



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 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

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.

PRINTOUTS

PROVIDED TO THE COMMISSION AT THE
JANUARY 13, 2026 HDC MEETING

Application Materials for 130 W Michigan

SPECIFICATIONS: STANDARD ENTRANCE DOORS

GENERAL DESCRIPTION

Work includes furnishing all necessary materials, labor and equipment for the installation of the aluminum entrance doors, door frame and hardware as specified herein.

NOT included: Structural support of the framing system.

PRODUCTS/MATERIALS

Aluminum entrance shall be model (s): Narrow stile 2", Medium Stile 3 11/16" and Wide Stile 5" (Nominal) as manufactured by Ramco (Reliable Architectural Metals Company), Detroit, Michigan. Door and frame sections shall be extruded aluminum AA-6063-T5 alloy with a nominal wall thickness of .125". Glazing and door moldings a minimum of .062". Weather-stripping to be silicone treated plastic pile and glazing gaskets shall be EPDM elastomeric extrusions or vinyl with a fiberglass reinforcement cord to prevent stretching. Weather-stripped insert in top and bottom rail is (optional). .375" high tension, zinc plated steel tie rods run the full width of the top and bottom rails joined together with .250" aluminum reinforcing plates and .375" serrated lock nuts. Narrow Stile doors shall have an adjustable setting block in the top rail.

FINISH HARDWARE

Ramco doors shall be supplied with standard hardware unless otherwise specified. Refer to the finish hardware section of Division 8 for requirements for finish hardware items not specified herein. Glass and glazing shall conform to the requirements specified in section "Glass and Glazing." The architect must specify special hardware for custom doors and entrances. Hardware furnished by others shall be sent to Ramco for application.

FABRICATION

Doors shall be mortised to provide positive interlocking of door rails to door stiles. Assembled with .375" diameter high tension steel plated rod, with .250" reinforced corner plate. Welding is (optional) in corner construction.

FINISHES

All exposed framing surfaces shall be free of scratches and other serious blemishes. Aluminum extrusions shall be given an acid etch, followed by an anodic oxide treatment conforming to the American Architectural Metal Association to obtain a color anodized finish AA-M12C2XA31 class II (clear anodized) or AA-M12C2XA44 class I (dark bronze anodized). Wood grain, black anodize, powder coat, and Kynar finishes are available upon request.

EXECUTION

Entrance doors and framing system shall be installed, glazed, and adjusted by experienced workers in accordance with Ramco's installation instructions and the approved shop drawings.

CLEANING AND PROTECTION

The installer shall prevent the aluminum entrance materials and finish from damage during the installation of the materials. After installation it is the responsibility of the general contractor or owner to prevent damage to the aluminum entrance materials and finish. Ramco assumes no responsibility after pick up or delivery.

NOTE: "Always Service All Ways" is our trade mark and to keep up with today's innovations Ramco reserves the right to change specifications without written notice.



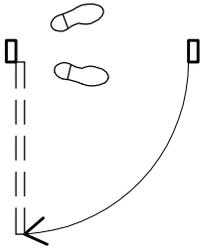
RELIABLE ARCHITECTURAL METALS COMPANY

9751 ERWIN STREET
DETROIT, MI 48213
PH: 800.445.0263 FAX: 313.924.8877

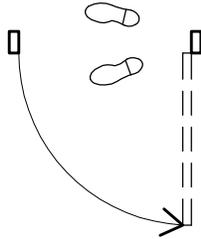
STANDARD ENTRANCES

DETERMINATION OF DOOR SWING / HANDING

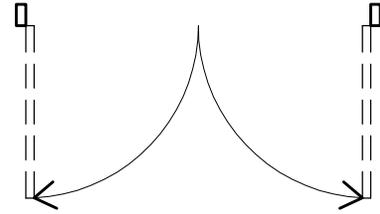
SINGLE SWING
RIGHT HAND (RH)



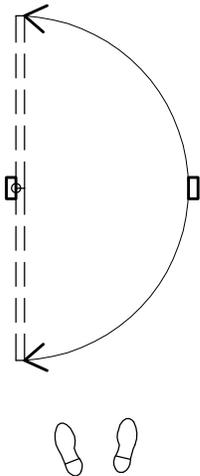
SINGLE SWING
LEFT HAND (LH)



