CITY OF YPSILANTI
REGULAR HISTORIC DISTRICT COMMISSION MEETING
Tuesday, February 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

B. NEW BUSINESS

1. **315 Washtenaw** - Paver driveway and bike hoop
2. **324 Oak** - New construction of rear 8'x12' shed
3. **119 N Huron** - Two (2) combination floodlight/cameras on side and rear
4. **418 Oak** - Installation of 7' wood privacy fence in side yard
5. **10 N Washington** - New flat roof, gutters, repair to damaged masonry, and replacement clay tile coping

C. STUDY ITEMS

1. **121 N Huron** - Door replacement and new overhang on garage
2. **213 Pearl** - New gable roof

3. **422 N Hamilton** - Reconstruction of demolished historic carriage house

D. OTHER BUSINESS

1. Administrative Approvals

413 Maple - Rear painted wood picket privacy fence with lattice top

303 E Forest - Driveway expansion

2. Property Monitoring

3. Updates from Staff

4. Commissioner Comments

VI. PUBLIC COMMENT ON NON-AGENDA ITEMS

VII. HOUSEKEEPING BUSINESS

A. Approval of Minutes

B. Election of Officers

C. CLG End of Year Report

D. Review of HDC Rules and Regulations

VIII. ADJOURNMENT

HDC Work Permit Staff Review

Property Address: **315 Washtenaw**

Property History: This ca. 1880-1899 Queen Anne is noncontributing to the local and National Register historic districts. *See attached survey form for more information.*

Date of Application: January 8, 2026
Date of Review: February 3, 2026
Date of Meeting: February 10, 2026
Decision Due Date: March 11, 2026

Proposed Work: Paver driveway and bike hoop installation.

Materials: 12"x12" concrete pavers; angular stone infill; (2) ground mounted black powder-coated steel 2-bike bike racks (22"L x 4.25"W x 36"H).

Findings of Fact:

1. This project (conversion to four-unit apartments) came before the commission in July of 2025 for approval of a ramp, sidewalk extension, and light fixtures (all approved). Following HDC approval, the project went before the Planning Commission in September, which resulted in conditional approval. Two of the conditions affect the site and require HDC review:
    A. *"The applicant shall install an additional two bike hoops."*
    B. *"The applicant shall pave the gravel driveway with pervious pavers."*

2. Because the use is now commercial, the City's zoning ordinance does not allow gravel as a paving surface, even though it is heavily used in the area (most of these driveways are legal nonconformities). While concrete is also used heavily in the district, the City's Planning Commission is moving towards encouraging pervious alternative surfaces in order to minimize

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.

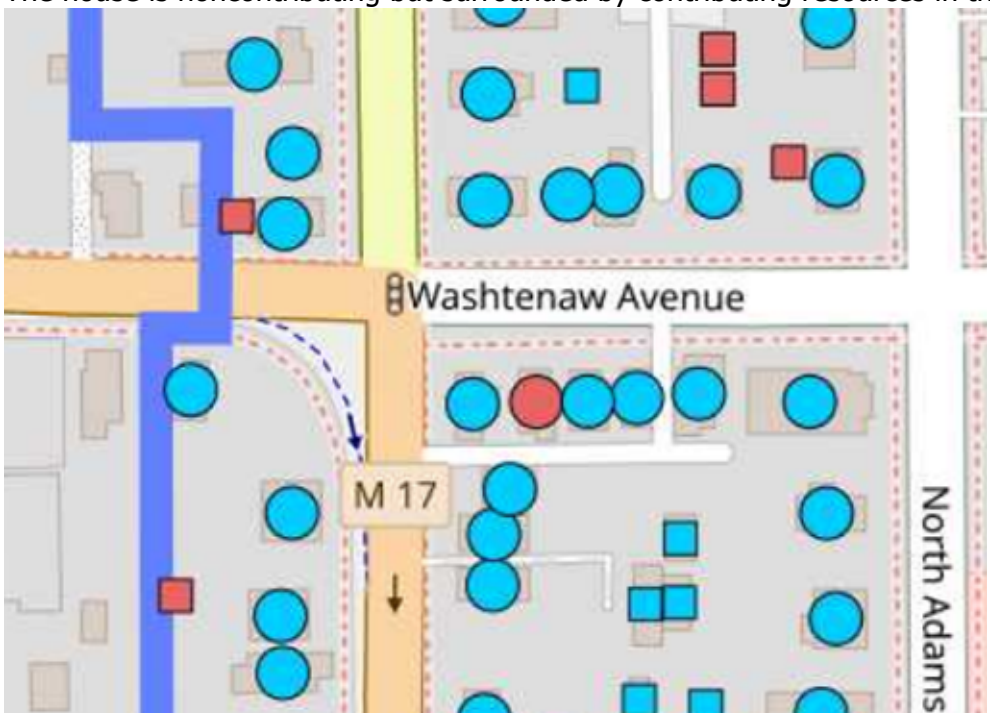
9. Contemporary designs shall be compatible and shall not destroy significant original material.

10. New work shall be removable.

Prepared by Carrie Malas, Preservation Planner

stormwater runoff and employ best environmental practice.[1] It is likely that the HDC will see more and more of these applications to convert driveway materials to a pervious paver/bonded material option. Staff did meet with the applicant and City Planner to clarify that a geocell with gravel fill would not meet zoning requirements.

3. The house is noncontributing but surrounded by contributing resources in the district.



315 Washtenaw Ave indicated by red (noncontributing) dot.

4. The proposed materials (grey concrete pavers, gravel infill) do appear to be appropriate in their material makeup and color, as both gravel and concrete are used heavily within the district. In terms of compatibility of design, the 1'x1' concrete paver format is a more modern application that would not have been available or used during the districts period of significance. Staff opinion is that the design is not compatible within the district; a smaller paver or a combination of different sizes of pavers in the same materials would be much more compatible with the district.

5. Historic examples and approved pavers within the district:

    a. **411 N Huron.** HDC approved a salvaged brick paver driveway in a herringbone pattern with edging based on Standards #2 and #9.

[1] City of Ypsilanti's Code of Ordinances, Sec. 122-683.E "Surfacing."



Approved paver driveway at 411 N Huron. Google Streetview, May 2024.

b. **220 S Huron**. Historic slate sidewalk still extant. Modern paver walkway appears to be compatible with the district.



Slate sidewalk and paver walkway at 220 S Huron.

c. **309 N Grove.** HDC approved a faux stone paver walkway; pavers were of varying dimensions.




Approved paver walkway at 309 N Grove (left). Supplemental materials for application (right).

6. The proposed bike hoops are composed of appropriate materials and their installation is ground mounted, therefore, not negatively impacting any original materials of the home. Their placement is also appropriately setback and partially screened by the home.

7. Staff's opinion is that the paver driveway could be approvable on a basis of the property being noncontributing, the pavers being removable, and appropriate material composition. However, based on the subject property being surrounded by contributing properties and creating precedent for future pervious paver driveway applications, the commission may consider requesting the applicant to use a paver with dimensions and layout that are compatible with the period of significance and historic character of the district. The examples provided in this review are all appropriate to the period of significance. In the Guidelines for Rehabilitation, in the section on Setting: District or Neighborhood, it is recommended that *"a new design [be] compatible with the historic character of the setting;"* likewise, it is not recommended to *"[Introduce] a new building or landscape feature that is out of scale or otherwise inappropriate to the setting's historic character, e.g., replacing picket fencing with chain link fencing."*[2]

[2] *Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines for Rehabilitating Historic Buildings*, page 80.

Potential Motions:

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. The subject resource is noncontributing, and the proposed work is removable. 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 #10 – *New work shall be removable.*

Move to table application PHDC-26-0001 for the concrete paver driveway and bike hoop installation. While the home is noncontributing, it is surrounded by contributing resources within the historic district, and the work as proposed is not compatible in design with the period of significance and historic character of the district, therefore not meeting Standard #9. The commission requests that the applicant provide an alternative paver and layout that is compatible with the district, and provide staff with an amended application by the next application deadline at 4pm on February 27, 2026.



315 Washtenaw. Google Streetview, June 2021.

Prepared by Carrie Malas, Preservation Planner

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	315 Washtenaw				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48197				
County	Washtenaw				
Assessor's Parcel #	11-11-40-482-005				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.243442		Long: -83.617132		
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	c. 1880–1899	
Architectural Style	Queen Anne	
Building Form	Irregular	
Roof Form	Front and cross gable	
Roof Materials	Asphalt	
Exterior Wall Materials	Asbestos	
Foundation Materials	Parged concrete block	
Window Materials	Wood, vinyl	
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): c. 1899–1909		
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	2024-09-22	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 two-story Queen Anne house has been greatly altered, including the removal of any decorative details and its front porch; it has been covered by cement-asbestos siding. A cottage window with transom is found on the western part of the first floor of the facade; windows on the second floor have been recently replaced with vinyl windows. In general, the scarcity of window openings suggests extensive alteration. The rear has a one-and-a-half story addition, off-center with the front of the house and extending further east; behind that is a one-story addition with a shed roof (c. 1899–1909).

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.

Sanborn maps show the house to have originally been deeper. Its back was truncated between 1899 and 1909 when an alley was built behind 311, 313, 315, and 317 Washtenaw Avenue. A small one-story-addition was added to now-truncated one-and-a-half-story rear at that time. A front porch, no longer extant when surveyed in 1982, was still present on 1964 Sanborn maps.

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 building retains integrity of setting and location, however, most original architectural details are missing, resulting in a loss of integrity of design (e.g., front porch, altered fenestration pattern) and workmanship. Historic materials are also generally missing. The property is recommended as noncontributing.

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

1983 Ypsilanti Survey; and Sanborn Map Company, 1899, 1909, 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: RECEIVED
Method: JAN 8 2026
Action/Study Item
PHDC- 26-0001

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: 315 Washtenaw Ave., Ypsilanti, MI 48197

Applicant

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

Name: Karl Staffeld

Address: [redacted]

City: [redacted] State: MI Zip: [redacted]

Phone / Fax: [redacted]

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

Contractor

Contractor Name & Contact Info: Karl Staffeld, [redacted]

Type of work

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

RECEIVED
JAN 8 2026

Complete Description of Proposed Work:

The Planning Commission has approved the renovation work at the site with the following conditions:

1. Provide a pervious driveway installation for the drive area shown on the plan drawing C-3 (attached) approximately 12'-0 wide by 65'-0" long. ~~Place a permeable 4 inch geocell heavy duty ground grid (see attached cut sheet) filled with uniformly graded gravel/stone above a prepared subgrade. See note 8 on drawing C-3.~~ See 1/26/2026 addendum and associated drawing for proposed paver installation. -csm

2. Install (2) "2-bike" surface mounted bike hoops. Secure bike hoops to a concrete pad 4'-0" x 2'-0", 4" thick. locate as shown on drawing C-3. See note 6 on drawing C-3.

3. Photographs of the west side of the building have been included with this application.

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

See attached drawing C-3, ~~permeable 4 inch geocell heavy duty ground grid cut sheet~~ 12" x 12" pavers with gravel infill -csm, "2-bike" surface mounted bike hoop cut sheet, and photographs of west side of the building.

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:
2500	$48 + 0 = $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: 01/05/2026
Print Name: Karl Staffeld	

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.

RECEIVED
JAN 26 2026

Historic District Commission

City of Ypsilanti

01/26/2026

Hello Carrie,

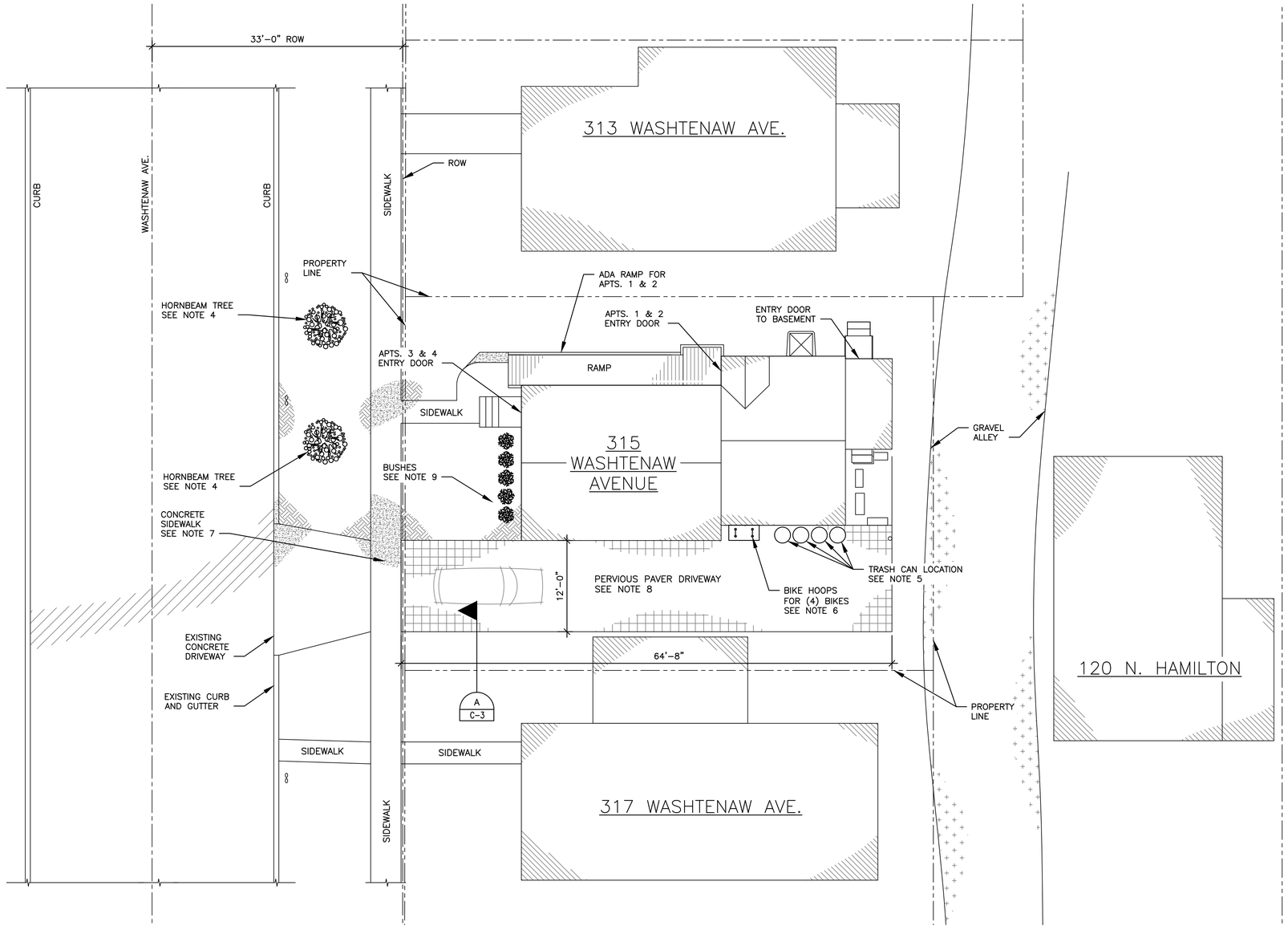
Attached is the revised drawing C-3 that addresses the conditions for the current HDC permit application. The changes to the drawing are as follows:

- The driveway pervious paver installation is detailed in the new Pervious Paver Section "A" located on drawing C-3. The standard 12"x12"x2-3/8" paver specification is attached. The base material and the fill material between the pavers is specified on the drawing. See note 8.
- There has been no change to the bike hoops.
- Five bushes have been added to the front of the house as requested by the Planning Commission. A cutsheet for the Boxwood Shrub is attached. See new note 9.
- The concern of the Planning Commission for the maintenance and/or repair to the existing concrete sidewalk is specified in note 7. This note has always been on the drawing.

Thank you,

Karl Staffeld

[redacted]



PLAN

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

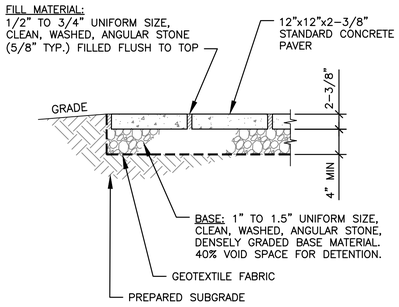
6 0 10 20

GENERAL NOTES:

1. OWNER: AZAR STAFFELD, 341 PAYEUR RD., ANN ARBOR, MI 48108 (734) 929-6969.
2. PARCEL ADDRESS: 315 WASHTENAW ROAD, YPSILANTI, MICHIGAN 48197.
3. PARCEL ID: 11-11-40-482-005
4. PLANT (2) HORNBEAM TREES AS SHOWN. PERFORM MISS DIG UTILITY SURVEY PRIOR TO PLANTING. SECURE DPW APPROVAL FOR TREE SPECIES AND LOCATION PRIOR TO PLANTING.
5. (4) TRASH CANS WITH LIDS ARE TO BE PROVIDED AND LOCATED AS SHOWN. TRASH REFUSE REMOVAL TO BE PERFORMED BY THE TENANTS.
6. PROVIDE (2) "2-BIKE" FLOOR BIKE HOOPS. SECURE BIKE HOOP TO CONCRETE PAD 4'-0" x 2'-0", 4" THICK. LOCATE AS SHOWN.
7. MAINTAIN CONCRETE SIDEWALK SURFACE AND CONTROL JOINTS. REMOVE ALL GRASS AND DEBRIS FROM CONTROL JOINTS. REPLACE OR REPAIR ANY BROKEN CONCRETE FLAGS AS REQUIRED.
8. PROVIDE PERVIOUS DRIVEWAY INSTALLATION FOR THE DRIVE AREA SHOWN ON PLAN. REMOVE EXISTING DRIVE MATERIAL AS REQUIRED. PREPARE SUBGRADE WITH GEOTEXTILE FABRIC. BASE MATERIAL TO BE 1" TO 1.5" ANGULAR STONE WITH A 40% VOID SPACE FOR DETENTION. INSTALL STANDARD 12"x12"x2-3/8" CONCRETE PAVERS WITH UNIFORM 3/4" GAP BETWEEN PAVERS. FILL GAP WITH 5/8" ANGULAR STONE AS SHOWN ON SECTION "A" THIS SHEET. (SITE GEOTECH DATA AND SUITABILITY OF EXISTING SITE FOR STORM INFILTRATION IS UNAVAILABLE AND SITE STORM WATER PLANNING AND DESIGN IS NOT IN PROJECT SCOPE.)
9. PLANT (5) BOXWOOD HEDGE SHRUBS AT NORTH SIDE OF HOUSE FOR FOUNDATION SCREENING. PLANT BUSHES MINIMUM 2'-0" FROM FOUNDATION WALL.

SITE SURVEY

FOR SITE SURVEY SEE DRAWING C-5. SITE INFORMATION PRESENTED ON THE CONTRACT DOCUMENTS IS FOR REFERENCE ONLY. ABX DOES NOT WARRANT THE ACCURACY OR COMPLETENESS OF INFORMATION SHOWN AND ASSUMES NO LIABILITY FOR DESIGN INFORMATION PRESENTED IN THE ABSENCE OF A PROJECT-SPECIFIC CERTIFIED TOPO AND UTILITY SURVEY. UNCHARTED UTILITIES AND SITE FEATURES MAY EXIST AND ACTUAL LOCATIONS AND CONFIGURATION OF THE UTILITIES AND SITE FEATURES MAY VARY FROM INFORMATION SHOWN ON THE DRAWINGS. ABX SHALL BE NOTIFIED OF ANY DISCREPANCIES OR DEFICIENCIES DUE TO LACK OF SURVEY INFORMATION SO ADJUSTMENTS IN THE CONTRACT DOCUMENTS CAN BE MADE PRIOR TO PROCUREMENT AND CONSTRUCTION.



A C-3 PERVIOUS PAVER SECTION

SCALE: 1" = 1'-0"

1/2 0 1 2 3

ISSUE	DATE	DESCRIPTION
C	01/26/26	BUILDING PERMIT – REV 2
B	10/13/25	BUILDING PERMIT – REV 1
A	09/24/25	BUILDING PERMIT

PROJECT MANAGER KARL W STAFFELD

PROJECT NUMBER 25001

A B X
DESIGN LLC
PLANNING - ENGINEERING - PROJECT SERVICES
PO BOX 803 - NORTHVILLE, MI 48167 - 248 231-5838

KASS
industries, LLC
341 Payeur Road
Ann Arbor, MI 48108
(734) 929-6181

315 WASHTENAW AVENUE
YPSILANTI, MICHIGAN 48197
RENOVATION PROJECT

LANDSCAPE PLAN

0 1" 2"

FILENAME C4.DWG

SCALE AS NOTED

SHEET C-3

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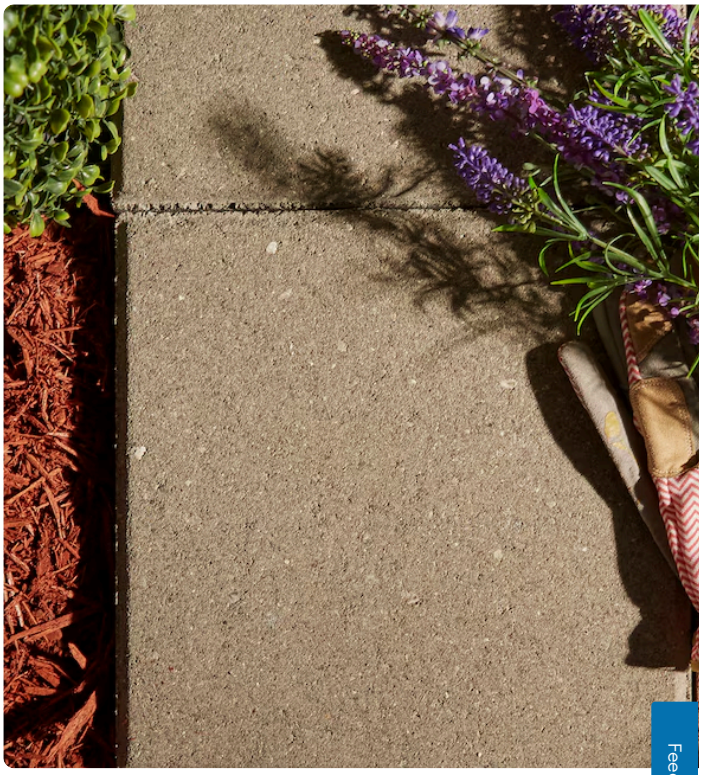
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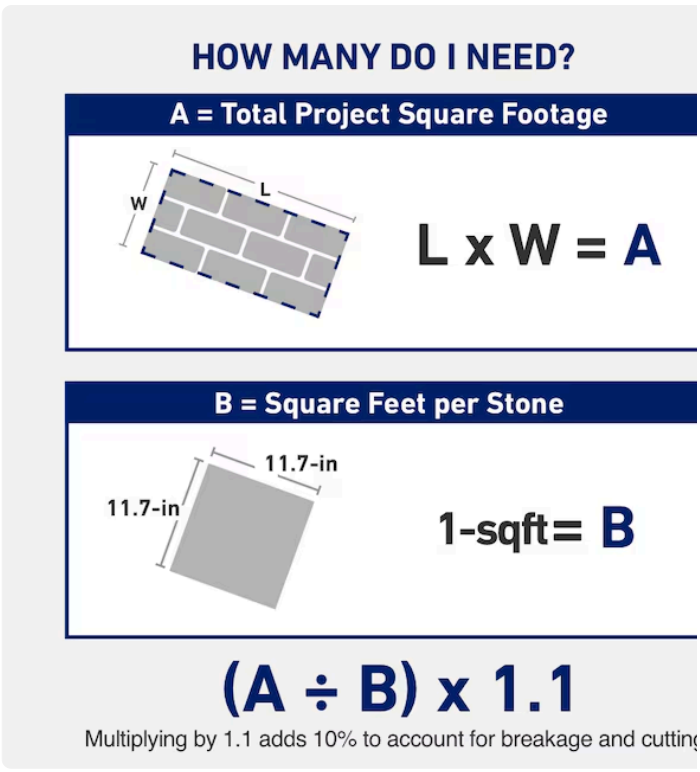
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Feedback





View All Images

At a Glance

Ideal for Patios

Ideal for Walkways

Fire Resistant

View More

100+ bought last week

12-in L x 12-in W x 2-in H Square Gray Concrete Patio stone

Item #922385 | Model #196-SS-G

4.3 107

$1.78 ($1.78 / Sq. Ft.) or $1.60 Bulk Savings Buy 180 or More 10% Off

Manufacturer Color/Finish: Gray

Calculate How Much You Will Need

Pickup
Ready within 3 hrs
366 available

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Feedback

Ask Mylow





At a Glance

Part sun

Spring Blooms

Attracts Pollinators

View More

2.25 Gal. Boxwood Green Mountain Foundation/Hedge Shrub in 2.25 -Gallon Pot 1 -Pack

Item #5618893 | Model #O115003

4.1 10

$39.98

$37.98 When you choose 5% savings on eligible purchases every day. Learn How

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Unavailable

Delivery
Tue, Feb 3
1,965 Available

Delivery to 48101

Get it by Tue, Feb 3
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1 Add to Cart

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BARCO PRODUCTS

Home › Park-It 2-Bike Racks





Optional Accessories

Covers for Surface Mount Park-It Bike Racks/ Set of 2

05CL1422-BK



$30.00

Qty

− 1 +

Surface Mount Hardware Kit (8)

BKHRD-8



$15.00

Qty

− 1 +

Description Specifications Documents and Instructions Reviews /Q&A

Description

Small overall footprint makes this bike rack perfect for sidewalk placement.

