SERVICES OF A PRIVATE UTILITY LOCATE COMPANY IF NECESSARY TO COMPLETELY LOCATE EXISTING UNDERGROUND UTILITIES AND STRUCTURES.
17. ANY CONTRACTOR IS TO STOP WORK IMMEDIATELY IN AREA IF ABATEMENT MATERIAL(S) ARE ENCOUNTERED. NOTIFY GENERAL CONTRACTOR OF SUSPECTED AREA SO PROPER ABATEMENT CAN BE DONE. (UNDER A SEPARATE ABATEMENT CONTRACT AS NEGOTIATED BY OWNER.)
18. SHOULD ANY CONTRACTOR HAVE THE OPINION THAT THERE EXIST IN THE DRAWINGS ANY ERRORS OR DISCREPANCIES, OR THAT CONDITIONS OF THE WORK OF ANY OTHER CONTRACTOR IS SUCH AS WILL PREVENT HIM FROM COMPLETING HIS WORK IN A FIRST-CLASS MANNER, HE SHALL NOTIFY THE GENERAL CONTRACTOR BEFORE PROCEEDING WITH THE WORK. THE GENERAL CONTRACTOR SHALL DIRECT ANY DISCREPANCIES TO THE ARCHITECT PRIOR TO CONSTRUCTION AND SHALL BE RESPONSIBLE FOR WORK WHICH PROCEEDS WITHOUT DUE COURSE AND COORDINATION.
19. ALL WORK SHALL BE GUARANTEED FOR A PERIOD OF AT LEAST ONE YEAR FROM THE DATE OF ACCEPTANCE.
20. CARPENTRY WORK SHALL CONSIST, IN GENERAL, OF WORK AS SHOWN INCLUDING BUT NOT LIMITED TO THE WALLS, ROOFS, SHEATHING, WOOD TRIM (BOTH INTERIOR AND EXTERIOR) INTERIOR STUDDING FOR PARTITIONS, STAIRS, DOORS AND APPLICATION OF HARDWARE. ALL SIZES, TYPES, DETAILS AND SPECIES AS SHOWN. INSTALL ALL MEMBERS AS SHOWN IN PROPER LOCATIONS PLUMB AND TRUE TO LEVEL. SECURELY FASTEN AND ANCHOR WALLS TO THE CONCRETE STRUCTURE AND ALL MEMBERS TO EACH OTHER TO PROVIDE FULL STRENGTH AT JOINTS USING PROPER AND SUFFICIENT FASTENING IN ORDER TO ENSURE RIGIDITY OF THE STRUCTURE AND CONFORMITY TO CODE. PROVIDE BACKING/BRACING FOR ALL PLUMBING FIXTURES, PARTITIONS, GRAB BARS, OR OTHER FINISH ELEMENTS THAT PROVIDE SECURED POSITIONING TO PARTITIONS
21. CONTRACTOR IS RESPONSIBLE TO PROVIDE ALL MISCELLANEOUS BLOCKING REQUIRED FOR INSTALLATION OF ALL BUILDING COMPONENTS, INCLUDING BUT NOT LIMITED TO FURNISHINGS, FIXTURES, EQUIPMENT, HARDWARE, BRACKETS, AND OWNER-PROVIDED EQUIPMENT. CONTRACTOR SHALL COORDINATE SPECIFIC REQUIREMENTS ASSOCIATED WITH EACH TRADE AND WITH OWNER'S REPRESENTATIVE.
22. CONTRACTOR IS RESPONSIBLE TO PROVIDE ALL MISCELLANEOUS WOOD AND METAL TRIM, FLASHING, CLIP ANGLES, ANCHORS, SUPPORTS, AND CLOSURE TRIM REQUIRED TO PROVIDE A COMPLETE, UNIFORM, AND WEATHER-TIGHT ASSEMBLY AS REQUIRED TO ACCOMPLISH THE DESIGN INTENT.
23. ALL NEW DOORS REQUIRED TO BE ACCESSIBLE SHALL HAVE HARDWARE HEIGHT FROM 34 INCHES TO 48 INCHES PER SECTION 1008.1.9.1.
24. ALL EQUIPMENT SHALL BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S WRITTEN RECOMMENDATIONS, CONTRACTOR SHALL PROVIDE AND INSTALL ALL ACCESSORY COMPONENTS AS REQUIRED TO FULLY COMPLY WITH MANUFACTURER'S RECOMMENDATIONS.
25. CONTRACTOR SHALL PROVIDE ACCESS DOORS IN ALL WALLS AND CEILINGS WHERE SERVICE OR ADJUSTMENT TO MECHANICAL, PLUMBING, FIRE PROTECTION, OR ELECTRICAL ITEMS MAY BE REQUIRED. ACCESS DOORS SHALL BE OF AN APPROPRIATE SIZE REQUIRED FOR EACH APPLICATION. WHERE APPLICABLE, ACCESS DOORS SHALL MATCH THE FIRE RATING OF THE WALL ASSEMBLY.
26. CONTRACTOR SHALL SEAL ALL PENETRATIONS IN EXTERIOR WALL AND ROOF ASSEMBLIES WITH APPROPRIATE JOINT SEALANT(S) AND FLASHING(S) TO MAINTAIN A WEATHER-TIGHT AND AIRTIGHT BUILDING ENVELOPE. ALL JOINTS AND PENETRATIONS SHALL BE SEALED, GASKETED, OR WEATHER-STRIPPED TO MINIMIZE AIR LEAKAGE, INCLUDING THE FOLLOWING:
    - A. JOINTS AROUND FENESTRATION AND DOOR FRAMES.
    - B. JUNCTIONS BETWEEN WALLS AND FOUNDATIONS, BETWEEN WALLS AT BUILDING CORNERS, BETWEEN WALLS AND FLOORS OR ROOFS, AND BETWEEN WALLS AND ROOF OR WALL PANELS.
    - C. OPENINGS AT PENETRATIONS OF UTILITY SERVICES THROUGH ROOFS, WALLS, AND FLOORS.
    - D. JOINTS, SEAMS, AND PENETRATIONS OF VAPOR RETARDERS.
    - E. ALL OTHER OPENINGS IN THE BUILDING ENVELOPE.
27. ALL PENETRATIONS AND JOINTS IN FIRE-RATED WALL ASSEMBLIES AND FLOOR/CEILING ASSEMBLIES SHALL BE SEALED WITH THE FIRESTOPPING SYSTEM OR FIRE-RESISTIVE JOINT SYSTEM WHICH IS THE MOST APPROPRIATE FOR THE SPECIFIC APPLICATION BASED ON THE TYPE OF ASSEMBLY AND TYPE OF PENETRATING ELEMENT. SYSTEMS SHALL BE U.L.-LISTED FOR EACH APPLICATION.
28. ALL VERTICAL FENESTRATION (OPERABLE AND FIXED GLAZED ASSEMBLIES) SHALL BE LABELED BY THE MANUFACTURER WITH U-FACTOR, SHGC RATING, SAFETY RATING, AND FIRE-RESISTANCE RATING, WHERE APPLICABLE. WINDOWS AND DOORS SHALL BE CERTIFIED AS MEETING AIR LEAKAGE REQUIREMENTS PER NFRC 400.

LOCATION MAP



CONTACTS

OWNER
ROLA HAMZE
422 N HAMILTON ST
YPSILANTI, MI 48197
CONTACT: Rola Hamze
(313) 522-5038
rolakamaly@gmail.com

PROJECT MANAGER
METRO MGH CONSTRUCTION, LLC
CONTACT: Michael Hatfield
(313) 900-1844
michaelghatfield87@gmail.com

ARCHITECT OF RECORD
DETROIT ARCHITECTURAL GROUP
1644 FORD AVENUE
WYANDOTTE, MI 48192
CONTACT: Jacob Root
(734) 556-3259
jroot@detroitarch.com

GENERAL CONTRACTOR
DX SOLUTIONS, INC.
13731 JENNY DRIVE
WARREN, MI 48088
CONTACT: Syed Hussain
(586) 306-3543
dxhomeify@gmail.com

PROPOSED
CARRIAGE HOUSE

422 N Hamilton St
Ypsilanti, MI 48197

SYMBOLS AND CONVENTIONS

DETAIL CALLOUT:
- X — DETAIL IDENTIFICATION NUMBER(S) (SAME NUMBER ON ON SHEET WHERE DRAWN)
- X-XXX — INDICATES SHEET WHERE DETAIL CALLOUT IS DRAWN

DETAIL PLAN OR ELEVATION:
- X — PLAN OR SECTION DETAIL IDENTIFICATION NUMBER (SAME NUMBER ON SHEET WHERE DRAWN)
- X-XXX — SHEET IDENTIFICATION NUMBER (INDICATES SHEET WHERE SECTION DETAIL IS DRAWN)

BUILDING SECTION:
- X — SECTION DETAIL IDENTIFICATION NUMBER (SAME NUMBER ON SHEET WHERE DRAWN)
- X-XXX — SHEET IDENTIFICATION NUMBER (INDICATES SHEET WHERE SECTION DETAIL IS DRAWN)

WALL SECTION:
- X — WALL SECTION IDENTIFICATION NUMBER (SAME NUMBER ON SHEET WHERE DRAWN)
- X-XXX — SHEET IDENTIFICATION NUMBER (INDICATES SHEET WHERE WALL SECTION IS DRAWN)

EXTERIOR & INTERIOR ELEVATION:
- X — ELEVATION IDENTIFICATION NUMBER(S) INDICATES DIRECTION OF VIEW OR VIEWS (SAME NUMBER ON ON SHEET WHERE DRAWN)
- X-XXX — SHEET IDENTIFICATION NUMBER (INDICATES SHEET NUMBER WHERE ELEVATION IS DRAWN)

INTERIOR ELEVATION (MULTIPLE):
- X — INDICATES INTERIOR ELEVATION NUMBER
- X — INDICATES SHEET WHERE INTERIOR ELEVATION IS DRAWN

NEW GRID LINES: X — X

EXISTING GRID LINES: X — X

REVISION: X — REVISION NUMBER - SEE REVISION HISTORY ON TITLE BLOCK OF EACH SHEET

REVISION CLOUD: X — REVISION NUMBER - SEE REVISION HISTORY ON TITLE BLOCK OF EACH SHEET

KEYNOTE: 101 — SEE CORRESPONDING NUMBERED KEY NOTE ON SHEET WHERE REFERENCE OCCURS

ELEVATION LEVEL:
- INDICATES FLOOR LEVEL
- INDICATES FLOOR LEVEL ELEVATION

WALL TAG: X — INDICATES WALL TYPE

EXISTING WALL TO REMAIN

EXISTING WALL TO BE REMOVED

NEW WALL

DOOR TAG: 101 — DOOR NUMBER - REFER TO SCHEDULE

PROPOSED DOOR

EXISTING DOOR TO REMAIN

EXISTING DOOR TO BE REMOVED

WINDOW TAG: 101 — WINDOW DESIGNATION - REFER TO FLOOR PLANS

ROOM TAG: X / #### — ROOM NAME; ROOM NUMBER

INTERIOR ROOM FINISH TAG:
- INDICATES CEILING FINISH
- X X — INDICATES WALL FINISH; INDICATES BASE FINISH
- INDICATES FLOOR FINISH

INTERIOR ROOM FINISH TAG: WALL — INDICATES WALL FINISH

FLOOR (DOOR) TRANSITION TAG: X X — INDICATES FLOOR FINISH

FINISH PATTERN OR GRAIN TAG: INDICATES FINISH DIRECTION

INDEX OF DRAWINGS

SHEET	DESCRIPTION	12-24-25 ISSUED FOR PERMIT	01-30-26 ISSUED FOR PERMIT RESUBMITTAL
G-001	TITLE SHEET	●	●
A-101	SITE AND FLOOR PLANS, DETAILS, AND NOTES	●	●
A-102	EXTERIOR ELEVATIONS, DOOR AND FRAME TYPES, AND EXTERIOR FINISHES	●	●

ABBREVIATIONS

AB.	ANCHOR BOLT	EMERG.	EMERGENCY	JAN.	JANITOR	REQ'D.	REQUIRED
A.B.	ABOVE	ENGR.	ENGINEER	JT.	JOINT	RES.	RESILIENT
ABBREV.	ABBREVIATION(S)	E.J.	EXPANSION JOINT	JST.	JOIST	RM.	ROOM
A/C	AIR CONDITIONING	EQUIP.	EQUIPMENT			R.O.	ROUGH OPENING
A.C.T.	ACOUSTICAL CEILING TILE	EXG.	EXISTING	LAM.	LAMINATE	R.S.	ROOF SUMP
ACOUST.	ACOUSTIC	EXT.	EXTERIOR	LAV.	LAVATORY	R.C.	ROOF CONDUCTOR
A.D.	AREA DRAIN	EXP.	EXPANSION	LTG.	LIGHTING		
A.F.F.	ABOVE FINISH FLOOR	E.W.C.	ELECTRIC WATER COOLER	LVL.	LEVEL	S.C.	SOLID CORE
ALUM.	ALUMINUM	E.W.	EACH WAY	LTWT.	LIGHTWEIGHT	SECT.	SECTION
ANOD.	ANODIZED					SHT.	SHEET
APPVD.	APPROVED	F.D.	FLOOR DRAIN	MAINT.	MAINTENANCE	S.F.	SQUARE FOOT
ARCH.	ARCHITECTURAL	F.F.	FINISH FLOOR	MATL.	MATERIAL	SIM.	SIMILAR
		F.H.C.	FIRE HOSE CABINET	MAX.	MAXIMUM	SIMUL.	SIMULATED
BD.	BOARD	FIN.	FINISH	M.B.	MACHINE BOLT	SPEC.	SPECIFICATIONS
BLDG.	BUILDING	FLR.	FLOOR	MECH.	MECHANICAL	S.S.	STAINLESS STEEL
BLK.	BLOCK	F.O.	FINISHED OPENING	MET.	METAL	STA.	STATION
BM.	BEAM	F.O.C.	FACE OF CONCRETE	MEZZ.	MEZZANINE	STD.	STANDARD
B.O.S.	BOTTOM OF STEEL	F.O.F.	FACE OF FINISH	MFR.	MANUFACTURER	STRUCT.	STRUCTURAL
BOTT.	BOTTOM	F.O.M.	FACE OF MASONRY	MIN.	MINIMUM	SUSP.	SUSPENDED
				MISC.	MISCELLANEOUS	SYM.	SYMMETRICAL
C/C	CENTER TO CENTER	F.O.S.	FACE OF STUD	M.O.	MASONRY OPENING	S4S	SURFACED FOUR SIDES
CER.	CERAMIC	F.R.P.	FIBER REINFORCED PLASTIC	MULL.	MULLION		
CEM.	CEMENT	F.S.	FLOOR SINK			T.	TREAD
C.J.	CONTROL JOINT	FT.	FEET	N.I.C.	NOT IN CONTRACT	T. & B.	TOP AND BOTTOM
CLG./CEIL.	CEILING	GA.	GAUGE	NO.	NUMBER	T. & G.	TONGUE AND GROOVE
CLR.	CLEAR	GALV.	GALVANIZED	NOM.	NOMINAL	TEMP.	TEMPERED
C.M.U.	CONCRETE MASONRY UNIT	GL.	GLASS	NON-COM.	NON-COMBUSTIBLE	TEL.	TELEPHONE
COL.	COLUMN	G.F.R.G.	GLASS FIBER REINFORCED GYPSUM	N.T.S.	NOT TO SCALE	TH.	THICK
CONC.	CONCRETE					T.O.C.	TOP OF CONCRETE
COMP.	COMPOSITION	G.F.R.C.	GLASS FIBER REINFORCED CONCRETE	O.C.	ON CENTER	T.O.P.	TOP OF PARAPET
CONT.	CONTINUOUS			O.C.C.	OPERATOR CONTROL CENTER	T.O.M.	TOP OF MASONRY
CORR.	CORRIDOR	GR.	GRADE	O.D.	OUTSIDE DIAMETER	T.O.S.	TOP OF STEEL
CPT.	CARPET	GYP. BD.	GYPSUM BOARD	O.F.	OVERFLOW	T.O.W.	TOP OF WALL
C.T.	CERAMIC TILE	G.W.B.	GYPSUM WALL BOARD	OFF.	OFFICE	TYP.	TYPICAL
				OFI	OWNER FURNISH ITEM		
DBL.	DOUBLE	H.	HIGH	OFOI	OWNER FURNISH OWNER INSTALL	U.N.O.	UNLESS NOTED OTHERWISE
DET.	DETAIL	H.B.	HOSE BIB	OFCI	OWNER FURNISH CONTRACTOR INSTALL	UR.	URINAL
DIA.	DIAMETER	H/C	HANDICAP				
DIAG.	DIAGONAL	HDWD.	HARDWOOD			VCT	VINYL COMPOSITION TILE
DIM.	DIMENSION	H.M.	HOLLOW METAL	OPP.	OPPOSITE	VERT.	VERTICAL
DIR.	DIRECTION	HORIZ.	HORIZONTAL	O.H.	OVERHEAD	VEST.	VESTIBULE
DN.	DOWN	HGT.	HEIGHT	OPNG.	OPENING		
D.O.	DOOR OPENING	HPL	HIGH PRESSURE LAMINATE			W.	WIDE
DR.	DOOR	HVAC	HEATING VENTILATION AIR CONDITIONING	P.T.	PRESSURE TREATED	W/	WITH
D.S.	DOWNSPOUT			PWD.	PLYWOOD	W.C.	WATER CLOSET
DWG.	DRAWING					WD.	WOOD
DWR.	DRAWER	HYD.	HYDRANT	Q.T.	QUARRY TILE	W.I.	WROUGHT IRON
						W/O	WITHOUT
EA.	EACH	I.D.	INSIDE DIAMETER	R.	RISER	WP	WEATHERPROOF
E.E.R.	ELECTRONIC EQUIPMENT ROOM	IN.	INCHES	RAD.	RADIUS		
		INSUL.	INSULATION	R.D.	ROOF DRAIN		
ELEC.	ELECTRICAL	INT.	INTERIOR	REF.	REFERENCE		
ELEV./EL.	ELEVATION	I.W.	INDIRECT WASTE	REFL.	REFLECTED		
ELEV.	ELEVATOR			REINF.	REINFORCED		

SCOPE OF WORK

PROPOSED CONSTRUCTION OF NEW CARRIAGE HOUSE BUILDING ON EXISTING SITE.

DEFERRED SUBMITTALS

DETROIT ARCHITECTURAL GROUP
1644 Ford Avenue Wyandotte, MI 48192
734.556.3259 O.
www.detroitarch.com

Proposed

CARRIAGE HOUSE

422 N HAMILTON ST
YPSILANTI, MI 48197

REV	DATE	ISSUED
	01-30-26	ISSUED FOR PERMIT RESUBMITTAL
	12-24-25	ISSUED FOR PERMIT

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SEAL: STATE OF MICHIGAN — JACOB MICHAEL ROOT — ARCHITECT — No. 1301057297 — LICENSED ARCHITECT

DRAWN BY: CMS
CHECKED BY: JMR, VW
IN CHARGE: JMR, VW

SHEET NAME: TITLE SHEET

JOB NO: 25-123

SHEET NO: G-001

GENERAL NOTES

1. ALL FEDERAL , STATE AND LOCAL CODES , ORDINANCES ,REGULATIONS ,ETC. SHALL BE CONSIDERED AS PART OF SPECIFICATIONS FOR THIS BUILDING AND SHALL TAKE PRECEDENCE OVER ANYTHING SHOWN , DESCRIBED , OR IMPLIED WHERE VARIANCES OCCUR .
2. DO NOT SCALE DRAWINGS - CONTRACTORS SHALL VERIFY ALL DIMENSIONS .
3. ROOF FRAMING SHALL BE COMPRISED OF PRE-ENGINEERED WOOD TRUSSES . CONTRACTOR SHALL PROVIDE SHOP DRAWINGS TO DESIGNER PRIOR TO CONSTRUCTION. INFILL WITH 2x RAFTERS AS REQ'D.
4. ALL FINISH MATERIALS TYPE , MANUFACTURER , MODEL , COLOR SHALL BE AS SPECIFIED BY OWNER .
5. CONTRACTOR SHALL PROVIDE 6" ALUM. GUTTERS AND CONDUCTORS W/ CONC. SPLASHBLOCKS AS REQ'D.
6. ALL INTERIOR WALLS AS SHOWN SHALL BE 2X4 WOOD STUD FRAMING @ 16" O.C. UNLESS OTHERWISE NOTED
7. ALL INTERIOR WALLS DIMENSIONED 5" ARE ACTUAL 4 1/2" (1/2" G.W.B EA. SIDE 2x4)
8. VERIFY WINDOW HEADER HEIGHTS PER PLATE HEIGHT, USE ELEVATIONS.
9. PREFABRICATED FIREPLACES AND FLUES ARE TO BE U.L. APPROVED AND INSTALLED PER MANUFACTURERS SPECIFICATIONS.
10. ALL MATERIALS, SUPPLIES AND EQUIPMENT TO BE INSTALLED PER MANUFACTURER SPECIFICATIONS AND PER LOCAL CODES AND REQUIREMENTS.
11. PROVIDE 1/2" WATER-RESISTANT GYPSUM BOARD AROUND SHOWERS, TUBS AND WHIRLPOOLS.
12. WINDOW SPEC. SHALL BE DETERMINED BY OWNER / CONTRACTOR. CONFIRM WINDOW OPENINGS FOR LOCAL EGRESS REQUIREMENTS AND MINIMUM LIGHT AND VENTILATION REQUIREMENTS. MIN 5.7 S.F. NET OPENING - 44" MAX SILL HEIGHT - MIN 24" HGT AND MIN 20" WIDTH.
13. STAIR SPECIFICATION - CONSTRUCTED IN ACCORDANCE WITH SECTION R311.7 - MIN 2X12 STRINGER - STAIR WIDTH MIN 36" - HANDRAIL/GUARDRAIL @ 36" AB TREAD NOSING - OPENINGS IN RAIL/BALUSTRADE SHALL COMPLY WITH SECTION R312.3 OPENING LIMITATIONS.
14. WIND BRACING SHALL BE IN ACCORDANCE WITH MRC 602.10.
15. SMOKE AND CO DETECTORS SHALL BE HARD WIRED TO ELECTRICAL SYSTEM. ALARMS SHALL HAVE BATTERY POWER BACK UP IN CASE OF POWER FAILURE.

SOIL EROSION, SEDIMENT CONTROL, AND GRADING NOTES

1. THE CONTRACTOR IS RESPONSIBLE FOR SOIL EROSION AND SEDIMENT CONTROL IN ACCORDANCE WITH LOCAL, STATE, AND FEDERAL REQUIREMENTS
2. THE CONTRACTOR IS RESPONSIBLE FOR DUST CONTROL AND COMPLIANCE WITH LOCAL, STATE, AND FEDERAL AIR QUALITY STANDARDS
3. THE CONTRACTOR IS RESPONSIBLE TO INSPECT ALL SOIL EROSION MEASURES WEEKLY AND AFTER A PRECIPITATION EVENT GREATER THAN 1 INCH. THE CONTRACTOR SHALL MAINTAIN AN INSPECTION LOG ON SITE AND DOCUMENT CORRECTIVE ACTION AS REQUIRED TAKEN THROUGHOUT THE COURSE OF CONSTRUCTION.
4. THE SOIL EROSION CONTROLS WILL BE MAINTAINED WEEKLY AND AFTER EVERY STORM EVENT BY THE CONTRACTOR.
5. ALL SOIL AND MATERIAL REMOVED FROM THE SITE SHALL BE DISPOSED OF IN ACCORDANCE WITH LOCAL, STATE, AND FEDERAL REQUIREMENTS. ANY GROUNDWATER DE-WATERING PRACTICES SHALL BE PREFORMED UNDER SUPERVISION OF A QUALIFIED PROFESSIONAL. THE CONTRACTOR IS REQUIRED TO OBTAIN ALL THE NECESSARY PERMITS FOR THE DISCHARGE OF DE-WATERED GROUNDWATER. ALL SOIL IMPORTED TO THE SITE SHALL BE CERTIFIED CLEAN FILL. CONTRACTOR SHALL MAINTAIN RECORDS OF ALL FILL MATERIAL BROUGHT TO THE SITE.
6. THE CONTRACTOR IS REQUIRED TO PROVIDE TEMPORARY AND/OR PERMANENT SHORING WHERE REQUIRED DURING EXCAVATION ACTIVITIES, INCLUDING BUT NOT LIMITED TO UTILITY TRENCHES, TO ENSURE THE STRUCTURAL INTEGRITY OF NEARBY STRUCTURES AND STABILITY OF SURROUNDING SOILS.
7. THE CONTRACTOR IS RESPONSIBLE TO SET ALL PROPOSED UTILITY COVERS AND RESET ALL EXISTING UTILITY COVERS WITHIN THE PROJECT LIMITS TO PROPOSED GRADE IN ACCORDANCE WITH ANY APPLICABLE MUNICIPAL, COUNTY, STATE, AND OR UTILITY AUTHORITY REGULATIONS.
8. MINIMUM SLOPE REQUIREMENTS TO PREVENT PONDING SHALL BE AS FOLLOWS:
   - CURB GUTTER: 0.50%
   - CONCRETE SURFACES 1.00%
   - ASPHALT SURFACES 1.00%
9. A MINIMUM SLOPE OF 1.00% SHALL BE PROVIDED AWAY FROM ALL BUILDINGS. THE CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE FROM BUILDING IS ACHIEVED AND SHALL NOTIFY ARCHITECT / ENGINEER IF THIS CONDITION IS NOT MET.
10. THE CONTRACTOR IS REQUIRED TO PREPARE SUBGRADES SOILS BENEATH ALL PROPOSED IMPROVEMENTS AND BACKFILL ALL EXCAVATIONS.
11. THE CONTRACTOR IS RESPONSIBLE FOR ENSURING THAT ALL OPEN EXCAVATIONS ARE PREFORMED AND PROTECTED IN ACCORDANCE WITH THE LATEST OSHA REGULATIONS.

STRUCTURAL SPECIFICATIONS

FLOOR LOAD DESIGN	
FLOOR LIVE LOAD	40 PER SF
ROOF TRUSS DESIGN	
TOP CHORD LIVE LOAD AND TOP CHORD DEAD LOAD	7 PER SF
BOTTOM CHORD DEAD LOAD	10 PER SF
ROOF SNOW LOAD DESIGN	
GROUND SNOW LOAD	30 PER SF
FLAT ROOF SNOW LOAD	27 PER SF
SNOW EXPOSURE FACTOR	0.9
SNOW LOAD IMPORT FACTOR	1.0
WIND LOAD DESIGN	
WIND DESIGN SPEED	75 MPH
WIND LOAD IMPORTANCE FACTOR	1.00
WIND EXPOSURE	C
WIND DESIGN PRESSURE	-8.53
REINFORCED CONCRETE	
	3,000 PSI
FOUNDATION WALLS	3,000 PSI

FRAMING LUMBER

-STRUCTURAL FLOOR FRAMING BASED ON HEMLOCK NO. 2 OR BETTER FLOOR JOISTS.

-STUDS SHALL BE KILN DRIED SPRUCE/PINE/FIR CONSTRUCTION GRADE.

-ALL METAL JOIST HANGERS FOR FLUSH CONNECTION OF WOOD MEMBERS SHALL BE STAMPED WITH BOCA APPROVAL.

NOTE: THE TRUSS MANUFACTURER SHALL PROVIDE TRUSS LAYOUTS AND CALCULATIONS NECESSARY FOR ALL TRUSSES, GIRDERS AND FOR ALL OTHER WORK AND MATERIAL THEY PROVIDE.

WOOD HEADER SCHEDULE

-UP TO 4'-0" OPENING (2) 2X8
-4'-0" TO 6'-0" OPENING (2) 2X10
-6'-0" TO 10'-0" OPENING (2) 2X12 UNLESS NOTED OTHERWISE

-PROVIDE MIN. (2) 2X4 POSTS UNDER ALL HEADER BEARING POINTS.

-ALL HEADERS SHALL BE GLUED AND NAILED

STRUCTURAL NOTES

FOUNDATIONS

1. FOOTINGS SHALL BEAR ON FIRM UNDISTURBED SOIL WITH A SAFE BEARING CAPACITY OF 2,500 PSF. IF SOIL OF THIS CAPACITY IS NOT FOUND AT THE ELEVATIONS INDICATED, FOOTINGS SHALL BE ENLARGED OR LOWERED AT THE DIRECTION OF THE ARCHITECT OR ENGINEER. VERIFY FOUNDATION SOIL BEARING PRESSURE IN FIELD.

CONCRETE

1. MIN. CONCRETE STRENGTH TO BE 3,000 PSI AT 28 DAYS U.N.O. SLABS SHALL BE 3,000 PSI MIN. U.N.O. W/ 6% (+/- 1%) AIR ENTRAINED WHERE EXPOSED TO WEATHER.
2. ALL CONCRETE WORK AND PLACEMENT SHALL CONFORM TO LATEST RECOMMENDATIONS OF A.C.I.
3. ALL REINFORCEMENT BARS, DOWELS AND TIES SHALL CONFORM TO A.S.T.M. A615 GRADE 60. REINFORCING STEEL SHALL BE CONTINUOUS AND SHALL HAVE A MINIMUM 36 BAR DIAMETER LAP AND BE FABRICATED AND PLACED IN ACCORDANCE WITH A.C.I.

WOOD

1. WOOD CONSTRUCTION SHALL BE PER AMERICAN INSTITUTE OF TIMBER CONSTRUCTION (AITC) AND NATIONAL FOREST PRODUCTS ASSOCIATION (NFPA) STANDARDS AND SPECIFICATIONS.
2. ALL LUMBER FRAMING MEMBERS ARE TO HAVE THE FOLLOWING MINIMUM DESIGN PROPERTIES BASED ON THE NATIONAL DESIGN SPECIFICATIONS FOR WOOD CONSTRUCTION (NDS) AS PUBLISHED BY THE NATIONAL FOREST PRODUCTS ASSOCIATION (NFPA).

   FB = 1,000 PSI (1,150 PSI REPETITIVE)
   FV = 65 PSI
   E = 1,200,000 PSI
   NO. 2 OR BETTER

4. ALL STRUCTURAL MICRO LAMINATED TIMBER TO HAVE THE FOLLOWING MINIMUM DESIGN PROPERTIES BASED ON AITC GRADING STANDARDS:

   FB = 2,800 PSI
   FV = 285
   E = 2,000,000 PSI

5. ALL JOISTS AND RAFTERS TO BE ALIGNED WITH STUDS BELOW.
6. ALL BACKFILL SHALL BE FREE OF ANY ORGANIC MATERIALS -PROVIDE SAND OR PEA PEBBLE BACKFILL .
7. CONTRACTOR SHALL VERIFY LEECH LINE LOCATIONS FOR 4" PERF. DRAIN TILE ADJACENT TO FOOTING .
8. PROVIDE 2x6 WOOD PL ON ALL STEEL BEAMS FOR FLOOR JOIST BEARING - ATTACH PL TO STL. BEAM @ 4'-0" O.C. MIN.

PROJECT NOTES

- THIS BUILDING HAS BEEN DESIGNED IN ACCORDANCE WITH THE FOLLOWING:
  2021 MICHIGAN RESIDENTIAL CODE (MRC)
  2021 MICHIGAN BUILDING CODE (MBC)

A) BUILDING DATA:	CODE SECTION
- USE GROUP: RESIDENTIAL GROUP R-3	310.4
- CONSTRUCTION TYPE: 5B - UNPROTECTED	602.5

B) DESIGN LOADS:
1) WIND: BASED ON THE 2021 MBC WITH THE FOLLOWING FACTORS:
   - BUILDING RISK CATEGORY: II
   - VULT = 115 MPH
   - EXPOSURE C FOR MAIN FRAME, EXPOSURE C FOR COMPONENTS & CLADDING
   - INTERNAL PRESSURE COEFFICIENT - N/A ("METHOD 1 - SIMPLIFIED PROCEDURE" UTILIZED)
2) ROOF LOADS: BASED ON THE 2015 MBC WITH THE FOLLOWING FACTORS:
   - TOP CHORD DEAD LOAD = 7 PSF
   - BOTTOM CHORD DEAD LOAD = 10 PSF
   - SNOW LOAD INFO:
     -IS = 1.0 -CE = 1.0
     -PG = 30 PSF -CT = 1.0

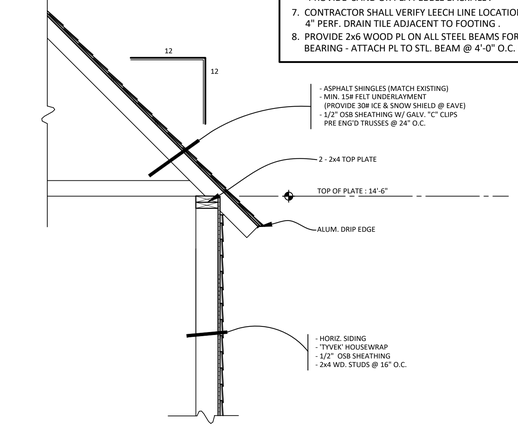
C) GENERAL:
1) ALL WORK SHALL BE PERFORMED IN COMPLIANCE WITH APPLICABLE FEDERAL, STATE, AND LOCAL CODES AND REGULATIONS.
2) VERIFY THE SIZES, LOCATIONS, ELEVATIONS, AND DETAILS OF EXISTING CONDITIONS THAT AFFECT THE WORK. NOTIFY THE OWNER AND/OR THE ENGINEER OF ANY DISCREPANCIES IN DIMENSIONS, SIZES, LOCATIONS, AND CONDITIONS BEFORE PROCEEDING WITH THE WORK.
3) PROVIDE SHORING, BRACING, UNDERPINNING, AND ANY OTHER MEANS REQUIRED TO PROTECT THE SAFETY, INTEGRITY, AND STABILITY OF ALL NEW AND EXISTING CONSTRUCTION.
4) THE CONTRACTOR SHALL FAMILIARIZE HIMSELF WITH THE EXISTING CONDITIONS AT THE SITE, INCLUDING UTILITIES, SERVICES, ETC., AND SHALL BE RESPONSIBLE FOR ANY DAMAGE TO THE PROPERTY, NEW AND EXISTING CONSTRUCTION, AND FOR UNAUTHORIZED DISRUPTIONS TO THE OWNER'S OPERATION, UTILITIES, AND SERVICE.
5) THE CONTRACTOR SHALL CALL "MISS DIG" AT 1-800-482-7171 A MINIMUM OF 72 HOURS PRIOR TO ANY EXCAVATION OR DIGGING.

D) FOUNDATIONS:
1) FOOTINGS ARE DESIGNED TO BEAR ON NATURAL MATERIALS WITH AN ALLOWABLE BEARING CAPACITY OF 2000 PSF. IF MATERIAL OF THE CAPACITY IS NOT FOUND AT THE ELEVATIONS INDICATED, FOOTINGS SHALL BE LOWERED OR ENLARGED AT THE DIRECTION OF THE ENGINEER. ALL FILL UNDER SLABS SHALL BE CLEAN, GRANULAR SOIL COMPACTED TO A MINIMUM OF 95% MODIFIED PROCTOR.

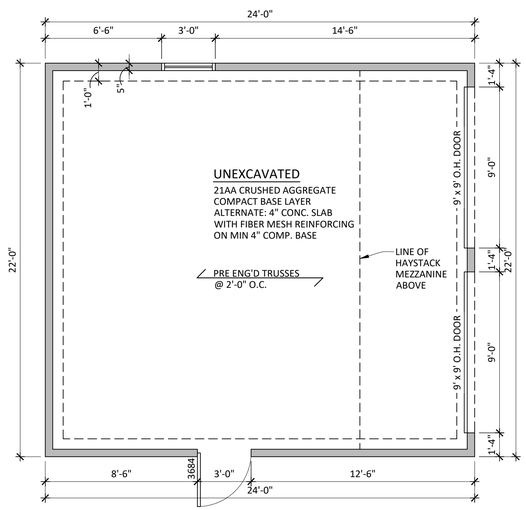
E) CONCRETE:
1) F'C (28 DAY COMPRESSIVE STRENGTH) TO BE MINIMUM OF 3000 PSI.
2) CONTROL JOINTS TO BE INSTALLED BY SAW CUTTING. DEPTH OF CUT TO BE MINIMUM 1/4 OF THE SLAB DEPTH.
3) CURE SLAB WITH CURING COMPOUND OR KEEP WET FOR 7 DAYS.

F) LUMBER:
1) ALL FRAMING LUMBER (INCLUDING RAFTERS, STUDS, JOISTS, ETC.) SHALL BE #2 SPRUCE-PINE-FIR OR BETTER, U.N.O.
2) ALL LUMBER IN CONTACT WITH CONCRETE OR MASONRY SHALL BE PRESSURE-TREATED.
3) TRUSSES SHALL BE DESIGNED AND MANUFACTURED TO THE NECESSARY PROFILES, TO THE DESIGN LOADS LISTED ABOVE, AND THE GOVERNING CODE, WHICHEVER IS MORE SEVERE. SHOP DRAWINGS SHALL BE SUBMITTED WITH THE SEAL OF A REGISTERED PROFESSIONAL ENGINEER IN THE STATE OF MICHIGAN.
4) LVL'S SHALL HAVE A MINIMUM BENDING STRESS OF 2600 PSI.

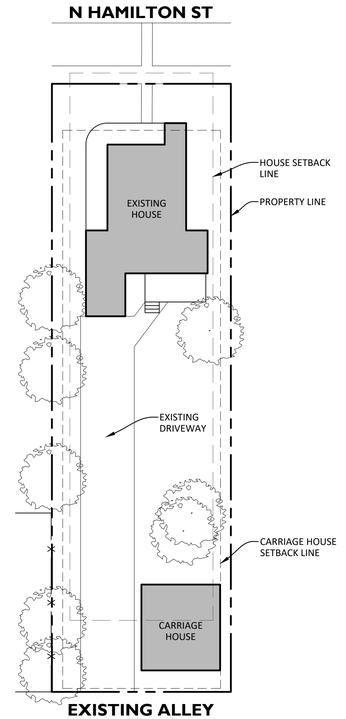
G) POST FRAME BUILDINGS:
1) A NON-CONDUCTIVE, WATER RESISTANT BARRIER (SUCH AS ICE AND WATER SHIELD OR EQUAL) SHALL BE APPLIED BETWEEN STEEL PANELS OR COMPONENTS AND ACQ/CA LUMBER. THIS SHIELD SHALL COMPLETELY INSULATE THE STEEL FROM THE WOOD.
2) ANY FASTENERS THAT PENETRATE ACQ/CA LUMBER SHALL BE STAINLESS STEEL, TYPE 304, OR DOUBLE HOT-DIPPED GALVANIZED.
3) TREATED WOOD REQUIREMENTS:
   a) USE 0.60 PCF CCA-TREATMENT ON ALL LAMINATED COLUMNS AND ON ALL SOLID-SAWN POSTS 5X5 AND LARGER.
   b) USE CATEGORY 4B OR 4C ACQ OR CA ON ALL SKIRTBOARDS.
   c) USE CATEGORY 4B OR 4C ACQ OR CA ON ALL SOLID-SAWN POSTS WITH ANY SIDE LESS THAN 5".
4) NAILS SHALL CONFORM TO ASTM F1667, "POST-FRAME NAILS".



7 WALL SECTION
SCALE: 3/4" = 1'-0"



2 FLOOR PLAN
SCALE: 1/4" = 1'-0"



1 ARCHITECTURAL SITE PLAN
SCALE: 1" = 20'-0"

DETROIT ARCHITECTURAL GROUP
1644 Ford Avenue Wyandotte, MI 48192
734.556.3269 O.
www.detroitarch.com

Proposed

CARRIAGE HOUSE

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SEAL:

STATE OF MICHIGAN
JACOB MICHAEL ROOT
ARCHITECT
No. 1301057297
LICENSED ARCHITECT

DRAWN BY: CMS
CHECKED BY: JMR, VW
IN CHARGE: JMR, VW

SHEET NAME:
SITE AND FLOOR PLANS, DETAILS AND NOTES

JOB NO: 25-123

SHEET NO: A-101



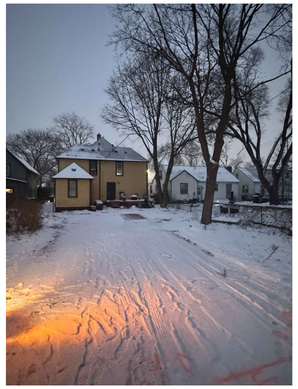
10 EXISTING HOUSE FRONT FACADE
SCALE: N.T.S.