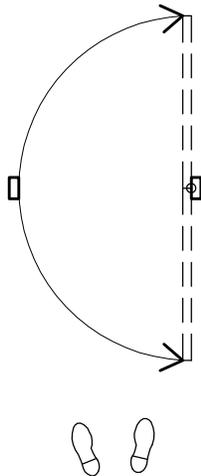
SINGLE SWING
PAIR



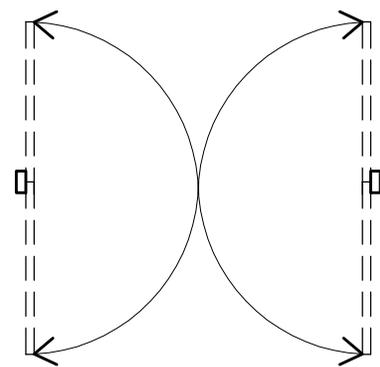
DOUBLE SWING
(HINGE ON THE LEFT)



DOUBLE SWING
(HINGE ON THE RIGHT)



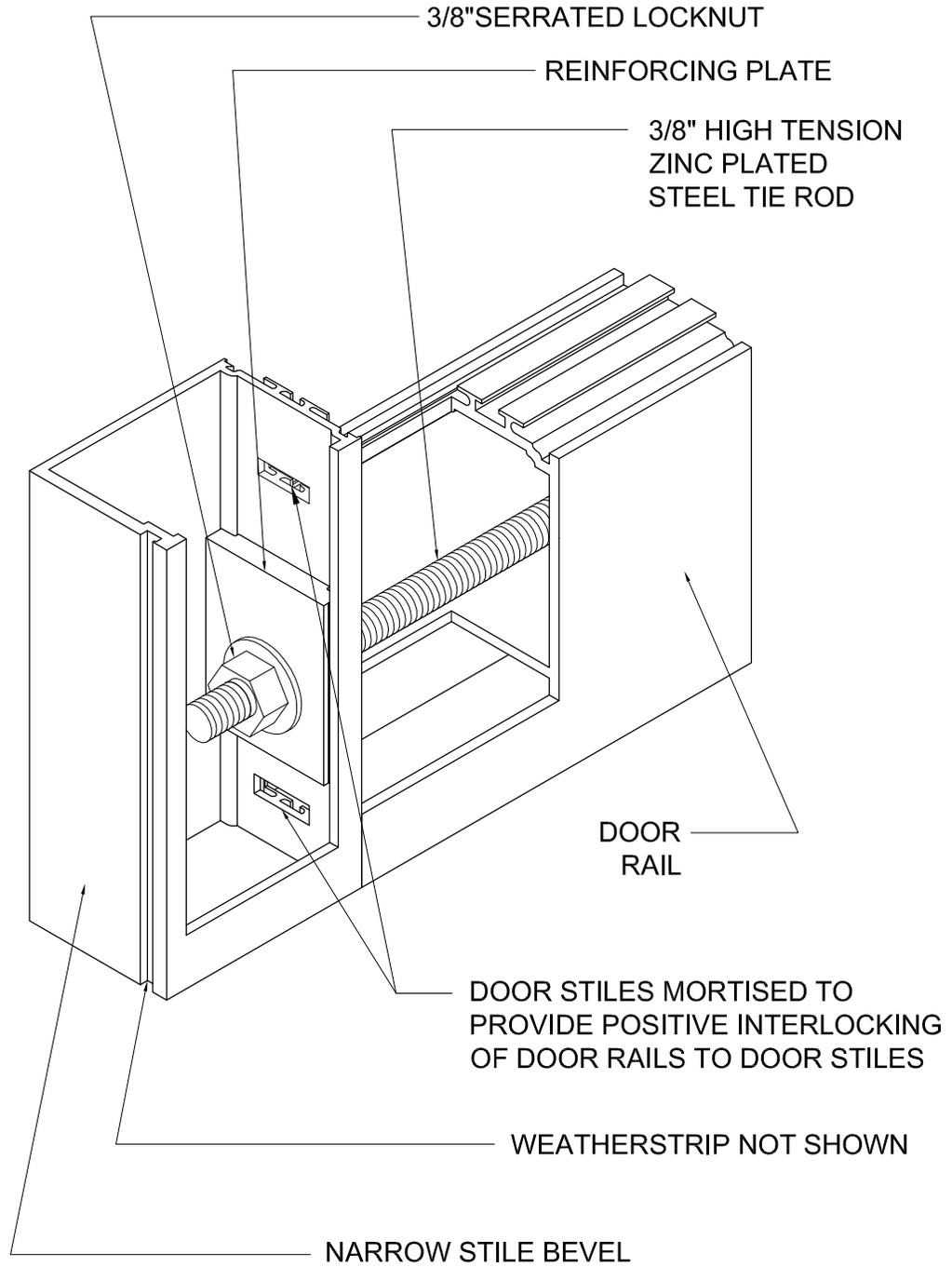
DOUBLE SWING
PAIR