- **Bike Capacity:** 2
- Proven design provides high security & easy bike parking
- Two points of contact to stabilize & lock two bikes
- 1-7/8" OD 11-gauge round steel tubing
- Powder-coated steel in Black Onyx
- Choose surface mount or inground mount
- Choose optional set of steel Surface Mount Covers to conceal mounting hardware

Specifications

SKU	05CL1710	05CL1711
Model Name	Surface Mount 2-Bike Rack - Black	Inground Mount 2-Bike Rack - Black
Material	Steel	Steel
Mount Type	Surface Mount	Inground

Bike Capacity	2	2
Frame Tube Diameter	1 7/8"	1 7/8"
Overall Dimensions	22"L x 4.25"W x 36"H	22"L x 2"W x 36"H
Weight	17.0	18.0

Users Also Viewed



As low as $3175.00
Speed Aware Radar Speed Signs



★★★★★ (38)
As low as $649.00
Deluxe Inlay Memorial Benches



As low as $1465.00
Add-A-Flash 24" Stop Solar Sign Kit



★★★★★ (11)
As low as $195.00
Curve-It Bike Racks

Recommended For You



As low as $3175.00
Speed Aware Radar Speed Signs



★★★★★ (38)
As low as $649.00
Deluxe Inlay Memorial Benches



As low as $1465.00
Add-A-Flash 24" Stop Solar Sign Kit

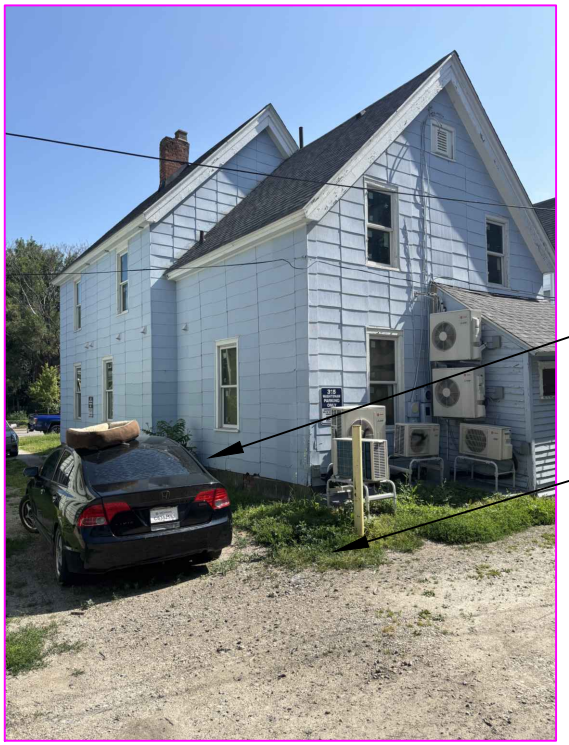


★★★★★ (11)
As low as $195.00
Curve-It Bike Racks

NORTH END
OF DRIVEWAY



LOOKING
SOUTHEAST



BIKE RACK
LOCATION

SOUTH END
OF DRIVEWAY

LOOKING
NORTHEAST

PERMIT APPLICATION FOR 315 WASHTENAW

01/05/26

EXHIBIT A

HDC Work Permit Staff Review

Property Address: **324 Oak**

Property History: 1850 Greek Revival home that contributes to the local and National Register historic districts. *See attached survey form for more information.*

Date of Application: January 22, 2026
Date of Review: February 3, 2026
Date of Meeting: February 10, 2026
Decision Due Date: March 8, 2026

Proposed Work: New construction of rear 8'x12' shed.

Materials: 4x4 pressure treated wood; river rock gravel for base; T1-11 siding; cedar trim; custom double doors from T-11 and cedar doors; asphalt shingles; wood window; black metal hasp and T-hinges; Valspar exterior paint to match trim of home.

Findings of Fact:

1. Relevant Standards: #9, #10.

2. The HDC Design Criteria are typically reviewed for new construction, however for smaller outbuildings that are not as permanent as larger structures on foundations (i.e. garage), staff believes the criteria are not all relevant to consider. This shed is proposed to be situated at the rear of the property and not visible from the Oak Street right-of-way. The shed would share a lot line with a non-historic shed of similar massing at 325 Maple and a contributing carriage house with board and batten siding at 323 Maple. While the proposed T1-11 is not a historic material nor necessarily compatible with the horizontal wood siding of the house, staff believes it can be considered compatible in this instance as (a) the structure is somewhat temporary, (b) placed out of sight from the right-of-way, and (c) reflects the vertical

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

board and batten siding of the neighboring contributing carriage house at 323 Maple.



Neighboring properties in the district. Garages are commonly placed at around the midpoint of the lot, while other outbuilding types are commonly placed at the rear. Alley-adjacent properties commonly have carriage houses situated at the rear of the property, facing the alley. Neighboring non-historic shed to the east (325 Maple) and contributing carriage house to the south are indicated. MapWashtenaw, March 2024.

3. No other site work is proposed in this application.

4. Staff confirmed with the city's Building Official that the structure as proposed would need to be placed with a minimum setback of five feet from both lot lines to meet fire code. **The applicant confirmed via email that they are amending the setback from both property lines to 5 feet rather than 3 feet.**

5. Staff believes the work as proposed meets the Standards #9 and #10, particularly due to the proposed placement and temporary nature of the structure. Approval is recommended.

Prepared by Carrie Malas, Preservation Planner

Potential 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.*



View of home, facing south on Oak Street. Google Streetview, 2024.

Prepared by Carrie Malas, Preservation Planner



Area where shed is proposed to be placed (southeast corner of lot) is not visible from right of way. Google Streetview, 2020.

Prepared by Carrie Malas, Preservation Planner

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	324 Oak				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48198				
County	Washtenaw				
Assessor's Parcel #	11-11-04-491-004				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.247698		Long: -83.604751		
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	1850
Architectural Style	Greek Revival
Building Form	Half basilica plan
Roof Form	Front gable and wing
Roof Materials	Asphalt
Exterior Wall Materials	Fiber cement
Foundation Materials	Panel-face concrete block
Window Materials	Wood
Window Type	Sash (six-over-six)
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	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, half basilica plan Greek Revival house rises from a panel-face concrete block foundation and is clad in fiber cement siding. Windows are wood six-over-sixes. The front porch has a square column supporting the overhanging hip roof of the wing. The front gable has raking cornices with returns.

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 1850 according to Ypsilanti Assessor records and the Ypsilanti Heritage Foundation, and is first seen on Sanborn maps in 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 building generally retains its design and materials, and expresses the original architectural style of a residential building from the period of significance. It 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.

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

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 20 2026

Action/Study Item

PHDC-26-0002

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: 324 Oak St, Ypsilanti, MI 48198

Applicant

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

Name: Troy Abrahams

Address: 324 Oak St

City: Ypsilanti | State: MI | Zip: 48198

Phone / Fax: [redacted]

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

Contractor

Contractor Name & Contact Info: Douglas Post (R+D Enterprises) 313-407-3072 chas@r-d-enterprises.com

Type of work

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

Complete Description of Proposed Work:

8x12 Storage Shed

All wood construction with T-111 Siding, double doors and gravel base

(No gutters or downspouts are included)

Orientation of shed: Doors are facing forward (towards the front of the property as shown on the attached drawing)

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

- 4x4 pressure treated landscape timbers
- 2x4 studs, 2x6 rafters, 1/2" OSB roof decking
- T-111 siding with cedar trim, T-111 and wood-framed double doors
- Asphalt shingles with ice-guard
- River rock gravel base
- Wood-sash window

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: $4,800.00	Permit fee: $53

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: 1-5-2026

Print Name: Douglas W. Post

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.



Decks • Fences • Sheds • Porches

www. R-D-Enterprises.com

R&D Enterprises, Building, and Contracting Inc.

1216 Sherman St., Ypsilanti, MI 48197.

MATERIALS LIST

CUSTOMER: Troy Abrahams

ADDRESS: 324 Oak St, Ypsilanti, MI 48198

E-MAIL: [redacted]

PHONE: [redacted]

PROJECT: 8x12 shed

- 4x4 pressure treated landscape timbers
- 2x4 studs
- 2x6 rafters
- ½" OSB roof decking
- T-111 siding with cedar trim
- T-111 and wood-framed double doors
- Asphalt shingles with ice-guard
- River rock gravel base
- Wood-sash window


Oak St
66.70 ft
324
328
318
231.86 ft
232.36 ft
Alley
Applicant informed Preservation Planner in 2/3/2026 email that they are amending setbacks to 5 ft. in order to meet fire code.
PROPOSED SHED 8X12
MUST MAINTAIN 36" MIN. DISTANCE ON ALL SIDES
66.17 ft
324 OAK STREET - TROY ABRAHAMS SHED
CITY OF YPSILANTI. MI 48198



Photo of work site; placement of shed indicated. Facing east.



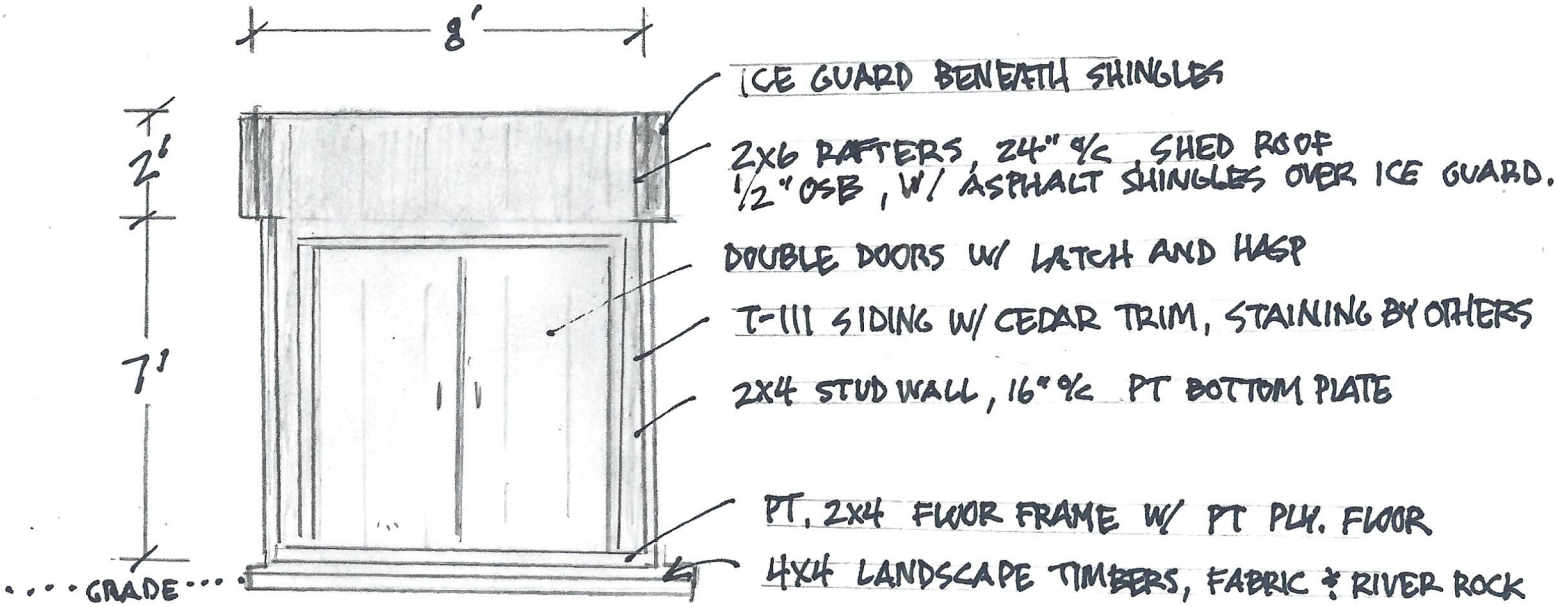
Photo of work site; placement of shed indicated. Facing south.



Photo of work site; placement of shed indicated. Facing southeast.

ABRAHAMS SHED PROJECT JAN, 2026

324 OAK STREET, YPSI, CITY (HDC) 48198

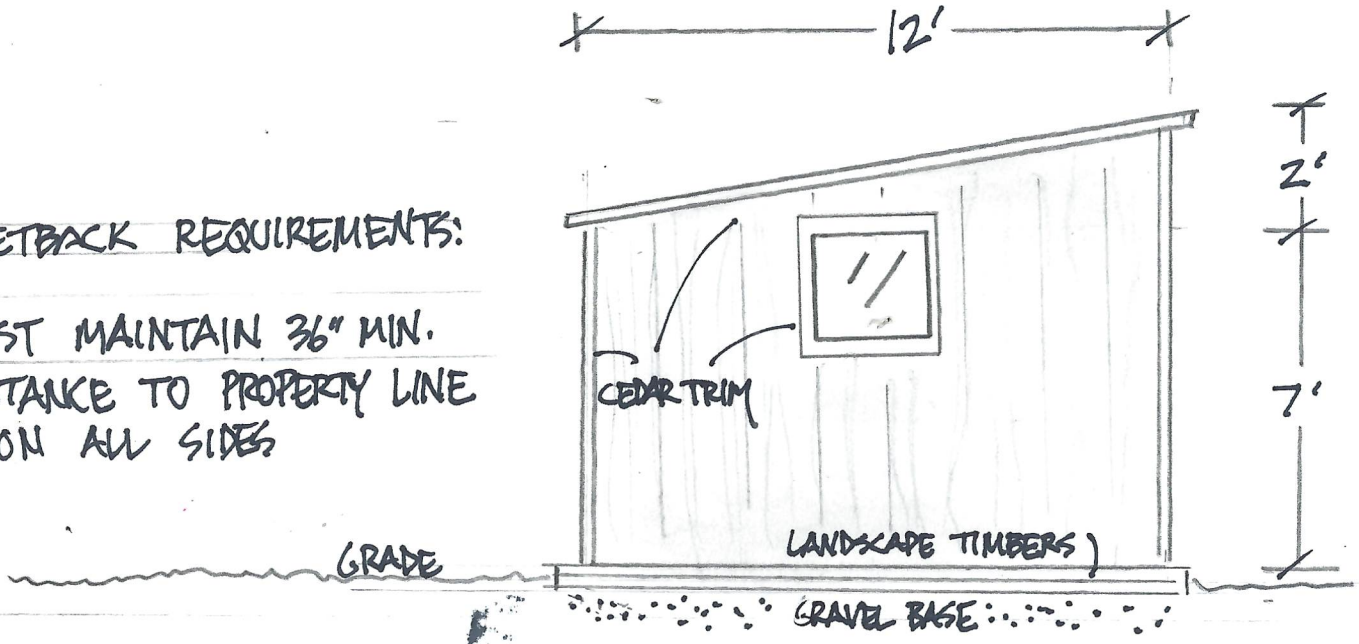


FRONT ELEVATION - STORAGE SHED 8X12 - SCALE 1/4"=1'

NOTE:
FINISH STAIN OR PAINT BY OTHERS

SETBACK REQUIREMENTS:

MUST MAINTAIN 36" MIN.
DISTANCE TO PROPERTY LINE
ON ALL SIDES



SIDE ELEVATION

SCALE 1/4"=1'

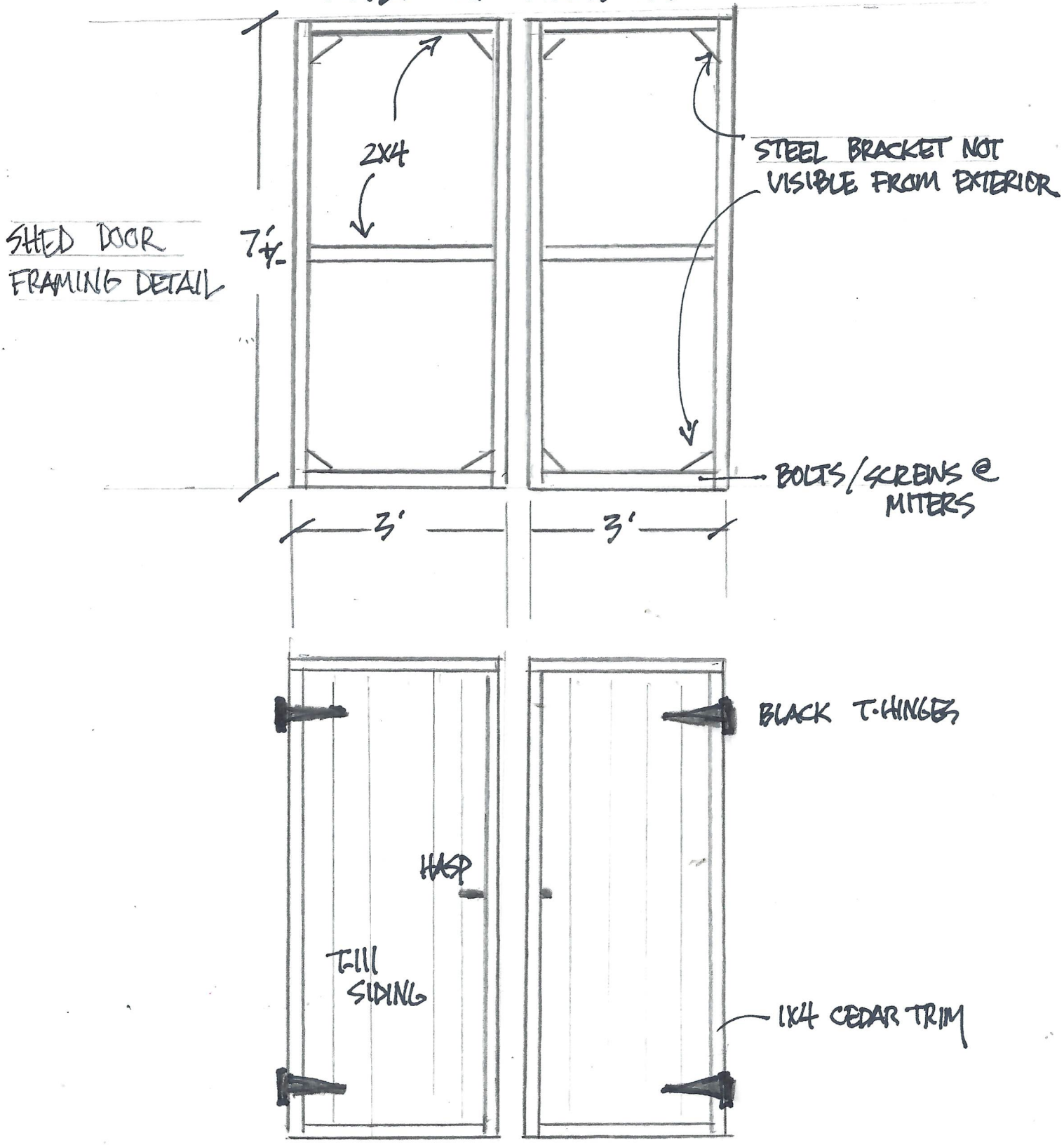
CELL 313·407·3072

DESIGNED, DRAWN & TO BE BUILT BY: DOUGLAS POST, #2101087430

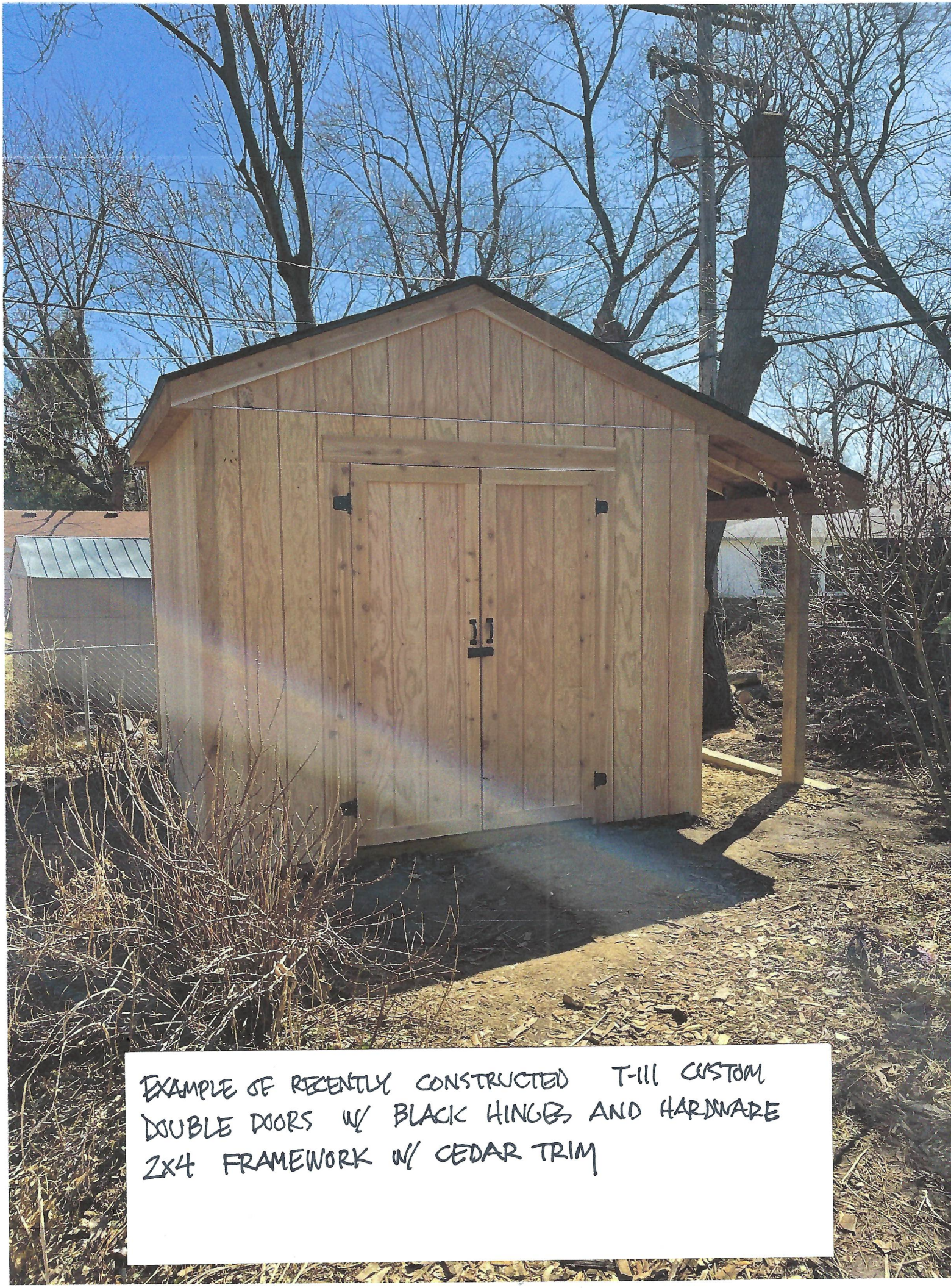
324 OAK ST.

