



# City of Ann Arbor

## Meeting Minutes - Final

### Historic District Commission

301 E. Huron Street  
Ann Arbor, MI 48104  
<http://a2gov.legistar.com/Calendar.aspx>

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Thursday, December 10, 2020

7:00 PM

Electronic Meeting

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This meeting will be broadcast live on CTN Cable Channel 16, ATT Channel 99, and online at [a2gov.org/watchCTN](http://a2gov.org/watchCTN)

To speak at public comment call 206-337-9723 or 213-338-8477 or Toll Free 877-853-5247 or 888-788-0099 Enter Meeting ID: 928 3060 7630

#### **A. CALL TO ORDER**

*Vice Chair Anna Epperson called the meeting to order at 7:00 pm, stating:*

*Welcome to the Thursday, December 10th, 2020 electronic meeting of the Ann Arbor Historic District Commission. This meeting is in accordance with executive orders from the Governor to effect social distancing and mitigate the spread of the COVID-19 virus. We intend to conduct this meeting similarly to an in-person meeting. However, please be patient if there are technical issues. Public comment will be via telephone only. To speak during any of the public comment opportunities please call 213-338-8477 and enter meeting ID: 928 3060 7630. This information is also available on the published agenda, in the public notices section of the city website, and on the broadcast of this meeting on CTN channel 16, AT&T channel 99, and online at [www.a2gov.org/watchctn](http://www.a2gov.org/watchctn).*

#### **B. ROLL CALL**

*Historic District Coordinator and City Planner Jill Thacher called the roll.*

*Others participating in the meeting:*

*Kristen Vander Lugt*

**Present:** 6 - John Beeson, David Rochlen, Jessica Quijano, Kathryn Fortener, Anna Epperson, and Robert White

**Absent:** 1 - Evan Hall

**C. APPROVAL OF AGENDA**

The Agenda was unanimously approved as presented. On a voice vote, the Vice Chair declared the motion carried.

**D. PUBLIC COMMENT (Limited to 3 Minutes per Speaker)**

*None*

**E. UNFINISHED BUSINESS**

**E-1. 20-1845** HDC20-157 603 E William; Business Sign; EWHD

*STAFF REPORT:*

*Historic District Coordinator and City Planner Jill Thacher presented the staff report. [See attached in agenda packet]*

*REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:*

*Commissioners John Beeson and David Rochlen visited the site as part of their review. They reported their findings and recommendations to the Commission.*

*PUBLIC HEARING:*

*The Applicant was available to respond to enquiries from the Commission.*

*Noting no further speakers, the Chair declared the public hearing closed.*

**Moved by John Beeson, seconded by Bob White, that the Commission issue a certificate of appropriateness for the portion of the application at 603 E William Street, a contributing property in the East William Historic District, to install a second-floor blade sign mounted through mortar joints, as shown on revised drawings. The work is compatible in exterior design, arrangement, texture, material and relationship to the rest of the building and the surrounding area and meets the Ann Arbor Historic District Design Guidelines for storefronts and signs, and The Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, in particular, standards 1, 2 and 9 and the guidelines for storefronts and building site.**

*COMMISSION DISCUSSION:*

*The Commission took into consideration the presented application and discussed the matter. [For a complete record of the discussion, please see available video format]*

**On a roll call vote, the vote was as follows with the Chair declaring the motion carried. Vote: 6 – 0**

**Certificate of Appropriateness was Granted.**

**Yeas:** 6 - Beeson, Secretary Rochlen, Quijano, Fortener, Epperson, and White

**Nays:** 0

**Absent:** 1 - Chair Hall

**F. HEARINGS**

**F-1. [20-1846](#)** HDC20-169 502 N State; Stair Enclosure; SSHD

*STAFF REPORT:*

*Historic District Coordinator and City Planner Jill Thacher presented the staff report. [See attached in agenda packet]*

*REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:*

*Commissioners John Beeson and David Rochlen visited the site as part of their review. They reported their findings and recommendations to the Commission.*

*PUBLIC HEARING:*

*The Applicant was available to respond to enquiries from the Commission.*

*Noting no further speakers, the Chair declared the public hearing closed.*

**Moved by Kathryn Fortener, seconded by Bob White, that the Commission issue a certificate of appropriateness for the application at 502 North State Street, a contributing property in the Old Fourth Ward Historic District, for the prior installation of an exterior basement stair enclosure and replacement of the front door.**

The completed work is compatible in exterior design, arrangement, and material to the building and the surrounding area and meets The Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, in particular standards 2, 9 and 10 and the guidelines for entrances and porches, additions and building site and the Ann Arbor Historic District Design Guidelines for doors.