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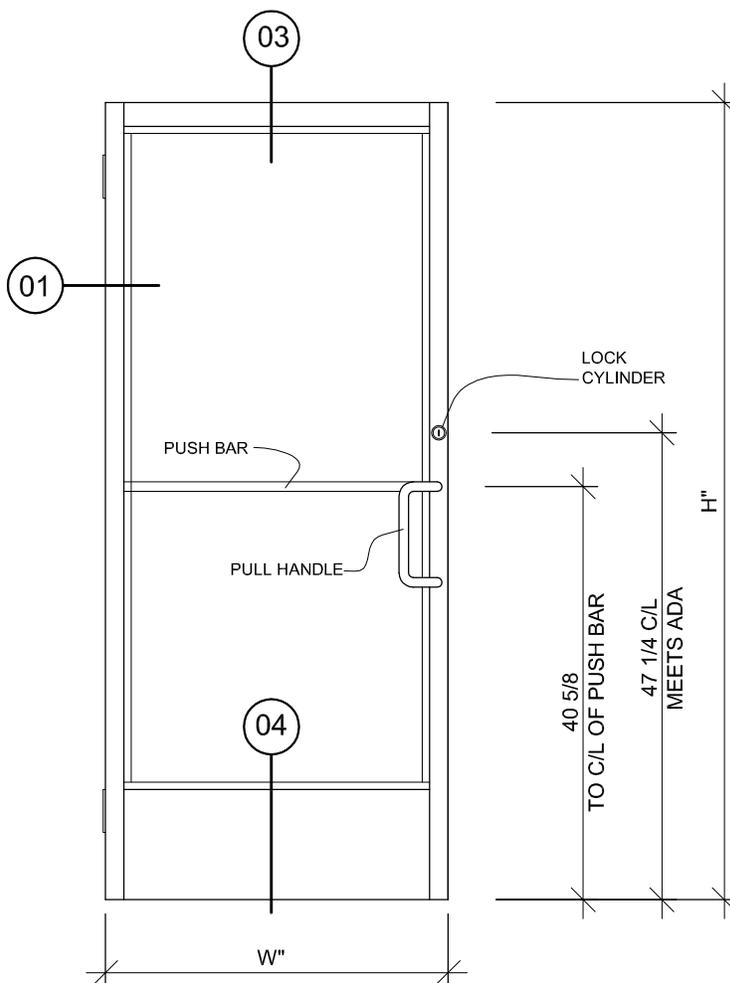
DOOR ASSEMBLY



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 DETROIT, MI 48213
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STANDARD ENTRANCES