ABRAHAMS SHED DOOR DETAIL SHEET

NOTE: AS VIEWED FROM INSIDE



AS VIEWED FROM OUTSIDE



EXAMPLE OF RECENTLY CONSTRUCTED T-111 CUSTOM DOUBLE DOORS W/ BLACK HINGES AND HARDWARE 2x4 FRAMEWORK W/ CEDAR TRIM



Hover Image to Zoom

GAF

Royal Sovereign Charcoal Algae Resistant 3-Tab Roofing Shingles (33.33 sq. ft. per. Bundle) (26-Pieces)

(810) Questions & Answers (366)

Covers 33.33 sq.ft.

BULK PRICE ELIGIBLE $40.97 /bundle ($1.23 /sq.ft.)

Buy 48 or more $36.87

Save up to $100 on your qualifying purchase

Apply for a Home Depot Consumer Card

- Durable 3-tab asphalt shingle covered by 25-year limited warranty
- Reliable, affordable roofing shingle with a rich and vivid design
- Algae protection helps ensure the curb appeal of your home's roof
- View More Details

Ann Arbor Store

✓ 111 in stock Aisle 16, Bay 013

Shingle Selection



Plywood Siding Panel T1-11 4 IN OC (Nominal: 11/32 in. x 4 ft. x 8 ft. ; Actual: 0.313 in. x 48 in. x 96 in.)

by **Plytanium**

(694)

Ann Arbor Store

✓ 65 in stock Aisle 17, Bay 002

- Exterior siding plywood panels
- Rated for exterior use
- Woodgrain texture with attractive groove pattern

Color/Finish: **Brown**

Brown ~~Wood color~~

Siding Selection

Valspar Duramax Exterior Paint



SIMPLE GRAY

8004-29C

COLOR INFORMATION

Family	Undertone	Collection
Gray	Cool	The Natural Collection

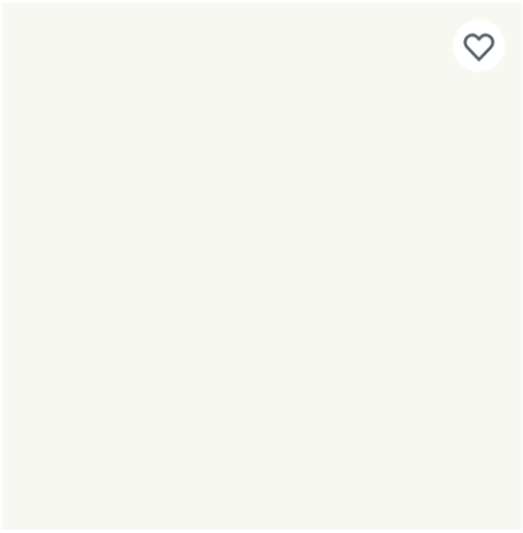
LRV	RGB	HEX
47.0	184, 184, 170	#b8b8aa

Add Chip To Cart | Order Paint Sample ↗

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ULTRA WHITE

7006-24

COLOR INFORMATION

Family	Undertone	Collection
White	Cool	Popular

LRV	RGB	HEX
93.586	248, 248, 243	#f8f8f3

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HDC Work Permit Staff Review

Property Address: **119 N Huron**

Property History: Richardson Romanesque two-story office building contributing 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 5, 2026
Date of Meeting: February 10, 2026
Decision Due Date: March 31, 2026

Proposed Work: Installation of two (2) combination floodlights/camera at the side and rear entrances.

Materials: Ring combination floodlights/camera in white; Color Kinetics Glare Shields in white.

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 (HP) Ordinance, Section 54-81. Staff's letter also informed the applicant that, while they may apply for the installed fixtures as-is, the current fixtures do not meet the guidelines set forth by the HDC in the Lighting Fact Sheet, which was enclosed with the letter. Additionally, staff informed the property owner that, per Section 54-86 of the City's HP Ordinance, the commission may require the work to be removed or modified. This section states regarding work without a permit, *"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 unpermitted work was reported to staff in the form of a complaint of excessive lighting affecting neighboring properties.

2. Relevant Standards: #9, #10.

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. Upon review of the application, staff noted that the applicant that the letter provided with supplemental materials argues for the fixtures to remain based on the City's Zoning Ordinance. Staff reached out to inform the applicant that the HDC does not oversee zoning requirements and connected them with the City Planner. Staff informed them that, while Dark Sky compliance is now required across the city, the HDC requirements focus on appropriate design and placement of a light fixture in addition to Dark Sky compliance. Additionally, the applicant included a visual of a neighbor's floodlight installed on a light pole (part of DTE's easement). Staff informed the applicant that DTE light poles are an easement not overseen by the HDC or the city, and they would need to contact DTE if they wish to report the matter.

4. Staff has confirmed with the City Planner that the installed Ring lights/cameras are not Dark Sky compliant, nor are they legally nonconforming, as they were installed without a permit. Specifically, the orientation of the fixtures is not facing downward and glare is evident in photos provided to staff (see Figures 2 and 3). A glare shield is a built-in feature on the installed Ring floodlights/cameras, and the proposed additional glare shield attachment appears to be duplicative and would not change the orientation of the lights to be downward.

5. As the applicant states in his letter, light fixtures already exist beneath roofs of both the north and west entry. Based on Figures 2 and 3, they appear to provide adequate illumination for both entrances.

6. **The HDC Fact Sheet on Lighting includes these relevant guidelines for fixtures:**

    a. **Appropriate:**
        i. "When installing a new fixture where there is no historic fixture, use a fixture that is inconspicuous or complements the style and character of the site but does not imitate earlier styles."
        ii. "Introduce new site and street lighting using fixtures that are compatible with the scale and historic character of the district."

    b. **Not Appropriate:**
        i. "Installation of area or security lighting that is out of scale or out of character with the historic site, building, or district."
        ii. "Installation of flood lighting on the front or side of building faces. All flood lighting must be shielded or be aimed down and compatible with the Dark Sky guidelines."
        iii. "Installation of new fixtures in locations that change or destroy character or historic defining features and/or materials."
        iv. "Cutting through character defining features for the installation of new fixtures."
        v. "Fixtures that either in design or placement cause lighting of surrounding properties."

7. The proposed Ring fixtures do have an appropriate color temperature of 2000K, but (a) are not downward facing, (b) the white finish/design is not inconspicuous, (c) are causing

lighting to spill onto neighboring properties, and (d) their placement is not historically accurate to the building and has cut through historic material.

8. Staff's opinion is that the fixtures are not compatible with the historic character of the district nor are they inconspicuous. Adequate lighting for the two entries already existed before the Ring fixtures were installed. If it is indeed a requirement of the property owner to illuminate the parking lot as they claim (the parking lot is not city-owned), there are light fixtures that do meet zoning and HDC requirements, such as those recently approved for the rear parking lot at 206 N Washington. Knowing that the fixtures are not Dark Sky compliant, staff would recommend that the commission either deny this application and request a new application proposing appropriate fixtures that meet zoning requirements as well as HDC design requirements. A possible appropriate solution would be to remove the Ring fixtures and install inconspicuous security cameras in appropriate locations, and propose an appropriate fixture for illuminating the rear parking lot (if indeed a requirement of the zoning ordinance).[1]

Potential Motion:

Move to deny for 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 Standards #9 or HDC Fact Sheet on Lighting, nor are they compliant with the City of Ypsilanti's Zoning Ordinance. 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, Secretary of the Interior's Standards for Rehabilitation, and the City's Zoning Ordinance.



Figure 1. View of front façade with north side entrance visible, facing southwest. Google Streetview, May 2024.

[1] The City Planner was out of the office the latter half of the week when staff completed their review, and could not confirm whether or not illumination of the parking lot was a zoning requirement.

Prepared by Carrie Malas, Preservation Planner



Figure 2. Light installed above north entry. An existing light housed within the gabled entrance is also lit in this photo.



Figure 3. Light installed above west entry. An existing light housed within the gabled entrance is also lit in this photo.

CITY OF

Ypsilanti

PRIDE | DIVERSITY | HERITAGE

Historic District Fact Sheet

Lighting

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

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/building

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 fact sheets can be found at cityofypsilanti.com/permits.

Building and site lighting is an important component of keeping buildings safe and comfortable. However, the style and placement of lighting fixtures should have minimal impact on the character defining features of a historic building and surrounding structures and the greater district. Fixtures and placement should not create light levels that are incompatible with the character of the historic district nor should they further contribute to lighting pollution. Exterior lighting includes, but is not limited to: building/wall mounted fixtures, ceiling/can fixtures, pole-mounted and flood lighting. Exceptionally bright lighting, improperly aimed lighting, or incompatible materials can cause a change in the character of a historic property and district. Lighting in the district will be reviewed for location, design, size, scale, and installation.

Appropriate

- Repair and maintain historic light fixtures that are attached to historic buildings, site lighting, and street lighting.
- Where a historic fixture has deteriorated beyond repair, replace fixture with a reproduction fixture that matches the historic appearance. If a reproduction is unavailable, install a new contemporary fixture that is inconspicuous or complements the style and character of the site but does not necessarily imitate earlier styles. Historic District Application may be required, please contact City of Ypsilanti.
- When installing a new fixture where there is no historic fixture, use a fixture that is inconspicuous or complements the style and character of the site but does not imitate earlier styles.
- Introduce new site and street lighting using fixtures that are compatible with the scale and historic character of the district.
- Shield fixtures by complying with Dark Sky lighting guidelines and use LED bulbs with a temperature of 3000K or lower.

Not Appropriate

- Permanent installation of un-shielded LED lighting strips that do not comply with Dark Sky lighting guidelines.
- Installation of area or security lighting that is out of scale or out of character with the historic site, building, or district.
- Installation of flood lighting on the front or side of building faces. All flood lighting must be shielded or be aimed down and compatible with Dark Sky guidelines.
- Installation of new fixtures in locations that change or destroy character or historic defining features and/or materials.
- Cutting through character defining features for the installation of new fixtures
- Installation of new fixtures that illuminate building facades with harsh flood lighting or excessively bright lighting.
- Fixtures that either in design or placement cause lighting of surrounding properties.
- Outdoor fixtures employing LED bulbs that emit a color temperature rating of 3000K or higher.

Considering LEDs

According to the International Dark-Sky Association "The light-emitting diode (LED) is transforming the way we light our cities and towns, offering a once in-a-lifetime chance to radically improve how we use energy and our outdoor spaces at night. With this opportunity comes an obligation to manage these changes responsibly and sustainably." Please refer to this http://www.darksky.org/wp-content/uploads/bsk-pdf-manager/IDA_LED_handout_48.pdf on best practices and recommendations for incorporating LED lighting into your historic property.

Good Lights for Good Nights

Help eliminate light pollution. Select the best fixture for your application using this guide. Use the lowest wattage bulb appropriate for the task and turn off the light when it's not being used.



presented by the

Dark Sky Society

www.darkskysociety.org

Illustrations by Bob Crelin, used with permission. You may freely copy and distribute this document.

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	119 North Huron				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48197				
County	Washtenaw				
Assessor's Parcel #	11-11-40-487-004				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.243109		Long: -83.613453		
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	c. 1870–1888	
Architectural Style	Richardsonian Romanesque	
Building Form	One-part commercial block	
Roof Form	Flat	
Roof Materials	Not visible	
Exterior Wall Materials	Brick, coursed ashlar	
Foundation Materials	Random ashlar	
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): 1892?			
Historic Name	Dr. John Watling Dental Office						
Current/Common Name							
Historic/Original Owner	Dr. John Watling and Eunice Robinson Wright						
Historic Building Use	HEALTH CARE: clinic; COMMERCE/TRADE: professional						
Current Building Use	COMMERCE/TRADE: professional						
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 Richardsonian Romanesque two-story office building has an elaborate, red and gray sandstone (potentially Jacobsville sandstone) facade facing east. The facade is defined by a large, two-story, arched opening. The first story of this opening is occupied by a shallow bay window with wood-framed single panes and transoms (with curved corners) separated by mullions. Above this is an elaborate spandrel panel with a round arched motif. On the upper level is a triple sash window, each upper sash is curved to accommodate the arch. The arch itself sits on a gray-colored stone belt course, it has red-colored voussoirs intrados and thinner and lighter-colored stone voussoirs extrados. A front porch is composed of Tuscan columns and a decorated pediment. Above the front porch are paired, narrow, arched windows, topped by a stone, flat arch. On top of the building is a festooned frieze, and brackets on each side of the facade support a cornice with modillions. The side elevations are much simpler; most windows have plainer enframements consisting of stone sills and brick segmental arches, though there are two bay windows, containing single pane-windows with transoms, on the north 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.

The building is first seen on Sanborn maps in 1888 and is dated to the 1870s in the National Register of Historic Places Registration Form for the Ypsilanti Historic District; Ypsilanti Assessor records state it was built in 1892, as does the Ypsilanti Heritage Foundation. It was possibly designed by George D. Mason or James Watling Martin. The footprint remains the same on Sanborn maps, save for a full-length porch in 1888 which was not present in 1899. Although the 1892 date may indeed be the correct date of construction for this building, it is also possible that the date reflects the alteration of an older building.

The building served as the offices of Dr. John Watling, who lived next door at 121 North Huron. The first floor was a real estate office beginning in the 1940s. Restored in the 1970s, it was used as a residence. It is now the offices of Bredell and Bredell, a legal firm.

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 outstanding example of Richardsonian Romanesque commercial architecture displaying no noticeable alterations and distinctive stonework and wood details, this building retains its original materials and expresses all seven aspects of integrity. It is possible that the facade is not original, but it reflects the development during the period of significance. It 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.

Robert Christensen, "National Register of Historic Places, Ypsilanti Historic District, Washtenaw County, Michigan, National Register No. 78001515," 1989; Sanborn Map Company, 1888 and 1899; Ypsilanti Assessor; and Ypsilanti Heritage Foundation Tour Booklet, 2000 and 2014.

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: RECEIVED
Method: JAN 30 2026
Action/Study Item
PHDC- 26-0005

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
119 N. Huron

Applicant

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

Name		
Joh. Bredell		
Address		
119 N. Huron		
City: Ypsilanti	State: MI	Zip: 48197
Phone / Fax: [redacted]	E-Mail *Staff will contact you primarily via email: [redacted]	

Contractor

Contractor Name & Contact Info
none

Type of work

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

Complete Description of Proposed Work:

See attached plan

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

Permit Application Fee (action items only)

The fee is $45 for the first $3,000 in construction cost plus $5 for every additional $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:
$200.00	$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: 1/20/2026
Print Name: John Bredell	

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.

119 North Huron Street
Complete Description of Proposed Work.

I have installed two Ring floodlights and have been advised that these lights may not comply with the current requirements. I was unfamiliar with the Dark Sky code, but I do think my lights may be capable of complying.

We have owned 119 N. Huron since 2003, which pre-dates the adoption of the current zoning ordinance. I mention this as I recently installed two Ring floodlight cameras on the porticos of my porches, but the porticos themselves have light fixture that have existed long before I purchased the building and I am assuming that these fixtures are exempt from the "dark sky" regulations, per Section 122-609.

In the Fall of 2025, my insurance policy for 119 N. Huron was cancelled due to an interior burst pipe that I experienced in January of 2025. I suffered over $100,000 of damage, which has all been repaired, but upon completion of the repairs, Auto Owners cancelled my property insurance policy.

My insurance agent, Cynthia Barton Spencer, advised that several of her brokers declined to insure 119 N. Huron, due to my loss history. Ms. Spencer advised me to take as many steps as I could, to harden my building from future losses. I was only given 30 days notice of the imminent cancellation and I felt that I was in a race against the clock.

I took the following steps to harden my building from future claims. I upgraded my burglar and fire alarm system from an analog system to a wifi system that connects to the Ypsilanti police and fire if I do not respond to an alarm. I installed a Moen leak detector that shuts off the water supply if it detects unusual water usage. During the severe cold snap in January I was able to turn off my water, even though I was out of the country. I installed wifi door locks so I can make sure my doors are locked if I was not the last one leaving the building. I installed Ring floodlight cameras to be able to monitor my property and illuminate dark areas. .

Once I made these improvements, I was able to find an insurer that would insure 119 N. Huron. Because of my looming cancellation of my insurance, I failed to apply for permission to install the lights, which now bring me before the commission.

I have read and understand the updated ordinance, but I do have some concerns. I represented to my insurance company that I made certain improvements, including the installation of flood lights. There is a parking lot behind my building that was formerly illuminated with a large DTE

light mounted on a pole. That light was removed several years ago as the property owners found it to be expensive. Ypsilanti Zoning Ordinance 122-683(k) states that a parking lot shall be artificially illuminated. There are visitors to 119 N. Huron that park in that lot and enter 119 N. Huron between 5 p.m. and 9 p.m. which is dark in the winter. I spent my entire career filing lawsuits premised on the negligence of others. If I had a visitor in my parking lot that claimed to be injured, mugged or robbed due to a lack of adequate lighting, the violation of 122-683(k) would be evidence of my negligence. In addition, if such a claim arose (I have personally filed similar claims) and the parking lot was not adequately illuminated, contrary to what I advised my insurance company, there is the real possibility that my new insurer would decline to cover this loss, if I am forced to remove the rear facing floodlights. The floodlight on the rear portico of 119 N. Huron illuminates the parking lot. It does not shine on any other structures or residential units. Because my building is about 30 feet from the parking lot, the installed floodlight does adequately illuminate the parking lot behind 119 N. Huron.

In addition, the Ypsilanti Zoning Ordinance provides the following:

> This ordinance applies to all sources of exterior or interior lighting designed to be seen from the exterior installed or replaced within the city after the effective date of this ordinance, with the following exceptions:
>
> a. Lighting requirements mandated by a legal jurisdiction with broader authority.

So on the one hand, the Zoning Code requires me to illuminate the parking lot behind my building. It must be assumed that the drafters of this section were aware of the Dark Sky requirements, but nonetheless required that parking lots be illuminated. There is no exception to not illuminate the parking lot. In contrast, the lighting regulations do provide an exception if the lighting requirements conflict with other mandates. Since both provisions cannot be complied with, it must be assumed that the mandatory requirement to illuminate the parking lot take precedence.

Ironically, it was my immediate neighbors, Doug and Mary Kisor, who brought my lights to the attention of the City. In the past year or so the Kisors installed unshielded, very bright spotlights that shine in the same parking lot behind their home. My shielded lights illuminate the parking lot behind my building. A picture of the unshielded lights installed by the Kisors are attached at Exhibit A. I am assuming that this Commission approved the spotlights installed by the Kisors and therefore should approve the lights I installed at 119 N. Huron. The reality is that both the Kisors and I recognize that we are in an urban environment and lights tend to deter unwelcome visitors. We are a block away from the bus station and in the epicenter of the unhoused crisis that is plaguing our City. In the past, I have had a brick thrown through a window. I had a disheveled person depicted on my doorbell camera knock over my front railing. My wife had her purse stolen from her unlocked car in our rear parking lot.

So, I am requesting that this Commission approve my installation of my Ring floodlights that are directed at my rear parking lot. The lights are not pointed at any residential structures and are pointed downward and are mandated by the zoning code. As stated above, the only residence on the entire block has also installed floodlights pointed at a portion of the same parking lot behind their residence. My Ring lights are shielded and are not nearly as bright as the lights installed by the Kisor. These neighbors seem to have ceded the point that lighting is required in this urban parking lot by installation of the same. If this Commission did not approve the lights installed by the Kisors, this would invoke the legal maxim that one cannot seek equity with unclean hands.

As for the lights above my side porch, the ones that the Kisors are complaining about, I propose installing a glare shield (picture of shield attached) at Exhibit B) and pointing the lights downward. Also, the Ring lights have the capability of being dimmed, more than they were when the complaint was lodged by the Kisors. I think it is possible that if I dim the lights that my lights may comply with the ordinance without the installation of an additional shield. Between the time of this submission I will turn off the portico light, dim the Ring light and measure the lumens with a light meter and report this information to this commission. I propose that I be allowed to install the glare shield, if necessary, on the current lights, pointing them downward and decreasing their brightness to see if this will make the lights compliant. The existing lights are "shielded" but the glare shield would focus the lights onto the driveway, where my evening visitors walk. As stated above, my parking lot is behind my building and visitors walk up the entire driveway to the front entranceway.

In defining the intent of the Ypsilanti Zoning Districts, is the following language:

> **Sec. 122-450. Purpose.**
>
> Corridors are mixed-use and commercial areas located along the arteries of the City, such as Washtenaw, Huron, Hamilton, Michigan, Harriet, and River.
>
> (a) Historic Corridor (HC). Historic corridors are located primarily in the Historic District, and are on Cross Street, Huron Street, Hamilton Street, and River Street. These corridors are lined with historic buildings and are integrated into the adjacent neighborhoods and centers. The intent of this district is to preserve the walkability, character and historic nature of these streets, while allowing for adaptive re-use of historic buildings.

I would point out that 119 N. Huron is zoned commercial office. I have restored and maintained this 140 year building in pristine condition. But, I do not live here. It is an office building. The installed lights are designed to protect the building and visitors from foreseeable harm. As such, there is bound to be some level of unavoidable conflict with an office in a residential neighborhood, but there is only one single family home on the entire block, and it is next door to me. In order to protect my building and keep it insured, I believe minor adjustments to my lights

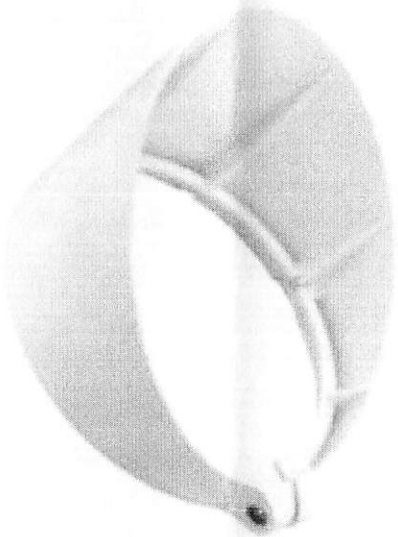
should be approved. Such action would promote "adaptive re-use of an historic building".

[redacted]

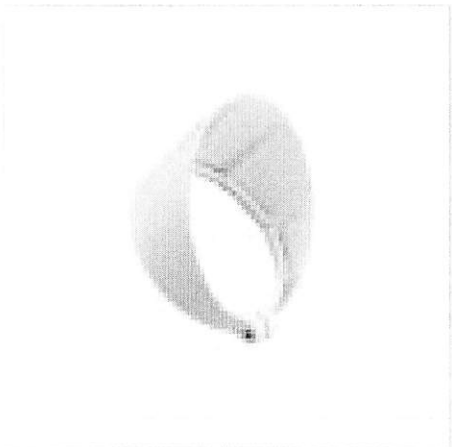
John H. Bredell
Bredell and Bredell, P.C.

EXHIBIT A

EXHIBIT B



SUPERIOR LIGHTING
energy saving light bulbs



Color Kinetics Burst Compact Powercore Glare Shield, White, 4.5in Diameter, 45Deg. Cutoff



1st Ring Light/Camera placed above north side entrance. Photo facing southwest.



