



**MINUTES OF THE REGULAR SESSION OF THE
HISTORIC DISTRICT COMMISSION OF THE CITY OF ANN ARBOR
Thursday, July 8, 2010.**

Commissioners Present: Kristina Glusac, Patrick McCauley, Ellen Ramsburgh, Robert White (4)

Commissioners Absent: Diane Giannola, Tom Stulberg, Lesa Rozmarek (3)

Staff Present: Jill Thacher, Historic Preservation Coordinator (1)

CALL TO ORDER: Vice-Chair Ramsburgh called the Regular Session to order at 7:03 p.m.

ROLL CALL: Quorum satisfied.

APPROVAL OF THE AGENDA: The Agenda was approved as presented.

A - HEARINGS

A-1 HDC10-082 – 109 GLEN AVE - OFWHD

Staff presented the following from the staff report:

BACKGROUND: This two-story brick home features twelve-over-one windows with stone sills and shallow brick arches above, a fieldstone foundation, and a hipped roof with multiple gables with returns on the front and both sides. It is first listed in City Directories in 1902-03 as the home of Russell Atchison, Superintendent of the Homeopathic Hospital. By 1940, the house had been divided into four apartments.

LOCATION: This site is located on the west side of Glen Avenue, south East Huron and north of East Ann Street.

APPLICATION: The applicant seeks HDC approval to install three basement egress windows: two on the west (rear) and one on the north (side) elevation.

STAFF FINDINGS:

1. The owner desires to add three bedrooms and a bath in the basement of the house. Each bedroom would require an egress window. Staff met with the property owner on site in May to assess the possible locations of egress windows for the basement. Both concluded that the very visible front and north side elevations would not be appropriate locations for egress windows. All of the proposed egress windows are the same width as the existing window opening, and will be built on-site to match the existing windows in all but height (up to 24" taller, below grade, than the current windows) and operation (the new windows will be casements).
2. The basement windows on the rear elevation flank a small covered entry porch. This location is appropriate on the least-character-defining elevation of the house. The egress window proposed for the south side elevation is more problematic since it is located near the front of the house on a character-defining elevation. There are two basement windows

52 on this elevation, and of the two of them, this is the more appropriate location for an egress
53 window (the other is on a two-foot bumpout). The proposed concrete window well on this
54 window should be limited to the 24” proposed window-to-retaining-wall depth so that the 2”
55 high above-grade part of the concrete wall aligns with the face of the bumpout.
56

- 57 3. Staff requested scaled drawings of the proposed windows and cross sections but they had
58 not been received at the time the packet was put together. Staff feels that the proposed
59 egress windows are generally appropriate but that better documentation is required to
60 assure that the new windows match the old and to clarify dimensions of the windows and
61 wells.
62

63 **Review Committee Report:** Commissioners Ramsburgh and White visited the site with staff and
64 reported their findings to the Commission.
65

66 **Applicant Presentation:** Mr. Alawi requested that Commission deliberation be postponed
67 pending changes to the application. The Commission postponed discussion and action to the
68 August regular meeting.
69

70 **Questions of the Applicant by the Commission:** None.
71

72 **Audience Participation:** None.
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74 **Discussion by the Commission:** The Commission postponed discussion and action to the
75 August regular meeting.
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78 **A-2 HDC10-083 – 308 SOUTH STATE STREET- SSHD**
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80 **Staff presented the following from the staff report:**
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82 **BACKGROUND:** The three-story brick commercial vernacular building at 308-310 South
83 State was constructed in 1890. It features large second-floor arches enclosing bay windows, and
84 flat, fluted pilasters extend the arches down to high black granite bases on either side of each
85 storefront. The east half of the building, 308, was originally occupied by Butts & Hazelwood,
86 billiards. 310 was originally the home of Wahr’s Books. The double-hung windows in both bays
87 were replaced in the 1990s.
88

89 **LOCATION:** This site is located on the west side of South State Street, south East Liberty
90 and north of North University.
91