9 EXISTING AND NEW SIDING (FOR REFERENCE)
SCALE: N.T.S.





8 EXISTING BACKYARD
SCALE: N.T.S.



7 EXISTING VIEW FROM ALLEY
SCALE: N.T.S.



EXTERIOR MATERIALS LEGEND

PAINT

P-1
DESCRIPTION: PAINT
MANUFACTURER: SHERWIN-WILLIAMS
STYLE: EGGSHELL
COLOR: SW 6373 HARVESTER
REMARK: FOR EXTERIOR WALLS

P-2
DESCRIPTION: PAINT
MANUFACTURER: SHERWIN-WILLIAMS
STYLE: EGGSHELL
COLOR: SW 6068 BREVITY BROWN
REMARK: FOR DOORS

P-3
DESCRIPTION: PAINT
MANUFACTURER: SHERWIN-WILLIAMS
STYLE: EGGSHELL
COLOR: SW 6069 FRENCH ROAST
REMARK: FOR EXTERIOR TRIM

SIDING
DESCRIPTION: 8" x 16' LONG SHIPLAP
MANUFACTURER: NORTHVILLE LUMBER
STYLE: DOUBLE STACK, TONGUE AND GROOVE
COLOR: SW 6373 HARVESTER
REMARK:

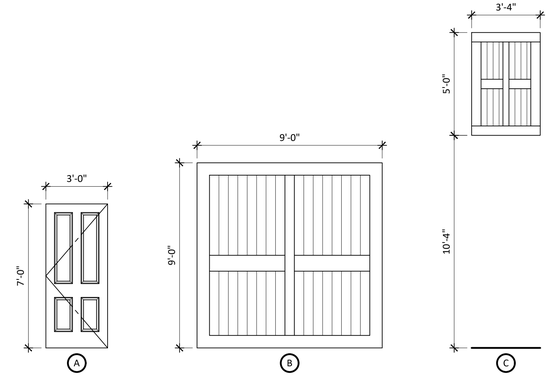
SHEATHING
DESCRIPTION: 1/2" x 4' x 8' OSB SHEATHING
MANUFACTURER: T.B.D. - BY CONTRACTOR
STYLE: N/A
COLOR: UNFINISHED
REMARK:

ASPHALT SHINGLES
DESCRIPTION: 3-TAB ROOF SHINGLE
MANUFACTURER: GAF
STYLE: ROYAL SOVEREIGN
COLOR: CHARCOAL
REMARK:

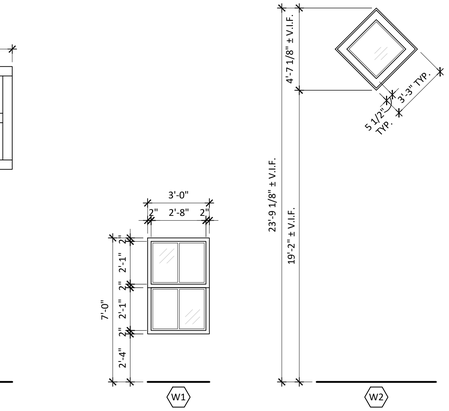
DRIP EDGE
DESCRIPTION: ALUMINUM DRIP EDGE
MANUFACTURER: AMERIMAX
STYLE: F4.5 SERIES
COLOR: BLACK
REMARK:

BARN DOOR
DESCRIPTION: SLIDING BARN DOOR
MANUFACTURER: T.B.D. - BY CONTRACTOR
STYLE: SOLID PINE
COLOR: SW 6068 BREVITY BROWN
REMARK:

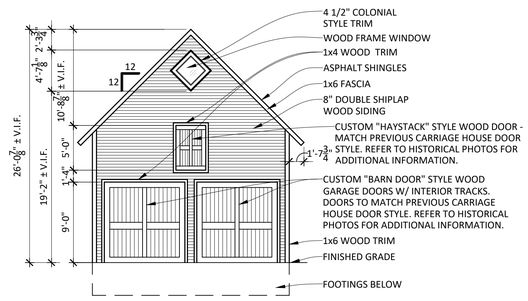
MAN DOOR
DESCRIPTION: 4 PANEL WOOD DOOR
MANUFACTURER: T.B.D. - BY CONTRACTOR
STYLE: PINE
COLOR: SW 6068 BREVITY BROWN
REMARK:



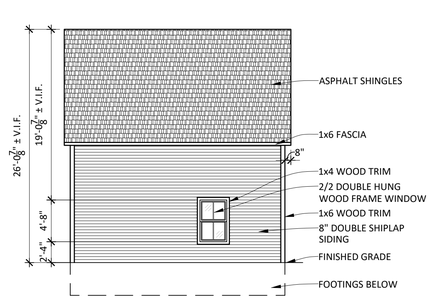
6 DOOR TYPES
SCALE: N.T.S.



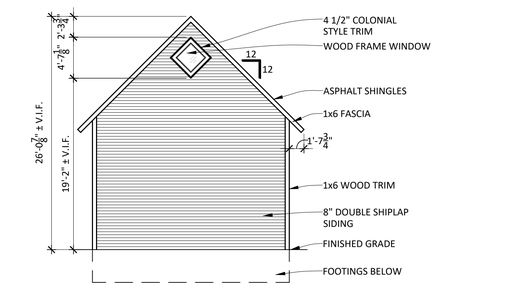
5 WINDOW TYPES
SCALE: N.T.S.



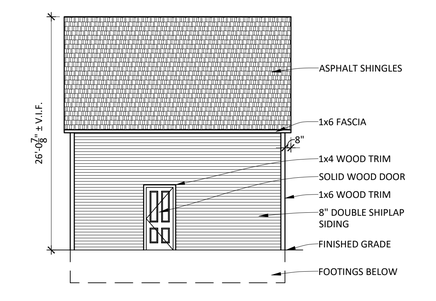
4 EAST ELEVATION
SCALE: 1/8" = 1'-0"



3 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



2 WEST ELEVATION
SCALE: 1/8" = 1'-0"



1 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

DETROIT ARCHITECTURAL GROUP
1644 Ford Avenue Wyandotte, MI 48192
734.556.3259 O.
www.detroitarch.com

Proposed

CARRIAGE HOUSE

422 N HAMILTON ST
YPSILANTI, MI 48197

REV	DATE	ISSUED
	01-30-26	ISSUED FOR PERMIT RESUBMITTAL
	12-24-25	ISSUED FOR PERMIT

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SEAL:

STATE OF MICHIGAN
JACOB MICHAEL ROOT
ARCHITECT
No. 1301057297
LICENSED ARCHITECT

DRAWN BY: CMS
CHECKED BY: JMR, VW
IN CHARGE: JMR, VW

SHEET NAME:
EXTERIOR ELEVATIONS, DOOR AND FRAME TYPES, AND EXTERIOR FINISHES

JOB NO: 25-123

SHEET NO: A-102

Sec. 54-81 of the City's Historical Preservation Ordinance HDC Design Criteria

The historic district commission shall be further guided by the following design criteria:

1) The proposed height should be within ten percent of the average height of the existing adjacent historic resources.

2) The proposed setback should not be more than five percent in front of or behind the existing setback of adjacent historic resources.

3) The relationship of the height to the width of the front facade should be consistent with the pattern established by existing adjacent historic resources.

4) The relationship of the height to the width of windows, doors and other openings should be consistent with the pattern established by existing adjacent historic resources.

5) The rhythm of structural mass to voids (openings) across the front facade should be consistent with the pattern established by existing adjacent historic resources.

6) The rhythm of structural mass to open space between structures should be consistent with the pattern established by existing adjacent historic resources.

7) The rhythm created by the placement of sidewalks, entrances, steps, porches and canopies should be consistent with the pattern established by existing adjacent historic resources.

8) The proposed construction materials should be the same type as those that have already been heavily used in existing adjacent historic resources.

9) The proposed textures of the building materials should relate to and complement the predominant textures of the materials used in existing adjacent historic resources.

10) The proposed colors, whether of natural materials, such as brick and stone, or applied colors, such as paint and pre colored siding, should relate to and complement the colors used on existing adjacent historic resources.

11) No specific architectural style shall be required for the construction of a new building, addition or other structure. The proposed architectural details, including, but not limited to, cornices, lintels, arches, balustrades, chimneys, porches, bays, railings, cupolas, gable ends, brackets and iron work, should be appropriate for the style of the structure on which they are to be used and compatible with other structures in the historic district and particularly to historic resources and sites to which they may be visually related.

12) The proposed roof shape and profile should relate to the predominant styles of existing adjacent historic resources.

13) The proposed landscape designs and choices of plant material should be appropriate to the character of the historic district and that of the involved historic resources.

14) The proposed paving (i.e., brick, block, concrete, slate, etc.) should be of the same types as those already heavily used around existing adjacent historic resources.

15) The proposed design shall not conflict with the building code as it relates to the welfare or safety of the occupants.

Sec. 54-81 of the City's Historical Preservation Ordinance (Excerpt)

Additionally, the commission shall give consideration to:

2) The historical or architectural value and significance of the resource and its relationship to the historical value and integrity of the surrounding area;

3) The relationship of the architectural features of such landmark or resource to the rest of such landmark or resource and to the surrounding area;

4) The general compatibility of design, arrangement, texture and materials proposed to be used; and

5) Any other factor including aesthetic, which the commission finds relevant.

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	310 North Park				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48198				
County	Washtenaw				
Assessor's Parcel #	11-11-09-106-020				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.245132		Long: -83.605816		
Ownership	Private ☒	Public-Local ☐	Public-State ☐	Public-Federal ☐	Multiple ☐

Property Type

Building ☐ select sub-type below Commercial ☐ Residential ☐ Industrial ☐ Other ☐	Structure ☐ Object ☐

(Insert primary photograph below.)



Architectural Information

Construction Date		
Architectural Style		
Building Form		
Roof Form		
Roof Materials		
Exterior Wall Materials		
Foundation Materials		
Window Materials		
Window Type		
Outbuildings	Yes ☐	No ☐
Number/Type:		

Eligibility

Individually Eligible	Criterion A ☐	Criterion B ☐	Criterion C ☐	Criterion D ☐
Criteria Considerations:	a. ☐ b. ☐ c. ☐ d. ☐ e. ☐ f. ☐ g. ☐			
Component of a Historic District	Contributing to a district ☐	Non-contributing to a district ☐	Historic District Name: Ypsilanti Historic District	
Not Eligible ☒				

Area(s) of Significance							
Period(s) of Significance							
Integrity – Does the property possess integrity in all or some of the 7 aspects?							
Location ☐	Design ☐	Materials ☐	Workmanship ☐	Setting ☐	Feeling ☐	Association ☐	
General Integrity:	Intact ☐	Altered ☐	Moved ☐	Date(s):			
Historic Name							
Current/Common Name							
Historic/Original Owner							
Historic Building Use							
Current Building Use							
Architect/Engineer/ Designer							
Builder/Contractor							

Survey Date	2025-01-18	Recorded By	Timothy Boscarino	Agency Report #	

For SHPO Use Only	SHPO Concurrence?: Y / N	Date:

Form date: 6/25/2019

Narrative Architectural Description
Provide a detailed description of the property, including all character defining features and any accessory resources.

This is a grassy vacant lot with trees along the southern edge.

History of the Resource
Provide information on previous owners, land use, construction and alteration dates in a narrative format. This is required for all intensive level surveys and designation and recommended for other identification efforts.

Previously the site of a house built in the nineteenth century, it was demolished some time after the 1989 National Register of Historic Places Registration Form for the Ypsilanti Historic District that noted its presence.

Statement of Significance/Recommendation of Eligibility
Provide a detailed explanation of the property's eligibility for the National Register, including an evaluation under at least one of the four criteria, discussion of the seven aspects of integrity, and recommendations about eligibility. This is required for all properties.

This property is noncontributing as its historic resources are no longer present.

References
List references used to research and evaluate the individual property.

Robert Christensen, "National Register of Historic Places, Ypsilanti Historic District, Washtenaw County, Michigan, National Register No. 78001515," 1989; and Sanborn Map Company, 1964.

City of Ypsilanti
Historic District Commission
Work Permit Application

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

Office Use Only:

Receipt: _____

Method: _____

Action/Study Item

PHDC-_____

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 Friday (eleven (11) days) prior to the meeting.

INCOMPLETE APPLICATIONS WILL BE REJECTED

Property

Address 310 N Park

Applicant

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

Name Caitlin Ferguson and Yr Johannsdottir

Address 5217 Saline Waterworks Rd.

City Saline | State MI | Zip 48176

Phone / Fax [redacted]

E-Mail **Staff will contact you primarily via email* [redacted]

Contractor

Contractor Name & Contact Info
Self

Type of work

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

Complete Description of Proposed Work:

New Build

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

See Attached Documents

Permit Application Fee (action items only)

The fee is $48 for the first $3,000 in construction cost plus $5 for every additional $1 - $3,000 of construction cost. There is a flat fee of $10 for painting only. *An additional fee of $60 applies to HDC work started without the applicable permit.*

Construction Cost:	Permit fee:
$72,289.30	$48 + 120.48 =

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: [redacted]	Date: 02/27/2026
Print Name: Caitlin Ferguson and Yr Johannsdottir	

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

All other necessary Building 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 sandblasting).

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 window projects:
- ✓ A detailed description of your plans for the windows—are you replacing them entirely? Just the sashes with a kit?
- ✓ 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).
- ✓ Detailed photographs of the existing windows showing their deterioration or lack of functionality.

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 all 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).
- ✓ Detailed photographs showing the project area, as well as an overview of the building, including the front, even if the work is on the rear.
- ✓ Recommendations from historic preservation/restoration specialists, if applicable.
- ✓ If cost is a factor, please include estimates of restoration vs. replacement.

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



N

LOCATION MAP

AREA DETAILS

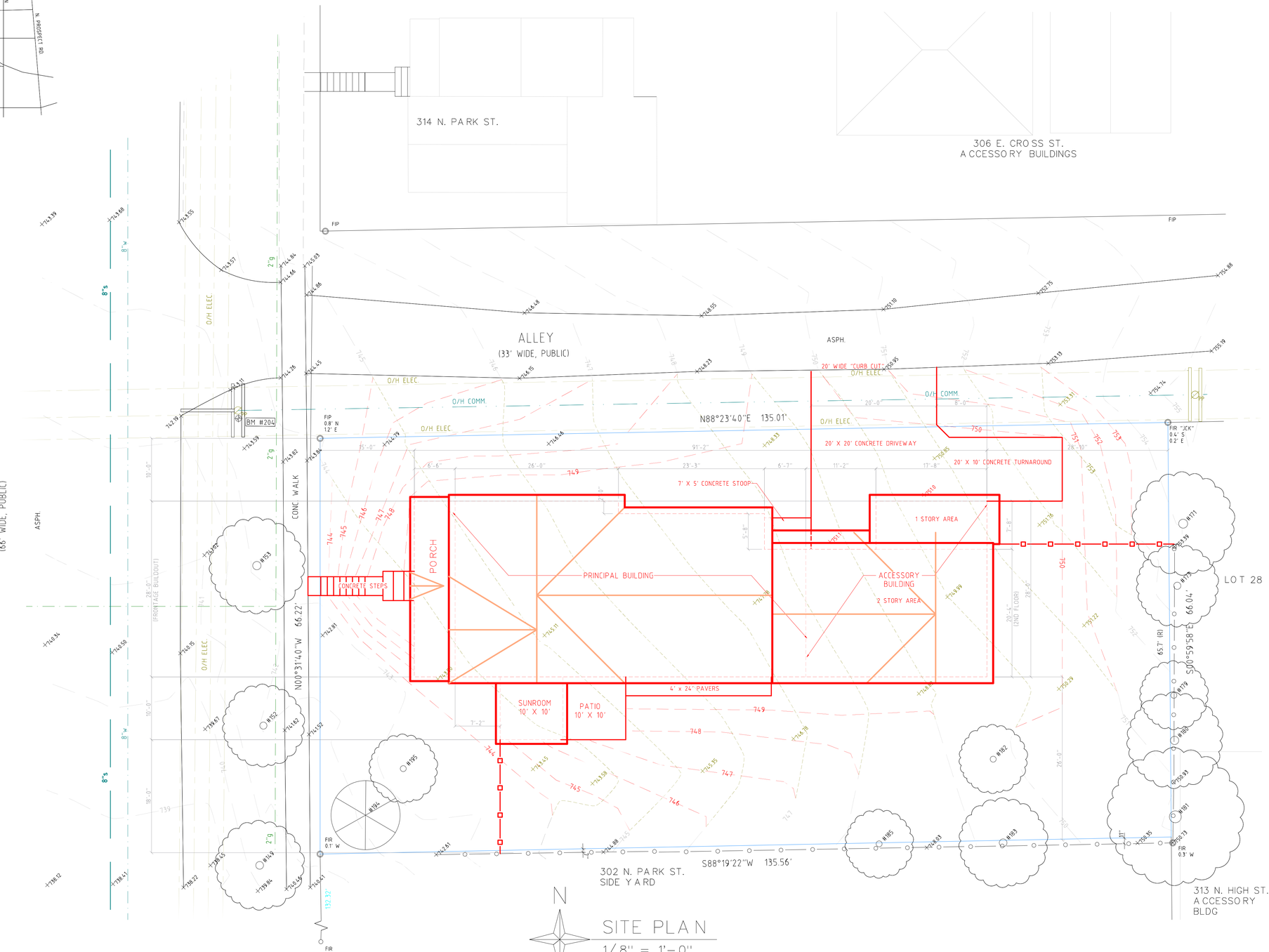
AREA	HEIGHT	FOUNDATION	EXTERIOR	GROSS AREA	HEATED
PRINCIPAL	2 STORY	BASEMENT	FIBER CEMENT SIDING	1466 SQ FT	YES
ACCESSORY	2 STORY	STEM WALLS	FIBER CEMENT SIDING	586 SQ FT	2ND STORY
ACCESSORY	1 STORY	STEM WALLS	FIBER CEMENT SIDING	135 SQ FT	NO
PATIO	1 STORY	STEM WALLS	GLASS/FIBER CEMENT SIDING (PARTIAL)	197 SQ FT	NO
PORCH	1 STORY	STEM WALLS	N/A	182 SQ FT	NO

LEGEND

BM #204	BM #204 - SET SPIKE IN SE FACE OF POWER POLE AT SE CORNER OF INTERSECTION OF N. PARK ST. AND ALLEY ELEV. = 745.03 NAVD88
PP	POWER POLE
FIP	FOUND IRON PIPE
FIR	FOUND IRON ROD
O/H ELEC.	ELECTRIC LINE
O/H COMM.	COMMUNICATIONS LINE
2"g	GAS MAIN
8"w	WATER MAIN
8"s	SANITARY LINE
	CHAIN LINK FENCE
	WOOD FENCE (NEW)
750	ELEVATION LINE, UNCHANGED
750	ELEVATION LINE, NEW
750	ELEVATION LINE, OLD

TREE TABLE

TREE#	ELEV.	SIZE (IN)	SPECIES
149	740.5	16	MAPLE
152	742.1	14	MAPLE
153	740.5	16	MAPLE
171	740.5	16	MAPLE
173	740.5	16	MAPLE
179	740.5	16	ELM
180	740.5	16	BOXELDER
181	740.5	16	WALNUT
182	740.5	16	QUAD ELM
183	740.5	16	WALNUT
185	740.5	16	HACKBERRY
194	740.5	16	PINE
195	740.5	16	ELM



N

SITE PLAN

1/8" = 1'-0"

General Notes

DESCRIPTION:

A TWO STORY HOUSE, WITH AN ATTACHED ACCESSORY BUILDING. A ONE BEDROOM PRINCIPAL DWELLING WITH A BASEMENT AND UNFINISHED SECOND FLOOR FOR FUTURE MASTER SUITE AND BONUS ROOM. A TWO CAR GARAGE AND AN ACCESSORY DWELLING UNIT (ADU) IN THE ACCESSORY BUILDING.

LEGAL DESCRIPTION:

THE NORTH 65.7 FEET OF LOTS 26 & 27, "HUNTERS ADDITION TO THE VILLAGE OF YPSILANTI", a part of the Northeast 1/4 of Section 9, Town 3 South, Range 7 East, City of Ypsilanti, Washtenaw County, Michigan, according to the plat thereof as recorded in Liber "V", Pages 166 and 167, Washtenaw County records.

LAND INFORMATION:

TOTAL ACRES: 0.205 AC (8,945 S.F.)
FRONTAGE: 66 ft
DEPTH: 135 ft
ZONING CODE: CN-SF

BUILDING SETBACKS

FRONT STREET: 15'
NORTH SIDE (ALLEY): 10'
SOUTH SIDE: 19'
REAR: 28'

BUILDING INFORMATION

PRINCIPAL DWELLING: 1,350 SQ FT
UNFINISHED BONUS ROOM: 884 SQ FT
ACCESSORY DWELLING UNIT: 690 SQ FT
GARAGE: 650 SQ FT

GRADE PLANE ELEVATION: 743'
(TOP OF CURB AT MIDPOINT OF FRONT PROPERTY LINE OR 6' WEST OF SW CORNER)

BUILDING HEIGHT ABOVE GRADE PLANE: 30' 9"

OWNERS:

YR JOHANNSDOTTIR
5217 SALINE WATERWORKS RD.
SALINE, MI 48176
(734) 644-1892
CAITLIN FERGUSON
5217 SALINE WATERWORKS RD.
SALINE, MI 48176
(734) 545-4216

DESIGNER:

JOHANN EMILSSON
5217 SALINE WATERWORKS RD.
SALINE, MI 48176

(734) 945-6646

No.	Revision/Issue	Date
B	SUNROOM, DRIVEWAY LAYOUT AND REAR (EAST) GRADING ADJUSTMENTS	3/5/25
A	ZONING REVIEW	2/26/26

Project Name and Address

HOUSE CONSTRUCTION
310 N. PARK ST.
YPSILANTI, MI 48198

Drawing Title

SITE LAYOUT / ZONING

Project	Sheet
310 N. PARK	2
Date: 3/5/2026	
Scale: 1/8" = 1'-0"	

Existing Lot: New Build 310 N Park



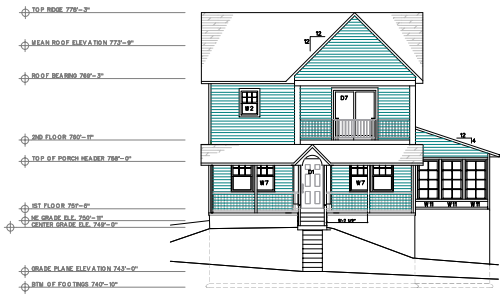




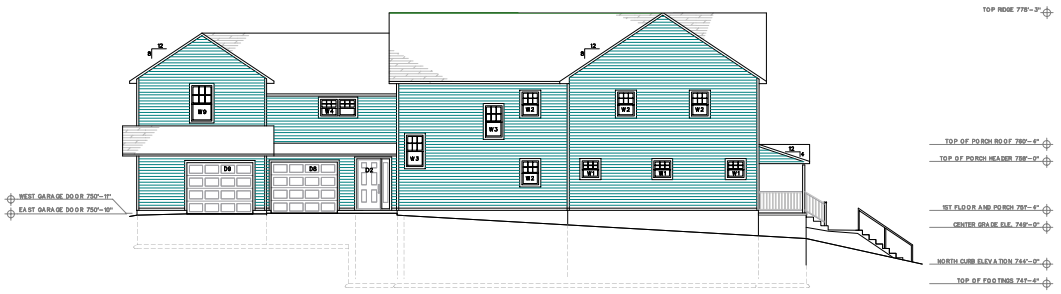



ALLEY
NO
THROUGH
TRAFFIC

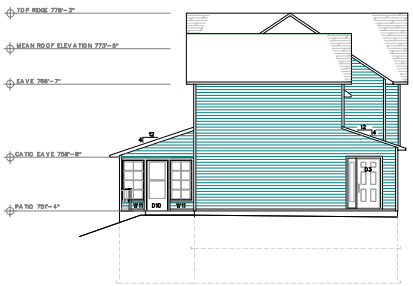




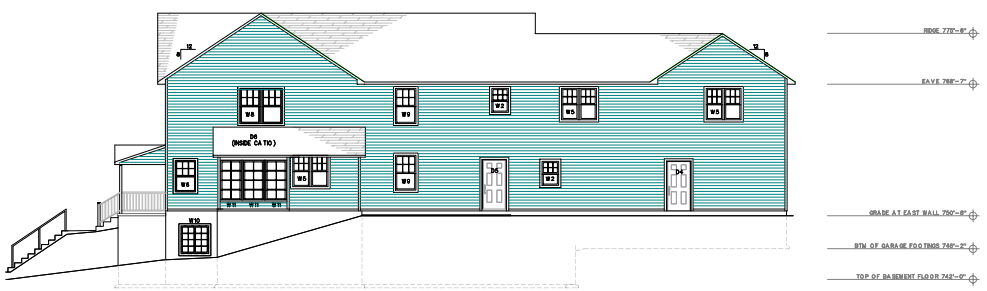
FRONT / WEST ELEVATION
1/8" = 1'-0"



ALLEY / NORTH ELEVATION
1/8" = 1'-0"



REAR / EAST ELEVATION
1/8" = 1'-0"



YARD / SOUTH ELEVATION
1/8" = 1'-0"

Notes

No.	Revision/Issue	Date
B	W2 ON SOUTH, MOVED SCHED. TO SHT 3	02/28/25
A	FOR BDS	02/24/25

Project Name and Address

JOHANNSDOTTIR, YR & FERGUSON, CAITLIN

RESIDENCE
310 N. PARK ST.
YPSILANTI, MI 48198

Drawing Title

ELEVATIONS

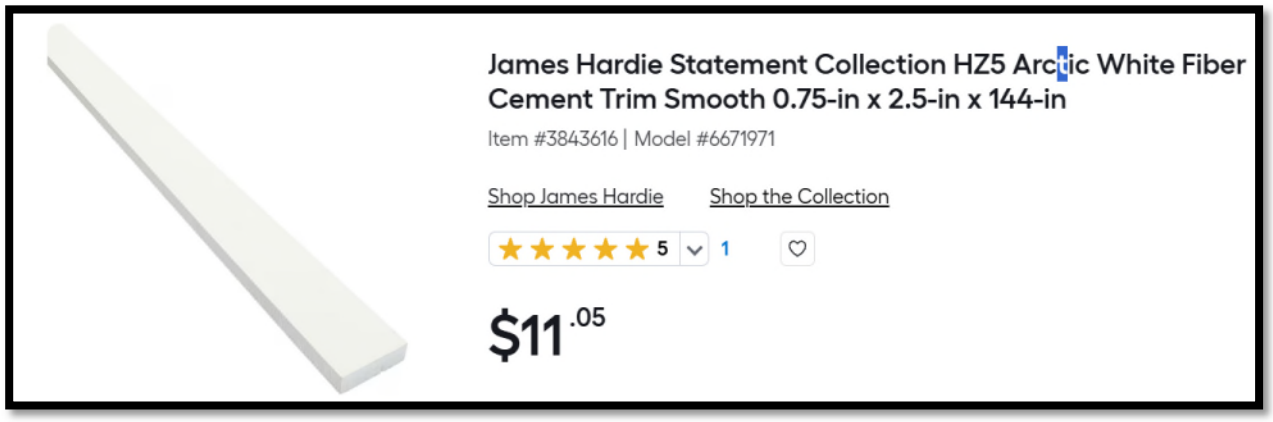
Project	Sheet
Date	4
Scale	

Proposed Siding and Trim

[James Hardie Statement Collection HZ5 Straight Fiber Cement Smooth Lap siding Deep Ocean]



[*James Hardie Statement Collection HZ5 Deep Arctic White Cement Trim Smooth*]



(Estimated Cost $14,000)

Proposed Garage Doors



(Estimated Cost 2 Doors $1103.30)

Proposed Doors – Main Entry Door

Preferred Door – $3,000 (Left)



Alternative Option - $3,299 (Right)

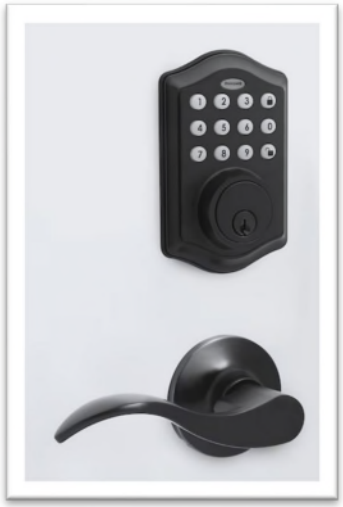


ADU and Side Home Entrance

Door Option 1 ($2,340)



Door handle (x4)



Door handle Main Entrance



Door off Laundry and Garage *($800)*



Estimated Cost for all ($8,800)

Proposed Exterior Lighting

Hukoro Crackled Glass Outdoor Wall Lights ($68 x2 packs $136)

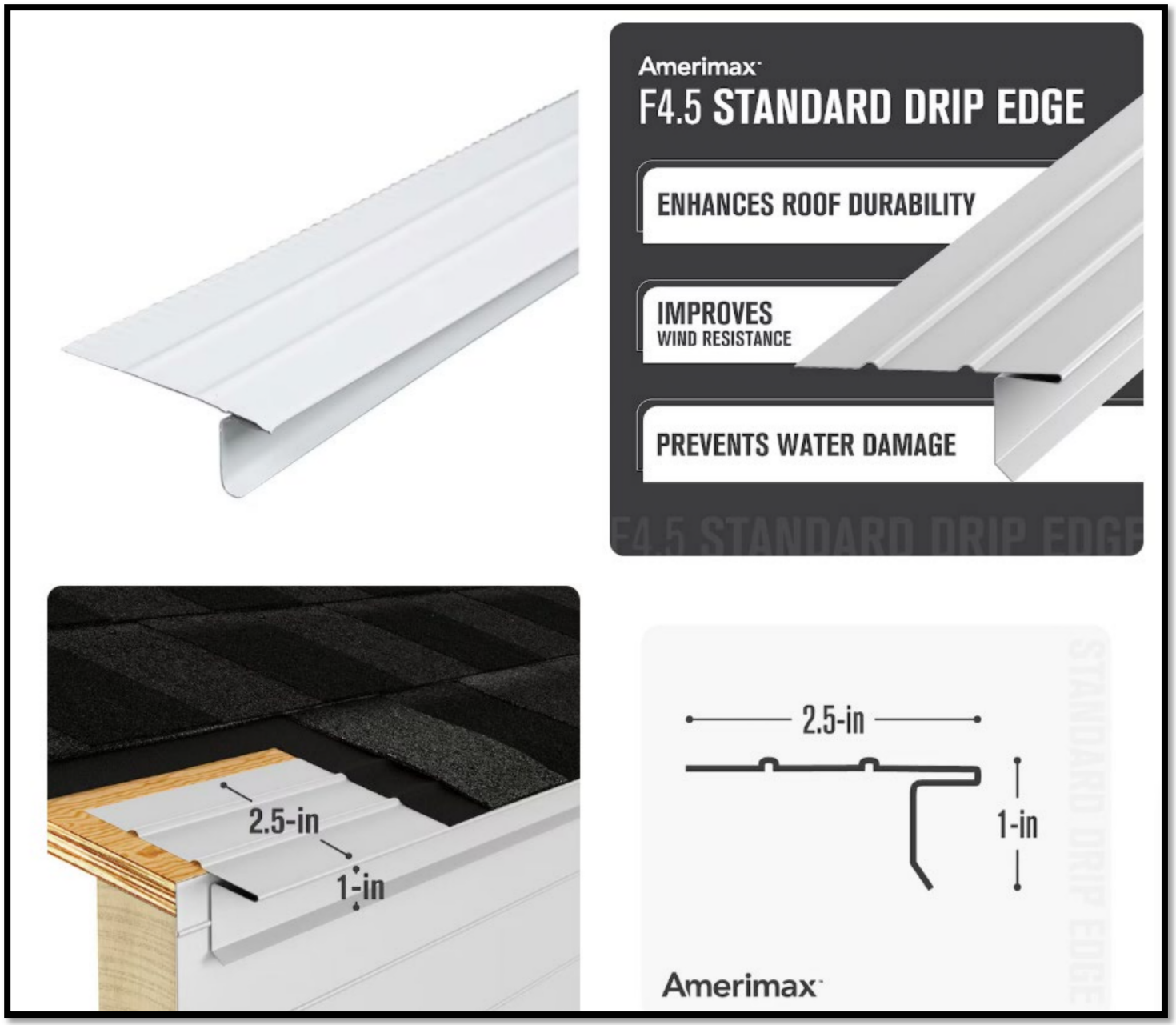


Proposed Roofing and Gutters

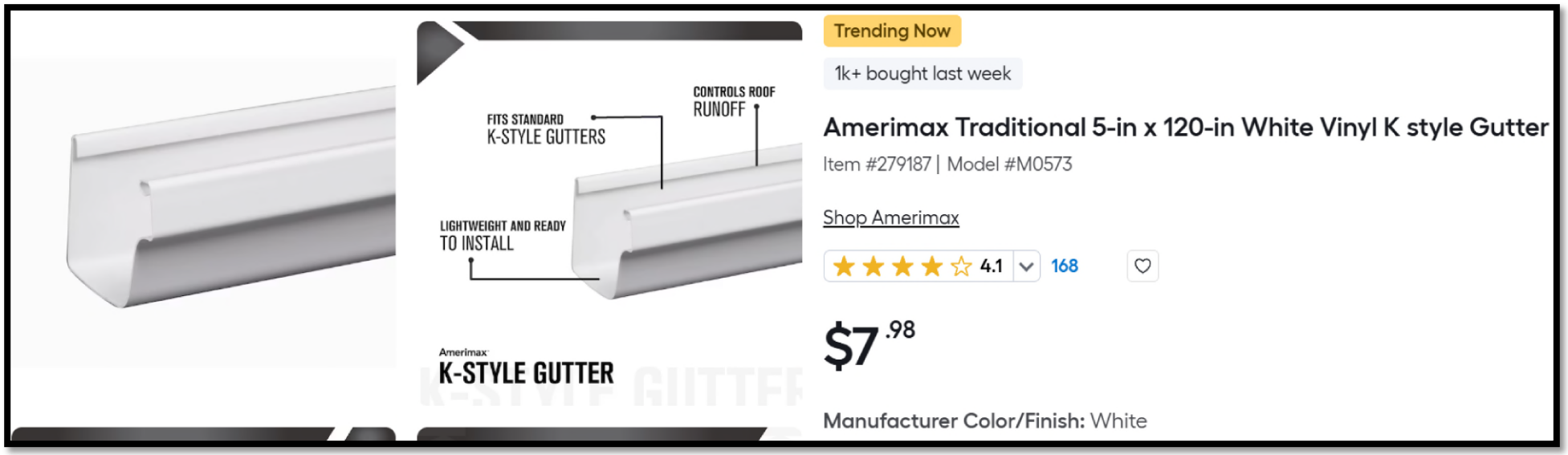
Dark ray asphalt shingles



(Estimate $19,000)


Amerimax
F4.5 STANDARD DRIP EDGE
ENHANCES ROOF DURABILITY
IMPROVES
WIND RESISTANCE
PREVENTS WATER DAMAGE
2.5-in
1-in
2.5-in
1-in
Amerimax

Drip Edge

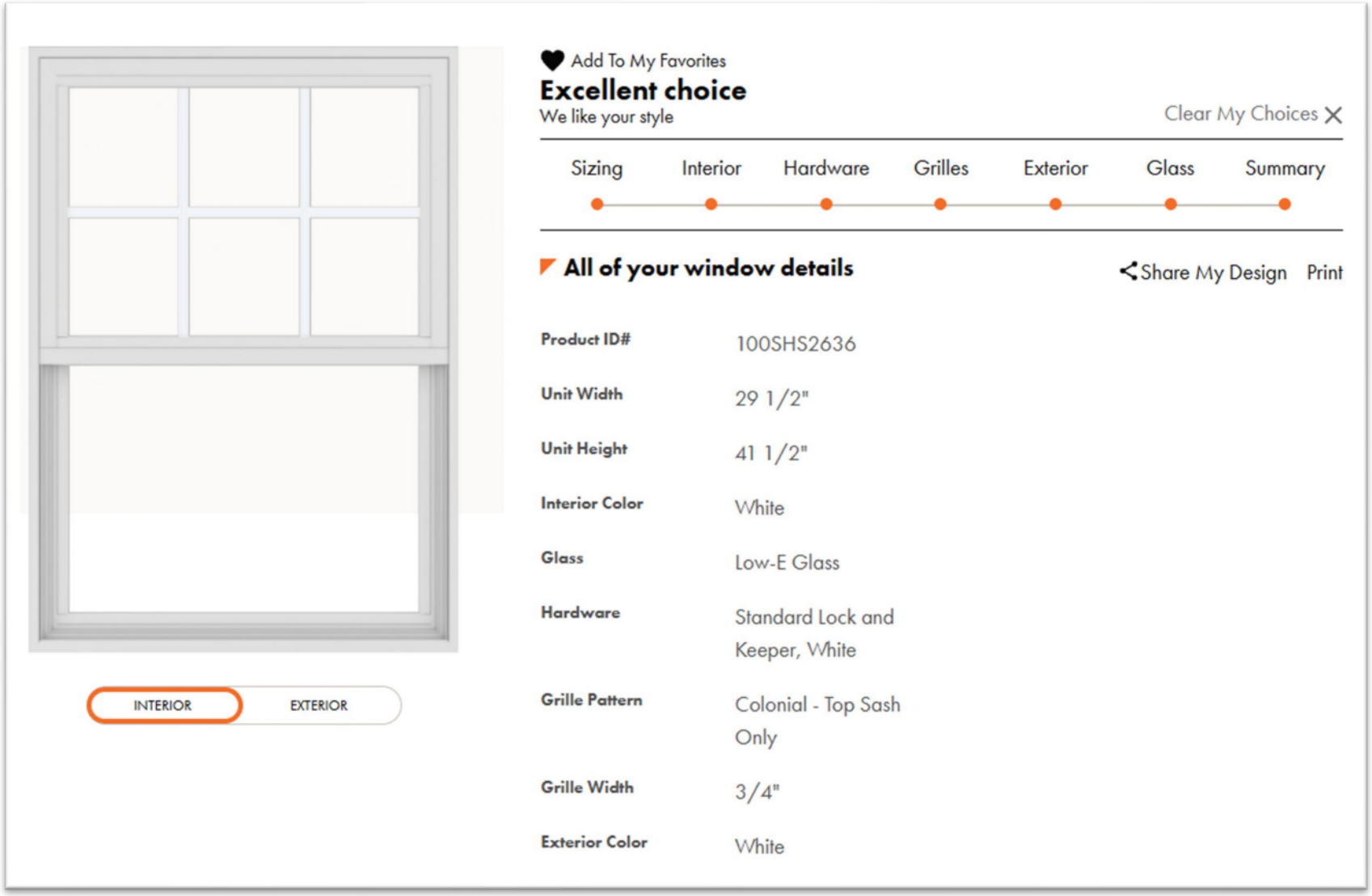


Gutters

Drip Edge and Gutter - Estimate $450
Shingles - Estimate $19,000
(Total $19,450)

Proposed Windows

We plan to use Andersen 100 Series Single-Hung White windows throughout the home. This window type was recently approved and installed in the recent addition on 322 E Cross Street. *Window schedule provided. (Estimated cost $20,000)*



Windows on 322 E Cross for reference





Proposed Sliding Glass door for Screened Patio and 2nd story balcony

We plan to use Andersen 100 Series Gliding Patio Door in White. This door was recently approved and installed in the addition at 322 E Cross Street. *Link to Door.*



Add To My Favorites

Excellent choice

We like your style

Sizing Interior Hardware Gril

All of your window details

Product ID#	100GD2P60611
Unit Width	71 1/4"
Unit Height	82 1/2"
Interior Color	White
Glass	Low-E4® Glass
Hardware	Tulsa, White
Grille Pattern	None
Exterior Door Color	White

3 Season Room

EZ-Screen Porch Windows

Screen Porch Windows

The four-track windows are custom made with extruded aluminum framing that carries a Lifetime Limited Warranty. Each window is custom made to fit virtually any opening up to 54" x 113". There is full screen rolled into the outside of each frame. On the inside, there are four equal vertically sliding vinyl glazed panels. When the panels are open, you will enjoy 75% screen opening. By closing all of the panels you will be provided protection from the dust, dirt, wind, rain and snow. Our frames have a 1" flange that goes all the way around each unit. Mounting flush to the outside of the structure, the frame will sit inside the opening 2".