2nd Ring Light/Camera placed above west (rear) entrance. Photo facing southeast



6 VIDEOS

Click to see full view

See more. Know more. Protect more.
Subscribe to a compatible Ring Protect Plan to save and rewatch moments you missed, unlock advanced AI recognition, access 24/7

Ring Floodlight Cam Wired Plus (newest model), Outdoor home or business security with motion-activated 1080p HD video and floodlights, White

Visit the Ring Store

4.7 ★★★★½ (42,139)

Amazon's Choice

8K+ bought in past month

Limited time deal

-33% $119.99

List Price: ~~$179.99~~

FREE Returns

Save 20% with Trade-In

Unlock a $50 Amazon Gift Card upon approval for Amazon Visa.

Available at a lower price from other sellers that may not offer free Prime shipping.

You're viewing the newest model of this product

Color: **White**

$119.99 ~~$179.99~~	$119.99 ~~$179.99~~

Size: **1 Camera**

1 Camera | 2 Cameras | 3 Cameras | 4 Cameras

Configuration: **Floodlight Cam Wired Plus Only**

Floodlight Cam Wired Plus Only | with Plug-in Power

Ring Floodlight/Camer Information:

https://www.amazon.com/dp/B08F6GPQQ7?ref=ppx_pop_mob_ap_share

Average install time	15-25 minutes
Video	1080p HD, Live View, Color Night Vision
Field of view	140° horizontal, 80° vertical
Motion detection	Advanced Motion Detection with Customizable Motion Zones
Audio	Two-way audio with noise cancellation
Siren	Remote-activated 105db siren (level measured at 4 inch/10cm distance)
Lights	Two 3000° Kelvin with 2000 Lumen floodlights
Power	Hardwired (110-240V)
Internet requirements	Requires a minimum upload speed of 2 Mbps for optimal performance
Connectivity	802.11 b/g/n Wi-Fi connection @2.4GHz 902-928 Mhz Radio
Operating conditions	-4°F to 122°F (-20°C to 50°C), Weather Resistant
Available colors	White, Black
Mounting base	Integrated mounting base with adjustable light and cameras angles. Mounts on 4 inch round weatherproof electrical box (not included)
Dimensions	11.7in x 7.03in x 9.67in (29.9cm x 24.6cm x 17.9cm)
Box includes	Floodlight Cam Mounting Bracket Installation Tools and Screws User Manual Security Sticker
Setup requirements	4 inch round weatherproof electrical box with AC power wiring
Warranty and service	1-year limited warranty and service included. Use of Security Cameras is subject to the terms found here. License information can be found here.

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
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 Cedar Naturaltone semi-transparent stain.

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 owners are also working with staff to finish previously approved work on the deck.

2. Relevant Standards: #9, #10.

3. 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.

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.

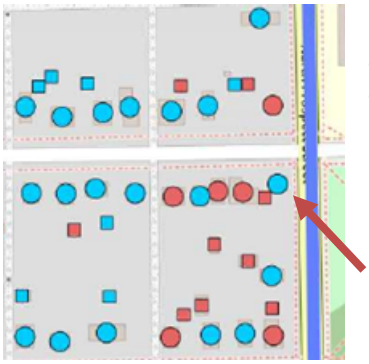
10. New work shall be removable.

Prepared by Carrie Malas, Preservation Planner

4. The home is situated in the Core Neighborhood Single-Family zoning district, and must meet the zoning regulations established in Sec. 122-442(b) of the zoning ordinance. For side, street side, and rear yards, the requirement is 6' height max with no opacity restriction.

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. Regardless of fence design, height, and materials, the HDC would typically not approve two different fence styles that meet in the middle of a property line.

8. The proposed stain is semi-transparent and will need to be opaque to comply with the HDC Fact Sheet on Fencing.

9. Staff's opinion is that the fence as proposed does not meet Secretary of the Interior's Standard #9. The work could meet Standard #10 as it is removable, but it will need to, at minimum, be reduced in height to 6' maximum in order to comply with the zoning ordinance. Staff recommends that the commission deny or table this application for necessary revisions to bring the fence into compliance with both the zoning ordinance and Standards #9 and #10.

Prepared by Carrie Malas, Preservation Planner

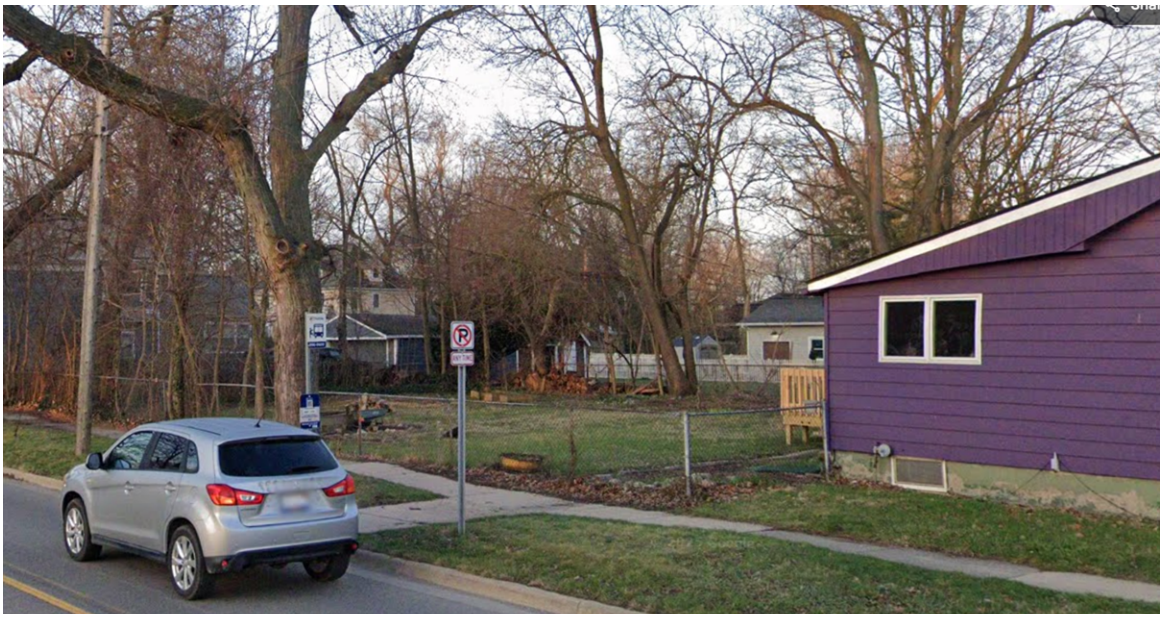
Potential Motions:

Move to table application PHDC-26-0006 for 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 the revised application:

(a) Clarification on total fence length and revised sketch plan if fence length will increase;
(b) Opaque stain or paint;
(c) Revised application form detailing proposed height, design, and opacity.
(d) _____

Move to deny application PHDC-26-0006 for fence at 418 Oak. The work was completed without an HDC or zoning permit, and the HDC finds that it does not meet the Secretary of the Interior's Standard for Rehabilitation #9 or the HDC Fact Sheet on Fencing. The commission requests a new application that includes the following:

(a) Clarification on total fence length and revised sketch plan if fence length will increase;
(b) Opaque stain or paint; and
(c) New application form detailing proposed height, design, and opacity.
(d) _____



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

Prepared by Carrie Malas, Preservation Planner



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



Photo of fence by staff.

Prepared by Carrie Malas, Preservation Planner

Excerpt from May, 2025 Minutes, discussing side yard fence at 408 Emmet:

408 Emmet
** Fence*

Staff Report: Staff usually has administrative approval of fencing in rear yards but in this case, because the lot is situated in a unique way with the side yard being fenced in along the two streets, staff wanted the commission to review this application. 50% opaque, 4' along front, 6' along side and rear. Fence would be set in a little from property line and the fence would be painted white.

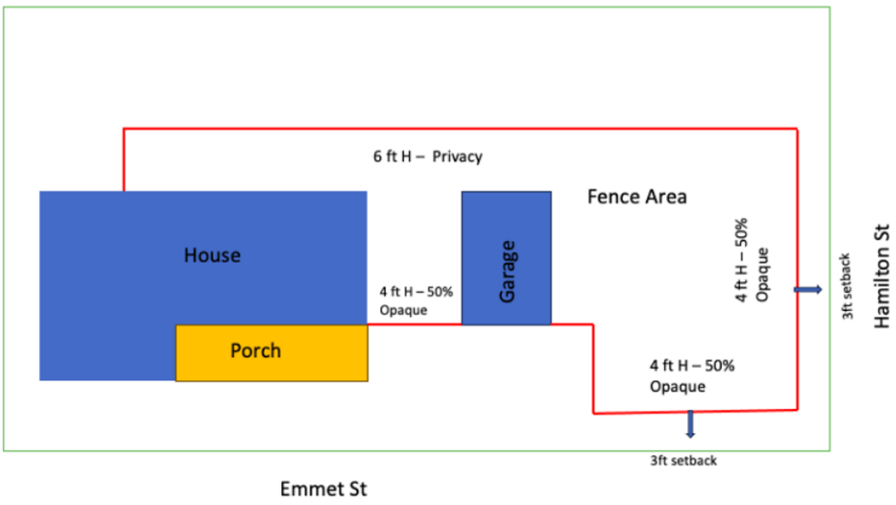
Applicant: Two homeowners and applicants, Barbara Caballero and Ahmet Sert, present.

Discussion: Chair is concerned about the district looking boxed in on that Hamilton side; he considers that a side yard like this in the district should be treated like a front yard. Historically, fences would have been more visually open and would have served as a frame for the front of the house and would not have served as a barrier. Other commissioners agreed that walking along the Hamilton side with a 6' barrier would not feel compatible with the historic district.

Commissioners identified that having the 4' fence far back from the Emmet sidewalk would look atypical for a historic neighborhood. The commissioners indicated that they thought the fence being placed down closer to the sidewalk along Emmet would look more compatible with the neighborhood.

Motion: Bultman (second: Szumko) moved to table Application PHDC-25-0032 so that the applicant can provide a new drawing to staff that would show a 3' offset from sidewalks on both Hamilton and Emmet Streets and that the fence be 4' tall with 50% opacity on both streets. (Fence between house and garage would remain in its location on the drawing in the packet.) Staff can issue an administrative approval once they receive an amended drawing.

Approval: Unanimous. Motion carried.



Subsequent revised drawing provided for approval of fence at 408 Emmet.

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.



418 Oak. Location of fence in orange.

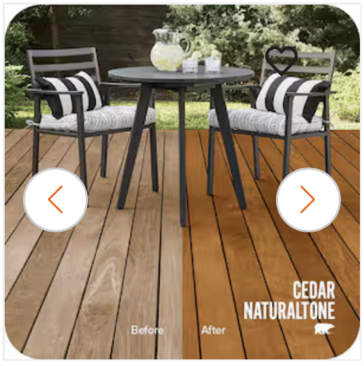
8:40

Search

Ann Arbor **9PM**

48197

Based on your search:



1 gal. #ST-533 Cedar Naturaltone Semi-Transparent Waterproofing Exterior Wood Stain and Sealer

Live Chat

by **BEHR PREMIUM**

(10774)

$47.98

Color/Finish: **Cedar Naturaltone**

Cedar Naturaltone

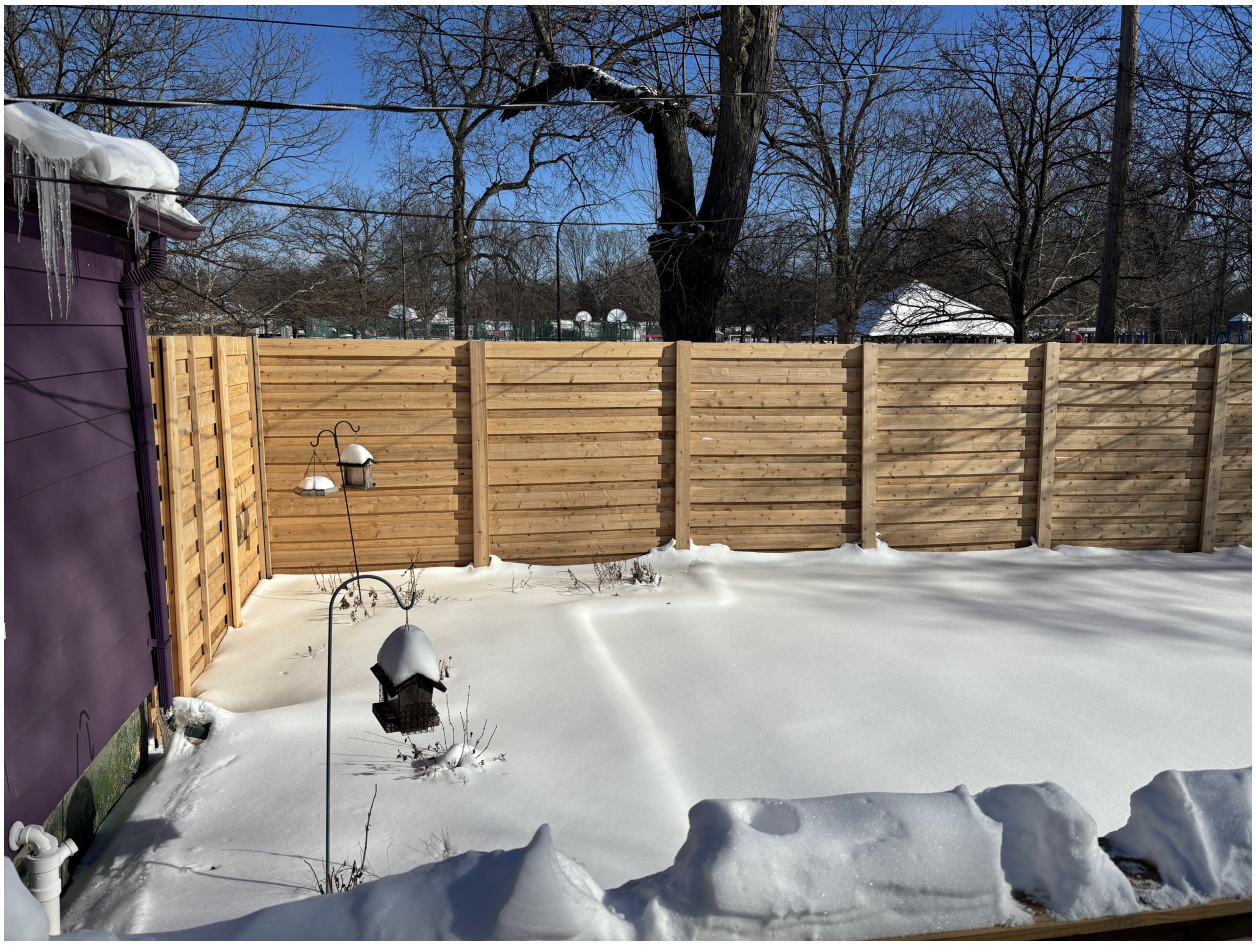
Transparency: **Semi-Transparent**

~~Clear~~ | **Semi-Transparent** | Solid | Transparent

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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.

Date of Application: January 30, 2026
Date of Review: February 6, 2026
Date of Meeting: February 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.*

Background:

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. 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 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."*

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

2. 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:

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.

Findings of Fact:

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

3. 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.

4. Staff believes that some aspects of this revised application do meet Standards #5 and #9: rear gutters, clay tile coping replacement, and termination bar on the inside of parapet walls beneath limestone caps.

5. Staff's main 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.



A closeup of the termination bar placement shows a spacing of 1-2 fasteners per brick.

Potential Motions:

Move to issue a certificate of appropriateness for 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, as described in the application. 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.

<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.

Move to table 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. The commission requests that the applicant provide 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) _____
(b) _____
(c) _____

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.

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]

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.*

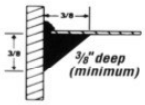
Do not tool.
#900 SOLAR SEAL is self tooling.
Clean excess sealant with a solvent such as mineral spirits or by scraping.

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.

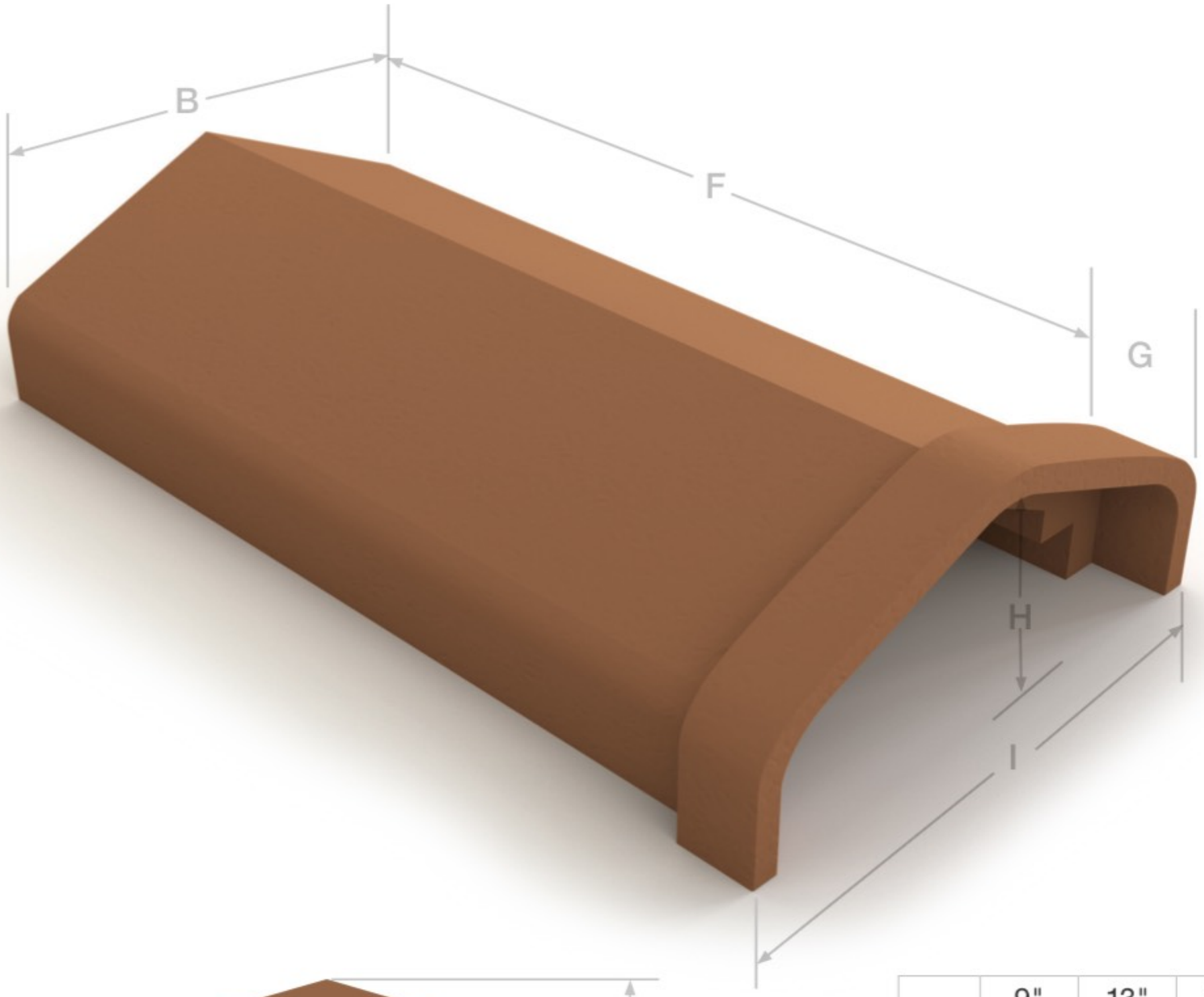
PERFORMANCE DATA

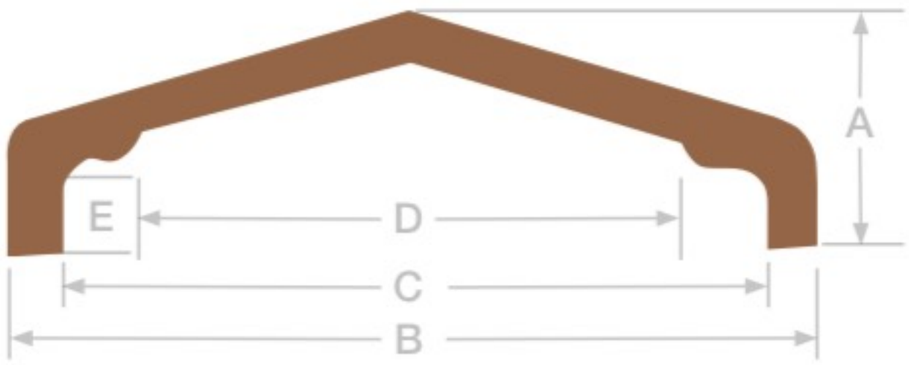
BOND COHESION	TT-S-230c	NO BOND LOSS
SHORE A HARDNESS	TT-S-230c	30 average
STAIN INDEX	TT-S-230c	NONE
SAG	TT-S-230c	NO SAG
UV & COLD EXPOSURE	ASTM C 920	NO CRACKING
ELONGATION	ASTM-D 412	300% - 400%
TACK FREE TIME	ASTM C-679	4 hours
ADHESION-IN-PEEL	TT-S-1543	30 lbs/in

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





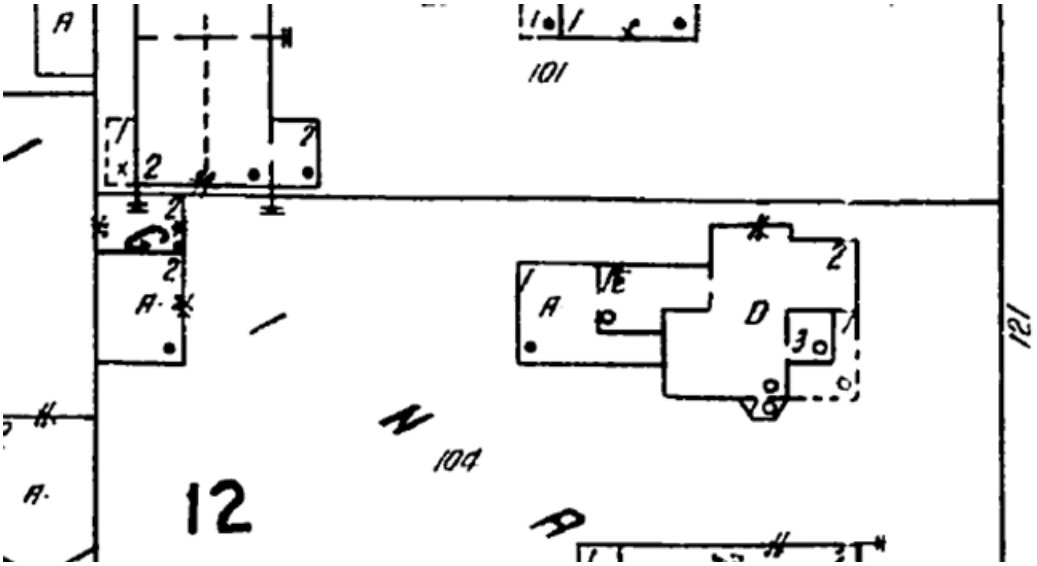




Study Item

121 N Huron

Property owner proposes a man door replacement and entrance overhang on the south elevation of the attached garage man door. Sanborn maps conclude that a rear addition was converted to an attached garage by 1927 (seen below, “A” for auto garage).



Property owner has offered three different options for an overhang above the man door. The owner proposes to replace the door with one that resembles the existing door, though it replaces the two upper wood panels with 2 lites. The HDC Fact Sheet on Doors is included to review. The home and its associated detached carriage house are contributing to the National and local historic district. The commission may consider that this addition falls within the period of significance for the district and may have gained significance in its own right. If considered significant, the property owner would need to provide sufficient evidence of severe deterioration before replacement can be considered. The provided materials state the existing door is in poor condition, exhibiting rot and cracking.



View of front façade, facing west. Google Streetview, November 2020.



