



MINUTES

City of Ypsilanti HISTORIC DISTRICT COMMISSION Virtual Meeting held via Zoom

Tuesday, May 11, 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
Amy Swift – Washtenaw County, City of Ypsilanti
James Chesnut – Washtenaw County, City of Ypsilanti
James Ratzlaff – Washtenaw County, City of Ypsilanti

Commissioners Absent: Anne Stevenson and Erika Lindsay

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

APPROVAL OF AGENDA

Discussion: Staff added 211 Ferris and 120 N Adams as Study Items.

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

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

PUBLIC COMMENT ON AGENDA ITEMS

Dave Strenski – addressed the Commission re: 76 N Huron.

PUBLIC HEARING—none

OLD BUSINESS—none

NEW BUSINESS

76 N Huron

**Solar Array.*

Applicants: Barry LaRue, Riverside Arts Center Board Member - present

Discussion: Pettit: Asked applicant to walk the Commission through the proposal.

LaRue: Stated that the presentation in the packet is pretty complete. Stated that the parapet is three-feet high. Stated that this is the tallest part of the building right on the street. Stated that it is not visible from the street. *[Provided brief building history and installation details, per reference materials].*

[Commissioners reviewed reference materials in packet]

Motion: Chesnut (second: Swift) moved to approve and issue a Certificate of Appropriateness for work at 76 N Huron as submitted in the application dated April 27, 2021 for installation of a solar array as specified. The installation shall match the materials and locations presented to the Commission. The inverter, disconnect, meter, and service panel shall be located on the rear-facing east elevation.

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, Swift, Chesnut, Ratzlaff

Nays: None

Absent: Commissioners Stevenson and Lindsay

Motion carried.

303 N Huron

**Basement Bulkhead Door.*

Applicants: John Harrington, Towner House Foundation - present

Discussion: Pettit: Asked applicant to list the highlights of the application.

Harrington: *[Provided brief history of past door work].* Indicated that the proposal is to replace the wooden cellar access door with either a Bilco or a Gordon door *[reference photo materials].* Stated that it will be painted to match the existing trim.

[Discussion continued re: cut sheets/product information]

Motion: Swift (second: Ratzlaff) moved to approve and issue a Certificate of Appropriateness for work at 303 N Huron as submitted in the application dated May 4, 2021 for replacement of the wood bulkhead doors on the south elevation with either Gordon or Bilco metal cellar doors. The new doors are to be painted to match the building.

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, Swift, Chesnut, Ratzlaff
Nays: None
Absent: Commissioners Stevenson and Lindsay
Motion carried.

319 S Washington

**Windows.*

Applicants: Dan Gilbert, contractor - present
Aaron Yankee, Michigan Department of Health and Human Services - present

Discussion: *[Excerpt of Staff Review Notes: the application is for work completed without a permit. All wood windows on the house were replaced, 39 total, through a grant from the Michigan Department of Health and Human Services (MDHHS) to remediate lead. The grant was federally funded, and therefore would have been reviewed by the State Historic Preservation Office (SHPO) for compliance with Section 106 of the National Historic Preservation Act. Page 31 of 129 c.]*

[Discussion re: best way to proceed through the information]

Gilbert: *[Per reference photos]* Explained that the "A side" is the west side; the "B side" would be the north side; "C side" would be facing east; "D side" would be facing south. *[Provided background work/application submittal information leading up to current situation]*. Indicated that they chose not to order the grids with their original order because the grids come inside the window and were aluminum which would not have met SHPO guidelines. Stated that they can get wood grids to match what was existing that will go on the exterior and the interior of the window. Stated that the grid patterns will match what was existing.

Pettit: Indicated that some of the windows prior to the work starting appear to be one-over-one but that is not what has historically been on the building.

Gilbert: [Re: "B side"] Explained that the two windows at the top are the attic windows; the windows below are bedroom windows; and the window on the first floor is a rear window *[reference photo materials]*. Stated that they matched those grid patterns that exist.

Swift: Asked if the attic windows are double hung or casement.

Yankee: Stated that he thinks they were casements, at least on the "B" and "D side" of the home. Stated that they may have been double hung on "A". *[Clarifying discussion continued]*

Pettit: Asked if the proposed lite pattern matches what is shown *[reference photo materials]*.

Gilbert: Stated that the proposed grid pattern would match what you see.

Swift: Asked if the windows that were put in are double-hungs on the attic level *[reference photo materials]*.

Gilbert: Confirmed.

[Discussion as to grid install--ability to replicate existing; further window comparison discussion]

[Discussion re: history of enclosed porch – "D side"]

[Discussion clarifying existing window types - "A side"]

Swift: Asked if the side windows on the first floor are two-over-one on the "A side" *[reference photo materials]*.

