

**CITY OF YPSILANTI**  
**HISTORIC DISTRICT COMMISSION**  
**MINUTES OF FEBRUARY 22, 2022** (approved 3/8/22)

**CALL TO ORDER AND ROLL CALL**

Meeting Location: In-person Meeting held at Freighthouse and some applicants and members of the public attending via Zoom

Commissioners Present: Alex Pettit, Chair  
James Ratzlaff  
Stefan Szumko  
Jeff Muir

Commissioners Absent: Amy Swift, James Chesnut

Staff Present: Ellen Thackery, Preservation Planner;  
Joe Meyers, Director of Economic Development

Chair Alex Pettit called the meeting to order at 7:03 pm.

**APPROVAL OF AGENDA**

Motion: Ratzlaff (second: Szumko) 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**

**Introduce new preservation planner, Ellen Thackery**

**506 N River Street**

*\*Re-roof*

Applicant: Robert Stashefsky, applicant - not present;  
Dennis and Anne Baer, owners - not present

Discussion: Thackery: Staff provided a brief review citing that the proposed work is on an asphalt roof and the proposed new material is an asphalt roof—non-historic materials

and like-for-like replacement, with materials and color matching what is currently there, and with a matching drip edge. Staff recommended approval. Commissioner Pettit referred to the old application and approval included in the meeting packet from 2003 when the roof was last re-roofed, and observed that the approval was for ridge and soffit vents, but that was not the work performed.

Motion: Szumko (second: Ratzlaff) Move to approve and issue a certificate of appropriateness for the work at 506 N. River Street, as submitted in the application dated January 11, 2022.

Secretary of the Interior's Standards:  
#5 Preserve distinctive features.  
#10 New work shall be removable.

Approval: Unanimous.

Motion carried.

### **317 Oak Street**

*\*Re-roof*

Applicant: Tom Meadows, applicant - not present;  
Lynne Grams, owner – not present

Discussion: Thackery: Staff provided a brief review citing that the proposed work is on an asphalt roof and the proposed new material is an asphalt roof—non-historic materials and like-for-like replacement, with materials and color matching or close to what is currently there, and with a matching drip edge and ridge vents. Staff recommended approval.

Motion: Szumko (Second: Ratzlaff) Move to approve and issue a Certificate of Appropriateness for the work at 317 Oak Street as submitted in the application dated January 31, 2022, for the re-roofing installation project as specified.

Secretary of the Interior's Standards:  
#2 Do not destroy original character. Do not remove or alter historic materials or features.  
#5 Preserve distinctive features.  
#10 New work shall be removable.

Approval: Unanimous.

Motion carried.

### **309 N Park**

*\*Re-roof*

Applicant: Tom Meadows, applicant - not present;

Gabriel and Sara Anderson, owners – not present

Discussion: Thackery: Staff provided a brief review citing that the proposed work is on an asphalt roof and the proposed new material is an asphalt roof—non-historic materials and like-for-like replacement, with materials and color matching or close to what is currently there, and with a matching drip edge and ridge vents. Staff recommended approval.

Motion: Ratzlaff (Second: Szumko) Move to approve and issue a Certificate of Appropriateness for the work at 309 N Park as submitted in the application dated January 31, 2022, for the re-roofing installation project as specified.

Secretary of the Interior's Standards:

#2 Do not destroy original character. Do not remove or alter historic materials or features.

#5 Preserve distinctive features.

#10 New work shall be removable.

Approval: Unanimous.

Motion carried.

### **310 E Cross**

*\*Solar array*

Applicant: The Green Panel, Inc./ Calvin Vieu – not present;  
Mary Seelhorst, owner - present on Zoom

Discussion: Staff Joe Meyers provided a brief report that the proposed work is a 13-panel solar array to be installed flush to the non-historic roof on the rear side of the house, so the panels will not be visible from the street and will not damage or obscure any historic or character-defining materials.

Motion: Ratzlaff (Second: Szumko) Move to approve and issue a Certificate of Appropriateness for the work at 310 E Cross Street as submitted in the application dated January 25, 2022, to install a roof-mounted solar array consisting of 13 panels, as specified.

Secretary of the Interior's Standards:

#2 Do not destroy original character. Do not remove or alter historic materials or features.

#5 Preserve distinctive features.

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

#10 New work shall be removable.

Approval: Unanimous.

Motion carried.

**310 E Cross**

*\*Windows*

Applicant: Mary Seelhorst, owner - present on Zoom;

Discussion: Staff Joe Meyers provided a brief report that the applicant seeks to add windows to the gables of her non-historic garage (built 1999 or 2000). Staff recommends approval.

Motion: Szumko (Second: Muir ) Move to approve and issue a Certificate of Appropriateness for the work at 310 E Cross Street as submitted in the application dated January 25, 2022, to add four new Pella aluminum-clad double-hung windows as specified.

Secretary of the Interior’s Standards:

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

Approval: Unanimous.

Motion carried.