Features:

- 10-mil vinyl glazing
- Five frame color options: white, beige, pebble khaki, bronze and black
- 75% ventilation when panels are open
- Panels tilt-in for cleaning and maintenance
- Custom made up to 54" wide by 113" high



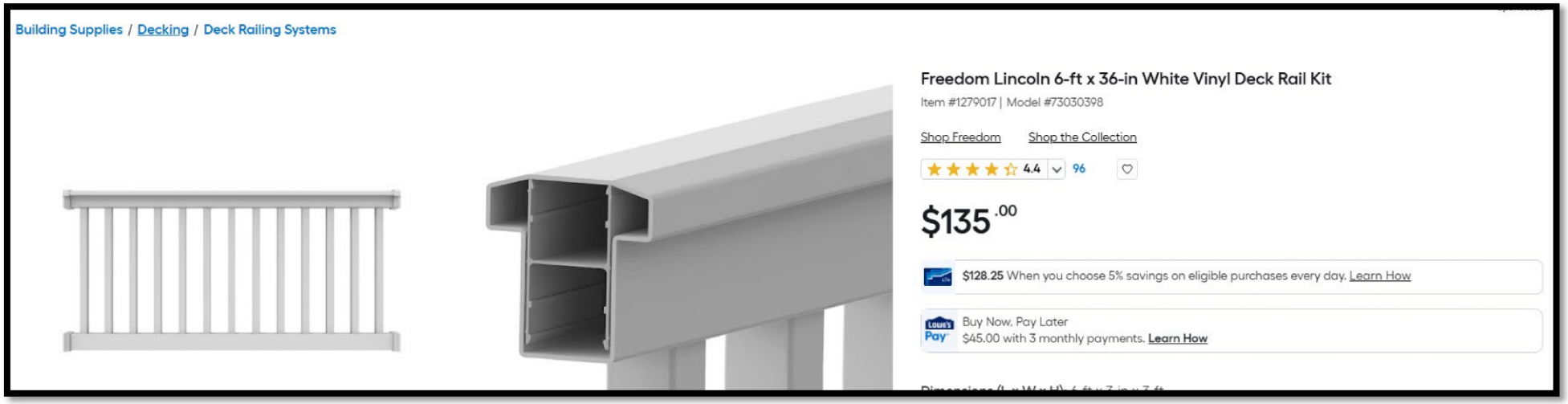




(Estimate $3,500)

Proposed Railing for Front Porch, 2nd Story Balcony, and Side Deck

Freedom Lincoln White Vinyl Railing





Balcony flooring - Nexan

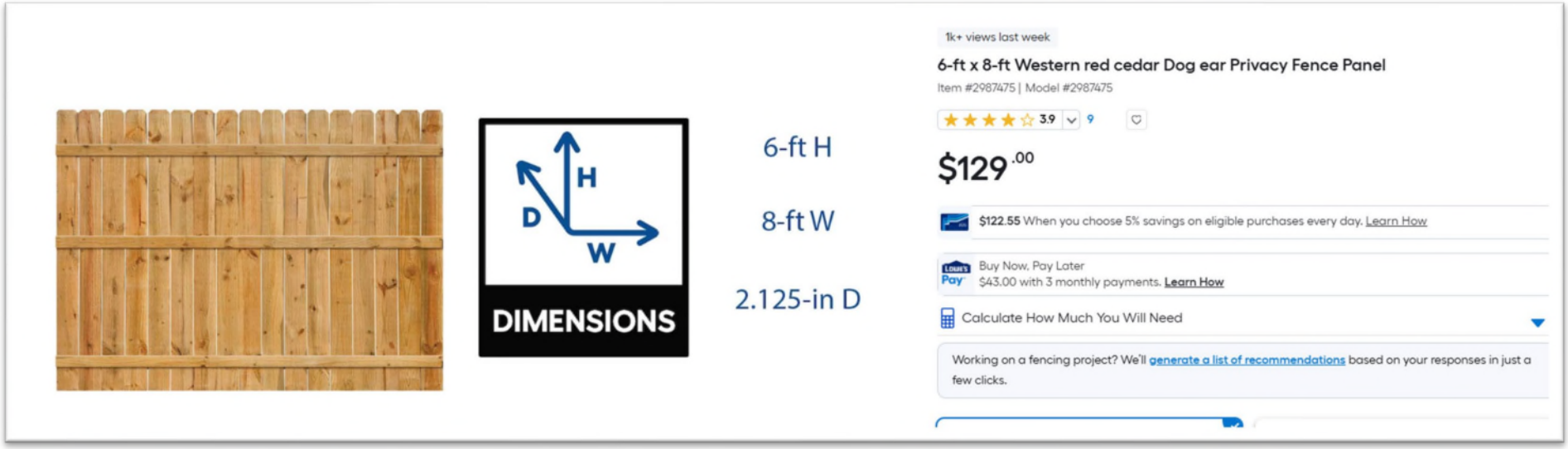


(Estimate $5,250)

Proposed Fencing

The proposed fencing would be to the right of the property set back behind the front porch, but in line with the house. This fencing would go to the property line where there is already a fence installed. This fence would also be used at the back of the house behind the garage, set back to line the garage to the other fence that is already installed. *Location can be seen on the zoning document.*

The fence will have an opaque stain.



(Estimated Cost $500)

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	304 East Forest				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48198				
County	Washtenaw				
Assessor's Parcel #	11-11-04-482-004				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.249254		Long: -83.605816		
Ownership	Private ☒	Public-Local ☐	Public-State ☐	Public-Federal ☐	Multiple ☐

Property Type

Building ☒ select sub-type below Commercial ☐ Residential ☒ Industrial ☐ Other ☐	Structure ☐ Object ☐

(Insert primary photograph below.)



Architectural Information

Construction Date	c. 1869–1870	
Architectural Style	Greek Revival	
Building Form	Half basilica plan	
Roof Form	Front gable and wing	
Roof Materials	Asphalt	
Exterior Wall Materials	Wood clapboard	
Foundation Materials	Panel-face concrete block	
Window Materials	Wood	
Window Type	Sash (two-over-two)	
Outbuildings	Yes ☒	No ☐
Number/Type:	1: garage (C)	

Eligibility

Individually Eligible	Criterion A ☐	Criterion B ☐	Criterion C ☐	Criterion D ☐
Criteria Considerations:	a. ☐ b. ☐ c. ☐ d. ☐ e. ☐ f. ☐ g. ☐			
Component of a Historic District	Contributing to a district ☒	Non-contributing to a district ☐	Historic District Name: Ypsilanti Historic District	
Not Eligible ☐				

Area(s) of Significance							
Period(s) of Significance							
Integrity – Does the property possess integrity in all or some of the 7 aspects?							
Location ☒	Design ☒	Materials ☒	Workmanship ☒	Setting ☒	Feeling ☒	Association ☒	
General Integrity:	Intact ☒	Altered ☐	Moved ☐	Date(s):			
Historic Name							
Current/Common Name							
Historic/Original Owner							
Historic Building Use	DOMESTIC: single dwelling						
Current Building Use	DOMESTIC: single dwelling						
Architect/Engineer/ Designer							
Builder/Contractor							

Survey Date	2024-12-17	Recorded By	Michael F. Webb	Agency Report #	

For SHPO Use Only	SHPO Concurrence?: Y / N	Date:

Narrative Architectural Description
Provide a detailed description of the property, including all character defining features and any accessory resources.

This one-and-a-half-story Greek Revival house sits upon a panel-face concrete block foundation and is clad in wood clapboard. Windows are wood two-over-twos. The front porch has square columns supporting the projecting roof of the western wing. The main front gable roof has raking cornices with returns.

The garage faces west and is clad in wood clapboard siding; it has a wide metal garage door. The northern elevation has a rectangular window and pedestrian entrance. The side gable roof has an octagonal window on the northern gable wall.

History of the Resource
Provide information on previous owners, land use, construction and alteration dates in a narrative format. This is required for all intensive level surveys and designation and recommended for other identification efforts.

The house was built c. 1869 according to the Ypsilanti Heritage Foundation and 1870 according to Ypsilanti Assessor records, and is first seen on Sanborn maps in 1927.

The garage was built in 1966 according to Ypsilanti Assessor records.

Statement of Significance/Recommendation of Eligibility
Provide a detailed explanation of the property's eligibility for the National Register, including an evaluation under at least one of the four criteria, discussion of the seven aspects of integrity, and recommendations about eligibility. This is required for all properties.

An almost unaltered example of its architectural style, this building retains most of its original materials and expresses all seven aspects of integrity. It is recommended as a contributing resource within the Ypsilanti Historic District.

The garage retains most of its original features and is recommended as contributing.

This property does not appear to be individually eligible for the National Register of Historic Places.

References
List references used to research and evaluate the individual property.

Sanborn Map Company, 1927; Ypsilanti Assessor; and Ypsilanti Heritage Foundation marker.

CITY OF

Ypsilanti

PRIDE | DIVERSITY | HERITAGE

Historic District Fact Sheet

Windows

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 Windows

Windows are the "eyes" of a building. Even the simplest of windows can be considered character-defining elements of a building. Historic windows are often unique in their size, dimension, and design; and therefore are not easily replicated. Additionally, historic windows are made from components that can be individually replaced; while if a component breaks on a replacement window, generally the whole unit must be replaced again. Preserving historic windows makes sense economically and environmentally. The Historic District Commission encourages rehabilitation or repair of historic windows and reviews replica or replacement windows on a case-by-case basis. This fact sheet provides guidance for common window questions.

CONTACT THE PRESERVATION PLANNER BEFORE YOUR WINDOW PROJECT.

Rehabilitation and Re-glazing Historic Windows

Window rehabilitation often results in considerable energy cost savings while at the same time preserving original architectural materials. Epoxy wood-consolidating materials and polyurethane glues make it possible to repair even badly deteriorated wood windows.

Repair Process

- Remove the sash and lay it on a flat surface.
- Examine the exterior window frame, especially the sill, for rot or other deterioration.
- Dig out and replace bad sections with new wood or epoxy repair material. The epoxy works like auto body filler or spackle. Mix it up and pack it tightly into any depression or hollow in the wood. When hardened, it can be sanded, primed and painted.
- Then remove paint or varnish on both interior and exterior of the sash, re-glue where necessary, replace cracked glass and loose or missing glazing putty.
- Sand, apply a coat of linseed oil, prime with oil-based primer, and paint the sash with latex paint.
- Replace sash cord if windows are counterweighted.
- Return sash to window.
- Nail stops back into place.

For more information on wood window rehabilitation, see NPS Preservation Brief 9: The Repair of Historic Wooden Windows, available at http://www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm.

Be aware of the dangers of lead in window repair, and take the necessary precautions. See https://www.mhpn.org/wp-content/uploads/2012/12/MHPN_-_Lead_Resource_Guide_FINAL.pdf for more information.

Energy Efficiency and Historic Windows

In most cases, home energy loss from window openings is 10-15% of the total loss. The often promised savings of modern replacement windows seldom outweigh the cost of installation. Before undertaking the expense of window replacement, check first that the attic is well insulated. Often, air loss through windows can be mitigated by simple nonintrusive measures, such as interior or exterior storm windows; curtains; or reglazing.

Screen Windows and Storm Windows
Any new screen or storm must be compatible with the window it is covering.

Metal combination screen/storms are permitted, although wood screens and storms are encouraged for better appearance and more efficient energy conservation. If a metal-framed screen/storm is installed, it must fit within the exterior trim. The metal frame must be either painted or factory-finished, not mill (raw metal) finish. Re-caulking and weather stripping are required and will improve the thermal efficiency.

Shutters

Wood shutters are permitted as a way to close off an unnecessary window. They must be hinged, fit within the window frame and painted. Non-functioning shutters may be permitted on a case-by-case basis, if they are considered appropriate for the structure and must match the opening size of the window.

Creating New Windows or Doors
New openings transform a building's character, often threatening historic integrity, and are not generally allowed. New openings are considered on a case-by-case basis.

Requirements for a Window Replacement Application
In some cases, replacement windows are approved by the Historic District Commission. *In order for the commission to approve replacement windows, the applicant must provide detailed information and meet certain conditions*.

1. If the existing windows are historic to the building, i.e. over 50 years old, every effort should be made to preserve them. If the applicant is citing poor condition as a reason for replacement, then they must provide documentation to that extent. At minimum, this should include detailed photos of each window proposed for replacement. Close-up shots showing the damage should be provided.

2. Large projects, particularly for commercial rehabilitation, may require a third party condition assessment of windows.
    a. This assessment should be made by an unbiased professional, such a tradesperson, or historic architect, who will provide a report on the condition and reparability of windows.
    b. The assessment cannot be made by a replacement window company or contractor.

3. If the applicant claims keeping historic windows will cause undue financial hardship, a cost comparison of replacement windows vs. repairing the originals by qualified tradespersons must be submitted as well.

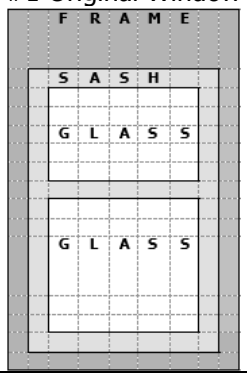
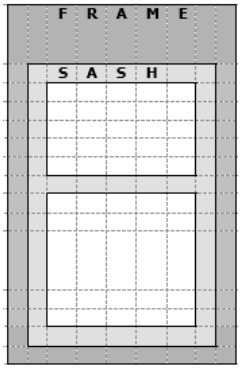
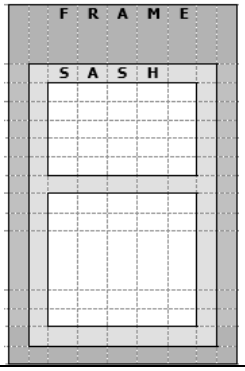
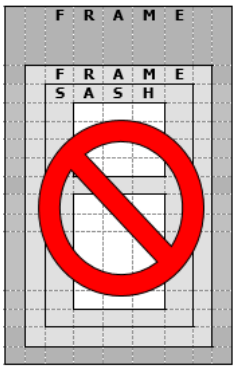
Requirements for Appropriate Window Replacements

Approval for replacement windows will be granted on a case by case basis. In all cases, the Commission will require an installation which does not reduce the glass area of any window. Wood replacement windows are preferred. Wood windows clad in aluminum or fiberglass may be approved in some cases. If the applicant is proposing a new material, such as composite windows, they are encouraged to include photos of it in use and bring a sample. *Solid vinyl and vinyl clad windows will not be approved*.

The new window shall be the same configuration as the window it is replacing. For example, three panes over one, one over one, etc. Panes of glass in the replacement must match the size and shape of the original. The exterior trim installed after replacement must match the original. In cases of replacement windows where the glass is not physically divided into panes by muntins, the Commission will require that muntins be permanently adhered to the exterior of the window to replicate the appearance of the original windows.

Clear glass is considered appropriate for the district; smoked or tinted glass may be approved on a case-by-case basis.

Breakdown of Window Rehabilitation and Replacement Methods

Frame Type	Description	Result	Can it be Permitted?
#1 Original Window 	Original frame and sash are intact. Routine maintenance is done to preserve the window, including regular painting and infilling damage wood with such materials as epoxy.	The building retains its historic character-defining elements and there is no loss to historic integrity.	**YES**- General repairs to the window may not require a permit, however full rehabilitations may be reviewed by the HDC. Contact the Preservation Planner to find out if your project requires a permit.
#2 Sash Kit installed in Old Frame/Replica Wood Sash 	Sash kits consist of a sash replacement only. The sash is the part of the window that holds the glass and moves up and down within the frame. Sash kits are installed by removing the old sash, leaving the old frame in place, and inserting the new sash in the old frame. Replica sashes that match the originals are also an option.	The windows retain some of their historic fabric and the original glass area is preserved.	**YES-** This installation is appropriate and can be approved on a case-by-case basis.
#3 Full Frame Replica installed in a Rough Opening 	The old sash and the old frame are removed. The replacement window, ideally designed to replicate the historic window is inserted in the rough opening. The glass area is not reduced	Although the historic fabric of the windows is lost, the overall historic integrity of the building is retained because the replacements match the original.	**YES-** This installation is appropriate and can be approved on a case-by-case basis.
#4 Full Frame Replacement Installed in Old Frame 	The old sash is removed, but the old frame is left in place. The replacement window (sash and frame) is inserted in the old frame. This results in two frames, the old frame and the replacement frame. The glass area is reduced	Although some historic fabric remains, the reduction of glass area substantially alters the historic character of the building.	**NO**- This installation diminishes the historic integrity of the building and is not generally permitted.

City of Ypsilanti
Historic District Commission
Work Permit Application

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

Office Use Only:

Receipt: _____

Method: _____

Action/Study Item

PHDC-_____

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 Friday (eleven (11) days) prior to the meeting.

INCOMPLETE APPLICATIONS WILL BE REJECTED

Property

Address 304 East Forest Ave 48198

Applicant

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

Name Marisa Benzle

Address 304 East Forest Ave

City	State	Zip
Ypsilanti	MI	48198

Phone / Fax	E-Mail **Staff will contact you primarily via email*
9192227219	marisabenzle@gmail.com

Contractor

Contractor Name & Contact Info

Ypsilanti Restoration LLC Mike Condon office:(734) 485-2653

Type of work

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

Complete Description of Proposed Work:

In 2026 I propose a total replacement of 7 windows Demolish and remove existing window sashes, jambs, interior and exterior trim from 7 locations. Install new Jeld Wen Siteline EX double hung windows to fit existing rough openings. New windows will be aluminum clad exterior in a ivory (sample attached) pre-primed wood
interior with Low-E glazing, tempered where required by code. New window sashes will be the same size as existing window sashes and have a 2 over 2 munton pattern with the center bar being 1 1/4"
wide. Insulate window unit perimeter with spray foam insulation. Install new interior trim of closest off-the-shelf match to existing trim. (likely 1x6 on the flat with 2 1/4 colonial casing surface applied) install window weatherstripping tape to exterior and trim exterior to match original with Windsor One brand exterior trim.

I am proposing a replacement rather than repair due to the extensive damage to the windows to the exterior and interior. The amount of damage means the cost of repair will outweigh the cost of replacement significantly and mean much of the hardware and window components will need to be replaced anyway. When I remove small amounts of several layers of lead based paint which covered every part of the framing of the window there is rotting wood on the grills, rails, and stiles. The exterior wood of the grills and sash have rotted away where I can see exposed. Glazing has crumbled away leaving exposed wood for many years. An example of this rotting can be seen in the images provided. All windows have bubbling flaking paint. 3 glass panes are cracked and 4 replaced with plexiglass. Images are attached. Sills are soft rotting

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

Materials in description. Sample image of Jeld Wen window with exterior color attached.
3 first floor windows @ 30x46
4 first floor windows @ 32x58

Permit Application Fee (action items only)

The fee is $48 for the first $3,000 in construction cost plus $5 for every additional $1 - $3,000 of construction cost. There is a flat fee of $10 for painting only. *An additional fee of $60 applies to HDC work started without the applicable permit.*

Construction Cost:	Permit fee:
11250	$48 + 2 =

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, email us at ethackery@cityofypsilanti.com, or view our factsheets at cityofypsilanti.com/hd.

All other necessary Building 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 sandblasting).

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 window projects:
- ✓ A detailed description of your plans for the windows—are you replacing them entirely? Just the sashes with a kit?
- ✓ 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).
- ✓ Detailed photographs of the existing windows showing their deterioration or lack of functionality.

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 all 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).
- ✓ Detailed photographs showing the project area, as well as an overview of the building, including the front, even if the work is on the rear.
- ✓ Recommendations from historic preservation/restoration specialists, if applicable.
- ✓ If cost is a factor, please include estimates of restoration vs. replacement.

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

Outlook

Re: Window replacement application

From Marisa Benzle <[redacted]>
Date Sat 2/28/2026 2:34 PM
To Carrie Malas <cmalas@cityofypsilanti.com>

3 attachments (11 MB)
304 E. Forest window estimate revised 2-2026.pdf; JW_Win_Siteline_CldWd_Double-Hung_ADM.pdf; Windows v5.pdf;

Attention: This email was sent to the City of Ypsilanti from an ***external source.*** Please be extra vigilant when opening attachments or clicking links.

Hi Carrie,
Please see the new presentation attached with images and measurements of each window. I also included detail of the muntins and their profile. My answers are in italics below.

- Clarify profile type for the muntins. ("Contemporary" SDL profile is listed in final quote, but the markup on supplemental materials notes a custom muntin size in the "Putty" SDL area of the cut sheet. *From what I see the profile is contemporary and the addition of the glazing changes the profile to be more of the putty option. I will ask Mike to revise and use the Putty muntin option instead of contemporary.*
- Clarify width of proposed muntin (1 1/4" listed in the application and supplemental materials, but 1 1/8" listed in final quote) *We will use the 11/8 muntin matching the current width with putty.*
- Clarify if all sills are proposed to be replaced *only sills will be replaced with soft rot shown in the suplimental images W2,3,6*
- Clarify proposed exterior trim material (both milled cypress and Windsor One brand trim listed) *milled cypress*
- Clarify proposed color of window (both "Cranberry" and "Ivory" listed) *Cranberry*
- *All spec listed in the JW_Win_Siteline document are correct.*

Additionally, please provide either an annotated photo or a drawing that shows the standard dimensions for the historic window components proposed to be replaced, including:

- Muntins (one measurement including putty, one only measuring wood)
- Vertical and horizontal components of window sash
- Glass area
- Exterior trim (Sill, side, top)

***Identify which window is being used for measurement

Images are attached along with Quotes from the contractor for clarity.
This will ensure that the commission can verify that was is being proposed matches the original, or if it is different, in what ways.

On Thu, Feb 26, 2026 at 1:37 PM Carrie Malas <cmalas@cityofypsilanti.com> wrote:

> Marisa,
>
> Here is a summary of what we discussed:
>
> You had clarified that these 7 window replacements would be the first phase of replacing the remaining windows on the home at a later time. We talked about some questions I had after reviewing the application

materials, and you confirmed you will speak with Mike and provide clarifications/additional materials in order for the application to be complete for the commission's review.

Please provide an email clarifying some of the discrepancies in the application and supplemental materials provided, including:

- Clarify profile type for the muntins. ("Contemporary" SDL profile is listed in final quote, but the markup on supplemental materials notes a custom muntin size in the "Putty" SDL area of the cut sheet.)
- Clarify width of proposed muntin (1 1/4" listed in the application and supplemental materials, but 1 1/8" listed in final quote)
- Clarify if all sills are proposed to be replaced
- Clarify proposed exterior trim material (both milled cypress and Windsor One brand trim listed)
- Clarify proposed color of window (both "Cranberry" and "Ivory" listed)

Additionally, please provide either an annotated photo or a drawing that shows the standard dimensions for the historic window components proposed to be replaced, including:

- Muntins (one measurement including putty, one only measuring wood)
- Vertical and horizontal components of window sash
- Glass area
- Exterior trim (Sill, side, top)

***Identify which window is being used for measurement

This will ensure that the commission can verify that was is being proposed matches the original, or if it is different, in what ways.

If you or Mike have questions, please feel free to reach out!

Best,

Carrie Malas (she/her)
Preservation Planner
Community Services Department
cmalas@cityofypsilanti.com
(734) 482-9709
cityofypsilanti.com/hd

Just wanted to acknowledge this! Thanks for sending over. Didn't quite get through everything, so I will get back to you first thing tommorrow.

Thanks,

Carrie Malas (she/her)
Preservation Planner
Community Services Department
cmalas@cityofypsilanti.com
(734) 482-9709
cityofypsilanti.com/hd

From: Marisa Benzle <[redacted]>
Sent: Wednesday, February 25, 2026 3:00 PM
To: Carrie Malas <cmalas@cityofypsilanti.com>
Cc: Cathy Hall <CHall@cityofypsilanti.com>; Miles Redman <MRedman@cityofypsilanti.com>
Subject: Re: Window replacement application

Attention: This email was sent to the City of Ypsilanti from an ***external source.*** Please be extra vigilant when opening attachments or clicking links.

Carrie,
Here is the final description from Mike.
Thanks

Marisa Benzle

"Nothing is lost, nothing is created, everything is transformed." - Antoine Lavoisier

On Tue, Feb 24, 2026, 4:37 PM Marisa Benzle <[redacted]> wrote:

> Carrie,
> If you could please include this attachment of a quote from Turner restoration showing significant costs to doing a full restoration rather than replacement. This does not include components beyond repair.
> All the best,
>
> Marisa Benzle

Quote for window restoration

1 message

James Turner <jaturnerrestoration@gmail.com> Tue, Feb 24, 2026 at 4:24 PM
To: Marisa Benzle <marisabenzle@gmail.com>, James Turner <jaturnerrestoration@gmail.com>

Ms Marisa Benzle
304 East Forest
Ypsilanti, MI 48198

Dear Ms Benzle,

Thank you for allowing me the time to come out to your home at 304 East Forest in Ypsilanti on yesterday to examine the seven wooden windows you would like pricing and a restoration proposal for as soon as possible.

In short, Turner Restoration follows the methods outlined in the National Park Service Preservation Brief #9 for Wood windows.

- Your sash will be removed from the openings you have identified, jambs, sills and sash will be stripped of exterior and interior paint. Repaired where necessary with West System epoxy or wood Dutchman.

- Joinery will be tested for integrity and re-dowelled if necessary.

- Wood surfaces will be treated with a 70/30% mixture of turp and linseed oil.
- Existing glass will be reglazed with Luxwall 8mm Net Zero glazing.
- Sash spring pulls will be replaced with new.
- Exposed surfaces will be primed with oil-based primer.
- Two finished costs of premium exterior paint will be applied.
- Sash weather strip will be applied to the head, meeting and bottom rail.

Cost per sash, jamb and sill repair will be $1,875 per opening.

Total restoration cost $13,125

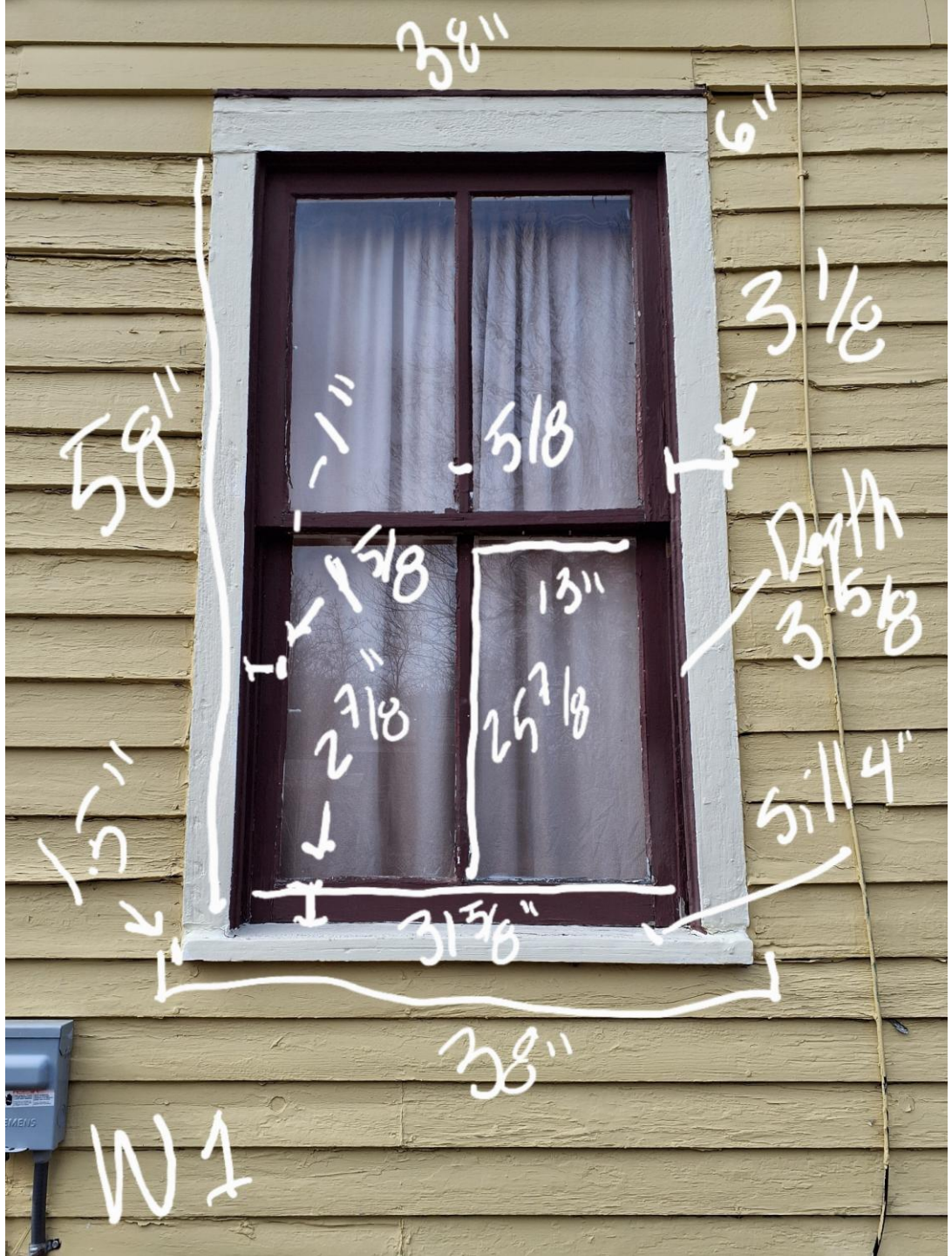
A deposit of 1/3 is required to start the project with pay request scheduled every two weeks until project is completed. Estimated time of completion is 6 weeks.

Thank you for your time and consideration.

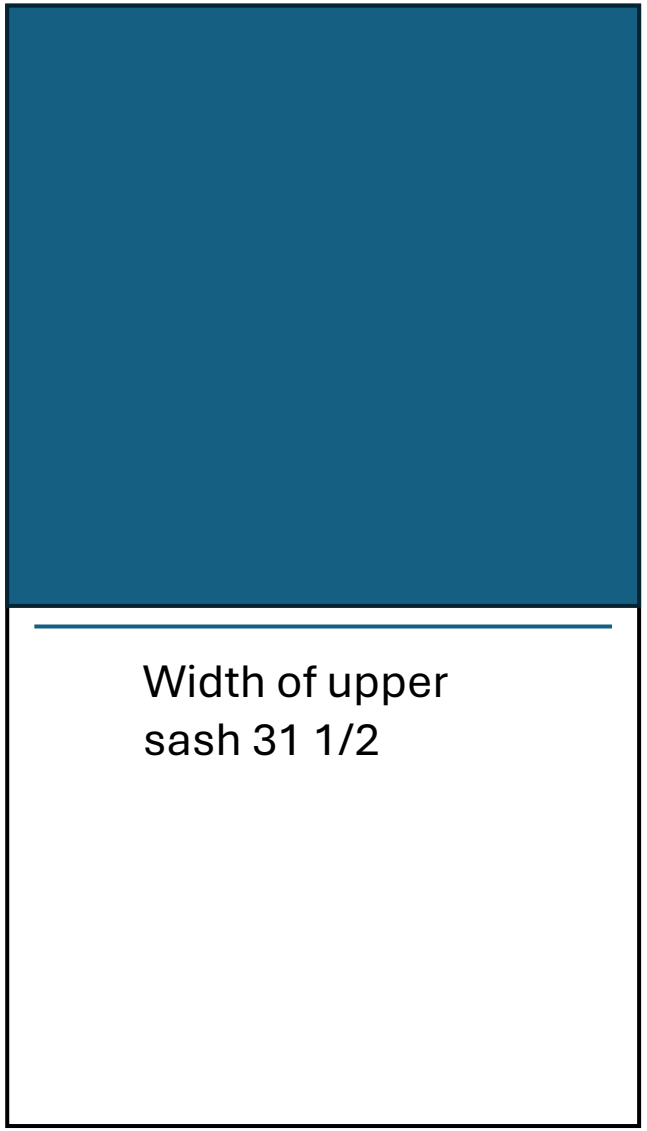
James A. Turner
Turner Restoration
P. O. Box 02775
Detroit, MI 48202-1321
[Quoted text hidden]

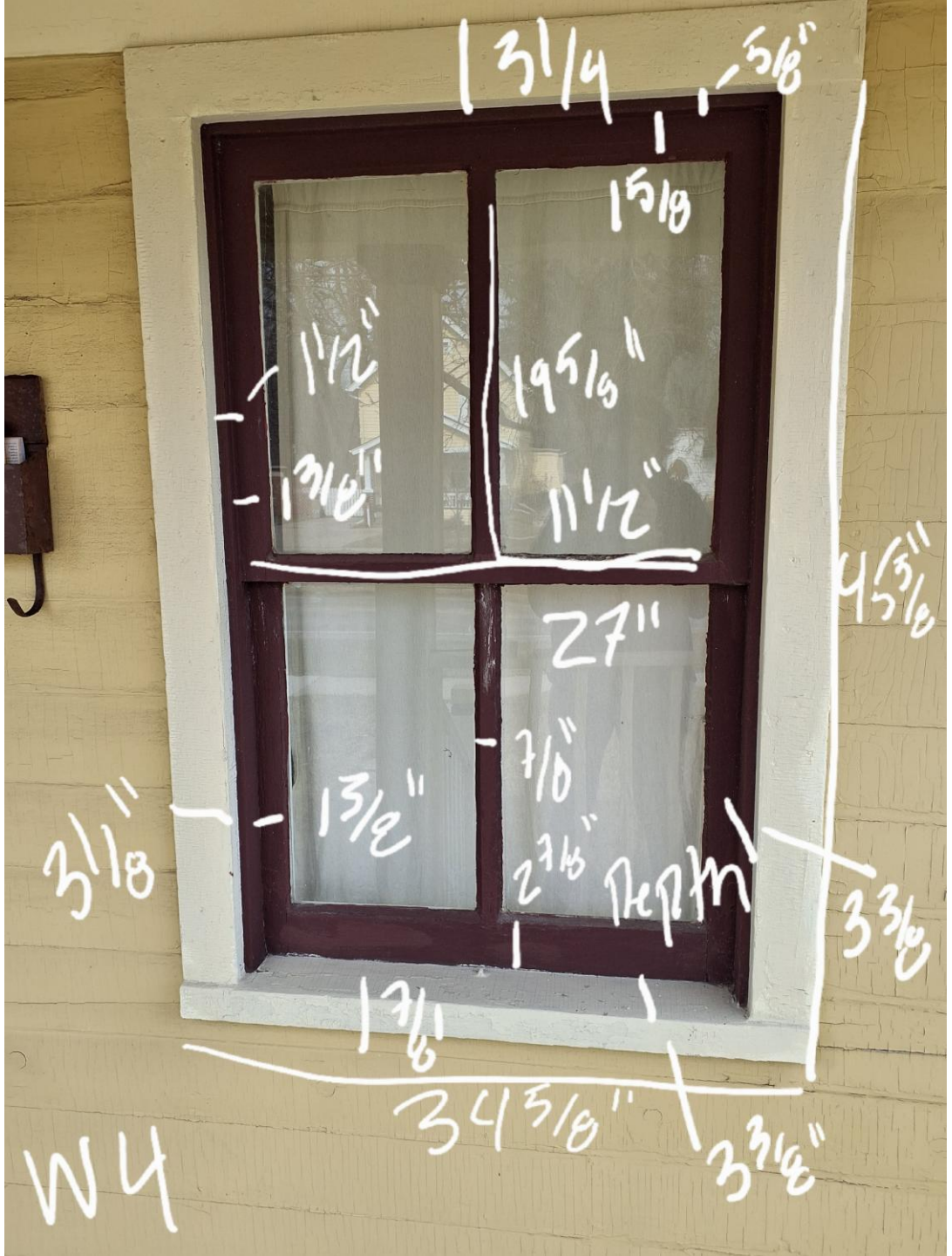
304 East Forest Window Replacement


ple Ct
Maple Ct
Maple Ct
M
W6
W5
W4
W3
W2
W1
W7
20 ft
20 ft
Google
Map data ©2024, Map data ©2024

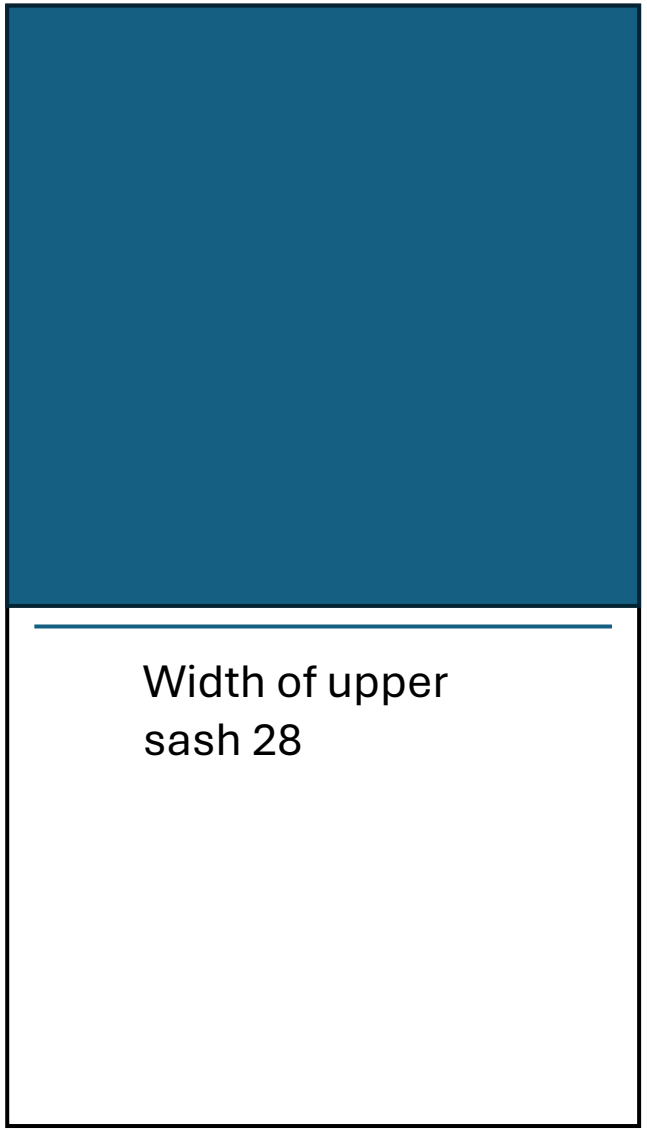


Here are the measurements for windows 7,1,2,3





Here are the measurements for windows 4,5,6





Here is a picture indicating why the grills ordered are “contemporary” Every grill has this square profile with the glazing changing the profile. The wood is 5/8” and putty approximately 1/4”



Window 1



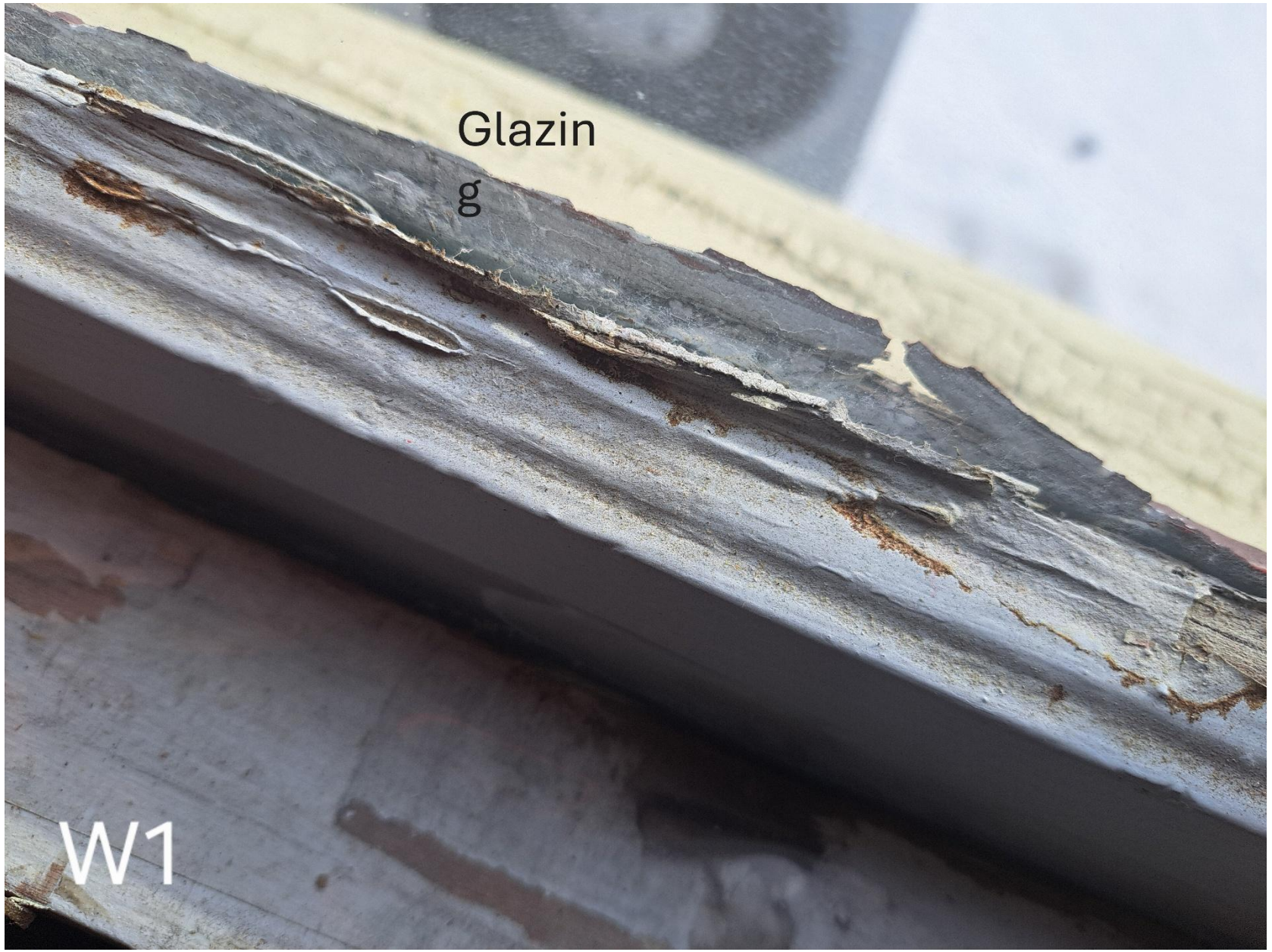
Several layers of lead based paint



Where paint was scraped I found soft and splintering wood. Because the integrity of the wood is compromised I believe these components should be replaced.