92 **APPLICATION:** The applicant seeks HDC approval to replace six wood double-hung
93 windows and one transom window on the rear (west) elevation, four of which are on the second
94 floor and three on the third floor, with one fixed and six aluminum-clad double-hung windows.
95

96 **STAFF FINDINGS:**
97

- 98 1. The proposed windows do not meet the requirements of the *Guidelines for Window*
99 *Evaluation, Repair, and Replacement*. In particular, the casing width and depth is
100 substantially reduced on the proposed windows, the viewable profile dimensions of the
101 sash rails and stiles are over an inch smaller on most of the proposed windows, and the
102 proposed sill thickness is nearly an inch thinner.
103

- 104 2. The photographs provided show paint loss and some inappropriate past repairs. Before
105 making a recommendation to the commission, staff will need to attend the review
106 committee site visit and assess each window individually to determine its condition.
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108 **Review Committee Report:** Commissioners Ramsburgh and White visited the site with staff and
109 reported their findings to the Commission.
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111 **Applicant Presentation:** None.
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113 **Audience Participation:** None.
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115 **Discussion by the Commission:**
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117 **MOTION:**
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119 Moved by McCauley, seconded by White, “**That the Commission issue a certificate of
120 appropriateness for 308-310 South State, a contributing building in the State Street
121 Historic District, to replace seven windows on the west elevation of the building with clad
122 windows on the condition that the applicant uses windows that meet the *Guidelines for
123 Window Evaluation, Repair, and Replacement* and receives a staff approval for the new
124 windows. As conditioned, the work is compatible in exterior design, arrangement, texture,
125 material and relationship to the rest of the building and the surrounding area and meets
126 *The Secretary of the Interior’s Standards for Rehabilitation and Guidelines for
127 Rehabilitating Historic Buildings*, in particular standard 6 and the guidelines for windows.”
128**

129 **On a Voice Vote – MOTION TO APPROVE – Passed (*Unanimous*) – (*Application Approved*)**
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132 **A-3 HDC10-085 – 623 SECOND STREET - OWSHD**
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134 **Staff presented the following from the staff report:**
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136 **BACKGROUND:** This one-and-a-half story, vernacular frame house has a front-facing
137 gable and a shed-roofed dormer on its south (side) elevation. The house appears in the 1894
138 Polk directory as #57 Second Street, home of Wilhelm Raab, a driver and laborer. A snap-shot
139 review of subsequent owners and their professions indicates that the house was home to
140 members of the working class (dates refer to Polk Directories checked): Wilhelm Raab (1894
141 until his death in 1909, son Wm. F. boarded in 1910 and worked as a bartender), Lizzie Staebler
142 (1910, 1911), Charles and Matilda Wiese (engineer, 1915, 1920), John Steeb (“prsmn”, 1925),
143 John W. and Mabel Selle (painter, 1930), and Edward F. and Rose Strief (employee at Good Eats
144 Restaurant, 1935).
145

146 In November, 2008 the HDC approved the modification of the shed-roof dormer on the south
147 elevation to a gable roof. To date, the work has not been completed.
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149 **LOCATION:** This site is located on the east side of Second Street, south of West Madison
150 and north of West Mosley.
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152 **APPLICATION:** The applicant seeks HDC approval to install a chimney on the south
153 elevation of the house.
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155 **STAFF FINDINGS:**

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1. The south side elevation of this house (where the chimney is proposed to be located) retains much less of its historic integrity than the north side of the house. One of the rear additions (that sits several feet out from the south wall of the main house block) was present in 1925, but others that are very visible have been added to that addition since then. The shed dormer on the south side is probably also not original, and was determined in the last HDC application to not be a character-defining feature of the house.
2. Staff has several outstanding questions for the applicant (see attached email), most of which would be explained with scaled drawings instead of the freehand ones provided with the application.
3. Staff is tentatively supportive of the application. While the proposed chimney is not located on an inconspicuous elevation, staff does not believe that it would obscure or damage character-defining features if it is compatible in size, scale, and color with the rest of the house. The design of the neighbor's chimney that is the basis for this chimney (see application photos) is clearly modern and would not be mistaken for a historic feature of the house. **Review Committee Report:** Commissioners Ramsburgh and White visited the site with staff and reported their findings to the Commission.