SINGLE DOOR STANDARD SIZES

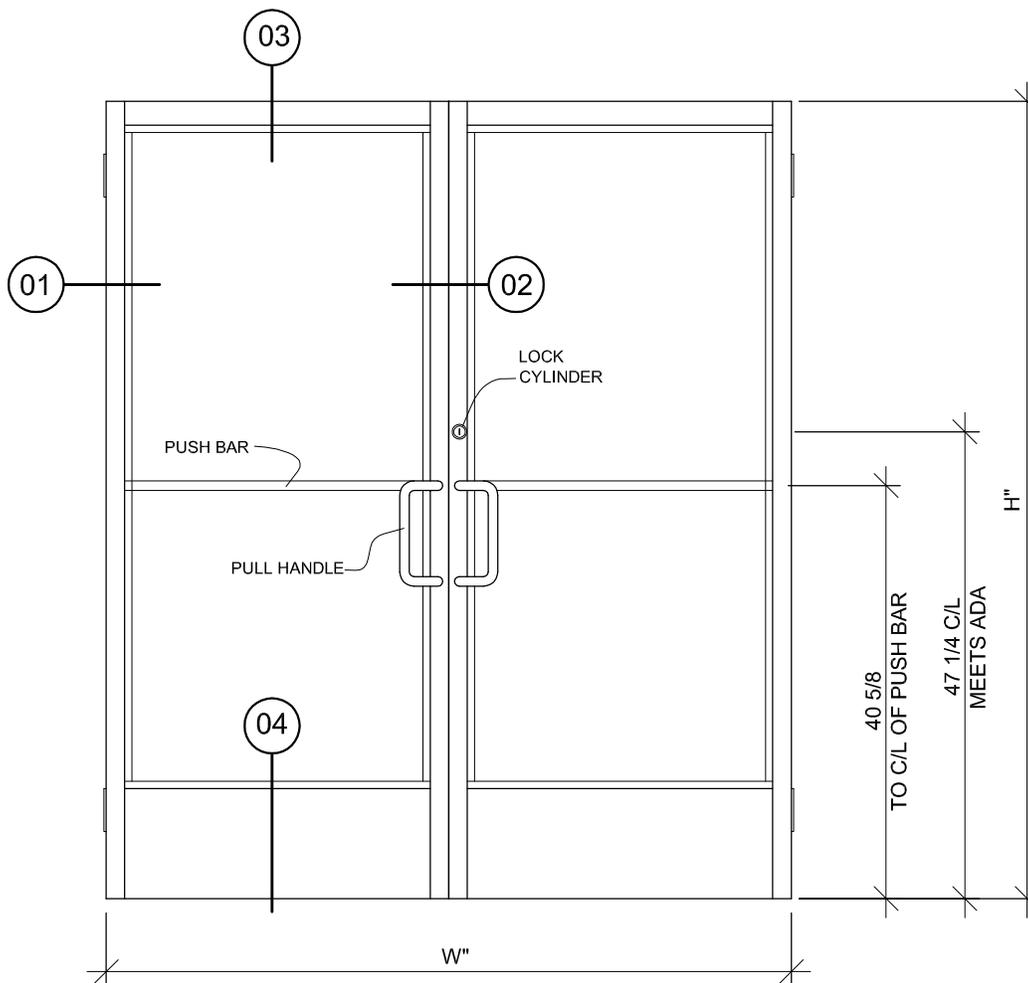
STILE	HANDING	SWING	WIDTH (W)	HEIGHT (H)
NARROW	(LH) OR (RH)	SINGLE OR DOUBLE	36"	84"
NARROW	(LH) OR (RH)	SINGLE OR DOUBLE	42"	84"
MEDIUM	(LH) OR (RH)	SINGLE OR DOUBLE	36"	84"
MEDIUM	(LH) OR (RH)	SINGLE OR DOUBLE	42"	84"
WIDE	(LH) OR (RH)	SINGLE OR DOUBLE	36"	84"
WIDE	(LH) OR (RH)	SINGLE OR DOUBLE	42"	84"



RELIABLE ARCHITECTURAL METALS COMPANY

9751 ERWIN STREET
 DETROIT, MI 48213
 PH: 800.445.0263 FAX: 313.924.8877

STANDARD ENTRANCES



PAIR OF DOORS STANDARD SIZES

STILE	HANDING	SWING	WIDTH (W)	HEIGHT (H)
NARROW	PAIR	SINGLE OR DOUBLE	72"	84"
NARROW	PAIR	SINGLE OR DOUBLE	84"	84"
MEDIUM	PAIR	SINGLE OR DOUBLE	72"	84"
MEDIUM	PAIR	SINGLE OR DOUBLE	84"	84"
WIDE	PAIR	SINGLE OR DOUBLE	72"	84"
WIDE	PAIR	SINGLE OR DOUBLE	84"	84"

PRINTOUTS

PROVIDED TO THE COMMISSION AT THE
JANUARY 13, 2026 HDC MEETING

Study Item Materials for 121 N Washington

Receipt:

Method:

Action/Study Item PHDC-

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

To complete this application:

1. Complete this form.
2. Attach the following documents:
 - Photo(s) showing all locations where work is proposed (can be emailed).
 - Catalog cut sheets or similar details for windows, doors, light fixtures, and any other manufactured or preassembled components—this includes information from catalogues, professional quotes, or websites (can be emailed).
 - Dimensioned drawings of any new construction or modifications to existing structures, including awnings and signs.
 - A sketch plan, if proposal is for work on the grounds and not just the main structure (e.g., installing a new driveway, fence, or shed). This can be drawn on a scaled copy of a mortgage survey.
3. Applications and materials must be received by the Building Department **no later** than 4pm on the Friday (eleven (11) days) prior to the meeting.