Wood under layers of paint is soft and splintering
W1


Glazing is crumbling
W1



Glazing is crumbling on all windows allowing for moisture to effect the wood next to the glazing



Cracking paint behind compromised glazing

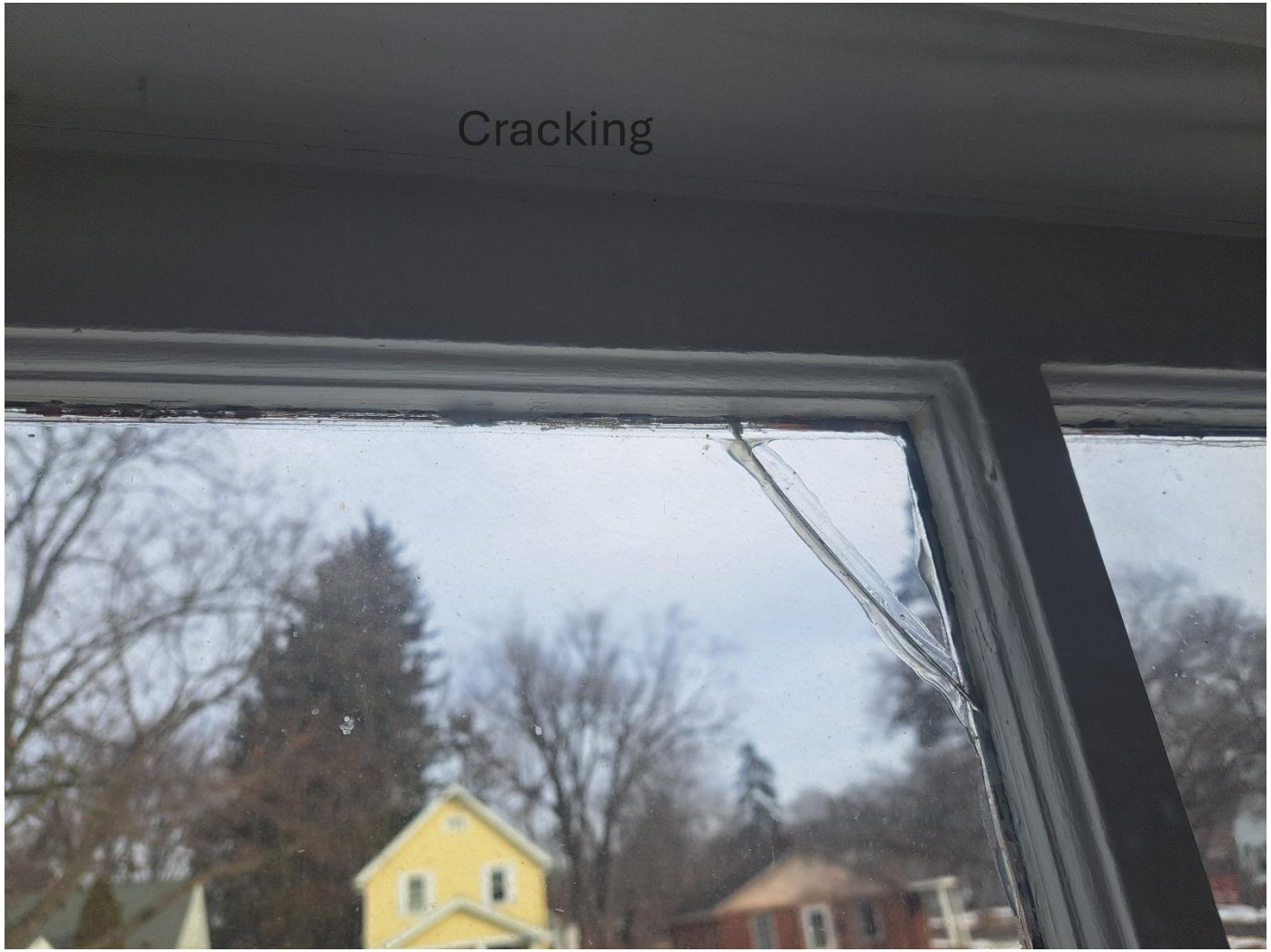


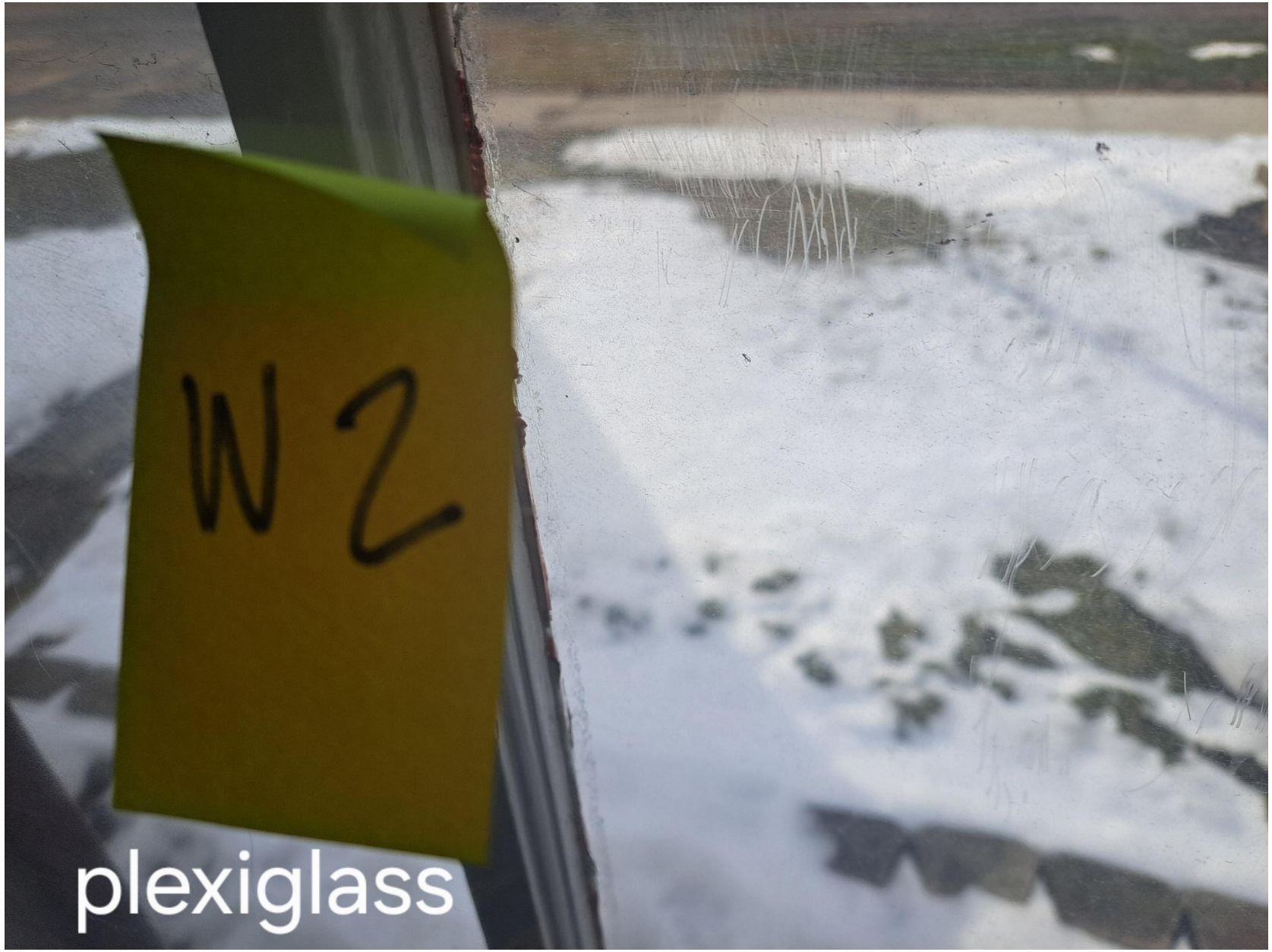
Much of the wood framing of windows has been damaged then filled with wood and painted over. Would like this framing to be replaced with identical framing that is not damaged.


Soft rotting sill
W2


Soft rotting sill
W2


HISTORIC
STRUCTURE
c.1869
YPSILANTI
HERITAGE
FOUNDATION
damage and
rotting
W2


Cracking

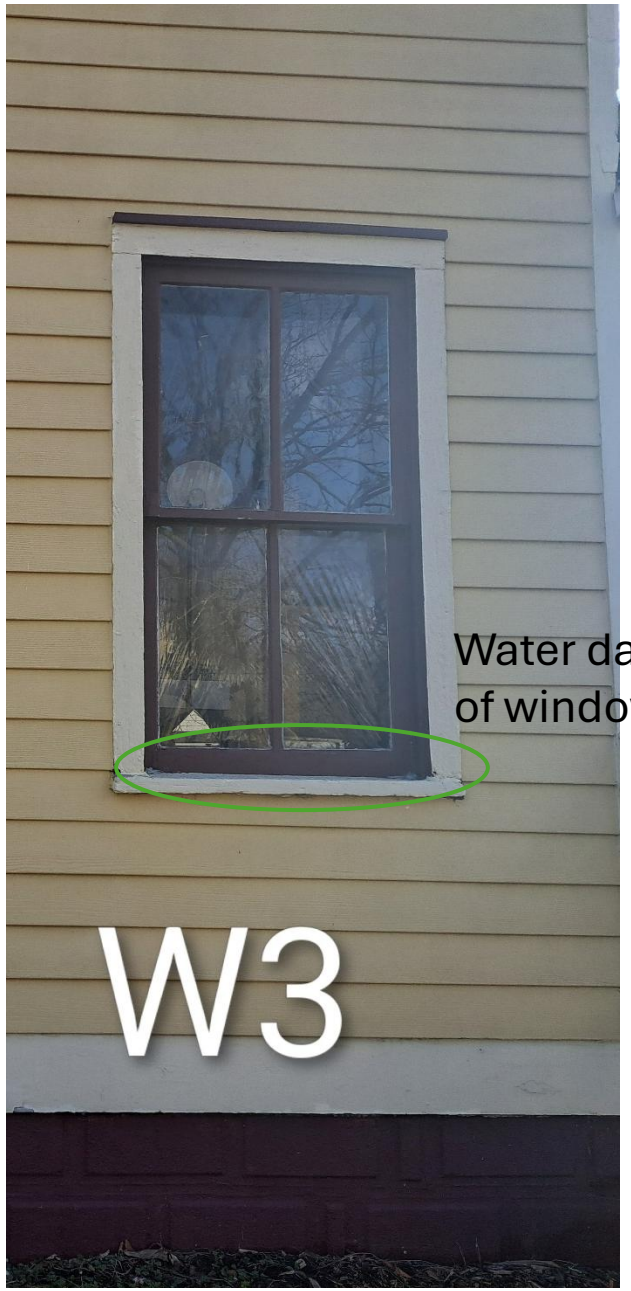

W 2
plexiglass


bubbling paint from water damage
W2


Soft rotting sill
W2


Soft rotting sill
W2


Crumbling glazing and
damaged grill
W2



Water damage on corners of windows.


W3
Crumbling
glazing


W3
Deterioration of wood and framing of the window


glazing crumbling
W3


Soft rotting sill
W3


Soft rotting sill
W3


304
W4


W4



Window 4 crumbling glazing and damaged wood beneath


Damaged wood
W5


Crumbling glazing and deteriorating wood
W5


crumbling glazing and cracking wood
W5


Damaged wood
Crumbling glazing
W6


Crumbling glazing
W6


Deteriorated wood under paint
W6


Soft rotting sill
W6


Soft rotting sill
W6


W6 plexiglass


GRILL
DAMAGE
W7


splintering damaged wood
W7


crack
W7


Crumbling glazing
W7

Ypsilanti Restoration L.L.C.

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

Estimate

Date	Estimate #
3/8/2025	780

Name / Address
Marisa Benzle 304 East Forest St. Ypsilanti, MI 48198

Project

Description	Qty	Cost	Total
Ypsilanti Restoration Proposes to perform the repairs detailed below. Estimated costs- work will be performed on a time and material basis at a rate of $80 per man per hour plus any materials or rental costs incurred. Permits and inspections costs not included. Any work not detailed below may be added at the request of the customer on a time and material basis at a rate of $80 per man per hour plus any incurred materials costs, rental costs, or other fee. Billed time may include time for materials purchases, applications or other work done off-site. Payment is due upon completion or as requested by Ypsilanti Restoration L.L.C..		0.00	0.00

Thank you for your business.

Total

Customer Signature

Ypsilanti Restoration L.L.C.

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

Estimate

Date	Estimate #
3/8/2025	780

Name / Address
Marisa Benzle 304 East Forest St. Ypsilanti, MI 48198

Project

Description	Qty	Cost	Total
Demolish and remove existing window sashes, jambs, interior and exterior trim from 14 locations. Install new Jeld Wen Siteline EX double hung windows to fit existing rough openings. New windows will be aluminum clad exterior in a standard color, pre-primed wood interior with Low-E glazing, tempered where required by code. New window sashes will be the same size as existing window sashes and have a 2 over 2 munton pattern with the center bar being 1 1/4" wide. Insulate window unit perimeter with spray foam insulation. Install new interior trim of closest off-the-shelf match to existing trim. (likely 1x6 on the flat with 2 1/4 colonial casing surface applied) install window weatherstripping tape to exterior and trim exterior to match original with Windsor One brand exterior trim. (upgrade to milled cypress for $70 per window) Estimated costs: 8 first floor windows @ 30x46 for $ 1560 each 4 first floor windows @ 32x58 for $ 1670 each 1 second floor tempered window @ 30x46 for $1860 1 second floor window @ 32x58 for $1870 For the above pricing, at least 7 windows need to be done at one time.		22,890.00	22,890.00

Thank you for your business.

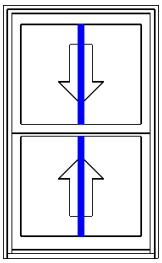
Total $22,890.00

Customer Signature _____

Kaity Laumann
3835 Morgan Rd
Ypsilanti, MI 48197

QUOTE BY	: Kaity Laumann	**QUOTE #**	: JW260200ACM - Version 0
SOLD TO	: Ypsilanti Restoration Mike	**SHIP TO**	:
Phone	: (734) 262-2328		
PO#	:	**PROJECT NAME**	: 304 E Forest
Ship Via	: Ground	**REFERENCE**	:

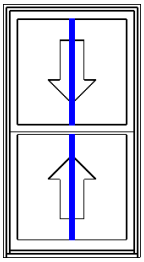
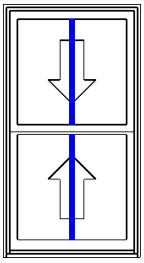
U-Factor Weighted Average: 0.3 **SHGC Weighted Average:** 0.16
Volume: 47.88 **Weight:** 317.59

LINE	LOCATION SIZE INFO	BOOK CODE DESCRIPTION	NET UNIT PRICE	QTY	EXTENDED PRICE
Line 1 Rough Opening : 28 3/4 X 46 3/4  Viewed from Exterior. Scale: 1/2" =1'		Frame Size : 28 X 46 Siteline Clad Double Hung, Auralast Pine, Cranberry Exterior, Primed Interior, Nail Fin (Standard), Color Match Metal DripCap, 4 9/16 Jamb, Standard Double Hung, White Jambliner, Concealed Jambliner Chestnut Bronze Hardware, ,Recessed Sash Lock, US National-WDMA/ASTM, PG 35, Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon Filled, Traditional Glz Bd, Cranberry SDL, 1 1/8" Contemporary SDL w/Perm Wood Trad'l. Bead Int BAR, Light Bronze Shadow Bar, Colonial All Lite(s) 2 Wide 1 High Top, 2 Wide 1 High Btm, BetterVue Mesh Cranberry Screen, Product Warranty Covers Accidental* Glass Breakage *Refer to the JELD-WEN warranty for additional information, *Custom-Width*, *Custom-Height*, IGThick=0.726(1/8 / 1/8), Clear Opening:24.2w, 19.4h, 3.2 sf,*Does not meet typical state code egress requirements but local codes may vary*, . U-Factor: 0.30, SHGC: 0.16, VLT: 0.36, Energy Rating: 11.00, CPD: JEL-N-880-06764-00001 PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW	$1,041.96	3	$3,125.88

Quote Date: 02/13/2026

Drawings are for visual reference only and may not be to exact scale.
All orders are subject to review by JELD-WEN

Last Modified: 02/16/2026

LINE	LOCATION SIZE INFO	BOOK CODE DESCRIPTION	NET UNIT PRICE	QTY	EXTENDED PRICE
Line 2 Rough Opening : 32 X 58 3/4  Viewed from Exterior. Scale: 1/2" =1'		Frame Size : 31 1/4 X 58 Siteline Clad Double Hung, Auralast Pine, Cranberry Exterior, Primed Interior, Nail Fin (Standard), Color Match Metal DripCap, 4 9/16 Jamb, Standard Double Hung, White Jambliner, Concealed Jambliner Chestnut Bronze Hardware, ,Recessed Sash Lock, US National-WDMA/ASTM, PG 35, Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon Filled, Traditional Glz Bd, Cranberry SDL, 1 1/8" Contemporary SDL w/Perm Wood Trad'l. Bead Int BAR, Light Bronze Shadow Bar, Colonial All Lite(s) 2 Wide 1 High Top, 2 Wide 1 High Btm, BetterVue Mesh Cranberry Screen, U-Factor: 0.30, SHGC: 0.16, VLT: 0.36, Energy Rating: 11.00, CPD: JEL-N-880-06764-00001 PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW	$1,144.94	3	$3,434.82
Line 3 Rough Opening : 32 X 58 3/4  Viewed from Exterior. Scale: 1/2" =1'		Frame Size : 31 1/4 X 58 Siteline Clad Double Hung, Auralast Pine, Cranberry Exterior, Primed Interior, Nail Fin (Standard), Color Match Metal DripCap, 4 9/16 Jamb, Standard Double Hung, White Jambliner, Concealed Jambliner Chestnut Bronze Hardware, ,Recessed Sash Lock, US National-WDMA/ASTM, PG 35, Insulated SunResist Tempered Glass, Protective Film, Black Spacer, Argon Filled, Traditional Glz Bd, Cranberry SDL, 1 1/8" Contemporary SDL w/Perm Wood Contemporary Int BAR, Light Bronze Shadow Bar, Colonial All Lite(s) 2 Wide 1 High Top, 2 Wide 1 High Btm, BetterVue Mesh Cranberry Screen, Product Warranty Covers Accidental* Glass Breakage *Refer to the JELD-WEN warranty for additional information, *Custom-Width*, *Custom-Height*, IGThick=0.726(1/8 / 1/8), Clear Opening:27.5w, 25.4h, 4.8 sf,*Does not meet typical state code egress requirements but local codes may vary*, . U-Factor: 0.30, SHGC: 0.16, VLT: 0.36, Energy Rating: 11.00, CPD: JEL-N-880-06764-00001 PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW	$1,313.44	1	$1,313.44
			Total:		$7,874.14
			Tariff Surcharge:		$63.00
			Net Total:		$7,937.14
			Total Units:		7

AuraLast™ Protect yourself when you choose JELD-WEN AuraLast pine products backed by a limited lifetime warranty against wood rot and termite damage.

JELD-WEN

SITELINE© CLAD-WOOD DOUBLE-HUNG

Architectural Design Manual
January 2025



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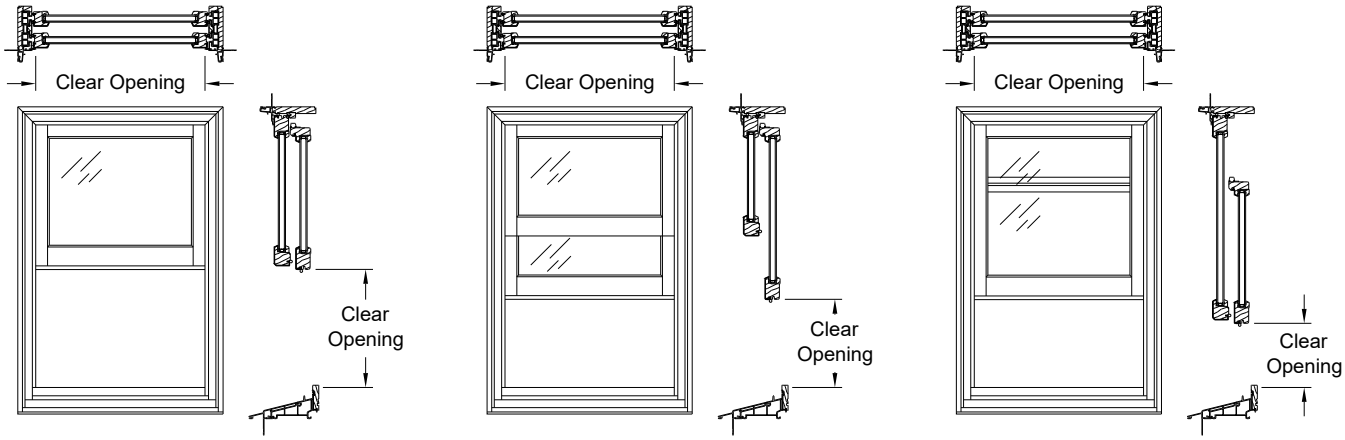
OPERATOR SECTIONS ---- 10
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CLEAR OPENING LAYOUTS

Clear Opening Options

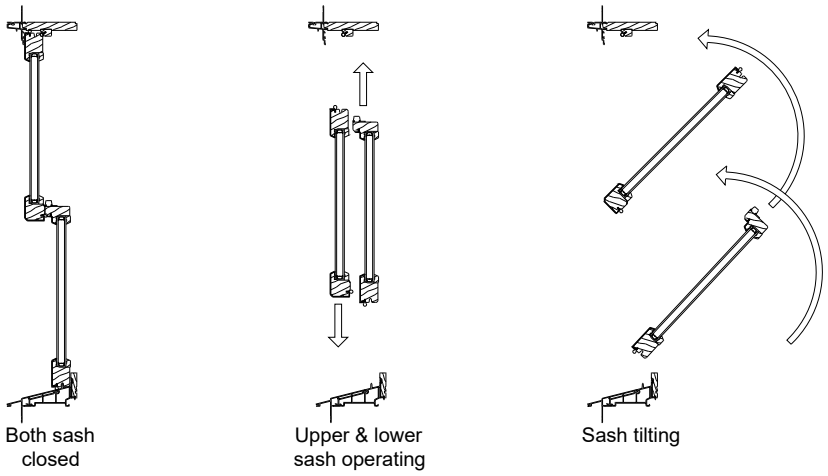


Double-Hung (Even Divide)
Width = Frame Width - 3 3/4"
Height= (Frame Height / 2) - 3 5/8"

Cottage Double-Hung
Width = Frame Width - 3 3/4"
Height = (Frame Height / 2) - 8 5/32"

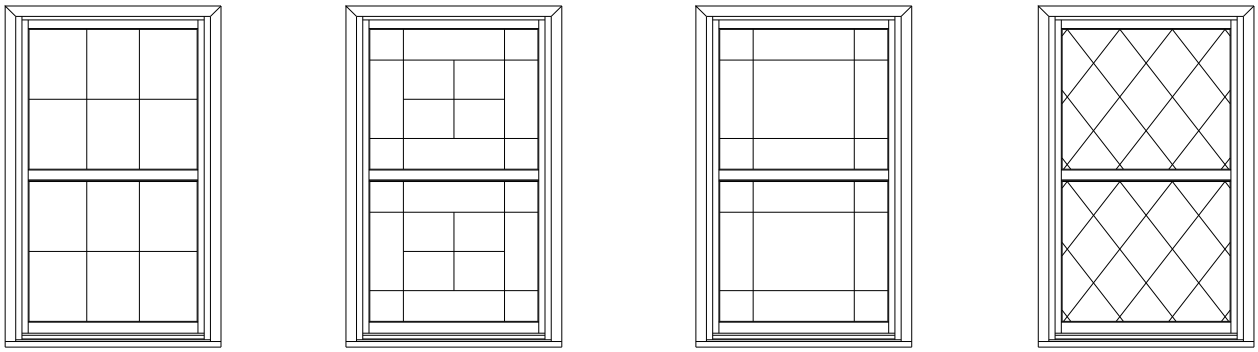
Reverse Cottage Double-Hung
Width = Frame Width - 3 3/4"
Height = (Frame Height / 2) - 7 29/32"

Siteline® Clad-Wood Double-Hung windows feature fully operating upper and lower sash which can be tilted or removed for easy cleaning.



GRID, BOTTOM RAIL & GLASS STOP OPTIONS

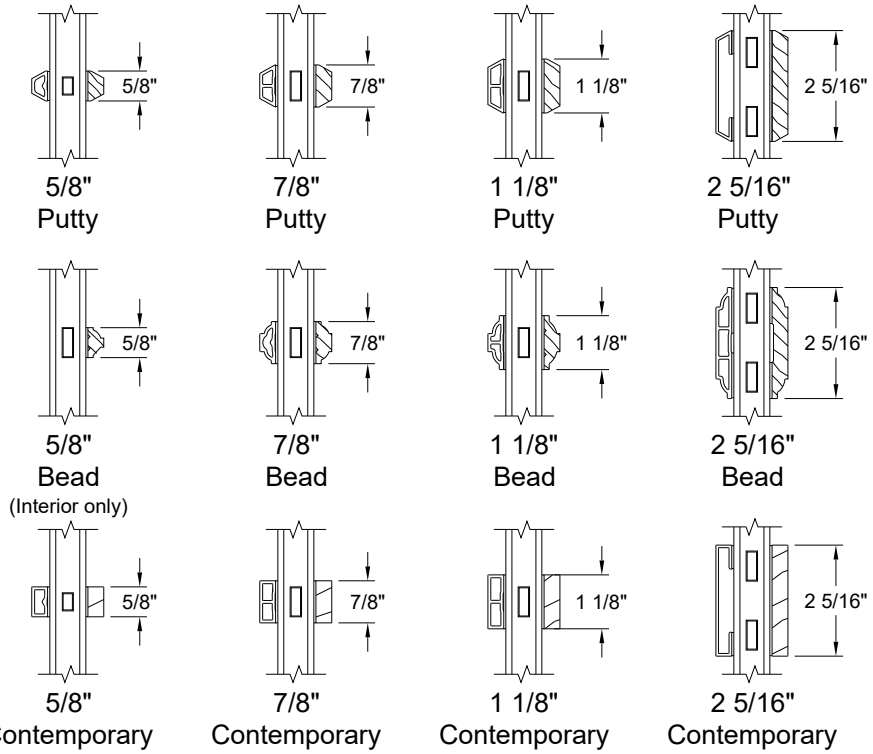
Grid Options



Colonial | Uneven | Prairie | Diamond

SDL Options

Exterior ← → Interior



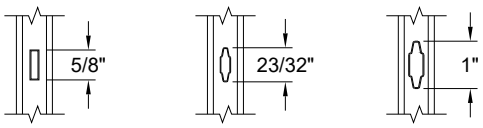
5/8" Putty | 7/8" Putty | 1 1/8" Putty | 2 5/16" Putty

5/8" Bead (Interior only) | 7/8" Bead | 1 1/8" Bead | 2 5/16" Bead

5/8" Contemporary | 7/8" Contemporary | 1 1/8" Contemporary | 2 5/16" Contemporary

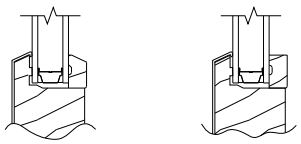
Note: Various Combinations of the SDL Bars Shown are Available

GBG Options



5/8" Flat | 23/32" Contoured | 1" Contoured

Glass Stop Options

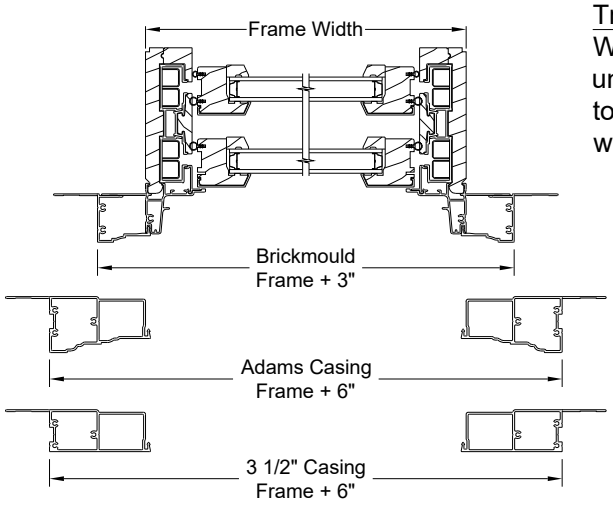


Traditional | Contemporary

UNIT SIZING

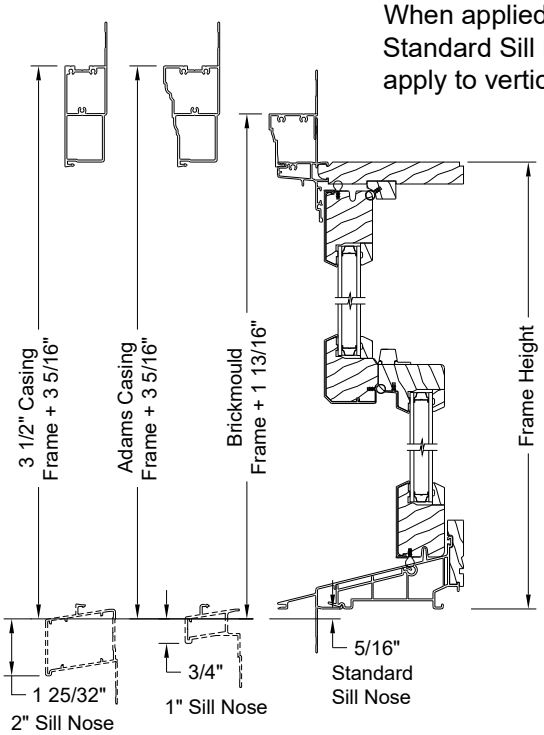
Rough Opening:
The frame size of the window plus 3/4".

Masonry Opening:
The overall size of the window, including trim, plus 1/2"



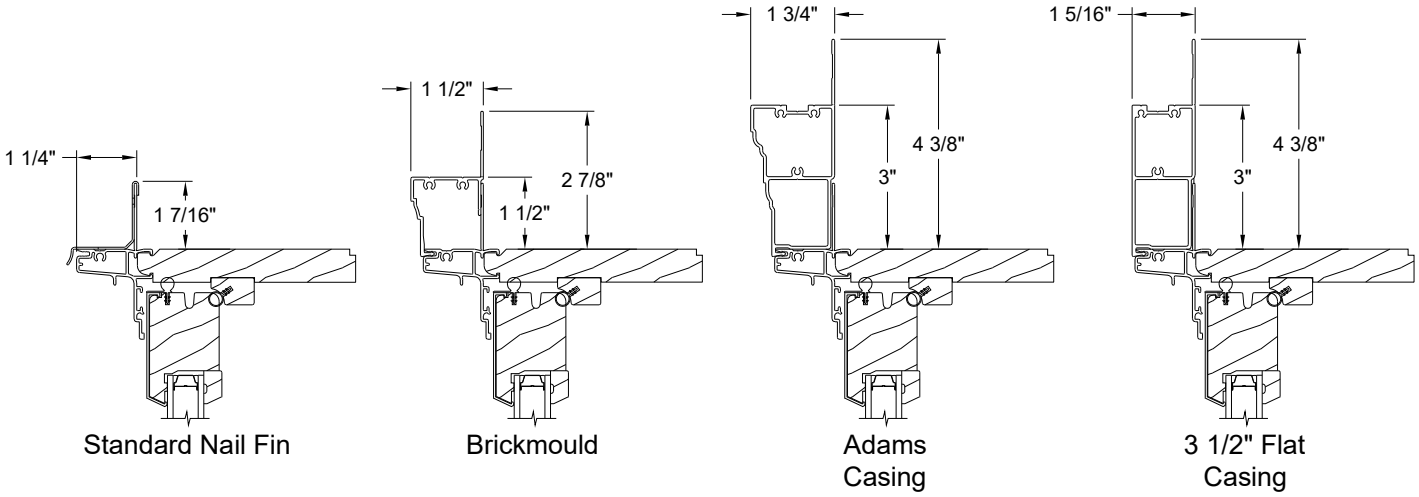
Trim- 4 Sides Of Unit
When applied to 4 sides of unit, these dimensions apply to both vertical and horizontal window sections.

Trim- 3 Sides Of Unit
When applied to 3 sides of unit, with Standard Sill Nose, these dimensions apply to vertical window sections only.



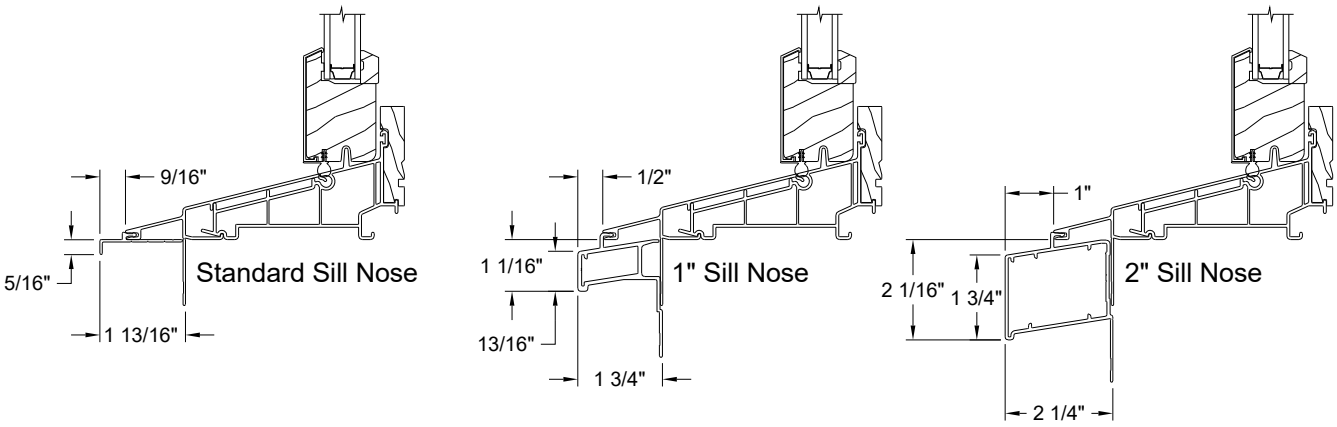
TRIM, SILL NOSE & FRAME EXPANDER OPTIONS

Trim Options

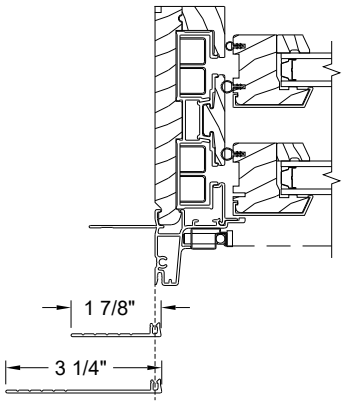


Standard Nail Fin | Brickmould | Adams Casing | 3 1/2" Flat Casing

Sill Nose Options

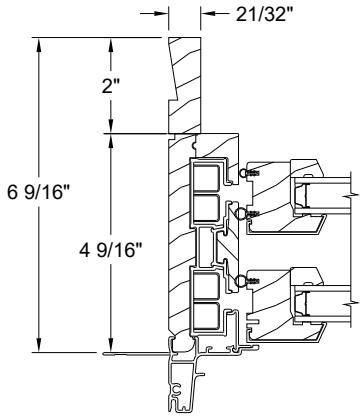


Frame Expander Options

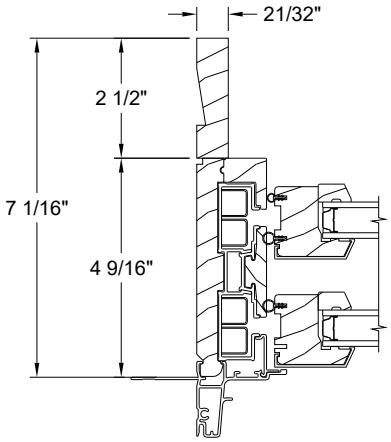


JAMB EXTENDER, RETURN KERF & PREP FOR STOOL OPTIONS

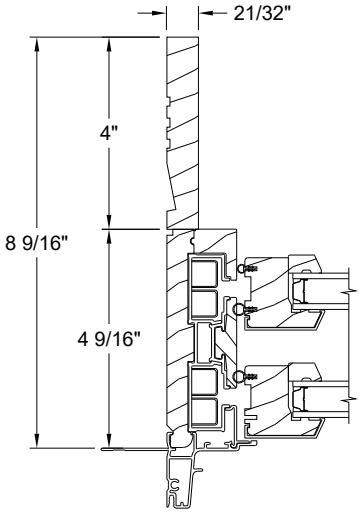
Interior Extenders



6 9/16" Jamb Width
4/4 Jamb Thickness



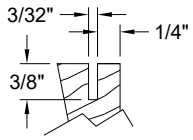
7 1/16" Jamb Width
4/4 Jamb Thickness



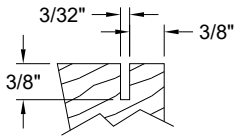
8 9/16" Jamb Width
4/4 Jamb Thickness

Return Kerf:

Generally located from first visible interior frame line. Kerfed option available on all jamb extender sizes.

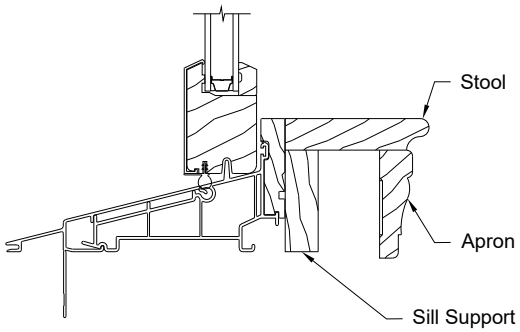


4/4 Jamb Typ.