Aerial of property with general location of garage man door indicated.

Michigan SHPO Architectural Properties Identification Form

Property Overview and Location

Street Address	121 North Huron				
City/Township, State, Zip Code	Ypsilanti, Michigan, 48197				
County	Washtenaw				
Assessor's Parcel #	11-11-40-487-003				
Latitude/Longitude (to the 6th decimal point)	Lat: 42.243258		Long: -83.613504		
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	1871	
Architectural Style	Italianate	
Building Form	Gabled-ell	
Roof Form	Gabled	
Roof Materials	Slate tile	
Exterior Wall Materials	Brick	
Foundation Materials	Coursed ashlar	
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	Dr. John Watling House						
Current/Common Name	Dr. John Watling House						
Historic/Original Owner	Dr. John Watling						
Historic Building Use	DOMESTIC: single dwelling						
Current Building Use	DOMESTIC: single dwelling						
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 two-story Italianate house is an example of the towered, Italian Villa subtype. Facing east, it has an L-shaped plan and sits on a tall, coursed ashlar foundation with stone water table. The primary entrance's double door is paneled at the bottom and glazed with tall, segmental-arched panes. The first-floor windows have upper sashes with segmental arches; most have brick segmental-arch hoods with stone keystones. The northernmost two first-floor windows on the facade have far more elaborate surrounds: ornately bracketed canopies with hipped roofs echoing the mansard roof of the tower (they also have four-pane storm windows with horizontal muntins). Upper-story windows have round-arch upper sashes and round-arch hoods; the window hoods on the facade and tower are stone, while the others have brick and stone hoods. An oculus is found centered under the front gable. A single-story bay window, with its own, bracketed frieze, projects from the south (side) face of the building.

The main, gabled roof has ornate paired brackets and finials at the peaks of the gables. The square, three-story tower rises above the entrance bay and has brackets—differing from those of the roof below; they have no drops—supporting a mansard roof tiled in polychromatic slate with a gabled dormer. A rear, attached one-story garage, facing west, is only partially visible from Washtenaw Avenue.

A two-story brick carriage house is found to the rear. Only partially visible from North Huron Street, it has wood garage doors and at least two hay doors.

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 1870 according to Ypsilanti Assessor records and 1871 by the Ypsilanti Heritage Foundation. It is first seen on Sanborn maps in 1888; its footprint remains unchanged, though a rear addition was converted into an attached garage by 1927. It was the home of Dr. John Watling, who had his dental practice next door at 119 North Huron Street, and his wife, Eunice Robinson Wright, one of the founders of the Ladies Literary Club.

The carriage house to the rear also first appears on Sanborn maps in 1888.

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 outstanding example of towered Italianate architecture displaying no noticeable alterations and many distinctive details, this building retains its original materials and expresses all seven aspects of integrity. It 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.

Sanborn Map Company, 1888 and 1927; Ypsilanti Assessor; and Ypsilanti Heritage Foundation Tour Booklet,

2023.

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.**
	

REPLACE SIDE ENTRY TO THE GARAGE WITH A NEW DOOR AND ADD A PROTECTIVE OVERHANG.

Project Location: 121 N. Huron St.
Project contact: Doug Kisor
734 904 0330
dkisor@ccsdetroit.edu



The cement block garage was added to the historic structure maybe in the 1940's or early 1950's

The side entry door is a five panel interior door in poor condition. The bottom rail is rotted and the panels are cracked. Adding a small overhang would provide some protection for the door and people using the door.

Replace the failing door, seen on the right with a new door. (See page 3 for details).





ADD A PROTECTIVE OVERHANG.
Following are three options

Options 1.
39"x 31" Powder coated steel brackets with a stainless steel and tinted cellular polycarbonate roof. The door is on a patio and garden. The patterning in the brackets is sympathetic to the environment and the overall look is minimal.

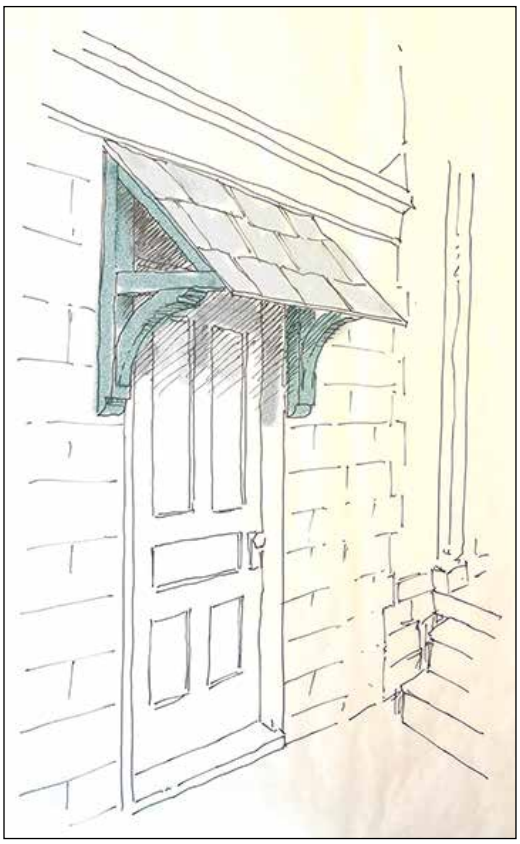


2.

Options 2.
The material for the brackets is 10/4-2.5” first-growth Michigan white pine. Joinery would be a combination of mortise-and-tenon and lap joints.

The roof would be a touge-and-grove pine underlayment with a slate top.

While I like this option, it is less sympathetic to the cement-block garage.



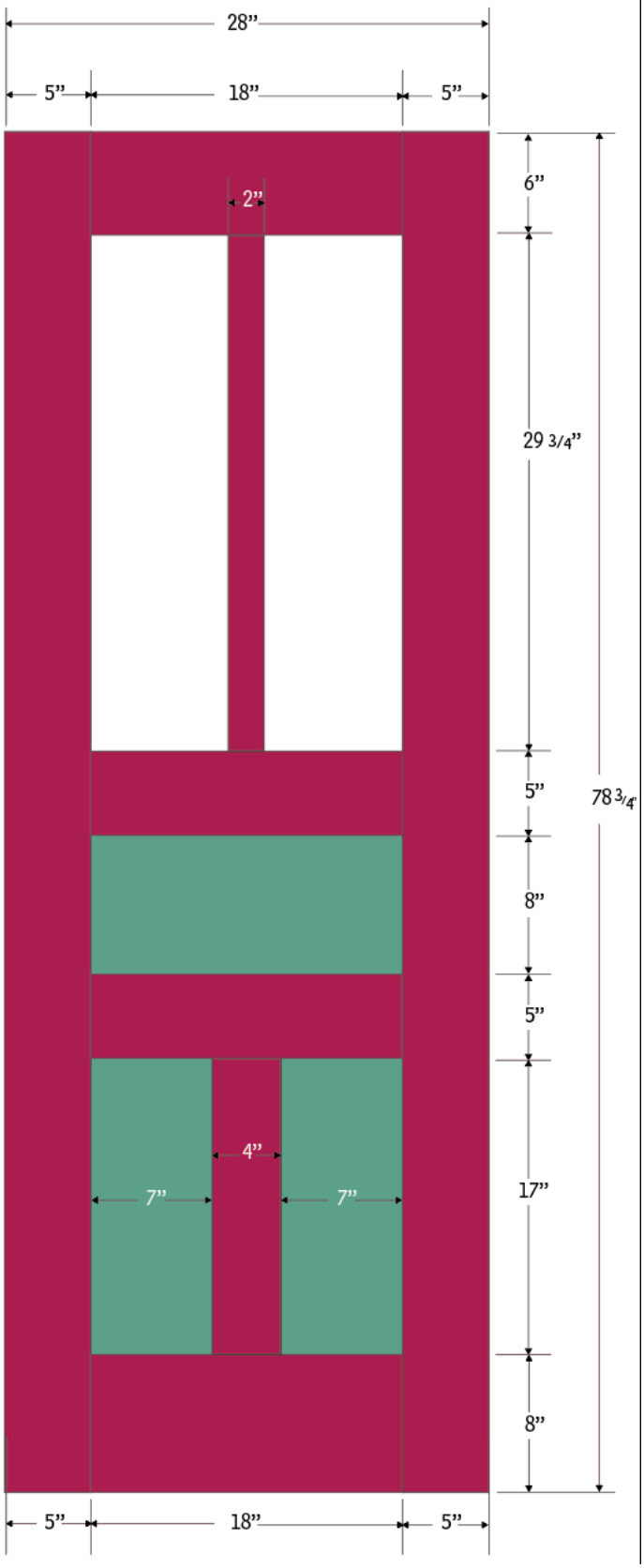
Option 3.
The brackets are made of steel and can be powder-coated. The wall mount is 12” high, and the diagonal roof support is 31”. The roof could be a powder-coated sheet steel or a tinted cellular polycarbonate roof. This is the most minimal and fits with the cement block garage, but doesn’t tie in as well with the garden environment.





3.

Replacement Door
The replacement door would be constructed from 3/4” cypress joined with doweling. The three inset panels are MDO, a specialty waterproof all-purpose plywood panel designed for exterior use. The cypress is backed with 6/4 (1.5”) pine joined with biscuits and epoxied to the cypress. The glass will be tempered thermal panes.



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 at the December, 2025 meeting. The following is an excerpt from the meeting minutes:

"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."

( ) Contributing (X) Non-contributing ( ) LANDMARK

20

YPSILANTI MICHIGAN HISTORIC ARCHITECTURE SURVEY

Sheet#_____

SURVEY NAME YPSILANTI ARCHITECTURAL SURVEY

SURVEY DATE Fall 1982 SURVEYED BY Resource Design Group

ADDRESS 213 PEARL

HISTORIC NAME _____

CURRENT NAME CHRIST TEMPLE APOSTOLIC HOLINESS CHURCH

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

Zoning _____

NUMBER OF FLOORS ONE FRONT DIRECTION NORTH

SURFACE MATERIAL: WOOD ROOF MATERIAL: TAR BUILD UP

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 ( ) Minor ( ) Moderate ( ) Extensive (X)
ARE ALTERATIONS: Appropriate ( ) Inappropriate (X)

Attach photo here



Style or Period

MODERN

Date of Construction

_____

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

INCIDENCE
Rare
Moderate
Common

Date of Photograph Fall 1982

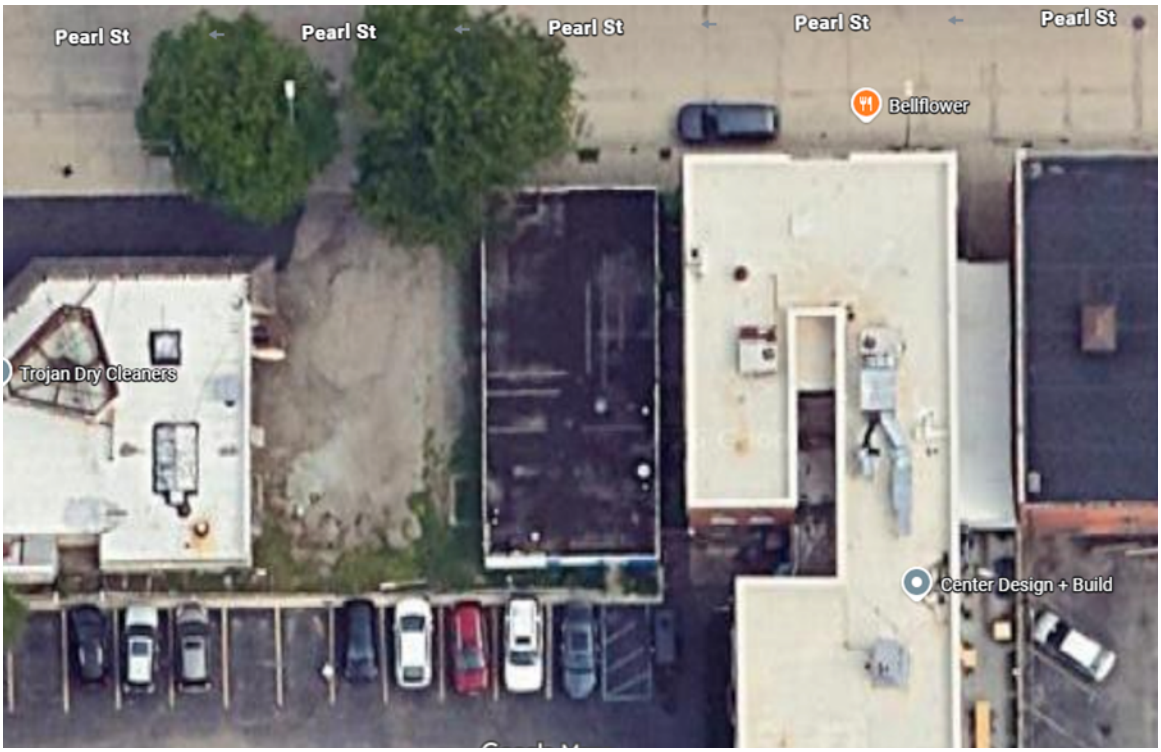
Photo by Resource Design Group

Design R.A. Schweitzer, 1981

Roll# 20 Frame# 23



Photo of front façade taken for resurvey, 2024.



Aerial of current flat roof (black). Google Maps, 2026.

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.

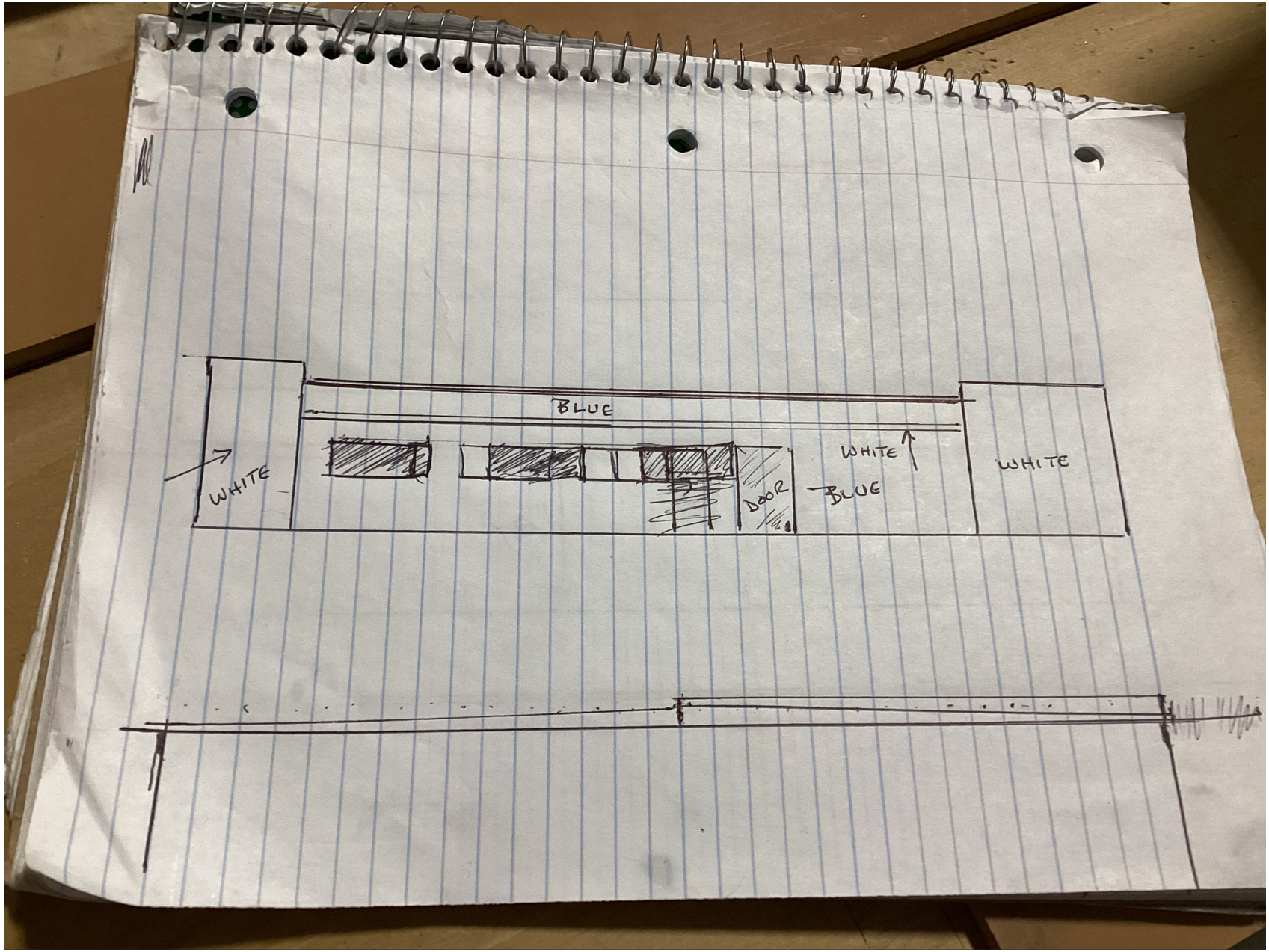
Home to the Christ Temple Apostolic Holiness Church at the time it was surveyed in 1982, it currently appears vacant.

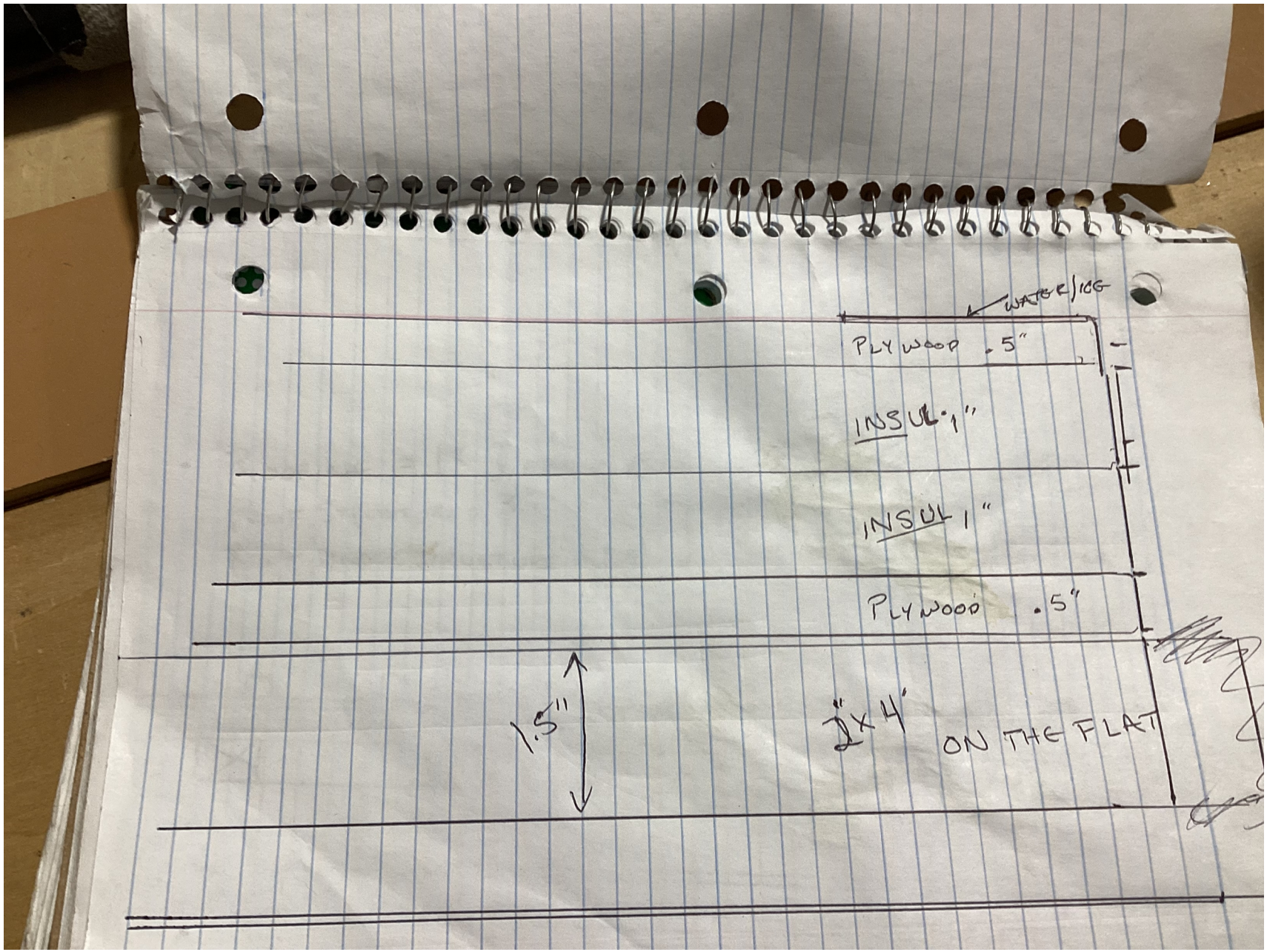
Statement of Significance/Recommendation of Eligibility
Provide a detailed explanation of the property's eligibility for the National Register, including an evaluation under at least one of the four criteria, discussion of the seven aspects of integrity, and recommendations about eligibility. This is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

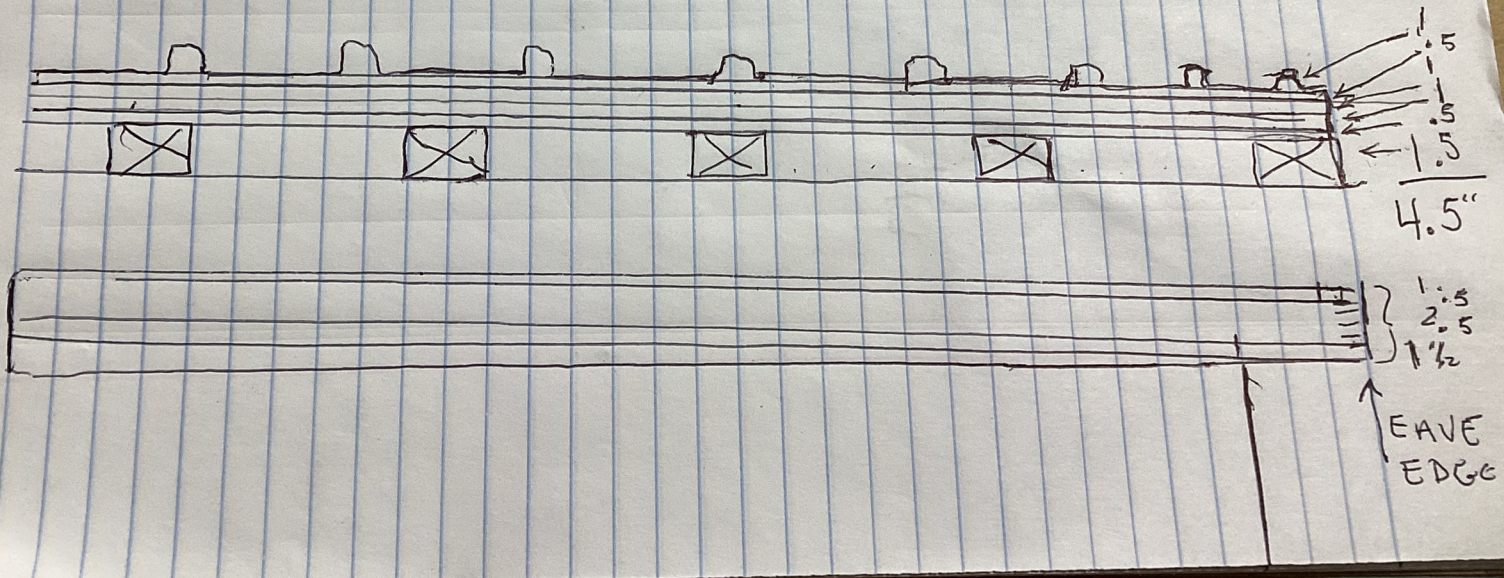
References
List references used to research and evaluate the individual property.

