



# MINUTES

City of Ypsilanti  
**HISTORIC DISTRICT COMMISSION MEETING**  
Ypsilanti City Hall – 1 S Huron Street  
Ypsilanti, Michigan 48197

Tuesday, February 11, 2020  
7:00 P.M.

## CALL TO ORDER AND ROLL CALL

Alex Pettit Interim Chair 7:01 PM

Commissioners Present: Alex Pettit, Anne Stevenson, Amy Swift, James Chesnut

Commissioners Absent: Erika Lindsay, Ron Rupert

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

## APPROVAL OF AGENDA

Slagor: Staff indicated having received contact from Study Item applicants that they would not be present due to illness – 302 E Cross and 208 E Cross.

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

Approval: Unanimous. Motion carried.

**PUBLIC COMMENT ON AGENDA ITEMS-** none

**PUBLIC HEARING**—none

**OLD BUSINESS**—none

## NEW BUSINESS

### 101 W Michigan

*\*The application for sign and lighting was moved to the end of the agenda as the applicant was not present.*

### 116-118 W Michigan

*\*Storefront windows and doors.*

Applicant: Adam Tasselmyer, owner - not present.

Discussion: *[Commissioners discussed application history; reviewed and discussed reference materials]*

Motion: Stevenson (second: Swift) moved to approve and issue a notice to proceed for the work at 116-118 W Michigan, as submitted in the application dated February 3, 2020, for the installation of an aluminum storefront system, as specified in the submitted drawings.

Secretary of the Interior Standards:

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

Approval: Unanimous. Motion carried.

### **106 N Adams**

*\*Sign.*

Applicant: Devin O'Rourke, representative of Harmony House Collective - not present.

Discussion: *[Commissioners reviewed and discussed application and reference materials]*

Motion: Swift (second: Stevenson) moved to issue a notice to proceed for the work already completed at 106 N Adams, as submitted in the application dated February 4, 2020, for the installation of a wood sign as specified.

Secretary of the Interior Standards:

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

#10 – New work shall be removable.

Approval: Unanimous. Motion carried.

### **STUDY ITEMS**

#### **302 E Cross**

*\*Demolition by Neglect Timeline for Repair – windows, foundation and siding update.*

Applicant: Max Ziebarth, owner – not present.

Discussion: Commissioner Swift: Provided an update of her site visit to the home and her contact with owner as to the condition of windows and weatherization considerations.

*[Discussion followed as to windows, foundation and siding]*

*[Procedural discussion ensued]*

Motion: Chesnut (second: Swift) moved to request product information on two windows as indicated in Commissioner Swift's field review of the property at 302 E Cross; and additional information regarding single missing door on the west elevation, if the applicant will be reusing an existing door or proposing a new door for that installation.

Approval: Unanimous. Motion carried.

#### **208 E Cross**

*\*Correction of Unapproved Siding.*

Applicant: Robert and Carrie Taylor, owners – not present.

Discussion: Slagor: Staff provided background information and provided an update of his contact with owners.

*[Procedural discussion ensued]*

## **NEW BUSINESS**

*\*Returned to New Business*

### **101 W Michigan**

*\*Sign and Lighting.*

Applicant: Richard Muszynski of Shelter Bay Realty LLC, owner- not present.

Discussion: *[Commissioners reviewed and discussed application and reference materials]*

Motion: Stevenson (second: Swift) moved to table action on the proposed work at 101 West Michigan for the applicant to provide additional information on the location and dimensions of the proposed signs, and the style, location and mounting of the proposed light fixtures.

Approval: Unanimous. Motion carried.

## **ADMINISTRATIVE APPROVALS- none**

## **OTHER BUSINESS**

### **1. Windows Fact Sheet Update**

*[Discussion of proposed revisions to the Windows Fact Sheet]*

Motion: Stevenson (second: Swift) moved to adopt the updated Window Fact Sheet as presented at the February 11, 2020 Historic District Commission meeting.

Approval: Unanimous. Motion carried.

### **2. Property Monitoring**

Commissioner/Staff discussion as to property monitoring.

### **3. Commissioner Comments**

Commissioners, who wished, shared additional thoughts/comments.

## **AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS- One public comment was given.**

## **HOUSEKEEPING BUSINESS**

### **1. Nominations for Chair and Vice Chair**

Slagor: *[Procedural discussion]*

Swift: Moved to nominate Commissioner Pettit for Chair – Accepted

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

## **2. Approval of the minutes of January 28, 2020**

Motion: Swift (second: Chesnut) moved to approve the minutes of January 28, 2020 as submitted.

Approval: Unanimous. Motion carried.

## **ADJOURNMENT**

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

**MEETING ADJOURNED at 8:19 p.m.**

Full Minutes Prepared By: Nancy Hare-Dickerson