5/4 Jamb Typ.

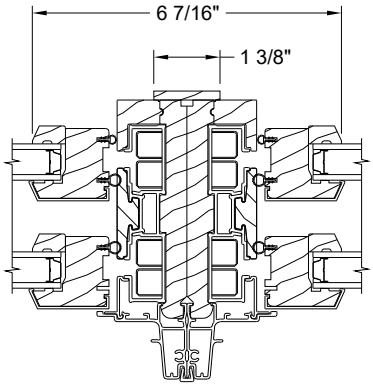
Prep for Stool



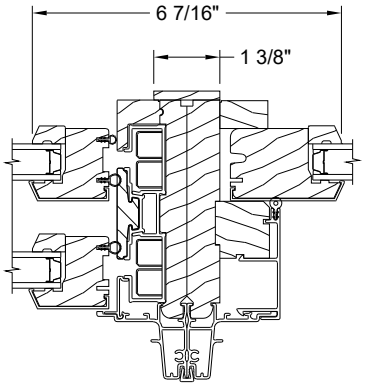
Stool, apron, and sill support are applied by trim carpenter after window is installed and are not provided by JELD-WEN.
Unit is shipped without sill jamb extenders.

Exterior jamb extenders may only be applied to windows with jambs 6 9/16" or greater.

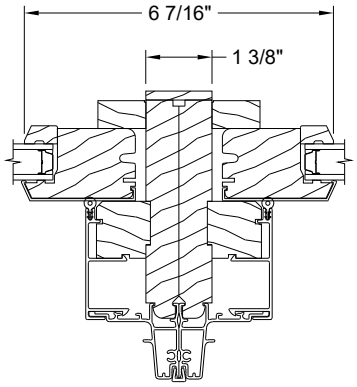
MULLION OPTIONS



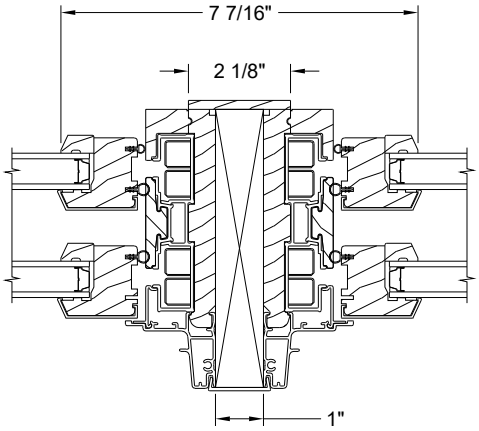
Operator | Operator



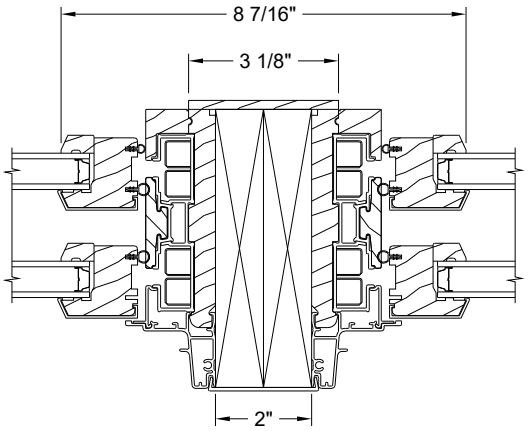
Operator | Fixed



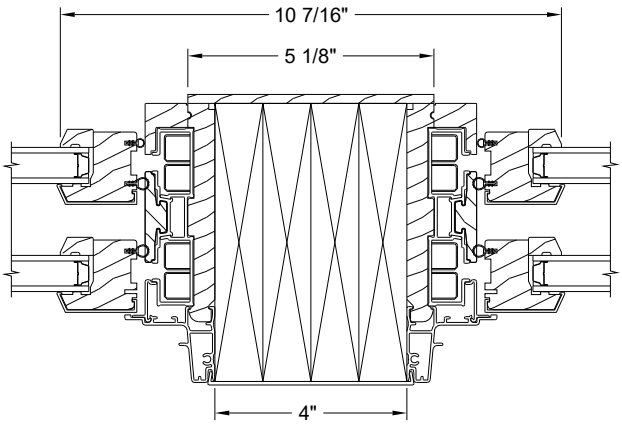
Fixed | Fixed



Operator | Operator
with 1" Solid Spread Mull

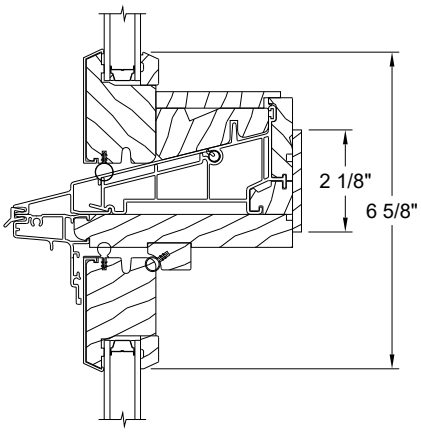


Operator | Operator
with 2" Solid Spread Mull

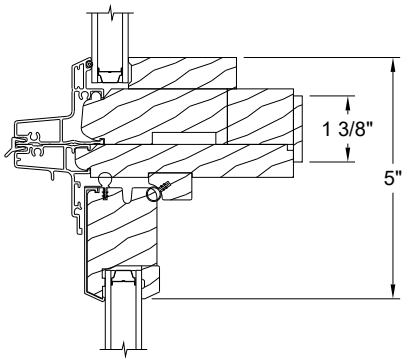


Operator | Operator
with 4" Solid Spread Mull

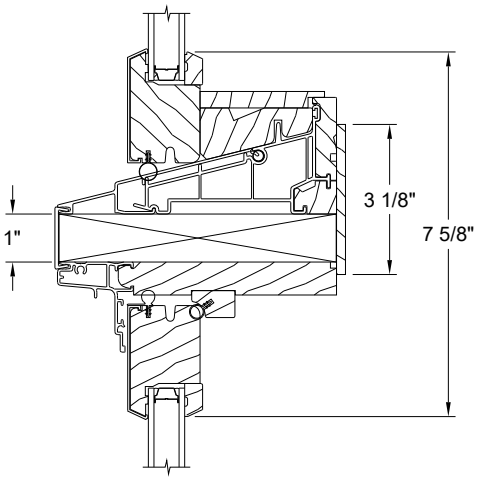
MULLION OPTIONS



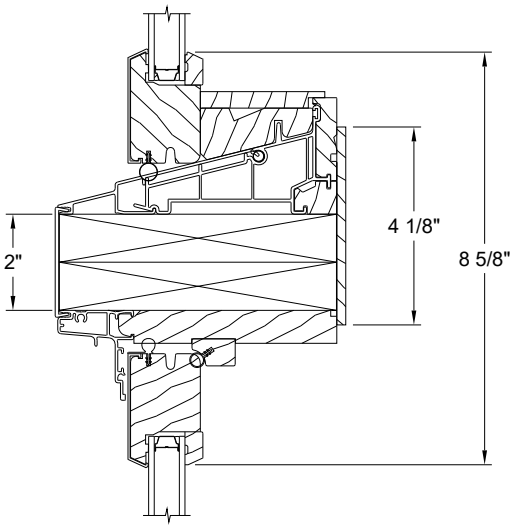
Transom
Operator



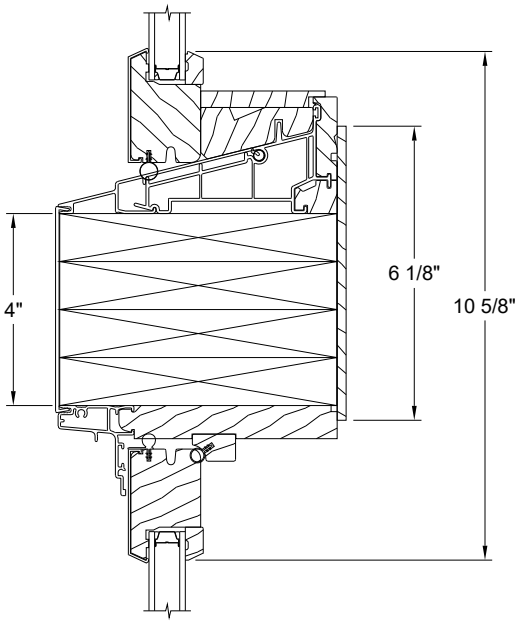
Direct Set
Operator



Transom
Operator
with 1" Solid Spread Mull

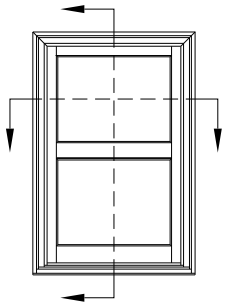


Transom
Operator
with 2" Solid Spread Mull

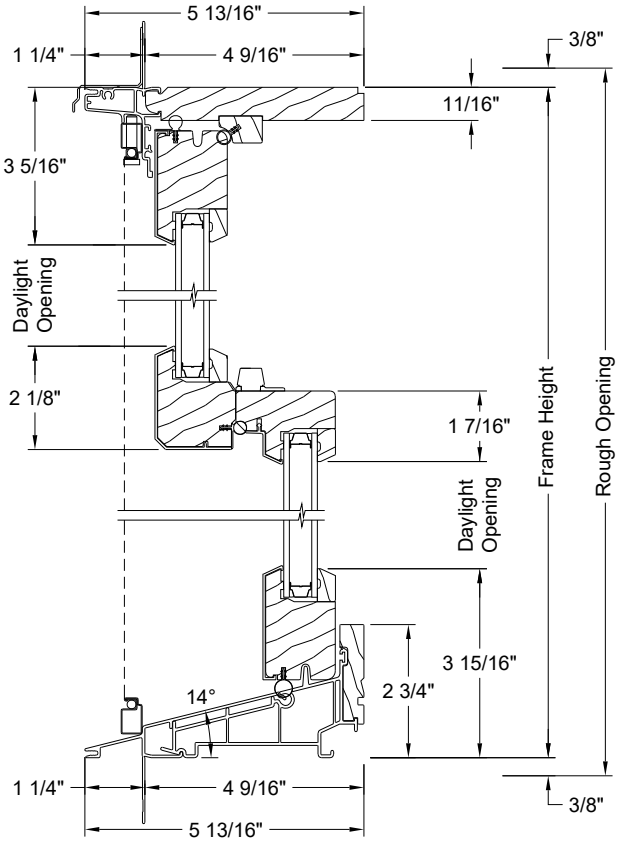


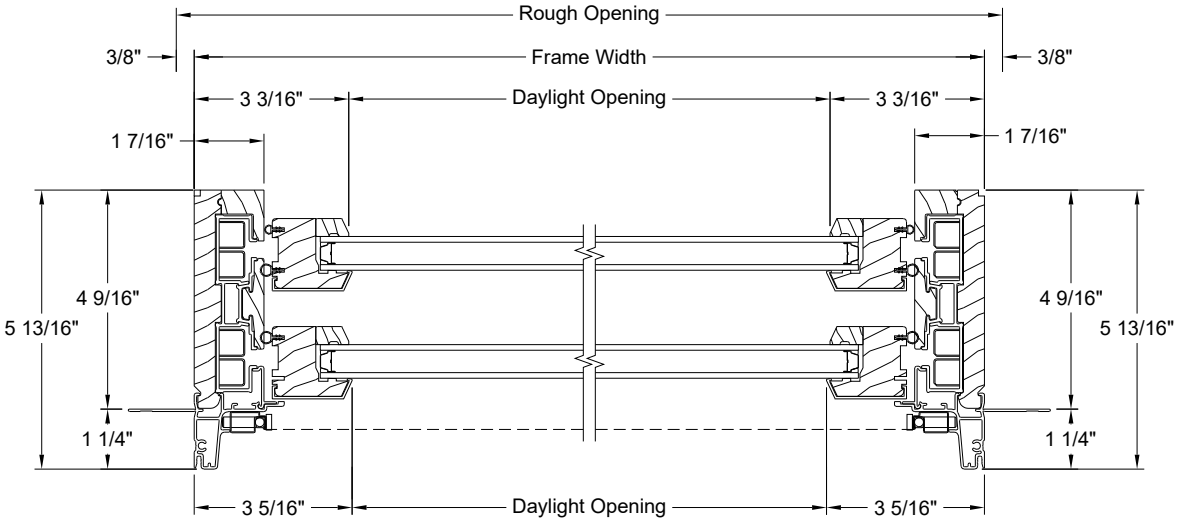
Transom
Operator
with 4" Solid Spread Mull

OPERATOR SECTIONS

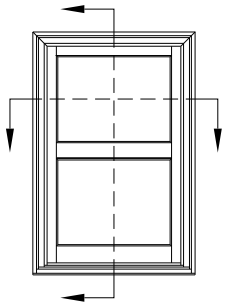


Not To Scale - Reference Only

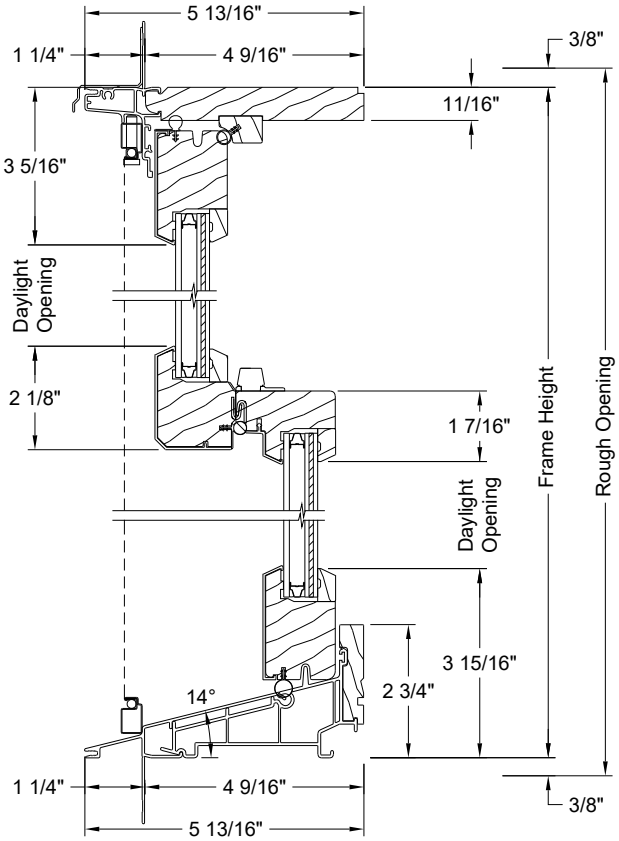


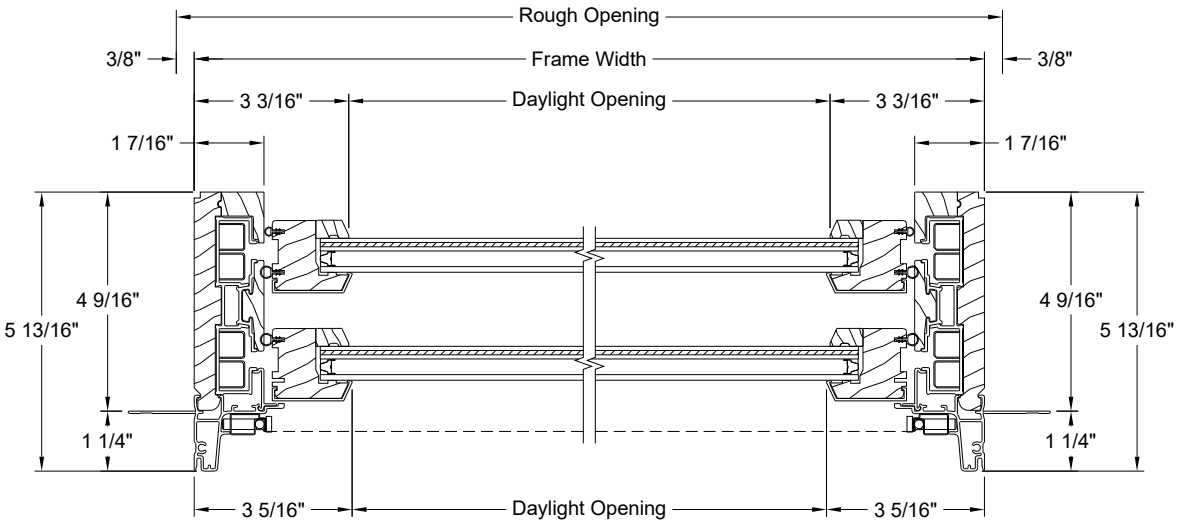


OPERATOR IMPACT SECTIONS



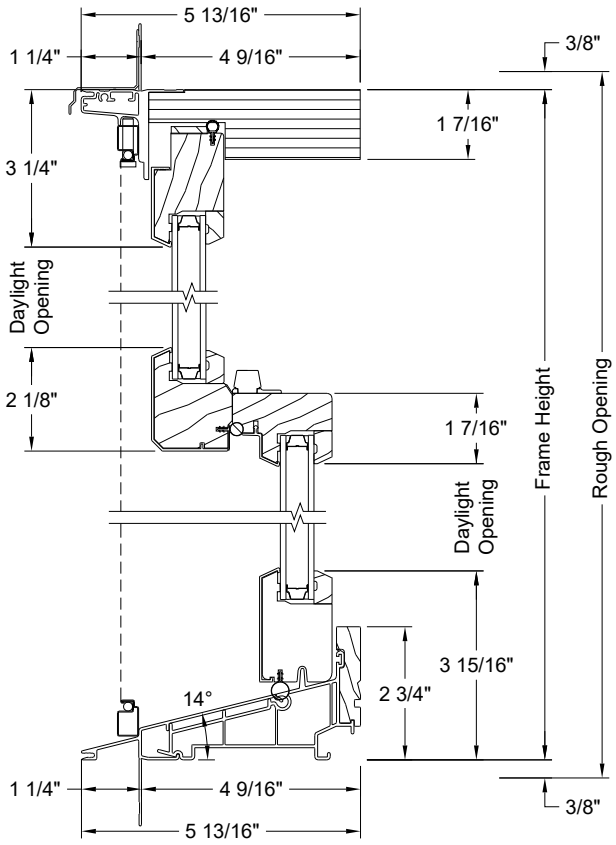
Not To Scale - Reference Only



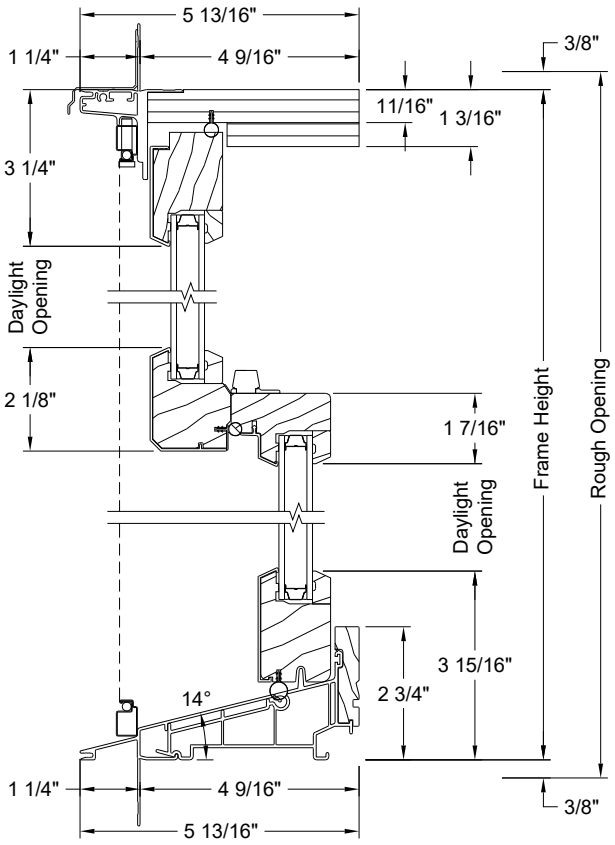


OPERATOR RADIUS TOP & SEGMENT HEAD VERTICAL SECTIONS

Operator Radius-Top

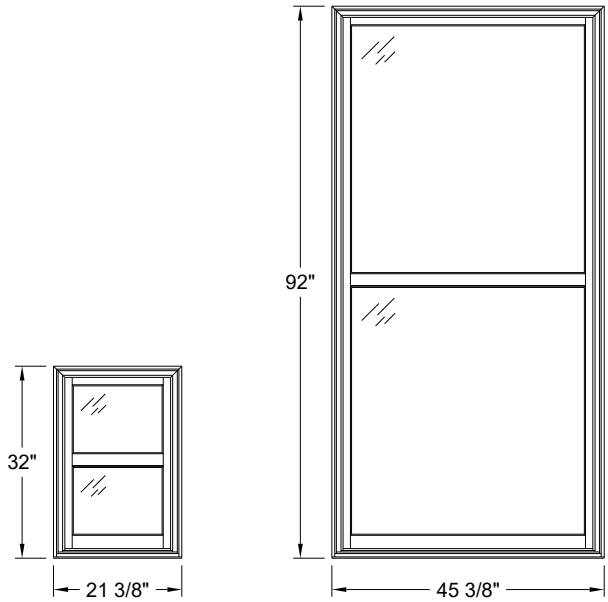


Operator Segment Head



MIN-MAX STANDARD SIZING & FORMULAS

Operator - Standard Sizing



Minimum Size:
21 3/8" x 32"

Maximum Size:
45 3/8" x 92"

Standard Operator Widths							
21 3/8"	25 3/8"	29 3/8"	33 3/8"	35 3/8"	37 3/8"	41 3/8"	45 3/8"
Standard Operator Heights							
32"	36"	40"	44"	48"	52"	56"	60"
64"	68"	72"	76"	80"	88"	92"	

Standard sizes are shown. Smaller or larger sizes may be available as custom orders.
Contact JELD-WEN Customer Service for more information.

Understanding JELD-WEN Book Codes:

Siteline® Clad-WoodProduct	Prefix	Width Code	Height Code
Double-Hung	SCD	WW	HH
Double-Hung Extended Circle Segment	SCDS		
Double-Hung Extended Circle Segment	SCDQTRS		
Double-Hung Extended Half Round	SCDH		
Double-Hung Fixed	SCDP		
Double-Hung Transom	SCDT		
Double-Hung Fixed Extended Circle Segment	SCDSP		
Double-Hung Fixed Extended Quarter Segment	SCDQP		
Double-Hung Fixed Extended Half Round	SCDHP		

Note: "Overall" dimensions include frame and trim.

Sample Book Code:
SCD3548 = Siteline® Clad-Wood Double-Hung, 35 3/8" x 48" Frame Size

Standard Unit Formulas	
Rough Opening	(Frame Width + 3/4") x (Frame Height + 3/4")
Masonry Opening	(Overall Width + 1/2") x (Overall Height + 1/2")
Daylight Opening ft²	((Frame Width - 6 9/16") x (Frame Height - 9 3/4")) / 144
Clear Opening ft²	
Rectangle Units	((Frame Width - 3 3/4") x (Frame Height / 2 - 3 9/16")) / 144
Circle / Quarter Segment Units	((Frame Width - 3 3/4") x (Frame Height / 2 - 11 7/16")) / 144
BADGE	((Frame Width - 3 3/4") x ((Frame Height / 2) - (Frame Width / 2) - 3 9/16")) / 144

Unit elevations are shown without exterior trim and with an even vent division.
For Extended Quarter and Circle Segment Units, Leg Height = Frame Height - 6".

EGRESS CHARTS

Standard Rectangle Units

Height \ Width	21 3/8"	25 3/8"	29 3/8"	31 3/8"	33 3/8"	35 3/8"	37 3/8"	41 3/8"	45 3/8"
32"	1.52 ft²	1.87 ft²	2.21 ft²	2.39 ft²	2.56 ft²	2.73 ft²	2.90 ft²	3.25 ft²	3.60 ft²
36"	1.77 ft²	2.17 ft²	2.57 ft²	2.77 ft²	2.97 ft²	3.17 ft²	3.37 ft²	3.77 ft²	4.17 ft²
40"	2.01 ft²	2.47 ft²	2.92 ft²	3.15 ft²	3.38 ft²	3.61 ft²	3.84 ft²	4.29 ft²	4.75 ft²
44"	2.26 ft²	2.77 ft²	3.28 ft²	3.54 ft²	3.79 ft²	4.05 ft²	4.31 ft²	4.82 ft²	5.33 ft²
48"	2.50 ft²	3.07 ft²	3.64 ft²	3.92 ft²	4.20 ft²	4.49 ft²	4.77 ft²	5.34 ft²	5.91 ft²
52"	2.75 ft²	3.37 ft²	3.99 ft²	4.30 ft²	4.62 ft²	4.93 ft²	5.24 ft²	5.86 ft²	6.49 ft²
56"	2.99 ft²	3.67 ft²	4.35 ft²	4.69 ft²	5.03 ft²	5.37 ft²	5.71 ft²	6.39 ft²	7.06 ft²
60"	3.24 ft²	3.97 ft²	4.70 ft²	5.07 ft²	5.44 ft²	5.81 ft²	6.17 ft²	6.91 ft²	7.64 ft²
64"	3.48 ft²	4.27 ft²	5.06 ft²	5.46 ft²	5.85 ft²	6.25 ft²	6.64 ft²	7.43 ft²	8.22 ft²
68"	3.73 ft²	4.57 ft²	5.42 ft²	5.84 ft²	6.26 ft²	6.68 ft²	7.11 ft²	7.95 ft²	8.80 ft²
72"	3.97 ft²	4.87 ft²	5.77 ft²	6.22 ft²	6.67 ft²	7.12 ft²	7.57 ft²	8.48 ft²	9.38 ft²
76"	4.21 ft²	5.17 ft²	6.13 ft²	6.61 ft²	7.08 ft²	7.56 ft²	8.04 ft²	9.00 ft²	9.95 ft²
80"	4.46 ft²	5.47 ft²	6.48 ft²	6.99 ft²	7.50 ft²	8.00 ft²	8.51 ft²	9.52 ft²	10.53 ft²
88"	4.95 ft²	6.07 ft²	7.20 ft²	7.76 ft²	8.32 ft²	8.88 ft²	9.44 ft²	10.57 ft²	11.69 ft²
92"	5.19 ft²	6.37 ft²	7.55 ft²	8.14 ft²	8.73 ft²	9.32 ft²	9.91 ft²	11.09 ft²	12.27 ft²

Standard Extended Circle & Quarter Segment Units

Height \ Width	25 3/8"	29 3/8"	31 3/8"	33 3/8"	35 3/8"	37 3/8"	41 3/8"	45 3/8"
40"	1.29 ft²	1.52 ft²	1.64 ft²	1.76 ft²	1.88 ft²	2.00 ft²	2.24 ft²	2.48 ft²
44"	1.59 ft²	1.88 ft²	2.03 ft²	2.17 ft²	2.32 ft²	2.47 ft²	2.76 ft²	3.05 ft²
48"	1.89 ft²	2.24 ft²	2.41 ft²	2.58 ft²	2.76 ft²	2.93 ft²	3.28 ft²	3.63 ft²
52"	2.19 ft²	2.59 ft²	2.79 ft²	3.00 ft²	3.20 ft²	3.40 ft²	3.80 ft²	4.21 ft²
56"	2.49 ft²	2.95 ft²	3.18 ft²	3.41 ft²	3.64 ft²	3.87 ft²	4.33 ft²	4.79 ft²
60"	2.79 ft²	3.30 ft²	3.56 ft²	3.82 ft²	4.08 ft²	4.33 ft²	4.85 ft²	5.37 ft²
64"	3.09 ft²	3.66 ft²	3.94 ft²	4.23 ft²	4.52 ft²	4.80 ft²	5.37 ft²	5.94 ft²
68"	3.39 ft²	4.02 ft²	4.33 ft²	4.64 ft²	4.96 ft²	5.27 ft²	5.90 ft²	6.52 ft²
72"	3.69 ft²	4.37 ft²	4.71 ft²	5.05 ft²	5.39 ft²	5.74 ft²	6.42 ft²	7.10 ft²
76"	3.99 ft²	4.73 ft²	5.10 ft²	5.46 ft²	5.83 ft²	6.20 ft²	6.94 ft²	7.68 ft²
80"	4.29 ft²	5.08 ft²	5.48 ft²	5.88 ft²	6.27 ft²	6.67 ft²	7.46 ft²	8.26 ft²
88"	4.89 ft²	5.79 ft²	6.25 ft²	6.70 ft²	7.15 ft²	7.60 ft²	8.51 ft²	9.41 ft²
92"	5.19 ft²	6.15 ft²	6.63 ft²	7.11 ft²	7.59 ft²	8.07 ft²	9.03 ft²	9.99 ft²

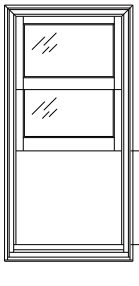
Standard Extended Half Round Units

Height \ Width	29 3/8"	31 3/8"	33 3/8"	35 3/8"	37 3/8"	41 3/8"	45 3/8"
52"	1.38 ft²	1.29 ft²	1.18 ft²	-	-	-	-
56"	1.73 ft²	1.68 ft²	1.59 ft²	1.48 ft²	1.34 ft²	-	-
60"	2.09 ft²	2.06 ft²	2.01 ft²	1.92 ft²	1.81 ft²	1.50 ft²	-
64"	2.45 ft²	2.45 ft²	2.42 ft²	2.36 ft²	2.28 ft²	2.02 ft²	1.66 ft²
68"	2.80 ft²	2.83 ft²	2.83 ft²	2.80 ft²	2.74 ft²	2.55 ft²	2.24 ft²
72"	3.16 ft²	3.21 ft²	3.24 ft²	3.24 ft²	3.21 ft²	3.07 ft²	2.82 ft²
76"	3.51 ft²	3.60 ft²	3.65 ft²	3.68 ft²	3.68 ft²	3.59 ft²	3.40 ft²
80"	3.87 ft²	3.98 ft²	4.06 ft²	4.12 ft²	4.14 ft²	4.12 ft²	3.97 ft²
88"	4.58 ft²	4.75 ft²	4.89 ft²	5.00 ft²	5.08 ft²	5.16 ft²	5.13 ft²
92"	4.94 ft²	5.13 ft²	5.30 ft²	5.44 ft²	5.55 ft²	5.68 ft²	5.71 ft²

###	Meets 2nd floor and above egress specifications ≥ to 20" width, 24" height, and 5.7 ft².
###	Meets 1st floor egress specifications ≥ to 20" width, 24" height, and 5.0 ft².
###	Indicates Clear Opening square footage (ft²).

Refer to local building codes for egress requirements.

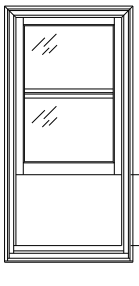
COTTAGE & REVERSE COTTAGE VENT LAYOUTS



Cottage Double-Hung

Available Bottom Vent Height

Window Height	19 1/32"	21 1/32"	23 1/32"	25 1/32"	27 1/32"	29 1/32"	31 1/32"	33 1/32"	35 1/32"	37 1/32"	39 1/32"	43 1/32"	45 1/32"
32"													
36"	■												
40"		■	■										
44"			■	■	■								
48"				■	■	■	■						
52"					■	■	■	■	■				
56"						■	■	■	■	■	■		
60"							■	■	■	■	■	■	
64"								■	■	■	■	■	■
68"									■	■	■	■	■
72"										■	■	■	■
76"											■	■	■
80"												■	■
88"													
92"													



Reverse Cottage Double-Hung

Available Bottom Vent Height (Inches)

Window Height	15 1/32"	17 1/32"	19 1/32"	21 1/32"	23 1/32"	25 1/32"	27 1/32"	29 1/32"	31 1/32"	33 1/32"	35 1/32"
32"											
36"	■										
40"	■	■									
44"	■	■	■								
48"	■	■	■	■							
52"	■	■	■	■	■						
56"	■	■	■	■	■	■					
60"	■		■	■	■	■	■				
64"		■	■		■	■	■	■			
68"				■	■		■	■	■		
72"						■	■		■	■	
76"								■	■		■
80"										■	■
88"											
92"											

Note: Elevations shown for reference only.

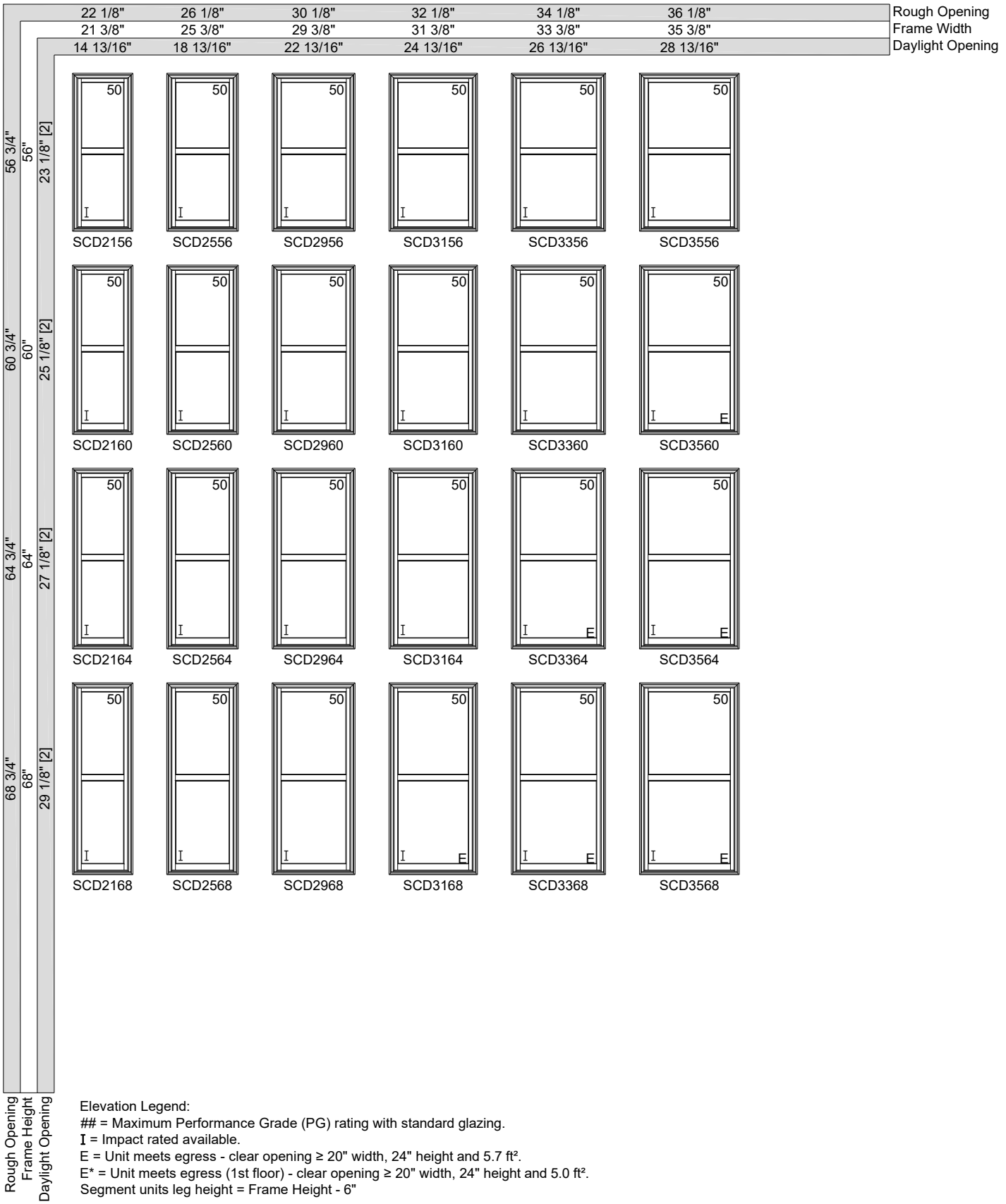
STANDARD RECTANGLE UNITS

Rough Opening	22 1/8"	26 1/8"	30 1/8"	32 1/8"	34 1/8"	36 1/8"
Frame Width	21 3/8"	25 3/8"	29 3/8"	31 3/8"	33 3/8"	35 3/8"
Daylight Opening	14 13/16"	18 13/16"	22 13/16"	24 13/16"	26 13/16"	28 13/16"

Rough Opening	Frame Height	Daylight Opening					
32 3/4"	32"	11 1/8" [2]	SCD2132	SCD2532	SCD2932	SCD3132	SCD3332	SCD3532
36 3/4"	36"	13 1/8" [2]	SCD2136	SCD2536	SCD2936	SCD3136	SCD3336	SCD3536
40 3/4"	40"	15 1/8" [2]	SCD2140	SCD2540	SCD2940	SCD3140	SCD3340	SCD3540
44 3/4"	44"	17 1/8" [2]	SCD2144	SCD2544	SCD2944	SCD3144	SCD3344	SCD3544
48 3/4"	48"	19 1/8" [2]	SCD2148	SCD2548	SCD2948	SCD3148	SCD3348	SCD3548
52 3/4"	52"	21 1/8" [2]	SCD2152	SCD2552	SCD2952	SCD3152	SCD3352	SCD3552

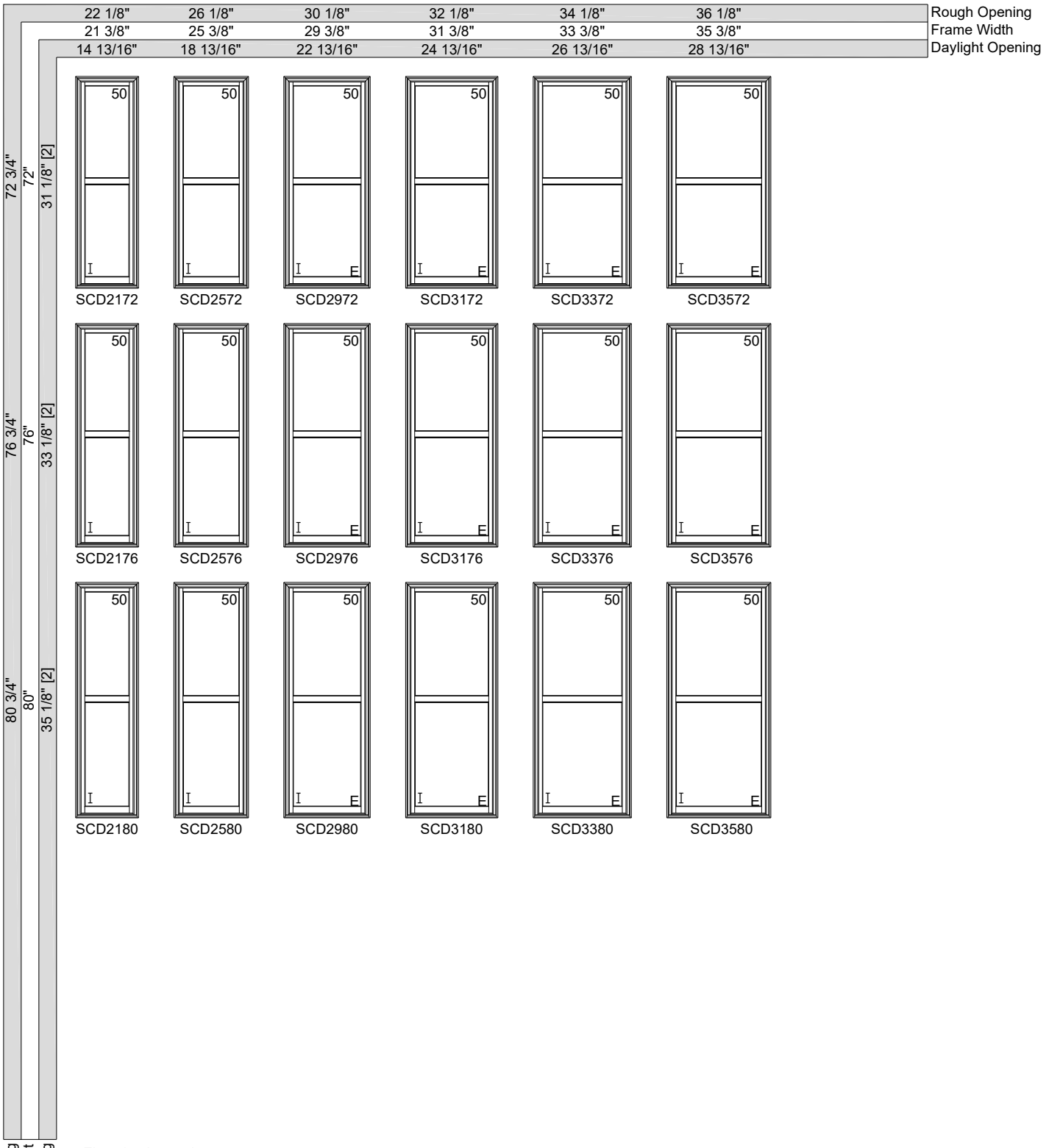
Elevation Legend:
= Maximum Performance Grade (PG) rating with standard glazing.
I = Impact rated available.
E = Unit meets egress - clear opening ≥ 20" width, 24" height and 5.7 ft².
E* = Unit meets egress (1st floor) - clear opening ≥ 20" width, 24" height and 5.0 ft².
Segment units leg height = Frame Height - 6"