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


BLUE
WHITE
WHITE
WHITE
DOOR
BLUE


WATERPROOF
PLYWOOD .5"
INSUL 1"
INSUL 1"
PLYWOOD .5"
1.5"
2"X4" ON THE FLAT

ROOFING = 1" } ABOVE EAVE
ROOF STRUCTURE = 3"
ROOF UNDER STRUCTURE = 1.5" } ≈ NORMAL EAVE / GUTTER

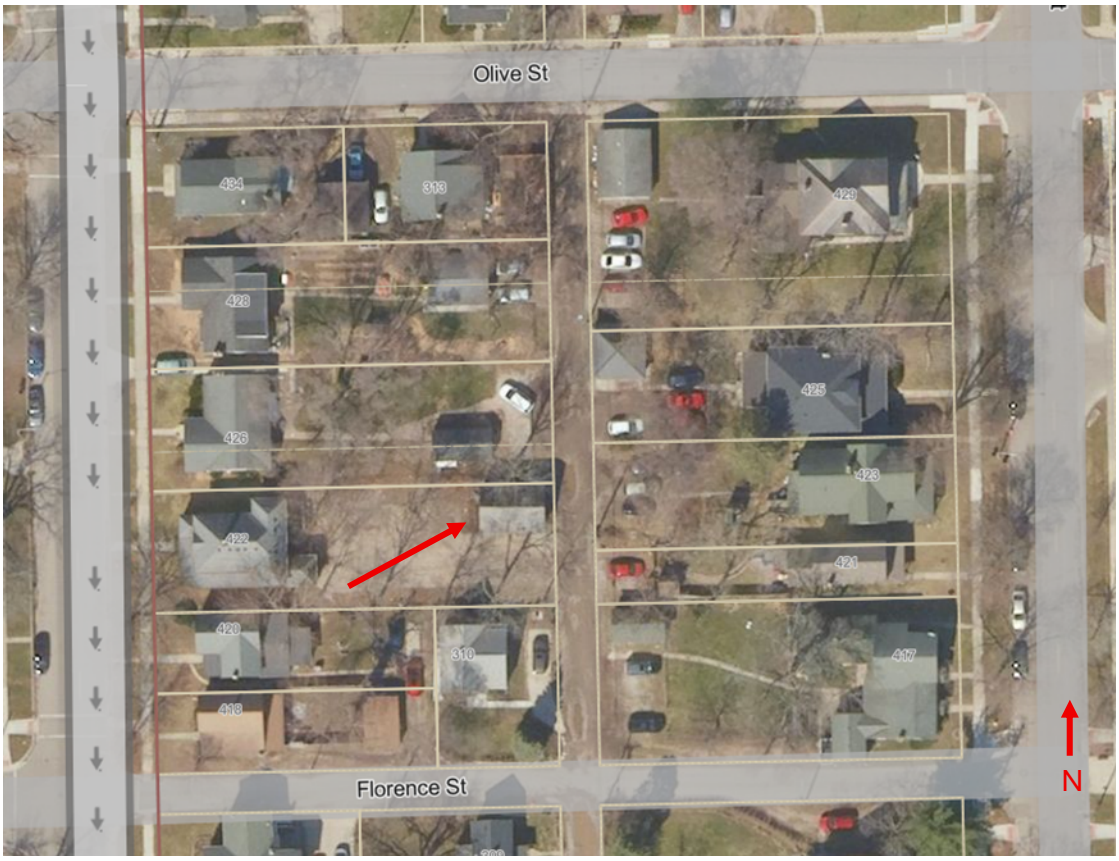


Study Item

422 N Hamilton

Reconstruction of illegally demolished historic (contributing) carriage house. The contractor for this project has come before the commission a number of times in prior months to present study items. In December, a stop work order was issued for excavation of the site; staff informed the contractor that no work was approved and cannot happen until HDC and Building Department permits were obtained. Most recently in January, the applicant provided new drawings and materials for staff to review, to which staff responded with thorough feedback. Staff pointed out some discrepancies and need for clarification in application materials, as well as noted some differences in what was proposed versus the documented evidence of the demolished carriage house. The applicant took this feedback and revised the materials with an architect, providing stamped drawings to be reviewed by the commission. This iteration of drawings more closely replicates the massing and fenestration of the historic carriage house, in staff's opinion.

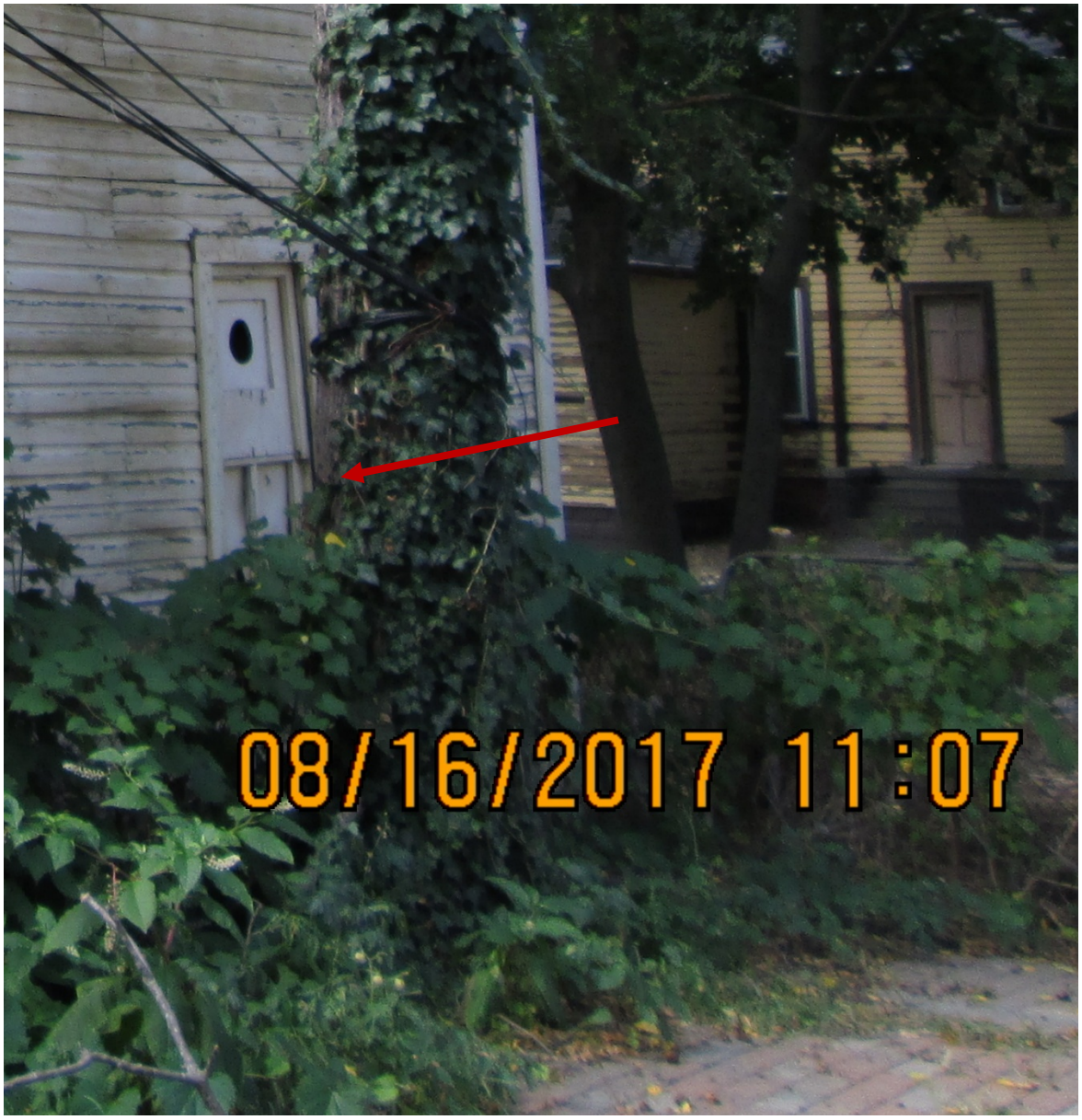
While most of staff's suggestions were included in the revised drawings, there are still some questions of appropriateness, such as the proposed siding. While beadboard was historically used on soffits and porch ceilings on the exterior, it was not commonly used as exterior siding, nor was it utilized on the demolished carriage house.



Aerial of block with historic carriage house indicated, MapWashtenaw 2020.



Current photo of site following the stop work order.



There are very few visuals of the north side elevation of the historic carriage house, but this photo shows a window opening that appears to have the upper sash converted to accommodate what was likely an exhaust for a shop, over a 2 pane lower sash. The latest drawing set proposes a 2/2 wood sash window which staff believes is appropriate based on this evidence.



2017 photo.



Closeup of siding, 2017.

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

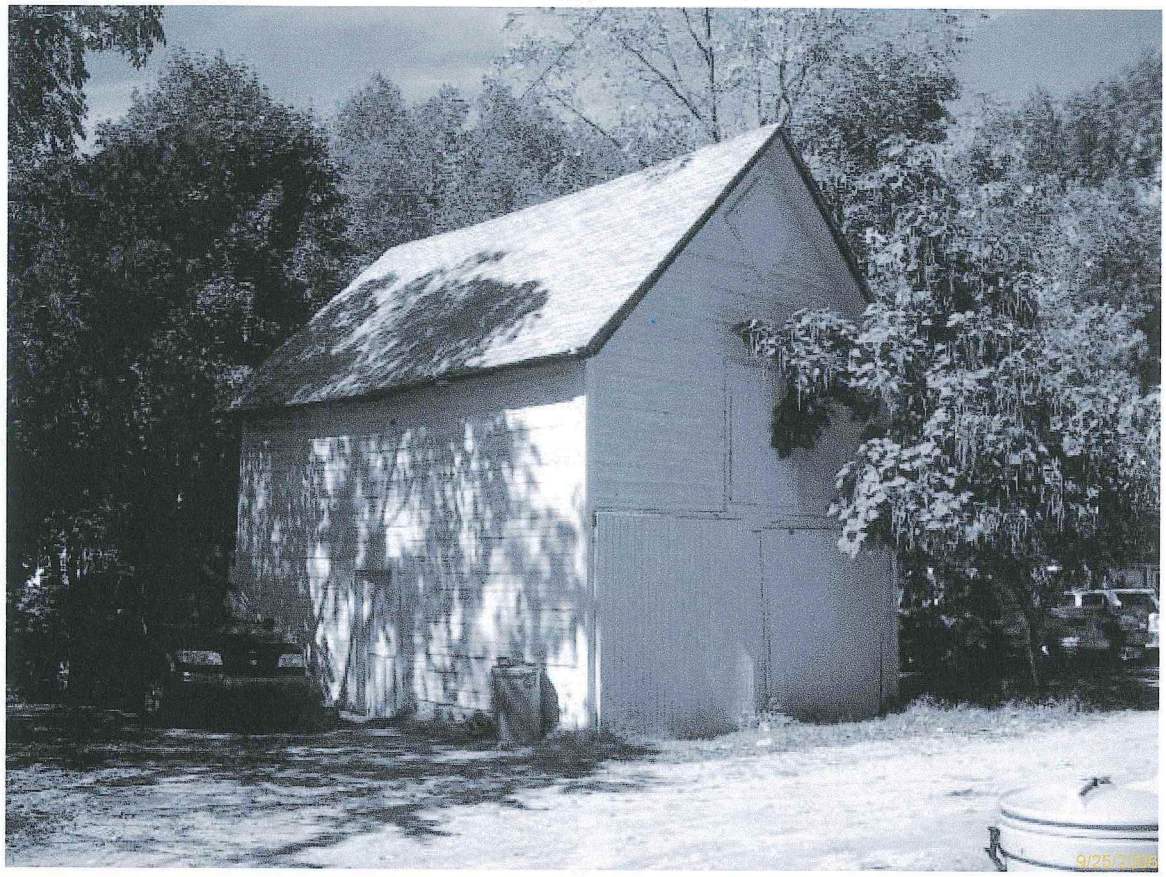
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1992

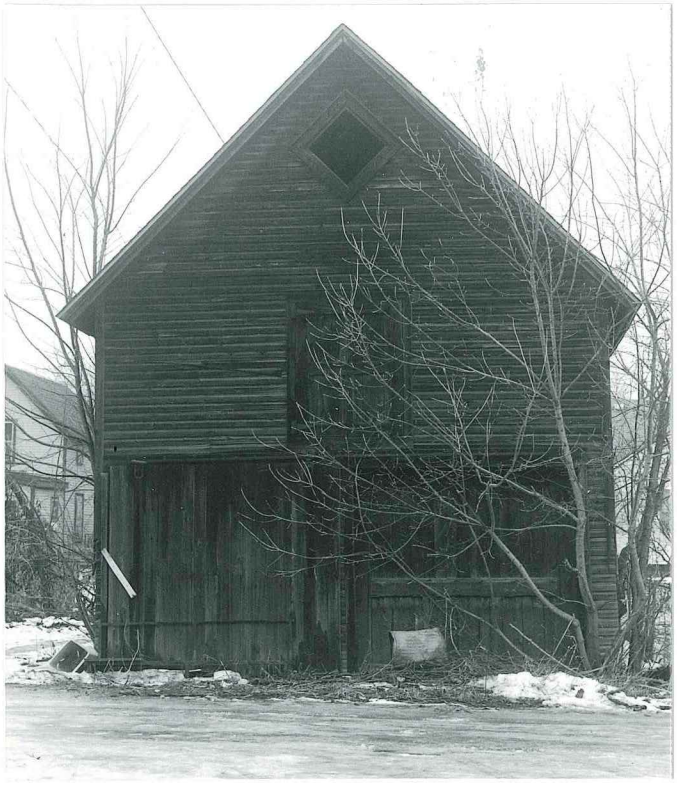
422 North Hamilton September 2006

422 n hamilton.jpg (640x480x256 jpeg)



1987 photo ↓

BARN on alley



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.

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: [redacted]	
City: [redacted] State	Zip [redacted]
Phone / Fax: [redacted]	E-Mail *Staff will contact you primarily via: [redacted]

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.

☐

City of Ypsilanti
Historic District Commission
Work Permit Application
Check List

Is your application complete?

Do you have the following?

☐

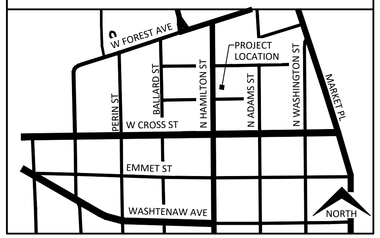
For painting projects:

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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

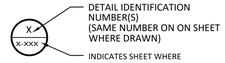
ARCHITECT OF RECORD
DETROIT ARCHITECTURAL GROUP
1644 FORD AVENUE
WYANDOTTE, MI 48192
CONTACT: Jacob Root
(734) 556-3259
jroot@detroitarch.com

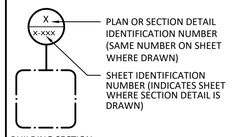
GENERAL CONTRACTOR
DX SOLUTIONS, INC.
13731 JENNY DRIVE
WARREN, MI 48088
CONTACT: Syed Hussain
(586) 306-3543
dxhomeify@gmail.com

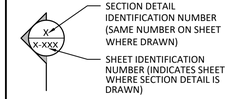
PROPOSED
CARRIAGE HOUSE

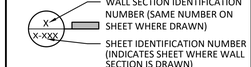
422 N Hamilton St
Ypsilanti, MI 48197

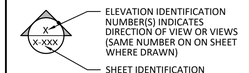
SYMBOLS AND CONVENTIONS

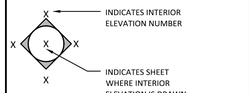
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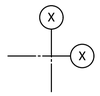
DETAIL PLAN OR ELEVATION:


BUILDING SECTION:


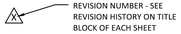
WALL SECTION:


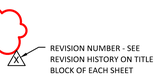
EXTERIOR & INTERIOR ELEVATION:


INTERIOR ELEVATION (MULTIPLE):


NEW GRID LINES:


EXISTING GRID LINES:


REVISION:


REVISION CLOUD:


KEYNOTE:


ELEVATION LEVEL:

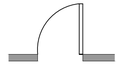

WALL TAG:

EXISTING WALL TO REMAIN

EXISTING WALL TO BE REMOVED

NEW WALL

DOOR TAG:

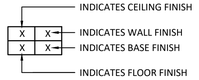





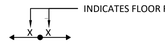


WINDOW TAG:


ROOM TAG:


INTERIOR ROOM FINISH TAG:


INTERIOR ROOM FINISH TAG:


FLOOR (DOOR) TRANSITION TAG:


FINISH PATTERN OR GRAIN TAG:


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	EXIG.	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			VCT	VINYL COMPOSITION TILE
DIAG.	DIAGONAL	HDWD.	HARDWOOD	OPP.	OPPOSITE	VERT.	VERTICAL
DIM.	DIMENSION	H.M.	HOLLOW METAL	O.H.	OVERHEAD	VEST.	VESTIBULE
DIR.	DIRECTION	HORIZ.	HORIZONTAL	OPNG.	OPENING		
DN.	DOWN	HGT.	HEIGHT			W.	WIDE
D.O.	DOOR OPENING	HPL	HIGH PRESSURE LAMINATE	P.T.	PRESSURE TREATED	W/	WITH
DR.	DOOR	HVAC	HEATING VENTILATION AIR CONDITIONING	PWD.	PLYWOOD	W.C.	WATER CLOSET
D.S.	DOWNSPOUT					WD.	WOOD
DWG.	DRAWING					W.I.	WROUGHT IRON
DWR.	DRAWER	HYD.	HYDRANT	Q.T.	QUARRY TILE	W/O	WITHOUT
						WP	WEATHERPROOF
EA.	EACH	I.D.	INSIDE DIAMETER	R.	RISER		
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:


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/BALLISTRADE 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

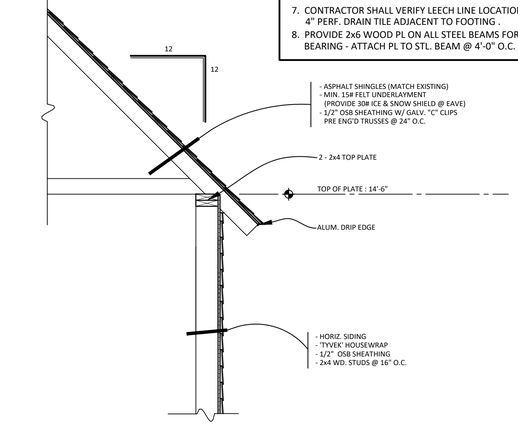
C) GENERAL:
1) ALL WORK SHALL BE PERFORMED IN COMPLIANCE WITH APPLICABLE FEDERAL, STATE, AND LOCAL CODES AND REGULATIONS.
2) VERIFY THE SIZES, LOCATIONS, ELEVATIONS, AND DETAILS OF EXISTING CONDITIONS THAT AFFECT THE WORK. NOTIFY THE OWNER AND/OR THE ENGINEER OF ANY DISCREPANCIES IN DIMENSIONS, SIZES, 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.

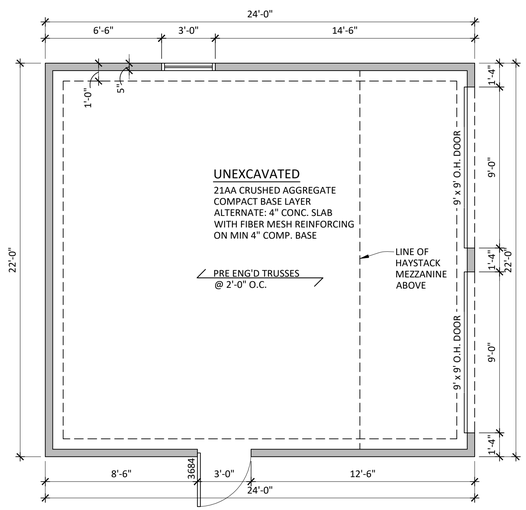
E) CONCRETE:
1) F'C (28 DAY COMPRESSIVE STRENGTH) TO BE MINIMUM OF 3000 PSI.
2) CONTROL JOINTS TO BE INSTALLED BY SAW CUTTING. DEPTH OF CUT TO BE MINIMUM 1/4 OF THE SLAB DEPTH.
3) CURE SLAB WITH CURING COMPOUND OR KEEP WET FOR 7 DAYS.

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.

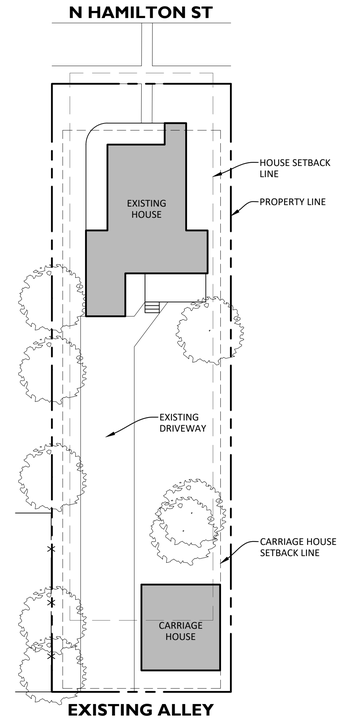
G) POST FRAME BUILDINGS:
1) A NON-CONDUCTIVE, WATER RESISTANT BARRIER (SUCH AS ICE AND WATER SHIELD OR EQUAL) SHALL BE APPLIED BETWEEN STEEL PANELS OR COMPONENTS AND ACQ/CA LUMBER. THIS SHIELD SHALL COMPLETELY INSULATE THE STEEL FROM THE WOOD.
2) ANY FASTENERS THAT PENETRATE ACQ/CA LUMBER SHALL BE STAINLESS 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
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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:
SITE AND FLOOR PLANS, DETAILS AND NOTES

JOB NO: 25-123

SHEET NO: A-101





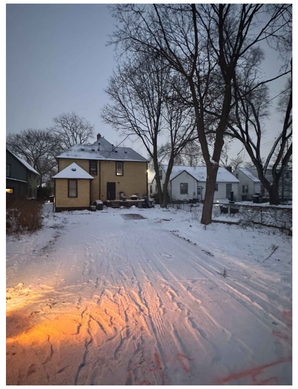


10 EXISTING HOUSE FRONT FACADE
SCALE: N.T.S.



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:

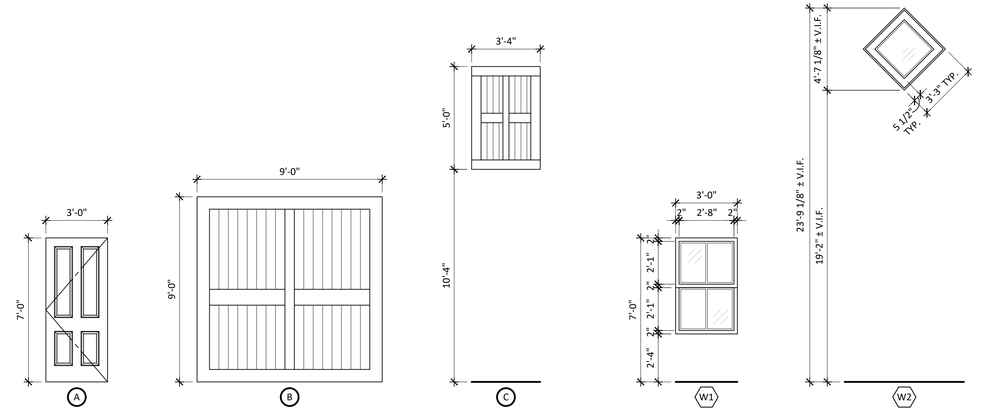
SHEATHING
DESCRIPTION: 1/2" x 4' x 8' OSB SHEATHING
MANUFACTURER: T.B.D. - BY CONTRACTOR
STYLE: N/A
COLOR: UNFINISHED
REMARK:

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:

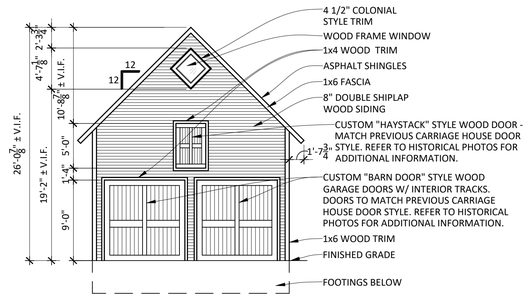
BARN DOOR
DESCRIPTION: SLIDING BARN DOOR
MANUFACTURER: T.B.D. - BY CONTRACTOR
STYLE: SOLID PINE
COLOR: SW 6068 BREVITY BROWN
REMARK:

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

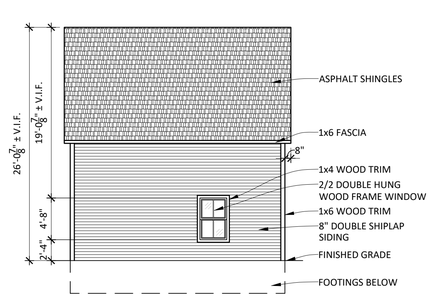


6 DOOR TYPES
SCALE: N.T.S.

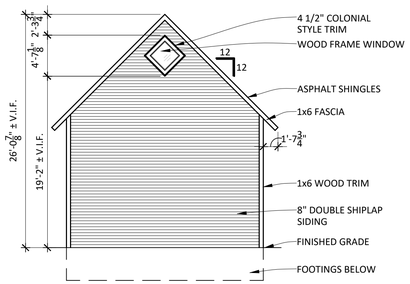
5 WINDOW TYPES
SCALE: N.T.S.