Gilbert: Confirmed. Stated that when they install interior and exterior grids after the fact, they mount to the actual window frame. Stated that he would just be mounting a single piece of trim. Stated that they will do it if they can but that what is proposed is a cross pattern of four-lite.

[Further clarifying discussion continued]

Swift: [Re: "C side"] Stated that it looks like everything is a six-over-one except for the bump out which looks like a pane, possibly casement *[reference photo materials]*. Asked if the bump out was replaced.

Yankee: Stated that it was a fixed window. Confirmed that it has not been replaced.

[Further clarifying discussion continued re: "C side"]

[Discussion clarifying circumstances which occurred with SHPO]

Gilbert: *[Explained reason for remediation]*

Pettit: Indicated that there are some windows which perhaps, because they were fixed pane and are now double hung, is probably the largest outstanding issue for the Commission.

Chesnut: Added that one thing that needs clarification is in the wood profile. Indicated that it is being called a simulated divided lite which may be inaccurate. Indicated that these are perhaps removeable wood grilles for this manufacturer because a simulated divided lite does have an aluminum bar in between the glass.

[Clarifying discussion continued]

[Discussion as to changes in window grille type/existing trim/brickmold; appropriateness]

Pettit: Addressed needing more detail as to the trim detail; e.g., close-up photos.

[Procedural discussion]

Motion: Swift (second: Chesnut) moved to table action for work at 319 S Washington as submitted in the

application dated April 21, 2021 for installation of Weathershield double-hung wood windows with replacement exterior grilles as specified. The Commission would like to see more details as to how the exterior trim was installed, specifically the brick molding that was installed around the windows.

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

319 S Washington

**Porch Work.*

Applicants: Lizzy Bevan, owner - not present

Discussion: *[Excerpt of Staff Review Notes: The application is for work completed without a permit. The work includes addition of a balustrade railing and skirting to a porch on the north elevation. Photos on file indicate there was no balustrade or skirt as late as the 1980s. There are no earlier historical available to determine if there were earlier features removed prior to the 1980s.]*

[Commission review and discussion of packet reference materials]

[Discussion as to porch skirting/balustrade concerns; reference to Porch Fact Sheet guidelines]

[Procedural discussion]

Motion: Chesnut (second: Ratzlaff) moved to deny the work already completed at 319 S Washington as detailed in the application dated May 3, 2021 for installation of a balustrade and skirting on the north porch. The balustrade adversely impacts the historic design of the house, as the porch is a significant architectural feature and there is no evidence of a balustrade there historically. Additionally, the balustrade could be approvable if it were more proportionately relatable to the porch and had less visual impact on the overall aesthetic. The skirting needs to abide by the skirting standards, be framed and not cover up important architectural features such as the brick piers. Both balustrade and skirting need to be painted. Reference the HDC Porch Fact Sheet.

Secretary of the Interior Standards:

#5- Preserve distinctive features.

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

STUDY ITEMS

407 E Cross

**Windows.*

Applicant: Stewart Beal

Discussion: Commissioner Pettit provided a brief overview of the Commission review, discussion and application denial at the April 27, 2021 HDC meeting, in which applicant was not present. Commission and applicant discussed possible ways to move forward.

211 Ferris

**Roof.*

Applicant: C. Hedger Breed

Discussion: Proposed work was denied at the HDC meeting held on April 13, 2021, in which applicant was not present but was represented by a contractor in attendance. Applicant addressed the Commission regarding the denial and asked for acknowledgement of receipt of his letter dated May 10, 2021.

120 N Adams

**Skylights.*

Applicant: Brad Fracalossi

Discussion: Applicant discussed installing skylights on his home.

ADMINISTRATIVE APPROVALS

307 N River Extension

211 E Forest Paint

116 Maple Fence

Motion: Chesnut (second: Swift) moved to accept the administrative approvals as cited above, submitted on May 11, 2021.

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

OTHER BUSINESS

1. Property Monitoring

Commissioners/Staff discussed property issues under review.

2. Updates from Staff

Re: Michigan Historic Preservation Network – Upcoming training follow-up.

3. Commissioner Comments

Commissioners, who wished, shared additional comments.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS—none

HOUSEKEEPING BUSINESS

Approval of the minutes of April 27, 2021

Motion: Chesnut (second: Ratzlaff) moved to approve the minutes of April 27, 2021, as submitted.

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

Nays: None

Absent: Commissioners Stevenson and Lindsay

Motion carried.

ADJOURNMENT

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

MEETING ADJOURNED at 9:43 p.m.

Full Minutes Prepared By: Nancy Hare-Dickerson