STANDARD RECTANGLE UNITS



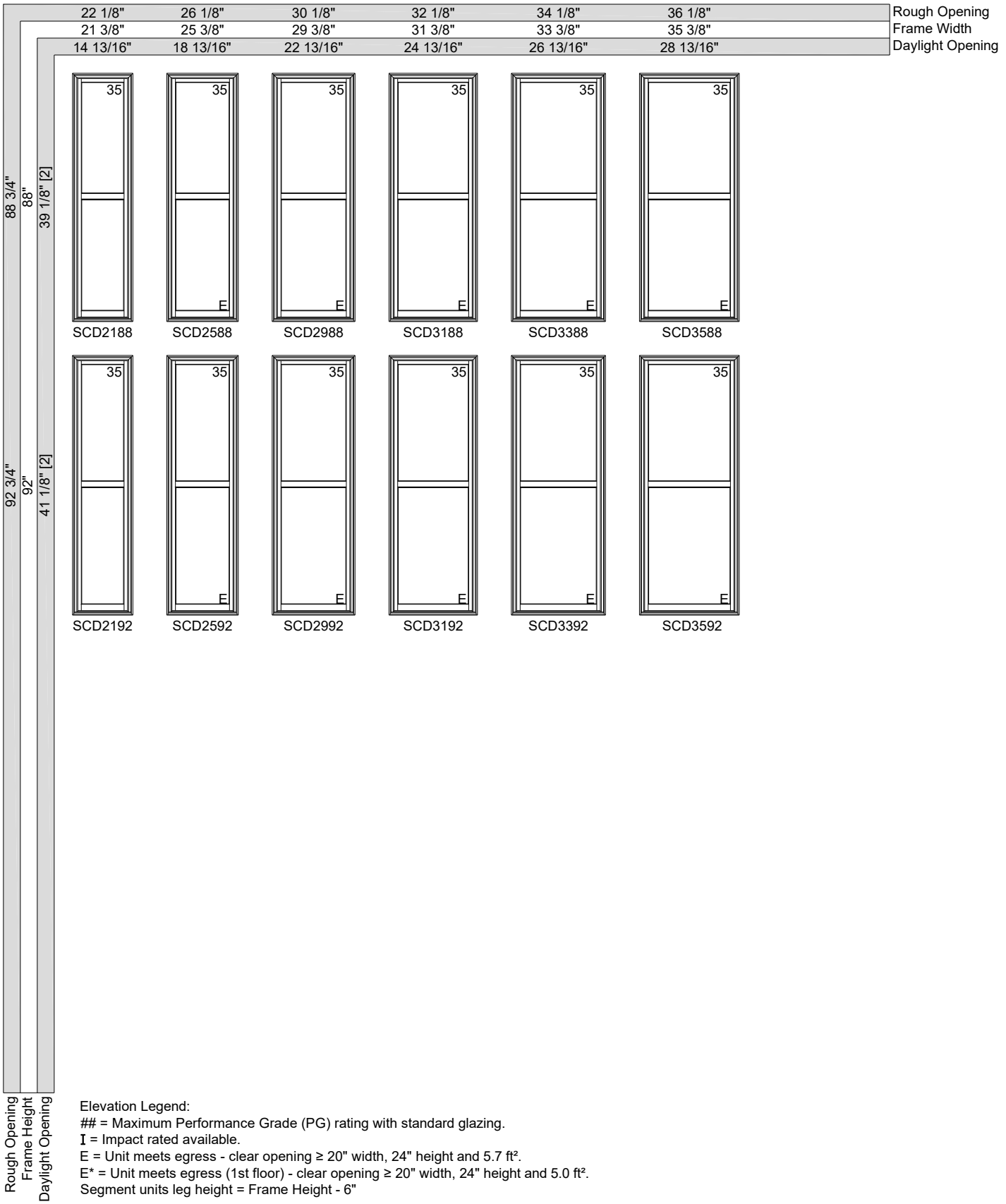
Elevation Legend:
= Maximum Performance Grade (PG) rating with standard glazing.
I = Impact rated available.
E = Unit meets egress - clear opening ≥ 20" width, 24" height and 5.7 ft².
E* = Unit meets egress (1st floor) - clear opening ≥ 20" width, 24" height and 5.0 ft².
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STANDARD RECTANGLE UNITS



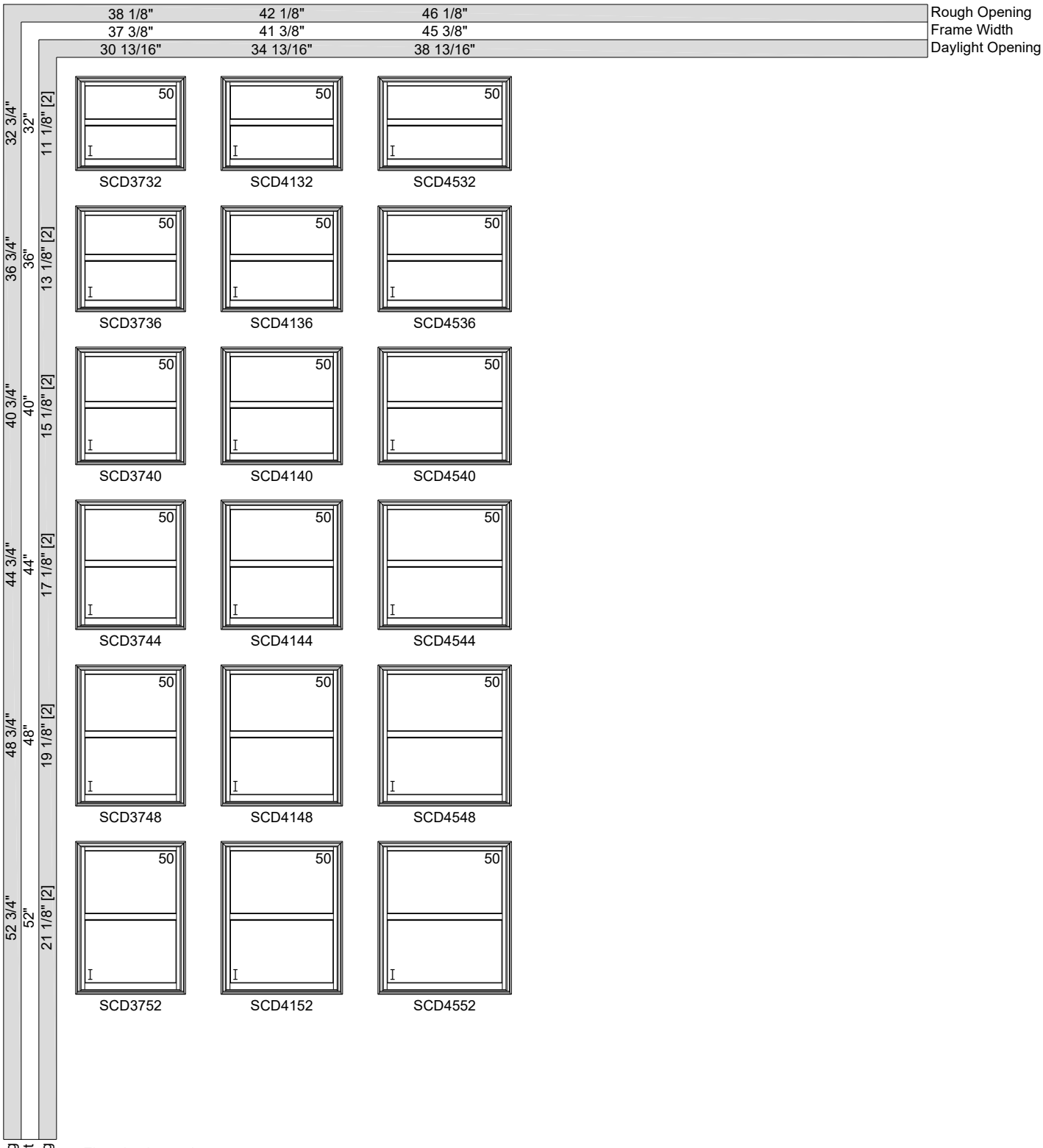
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STANDARD RECTANGLE UNITS



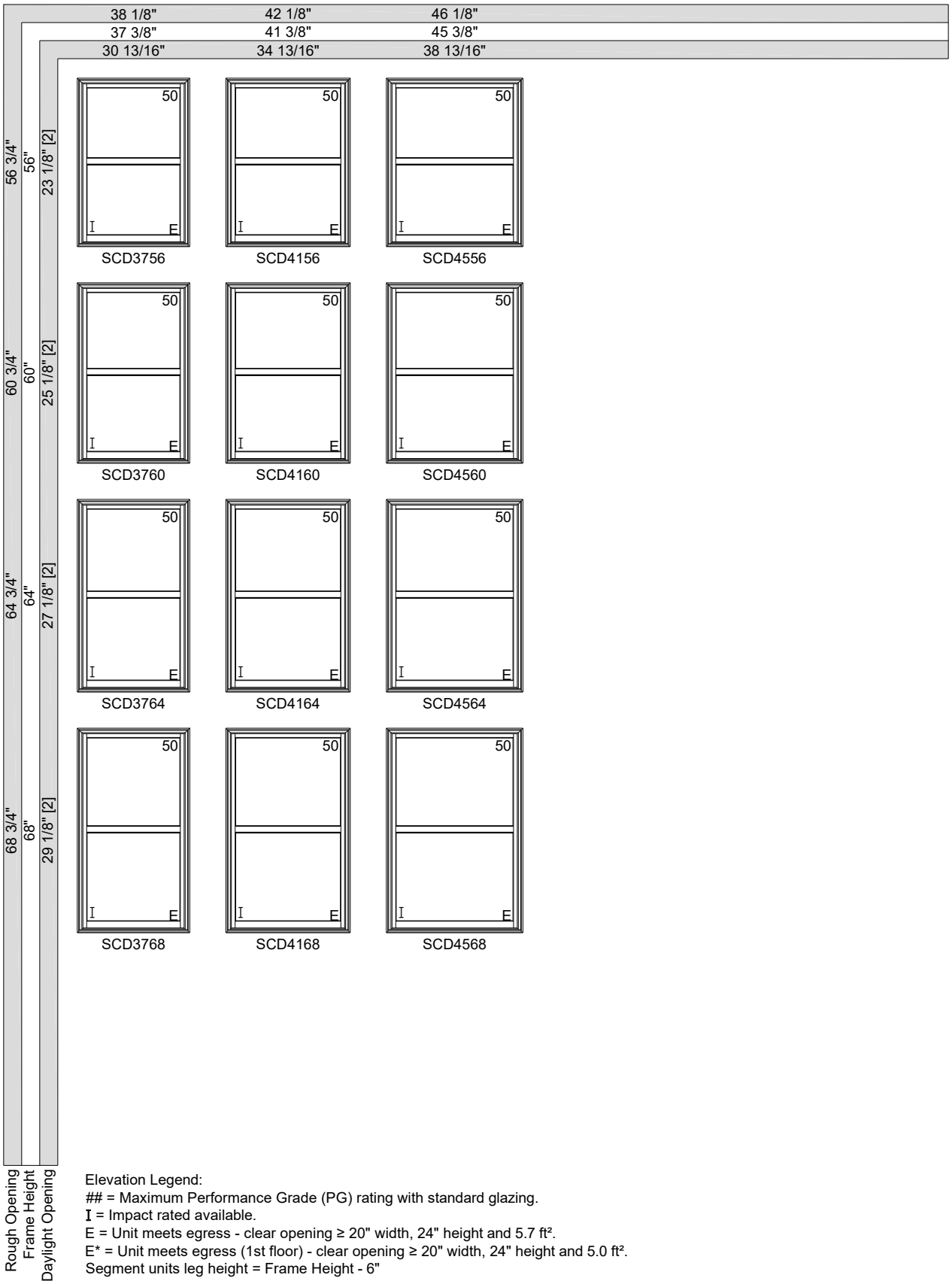
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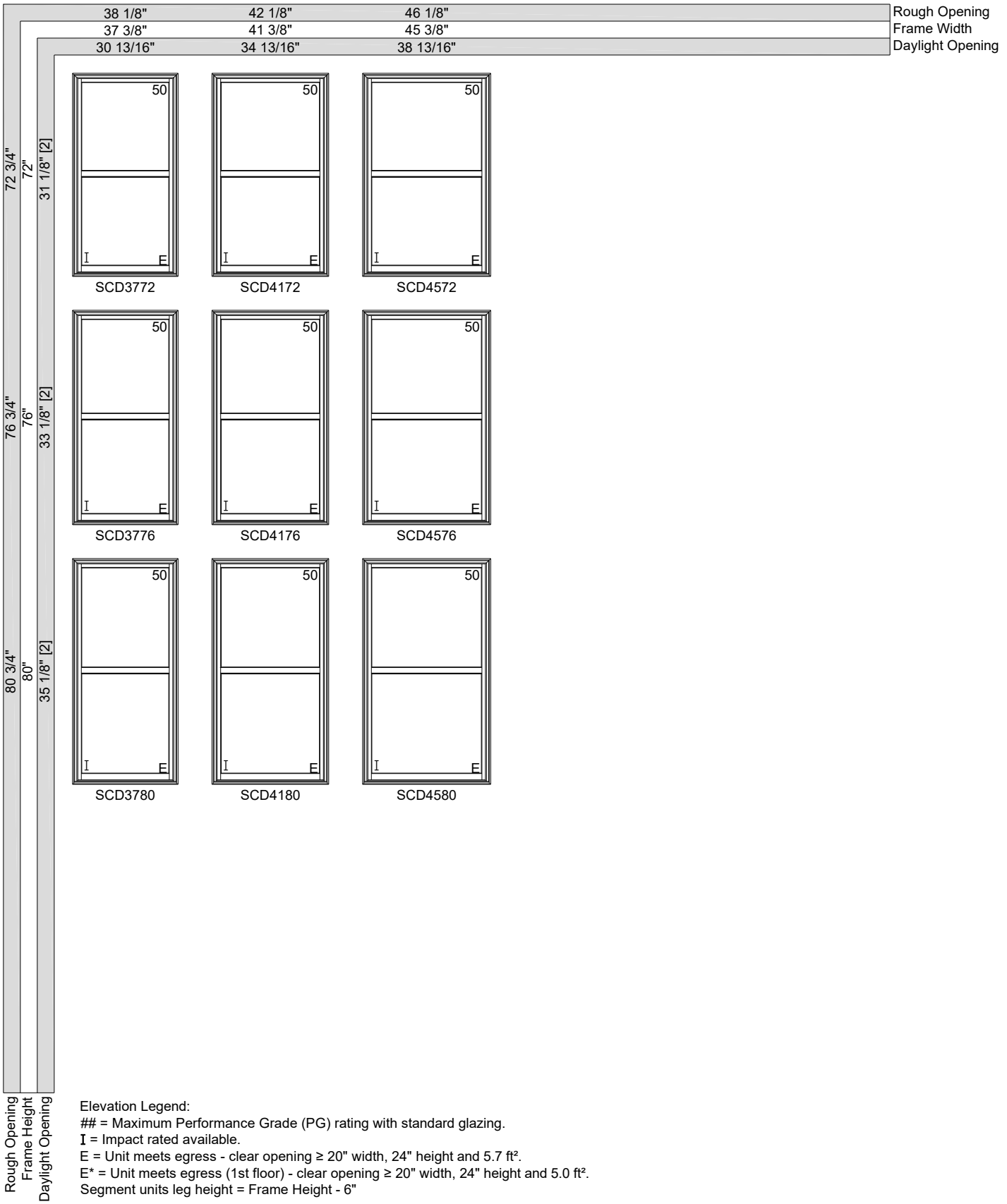
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STANDARD RECTANGLE UNITS



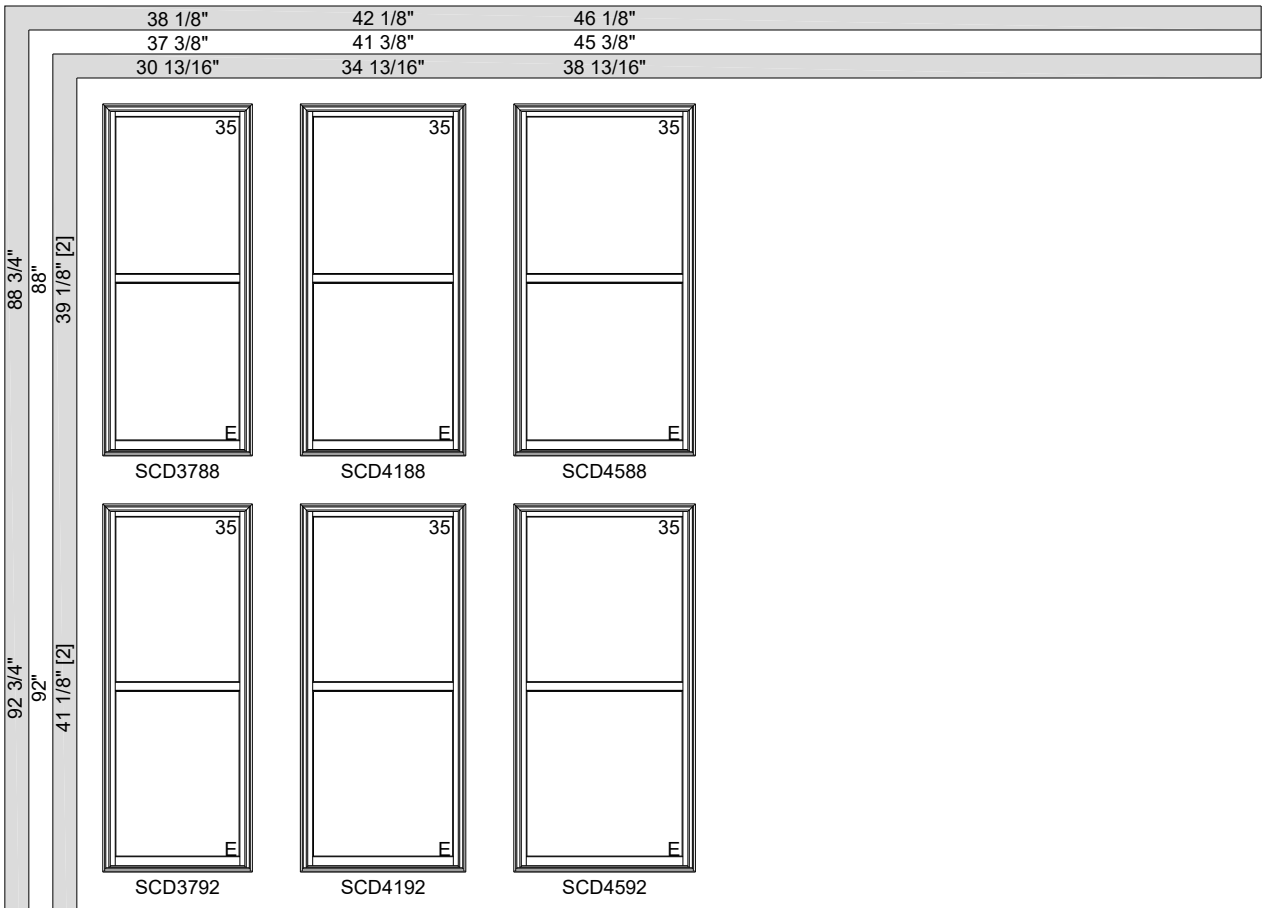
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Segment units leg height = Frame Height - 6"

Study Item

213 Pearl

Replacement of flat roof membrane system with new low-pitch front-gable roof with white metal roofing. Property owner cites failing roof structure and lack of water management system as reason for changing roof form to gable. The building is recommended as noncontributing to the National and local historic district but is surrounded by contributing resources, with the exception of the transit center across the street. The owner came before the commission to present this study item in December 2025 and February 2026. The Building Official did confirm that stamped drawings would be required for this project, and a metal roof would require a minimum 2/12 pitch. The following are excerpts from the December and February meeting minutes:

December, 2025:

"Presenter shared copies of printouts with commissioners. Presenter discussed how current flat roof configuration and lack of water management system has resulted in several leaks and some damage to the roof structure. They propose to add a low pitch gable roof with white metal panels, as well as gutters and exterior lighting. Commissioners had question about the roof ridge height, fascia configuration and reveal, roof overhang, and gable end material. Overall, the commission suggested that the presenter work on these details of the proposed new roof, and ensure that where the wall meet the fascia is cleaned up. Commission had no comments on the proposed light fixtures."

February, 2026:

"Chair did not see anything in the materials provided that would be helpful for the commission to render a decision. Noted that, with whatever they choose to design, what the commission cares about is what each elevation will look like. Commissioner Chesnut communicated that scaled architectural drawings that are an accurate representation of the proposed work will be helpful for the next time it comes before the commission. Chair recommended that whatever the building department requirements would be for application materials are likely to be helpful to the commission as well. Commission moved on as the property owner was not present."

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	213 Pearl				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48197				
County	Washtenaw				
Assessor's Parcel #	11-11-40-484-003				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.242058		Long: -83.615469		
Ownership	Private ☒	Public-Local ☐	Public-State ☐	Public-Federal ☐	Multiple ☐

Property Type

Building ☒ select sub-type below Commercial ☐ Residential ☐ Industrial ☐ Other ☒	Structure ☐ Object ☐

(Insert primary photograph below.)



Architectural Information

Construction Date	c. 1934–1950
Architectural Style	No style
Building Form	One-story shop
Roof Form	Flat
Roof Materials	Not visible
Exterior Wall Materials	False stone veneer, T1-11 plywood, concrete block
Foundation Materials	Concrete block
Window Materials	Aluminum
Window Type	Fixed
Outbuildings	Yes ☐ No ☒
Number/Type:	

Eligibility

Individually Eligible	Criterion A ☐	Criterion B ☐	Criterion C ☐	Criterion D ☐
Criteria Considerations:		a. ☐ b. ☐ c. ☐ d. ☐ e. ☐ f. ☐ g. ☐		
Component of a Historic District	Contributing to a district ☐	Non-contributing to a district ☒	Historic District Name: Ypsilanti Historic District	
Not Eligible ☐				

Area(s) of Significance						
Period(s) of Significance						
Integrity – Does the property possess integrity in all or some of the 7 aspects?						
Location ☒	Design ☐	Materials ☐	Workmanship ☐	Setting ☒	Feeling ☐	Association ☐
General Integrity:	Intact ☐	Altered ☒	Moved ☐	Date(s):		
Historic Name	Christ Temple Apostolic Holiness Church					
Current/Common Name						
Historic/Original Owner						
Historic Building Use	COMMERCE/TRADE: restaurant; RELIGION: religious facility					
Current Building Use	VACANT/NOT IN USE					
Architect/Engineer/ Designer						
Builder/Contractor						

Survey Date	2024-09-22	Recorded By	Michael F. Webb	Agency Report #	

For SHPO Use Only	SHPO Concurrence?: Y / N	Date:

Form date: 6/25/2019

Narrative Architectural Description
Provide a detailed description of the property, including all character defining features and any accessory resources.

This c. 1934–1950 commercial building has a recessed entryway covered by a metal barred security door. The eastern side of the facade is clad in relatively recent (it is different from that seen in the 1983 Survey) wood, board-and-batten siding, as is much of its western side elevation. The western half of the facade is clad in simulated masonry, as is some of the rear of the building. The east (side) elevation is concrete block, though largely obscured by a wood fence. There are fixed windows long the western elevation.

History of the Resource
Provide information on previous owners, land use, construction and alteration dates in a narrative format. This is required for all intensive level surveys and designation and recommended for other identification efforts.

Ypsilanti Assessor records state it was built in 1934. Sanborn maps, however, only show a building with its footprint in 1964, not earlier. The 1939 map does show a small restaurant (not present in 1927), later expanded to the rear in 1950. This may now be the western side of the building, but possible clues are obscured by its cladding.

Home to the Christ Temple Apostolic Holiness Church at the time it was surveyed in 1982, it currently appears vacant.

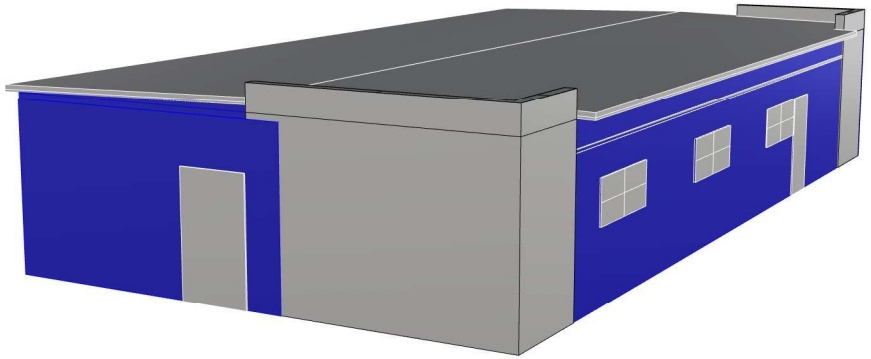
Statement of Significance/Recommendation of Eligibility
Provide a detailed explanation of the property's eligibility for the National Register, including an evaluation under at least one of the four criteria, discussion of the seven aspects of integrity, and recommendations about eligibility. This is required for all properties.

Due to extensive alterations (e.g., simulated masonry, board and batten siding, and altered openings), the building has lost integrity of design, materials, and workmanship. The property is recommended as noncontributing.

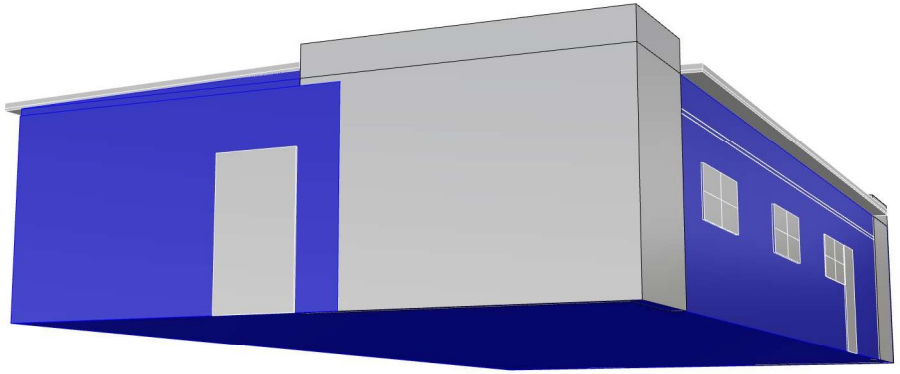
References
List references used to research and evaluate the individual property.

1983 Ypsilanti Survey; Sanborn Map Company, 1939, 1950, and 1964; and Ypsilanti Assessor.

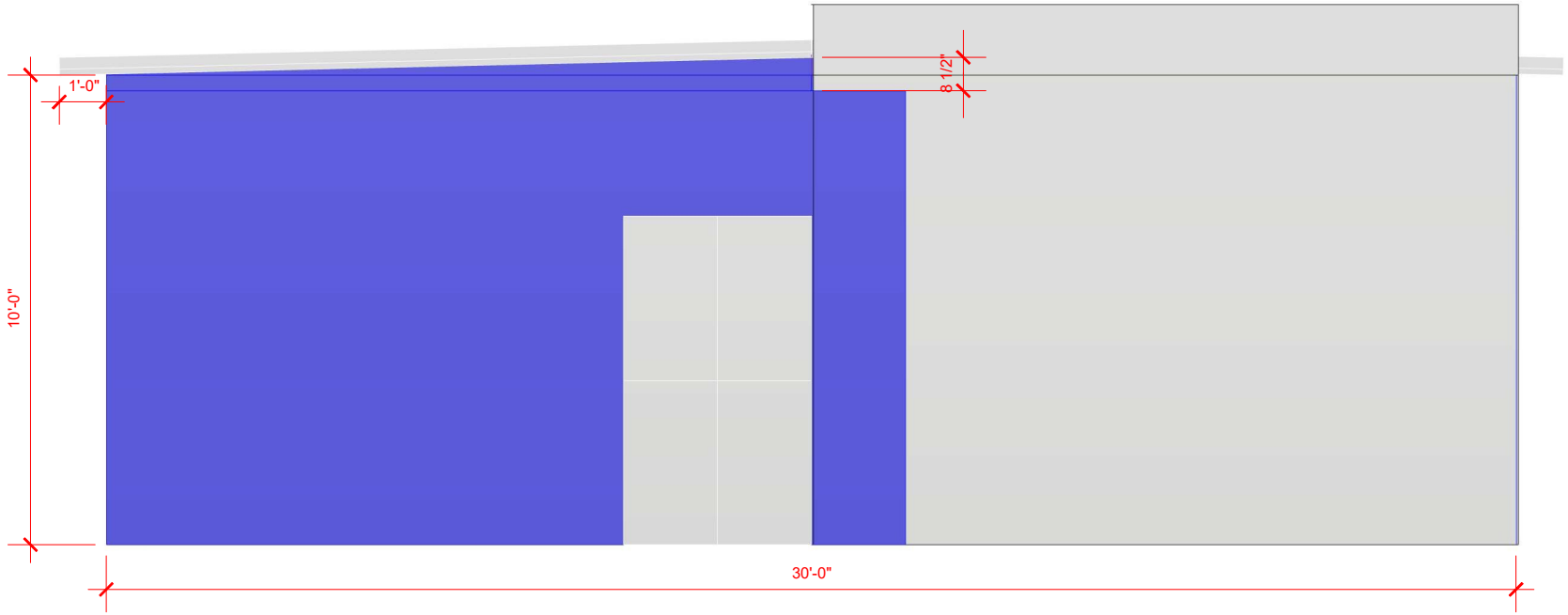
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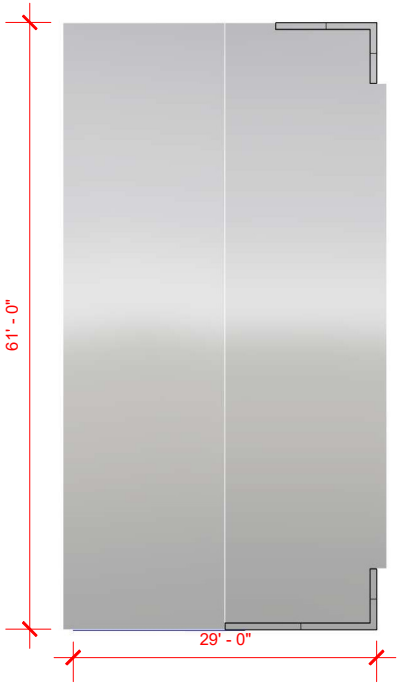
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Front View



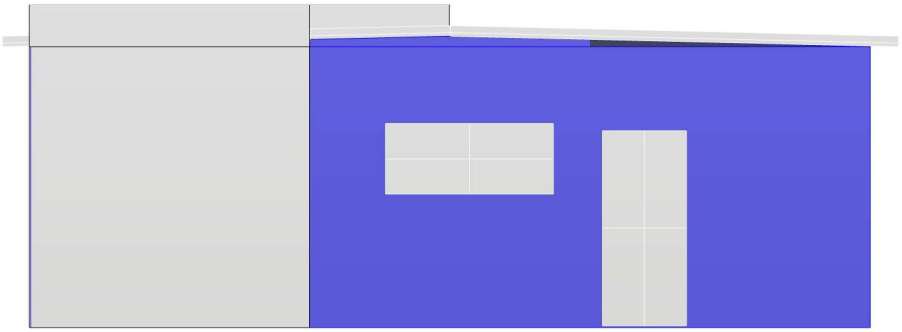
Top View



Overhang

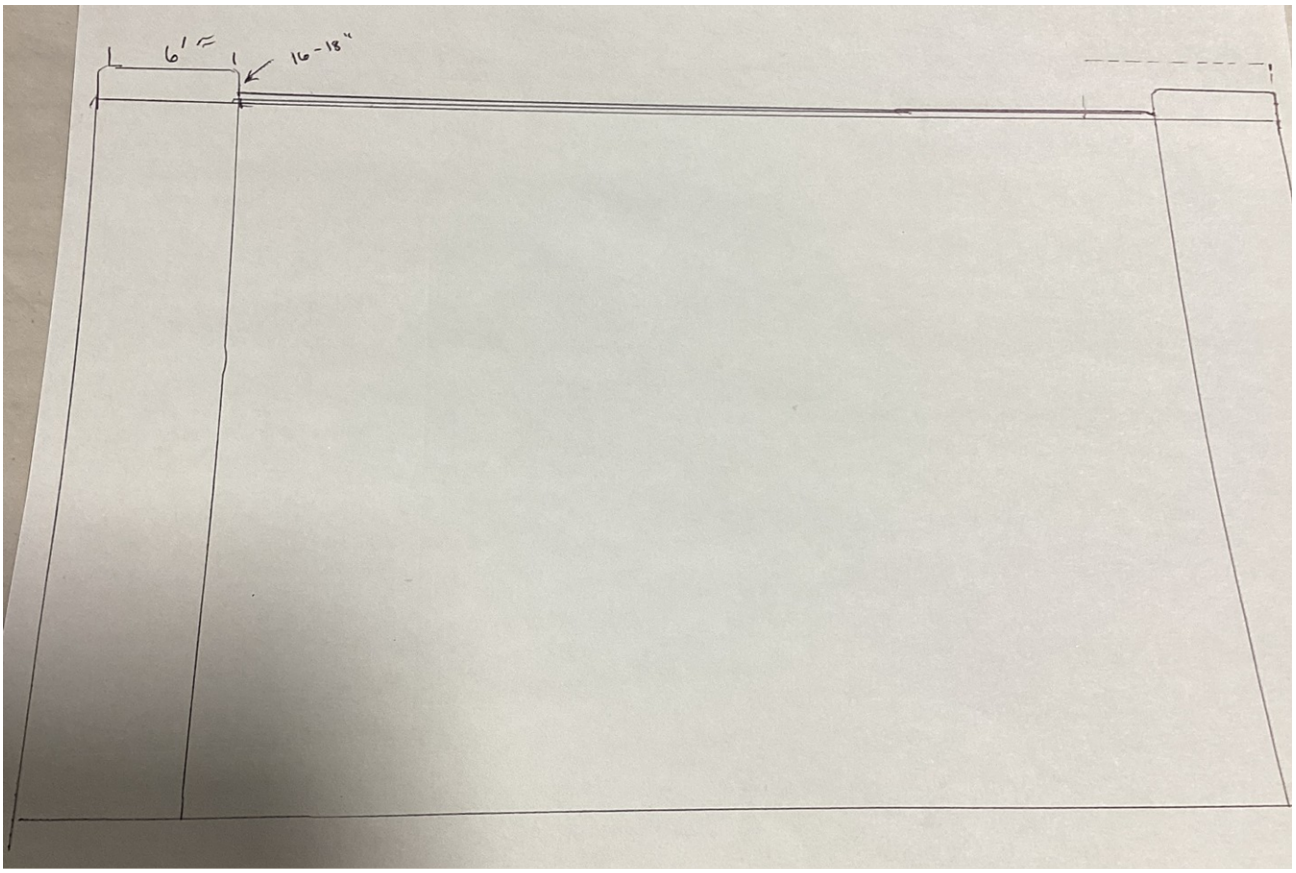


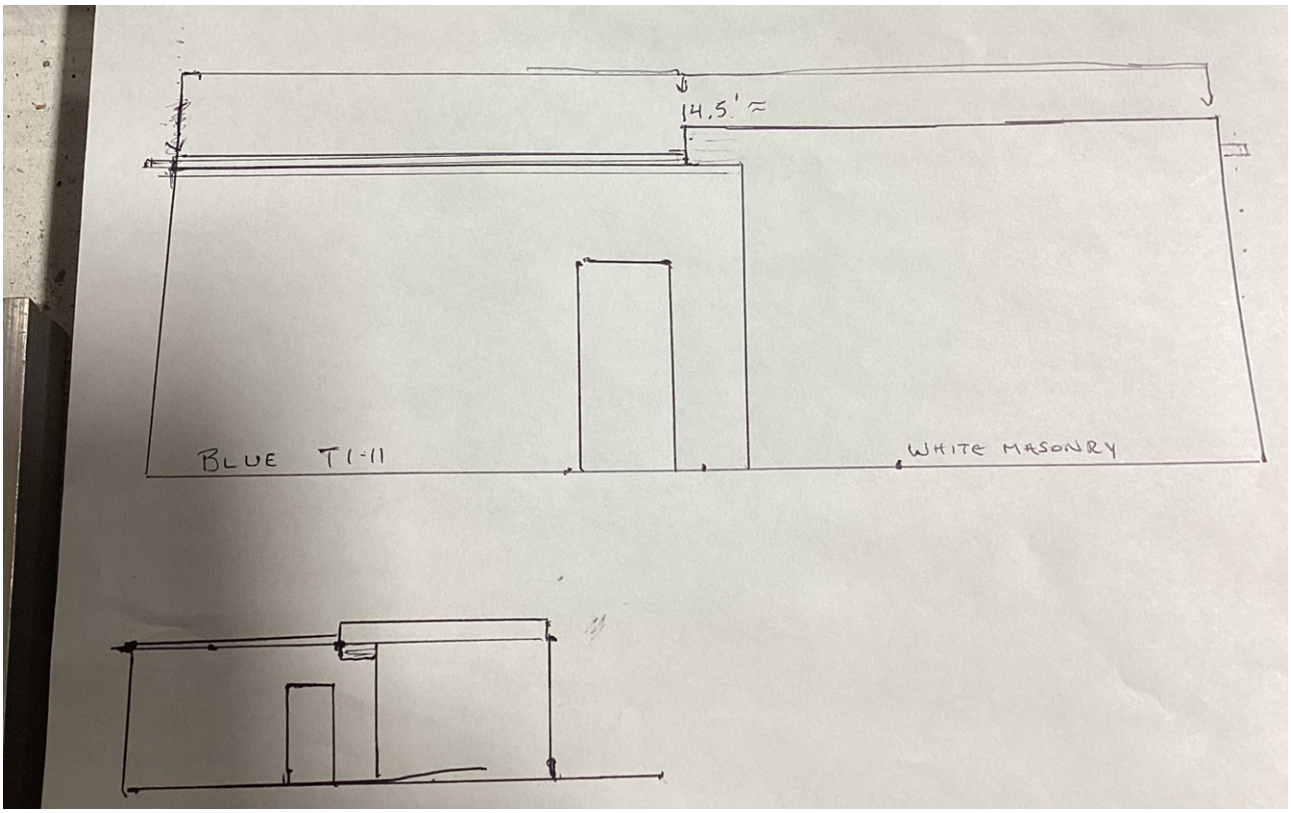
Back

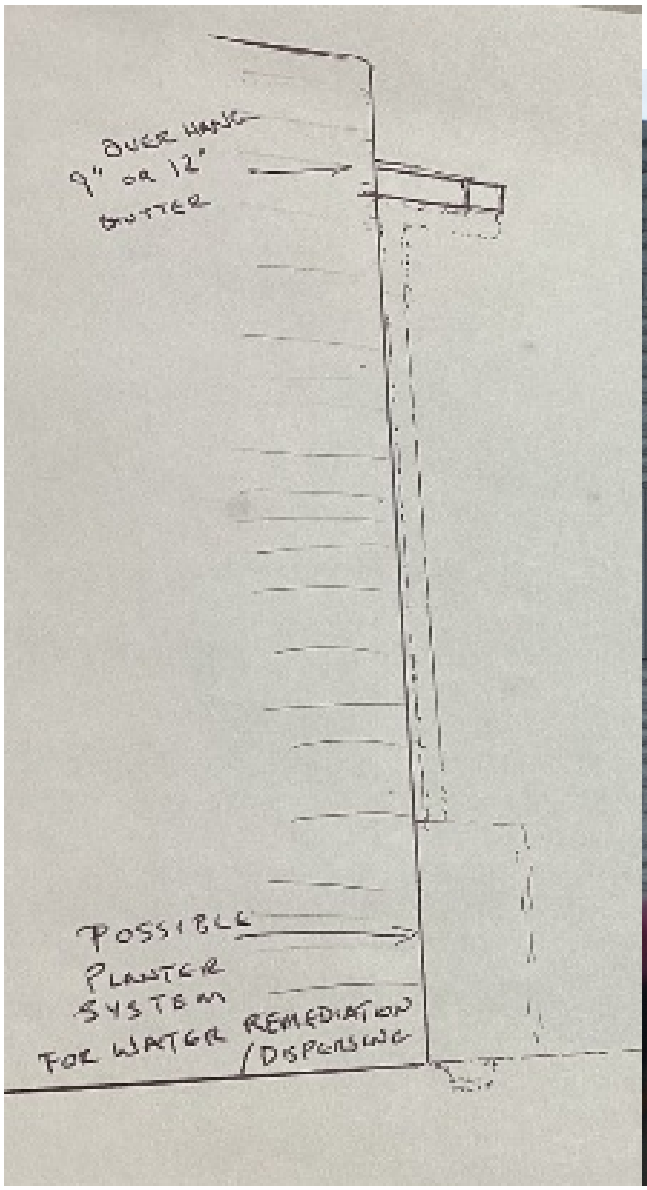


Side



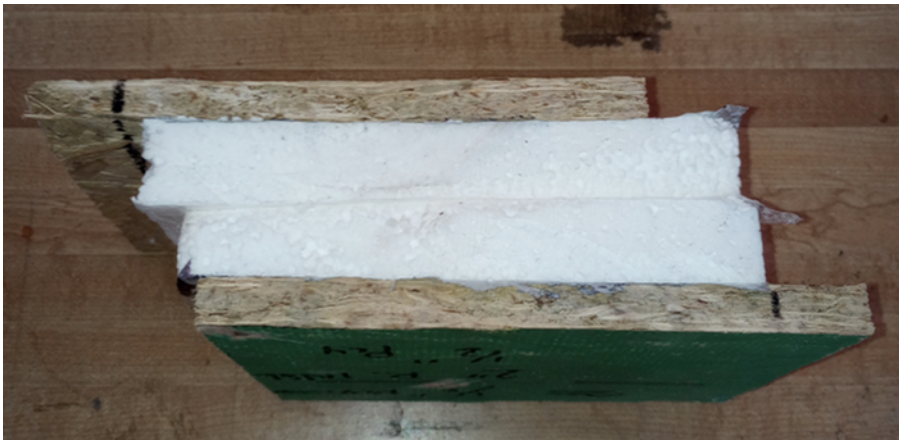

6' ≈
16-18"