Audience Participation:

Don Thomas, 623 Second Street, Ann Arbor, MI 48103, spoke on behalf of the project as the applicant and owner.

Discussion by the Commission:

MOTION:

Moved by White, seconded by McCauley, **“That the Commission issue a certificate of appropriateness to install a chimney on the south elevation of the house, per the application and drawings submitted at the meeting, on the condition that the applicant get a staff approval for the brick before pulling permits. As conditioned, the 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 and 9 and the guidelines for new additions and masonry.”**

On a Voice Vote – MOTION TO APPROVE – Passed (*Unanimous*) – (*Application Approved*)

A-4 HDC10-0086 – 303 NORTH DIVISION STREET

Staff presented the following from the staff report:

BACKGROUND: The Andrew DeForest House was constructed in 1837 in the Classical Revival style by Mr. DeForest, an architect, for himself. DeForest lived here until the late 1870s, and eventually the house passed to Henry J. Brown, a prominent druggist. The Brown family lived in the house through the 1930s, and during their tenure a second story was added to the bay window and the front entry was altered. The house was extensively restored in 1979, including the removal of asbestos siding and the restoration of the front entry.

208 **LOCATION:** The site is located at the northwest corner of North Division Street and
209 Catherine.

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211 **APPLICATION:** The applicant seeks HDC approval to replace 11 six-over-six wood
212 windows on the east (front) and south (Catherine Street) elevations.

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214 **STAFF FINDINGS:**

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216 1. Staff visited the site in early June. The applicant said that the 6/6 wood windows were
217 installed in the 1930s, per the window contractor. Staff agrees that they are similar in style
218 and construction to windows of the 1920s and 1930s. While the windows are not original to
219 the 1837 house, they do fall within the period of significance for the historic district and are
220 a character-defining feature of the house, and as such, standard 4 applies. Staff looked at
221 the interior of the windows in the downstairs bay and found them to be in good to very
222 good condition. The windows are due for some basic maintenance and no storm windows
223 were present. The addition of well-fitting storm windows and repair and refurbishment of
224 the existing windows will improve their energy efficiency and help them last, with regular
225 maintenance, another 100 years.
- 226
227 2. The photographs provided show some paint and putty loss. Before making a
228 recommendation to the commission, staff will need to attend the review committee site visit
229 and assess each window in this application individually to determine its condition.

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231 **Review Committee Report:** Commissioners Ramsburgh and White visited the site with staff and
232 reported their findings to the Commission.

233
234 **Audience Participation:**

235
236 Simon Baseley, 303 N Division, Ann Arbor, MI 48103, spoke on behalf of the project as the
237 applicant and owner.

238
239 Steve Hornyak, Pella Windows and Doors, spoke on behalf of the applicant as the Contractor.

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241 Zaki Alawi, 414 Huntington Place, Ann Arbor, MI 48105, spoke regarding repair possibilities and
242 noise related issues of historic windows.

243
244 **Discussion by the Commission:**

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246 Upon examination of the windows and provided information the Commissioners felt that the
247 windows could be restored rather than replaced according to the *Secretary of the Interior's*
248 *Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* as follows;

- 249 (4) Most properties change over time; those changes that have acquired historic significance
250 in their own right shall be retained and preserved.
- 251 (6) Deteriorated historic features shall be repaired rather than replaced. Where the severity
252 of deterioration requires replacement of a distinctive feature, the new feature shall match
253 the old in design, color, texture, and other visual qualities and, where possible, materials.
254 Replacement of missing features shall be substantiated by documentary, physical, or
255 pictorial evidence.

