



MINUTES

City of Ypsilanti HISTORIC DISTRICT COMMISSION Virtual Meeting held via Zoom

Tuesday, February 9, 2021
7:00 P.M.

CALL TO ORDER AND ROLL CALL

Chairperson Pettit Video/telephone usage instructions given for potential attendees
Meeting called to order at 7:01pm

Commissioners Present: Alex Pettit – Washtenaw County, City of Ypsilanti
Anne Stevenson, Washtenaw County, City of Ypsilanti
Erika Lindsay – Washtenaw County, City of Ypsilanti
Amy Swift – Palm Beach County, Lake Worth City, Florida
James Chesnut – Washtenaw County, City of Ypsilanti
James Ratzlaff – Washtenaw County, City of Ypsilanti

Commissioners Absent: None

Also Present: Jennifer Symanns, Council Liaison

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

APPROVAL OF AGENDA

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

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

PUBLIC COMMENT ON AGENDA ITEMS—none

PUBLIC HEARING—none

OLD BUSINESS—none

NEW BUSINESS

301 W Michigan, Suite 103

**The sign application was moved to the end of New Business as the applicant was not present.*

301 S Washington

**Window.*

Applicant: Bryan Young, owner - present

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

Discussion: *Notes per Staff Review: This application is to amend work that was completed without a permit. The work as completed was originally proposed at the January 12, 2021 meeting. In a "straw poll" the Commission did not agree with the work, so the applicant amended to have it removed. This subsequent application is to correct the unapproved work. On the subsequent meeting, January 26, 2021, the applicant presented a vinyl horizontal sliding window and the HDC denied the work.*

Pettit: Asked applicant to describe the information contained in the application.

Young: Indicated that he has provided two window options. Stated that both options are wood and are both the same dimensions. Stated that one option is side by side and the other is a window that slides left to right. Stated that they both would fit in the blue square area *[reference photo materials]* and will both have the same white pine border. Indicated that Option One is preferred as the window is quicker to acquire than Option two.

[Reference materials, discussion ensued as to window proportionality/materiality]

Motion: Chesnut (second: Lindsay) moved to issue a Notice to Proceed for the work at 301 S Washington as submitted in the application dated January 19, 2021, for replacing the south elevation window according to Option #1 as specified, including a horizontal sliding wood window to be painted white. The opening shall be enframed in a 1"x2" trim as specified.

Secretary of the Interior Standards:

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

#10- New work shall be removable.

Roll Call Vote - Ayes: Commissioners Pettit, Stevenson, Lindsay, Chesnut

Abstain: Commissioner Ratzlaff

Nays: Commissioner Swift

Absent: None

Motion carried.

301 W Michigan, Suite 103

**Sign.*

Applicant: Marcus Gray, contractor - not present

Discussion: *Notes per Staff Review: This application includes aluminum channel letters lit by LEDs on the north, west, and south sides of the building. Individual plastic lettering shall be used as well. An LED-lit ATM box sign will go over the ATM bay on the south elevation. The mounting diagram indicates that signage shall be mounted to the mortar joints.*

Pettit: Provided a brief overview of the application.

[Reference materials, review and discussion ensued as to the portion(s) of translucency; brightness, temperature, lettering]

[Commission consensus that the informational detail provided is unclear]

Motion: Chesnut (second: Stevenson) moved to table action for the work at 301 W Michigan, Suite 103 as submitted in the application dated February 2, 2021, for installation of new signage as specified. The new signs shall be mounted to the mortar joints to the greatest extent possible. This application is being tabled due to questions pertaining to what the extent of the lighting is for the signage. This application also illustrates the signage as individually applied letters and individually lit, so the Commission is requesting additional information as to dimensions, what is being lit, and how it is being lit; as well as the type of lighting and temperature it is producing (in Kelvins).

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

STUDY ITEMS—none

ADMINISTRATIVE APPROVALS—none

OTHER BUSINESS

1. Property Monitoring

Commissioners/Staff discussed property issues under review.

2. Staff Updates

Re: Virtual Walking Tour – Sunday, March 21, 2021 - Ypsilanti Historical Society

3. Commissioner Comments

Commissioners, who wished, shared additional thoughts.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

The Commission welcomed Council member Jennifer Symanns as Council Liaison for the HDC Commission.

HOUSEKEEPING BUSINESS

1. Approval of the minutes of January 26, 2021

Motion: Lindsay (second: Swift) moved to approve the minutes of January 26, 2021, as submitted.

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

Nays: None

Absent: None

Motion carried.

2. Nominations for Chair and Vice Chair

Slagor: *[Procedural discussion]*

Lindsay: Moved to nominate Commissioner Pettit for Chair – Accepted

Swift: Moved to nominate Commissioner Lindsay for Chair – Declined

Lindsay: Moved to nominate Commissioner Swift for Chair – Declined

Pettit: Moved to nominate Commissioner Stevenson for Vice Chair – Accepted

Lindsay: Moved to nominate Commissioner Swift for Vice Chair - Accepted

ADJOURNMENT

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

MEETING ADJOURNED at 8:11 p.m.

Full Minutes Prepared By: Nancy Hare-Dickerson