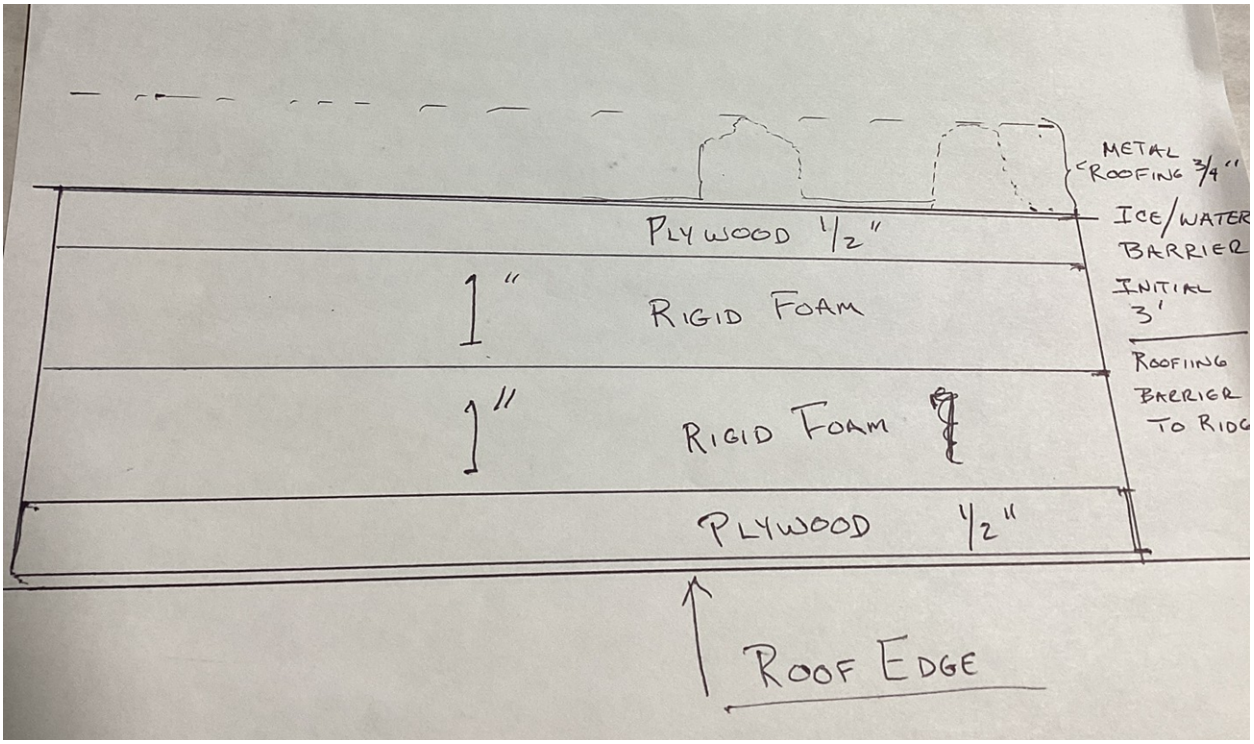

14.5' ≈
BLUE T1-11
WHITE MASONRY


9" OR 12"
POSSIBLE
PLANTER
SYSTEM
FOR WATER REMEDIATION
/ DISPENSING




FLUSH EAVE
½" PLYWOOD
2" R. FOAM INS.
½" PLY.
OFFSET @ SEAMS =
1"




METAL ROOFING 3/4"
ICE/WATER BARRIER
INITIAL 3'
ROOFING BARRIER TO RIDG
PLYWOOD ½"
1"
RIGID FOAM
1"
RIGID FOAM
PLYWOOD ½"
ROOF EDGE













Study Item

90 Maple

Discussion of rehabilitation of depot buildings and site. The HDC made a finding in August of 2025, which was confirmed again in December, 2025. The current owner listed the property for sale in January, 2026. The property is currently under contract, with the due diligence period ending in April. The prospective owner, Rich Chang, spoke with the Preservation Planner and other city staff from the Community Services Department prior to making an offer, and has continued conversations regarding potential use, site development, and rehabilitation of the buildings. Mr. Chang recently met with the Preservation Planner, City Planner, and Director of Community and Economic Development to discuss the requirements for work within the historic district, and was provided with the relevant Standards, Guidelines, and HDC's Design Criteria following the meeting. Mr. Chang requested to be added as a study item, submitting the following for the commission's review and feedback.



SE Corner of lot from N River St, facing SW.



SE Corner of lot from N River St, facing NW.



E side of lot from N River St, facing west.



NE corner of lot from N River St, facing SW.



View of Depot from E Cross St, facing north.

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	90 Maple				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48198				
County	Washtenaw				
Assessor's Parcel #	11-11-04-465-007				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.246559		Long: -83.609058		
Ownership	Private ☒	Public-Local ☐	Public-State ☐	Public-Federal ☐	Multiple ☐

Property Type

Building ☒ select sub-type below Commercial ☐ Residential ☐ Industrial ☐ Other ☒	Structure ☐ Object ☐

(Insert primary photograph below.)



Architectural Information

Construction Date	c. 1860
Architectural Style	Mixed
Building Form	Irregular
Roof Form	Hip
Roof Materials	Asphalt, slate tile
Exterior Wall Materials	Brick
Foundation Materials	Brick
Window Materials	Not visible
Window Type	Not visible
Outbuildings	Yes ☒ No ☐
Number/Type:	1: signal tower (structure, NC)

Eligibility

Individually Eligible	Criterion A ☐	Criterion B ☐	Criterion C ☐	Criterion D ☐
Criteria Considerations:	a. ☐ b. ☐ c. ☐ d. ☐ e. ☐ f. ☐ g. ☐			
Component of a Historic District	Contributing to a district ☒	Non-contributing to a district ☐	Historic District Name: Ypsilanti Historic District	
Not Eligible ☐				

Area(s) of Significance							
Period(s) of Significance							
Integrity – Does the property possess integrity in all or some of the 7 aspects?							
Location ☒	Design ☒	Materials ☒	Workmanship ☒	Setting ☒	Feeling ☒	Association ☒	
General Integrity:	Intact ☐	Altered ☒	Moved ☐	Date(s): c. 1910			
Historic Name	Passenger Depot; Passenger Station						
Current/Common Name	Michigan Central Railroad Depot						
Historic/Original Owner							
Historic Building Use	TRANSPORTATION: rail-related						
Current Building Use	VACANT/NOT IN USE						
Architect/Engineer/ Designer							
Builder/Contractor							

Survey Date	2024-11-01	Recorded By	Michael F. Webb	Agency Report #	

For SHPO Use Only	SHPO Concurrence?: Y / N	Date:

Narrative Architectural Description
Provide a detailed description of the property, including all character defining features and any accessory resources.

This one-story passenger depot is built of brick and has a two-story tower. It follows the train tracks along a northwest-southeast axis. Irregular in form, a bay window is located on its southeast side the door and window openings have brick enframements, while windows have stone stills and brick brackets. (At the time of this survey the openings were boarded up.) The tower has diamond-shaped window openings on its northwest and southeast side. The northeast facing facade has a porch supported by brick piers. The hip roof has brackets under the open eaves. The tower has a low-pitched hip roof and extremely wide eaves.

Circa 1893 a covered walkway and baggage building were constructed to the southeast. One story tall and built of brick, it has a hip roof clad in slate tiles. The covered walkway connecting them is supported by square columns and large brackets. The roofs of the walkway and baggage building have the same brackets as the main section of the depot.

A small signal tower, located southeast of the station near the intersection of the railroad tracks at East Cross Street and North River Street, is clad in board and batten siding and has a cross-gabled roof. The southwestern and southeastern sides have signs that read “HISTORIC DEPOT TOWN YPSILANTI.”

History of the Resource
Provide information on previous owners, land use, construction and alteration dates in a narrative format. This is required for all intensive level surveys and designation and recommended for other identification efforts.

The Michigan Central Railroad Depot was built c. 1860. Originally a two-story Gothic Revival building with a three-story tower, it had high pitched roofs with decorative vergeboards and other Gothic Revival stylistic elements. Sanborn maps show the original building in 1888. By c. 1893 the baggage building was constructed and connected to the station via a covered walkway that originally had a bay window facing the tracks (southwest). Damaged by a fire in 1910, it was reduced to one story (and the tower to two stories); it was also remodeled after a 1939 train wreck.

The station continued to be used by passengers until 1984, and was sold by Amtrak in 1987.

At the time of this survey its windows were boarded up and appeared to be vacant.

The signal tower was built in 1991. Its design was based on pictures of an earlier tower built in the late nineteenth century.

Statement of Significance/Recommendation of Eligibility
Provide a detailed explanation of the property’s eligibility for the National Register, including an evaluation under at least one of the four criteria, discussion of the seven aspects of integrity, and recommendations about eligibility. This is required for all properties.

Although the architectural character of the building is diminished, it is recommended as contributing due to its association with Ypsilanti’s transportation history. Most of the remaining materials and features are historic.

In addition to its architectural significance, this property is significant in the context of “Transportation” as described in the Survey Report.

This property does not appear to be individually eligible for the National Register of Historic Places.

The signal tower is recommended as noncontributing due to its relatively recent construction date.

References
List references used to research and evaluate the individual property.

City of Ypsilanti, “Ypsilanti Depot Town Walking Tour,” https://cityofypsilanti.com/DocumentCenter/View/2618/Historic-Depot-Town-Walking-Tour; Jeff Davis, James Mann, and Gerry Petty, “Historical Markers & Statues: Ypsilanti, Michigan,” 2022, https://ypsihistory.org/wp-content/uploads/2022/03/Historical-Markers-and-Statues.pdf; Evan C. Milan, “The Phoenix of Ypsilanti: The Resurrection of Depot Town,” in *Ypsilanti Histories: A Look Back at the Last Fifty Years*, ed. John McCurdy et al. (Ann Arbor, MI: Fifth Avenue Press, 2023), 213–19; and Sanborn Map Company, 1888, 1893, and 1916.



The signal tower southeast of the station.

Request for Feedback / Studies

Ypsilanti Historic District Commission

March 10, 2026

90 Maple LLC
Richard Chang
90maple48198@gmail.com

Version 1.1

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Introduction

We are currently exploring a range of design elements for the rehabilitation and future use of the 90 Maple Street property (see the planned layout below) to ensure it becomes the iconic and meaningful part of Ypsilanti and Depot Town that they deserve and it should be.

Because the property is located within the historic district, we understand that review and approval from the Historic District Commission (HDC) is required to implement any of these design elements.

We would greatly appreciate the HDC's guidance and feedback as we evaluate these concepts, particularly regarding feasibility, approval considerations, and any modifications that may be needed to align with historic district standards.

Planned layout of 90 Maple (birdseye view):



Yellow: Beer Garden

- Outdoor seating and activities
- Concerts
- Games
- Beer garden

Orange: Outdoor seating

Pink: Potential trash/storage/offloading and incubator shops depending on space and approvals

Purple: Bike / scooter share node (with additional nodes at: Corner Brewery, 2W, MI HQ, EMU, Frog Island Park, Riverside Park, AAATA YTC, Ecorse: WTPOF, Water Street, SPARK)

Red: Fence

2026-02-20

The following pages outline the design elements for which we are seeking feedback from the Historic District Commission. The order does not reflect priority, though some elements may depend on decisions related to others.

Thank you!
-Rich (Chang)

Retail Incubator Units

• Background:

We are considering creating incubator-style retail spaces, similar to the seasonal shops at Cadillac Square in Campus Martius Park in Detroit during the winter holiday season.

This approach would provide low-risk retail opportunities for aspiring entrepreneurs who need a space to test and refine their concepts. Potential tenants could include graduates of local entrepreneurship programs such as SPARK or Eastern Michigan University.

• Our potential approach:

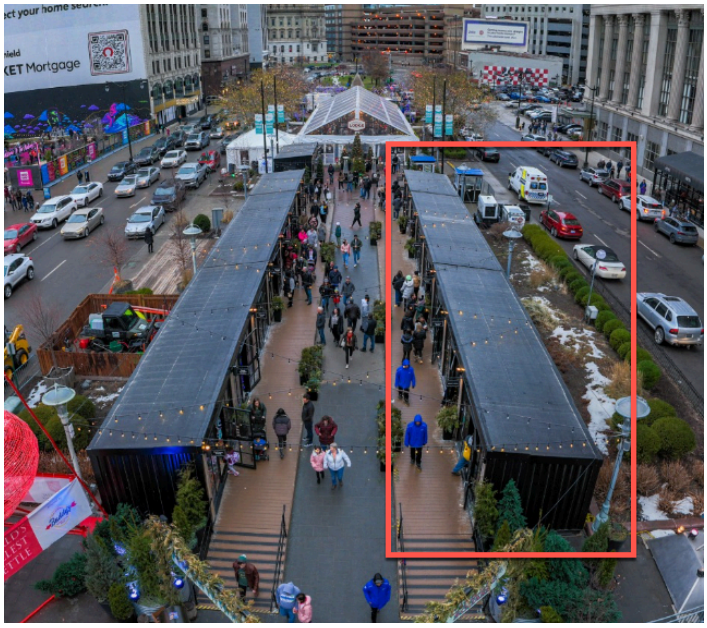
These would be single-story, four-season, insulated structures equipped with HVAC and electrical service. They would not include plumbing or sewer connections. The roofs would be flat (non-gabled) to minimize visual impact and maintain clear lines of sight.

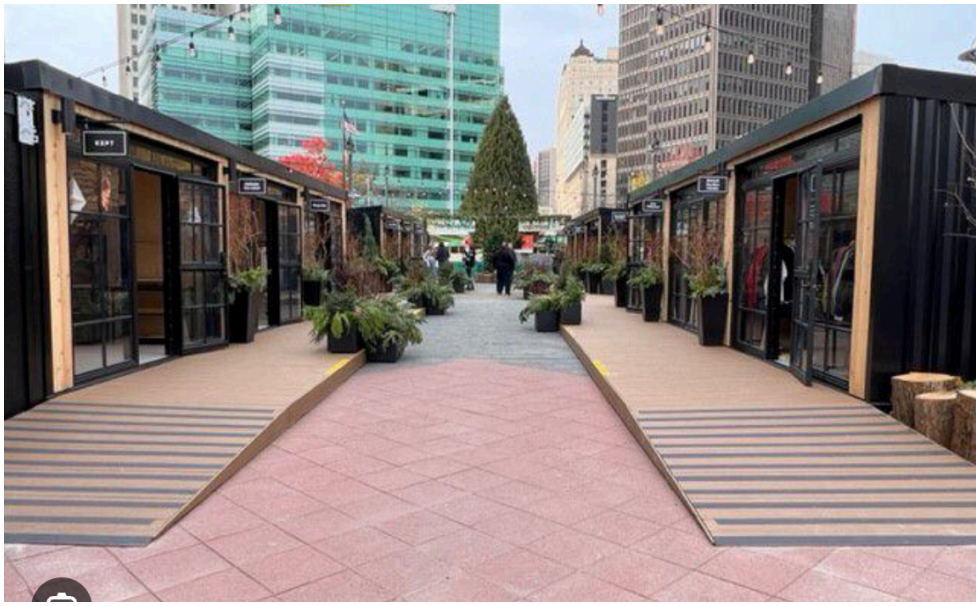
• Question(s) for the HDC:

1) Would this be okay to do?
2) If so, due to the many design style options for the structure, is there a preference? Thoughts on the style of design used at Cadillac Square (images below)?
3) Are there any specific guidelines on limits on the design, dos/don’ts, etc. that we must keep in mind?

• Examples:

Detroit - Cadillac Square at Campus Martius Park during the holidays






Bow-Aholic
Bowtique
New
Millenium

Glassed in walkway between the two existing buildings

• Background:

The two existing buildings are connected by a covered walkway that is open-air on the sides and does not include walls.

There are currently support posts running down the center of the walkway, which all show poor condition of the wood. One has been replaced and reconstructed from standard, pressure treated 4x4s that are not aesthetically aligned with the overall design of the space.



• Our potential approach:

To make the walkway usable year-round and better protected from the elements, we are proposing the installation of glass walls to enclose the space.

The enclosed walkway would also include HVAC (heating and cooling) to maintain a comfortable environment in all seasons.

To improve functionality and openness, the existing support columns would be relocated to the outer edges of the walkway, allowing the center of the walkway to remain open for circulation and use.

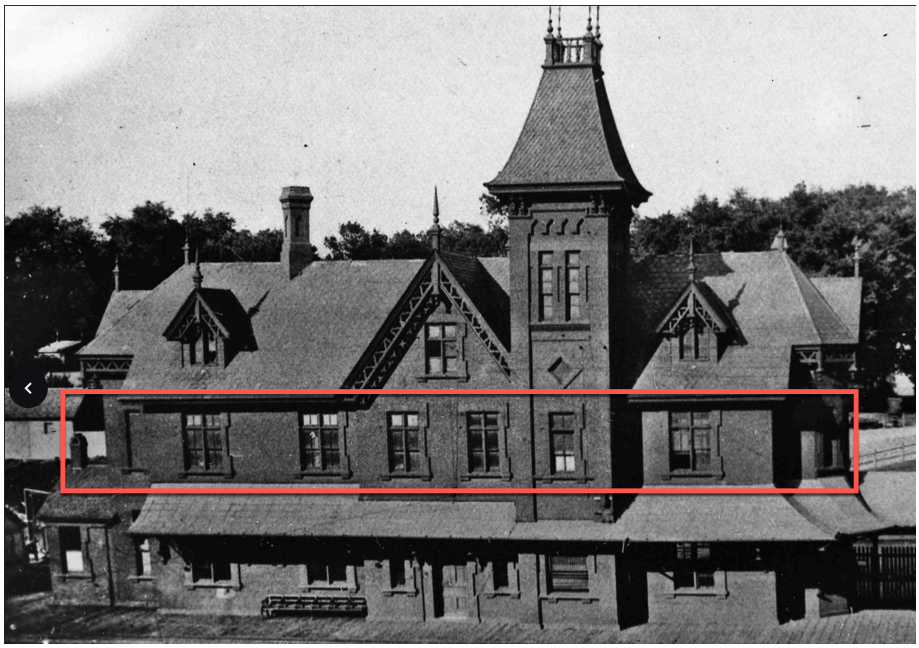
• Question(s) for the HDC:

1) Would moving the support columns to the sides of the walkway be permitted?
2) Would enclosing the walkway be permitted?
3) If so, are there any design requirements we should be aware of?

Raise height of 2nd floor

• Background:

The railroad station was originally 3 stories high:



When the building was rebuilt to its current form, it was as a single story structure with an attic floor:



How it looks today:



Because the existing roof structure will need to be removed and repaired, our builder suggested evaluating the option of raising the roof to create a full-height second level (similar to the height of the first-floor ceiling).

At this time, we do not plan for this space to be used by customers; the current intent would be to use it for storage and business administrative purposes. However, creating this additional height would provide flexibility for potential future expansion, particularly since horizontal expansion of the existing structure's footprint is not permitted.

• Our potential approach:

We would follow the existing architectural design of the structure and replicate the original second-floor exterior appearance, consistent with the historic photo shown above.

There are these guidelines provided by the Secretary of the Interior Standards (page 78):

> Design for the Replacement of Missing Historic Features
> When an entire interior or exterior feature is missing, such as a porch, it no longer plays a role in physically defining the historic character of the building unless it can be accurately recovered in form and detailing through the process of carefully documenting the historic appearance. If the feature is not critical to the survival of the building, allowing the building to remain without the feature is one option. But if the missing feature is important to the historic character of the building, its replacement is always recommended in the **Rehabilitation** guidelines as the first, or preferred, course of action. If adequate documentary and physical evidence exists, the feature may be accurately reproduced. A second option in a rehabilitation treatment for replacing a missing feature, particularly when the available information about the feature is inadequate to permit an accurate reconstruction, is to ***design*** a new feature that is compatible with the overall historic character of the building. The new design should always take into account the size, scale, and material of the building itself and should be clearly differentiated from the authentic historic features. For properties that have changed over time, and where those changes have acquired significance, reestablishing missing historic features generally should not be undertaken if the missing features did not coexist with the features currently on the building. Juxtaposing historic features that did not exist concurrently will result in a false sense of the building's history.

• Question(s):

Would it be allowable / permissible for the existing attic space to be extended upwards to allow for a full height story?

Solar panels permissible use

• Background:

We would like to support Ypsilanti's carbon neutrality initiative. One way we are considering contributing to this effort is by installing solar panels to help provide electricity for the facility.

• Our potential approach:

Railroad Station: Solar panels on the roof, only on the side that faces the railroad tracks.

Baggage House: Solar panels on the roof, only on the side that faces the railroad tracks.

Farm stop: Solar panels on the top of the flat roof structure

• Question(s) for the HDC:

1) Would solar panels be permissible?
2) If so, what are the implementation requirements we need to meet?

Stand alone farm stop

• Background:

We would like to include a farm stop on the premises to provide fresh, locally sourced products for the community.

• Our potential approach:

After discussions with the Argus Farm Stop team, we learned that locating the farm stop inside the main railroad station building would require using the entire floor space. This would prevent us from including the planned incubator kitchen and would eliminate the possibility of indoor table seating.

That outcome would not align well with our broader goals of incorporating an incubator kitchen and creating a welcoming “third space” for the community—both during normal hours and for evening events when the space could be rented.

As a result, we are exploring the possibility of locating the farm stop in a separate external structure. The design would be similar to the proposed retail incubator spaces, though likely larger – approximately 24’ x 50’ in size.

For example (design style wise):



• Question(s):

We would like to determine whether the HDC would permit a dedicated, standalone building for the farm stop, designed similarly to the proposed retail incubator spaces. If so, we would appreciate guidance on any requirements or modifications needed for approval.

Refrigerator and freezer storage location for farm stop

• Background:

The farm stop will require dedicated back-of-house space for staging and storing produce before it is placed in the retail area. This space will also serve as a drop-off point for local producers contributing goods to the farm stop.

The existing structures do not have sufficient space to accommodate these needs.

• Our potential approach:

We could utilize free-standing refrigeration and freezer units that would be hidden from public view.

Argus Farms has recommended these sizes for our refrigeration and freezer storage units:

- Refrigeration storage unit: 8’x20’
- Freezer storage unit: 6’x10’

• Question(s) for the HDC:

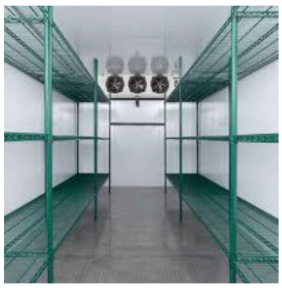
1) If this external storage approach would be permitted?
2) If it is allowed, is there a preferred method for us to hide them? Wall? Fence? Foliage?

• Examples:

Refrigeration units







Freezer units:





Performance stage design for beer garden

• Background:

We plan to utilize the existing grass area of the property as a beer garden, designed primarily as an open gathering space with seating, similar in concept to Bill's Beer Garden in Ann Arbor.

The plan also includes a small performance stage that could host a variety of community programming, such as live music, spoken word, comedy, and trivia events.

• Our potential approach:

The proposed stage platform would be approximately 8' x 40'. We envision a non-visually intrusive, open-sided structure with a roof and a back wall. The roof would provide protection from the elements, while the combination of the roof and back wall would help project and direct sound forward toward the audience.

An additional benefit of including a roof is that it would allow for the installation of a retractable movie screen, which could be lowered and used for community movie nights.

• Question(s) for the HDC:

1) Would this be allowed?
2) If so, is there a preference on the stage design and materials?
3) And, is there a preference on whether it has or does not have a roof?

• Examples:

Some examples of stages that we found






THE GARTEN
presented by
Mountain West Cider



Commercial hood exhaust location

• Background:

The pop-up kitchen will require an exhaust hood over the cooking range, which will necessitate an exterior exhaust vent.

• Our potential approach:

This is what a typical exhaust looks like:



• Question(s) for the HDC:

1) Is there a preferred exhaust style?
2) Is there a preferred location of the exhaust – Roof? Side of building? Rear of building?
    a) This may be dependent on engineering and railroad limitations.

Condenser location for HVAC

• Background:

We are currently evaluating HVAC system options. A conventional system would require an exterior condenser unit, which is typically located either on the roof of the building or on the ground within the surrounding property.

• Our potential approach:

The existing configuration and layout of the property limit potential condenser placement to either the roof or along the sides of the building. Our preference would be to position the unit out of public view.

Locating it on the roof, specifically on the rear side facing the railroad tracks, may present engineering challenges due to the structural reinforcement that could be required to support the condenser's weight.

This is an example of a commercial condenser:



Our architect is also looking into a Dedicated Outdoor Air System ("DOAS"), which provides a more compact platform that serves multiple uses (versus two distinct units).

• Question(s) for the HDC:

1) Is there a preference on location for the condenser?
2) If we do have to put it on the ground, is there a preference regarding the method of hiding it? Wall? Fence? Foliage?

Trash bin type and location

• Background:

The property will need to include accommodations for trash and recycling services.

• Our potential approach:

There are these different types of refuse bins, the standard residential style, vertical bins on wheels, and the larger commercial style.





• Question(s) for the HDC:

1) Is there a preference on the type of trash bin that we use?
2) Is there a preference in regards to where we locate them on the property for storage?
3) Is there a preference on how to hide the bin(s):Screen? Fence? Wall? Foliage?

Study Item

206 N Washington

Avalon Housing received approval for construction in April, 2024 (attached). In this approval, the HDC specified that they would need future approval for the lighting and signage; they received approval for lighting in 2025. The project architect has consistently touched base with staff on the project's progress and confirmed final building materials. Recently, venting has brought up and staff had confirmed that as long as venting is placed in discreet locations and matches siding, no further approval would be necessary. The architect provided staff with new elevations that show venting placed prominently on the front façade in a large quantity, and confirmed that because of code restraints, moving locations of vents is not possible. Matching the vents to the various siding materials (two colors of bricks and potentially two colors of cement board siding) could be difficult, and staff determined that the scope of this work would not typically be classified as "minor," nor was it specifically discussed in previous applications. Therefore, staff requested that Avalon Housing loop in the HDC on this decision. The goal is to have the HDC make one of two determinations for next steps:

A. HDC provides feedback during study item discussion; confirms that work may be classified as minor; gives staff the ability to administratively approve.

B. HDC provides feedback during study item discussion; confirms that work would not be classified as minor; request application for April's meeting.

City of Ypsilanti

Community and Economic Development

April 17, 2024

AVALON HOUSING INC
1327 JONES DR STE 102
ANN ARBOR, MI 48105

CERTIFICATE OF APPROPRIATENESS

RE: HDC Work Permit Application (PHDC-24-0014) **for 206 N WASHINGTON**

Dear AVALON HOUSING INC,

On Tuesday, April 9, 2024, the Historic District Commission (HDC) reviewed your request for work at 206 N WASHINGTON. Your application was **approved** to include:

> the proposed new construction of a three-story apartment building at 206-210 N Washington, subject to the following conditions: the approved design is the alternate design with single-hung windows on the second and third floors and brick soldier courses above the windows and main entry door; the complete lighting plan and signage plan will be approved by the historic district commission before construction begins; all planning and building approvals and permits will be obtained before construction begins. The proposed work meets the Secretary of the Interior's Standards for Rehabilitation 9 and 10, the Guidelines for Rehabilitating Historic Buildings, and the design criteria set forth in the city's historic preservation ordinance.

In the commission's decision, the following Secretary of the Interior Standards were cited:

#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 archeological resources.
#9 - Contemporary designs shall be compatible and shall not destroy significant original material.
#10 - New work shall be removable.

Approval by the Historic District Commission does not guarantee approval by the zoning, building, and/or other necessary departments. Before proceeding with the project, it is the responsibility of the applicant to have obtained all approvals necessary. You must start work or apply for and receive all applicable permits within six months of this date for

your HDC approval to remain valid. **Any change in the work listed above needs to be reviewed by the HDC using an amended application.**

Please contact me at 734-483-9646 or ethackery@cityofypsilanti.com with any questions.

Sincerely,

Ellen Thackery, Preservation Planner
Community & Economic Development Department

CC: Property Owner - CITY OF YPSILANTI 1 SOUTH HURON ST YPSILANTI MI 48197
File
Building Department

Cornerstone
Design
Inc

March 5, 2026

To: Ypsilanti Historic District Commission

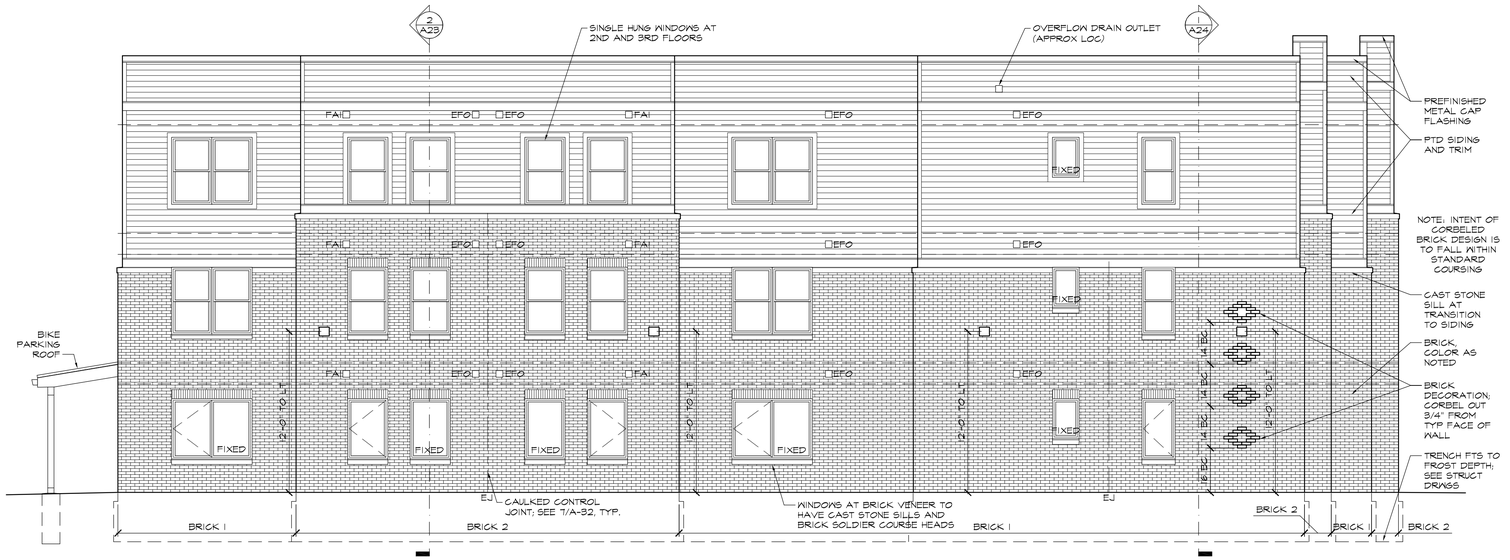
206 N. Washington, Ypsilanti, MI

Project Description: The project, as many of you know from numerous appearances at the commission for demolition and design approvals, is a 3-story apartment building with 22 1-bedroom units and community and management spaces. The building is framed and roofed, with interior rough-ins in process; we hope to start exterior brick work soon, and are working on finalizing some selections of other items including the vents and grilles that are to be discussed here.

Each of the 22 units will have two vents (kitchen exhaust and bathroom exhaust) and one grille for fresh air intake to the HVAC; we will have additional vents for common area restrooms, the community center kitchen, and dryer vents from the common laundries, plus fresh air intakes for common area HVAC systems. The locations are fairly limited by requirements to separate intake and exhaust, and to keep exhaust from coming in open windows, plus the ducts can not easily run through fire rated partitions.

The spec'd vents, which allowed a variety of colors, ended up not working because they had large back boxes that did not fit into the void area of the floor/roof trusses. These vents are generally made of plastic in limited color options, and we are skeptical of the efficacy of painting plastic. We have found a supplier that has color options that we think are workable, but want to be sure before ordering.

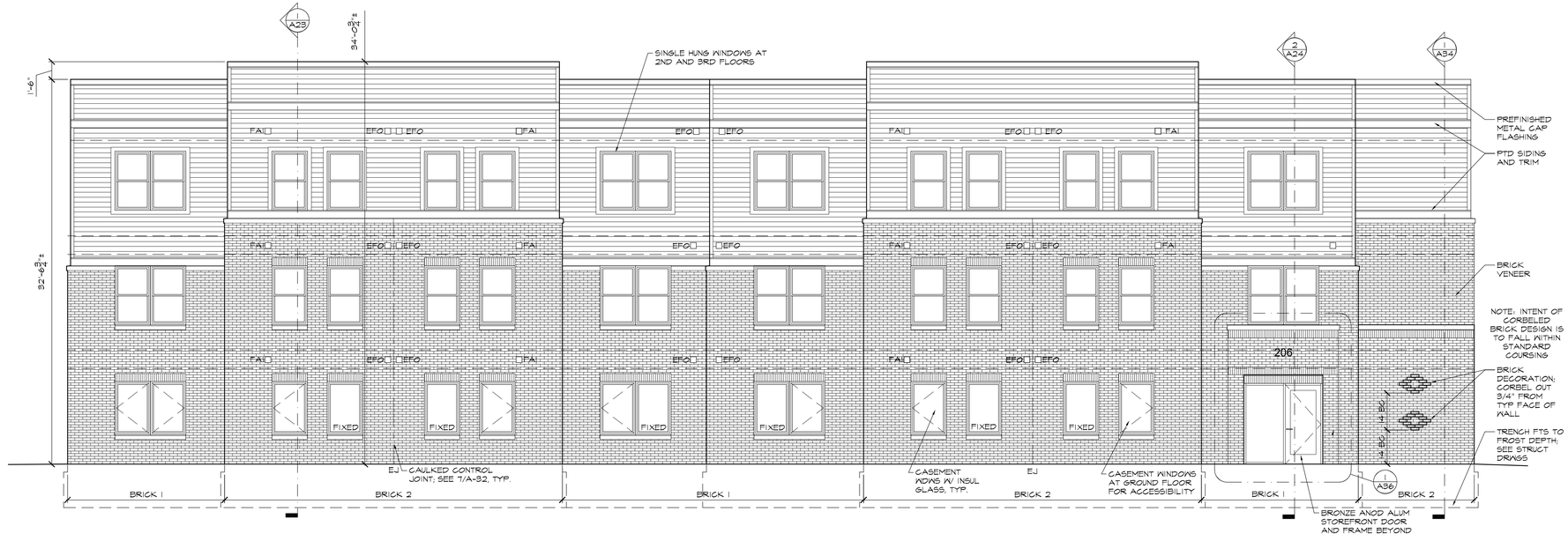
We are hoping the HDC can advise on our general direction on this matter, and whether it is something you wish to make a formal determination on at the next meeting or are comfortable having as an administrative decision.



