



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**

## **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 from 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

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.*

*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

(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.

*–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.