COMMISSION DISCUSSION:

*The Commission took into consideration the presented application and discussed the matter. [For a complete record of the discussion, please see available video format]*

On a roll call vote, the vote was as follows with the Chair declaring the motion failed. Vote: 1-5

Moved by Kathryn Fortener, seconded by Bob White, that the Commission finds that the stair enclosure and replacement door built and installed without permits at 502 North State Street do(es) not qualify for a certificate of appropriateness, and that the property owner is ordered to remove the stair enclosure and replace the door with a door that meets the Ann Arbor Historic District Design Guidelines within 60 days.

COMMISSION DISCUSSION ON POSTPONEMENT:

*The Commission took into consideration the presented application and discussed the matter. [For a complete record of the discussion, please see available video format]*

Motion Withdrawn

Moved by Kathryn Fortener, seconded by Bob White, to postpone action until the January 14th 2021 HDC meeting. The motion was unanimously approved. Action postponed.

Yeas: 6 - Beeson, Secretary Rochlen, Quijano, Fortener, Epperson, and White

Nays: 0

Absent: 1 - Chair Hall

F-2. [20-1847](#) HDC20-178 403 W Liberty; Pave Parking; OWSHD

**STAFF REPORT:**

*Historic District Coordinator and City Planner Jill Thacher presented the staff report. [See attached in agenda packet]*

**REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:**

*Commissioners John Beeson and David Rochlen visited the site as part of their review. They reported their findings and recommendations to the Commission.*

**PUBLIC HEARING:**

*The Applicant was not available to respond to enquiries from the Commission.*

*Noting no further speakers, the Chair declared the public hearing closed.*

**Moved by Jessica Quijano, seconded by Bob White, that the Commission issue a certificate of appropriateness for the application at 403 W Liberty Street, a contributing property in the Old West Side Historic District, to install a paver patio, replace cement walks with pavers, install a boulder retaining wall, and pave the driveway and parking area, on the following condition: that the driveway, parking, and walkways to be replaced do not exceed their current dimensions and that the retaining wall does not exceed 30". The work as conditioned is compatible in exterior design, arrangement, texture, material and relationship to the surrounding resources and meets the Ann Arbor Historic District Guidelines for paved areas and landscape features, and The Secretary of the Interior's Standards for Rehabilitation, in particular standards 1, 2, and 10, and the guidelines for building site.**

On a roll call vote, the vote was as follows with the Chair declaring the motion carried. Vote: 5 – 0

Certificate of Appropriateness was Granted.

**G. NEW BUSINESS****H. APPROVAL OF MINUTES**

H-1. [20-1696](#) October 8, 2020, Historic District Commission Meeting Minutes

**The October 8, 2020 HDC meeting minutes were unanimously approved by the Commission and forwarded to City Council. On a voice vote, the Chair declared the motion carried.**

H-2. [20-1848](#) November 12, 2020 Historic District Commission Meeting Minutes

**Unanimously postponed to the next meeting.**

**I. REPORTS FROM COMMISSIONERS**

**J. ASSIGNMENTS**

J-1. Review Committee: Monday, January 11, 2021 at noon for the January 14, 2021 Regular Meeting

*Commissioners Anna Epperson and Jessica Quijano volunteered for the January 11, 2021 HDC Review Committee.*

**K. REPORTS FROM STAFF**

K-1. [20-1849](#) November 2020 HDC Staff Activities

*Jill Thacher provided a brief overview of the upcoming legislative agenda item, asking the Commission to gather their thoughts and ideas in preparation for their January HDC meeting.*

*Jessica Quijano mentioned it is important for Michigan to have and skilled trade workers that can do historic preservation projects work in our area and she would support State programs that could provide such.*

**Received and Filed**

**L. CONCERNS OF COMMISSIONERS**

**M. COMMUNICATIONS**

M-1. [20-1850](#) Various Communications to the HDC

**Received and Filed**

**N. ADJOURNMENT**

**The meeting was unanimously adjourned at 8:40 pm.**

Written comments may be submitted until 4:00 pm on the meeting day using the City's eComment system, which is available alongside the agenda at <http://a2gov.legistar.com/Calendar.aspx>

These meetings are typically broadcast on Ann Arbor Community Television Network Comcast 16 / AT&T 99 live, and recent meetings can also be streamed online from the CTN Video On Demand page of the City's website <https://a2gov.org/watchctn>.

Public kiosks are now installed in the lobby and basement of City Hall to allow members of the public to attend and participate in electronic meetings.

The complete record of this meeting is available in video format at <https://a2gov.org/watchctn>, or is available for a nominal fee by contacting CTN at (734) 794-6150.

Evan Hall, Chairperson  
Jill Thacher, HDC Staff Coordinator/Planner  
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