INCOMPLETE APPLICATIONS WILL BE REJECTED

Property

Address 121 N. Washington

Applicant

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

Name Randall James Mascharka		
Address 45455 Muirfield drive		
City Canton	State Michigan	Zip 48188
Phone / Fax 734-635-6966		E-Mail *Staff will contact you primarily via rmaschar@gmail.com email

Contractor

Contractor Name & Contact Info

Type of work

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

Complete Description of Proposed Work:

Repairs detailed in building department inspection of property.

Front of building

- Cover signage area above door with MDF board painted light tan (Lotus Petal)
- Repair tiles above front door with MDF panel painted dark brown (Sarsaparilla)
- Restore and paint brown wood under windows (Sarsaparilla)
- Wash windows to remove diffusion paint.

Rear of Building

- Replace damaged wood rear door with brown metal door. (Sarsaparilla)
- Repair glass in window.
- Replace rear light fixture with downward facing fixture.
- Repaint exterior of building in medium tan color (Pueblo)
- Repair stucco and paint.

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

Pittsburg Paint samples included in addendum.

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.

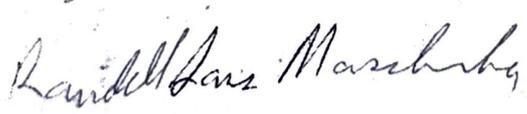
Construction Cost: Estimated \$500.	Permit fee:
	\$48 + = \$48.

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.

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Date: January 12, 2026

Print Name:

Randall James Mascharka

Proposed Renovations for 121 North Washington Ypsilanti, Michigan



Front of building - Cover green enamel with MDF board painted an off white color. Repair tiles above entrance with MDF board painted brown to match exterior wood. Repair and paint brown wood under windows . Clean windows to show attractive display of interior.

Inspector comments:

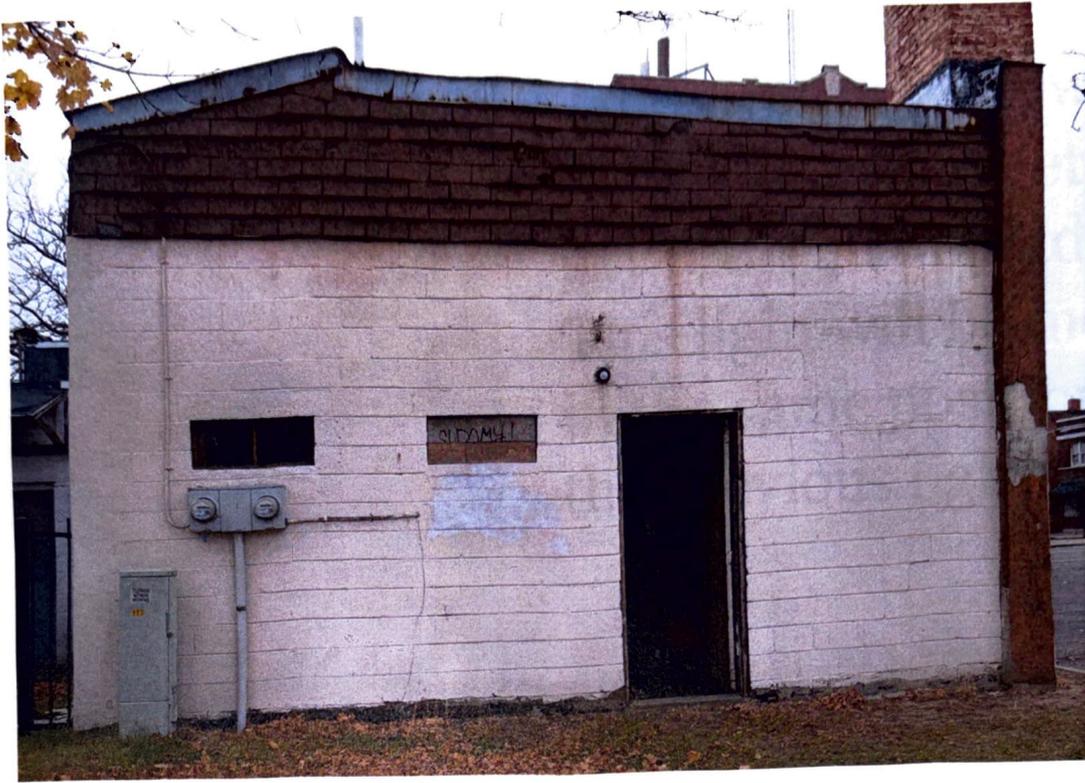
1. Peeling paint
2. Rusted metal
3. Damaged ceiling tiles at entry door.
4. Wood on front of building needs to be repaired.

