



**DRAFT MINUTES OF THE REGULAR SESSION OF THE  
HISTORIC DISTRICT COMMISSION OF THE CITY OF ANN ARBOR  
Thursday, December 13, 2007**

**Commissioners Present:** Susan Wineberg, Sarah Shotwell, Michael Bruner, Diane Giannola and Robert White **(5)** **Commissioners Absent:** Jim Henrichs and Kristina Glusac **(2)**

**Staff Present:** Jill Thacher, HDC Coordinator/Planner II, Kristine Kidorf, Kidorf Preservation Consulting and Brenda Acquaviva, Administrative Support Specialist V, Planning and Development Services **(3)**

**CALL TO ORDER:** Commissioner White called the meeting to order at 7:00 p.m.

**ROLL CALL:** Quorum satisfied.

**APPROVAL OF THE AGENDA:**

Moved by Commissioner Wineberg, Seconded by Commissioner Shotwell, **“to approve the agenda as presented.”**

**On a Voice Vote – MOTION TO APPROVE - *PASSED* - *UNANIMOUS***

**A - HEARINGS**

**A-1      256 CREST STREET - OWSHD**

**BACKGROUND:** This Bungalow-style, shingled house features a side-gabled roof overhanging a full front porch with a front-gabled dormer above, typical of the style. Simple brackets emphasize the overhang of the roof in the gables. The house first appears in the 1923 City Directory as the home of Frank Ulrich, a fireman at Washtenaw Gas Co., and his wife Mary.

**LOCATION:** The property is located on the west side of Crest Avenue, south of West Washington Street and north of Buena Vista Avenue.

**APPLICATION:** This is in response to a violation notice. The applicant is requesting to replace a second floor bathroom window on the north side of the house. The window has already been removed and disposed of, but was a three-over-one, double-hung wood sash, similar to other original windows in the house. The Applicant proposes to install an Andersen wood three-over-one, double-hung windows that is clad with “Fibrex” on the exterior.

**STAFF FINDINGS:**

1. The building department responded to a complaint about work being done on this house without a permit. A violation letter was sent to the address, and the homeowner and contractor contacted staff about getting a certificate of appropriateness for work partially completed.
2. One presumably original three-over-one wood sash on the second floor of the north elevation was removed by the homeowner and permanently discarded during a bathroom remodeling project.

51 The homeowner stated that she and her contractor were unaware of the historic district  
52 regulations, and also that the window was severely deteriorated due to decades of  
53 inadequate ventilation in the room. There is currently only a storm window in the opening.  
54

55 3. The contractor completed a window worksheet for the proposed replacement sash, a  
56 400-Series Anderson Woodwright, fibrex (fiberglass composite) clad, full divided light  
57 sash. The measurements for the sash that was removed were taken from similar original  
58 windows on the same elevation. The proposed replacement sash meets the criteria of the  
59 *Guidelines for Window Evaluation, Repair and Replacement*. The original casing and sill  
60 are still intact and will be re-used.  
61

62 4. This is an unfortunate situation and staff's approval recommendation is a reluctant one.  
63 The window sash is gone, however, and the contractor has made the effort to find a  
64 window that meets the window *Guidelines*. The remaining question is whether the  
65 proposed fibrex cladding is appropriate. Staff has visited the site, but requires a closer  
66 look and the assistance of the review committee to determine whether a clad sash is  
67 compatible with the other windows on this elevation.  
68

69 **Owner/Applicant/Address:** Maria & Derek White, 256 Crest Avenue, Ann Arbor, MI 48106  
70

71 **Review Committee:** Commissioners Bruner and Shotwell visited the site.  
72

73 Commissioner Shotwell – As the photo's show, there is not much to see, we didn't go inside. It  
74 is December and the window is gone, so something has to be put in. As to fibrex or wood, I  
75 don't have a strong opinion either way.  
76

