



MINUTES

City of Ypsilanti HISTORIC DISTRICT COMMISSION Virtual Meeting held via Zoom

Tuesday, March 23, 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 7:03pm

Commissioners Present: Alex Pettit – Washtenaw County, City of Ypsilanti
Anne Stevenson - Washtenaw County, City of Ypsilanti
James Chesnut – Washtenaw County, City of Ypsilanti
James Ratzlaff – Washtenaw County, City of Ypsilanti

Commissioners Absent: Erika Lindsay and Amy Swift

Also Present: Christopher Jacobs, Community Development Manager [joined meeting in progress]

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

APPROVAL OF AGENDA

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

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

PUBLIC COMMENT ON AGENDA ITEMS—none

PUBLIC HEARING—none

OLD BUSINESS—none

NEW BUSINESS—none

STUDY ITEMS—none

ADMINISTRATIVE APPROVALS—none

OTHER BUSINESS

1. Design Criteria Review

Slagor: Staff provided a brief overview of the three different resources the HDC has at its disposal to aid in its decision making: that being the Secretary of the Interior's Standards for the Rehabilitation of Historic Structures; the Design Criteria (mainly for new construction) which is codified in the City Ordinance; and the Design Guidelines (Fact Sheets). Discussed the potential for new larger site development in the City, some of which would include the Historic District. Addressed the benefit of reviewing the Design Criteria from the perspective of what an entirely new development within an existing historic district would look like. Asked that commissioners review the criteria and discuss if revisions/tweaks may be necessary.

[Query/discussion followed re: clarification of extent of review]

Each criterion was reviewed and reads as follows:

Sec. 54-82. Design criteria.

The historic district commission shall be further guided by the following design criteria:

- 1) The proposed height should be within ten percent of the average height of the existing adjacent historic resources.
- 2) The proposed setback should not be more than five percent in front of or behind the existing setback of adjacent historic resources.
- 3) The relationship of the height to the width of the front facade should be consistent with the pattern established by existing adjacent historic resources.
- 4) The relationship of the height to the width of windows, doors and other openings should be consistent with the pattern established by existing adjacent historic resources.
- 5) The rhythm of structural mass to voids (openings) across the front facade should be consistent with the pattern established by existing adjacent historic resources.
- 6) The rhythm of structural mass to open space between structures should be consistent with the pattern established by existing adjacent historic resources.
- 7) The rhythm created by the placement of sidewalks, entrances, steps, porches and canopies should be consistent with the pattern established by existing adjacent historic resources.
- 8) The proposed construction materials should be the same type as those that have already been heavily used in existing adjacent historic resources.
- 9) The proposed textures of the building materials should relate to and complement the predominant textures of the materials used in existing adjacent historic resources.
- 10) The proposed colors, whether of natural materials, such as brick and stone, or applied colors, such as paint and pre colored siding, should relate to and complement the colors used on existing adjacent historic resources.
- 11) No specific architectural style shall be required for the construction of a new building, addition or other structure. The proposed architectural details, including, but not limited to, cornices, lintels, arches, balustrades, chimneys, porches, bays, railings, cupolas, gable ends, brackets and iron work, should be appropriate for the

style of the structure on which they are to be used and compatible with other structures in the historic district and particularly to historic resources and sites to which they may be visually related.

12) The proposed roof shape and profile should relate to the predominant styles of existing adjacent historic resources.

13) The proposed landscape designs and choices of plant material should be appropriate to the character of the historic district and that of the involved historic resources.

14) The proposed paving (i.e., brick, block, concrete, slate, etc.) should be of the same types as those already heavily used around existing adjacent historic resources.

15) The proposed design shall not conflict with the building code as it relates to the welfare or safety of the occupants.

(Code 1983, § 5.333; Ord. No. 1001, 3-1-2005)

2. Acquiring Architectural Documents for Property Owners

Ratzlaff: Discussed his research journey in acquiring historical building plan information about his home, its benefits and how having that type of information could be of value to property owners. Proposed assisting property owners with research and acquiring copies of original documents. *[The logistics of research assistance was discussed]*

3. Property Monitoring

Commission/Staff discussion as to property concerns.

4. Updates from Staff

Re: Michigan Historic Preservation Network – Upcoming training and conference registration information.

5. Commissioner Comments

Commissioners, who wished, shared additional comments.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS—none

HOUSEKEEPING BUSINESS

Approval of the minutes of March 9, 2021

Motion: Chesnut (second: Stevenson) moved to approve the minutes of March 9, 2021, as submitted.

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

Nays: None

Absent: Commissioners Lindsay, Swift

Motion carried.

ADJOURNMENT

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

MEETING ADJOURNED at 9:01 p.m.

Full Minutes Prepared By: Nancy Hare-Dickerson