121 North Washington - Page 2



Side view - no repairs necessary

121 N. Washington - page 3



1. Replace wood rear door with brown metal door.
2. Repair window.
3. Replace rear light with downward facing light.
4. Repainting exterior of rear of building.
5. Repair stucco.

Inspector comments:

Rear door boarded.

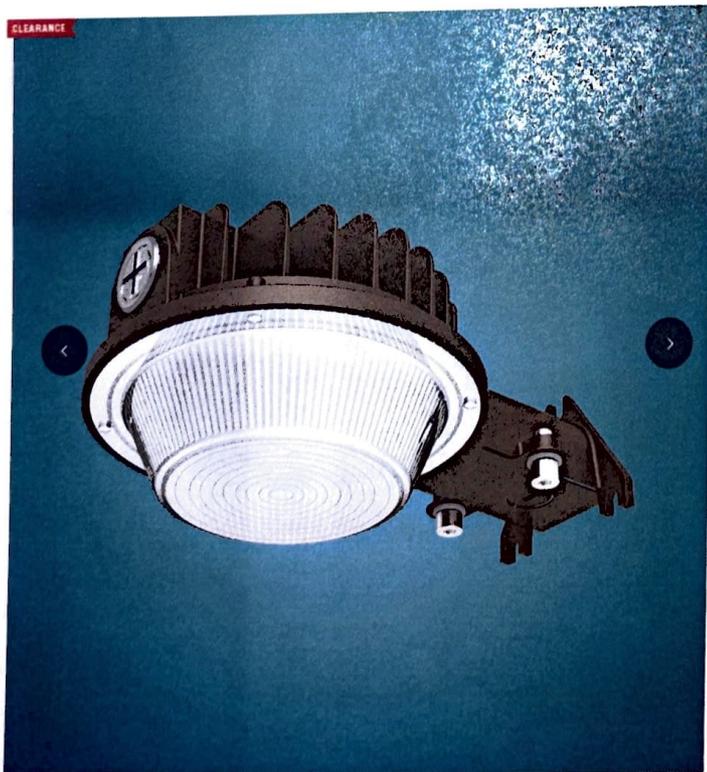
Rear light in disrepair.

Rear window boarded.

Rear Light Options.



I am needing a downward facing light to meet dark sky ordnance standards. This light will be mounted in the same position as the previous light.



Patriot Lighting® Dusk to Dawn LED Outdoor Security Area Light

Model Number: CL-BLD2D10K-3CCT | Menards® SKU: 3569565

EVERYDAY LOW PRICE

\$55.38

CLEARANCE PRICE

Limited Time Offer

'34⁹⁹ each

You Save \$20.39 After Clearance Price

ADD TO CART



- This LED light has a CRI of 80, a has selectable color temperatures (3000K/4000K/5000K), 10000 lumens
- Life expectancy of 50,000 hours
- Light is not dimmable