256 **For Windows:**

257 Recommended: Identifying, retaining, and preserving windows – and their functional and
 258 decorative features – that are important in defining the overall historic character of the
 259 building. Such features can include frames, sash, muntins, glazing, sills, heads, hoodmolds,
 260 paneled or decorated jambs and molding, and interior and exterior shutters and blinds.

261
 262 Making windows weathertight by recaulking and replacing or installing weatherstripping.
 263 These actions also improve thermal efficiency.

264
 265 Repairing window frames and sash by patching, splicing, consolidating or otherwise
 266 reinforcing. Such repair may also include replacement in kind of those parts that are either
 267 extensively deteriorated or are missing when there are surviving prototypes such as
 268 architraves, hoodmolds, sash, sills, and interior or exterior shutters and blinds.

269
 270 Replacing in kind an entire window that is too deteriorated to repair – if the overall form and
 271 detailing are still evident – using the physical evidence to guide the new work. If using the
 272 same kind of material is not technically or economically feasible, then a compatible substitute
 273 material may be considered.

274
 275 Not Recommended: Replacing windows solely because of peeling paint, broken glass, stuck
 276 sash, and high air infiltration. These conditions, in themselves, are no indication that windows
 277 are beyond repair.

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 279 Retrofitting or replacing windows rather than maintaining the sash, frame, and glazing.
 280 Replacing an entire window when repair of materials and limited replacement of deteriorated
 281 or missing parts are appropriate.

282
 283 Removing or radically changing windows which are important in defining the overall historic
 284 character of the building so that, as a result, the character is diminished.

285
 286 Installing new windows, including frames, sash, and muntin configuration that are
 287 incompatible with the building's historic appearance or obscure, damage, or destroy
 288 character-defining features.

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 290 **MOTION:**

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 292 Moved by McCauley, seconded by White, “**That the Commission deny the application at 303**
 293 **North Division Street in the Old Fourth Ward District as proposed because the windows**
 294 **are repairable and the work is not generally compatible in size, scale, massing and**
 295 **materials with the building and does not meet the *Secretary of the Interior’s Standards for***
 296 ***Rehabilitation and Guidelines for Rehabilitating Historic Buildings*, in particular standards**
 297 **4 and 6 and the guidelines for windows.”**

298
 299 **On a Voice Vote – MOTION TO DENY – Passed (*Unanimous*) – (*Application Denied*)**

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 302 **A-5 HDC10-087 – 514 ANN STREET - OFWHD**

303
 304 **Staff presented the following from the staff report:**

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 306 **BACKGROUND:** This elaborate Queen Anne features colored glass panels framing the
 307 upper half of every window on the original part of the house, and a large arched window on the
 308 porch. The front porch has elaborate spindles and cut-out designs on the skirting, as well as

309 numerous gables. Frank A. Howlett was the original occupant in 1890. Howlett served as the
310 County Clerk and also president of the Ann Arbor City Council. He lived at this address until
311 1915, after which it was occupied by Joseph Staebler (1918-1925), and Martha and John Miller
312 (1928 – 1950s).

313
314 **LOCATION:** The site is located on the south side of East Ann, east of North Division and
315 west of North State.

316
317 **APPLICATION:** The applicant seeks HDC approval to change the roof pitch on the rear
318 addition from an 8/12 slope to a 12/12 slope. The new slope would match the roof pitch of the
319 main block of the house, but the roof would remain lower than the original ridge and rear-facing
320 gable.