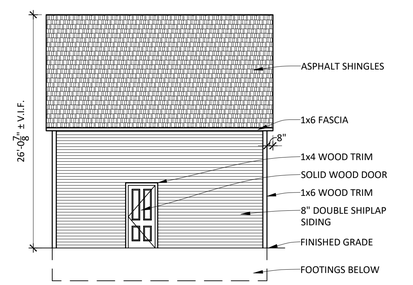
4 EAST ELEVATION
SCALE: 1/8" = 1'-0"



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

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

JOB NO: 25-123

SHEET NO: A-102

CITY OF YPSILANTI
HISTORIC DISTRICT COMMISSION MEETING

DRAFT MINUTES

Tuesday, January 13, 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 7:04 p.m.

II. Roll Call

Commissioners Present – Alex Pettit (Chair), Stefan Szumko, Hannah McCready, John Van Bolt, Chuck Bultman

Commissioners Absent – None, *two vacancies*

Staff Present – Carrie Malas (Preservation Planner)

III. Agenda Approval

Staff was aware of one additional housekeeping business item to be added to the agenda, which was approval of an amendment to the 2026 HDC Meeting Schedule to reflect an updated holiday closure notice sent out today.

Audience member requested to add a study item for 121 N Washington.

Motion

Move to approve the January 13, 2026 Agenda as amended.
–Moved (Bultman), Seconded (Szumko). Unanimous, motion carried.

IV. Public Comments on Agenda Items – *None*

V. Business Session

A. Old Business

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90 Maple

Demolition by neglect.

Property Owner – Brett Border (representative for owner, Dennis Dahlmann), *present (online)*

Discussion

Staff gave a brief overview of the property, confirming it is a contributing historic structure as the depot of "Depot Town." Staff presented the timeline of communications and intervention that was included in the agenda packet in the staff review. The property owner did not turn in the materials requested by the commission at last month's meeting and informed staff that they planning to sell the property and supplied a listing agreement. There was no discussion by the commission. Owner's counsel did not comment.

Motion

Move to declare that the historic resources at 90 Maple are still under threat of demolition by neglect. As determined at their December 2025 meeting, the commission finds that the emergency stabilization performed on the baggage building did not repair all conditions contributing to demolition by neglect, and, therefore, the necessary repairs were not completed by the timeline set by the commission at their August 2025 meeting: November 1, 2025.

The materials requested by the commission at the previous meeting have not been provided. Therefore, the commission shall forward this matter to the City's Attorney to proceed with Option #2 of Section 54-85 of the City of Ypsilanti's Code of Ordinances as he finds appropriate. Option #2 states the following:

"If the owner does not make repairs within the reasonable time set by the commission, the owner may be charged with a blight violation and/or the commission or its agents may enter the property, after obtaining an order form the circuit court, and make such repairs as are necessary to prevent demolition by neglect. The cost of the work shall be charged to the owner and may be levied by the city as a special assessment against the property if the costs remain unpaid 30 days after the owner has been notified of the cost."
–Moved (Bultman), Seconded (Szumko). Unanimous, motion carried.

220 N Huron

Replace side entry door

Commissioner Bultman announced he was recusing himself for this agenda item as he sits on the advisory committee of the museum.

Applicant – Bill Nickels, (311 N Wallace (representative of Ypsilanti Historical Society & Ypsilanti Museum), *present*

Discussion

Property representative informed the commission that they decided to move forward with repairing the door rather than replacing it. Chair confirmed that repairing the door would

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not require an application if no changes were proposed. Commissioners were open to revisiting the proposed replacement if repairs were not successful. Staff clarified that, while there could not be a refund, any future application with the same proposed replacement could have the fee waived since the staff review was already completed. The open application will be closed out by staff. Commissioner McCready asked if a vote is needed; staff recommended passing a motion closing out the application.

Motion

Move to close out PHDC-25-0107 for the proposed replacement of the 15 lite side entry door at 220 N Huron, located on the south elevation of the museum. The door, though not a part of the original structure, has earned historic significance as it is original to an early addition. The applicant has proposed a repair that this time, negating the need for us to vote on the application.

–Moved (Szumko), Seconded (Van Bolt). Yay – 5, Nay – 0, Recused – 1 (Bultman), motion carried.

B. New Business

130 W Michigan

Replace storefront doors

Applicant – Emmy Maurer (representative of Maurer Management), *absent*

Discussion

Staff their review included in the agenda packet. Chair stated that the replacement doors seem to be approvable but asked if there were drawings for the doors. Staff shared a drawing that was not included in the packet for the commission to review. Commissioner McCready asked if there was a plan to replace transom windows above the doors; staff confirmed no such plan was indicated.

Motion

Move to issue a certificate of appropriateness for application PHDC-25-0112 for the proposed replacement of two non-historic aluminum storefront doors in the southwest bay of the block. The Ramco clear-coated single lite aluminum replacement doors are compatible in design and materials with the altered storefront façade. 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*.

–Moved (Szumko), Seconded (Van Bolt). Unanimous, motion carried.

C. Study Items

121 N Washington

General repairs; rear door replacement; painting; and rear light fixture.

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Presenter – Randall Mascharka (owner of 121 N Washington), *present*

Presenter described that the application. Chair and commissioners suggested to get a better understanding of the ceiling system and sign area before submitting application. The commission's general recommendation was that adding more layers to the already-layered structure may not be the best solution as it could introduce microclimates that cause future rot within the building system. Presenter clarified that the proposed MDF signboard was not required by the Building Department inspector, and they could exclude it from the application. Commission encouraged presenter to explore behind the enamel tile to understand what is going on before any application be presented. Chair also suggested to detail what the edges (trim) of any proposed surface installations would be. Presenter asked about approvable light fixtures; chair suggested for staff to provide examples of approved light fixtures in the past.

D. Administrative Approvals

213 Maple

Installation of two (2) AC units on rear and side (towards rear) of house, not visible from street.

E. Other Business

1. Property Monitoring

Staff informed commissioners that they are following up on enforcement for last month. A letter was sent to 119 N Huron for lighting without permit. Staff looked into approved work at 300 N Washington and read administrative approval letter to commission. Commissioner McCready pointed out that the observed work that was of concern was on the third rear tower. Commissioner Bultman shared photos of the work (included in meeting printouts addendum to the packet). Staff confirmed this was not approved and will follow up on this matter. Commissioner Bultman brought the issue of a sign at 118 N Huron; staff will follow up with Building Department to see if an appropriate permit was issued. Staff also gave an update that they touched base with the owner of 218 N River, and they plan to meet in the spring to discuss the ongoing work plan. Commissioner McCready noted that 534 N Huron appears to be installing plywood on concrete block exterior; staff will reach out to see what their plan for repair of the concrete block is. Staff informed commission of their follow up on a SeeClickFix request for a reported work without a permit (porch) at 313 Olive. Staff sent a letter and the owner responded that the work took place seven years before, even though the SeeClickFix request was submitted within the last year. Staff asked the commission that if the property owner is the same, do they have an opinion on violations that reach back years. Commission indicated that staff should pursue the matter. Commissioner Bultman asked if the Building Department has reviewed the work. Staff stated that no permits were pulled for the Building Department either and stated that relevant staff are copied with violations overlap with other departments. Commissioner McCready noted that 418 Oak replaced a chain link fence with a wooden fence that was not permitted. Staff confirmed that a letter was sent to the owner in the last two months. Commissioner Van Bolt asked about the collapsed garage

DRAFT

(328 Oak). Staff responded that the Building Department has been taking the lead on the matter for maintenance on the house, collapse of the garage, and vacancy at the home. Staff will follow up again this month. Staff updated the commission that they will be sworn in as a code enforcement officer in the next month, and is slowly working through known violations. Commissioner Bultman brought up the carriage house at 306 S Huron, which is exhibiting deterioration and holes in the roof. Commissioner Bultman brought up a concern with half-completed paint project at 302 S Huron. Staff confirmed they have met with owners and issued an extension for painting and repairs a few months back. Additionally, staff is meeting the owners this coming Thursday to answer questions about proposed future work.

2. Updates from Staff

   Staff stated that, regarding the ongoing HDC vacancy; they have connected with the City Clerk to understand what can be done from staff's end. Their recommendation was to direct interested residents to the application on the City's website. There are no active applications at this time.

3. Commissioner Comments – *None*

VI. Public Comment on Non-Agenda Items

1. **Michael Hattfield** (contractor) – Requested to review materials at 422 N Hamilton for construction of carriage house. Commissioner Bultman asked for point of order that the approved agenda did not include 422 N Hamilton as a study item. Chair suggested that Mr. Hattfield could give any verbal updates he had. No updates were given.

VII. Housekeeping Business

1. **Approval of Minutes**

   Commissioner McCready noted that the word "excused" should be excluded after Commissioner McCready's name in the last minutes as they were present.

   Motion

   Move to approve December 9, 2025 HDC meeting minutes as amended.
   –Moved (Bultman), Seconded (Van Bolt). Unanimous, motion carried.

2. **End of Year Report for City Council**

   No commissioner comments at this time.

   Motion

   I move to approve the end of year report for 2025.

DRAFT

–Moved (McCready), Seconded (Szumko). Unanimous, motion carried.

3. **Review of the HDC 2026 Calendar of Meetings**

I move to approve the HDC 2026 Calendar of Meetings as amended with the application deadlines for City holiday office closures, with the condition that the 2027 schedule implements earlier application deadlines.
–Moved (Bultman), Seconded (Szumko). Unanimous, motion carried.

4. **Review of HDC Rules and Regulations**

Chair stated there are several items listed for discussion and raised the question as to whether there is a rush to make a decision on the proposed items. Chair asked staff for their overview. Staff reviewed the options they laid out in their review included in the agenda packet. In regards to Sec. 4.9 on Motions, Chair suggested that he believes that restating motions typically are not necessary, but having staff take notes for on the fly motions could be useful especially when there is discussion following a motion on the table. Commissioner Szumko suggested using voice-to-text technology would be helpful to implement. Commissioner Bultman pointed out that several aspects of Roberts Rules of Order are outdated. Staff indicated that they will plan on taking notes during future meetings to allow the Chair to request the motion on the table be read back. Chair brought up the topic of Sec. 4.1 on Regular Meetings, and the issue of long meetings and agendas. Staff reviewed the options that they had discussed with the City Clerk. The current text allows for a meeting to be recessed at a defined later date and time after 4 hours or past 11 p.m. Commissioners discussed options such as adding limits to agenda items; having meetings dedicated to reviewing study items in a less formal setting; and having staff strictly enforce application requirements and deadlines. Chair was unsure that there would be any changes for Sec. 4.1 at this time, however, he would be in favor of removing the rule in Sec. 4.9 requiring the chair to reiterate each motion before a vote is taken. Staff said any changes proposed in the text would be presented at the following meeting to either further discuss or approve to pass on to City Council. Staff confirmed they will present a proposed amendment to remove the rule in Sec. 4.9 as well as change department names and update inclusive language, as recommended by staff.

F. Adjournment

Meeting adjourned by Chair at 9:39 p.m.

DRAFT

Michigan State Historic Preservation Office
Certified Local Government Program
CLG 2025 Annual Report

1. CLG BASIC INFORMATION

CERTIFIED LOCAL GOVERNMENT
City of Ypsilanti

CHIEF ELECTED OFFICIAL
Nicole Brown, Mayor

CLG CONTACT PERSON (official person on file with National Park Service)	TITLE
Carrie Malas	Preservation Planner

MAILING ADDRESS
Community Services Department, City of Ypsilanti, 1 S Huron St, Ypsilanti, MI 48197

EMAIL	TELEPHONE
cmalas@cityofypsilanti.com	(734) 482-9709

CLG/HISTORIC DISTRICT COMMISSION WEBSITE (if applicable)
https://cityofypsilanti.com/hd

2. HISTORIC DISTRICT ORDINANCE AND PRESERVATION PLANNING

A. DID THE CLG KEEP ITS HISTORIC DISTRICT ORDINANCE IN EFFECT FOR THE ENTIRE YEAR? ☒ YES ☐ NO (if no, briefly explain)

B. DID THE CLG ADOPT OR AMEND/REVISE/MODIFY ANY OF THE FOLLOWING DURING THE YEAR?
(Provide a link or attach any documents for which you select yes)

HISTORIC DISTRICT ORDINANCE ☐ YES ☒ NO	PRESERVATION PLAN (including master plan component) ☐ YES ☒ NO
HDC BYLAWS OR RULES OF PROCEDURE ☐ YES ☒ NO	DESIGN GUIDELINES (under PA 169, guidelines must be approved by SHPO) ☐ YES ☒ NO
COA APPLICATION/REQUIREMENTS ☐ YES ☒ NO	SURVEY PLAN ☐ YES ☒ NO

OTHER PRESERVATION-RELATED REGULATIONS/PROCEDURES (e.g., blight ordinances, demolition ordinances, downtown design standards, etc.)
☐ YES ☒ NO

3. HISTORIC DISTRICT COMMISSION

A. PROVIDE THE NAME AND TITLE FOR THE COMMUNITY'S STAFF LIAISON TO THE HDC
Carrie Malas, Preservation Planner

B. DOES THE HDC USE AN ON-CALL PRESERVATION SPECIALIST (e.g., architect, historian, etc.)? ☐ YES ☒ NO (if yes, provide name/title)

C. IDENTIFY **CURRENT** HISTORIC DISTRICT COMMISSION MEMBERS.
(Submit a resume or Attachment A for each **NEW** commissioner appointed during the year)

NAME	ROLE (e.g., chair, vice-chair, etc.)	TERM STARTED	TERM ENDS
Alex Pettit	Chair	1/1/2023	12/31/2025
James Chesnut	Vice Chair	1/1/2023	12/31/2025
Stefan Szumko		1/9/2025	12/31/2027
Hannah McCready		7/25/2023	12/31/2026
John Van Bolt		12/19/2023	12/31/2026
Chuck Bultman		7/9/2024	12/31/2027

D. DOES THE HDC INCLUDE AT LEAST ONE MEMBER WHO IS A QUALIFIED PRESERVATION PROFESSIONAL? ☒ YES ☐ NO

If you answer no, briefly identify how the CLG sought to identify qualified professionals (architects, historians, architectural historians, archaeologists, etc.) to fill vacancies AND submit a copy of related announcements, advertisements, or other means used to seek qualified members.

E. ARE THERE CURRENTLY ANY HDC VACANCIES?

☒ YES ☐ NO If yes, how many? 1

F. DID NEW COMMISSIONERS RECEIVE TRAINING MATERIALS AND INFORMATION ON THE LOCAL HISTORIC DISTRICT ORDINANCE?

☐ YES ☐ NO ☒ NOT APPLICABLE

G. DID AT LEAST ONE COMMISSIONER AND/OR STAFF PERSON PARTICIPATE IN TRAINING (e.g., conferences, webinars, and in-person workshops)?

☒ YES ☐ NO If yes, identify the training and participants below. If no, briefly explain why no one participated in training.

NAME OF TRAINING	PROVIDER	ATTENDEES
MHPN Conference 2025	MHPN	Carrie Malas
APA/MAP Conference 2025	APA/MAP	Carrie Malas
MSU Extension Citizen Planner Certificate	MSU Extension	Carrie Malas
Statewide Preservation Planning Workshop (Detroit)	SHPO	Carrie Malas, Chuck Bultman, Hannah McCready

H. WHEN ARE YOUR HDC'S REGULARLY SCHEDULED MEETINGS? (e.g., first Wednesday of each month)

Second Tuesday of every month.

I. IDENTIFY THE MONTHS IN WHICH YOUR HDC MET AT LEAST ONCE.

MONTH	MEETING HELD?	QUORUM PRESENT?	MINUTES ON WEBSITE?*		MONTH	MEETING HELD?	QUORUM PRESENT?	MINUTES ON WEBSITE?*
January 2025	☒	☒	☒		July 2025	☒	☒	☒
February 2025	☒	☒	☒		August 2025	☒	☒	☒
March 2025	☒	☒	☒		September 2025	☒	☒	☒
April 2025	☒	☒	☒		October 2025	☒	☒	☒
May 2025	☒	☒	☒		November 2025	☒	☒	☒
June 2025	☒	☒	☒		December 2025	☒	☒	☒

*if not available on your website, submit minutes for at least two meetings

J. PROVIDE INFORMATION ON DESIGN REVIEW APPLICATIONS RECEIVED FOR REVIEW DURING THE YEAR.

APPLICATION TOTALS	RESULTS OF REVIEWS
# OF APPLICATIONS RECEIVED: 99	# OF CERTIFICATES OF APPROPRIATENESS ISSUED: 93
# OF APPLICATIONS REVIEWED BY STAFF ONLY: 45	# OF DENIALS ISSUED: 6
# OF APPLICATIONS REVIEWED BY THE HDC: 48	# OF NOTICES TO PROCEED ISSUED: 0

WERE ANY HDC DECISIONS APPEALED? ☐ YES ☒ NO (if yes, complete the information below)

OF HDC DECISIONS APPEALED:

OF DECISIONS OVERTURNED:

OF DECISIONS AFFIRMED:

4. INVENTORY AND DESIGNATION

A. IDENTIFY NEW SURVEY PLANS, PROGRESS ON EXISTING PLANS, AND/OR CHANGES TO EXISTING SURVEY PLANS, INCLUDING CHANGES IN PRIORITIES OR PROCESSES.

In last year's annual report, the CLG grant-funded resurvey of Ypsilanti's Local Historic Distrct was 50% complete. The project was successfully completed in August 2025. The survey report identified recommendations for next steps, which includes further survey needs. While none of the major survey recommendations are being pursued for 2026, the Preservation Planner does plan to complete individual architectural identification forms for noncontiguous portions of Ypsilanti's Local Historic District that were not completed as part of the resurvey project (five properties). The HDC plans to request that City Council establish a historic district study committee to explore the survey recommendations to the City's Historical Preservation Ordinance (Section 54); recommendations include adjusting local historic district's boundaries, as well as add contributing/noncontributing statuses to all resources.

B. DID THE CLG ACTIVELY WORK ON OR COMPLETE HISTORIC RESOURCE SURVEYS? ☒ YES ☐ NO

If yes, identify them below. If the survey was completed but data and reports were not previously provided to SHPO, submit a copy with this report. Use additional sheets if necessary to capture all surveys in progress or completed.

NAME OF SURVEY	HOW MANY RESOURCES?	SURVEY PROVIDED TO SHPO?
Resurvey of Ypsilanti Local Historic District	1,057	☒ YES ☐ NO
		☐ YES ☐ NO
		☐ YES ☐ NO
		☐ YES ☐ NO
		☐ YES ☐ NO
		☐ YES ☐ NO

C. DOES THE CLG HAVE SURVEYS TENTATIVELY PLANNED FOR NEXT YEAR? ☐ YES ☒ NO

If yes, briefly identify them, including the reason for the survey (e.g., part of work plan, development pressure, considering designation, etc.). If no, identify future survey goals that may be of interest.

As part of the survey report, consultants recommended further survey needs, including (1) conducting an intensive-level survey for the local historic district, and (2) conducting reconnaissance-level surveys for areas outside of the contiguous local historic district that consultants identified as potentially significant. Suggested surveys were (a) a thematic survey for sites related to African American history within the city, specifically on the historic South Side; early neighborhoods west of the survey area, which is largely included in the Western Addition to Ypsilanti's Historic District on the National Register of Historic Places listing; and (c) further archaeological surveys in riverside areas where findings have occurred in the past. The City is interested in pursuing recommendations, but work will likely be phased over several years.

D. WAS ANY MUNICIPAL-SPONSORED ARCHAEOLOGICAL SURVEY COMPLETED DURING THE YEAR? ☐ YES ☒ NO

If yes, identify them below.

NAME OF SURVEY	SHPO CONTACTED PRIOR TO WORK?	FOLLOWED STATE STANDARDS?
	☐ YES ☐ NO	☐ YES ☐ NO
	☐ YES ☐ NO	☐ YES ☐ NO
	☐ YES ☐ NO	☐ YES ☐ NO

E. DID THE CLG ENGAGE IN LOCAL HISTORIC DISTRICT DESIGNATION ACTIVITIES DURING THE YEAR? ☐ YES ☒ NO

If yes, identify them below. If associated reports were not previously provided to SHPO, submit a copy with this report. Use additional sheets if necessary.

DISTRICT NAME	STATUS AND ACTION	REPORT PROVIDED TO SHPO?
	☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO
	☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO
	☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO

	☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO
	☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO
	☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO
	☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO
	☐ Draft/Underway ☐ Final/Completed ☐ New District ☐ Modification ☐ Elimination	☐ YES ☐ NO

F. DO YOU KNOW OF ANY NATIONAL REGISTER OR LOCAL DISTRICT PROPERTIES THAT WERE MOVED OR DEMOLISHED? ☒ YES ☐ NO
If yes, briefly identify them below.

NAME/ADDRESS OF PROPERTY	NAME OF DISTRICT (IF APPLICABLE)
206-210 N Washington (offices for architect Ralph S. Gerganoff)	Ypsilanti Local Historic District; Ypsilanti Historic District (NRHP)
422 N Hamilton (garage)	Ypsilanti Local Historic District; Ypsilanti Historic District (NRHP)

5. PUBLIC PARTICIPATION

A. WERE ALL HDC MEETINGS HELD IN ACCORDANCE WITH THE OPEN MEETINGS ACT, P.A. 267 OF 1976? ☒ YES ☐ NO (if no, briefly explain)

B. WAS INFORMATION ABOUT THE HDC, ITS MEETINGS, AND ITS ACTIVITIES MAINTAINED ON THE LOCAL GOVERNMENT'S WEBSITE?
☒ YES ☐ NO

C. BEYOND A WEBSITE, HOW DOES THE HDC PROVIDE INFORMATION ABOUT MEETINGS AND ACTIVITIES TO THE PUBLIC?
☒ Mailings ☐ Newspapers ☒ Posting at Municipal Building ☐ On-site Project Signs ☐ Direct Email ☐ Door Fliers ☒ Email List/Listserv
☐ Local Access Channels ☐ Community Events ☒ Other Monthly electronic newsletter that posts all public meetings.