View More Information >

Pick Up At Store

While Supplies Last



Clearance at Belleville



Delivery Available



Check Another Store for Availability



Share

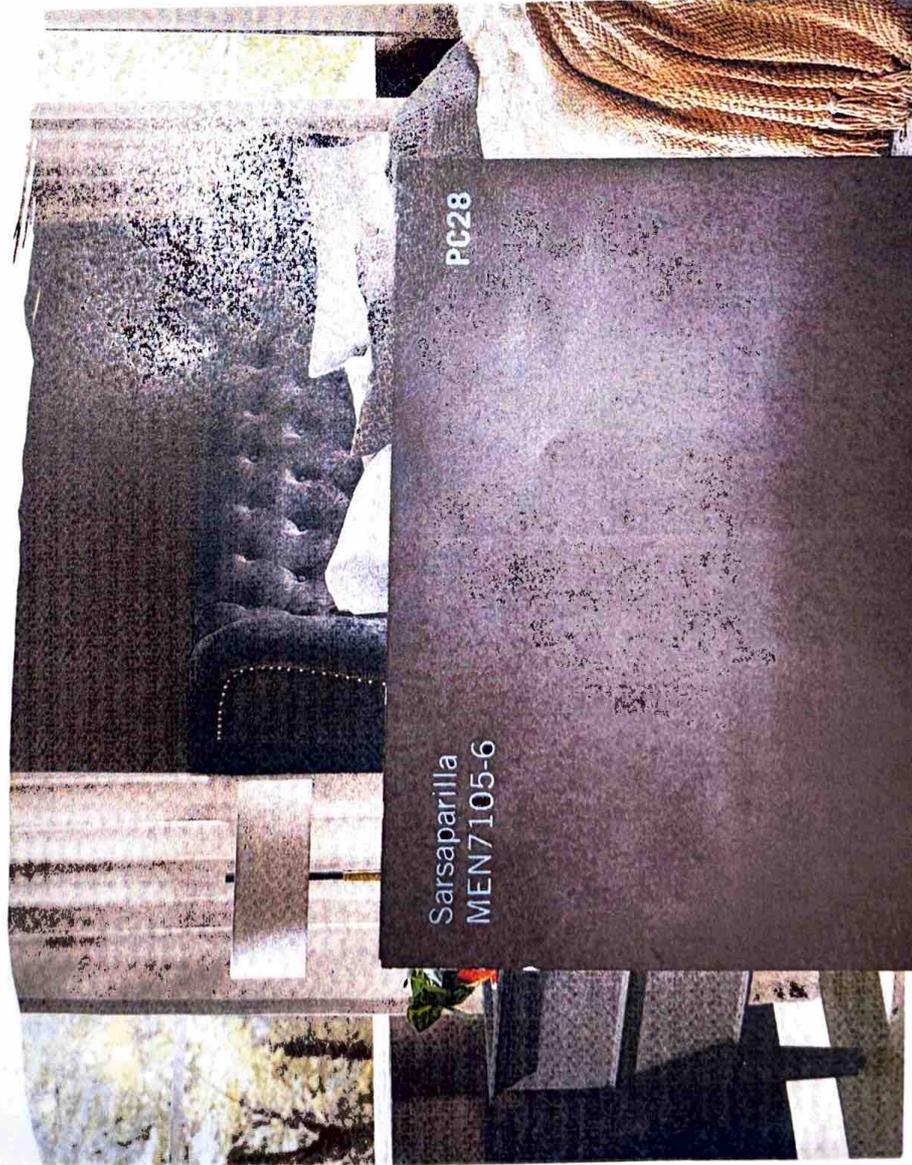
BROWNS & BEIGES

PITTSBURGH PAINTS & STAINS™

BOOK OF COLOR COLLECTION

20d

20d



Sarsaparilla
MEN7105-6

PC28

Lotus Petal
MEN7099-1

Malted Milk
MEN7099-2

Pale Taupe
MEN7099-3

Pueblo
MEN7099-4

Tanglewood
MEN7099-5



PARAMOUNT

**Mastercraft® 36"W x 80"H Primed Steel
Prehung Exterior Door - Right Inswing**
Model Number: 4140336 | Menards® SKU: 4140336

Menards® Low Price! **\$26**

 41 People have purchased this in the past week.

ADD TO CART



- Right inswing
- Constructed from 24-gauge primed steel and ready to paint with a 1-3/4" thick energy-saving, insulating foam core
- Prehung with a 4-9/16" primed wood frame and high-performance weather stripping

[View More Information >](#)