**310 E Cross**

*\*Gutters and Downspouts*

Applicant: Mary Seelhorst, owner - present on Zoom;

Discussion: Staff Joe Meyers provided a report that the proposed gutters for the house are half-rounds to match the existing on the house, and the gutter work proposed for the non-historic garage will be k-style gutters. Work will match the existing and will not negatively impact historic features or the historic structure. Staff recommended approval.

Motion: Szumko (Second: Ratzlaff ) Move to approve and issue a Certificate of Appropriateness for the work at 310 E Cross Street as submitted in the application dated January 25, 2022, for new gutters and replacement gutters on house and garage as specified.

Secretary of the Interior’s Standards:

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

#10 New work shall be removable.

Approval: Unanimous.

Motion carried.

**STUDY ITEMS-**

## **211 N Washington St**

### *Roof*

Colleen Kennedy, the future applicant and property manager, participated by Zoom. She submitted a quote and colors the company offers. The existing roof is in disrepair and they got several quotes and decided this was their best option. What is the condition of the roof currently? It is a flat roof, about 30 years old, there are holes and some leaking into 3<sup>rd</sup>-floors apartment, gutters are also an issue—will propose replacing those along with the roof. Could easily submit pictures of current roof conditions. Alex Pettit asked about the roof—is it currently a membrane roof and you’re proposing a membrane roof, correct? Correct. Commissioners would be concerned about gutters so please include more information about the gutters on your actual application. Staff Joe suggested that Colleen reach out to preservation planner Ellen Thackery.

## **216 Maple**

Owner not present. Commissioners expressed concern that exterior brick be used (not interior) and that we need to confirm that the chimney was original/is historic. If it is not historic, might not need reclaimed brick.

## **12 E Forest**

Owner or representative states that the current façade is made up of several additions. They are thinking of breaking the façade up with some EIFS or bricked surfaces and adding arched windows. Commission says that the area is industrial and that character should remain with the building—take a look at 734 and Corner Breweries for some cues. The commissioners mentioned that water draining off the building needs to drain properly and not all over the sidewalk to freeze. Owner/rep said that their plans will definitely drain properly regardless. The main thing is that the façade should remain industrial in appearance and use simple windows—not residential-looking or arched. Commissioner Ratzlaff wants to make sure it’s clear that this building was industrial—it needs to retain that character, and also should not create a false sense of history. Might be okay to break up the façade but no extra added materials, like shingles etc. Discussed the fencing behind the building. Any work here will go before planning commission, as well as the HDC, so there are multiple layers of review and permitting.

## **220 S Huron**

Owner Charles Bultman appeared in person, and co-owner Allison Anastasio attended by Zoom. Charles introduced himself as an architect who is happy and proud to be the next steward of the house but wants the commission to know of issues that are before them. First, he outlined that there are some structural concerns with the garage—it was built with bricks two bricks wide and none laid in the opposite direction to tie them together. So the bricks are stressed. There is a steel beam across the interior of the garage for support and it’s in good condition, but it only reaches the first set of bricks in the wall, causing additional stress on the bricks. Mr. Bultman plans to put posts under the beam to give it support. Secondly, there is a lot of brick weight over some French doors, and Mr. Bultman doesn’t want to open those doors to assess their condition until the brick walls are fully supported. Once that happens, he will see what the doors’ condition is and then plan for their restoration. Lastly, an additional issue is that in the backyard, some bricks to create a patio have been laid a foot taller than the walkway between the yard and the house. This walkway is painted wood boards on sleepers, and the walkway has become a kind of gutter. It dumps water onto the bottoms of those French doors and the foundation below. This will need to

be addressed without taking up all of the brick in the yard. He has to investigate to see what can be done. He wanted to come to the Commission to let them know that some investigative work and structural work will have to be done, and the building in the end will look as it does now, but some structural issues need to be addressed.

**ADMINISTRATIVE APPROVALS--none**

**OTHER BUSINESS**

**Property Monitoring**

Continue to work through legal department on 302 E. Cross and 401 Forest.

**Updates from Staff**

Community Development is almost fully staffed (the last staffer starts March 7), and Ellen is getting thrown in. Joe mentioned that meeting twice a month is tough on this HDC, and Joe would like to see the Commission meet just once a month, with giving Ellen more administrative approval abilities once the Commission trusts her.

Christopher or Joe will be attending next meeting with Ellen. Would the Commission rather meet next time in Council Chambers or Freighthouse? Consensus was City Hall Council Chambers.

Commissioner Amy Swift has not resigned from the Commission yet, but Joe expects that to happen soon. Commission does need to be full, and Joe is working on that.

**Commissioner Comments**

Commissioner Ratzlaff expressed concern that former preservation planner Scott Slagor had had some property files and photographs that Ratzlaff had found in his research about a key local architect and he wanted to make sure that Ellen still has access to those. Joe assured the commission that he still has all of Scott's materials and can share them with Ellen.

**AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS—**

There were two homeowners who attended who recently bought a house in the district and have a list of improvements they'd like to make so they wanted a better sense of how the commission works.

**HOUSEKEEPING BUSINESS--none**

**ADJOURNMENT**

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

**MEETING ADJOURNED at 8:46 p.m.**