2 NORTH SIDE ELEVATION

3/16" = 1'-0"

EFO: EXHAUST FAN OUTLET; FAI: FRESH AIR INPUT



1 FRONT (WEST) ELEVATION

3/16" = 1'-0"

EFO: EXHAUST FAN OUTLET; FAI: FRESH AIR INPUT

Cornerstone Design Inc

734.663.7580
210 Collingwood, Ste. 106
Ann Arbor, MI 48103
info@cdiarchitects.com

STATE OF MICHIGAN
DAVID ESAU
ARCHITECT
No. 1301037479
LICENSED ARCHITECT

Owner/Client:

206 N Washington LDHA LLC

c/o Avalon Housing
1327 Jones Dr., Suite 102
Ann Arbor, MI 48105
ph: 734.663.5858

Project:

Proposed Apartment Building

206 N. Washington, Ypsilanti, MI

Issue Date:	4/12/24
Revisions:	
Bidding:	4/30/24
Addendum 1:	7/11/24
Drawn:	DJE
Project No.:	201927
Scale:	AS SHOWN
Approved:	

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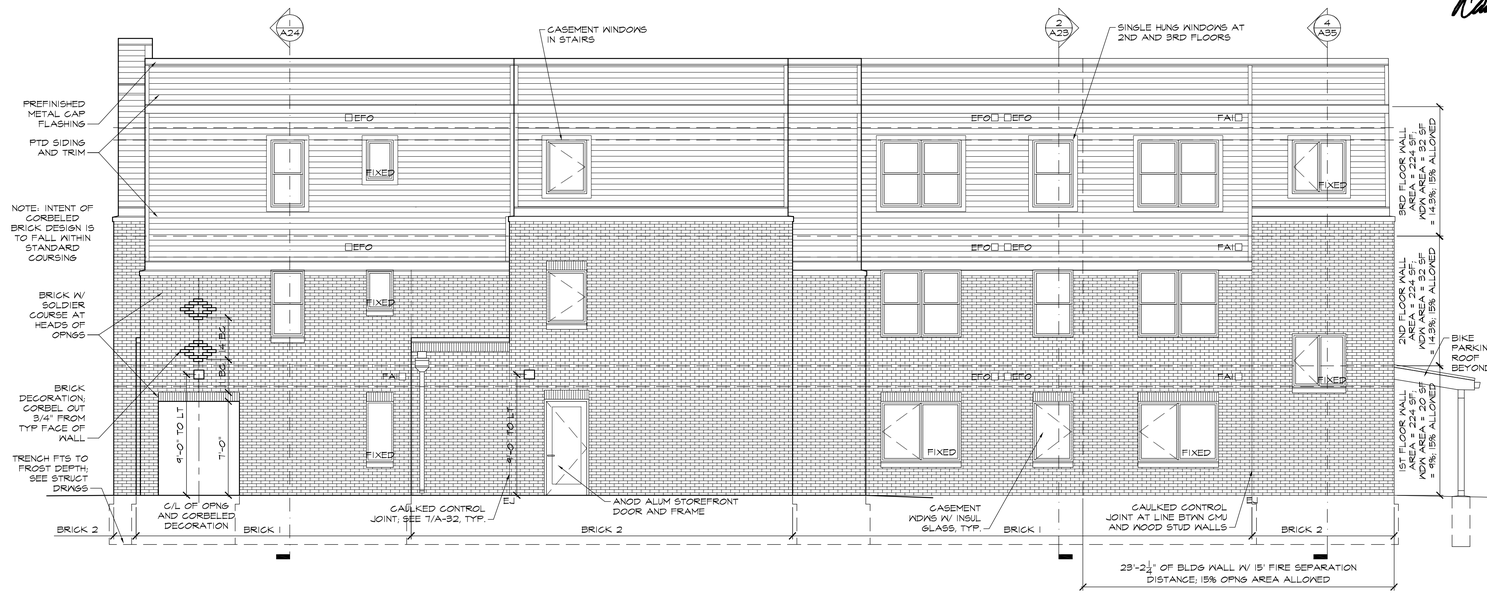
Drawing Title:

Exterior Elevations

MSHDA Project #4114

Sheet No.:

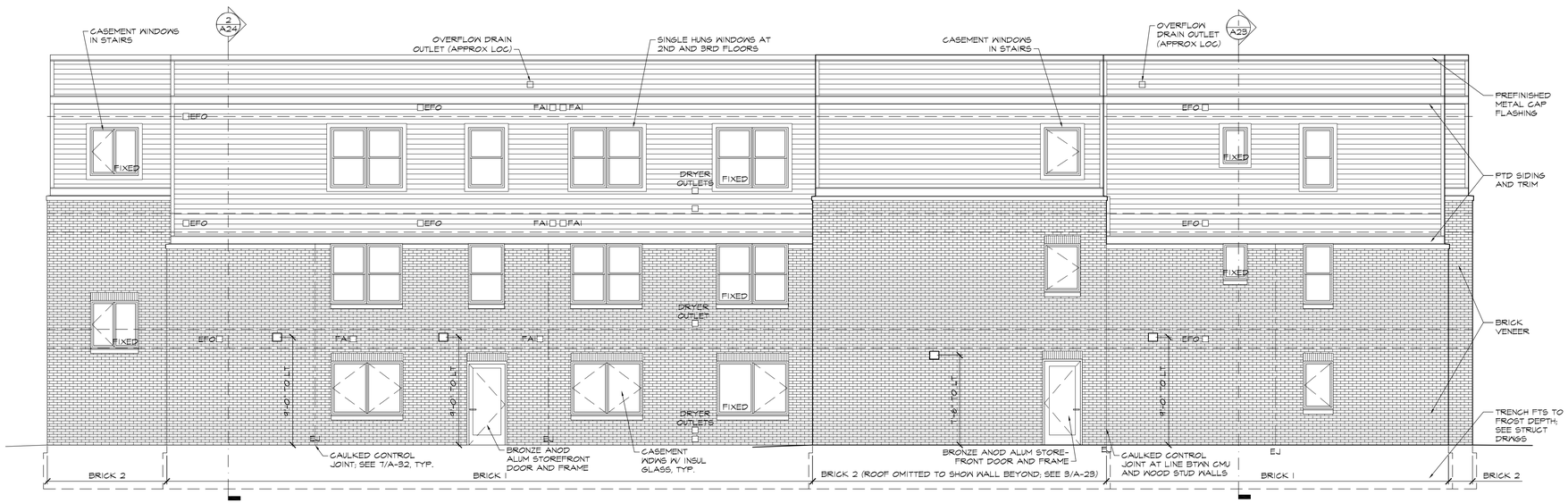
A-21



2 SOUTH SIDE ELEVATION

3/16" = 1'-0"

EFO: EXHAUST FAN OUTLET; FAI: FRESH AIR INPUT



1 BACK (EAST) ELEVATION

3/16" = 1'-0"

BIKE PARKING ROOF OMITTED TO SHOW WALL BEYOND; SEE 3/A-22

EFO: EXHAUST FAN OUTLET; FAI: FRESH AIR INPUT

Cornerstone Design Inc

734.663.7580
210 Collingwood, Ste. 106
Ann Arbor, MI 48103
info@cdiarchitects.com

STATE OF MICHIGAN
DAVID ESAU
ARCHITECT
No. 1301037479
LICENSED ARCHITECT

Owner/Client:

206 N Washington LDHA LLC

c/o Avalon Housing
1327 Jones Dr., Suite 102
Ann Arbor, MI 48105
ph: 734.663.5858

Project:

Proposed Apartment Building

206 N. Washington,
Ypsilanti, MI

Issue Date:	4/12/24
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Approved:	

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Drawing Title:

Exterior Elevations

MSHDA Project #4114

Sheet No.:

A-22

Request to Establish Historic District Study Committee
March 10, 2026

From: Ypsilanti Historic District Commission
Carrie Malas, Preservation Planner

Subject: Request for City Council to Establish Historic District Study Committee

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Summary & Background

Historic resources in Michigan rely on protection from inappropriate alterations, incompatible new construction, and development pressures that often result in demolition. This protection comes from Michigan's current Local Historic Districts Act, PA 169 of 1970.

Since 1978, when Ypsilanti's Historical Preservation Ordinance was approved by City Council, Ypsilanti's Local Historic District ("historic district") has played a crucial role in preserving the history of Ypsilanti as told through its built environment. Since becoming a Certified Local Government (CLG) in the 2002, Ypsilanti has obtained funding from the CLG grant program for various projects to support its historic preservation program and protect its cultural resources and heritage.

Most recently in 2023, the State Historic Preservation Office (SHPO) awarded a $50,000 CLG grant to the City of Ypsilanti to complete a reconnaissance-level resurvey of the City's local historic district. The historic district was last surveyed in 1983, and the updated survey was required in order to update the historic district to meet current documentation standards; maintain good standing required by State law for local historic districts and Certified Local Government program; develop a list of recommendations to further maintain and update the historic district according to best practice; and continue to ensure that the City and local historic district property owners maintain access to vital funding and resources.

The resurvey project was successfully completed in September of 2025 by Vinewood Preservation Planning, whose consultants meet the federal professional qualifications for Historian and Architectural Historian set forth in 36 CFR Part 61. In total, the district's 1,057 resources were recorded – the first time in Ypsilanti's history that a complete inventory of historic district resources was photographed and documented, as well as accompanied by a comprehensive final survey report.

Based on the themes, areas of significance, and resources identified in the survey, the consultants recommended that the boundaries, period of significance, and list of contributing and noncontributing resources for the Ypsilanti Historic District be amended – ideally codified in the City's Historical Preservation Ordinance (Sec. 54). This process would require the establishment of a historic district study committee (appointed by City Council) and holding of a public hearing to satisfy the requirements of the Michigan Local Historic District's Act (PA 169 of 1970, Sec. 3 and Sec. 14, as amended) and the City's Code of Ordinances (Historical Preservation Ordinance, Sections 54-41, 54-54, 54-66, 54-67).

Conclusion & Request

The Ypsilanti Historic District Commission adopted a resolution March 10, 2026 to respectfully request that City Council establish a Historic District Study Committee to review the recommendations resulting from the 2025 Resurvey of Ypsilanti's Local Historic District, found in "Section III: Planning Needs and Recommendations" of the final survey report. This historic district study committee would be charged with exploring and potentially recommending amendments to the historic district, which would be codified in the City's Historical Preservation Ordinance (Sec. 54). The recommendations included in the final survey report are as follows:

- clarify and update boundary description;
- update period of significance;
- amend boundaries to reflect present conditions of resources;
- update list of contributing and noncontributing resources; and
- reclassifying non-contiguous resources within the district

These amendments will more accurately reflect the state of the district's current conditions, and allow both the City and historic district property owners to maintain access to vital resources, such as grants and historic tax credits, ensuring the ongoing protection of Ypsilanti's historic resources.

Enclosed are a list of resources, as well as a list of potential study committee members. Please reach out to the City's Preservation Planner, Carrie Malas, with any questions you may have regarding this request.

DRAFT

Enclosed / Linked Resources

- 2025 Survey of Ypsilanti's Local Historic District (Recommendations begin pg. 91)
- Ypsilanti HDC's March 10, 2026 Resolution
- SHPO guidance, "The Local Historic District Process"
- Relevant Excerpts from State Law and the City's Code of Ordinances

List of Qualified Potential Committee Members

State law requires that a historic district study committee contain a majority of persons who have a clearly demonstrated interest in or knowledge of historic preservation. According to SHPO, the study committee is typically comprised of 5 – 7 members, with not more than one (1) current HDC commissioner (recommendation), and at least one (1) resident of historic district in question (recommendation). Members are encouraged to be residents of the city, but this is not a requirement. The HDC would recommend that City Council consider appointing committee members from the following preservation organizations and institutions within the City:

- Ypsilanti Historic District Commission (recommended 1 member only)
- Ypsilanti Historical Society Board Members
- Ypsilanti Heritage Foundation Board Members
- Former Ypsilanti Historic District Commissioners
- Eastern Michigan University Faculty within the Preservation Studies Program
- Residents within Ypsilanti Local Historic District with relevant experience

Additionally, HDC commissioners have identified the following list of individuals as potential committee members who meet qualifications and have indicated availability and interest in serving on this committee. *Please contact the Preservation Planner for their contact information.*

Name	Experience	Notes

DRAFT

RESOLVED BY THE HISTORIC DISTRICT COMMISSION OF YPSILANTI:

Date: _____

WHEREAS, The City of Ypsilanti; and

WHEREAS, the City Council designated a local historic district in 1973 officially became a State-recognized Certified Local Government (CLG) in 2002 to support its historic district and historic preservation planning; and

WHEREAS, the City of Ypsilanti's local historic district has functioned as an invaluable asset to the community by safeguarding and preserving local historic resources, and actively maintains a local historic district and historic preservation program, which includes regularly surveying historic resources; and

WHEREAS, the Ypsilanti Local Historic District was resurveyed between 2024-2025 by consultants who meet the federal professional qualifications for Historian and Architectural Historian set forth in 36 CRF Part 61; and

WHEREAS, the recommendations of the consultants resulting from this resurvey process included potential amendments to the Ypsilanti Local Historic District, including but not limited to clarify and update boundary description; update period of significance; amend boundaries to reflect present conditions of resources; update list of contributing and noncontributing resources; and reclassify non-contiguous resources within the district; and

WHEREAS, the Ypsilanti Historic District Commission acknowledges that these recommendations have been made by qualified consultants and reviewed by the Michigan State Historic Preservation Office, and have been made according to best practice; and

WHEREAS, it is the purpose and intent of the Ypsilanti Historic District Commission to safeguard the heritage of the city by preserving culturally significant districts, which must periodically be reviewed, updated, and amended to reflect current conditions, which enables the City of Ypsilanti and property owners within the historic district to maintain access to vital resources, such as grants and historic tax credits, ensuring protection of Ypsilanti's historic resources; and

WHEREAS, this process would require City Council's establishment of a Historic District Study Committee and holding of a public hearing to satisfy the requirements of the Michigan Local Historic District's Act (PA 169 of 1970, Sec. 3 and Sec. 14, as amended) and the City's Code of Ordinances (Historical Preservation Ordinance, Sections 54-41, 54-54, 54-66, 54-67).

NOW THEREFORE BE IT RESOLVED THAT, the Ypsilanti Historic District Commission requests that the Ypsilanti City Council establish a Historic District Study Committee in order to fully review and explore the recommendations included in the 2025 final survey report for Ypsilanti's Local Historic District.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

DRAFT

City of Ypsilanti

Community and Economic Development

March 2, 2026

KOCH & WHITE HEATING & COOLING
2608 W LIBERTY
ANN ARBOR, MI 48103

CERTIFICATE OF APPROPRIATENESS

RE: Work Permit Application (PHDC-26-0013) for HVAC unit at 36 E CROSS ST

Dear KOCH & WHITE HEATING & COOLING,

Staff has reviewed the Historic District Work Permit Application for the above named address. Your application to replace rear Lennox HVAC unit with new Carrier HVAC unit, as described in the application and email correspondence, has been **approved.** The new Carrier unit will be placed in the same location as the existing unit, and no new holes will be added on the rear elevation, nor will existing holes be modified.

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

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

If you have any questions regarding this information please contact me at (734) 482-9709. **Approval by the Historic District Commission does not exempt you from nor can it be substituted for zoning or building department approval.**

Sincerely,

Carrie Malas, Preservation Planner
Community Services Department

CC: Property Owner - DEPOT TOWN ENTERPRISES WILLIAM & SANDEE FRENCH [redacted]
File
Building Department

City of Ypsilanti

Community and Economic Development

March 3, 2026

HUDOCK STEVEN P & ELLIS JEFFREY
415 N HURON ST
YPSILANTI, MI 48197

CERTIFICATE OF APPROPRIATENESS

RE: Work Permit Application (PHDC-26-0016) **for garage re-roof at 415 N HURON ST**

Dear Steven Hudock,

Staff has reviewed the Historic District Work Permit Application for the above named address. Your application for the tear-off and re-roof the rear garage with Tampko Elite Glass-Seal three-tab shingles in the color "weathered wood" with has been **approved** as described in the application.

The following Historic District conditions must be followed in all roofing projects:

1. **Any decorative or unusual feature on the roof, trim or molding must be maintained.** Roof deck shall overhang sufficiently to accommodate duplication of any trim or molding.

2. **Shingles shall match the current shingles in color and material.** Must be asphalt or fiberglass traditional three-tab or dimensional (i.e. architectural).

3. **Metal work, drip edge, flashing vents, must have color either factory-applied or applied on site and must match the existing colors.** No raw material.

4. **Flashing must be inserted under siding.** Color must closely match the adjacent surface (either roof shingles or building trim).

5. **Roof venting shall be accomplished through the use of ridge vents.** If additional vents must be used to meet code requirements, vents shall have a flat profile and closely match the roof color. Can vents are prohibited unless deemed necessary for code compliance. Any new can vents must be placed at the rear of the structure and *must not* be visible from the street.

6. **Gutter straps must be installed under the roof shingles**. Downspouts must be located at the corners of the structure.

7. **Torches are not to be used at any time during installation.**

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

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

This detailed list takes the place of your presence at a Historic District Commission (HDC) meeting. Therefore, it is important that you read carefully and follow **all** guidelines detailed in this letter. This approval is for re-roofing only, which according to your application is the only work being performed at this time. Any work on the gutters, fascia, soffits, or trim must be reviewed by the HDC. If you have any questions regarding this information please contact me at (734) 482-2709. **Approval by the Historic District Commission does not exempt you from nor can it be substituted for zoning or building department approval.**

Sincerely,

Carrie Malas, Preservation Planner
Community Services Department

CC: Property Owner - HUDOCK STEVEN P & ELLIS JEFFREY [redacted]
File
Building Department

City of Ypsilanti

Community and Economic Development

March 4, 2026

SMOLYANOV HOME IMPROVEMENT
5002 DEWITT RD
CANTON, MI 48188

CERTIFICATE OF APPROPRIATENESS

RE: Work Permit Application (PHDC-26-0017) for re-roofing lower roofs at 406 N HAMILTON ST

Dear SMOLYANOV HOME IMPROVEMENT,

Staff has reviewed the Historic District Work Permit Application for the above named address. Your application to replace asphalt shingle roofing on the lower roofs of the house using Atlas Pinnacle Pristine architectural asphalt shingles in the color Pewter and install Deck Air shingle-over vents and Lamanco SV-10 starter vents has been **approved** as described in the application, with the amendment to replace the proposed box vent with the Lamanco SV-10 starter vent.

The following Historic District conditions must be followed in all roofing projects:

1. **Any decorative or unusual feature on the roof, trim or molding must be maintained.** Roof deck shall overhang sufficiently to accommodate duplication of any trim or molding.

2. **Shingles shall match the current shingles in color and material.** Must be asphalt or fiberglass traditional three-tab or dimensional (i.e. architectural).

3. **Metal work, drip edge, flashing vents, must have color either factory-applied or applied on site and must match the existing colors.** No raw material.

4. **Flashing must be inserted under siding.** Color must closely match the adjacent surface (either roof shingles or building trim).

5. **Roof venting shall be accomplished through the use of ridge vents.** If additional vents must be used to meet code requirements, vents shall have a flat profile

and closely match the roof color. Can vents are prohibited unless deemed necessary for code compliance. Any new can vents must be placed at the rear of the structure and *must not* be visible from the street.

6. **Gutter straps must be installed under the roof shingles**. Downspouts must be located at the corners of the structure.

7. **Torches are not to be used at any time during installation.**

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

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

This detailed list takes the place of your presence at a Historic District Commission (HDC) meeting. Therefore, it is important that you read carefully and follow **all** guidelines detailed in this letter. This approval is for re-roofing only, which according to your application is the only work being performed at this time. Any work on the gutters, fascia, soffits or trim must be reviewed by the HDC. If you have any questions regarding this information please contact me at (734) 482-9709. **Approval by the Historic District Commission does not exempt you from nor can it be substituted for zoning or building department approval.**

Sincerely,

Carrie S. Malas

Carrie Malas, Preservation Planner
Community Services Department

CC: Property Owner - ZONCA, DEREK A. [redacted]
File
Building Department

March Staff Updates

Follow Ups from Last Meeting

Peninsular Dam Powerhouse

GEI Consultants prepared a 60% design that included options for stabilization of powerhouse necessary during dam removal, as well as demolition. There was some internal discussion about considering both options, but ultimately City Council wanted to move forward as planned with stabilizing the powerhouse. 90% design for stabilization of the powerhouse is currently underway. Additionally, the city put out an RFP for a powerhouse redevelopment feasibility study last month; one bid has been received. There is a lot of discussion about use, timeline for redevelopment, and funding opportunities. There will be some public engagement for the dam removal project that should happen some time in April.

HDC Commissioner Opening

Checked on status of subscription, as well as estimate for training and conference. Did reach out to prospective commissioner; he confirmed he is no longer interested. Please continue to put the word out that we are still in need of a commissioner. The City is including all commission openings in external newsletter and reaching out to EMU specifically.

MHPN Commissioner Training & Conference

MHPN needs to know the following in order to set up a commissioner training session:

A. Is in-person (at City Hall) or Zoom preferred?
B. What days and times work best for the group during the week? Evenings are possible, but not weekends.

Your MHPN memberships are active. If you do not already have a user associated with your email, you will need to set one up. Please remember that the MHPN conference will be held from Thursday, May 7 – Saturday, May 9 in Detroit this year. Registration is now open, and is $180 per day (that is the discounted rate with your membership).

Rules and Regulations Discussion

Sent amendments to City Council for adoption, which they approved at their March 3rd meeting.

CITY OF YPSILANTI
HISTORIC DISTRICT COMMISSION MEETING

DRAFT MINUTES

Tuesday, February 10, 2026 at 7:00 p.m.
City Hall, Council Chambers
1 S Huron St, Ypsilanti, MI 48197

I. Call to Order

Meeting called to order by Chair at 7:05 p.m.

II. Roll Call

Commissioners Present – Alex Pettit (Chair), James Chesnut (Vice-Chair), Stefan Szumko, John Van Bolt, Chuck Bultman

Commissioners Absent – Hannah McCready (excused), *one vacancy*

Staff Present – Carrie Malas (Preservation Planner)

III. Agenda Approval

Staff notified commission of a draft request for City Council to Establish a Historic District Study committee proposed to be added under housekeeping business.

Request from owner of 121 N Washington for a study item.

Motion

Move to approve tonight's amended agenda.
–Moved (Szumko), Seconded (Bultman). Unanimous, motion carried.

IV. Public Comments on Agenda Items – *None*

V. Business Session

A. Old Business – *None*

B. New Business

315 Washtenaw

Paver driveway and bike hoop

Property Owner – Karl Staffeld (owner), *present*

Discussion

Staff gave their review of the proposed work (included in agenda packet). Chair commented that this was the first time they had heard of a zoning requirement for pervious pavers for commercial properties, and asked staff to request a representative of the zoning department to come discuss the pervious paver requirement at the next regular meeting. Staff confirmed they will talk with City Planner. Commissioner Chesnut requested an updated spec sheet with correct thickness of paver. Also expressed concern with lack of edge treatment; Chair conferred. Commissioner Van Bolt said it may meet minimum requirements per the Standards. Commissioner Bultman asked if Commissioner Chesnut and Szumko expressed further concern with edge detail. Applicant expressed concern that his building permits are waiting on approval from the HDC. Chair discussed that they approve design details in meetings. Applicant expressed he could provide one to staff. Commissioner Van Bolt noted that it seems to be clearly separate from interior work. Staff noted that any time work requiring HDC review comes to the Building Department, they put a hold on all the work in the building permit until HDC approval is granted. Staff said that applicants, in the past, have separated Building Permit applications to avoid scheduling issues while part of the work gets HDC approval. Applicant offered to describe a driveway edge detail if this could satisfy the requirement. Commissioner Chesnut wondered if there could be a way to approve if the applicant described the detail and supplied a detail drawing to staff after the meeting. Applicant offered a potential amendment to the application to include a 6" concrete and two 3" rebars in the proposed concrete curb, one foot depth entirely surrounding the paver driveway. Chair noted that this is why they encourage applicants to attend so that they can provide missing details.

Motion

Move to issue a certificate of appropriateness for application PHDC-26-0001 for the concrete paver driveway and bike hoop installation, as described in the application and as further described at the meeting by the applicant as a concrete retainer on the exterior sides of the driveway to be 6 inches wide, one foot in depth, with two (2) #3 rebar. And with the further condition that the applicant submit a further drawing of the revised retaining system to staff within one (1) week, ***and that a spec sheet for an appropriate paver be provided to staff as well.*** The subject resource is noncontributing, and the proposed work is removable. The applicant shall be responsible for obtaining all other relevant permits before work begins. <u>This motion is predicated that the proposed work meets the Secretary of the Interior's Standards for Rehabilitation</u>

#10 – *New work shall be removable.*

–Moved (Van Bolt), Seconded (Szumko). Unanimous, motion carried.

****Friendly amendment (Chesnut), accepted (Van Bolt), that a spec sheet for an appropriate paver be provided to staff.*

Discussion

Commissioner Bultman expressed concern about dwelling on materials for paver materials. There is a wide variety of pavers that can be appropriate in the historic district. Expressed that construction detail for edge detail may not be as critical as some of the details lacking in other applications that the commission has approved in the past. Commissioner Chesnut countered that he believed construction detail is exactly what the commission should be reviewing, as this is what makes the final installation a good installation. Chair noted that the commission may pay more attention to this sort of application as they do not see very many paver driveway applications. Commissioner Bultman clarified with applicant that the drawings used in the application package was not a survey; applicant noted the Building Department has the survey that shows the encroachment of the neighboring property's building.

324 Oak

New construction of rear 8'x12' shed

Applicant – Troy Abrahams (owner), *absent*

Discussion

Staff gave their review of the proposed work (included in agenda packet). Chair did not see paint materials in the application materials. Staff confirmed the applicant provided that material as an addendum, and it is in the supplemental materials. Chair asked if commissioners had any comments. Commissioner Bultman noted that there is no approval of a temporary building, and staff confirmed that it is indeed intended to be a permanent structure.

Motion

Move to issue a certificate of appropriateness for application PHDC-26-0002 for the construction of an 8'x12' shed in the rear southeast corner of the property, as amended to be placed at a 5 foot setback from the rear (south) and side (east) property lines. The applicant is responsible for obtaining all other relevant permits before work begins. The proposed work meets the Secretary of the Interior's Standards for Rehabilitation
#9 – *Contemporary designs shall be compatible and shall not destroy significant original material*; and
#10 – *New work shall be removeable.*
–Moved (Szumko), Seconded (Van Bolt). Aye – 4, Nay – 1 (Bultman). Motion carried.

Discussion

Commissioner Bultman expressed that he has as much issue with T1-11 as he does with vinyl siding and would like to see a more appropriate material.

119 N Huron

Two (2) combination floodlight/cameras on side and rear

Applicant – John Bredell (owner), *present*

Discussion

The applicant provided handouts to the commission and staff, showing examples of similar cameras and lights in the historic district. He noted that he is away from the

property one week a month and has had past issues with protecting it in the past. Noted that the Ring floodlights/cameras were installed before the Dark Sky Compliance zoning code was adopted. Provided letter from tenant requesting that the lights remain. Provided an AI generated photo that showed his Ring lights with a color matched version of it. He also noted that he is required to light the parking lot. He has owned the property for more than 20 years and has restored the building; he installed the lights to protect his investment. Staff gave an overview of the application (included in the agenda packet); this application is to correct work without a permit. Staff did encourage the applicant to speak with the City Planner to make sure any revised applications meet zoning requirements.

Chair opened commissioner comments. Chair also referred to photos in the packet and noted existing lights in the porticos seem to be appropriate as they are appropriately shielded. Noted that the proposed lights do not shield, nor design guidelines for lighting in the district. Commissioner Bultman noted that lights are a necessary evil that the commission is often figuring out the best way to mitigate negative effects. Commissioner Szumko noted the location of the fixtures stick out. Chair noted color is not a design element. Applicant noted the lights are dimmable.

Commissioner Chesnut stated the focus should be finding a viable solution, and asked for staff to pull up the HDC Fact Sheet on Lighting. Discussed options: shielded option with appropriate design; pedestal lights around parking perimeter; other building mounting location, such as brick? Cautioned that the conversation may become circular to meet zoning requirements. Chair noted maybe it is a question of a proper enclosure for the proposed fixtures to achieve shielding and design requirements. The property is unique which may require a unique lighting solution. Commissioner Bultman noted that there are several alternative fixtures and placements that would be more appropriate for lighting the parking lot. Commissioner Chesnut noted that, though the commission cannot create a solution for the applicant, there can be a discussion of approvable options; pole lighting may be a solution for illuminating the parking lot. Chair asked applicant had spoken with zoning about whether the light fixtures were approvable; applicant confirmed he had not as HDC was his first stop. Chair noted typically applicants would work with zoning simultaneously to ensure what is being proposed meets zoning requirements. Applicant noted that he could always go back to his former solution of using a bulb socket extension for the fixtures housed under the portico roofs. Chair confirmed the commission would also like to see a better permanent solution, similar to the applicant's desires. Chair summarized: commission is looking for a design that respects the building and site without light spillover to neighboring properties.

Motion

Move to deny application PHDC-26-0005 for the two (2) Ring floodlight/cameras installed without a permit on the side and rear elevations of the building. The fixtures and proposed additional glare shields do not meet Standard #9 or HDC Fact Sheet on Lighting. The commission requests that the applicant remove the Ring fixtures installed without a permit and either (a) repair the damaged areas of the roof structures with in kind materials where the electrical supply cut through, or (b) submit a new application for inconspicuous or compatible fixtures per the HDC Fact Sheet on Lighting and Secretary of the Interior's Standards for Rehabilitation.

–Moved (Bultman), Seconded (Chesnut). Aye – 1 (Chesnut), Nay – 4, motion failed.

Discussion

Commissioner Szumko noted that he would not find the fixture on the north side appropriate. Commissioner Van Bolt said he would not be able to deny, but would move to table instead, and would not be prepared to deny with the language including repairs. Applicant noted another example of similar lights in the district. Chair clarified that the commission was only discussing the application at this time. Applicant noted the commission should require applications for similar light fixtures he saw in the district.

Motion

Move to table this application until the March 10th meeting.
–Moved (Van Bolt), Seconded (Szumko). Aye – 4, Nay – 1 (Chesnut), motion passed.

418 Oak

Installation of 7' wood privacy fence in side yard

Applicant – Damian Ewald (owners), *present*

Discussion

Staff gave their review of the proposed work (included in the packet). Applicant noted that the location of the property is on the edge of the district. Prospect Park, elementary school, and bus stop. Noted that they are working with zoning department for approval at the moment. Chair noted that, historically, the fence is not a feature that was intended for privacy, and would often be covered in vegetation. He noted that plantings are a whole other consideration. Applicant did confirm that they were considering screening with plantings, such as arborvitae. Commissioner Szumko noted that the 408 Emmet fencing application that staff referenced in their review, in side yard fence was lowered in order to achieve traffic visibility from right-of-ways. Commissioner Van Bolt discussed that he would not be prepared to deny an application based on horizontal fencing. Commissioner Bultman also noted that he also would not deny the application for horizontal fencing. Recommended that the applicant look at other fences in the district that are next to right-of-ways. Bultman expressed he does not believe a 6' fence next to a sidewalk is appropriate. Chair confirmed that the height maximum is determined by zoning department; Commissioner Bultman noted that the HDC may impose a design requirement, such as height, in order to meet a Standard. Applicant confirmed they are not proposing to extend the fencing, and they would consider a future application for plantings where the existing chain link fence is. Commissioners discussed that perhaps a more appropriate motion could be approval with adjusted height, opaque stain. Commissioner Bultman warned of what precedent this may set in the district for appropriate streetscapes. Commissioner Chesnut expressed that he is comfortable making decisions case by case. Bultman reiterated that the notion of precedent still exists with HDC approvals.

Motion

Move to approve application PHDC-26-0006 for a fence at 418 Oak that has already been installed and the commission still does request the following sent to staff, which is an opaque stain or paint for the fence that has been previously installed, referencing the Secretary of the Interior's Standard's #9 – *Contemporary designs shall be compatible and shall not destroy significant original material*; and #10 – *New work shall be removeable.*

–Moved (Chesnut), Seconded (Van Bolt). Aye – 2 (Chesnut, Van Bolt), Nay – 3 (Pettit, Bultman, Szumko). Motion failed.

Discussion

Chair commented that they believe a lower fence with greater opacity, in combination with vegetation screening, would be more appropriate for this location. Applicant and chair discussed the HDC guidelines, and how vegetation can be an appropriate solution for screening. Commissioners discussed opinions on height of fence. Chair mentioned that another screening option could be a structure, such as a lattice, on the deck. Applicant noted there was a garden in between the property line and the deck that they would like to enjoy from their deck. *[Commissioners and staff had a discussion regarding Robert's Rules of Order about whether a motion to approve failed implies denial of the application.]*

Motion

Move to table application PHDC-26-0006 for the fence at 418 Oak so that the applicant can provide revised materials and additional information by the application deadline for the March 2026 regular meeting. The commission requests the following in a revised application:

(a) clarification in the total fence length and height, based on the zoning review; and

(b) use of opaque or solid stain or paint.

–Moved (Szumko), Seconded (Van Bolt). Aye – 3 (Szumko, Van Bolt, Pettit), Nay – 2 (Chesnut, Bultman) Motion carried.

Discussion

Point of order: Commissioner Bultman commented that he was unsure if the commission understood Robert's Rule of Order concerning. *[Commissioners again discussed the matter of bringing a second motion on an application. Chair was willing to accept the motion to table as seconded.]*

10 N Washington

New flat roof, gutters, repair to damaged masonry, and replacement clay tile coping

Applicant – Austin Akers (contractor, representative of MacDermott Roofing), *absent*

Discussion

Staff gave their review of the proposed work (included in the agenda packet). The application was to correct work without a permit that had been done last November. The commission denied the application as proposed back in December and requested a new application. Staff noted that the roofing membrane and termination bar that was previously installed over the top of the parapet roof were removed. Chair is concerned with the damaged masonry exposed to the freeze thaw cycles. Staff stated they did not see significant damage on masonry units from the right-of-way. Chair noted that we do not have photos of the bricks as they currently stand. Commissioner Chesnut stated photo documentation would be very helpful. Discussion of different proposed materials ensued, and commissioners seemed to be open to the proposed materials. Commissioners were in favor of retaining the damaged masonry as long as the damage was not too extensive (i.e. only have holes from fasteners versus being split or defaced). Staff clarified that the only "new" supplemental photos provided was actually an older annotated photo showing the

proposed termination bar location. Chair noted that the original clay tile coping is a bit flatter than what is proposed. Commissioner Szumko was not opposed to the proposed clay tile coping having a steeper ridge to shed water.

Motion

Move to issue a certificate of appropriateness for application PHDC-26-0009 for the re-roof, gutter installation, repair of damaged historical material, and replacement of lost clay tile coping at 10 N Washington, as described in the application, pending photographic evidence of the damage to the brick and limestone capping provided to the Preservation Planner; approvable if damage is, in staff's opinion, compatible with repair rather than replacement. This work is approved to bring the formerly unpermitted work into compliance with the Secretary of the Interior's Standard's for Rehabilitation and the HDC's Design Criteria. The applicant is responsible for obtaining all other relevant permits before work begins and submitting the photos before a permit can be submitted to the Building Department by the HDC. <u>The proposed work meets the Secretary of the Interior's Standards for Rehabilitation</u>

#5 – Preserve distinctive features;

#6 – Repair don't replace; replacements shall match original; and

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

–Moved (Szumko), Seconded (Pettit). Aye – 2 (Szumko, Pettit), Nay – 3 (Chesnut, Bultman, Van Bolt). Motion failed.

***Friendly Amendment: Chair recommended that the commission review the photo documentation rather than staff. Amendment not accepted; rather it was discussed that perhaps another action would be more appropriate if it were to be reviewed by the commission.

Motion

Move to table application PHDC-26- for the re-roof, gutter installation, repair of damaged historical material, and replacement of lost clay tile coping at 10 N Washington. The Commission requests that the application provides revised materials and additional information by the application deadline for the March 2026 regular meeting. The commission requests the following in the revised application:

(a) Photos of holes in brick;
(b) Photos of any snapped fasteners that remain in the brick from the removal of the termination bar; and
(c) Photos of the existing limestone caps after the roofing was pulled back.

-Moved (Chesnut), Second (Van Bolt). Unanimous, motion carries.

C. Study Items

<u>121 N Huron</u>

Door replacement, new overhang on garage, placement of security camera

Presenter – Doug Kisor (owner), *present*

Presenter gave background to proposed project and discussed options. Chair noted that, for the different options presented for the overhang, he did not have any particular

comments. Most commissioners agreed that all three could be considered; Commissioner Bultman noted that he would not be able to vote for option #1 as it does not appear to be compatible with the district. Moving on to the door, Commissioner Chesnut and Chair noted that the door is interior and may be worth replacing. Chair questioned the presenter on the proposed door design: what is the plan for the edges of the door panels and stiles and rails. Commissioner Bultman noted that the proposed door's 2" upper stile is that atypical, and discussed turning that stile into a muntin. Presenter acknowledged that possibility. Presenter also discussed the proposed location of mounting a motion sensing camera on a black steel pole mounted to nonhistoric trellis at rear of property. Commissioners noted it is very subtle and small.

213 Pearl

New gable roof

Presenter – Amy Grettum (owner), *absent*

Chair did not see anything in the materials provided that would be helpful for the commission to render a decision. Noted that, with whatever they choose to design, what the commission cares about is what each elevation will look like. Commissioner Chesnut communicated that scaled architectural drawings that are an accurate representation of the proposed work will be helpful for the next time it comes before the commission. Chair recommended that whatever the building department requirements would be for application materials are likely to be helpful to the commission as well. Commission moved on as the property owner was not present.

422 N Hamilton

Reconstruction of demolished historic carriage house

Presenter – Michael Hattfield (contractor), *absent*

Staff discussed what had happened since the December meeting. Excavation work had been completed without a permit, staff gave some detailed feedback on drawings and draft application, to which the contractor provided revised versions of for the commission's review. Commissioner Chesnut commented that a siding product that matches the original is common and readily available. They confirmed that material samples would be helpful for a future application. Chair noted that the detail drawings of features like doors and windows should show dimensions of all components, including stiles, rails, etc. Commission moved on as the property owner was not present.

121 N Washington

General repairs, light fixture, door replacement

Presenter – Randy Mascharka (owner), *present*

Presenter noted that he did some exploratory work on the back door and the plywood is glued and bolted on the original back door. Proposed repairs with Bondo product to holes in aluminum panel above main entrance door. He would propose a steel door replacement with similar hardware to what is on the current door, and he would paint the door to match the rest of the building. Proposed light fixtures are dark sky compliant.

Commissioners did not have any comments or concerns on proposed materials and methods.

D. Administrative Approvals

413 Maple
Rear painted wood picket privacy fence with lattice top

303 E Forest
Driveway expansion

E. Other Business

1. Property Monitoring

Chair asked about status of 90 Maple. Staff confirmed the property is in closing at the moment; they had spoken with the prospective owner prior their offer being accepted and made them aware of the demolition by neglect procedures as well as provided them with links to the relevant agenda packets in the past year and historic photographs and survey forms. Commissioner Szumko noted that boarded up windows at 2 W Michigan have been removed. Staff stated they met with the architects and owner in the past month to discuss next steps for the window applications. They are looking into asbestos remediation at the moment, as well as a conditions assessment to understand if they are able to repair or need to replace some or all of the windows. They plan on submitting an application. Chair asked if the six rear mechanical units at 315 Washtenaw had received approval; staff will look into this. Staff noted that there are several applications (including some on tonight's agenda) that have resulted from enforcement. Noted that they are working with 313 Olive still.

2. Updates from Staff

Discussed the additional printout staff provided regarding the draft resolution and background on the request to City Council to establish a historic district study committee following the 2025 resurvey of the local historic district.

3. Commissioner Comments

Commissioner Szumko said that he has had issues with applying for HDC work permits via BS&A Online portal; he finally figured out it is under PZE processes. Recommended to make that more obvious or link to it on the city's Historic District webpage. Commissioner Bultman commented that he has had issues with consistent nomenclature – for example "special use permit" being used for a form title, but a shortened title being used on BS&A Online. Staff confirmed they will look into this.

VI. Public Comment on Non-Agenda Items – *None*

VII. Housekeeping Business

1. **Review of request for City Council to establish historic district study committee**

   Commissioners clarified with staff that there are no external timelines that they need to follow regarding this matter; staff confirmed it was more of an internal timeline to keep momentum on the matter. Commissioners had a couple comments for grammatical corrections on the drafted background and indicated they may like more time to review. They also discussed they would like time to consider who they might consider recommending to City Council for the study committee in addition to the general organization and institution list that staff drafted, as this was a recommendation from SHPO. Agreed they would review again next month.

2. **Approval of Minutes**

   Motion

   Move to approve January 13, 2026 HDC meeting minutes.
   –Moved (Bultman), Seconded (Szumko). Unanimous, motion carried.

3. **Election of Officers**

   Staff provided nomination forms for chair and vice chair elections to commissioners. Commissioners filled forms out; staff collected. Based on the nominations, staff will provide a ballot form to commissioners next month for elections to take place.

4. **CLG End of Year Report**

   No comments.

   Motion

   Move to adopt the annual CLG report.
   –Moved (Van Bolt), Seconded (Szumko). Unanimous, motion carried..

5. **Review of HDC Rules and Regulations**

   Discussion

   No discussion from commissioners; they were satisfied with current amendments and ready to move this to City Council.

   Motion

   Move to submit the following amendments to the HDC Rules and Regulations discussed and agreed upon at the January 13, 2026 regular meeting, for approval by City Council.

The amendments are to include the following proposed changes and draft text amendment.

Proposed changes:

A. Change “Community & Economic Development Department” to “Community Services Department” to reflect the recent departmental name change. *(Five instances total, found in Sec. 3.1.B, Sec. 3.1.C, Sec. 3.1.E, and Sec. 5.3)*

B. Inclusive Language
   i. Replace “his/her” with “their” *(Sec. 2.3.B)*
   j. Replace “he/she has” with “they have” *(Sec. 2.4)*
   k. Replace “his” with “their” *(four instances total, found in Sec. 3.1.E, Sec. 4.5.D.2)*
   l. Replace “his or her” with “their” *(Sec. 5.1)*

C. *(Sec. 4.9).* Omit the rule, “Motions shall be reiterated by the Chairperson before a vote is taken,” as this rule duplicates Robert’s Rules of Order.
   –Moved (Chesnut), Seconded (Szumko). Unanimous, motion carried.

F. Adjournment

Meeting adjourned by Chair at 11:37 p.m.

Historic District Commission
Annual Election of Officers

BALLOT

Please check one choice for Chair
and one choice for Vice Chair

CHAIR

Chesnut, James	**[ ]**
Pettit, Alex	**[ ]**
Van Bolt, John	**[ ]**

VICE CHAIR

Chesnut, James	**[ ]**
McCready, Hannah	**[ ]**
Pettit, Alex	**[ ]**

Submit Ballot Form to staff at beginning of March meeting.