77 Commissioner Bruner – Concurs with Commissioner Shotwell.  
78

79 **Applicant Presentation:** Derek White was present to speak on behalf of the application. He  
80 stated that the staff report was an accurate account of the situation and that they were not  
81 aware that the historic district had rules regarding the property toward the back of the home.  
82 The window was completely rotted. They had other windows that they repaired, but this one  
83 was not salvageable. They purchased the same type of window with matching lights, but prefer  
84 the fibrex.  
85

86 **Questions of the Applicant by the Commission:**  
87

88 Commissioner Bruner – Asked about the fibrex windows. (Coordinator – The contractor  
89 described it as a wood window clad with fibrex). (Petitioner - Yes – it's much more durable).  
90

91 **Audience Participation:** None.  
92

93 **Discussion by the Commission:**  
94

95 **Commissioner Wineberg** – Stated that the HDC should be prepared for cases like this until the  
96 word gets out about the changes in the Ordinance have happened. (Petitioner stated he did an  
97 informal 'poll' of the neighbors as he was not aware that the Ordinance had changed and he  
98 works for an architectural firm. He stated one out of nine knew it had changed. He stated there  
99 were some newspaper articles but received nothing in the mail from the city regarding this).  
100  
101

**MOTION**

Moved by Commissioner Wineberg, Seconded by Commissioner Shotwell, “**that the Commission issue a Certificate of Appropriateness for the application at 256 Crest Avenue in the Old West Side to remove a wood window sash from the second floor of the north elevation and replace it with a 400-Series Anderson Woodwright, fibrex-clad, full divided light replacement sash (3/1). The work is generally compatible in exterior design, arrangement, texture, material and relationship to the rest of the building and the surrounding area and meets *The Secretary of the Interior’s Standards for Rehabilitation* standards 2 and 9.”**

**On a Voice Vote – MOTION PASSED – *UNANIMOUS (Application Approved)***

**A-2 514 NORTH STATE STREET - OFWHD**

**BACKGROUND:** This two-story Queen Anne is the Michael Seery house, built in 1891. It has a gable front, gabled front and side wings, shallow rectangular bay windows, and a wraparound porch on the northwest corner.

In 1985 the HDC approved an addition and deck on the rear, and in 1986 the Zoning Board of Appeals granted Permission to Alter a Nonconforming Structure for that approval. The lot is nonconforming due to inadequate lot size. The addition was completed in 1986.

A second addition was approved on November 12, 1992 by the HDC to add a new window to the front elevation of the house, a stair tower on the northeast (rear) corner, and another rear addition and deck. This addition also received Permission to Alter a Nonconforming Structure.

**LOCATION:** The property is located on the east side of North State Street, north of East Kingsley Street and south of Depot Street.

**APPLICATION:** The applicant is requesting to add two parking spaces south of the garage, off the alley, along the rear lot line. The spaces would require the installation of a 3’ retaining wall at the end of the proposed parking area to bring it up to the alley grade.

**STAFF FINDINGS:**

1. The backyard currently has a concrete patio and walkway, with landscaping and a privacy fence surrounding the patio.
2. A privacy fence similar to the one along the alley would surround the proposed parking spaces, with a gate near the garage to allow access to the back door of the house.
3. The house is a duplex zoned R4C, and at capacity (per a recent City housing inspection) with eight occupants. The house currently meets the zoning requirement of 1 ½ parking spaces per unit (two garage spaces and one approved space to the north of the garage).
4. This house has had two large additions and a two-car garage added in the backyard. There is very little of the historic rear yard left, and the proposed parking spaces would take up much of that. Staff feels it is important to preserve this rear corner of the lot in order to define and preserve what little is left of the relationship between the alley, yard, and house, and help mitigate the bulk caused by the large additions.