Nominal Size: 36" W x 80" H ▾

Door Swing: Right Hand ▾

Frame Size: 4-9/16" (2x4 Cor

OR

CHOOSE OPTION

Panel - Frame - Glass

Pick Up At Store ⓘ



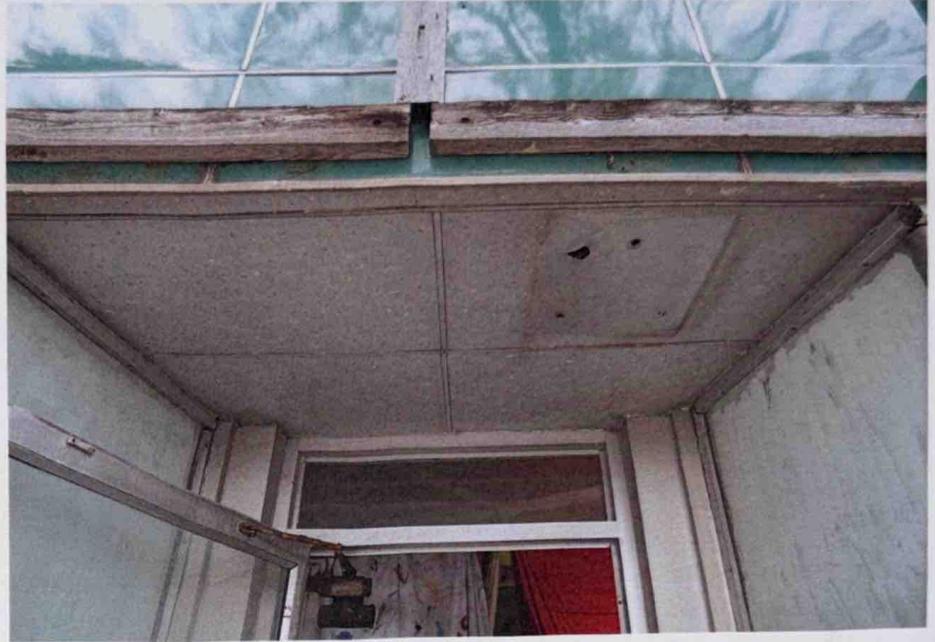
15 In-Stock at Belleville
[Click for Map | Aisle 158 Section I](#)



121 N. Washington Details



Rear door is paneled wood and previous owner attached 3/4" plywood over door for more security. I'm proposing a metal door in the same style as the wood door for more security.



Damage to the tile was a result of removing a rusted alarm system box. I propose using a 1/4" MDF board to cover the box shape painted brown matching the window framing.



Wood window framing needs sanding and brown paint. Decking board underneath needs reattachment and repaint.

PRINTOUTS

PROVIDED TO THE COMMISSION AT THE
JANUARY 13, 2026 HDC MEETING

Proposed Amendment to HDC 2026 Calendar of Meetings



City of Ypsilanti
HISTORIC DISTRICT COMMISSION

1 S Huron St
Ypsilanti, MI 48197
2026 Calendar of Meetings

The regular meetings of the City of Ypsilanti Historic District Commission (HDC) for 2026 will be held as noted below. Unless otherwise indicated, meetings will start at 7:00 p.m. in the City Hall Council Chambers (first floor) at 1 S Huron Street, Ypsilanti, Michigan. In order for a project to be reviewed by the HDC meeting, all applications, supplemental materials, and permit fees must be submitted by 4:00 p.m. eleven (11) days before the meeting.

Dates for 2026 Meetings:

January 13
February 10
March 10
April 14
May 12
June 9
July 14
August 11
September 8
October 13
November 10
December 8

Applications & Materials Due in the City's Building Department by 4:00 p.m. on:

January 5 (*extended for holiday office closure*)
January 30
February 27
April 3 6 (*extended for holiday office closure*)
May 1
May 29
July 3 6 (*extended for holiday office closure*)
July 31
August 28
October 2
October 30
November 30 (*extended for holiday office closure*)

The City of Ypsilanti encourages persons with disabilities to participate and will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired, Limited English Proficiency (LEP) services, and audios of printed materials being considered at the meeting. Individuals requiring auxiliary aids or services should provide two (2) days' notice to the City, and contact the City by writing or calling the following:

City Clerk's Office
1 S Huron St
Ypsilanti, MI 48197-5420
(734) 483-1100

All persons are welcome to attend. For further information on the Historic District Commission, contact the Community Services Department at the above address, call (734) 483-9646, or visit our website at cityofypsilanti.com/hdc.