D. DID THE CLG/HDC PROVIDE, SPONSOR, OR PARTICIPATE IN PUBLIC EDUCATIONAL ACTIVITIES (e.g., walking tours, lectures, Preservation Month activities, historical marker programs) OR FORMAL TRAINING ON HISTORIC PRESERVATION? ☐ YES ☒ NO
If yes, identify the activities below. SHPO encourages sharing photos so we can highlight your efforts! Use additional sheets if necessary.

ACTIVITY	SPONSORING ORGANIZATION	DATE

6. CLG/HISTORIC PRESERVATION GOALS

A. BRIEFLY DESCRIBE IF/HOW YOU MET THE GOALS IDENTIFIED IN YOUR LAST ANNUAL REPORT.

GOAL	DID YOU MEET THIS GOAL?	IF YES, DESCRIBE HOW IT WAS MET. IF NO, DESCRIBE WHY IT WAS NOT MET.
Continue to survey, establish new NRHP/local districts, and update existing.	☐ YES ☒ NO	Yes and no; the main survey goal of resurveying the local historic district has been met. Ongoing work will involve establishing new NRHP/local districts and updating the existing local historic district.
Implement a system for effectively tracking and resolving enforcement issues.	☐ YES ☒ NO	The City has successfully implemented the use of BS&A Cloud, and the Preservation Planner has begun tracking all relevant enforcement issues in the software. Followup is triggered through scheduled inspections. Outside of the software, staff has a spreadsheet that gives an overview for all ongoing enforcement issues, as well as maintains detailed files that are

		accessible to all departments, as many issues overlap with zoning, building, and code enforcement. Correspondence templates were created for uniform response to potential violations in the district (in accordance with MHPN's Historic District Commissioner Training Manual). Staff has identified several preventative measures that should be implemented and tracked in 2026. These include a more aggressive new homeowner outreach program (once a month instead of quarterly); more consistent educational events for property owners; and updating the City's Historic District webpage to include more resources for complex and/or common projects. The effectiveness of implemented strategies should be able to be measured by next year; until that time, this goal is considered ongoing.
Effectively manage the 2024 grant-funded resurvey work.	☒ YES ☐ NO	This grant was successfully completed in 2025.
Update/clarify two Historic District Fact Sheets: "Signs and Awnings" and "Historic District General Information."	☐ YES ☐ NO	This goal is ongoing. Due to feedback from several property owners in the past year, the Preservation Planner intends to perform a more in depth review of the HDC's fact sheets, as well as review the HDC's work permit application and checklist.

B. BRIEFLY DESCRIBE YOUR TOP GOALS FOR NEXT YEAR (2026). EACH CLG MUST IDENTIFY AT LEAST ONE GOAL.

GOAL	IS THIS A MULTI-YEAR GOAL?	DO YOU NEED SHPO ASSISTANCE TO MEET THIS GOAL? IF SO, BRIEFLY DESCRIBE.
Continue to survey, establish new NRHP/local districts, and update existing. For 2026, the goal is to make updates to the Historical Preservation Ordinance (boundary adjustment, inclusion of property status, and potentially creation of new historic districts for the noncontiguous portions of the district).	☒ YES ☐ NO	Ongoing assistance is needed, and staff has already been in touch with the CLG Coordinator regarding this goal.
Update/clarify the HDC Fact Sheets, the Historic District website, and the HDC work permit application and checklist.	☐ YES ☒ NO	Not anticipated.
Implement a system for effectively tracking, resolving, and preventing enforcement issues.	☐ YES ☒ NO	Not anticipated.
	☐ YES ☐ NO	

7. MISCELLANEOUS INFORMATION

A. SHPO HAS A NEW CLG COORDINATOR. WHAT IS ONE THING YOU WOULD LIKE THE NEW COORDINATOR TO UNDERSTAND ABOUT YOUR COMMUNITY AND LOCAL PRESERVATION ACTIVITIES/NEEDS?

The City of Ypsilanti is an incredibly unique place, and the Preservation Planner is looking forward to both making progress on ongoing "maintenance" (survey/designation/districts) needs, while also celebrating preservation and the city's history through future educational events and interpretive materials.

B. WHAT ACCOMPLISHMENT/ACHIEVEMENT/EVENT FROM 2025 IS YOUR CLG/HDC MOST PROUD OF? OR IS THERE A PRESERVATION SUCCESS STORY FROM YOUR COMMUNITY THAT YOU WOULD LIKE TO HIGHLIGHT? SHPO encourages sharing photos!

The CLG grant-funded resurvey of the local historic district was a monumental, much needed update. With this survey in hand, Ypsilanti now has the documentation and guidance to move other goals forward to protect its historic resources.

C. DESCRIBE ANY PROBLEMS, ISSUES, OR CHALLENGES (e.g., economic, political, operational) ENCOUNTERED IN THE LOCAL PRESERVATION PROGRAM IN 2025.

Enforcement is an ongoing issue that has been spearheaded in 2025; looking forward, the Preservation Planner is looking to aggressively pursue preventative measures and help educate homeowners

D. WHAT ARE THE MOST CRITICAL PRESERVATION ISSUES/NEEDS FACING YOUR COMMUNITY?

Work without a permit is a critical issue affecting the integrity of the local historic district.

E. DID YOUR COMMUNITY RECEIVE ANY PRESERVATION GRANTS (other than CLG grants) IN 2025?

☐ YES ☒ NO (If yes, briefly identify them below.)

F. DID YOUR COMMUNITY HAVE ANY LOCAL INCENTIVE/GRANT/LOAN PROGRAMS (e.g., façade grant programs, DDA programs, low-interest loans, abatements, etc.) AVAILABLE FOR HISTORIC PROPERTIES IN 2025? ☒ YES ☐ NO (If yes, briefly identify them below.)

NAME OF PROGRAM	# OF PROPERTIES BENEFITED
DDA Façade and Rehab Grant	1

G. DO YOU HAVE ANY UPCOMING PROJECTS YOU WOULD LIKE TO DISCUSS FOR A POTENTIAL CLG GRANT APPLICATION? ☐ YES ☒ NO

There are potential projects that the City would like to pursue, but we are still having internal discussions at this point.

H. IF REIMBURSEMENT WERE AVAILABLE FOR SOME OF THE COSTS TO ATTEND THE MHPN STATEWIDE PRESERVAION CONFERENCE OR BIANNUAL NATIONAL ALLIANCE OF PRESERVATION COMMISSIONS CONFERENCE, WOULD YOU BE INTERESTED? ☒ YES ☐ NO

I. IS THERE ANYTHING ELSE YOU WOULD LIKE TO SHARE WITH SHPO?

Not at this time. Thank you for all that you do!

Review of HDC Rules and Regulations

FEBRUARY 10, 2026

The HDC reviewed the Rules and Regulations at the January, 2026 meeting and made some recommendations for proposed text based on staff review and commission discussion. The suggested text amendments highlight additions in underlined green text and omissions in ~~red strikethrough text~~.

There is no set timeline for review. Following any suggested amendments from the commission, staff will provide a proposed amended draft at the following meeting for consideration/voting at the next meeting. If/when amendments are adopted by the commission, staff will then submit for approval by City Council.

Section 10.0 Amendments

These rules may be amended at any regular or special meeting by a majority vote of the total membership of the HDC and submission to an approval by City Council provided:

1. Such amendment does not result in a conflict with state law, City ordinance, or court decision; and

2. Such amendment was proposed at a meeting prior to the meeting at which it is considered.

Potential 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.

Draft Text Amendment:

RULES AND REGULATIONS

OF

THE HISTORIC DISTRICT COMMISSION

OF

THE CITY OF YPSILANTI, MICHIGAN

As adopted, [Month DD],2026

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Section 1.0 Purpose

The following Rules and Regulations are hereby adopted by the City of Ypsilanti Historic District Commission (hereinafter known as HDC) to facilitate the performance of its duties as outlined in the City of Ypsilanti Historic District Ordinance. The objectives, purposes, powers, and duties of the Commission are those set forth by P.A. 169 of 1970, as amended, being the Local Historic District Act, hereinafter "the Act," and the administration of Chapter 54 of the City Code of Ordinances, Historical Preservation, and all subsequent amendments thereto.

1.1 Internal Affairs. These Rules and Regulations shall govern the internal affairs of the HDC.

1.2 No Rights Granted. These Rules and Regulations govern the procedures of the HDC and do not give rise to any additional rights, remedies, cause of action or benefits.

1.3 Time. Time lines mentioned are advisory only.

1.4 Conflict with Law. These Rules and Regulations in no way amend, modify or repeal any city ordinance or state law. City ordinance and state law take precedence in all cases.

Section 2.0 Officers and Members

2.1 Selection. At the first regular meeting in February of each year the members of the commission shall nominate candidates for Chairperson, and Vice-Chairperson. At the next regular meeting the HDC shall elect, from its membership, a Chairperson, and Vice-Chairperson. All members are eligible for election.

2.2 Tenure. The officers shall take office the same meeting of their selection and shall hold office for a term of one year or until their successors are selected and assume office.

2.3 Duties

A. The Chairperson shall preside at all meetings and perform such other duties as may be requested or approved by the HDC.

B. The Vice-Chairperson shall act in the capacity of Chairperson in ~~his/her~~ their absence and in the event the office of the Chairperson becomes vacant, the Vice-Chairperson shall succeed to this office for the remainder of the un-expired term and the HDC shall select a successor to the office of Vice-Chairperson for the un-expired term.

C. The commission may designate a Secretary who is not a member of the commission. The Secretary shall execute documents in the name of the HDC, perform the duties hereinafter listed and shall perform such other duties as the HDC may determine. The Secretary shall be responsible for the record and minutes of each meeting, packet and agenda preparation and notices of decisions.

D. Should neither the Chairperson nor the Vice-Chairperson be present at a meeting, a temporary Chairperson shall be elected by the majority vote of the members present.

2.4 Representation. No officer or member shall act in any capacity which has the appearance of, or could be construed as, representing the Commission unless such action is authorized by the Commission in a public meeting. This shall include, but not be limited to, dealing with the press and attending public and private meetings and/or hearings which deal with the duties or

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authority of the Commission. Except as authorized above, no individual officer or member shall meet or deal with any applicant in any way that may lead the applicant to believe that ~~he/she has~~ they have, or will, receive approval for any application or other matter to come before the Commission.

Section 3.0 Application

3.1 Action Items

A. **Filing.** Any property owner, or the owner's authorized agent as defined in the adopted building code, may apply to the HDC for permission to undertake work regulated by the Commission. Application shall be in writing on a form provided by the Building Department, and shall include payment of any fee(s) as may be required and established from time to time by City Council.

B. **Public Hearing Notification**. When, pursuant to the Ordinance or these Rules and Regulations, a public hearing is required, the Commission shall review the application at the first meeting after the application is made and shall then set a date for the public hearing as soon as possible in accordance with public notice publication requirements. The Community ~~& Economic Development~~ Services Department shall publish all required notices and furnish proof of such publication to the HDC prior to the start of the public hearing.

C. **Decisions.** The HDC shall hear all applications and render its decision with a statement of reasons for the decision not more than sixty (60) days after receipt of the complete application by the HDC, unless a longer period of time is mutually agreed upon by the applicant (in writing) and the HDC. Failure to act shall constitute approval unless an extension is mutually agreed upon in writing by the applicant and the Commission.

It is desirable to have the applicant present at the meeting. If the applicant does not attend the meeting and the HDC cannot reach a decision due to lack of information or other questions, it shall instruct the Community ~~& Economic Development~~ Services Department to notify the applicant in writing and request an appearance at the next regular meeting. If the applicant fails to appear at the said meeting of the HDC, or fails to schedule an alternate appearance date, the Chairperson may entertain a motion from the Commission to deny the application for lack of required information. In cases which are denied for lack of information the applicant will be furnished written notice of the action by the Community ~~& Economic Development~~ Services Department as provided in Section 3.1.E, below. The applicant shall have fourteen (14) days from the date of notice of denial to apply for reinstatement of the application. In such cases, the applicant must file a written request with the Building Department for reinstatement of the original application. Reinstatement shall be at the discretion of the Chairperson and only for good cause shown and shall not require payment of additional fees. If the applicant fails to appear at the meeting at which the re-instated application is heard the application shall be denied.

D. **Site Inspection**. The HDC, if it considers it necessary, may conduct a site inspection at any site at issue. If such an inspection is part of a public hearing, the site inspection shall be posted as part of the public meeting/hearing. The site inspection, if posted as part of the hearing shall always be held the same day and as part of the same meeting as the start of the public hearing on the application. A quorum of the HDC shall not ride in the same vehicle to or from a site inspection or to or from a meeting. Nothing in this paragraph shall prevent members of the HDC from individually and separately visiting a site in question at their own expense and time. A quorum of the HDC shall not make site inspections or otherwise discuss an application except during posted open meetings of the HDC.

E. **Notice of Decision**. The Community ~~& Economic Development~~ Services Development Department shall send immediate notice of all action to the Building Department and shall notify

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the applicant, or ~~his~~ their agent, of all decisions, by first class mail, or by personal service within seven (7) days of the action.

3.2 Study Items. Any person wishing to discuss proposed projects or obtain information or advice from the Commission prior to application may request to be placed on the agenda as a study item. The Commission may review plans and advise property owners on what may be appropriate in the District. The Commission may not take any formal action on a study item.

3.3 Demolition and Moving

A. Applications. Applications for the demolition or removal of any structure within the Historic District shall:

1. Include the name of the property owner, the telephone number of the applicant and the address, tax identification number and legal description of the subject property.

2. State the specific grounds under the provisions of the Historic District Ordinance upon which the request for the demolition or moving permit is based.

3. Include a site plan showing all existing conditions on the subject property.

4. Include a site plan, along with any drawing, or other description which reasonably describes the proposed use and appearance of the site after removal or demolition of the structure.

5. Include a description of the general type, design, size and use of any new structure to be erected on the site.

B. Notices. Following the first meeting of the HDC at which such application is considered and upon determination that the application may proceed and that a hearing is required, the Commission shall request that a notice be published in a newspaper of general circulation in the City of Ypsilanti. Such notice shall be published at least fifteen (15), days prior to the meeting at which the hearing is to be held and shall contain the following:

1. Address of the structure.

2. Nature of the application and name of the applicant.

3. Date, time and place of the meeting at which the application shall be discussed and that reasonable time shall be allotted for comments by the public.

In addition, a copy of such notice shall be mailed, by first class mail, to the owner of the structure at the address contained in the application and to the owner of record, as listed on the tax roll, of all property within three hundred (300) feet of the subject property. A proof of mailing shall be filed in the official file and shall be prima facie evidence of mailing to the addresses shown therein.

C. Action. At the meeting of HDC specified in the notice a public hearing shall be held pursuant to the procedure set forth in Section 4.5.D, below. The HDC shall also hear any reports, requested by the HDC, concerning the safety or condition of the structure, historic or architectural merit of the structure, or alternative uses for the structure or site.

1. Formal action on the application shall not be taken at such meeting unless a motion to take action is approved by unanimous vote of the members present and the motion shall state the

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reason for action and that action be taken for good cause.

2. Following such meeting, action on the application shall be placed on the agenda for a regularly scheduled meeting of the HDC or such special meeting as the HDC shall specify. Notice that such application is on the agenda for a specified meeting shall be given to each member of the HDC and to the applicant at least four (4) days prior to the meeting.

D. Exceptions to Procedure. The procedure outlined in this section is to be followed in the case of all applications for demolition, removal or moving of structures within the Historic District except that the Commission may approve an application for demolition or moving at any meeting upon the unanimous vote of the members present that such structure is of such minimal historic or architectural significance that its demolition or moving would clearly be compatible with the purposes of the Historic District Ordinance and that its demolition or removal would have no adverse impact on the adjacent area or upon the Historic District as a whole.

Section 4.0 Meetings

4.1 Regular meetings. The HDC shall normally meet once each month. Any other meetings of the HDC shall be called as needed so long as the meeting is properly noticed to the public, in accordance with the Michigan Open Meetings Act. The meeting can be called by the Chairperson of the HDC, or by any two (2) members of the Commission. At the final meeting of each calendar year the Commission shall approve the schedule of regular meetings for the following year.

4.2 Attendance. If any member of the HDC is absent from more than two meetings in a row, then that member shall be considered delinquent. Delinquency may be grounds for the Commission to request the removal any member from the HDC for nonperformance of duty or misconduct. City staff shall keep attendance records and shall notify the HDC whenever any member of the HDC is absent from more than two meetings in a row, so the Commission can consider whether further action is required.

4.3 Public. All meetings, hearings, records and accounts shall be open to the public to the extent required and in conformity with the Michigan Open Meetings Act, Freedom of Information Act, city ordinance and state law.

4.4 Quorum. Four (4) members of the HDC shall constitute a quorum for the transaction of business and the taking of official action for all matters.

4.5 Order of Business. Agenda. The Chairperson or designate shall prepare an agenda for each meeting and the order of business therein shall be as follows:

A. Call to order and roll call.

B. Approval of Agenda.

C. Public comments on agenda items.

D. Public Hearings, if necessary. The Chairperson will declare a public hearing open and state its purpose.

1. The Chairperson summarizes the procedure for a public hearing as outlined in Paragraphs 2 through 7 below, of these rules and regulations for any members of the public in attendance, or provides copies.

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2. The applicant, or ~~his~~ their agent, may present ~~his~~ their case, including presenting witnesses on ~~his~~ their behalf. No time limit will be imposed on the applicant.

3. Members of the HDC may report on any site inspection, any conversations with the applicant they may have had and ask questions relevant to the applicant's presentation.

4. Members of the public who support the applicant speak and correspondence is read.
    a. The Chairperson shall allow anyone present to speak in favor of the applicant and can impose a time limit for the speaker. All speakers shall state their name, address and if they represent a group.

5. Members of the public who oppose the applicant speak and correspondence is read.
    a. The Chairperson shall allow anyone present to speak in rebuttal of the applicant and can impose a time limit for the speaker. All speakers shall state their name, address and if they represent a group.

6. Anyone may ask the Chairperson questions on presentations or comments given at this hearing. The Chairperson will attempt to obtain an answer to the question. Answers shall be given to the Chairperson. No discussion, questioning or answering shall take place between any two or more people except between the Chairperson and the individual who has the floor.

7. Motion to Close the Public Hearing.
(At this point all public participation on the issue ends.)

E. Business Session.
1. Old Business - All matters remaining on the agenda from previous meetings.
2. New Business - Matters appearing on the agenda for the first time.
3. Study Items - Discussion items not available for action.
4. Other business of the HDC.

E. Items From the Floor. Opportunity for citizens to address the Commission on items not on the agenda.

G. Housekeeping Business.
1. Approval of minutes from previous meeting(s).
2. Election of officers, if necessary.
3. Other Items.

H. Adjournment.

4.6 **Comments Out of Order**. The Chairperson shall rule out of order any irrelevant remarks; remarks which are personal, about another's race, religion, sex or sexual orientation, physical condition, ethnic background, beliefs, or similar topics; profanity; or any other remarks which are not about the item at hand or which are scandalous, inflammatory or threatening.

4.7 **Recesses**. The Chairperson may recess a public hearing and/or meeting to another time if it is after 11 p.m. or if the meeting has been over four (4) hours in length. In order for a recess to be in order, the time, day, month, date, year and location to reconvene shall be stated as part of the action to recess. If a meeting and/or public hearing reconvenes over thirty-six (36) hours after

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the action to recess, the reconvened meeting shall be posted at least eighteen (18) hours before the time of the reconvened meeting, to comply with Section 4.3 of these rules of procedure. Upon reconvening, a roll call shall be taken as the first order of business.

4.8 Parliamentary Procedure. Meetings shall be conducted in a formal manner and parliamentary procedure shall be governed by Robert's Rules of Order if not specifically dealt with in these rules of procedure. Legal Rules of evidence do not apply.

4.9 Motions. ~~Motions shall be reiterated by the Chairperson before a vote is taken.~~

A. Motions dealing with an application shall contain the following:
   1. The address of the subject property.
   2. The conclusion and/or decision of the HDC.
   3. Any conditions attached to an approval.
   4. Reference to the appropriate Secretary of the Interior guideline(s).

B. Any other motion shall be stated in prose or in the form of a resolution.

4.10 Voting. Voting on any application or item requiring a public hearing shall be by roll call vote. All other votes may by voice vote. Any member may require a roll call vote. Members must be present to cast a vote. Voting by proxy is not permitted. Except as required elsewhere in these Rules and Regulations, a motion is adopted only if a majority of the members present cast their votes in favor of the motion.

4.11 Approvals. All work approved by the Commission shall commence within six (6) months of the date of approval. For purposes of this section the issuance of a building permit shall constitute commencement. In the event that work is not commenced as stated above the approval shall be null and void and the applicant shall file a new application and fee, if required. In the event a permit is cancelled, rescinded or voided by the building department, any approvals by the HDC shall also be rescinded.

Section 5.0 Records

5.1 Preparation. A record of each meeting, including public hearings, shall be prepared under the direction of the Secretary, or ~~his or her~~ their designee.

5.2 Content. The record of each meeting shall include the following items:

A. A copy of any required notices as required in Section 3.3.B of these rules of procedure.

B. A signed statement indicating that notices, as required in Section 3.3.B of these rules of procedure, was published and posted and a copy of a newspaper notice, if one was published.

C. The written original of the minutes of the meeting which shall include all action taken.

D. Verbatim text of any resolutions adopted at the meeting.

E. Supplemental materials for an application that were submitted during the meeting that were not part of the publically posted meeting packet.

5.3 Retention. The record of each meeting shall be permanently kept on file and spread in suitable volumes, with a hardcopy on file at City Hall. All the pertinent documents and minutes for each case before the HDC shall be copied and filed with the Community ~~& Economic Development~~

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Services Department. Draft copies of the minutes shall be distributed to each member of the HDC prior to the next meeting and shall be available to the public within seven days of the meeting.

Section 6.0 Conflict of Interest Policy

In addition to the Conflict of Interest policy listed in the Historical Preservation ordinance Sec. 54-55 the Historic District Commissioners shall be governed by the terms of the Michigan State Historic Preservation Office Michigan State Housing Development Authority Conflict of Interest Policy for Historic Preservation Activities, see appendix of the same title.

Each member of the commission shall avoid conflicts of interest, including, but not limited to, deliberating on, voting on, or reviewing a case concerning the commissioner; the immediate family or household of the commissioner; property owned by or adjacent to property owned by the commissioner; or a corporation or partnership in which the commissioner has an ownership, employment, or other financial interest. A commissioner may consider the possibility of declaring a conflict of interest if their home or property falls within the public noticing radius requirement as prescribed by Section 103 of the Zoning Enabling Act.

Section 7.0 Per Diem and Mileage.

Mileage and per diem may be paid to members of the HDC at rates established by the governing body for attending HDC meetings and other authorized meetings and trips, if those members submit a bill for the same. No mileage or per diem is paid to any members unless authorized and budgeted by the City Council.

Section 8.0 Other Duties

The HDC may formulate and provide advice and may advise on policy to the Planning Commission or Zoning Board of Appeals or any committee thereof, on issues dealing with construction, planning and/or use of property and structures within the Historic District.

Section 9.0 Adoption and Repeal

Upon adoption of these rules of procedure of the Ypsilanti Historic District Commission and approval by Ypsilanti City Council, they shall become effective and all previous by-laws and/or rules of procedure, as amended, shall be repealed.

Section 10.0 Amendments

These rules may be amended at any regular or special meeting by a majority vote of the total membership of the HDC and submission to an approval by City Council provided:

1. Such amendment does not result in a conflict with state law, City ordinance, or court decision; and

2. Such amendment was proposed at a meeting prior to the meeting at which it is considered.

Adopted the [DDth] day of [Month], 2026 through Resolution No. [2026-###] of the Ypsilanti City Council.

_____
Tracey Boudreau
City Clerk
City of Ypsilanti

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