- 154  
155 5. Most of the other houses on this block fronting North State Street have retained their  
156 lawn covered rear yard. Few have filled their rear yard with structures or parking. The  
157 large parking lots in the immediate vicinity of this house are all associated with lots on  
158 East Kingsley. (See aerial photo at the end of this staff report.)  
159
- 160 6. The lot drops off several feet between the alley and the back of the house. The fill,  
161 paving, and retaining wall required to bring the parking spaces to the alley's grade would  
162 permanently and inappropriately alter the existing grading of the rear yard.  
163

164 **Owner/Applicant/Address:** Craig Nutt, PO Box 3676, A2, MI 48104  
165

166 **Review Committee:** Commissioner's Shotwell and Bruner visited the site.  
167

168 Commissioner Bruner – The house is perched on a high lot and most of these additions have  
169 consumed what is left of the backyards. These additions have maximized the amount of units  
170 allowed on the property. The amount of parking is currently what is already required and taking  
171 additional space in the backyard for more parking is not something I could support.  
172

173 Commissioner Shotwell – Concurs with Commissioner Bruner. Also stated most adjacent yards  
174 that front on State Street adjacent to this one still have their rear yards in tact.  
175

176 **Applicant Presentation:** Mr. Craig Nutt, owner, was present to speak on behalf of this  
177 application. He stated they could have up to ten people in the house with the current zoning, so  
178 two spaces were not enough. The spaces in the back are currently being used for parking, and  
179 this would extend this two more spaces. With three parking spaces, it has been difficult. He  
180 asked the Commission for any suggestions regarding a scaled back proposal of his application.  
181

182 **Public Comment:** None.  
183

184 **Questions of the Applicant by the Commission:** None.  
185

186 **Discussion by the Commission:**  
187

188 Commissioner Wineberg – Stated she would deny this petition, as she agrees with the staff  
189 report. From an environmental standpoint, the impervious surface is being increased. Adding  
190 spaces that are not required is not something I will support.  
191

## 192 **MOTION**

193  
194 Moved by Commissioner Bruner, Seconded by Commissioner Wineberg, “**that the**  
195 **Commission deny the application at 514 North State Street in the Old Fourth Ward**  
196 **Historic District to add two paved parking spaces and a related retaining wall in the**  
197 **backyard. The work is not compatible in exterior design, arrangement, texture,**  
198 **material and relationship to the rest of the building and the surrounding area and**  
199 **does not meet *The Secretary of the Interior's Standards for Rehabilitation***  
200 **standards 2, 9, and 10”.**

201 **On a Voice Vote – MOTION PASSED – UNANIMOUS (Application Denied)**  
202

203  
204 *(The Commission discussed alternatives to the proposal, but did not devise any).*  
205

**A-3 519 FOURTH STREET - OWSHD**

**BACKGROUND:** This simple 1½ story vernacular house with a one-story rear addition was built in 1914 (per the applicant) and first appears in the 1915 Polk directory as the home of Adolph (a carpenter) and Hazel Seitz. There were three additional sets of occupants between then and 1921 (David and Regina Laubengayer in 1916; John F. and C. Lydia Hagen in 1917; and Clyde and Amelia J Tessmer from 1918 to 1920), when Godfrey G. and Magdalene/Lena Cook occupied the house. Godfrey was a janitor and later a stock keeper for Mayer-Schairer Co., and he occupied the house until 1947 or 1948.

In July, 2007 (application 07-70) the Historic District Commission issued a certificate of appropriateness to the owners to 1) remove an existing garage, 2) add a two-story addition off the rear (east) elevation of the house, and 3) add a deck off the new rear addition. Features of the new addition include a side door on the north elevation, LP SmartSide lap siding (an engineered wood siding made of wood dust and resin), aluminum clad windows and French doors, asphalt shingles to match the existing, and a wood and glass side door similar in style to one on the south side of the house.

**LOCATION:** The property is located on the east side of Fourth Street, south of Jefferson and north of Madison.

**APPLICATION:** The applicant is requesting to modify some of the features of the previously approved addition. Marvin double-hung wood windows in the same dimensions are proposed in place of the aluminum-clad; cedar siding is proposed instead of cement board; and casement wood windows (with false meeting rails to imitate double-hung) are proposed to be added to the addition's basement walls on three elevations. A bank of three proposed windows on the east basement elevation would allow egress, and single windows with wells would be located on the north and south elevations. Wells on all three elevations would be built of custom landscape timbers.