321
322 **STAFF FINDINGS:**

- 323
324 1. The existing footprint appears on 1908 Sanborn maps, so the two story rear addition was
325 either original to the house or a very early addition. The second floor rear windows do not
326 have the distinctive colored glass border and were presumably replaced at some point,
327 since the 1979 study committee report says that every window had the colored glass at
328 that time. This house is not subdivided and is used as a six-bedroom rental.
329
330 2. The proposed change in roof pitch would allow interior alterations that correct housing
331 code violations without impacting character-defining features of the house. The proposed
332 new aluminum-clad casement egress window on the rear elevation is a better-proportioned
333 size than the large non-original window that it would replace.
334
335 3. The proposed change in roof pitch is compatible in exterior design, arrangement, texture,
336 material and relationship to the rest of the site and the surrounding area and meets *The*
337 *Secretary of the Interior's Standards for Rehabilitation*, in particular standards 2, 9, 10, and
338 the guidelines for building site and district or neighborhood setting.
339

340 **Review Committee Report:** Commissioners Ramsburgh and White visited the site with staff and
341 reported their findings to the Commission.
342

343 **Audience Participation:**

344
345 Mike Van Goor, 514 E. Ann Street, Ann Arbor, MI 48104, spoke on behalf of the applicant as the
346 Contractor.
347

348 **Discussion by the Commission:**

349 **MOTION:**

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351 Moved by Glusac, seconded by White, **“That the Commission issue a certificate of**
352 **appropriateness to change the roof pitch on the rear addition from an 8/12 slope to a 12/12**
353 **slope, on the condition that the brackets and trim elements are retained. As conditioned,**
354 **the work is compatible in exterior design, arrangement, and material to the building and**
355 **the surrounding area and meets *The Secretary of the Interior's Standards for***
356 ***Rehabilitation and Guidelines for Rehabilitating Historic Buildings*, in particular standards**
357 **2, 9, and 10, and the guidelines for new building site and district or neighborhood setting.”**
358

359 **On a Voice Vote – MOTION TO APPROVE – Passed (Unanimous) – (Application Approved)**
360

361 **B - OLD BUSINESS**

362
363 None

364
365 **C - NEW BUSINESS**

366
367 **C-1 Historic Marker Application – 707 West Liberty Street – OWSHD**

368
369 J. Thacher gave background on the home, owned by Bruce and Elaine Brock, and discussed with
370 the Commission.

371
372 **MOTION**

373
374 Moved by Commissioner White, Seconded by Commissioner McCauley, “**To approve the**
375 **application for a Historic Marker at 707 West Liberty Street.**”

376
377 **On a Voice Vote – MOTION TO APPROVE – PASSED – Unanimous**

378
379 **C-2 Programmatic Agreement with Washtenaw County**

380
381 J. Thacher explained the agreement to the Commission.

382
383 **MOTION**

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385 Moved by Commissioner Ramsburgh, Seconded by Commissioner White, “**To give concurrence**
386 **to the *Interdepartmental Agreement between the Office of Community Development and***
387 ***the Economic Development and Energy Department.***”

388
389 **On a Voice Vote – MOTION TO APPROVE – PASSED - Unanimous**

390
391 **C-3 Election of Chair for Remainder of Current Term**

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393 **MOTION**

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395 Moved by Commissioner White, Seconded by McCauley, “**To elect Ellen Ramsburgh as**
396 **Historic District Commission Chair for the remainder of the current term.**”

397
398 **On a Voice Vote – MOTION TO APPROVE – PASSED - Unanimous**

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400 **AUDIENCE PARTICIPATION – GENERAL (Limited to 3 Minutes per Speaker)**

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402 None

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404 **D - APPROVAL OF MINUTES**

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406 None

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408 **E – REPORTS FROM COMMISSIONERS – None.**

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410 **F – ASSIGNMENTS**

411

F-1 Review Committee: Monday, August 9, 2010 at 5pm for the August 12, 2010
Regular Session. Commissioners White and McCauley.

G – REPORTS FROM STAFF

G-1 June 2010 Activities Report.

H – CONCERNS OF COMMISSIONERS

Commissioner McCauley presented some concerns regarding lead paint issues.

I – COMMUNICATIONS

None

ADJOURNMENT

The Meeting was adjourned at 9:00 p.m. without objection.

SUBMITTED BY: Mia Gale, Administrative Specialist V, Planning and Development Services.