**STAFF FINDINGS:**

1. The addition of the three egress windows on the rear (east) elevation suggests that the previously approved deck would not be built. If this application is approved, the applicants could come back with an application for a smaller deck that does not interfere with the window well.
2. The use of wood windows instead of aluminum-clad on the addition is appropriate. The windows on the existing house are vinyl, and were installed by a previous owner. Likewise, using cedar siding instead of cement board is appropriate and should not confuse the historic record.
3. The locations of the proposed windows and wells should not have a negative visual impact on the historic part of the structure. The proposed windows on the north and south elevations are in the same location as the approved above-grade basement windows.

**Owner/Applicant/Address:** Robert Silbergleit & Catherine Zudak, 519 Fourth Street, A2, MI

**Review Committee:** Commissioner's Shotwell and Bruner did not visit the site.

**Applicant Presentation:** The applicant had was not available, but the builder was in attendance.

**Questions of the Applicant by the Commission:**

Commissioner Bruner – Asked about the sizes of the egress windows. (The builder stated that all the windows would be the same size, but larger than needed for egress. This would allow for greater light into the basement). The bar put up for the ‘double-hung’ appearance, is this what they preferred? (We felt the HDC would approve of this).

**Public Commentary:** None.

**Discussion by the Commission:****MOTION**

Moved by Commissioner Shotwell, Seconded by Commissioner Wineberg, “**that the Commission issue a Certificate of Appropriateness for the application at 519 Fourth Street in the Old West Side to install Marvin double-hung wood windows and cedar siding on the previously-approved rear addition (application # 07-70) to the house; and casement windows with false meeting rails and wood-timbered window wells on three elevations: the north (one window), south (one window), and east (three windows in one well) basement elevations, per the submitted drawings. The work is generally compatible in exterior design, arrangement, texture, material and relationship to the rest of the building and the surrounding area and meets *The Secretary of the Interior’s Standards for Rehabilitation* standard 9.**”

*(Discussion by the Commission - meeting rails creating a ‘false’ sense of historic detail).*

**MOTION TO AMEND** (The previous motion)

Moved by Commissioner Shotwell, Seconded by Commissioner Wineberg, “**to amend the previous motion. Insert “or without” in the language which states “With (or without) false meeting rails”.**”

**On a Voice Vote – MOTION TO AMEND – PASSED – UNANIMOUS**

**MOTION AS AMENDED**

Moved by Commissioner Shotwell, Seconded by Commissioner Wineberg, “**that the Commission issue a Certificate of Appropriateness for the application at 519 Fourth Street in the Old West Side to install Marvin double-hung wood windows and cedar siding on the previously-approved rear addition (application # 07-70) to the house; and casement windows with or without false meeting rails and wood-timbered window wells on three elevations: the north (one window), south (one window), and east (three windows in one well) basement elevations, per the submitted drawings. The work is generally compatible in exterior design, arrangement, texture, material and relationship to the rest of the building and the surrounding area and meets *The Secretary of the Interior’s Standards for Rehabilitation* standard 9.**”

**On a Roll Call Vote - MAIN MOTION AS AMENDED – PASSED - UNANIMOUS**

**A-4 209-211 SOUTH STATE STREET - SSHD**

A two-story single-family frame dwelling is shown in this location on the 1899 Sanborn map. Additions were gradually built on the rear of the house and reached the rear lot line on the 1916 Sanborn. During this time it was used as a boarding house. On the 1925 Sanborn a large lot-width addition is shown on the front of the house, and a photo from 1930 shows the front façade that exists today. Parts of the house and carriage house are incorporated into the body of the building, though only portions of their roofs are identifiable. An extensive and interesting history has been provided as part of this application.

The front of the current building is of yellow and grey brick with a simple cornice, decorative brickwork, five arched storefront windows/doors, and five pairs of second-floor windows above the arches. The straight sides and rear of the building are built out to the lot lines. An assortment of small businesses operate within the building.

**LOCATION:** The property is located on the east side of South State Street, south of East Washington and north of East Liberty.

**APPLICATION:** The applicant is requesting to restore the front façade based on historic photographs, and to demolish the rest of the building behind the front façade. This is comprised of the following items 1) replace three pairs of non-original second-floor windows with new wood windows similar in design, operation, and sightline and profile to the existing original windows. 2) Replicate three iron Juliet balconies shown in a historic photo on the second floor. 3) Replace all of the storefronts with new wood windows and doors, based in part on the small remaining area of original storefront. In each of the five arches, install shielded lighting bars to illuminate future signage. 4) Install a replica of the blade sign shown in the 1932 photograph, with updated neon text showing the name of a current tenant (instead of “the Ritz”). 5) Demolish the existing building behind the front façade and build a new two-story building with a basement in the same footprint.

**STAFF FINDINGS:**

1. The restoration of the existing second floor original windows, and their replication for non-original second floor windows, is appropriate.
2. It is difficult to see the Juliet balconies in the 1932 photo, but there is clearly some small decorative structure there. The chosen design for the balconies is simple and appropriate.
3. A small portion of the original storefront remains on the south end of the building, though it has been altered. The new storefronts will be of a design based upon this remaining fragment, and consist of wood windows and doors with glazing. The proposed signage (five signs, one in each arch, plus a blade sign) is somewhat overwhelming in quantity. The placement of signage in the arches, and the blade sign itself, are appropriate, but staff recommends limiting the arch signage to the three arches above doorways. Tenants would still be able to install appropriate signage on the window and/or door glazing. The shielded light bars in the arches are acceptable if they are limited to the three arches containing signage (though they appear to be drawn larger than scale).
4. Like the Juliet balconies, it may be challenging to replicate the blade sign based only on the 1932 photograph.

362 The size and placement of the sign are in keeping with the photo. Staff requests that if  
363 the blade sign is approved by the Historic District Commission, staff be given the  
364 opportunity to review and approve the final rendering of the sign before permits are  
365 issued and before it is installed.

- 366
- 367 5. The building has grown organically over a century, and there are no character defining  
368 features on any of the other elevations behind the front façade. The protruding house and  
369 carriage barn roofs are fascinating but are fragments of buildings that are long gone. A  
370 roof alone does not comprise historic integrity. Therefore, the demolition of this structure  
371 behind the front façade, and its rebuilding in the same footprint, is appropriate.

372

373 **Owner/Address:** Modena Holdings, LLC, 200 E 72<sup>nd</sup> New York, NY 10021

374

375 **Applicant:** Elizabeth Huck and Steve Jones, Quinn Evans Architects, 219 ½ North Main  
376 Street, A2, MI 48105

377

378 **Review Committee:** Commissioners Bruner and Shotwell visited the site.

379

380 Commissioner Bruner – It is as staff describes. The façade is really the most significant part of  
381 what remains of the property. The building is inaccessible for handicapped access due to  
382 various steps up into the previously existing house, etc.

383

384 Commissioner Shotwell – Concurs with Commissioner Bruner. This will be a big improvement  
385 as even the light fixtures are all a general conglomeration of different fixtures. As to the sign, I  
386 think that either staff and or the HDC should review the proposed final 'Blade' sign.

387

388 **Applicant Presentation:** Elizabeth Huck and Steve Jones, Quinn Evans Architects were  
389 present to speak on behalf of the application. They stated that they agree with the staff report  
390 and were available to answer any questions that the HDC might have.

391

392 **Questions to the Applicant by the Commission:**

393

394 Commissioner Bruner – Asked about awnings and restrictions of same. (*Petitioner stated that*  
395 *the current owners will be restrictive on signage and awnings*).

396

397 **Public Commentary:** None.

398

399 **Discussion by the Commission:**

400

401 Commissioner Wineberg – Stated she was 'torn' about this as this building has been an  
402 'incubator' for creating small businesses in the area. The building obviously needs to be  
403 redone, but it will make the area more expensive in doing so. Regarding the proposed Blade  
404 sign, the original sign was not up for long. It was a 'dining and dancing' spot which was short  
405 lived, so that sign has not been there for the life of the building.

406

407 Commissioner Bruner – Asked if any of the members had questions regarding the windows  
408 proposed. They weren't included in the packet. (Coordinator – Stated that this was her  
409 oversight since this will be a new building, there were no 'existing' windows to compare it to, but  
410 she will provide the worksheets in the future).



413 **MOTION**

414  
415 Moved by Commissioner Bruner, Seconded by Commissioner Wineberg, “that the  
416 **Commission issue a Certificate of Appropriateness for the application at 209-211 South**  
417 **State Street in the State Street Historic District to:**

- 418  
419 **1) Replace three pairs of non-original second-floor windows with new wood windows**  
420 **similar in design, operation, and sightline and profile to the existing original windows;**  
421  
422 **2) Install three iron Juliet balconies on the second floor;**  
423  
424 **3) Replace all of the storefronts with new wood windows and doors, and in the three**  
425 **arches above doorways, install shielded lighting bars to illuminate future signage;**  
426  
427 **4) Demolish the existing building behind the front façade and build a new two-story**  
428 **building with a basement in the same footprint as shown in the application drawings.**  
429 **The work as conditioned is generally compatible in exterior design, arrangement, texture,**  
430 **material and relationship to the rest of the building and the surrounding area and meets**  
431 ***The Secretary of the Interior’s Standards for Rehabilitation* standards 2, 5, 6, 9, and 10”.**  
432

433 **On a Voice Vote – MOTION TO APPROVE – *UNANIMOUS (Application Approved).***

434  
435 **B - OLD BUSINESS –**

436  
437 **B-1 522 Detroit Street – (Postponed at the November 8, 2007 Meeting)**

438  
439 Coordinator – Refreshed the HDC on this application and that it was postponed pending  
440 additional drawings. This is a home on Detroit Street that was proposed to have windows,  
441 doors and egress into the basement along with stairs and railing (preferring metal railings, not  
442 wood).

443  
444 **Applicant Presentation:** Stated that the HDC needs to know how difficult into and out of the  
445 house would be – anything from approaching the basement to taking things up out of the  
446 basement, like a hot water heater (for new installation), etc.

447  
448 **Discussion by the Commission:**

449  
450 Commissioner Wineberg – Stated she thought the metal railing would be cheaper than wood  
451 and less noticeable than wood.

452  
453 Commissioner Bruner – A metal railing would be less visible and more maintenance free.

454  
455 **MOTION**

456  
457 Moved by Commissioner Giannola, Seconded by Commissioner Wineberg, “that the  
458 **Commission issue a Certificate of Appropriateness for the application at 522**  
459 **Detroit Street in the Old Fourth Ward Historic District to install a new stairwell,**  
460 **above-ground railing, stair, and three mullied casement windows and a door in the**  
461 **well, per the submitted drawings. The work is generally compatible in exterior**  
462 **design, arrangement, texture, material and relationship to the rest of the building**  
463 **and the surrounding area and meets *The Secretary of the Interior’s Standards for***  
464 ***Rehabilitation* standards 2 and 9.”**

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**MOTION TO AMEND** (The previous motion)

Moved by Commissioner Bruner, Seconded by Commissioner Wineberg, “**to amend the previous motion to delete the wood railing (as was indicated in the submitted drawings)and insert metal above ground railing.**”

**On a Voice Vote – MOTION TO AMEND – PASSED – 3 Yes, 2 No**

*\*Administrative Support requested to conduct a roll call vote as it was not apparent as to who voted yes or no.*

**On a Roll Call Vote – MOTION TO AMEND – PASSED –  
3 Yes - (Commissioners Shotwell, Wineberg and Bruner)  
2 No – (Commissioners White and Giannola)**

**MOTION AS AMENDED**

Moved by Commissioner Giannola, Seconded by Commissioner Wineberg, Amended by Commissioner Bruner, “**that the Commission issue a Certificate of Appropriateness for the application at 522 Detroit Street in the Old Fourth Ward Historic District to install a new stairwell, a metal above-ground railing, stair, and three mulled casement windows and a door in the well, per the submitted drawings. The work is generally compatible in exterior design, arrangement, texture, material and relationship to the rest of the building and the surrounding area and meets *The Secretary of the Interior’s Standards for Rehabilitation* standards 2 and 9.”**

**On a Voice Vote – MOTION AS AMENDED – PASSED - UNANIMOUS**

**C - NEW BUSINESS –**

**C-1 Amendment to HDC Bylaws** – Kristine Kidorf explained the amendments to the current by-laws and that they were previously handed out to the HDC for review. The Commission is making changes represented by the working session from March of 2007.

**MOTION #1**

Moved by Commissioner Wineberg, Seconded by Commissioner Shotwell, “**to amend the current by-laws as submitted.**”

**On a Voice Vote – MOTION PASSED – UNANIMOUS**

**MOTION #2**

Moved by Commissioner Shotwell, Seconded by Commissioner Wineberg, “**to adopt the standing rules for the HDC**”.

**On a Voice Vote – MOTION PASSED - UNANIMOUS**

**AUDIENCE PARTICIPATION – GENERAL (No Speakers)**

517 **D - APPROVAL OF MINUTES –**

518  
519 **D-1 Draft Minutes of the November 8, 2007 Regular Session –**

520  
521 **Corrections:** Line 425 (Anson Brown bldg), Line 485 – Vacant Seat language – DELETE, Line  
522 365 and 366 – Glusac voted for White, Shotwell voted for Bruner.

523  
524 **MOTION**

525  
526 Moved by Commissioner Wineberg, Seconded by Commissioner Shotwell, **“that the Minutes**  
527 **of the November 8, 2007 Regular Sessions be accepted as amended.”**

528  
529 **On a Voice Vote – MOTION PASSED - UNANIMOUS**

530  
531 **E - REPORTS FROM COMMISSIONERS – None.**

532  
533 **F - ASSIGNMENTS –**

534  
535 256 Crest Street - Commissioner Bruner  
536 514 North State Street - None Needed - Application was denied  
537 519 Fourth Street - \*Should be assigned to a previous monitor.  
538 209-211 South State Street Commissioner White  
539 522 Detroit Street - Commissioner Giannola

540  
541 Review Committee – For the January 10, 2008 Regular Session – Commissioner’s Bruner and  
542 \_\_\_\_\_ (absent Commissioners to be asked to fill in) will meet Coordinator J. Thacher  
543 on Monday, January 7, 2008, at 12:00 p.m.

544  
545 **G – STAFF ACTIVITIES REPORT**

546 **I-1 Staff Activities Report for November** – There were 13 applications and 12 or  
547 92 percent were approved – 10 were reviewed by staff and 3 were heard by the HDC.

548  
549 Coordinator – Stated that the State Historic Preservation Office has notified us that a decision  
550 made by the HDC earlier this year is being appealed. That appeal involves a home in the 200  
551 block of West Jefferson owned by a Mr. Tim Bell. This was for an incompatible egress window  
552 installation that the owner did not apply for a building permit nor a certificate of appropriateness.  
553 He is now appealing that to the state and we will be at that hearing on January 9<sup>th</sup>, 2008.

554  
555 **H - CONCERNS OF COMMISSIONERS –**

556  
557 Commissioner Wineberg – Spoke about Cobblestone Farm and the new discussions that  
558 Community Services is dealing with (Parks Division). Thinks they should be including the HDC  
559 in these discussions since it is an Individual Historic District.

560  
561 **J - COMMUNICATIONS – None.**

562  
563 Moved by Commissioner White **“to adjourn the meeting.”** *The Meeting was adjourned at*  
564 *9:20 p.m. without objection.*

565  
566 **SUBMITTED BY: Brenda Acquaviva, Administrative Service Specialist V, Planning and**  
567 **Development Services.**