



**City of Ann Arbor**  
**Formal Minutes - Draft**  
**Historic District Commission**

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

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Thursday, September 12, 2024

7:00 PM

Larcom City Hall, 301 E Huron St, Second floor, City Council Chambers

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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: 965 3669 9762**

**A.**      **CALL TO ORDER**

*Chairperson David Rochlen called the meeting to order at 7:04 pm stating:*

*Welcome to the Thursday, September 12, 2024, in-person and electronic (hybrid) meeting of the Ann Arbor Historic District Commission. Public comment will be via in-person, via Zoom or via telephone. To speak during any of the public comment opportunities please call 877-853-5247 (Toll Free) or 213-338-8477 and enter meeting ID 965 3669 9762. 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 Principal Planner Jill Thacher called the roll.*

**Present:**    4 -    Chair David Rochlen, Kathryn Fortener, Jennifer Ross, and Benjamin Calderon

**Absent:**    2 -    Chip Smith, and Steve Kaplan

*Others present:*

*Associate Planner, Mariana Melin-Corcoran*

**C.**      **APPROVAL OF AGENDA**

**The Agenda was unanimously approved as presented.**

**D. PUBLIC COMMENT - (3 Minutes per Speaker)**

*Seeing no speakers Chair Rochlen closed the Public Comment.*

FOR ZOOM PARTICIPANTS, PHONE CALLERS CAN PRESS \*9 TO RAISE HANDS AND \*6 TO UNMUTE THEIR PHONES WHEN CALLED UPON TO SPEAK.

**E. UNFINISHED BUSINESS**

*None.*

**F. HEARINGS**

**F-1. [24-1454](#)** HDC24-0107; 543 Detroit Street, Landscape, OFWHD

**Attachments:** 543 Detroit SR and attachments landscaping.pdf

**STAFF PRESENTATION:**

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

**REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:**

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

**PUBLIC HEARING:**

*The Applicant was present to respond to the Commission's enquiries.*

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

**Moved by Commissioner Fortener seconded by Commissioner Calderon:**

**I move that the Commission approve the application at 543 Detroit**

Street, a contributing property in the Old Fourth Ward Historic District, to add a trash enclosure, wood fence, retaining wall and stairs, gravel and paver paths, and gravel and paver patios, on the condition that the wood fence does not exceed 6' in height. The work as conditioned is 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 and Guidelines for Rehabilitating Historic Buildings, in particular standards 2, 9 and 10 and the guidelines for building site and district or neighborhood setting and the Ann Arbor Historic District Design Guidelines for residential landscape features.

**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 voice vote the vote was as follows with the Chair declaring the motion carried. Vote 4-0.

**Yeas:** 4 - Chair Rochlen, Secretary Fortener, Ross, and Calderon

**Nays:** 0

**Absent:** 2 - Smith, and Kaplan

**F-2.**     [24-1455](#)   HDC24-0109; 302 S Main Street, Canopies, MSHD

**Attachments:**   300-302 S Main SR & Attachments.pdf

*STAFF PRESENTATION:*

*Associate Planner Mariana Melin-Corcoran presented the staff report. [See attached in agenda packet]*

*REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:*

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

*PUBLIC HEARING:*

*The Applicant was present to respond to the Commission's enquiries.*

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

**Moved by Commissioner Ross seconded by Commissioner Calderon:**

**I move that the Commission issue a certificate of appropriateness for the application at 300-302 South Main Street, a contributing property in the Main Street Historic District, to add a fixed canopy as proposed and new channel letter signage, on the condition that the signage is externally lit. The work as conditioned 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 all additions, and The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, in particular standards 1, 2, 9 and 10 and the guidelines for building site, district or neighborhood setting, storefronts, commercial awnings, and signs.**

**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 voice vote was as follows with the Chair declaring the motion carried. Vote 4-0.**

**Yeas:** 4 - Chair Rochlen, Secretary Fortener, Ross, and Calderon

**Nays:** 0

**Absent:** 2 - Smith, and Kaplan

**F-3.**      [24-1456](#)      HDC24-0111; 407 S Seventh Street, Rear Addition, OWSHD

**Attachments:**      407 S Seventh SR and Attachments.pdf

**STAFF PRESENTATION:**

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

*REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:*

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

*PUBLIC HEARING:*

*The Applicant was present to respond to the Commission's enquiries.*

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

**Moved by Commissioner Fortener seconded by Commissioner Ross:**

**I move that the Commission issue a certificate of appropriateness for the application at 407 South Seventh Street, a contributing property in the Old West Side Historic District, to construct a two-story rear addition with a car port. The work as proposed is 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 and Guidelines for Rehabilitating Historic Buildings, in particular standards 1, 9 and 10 and the guidelines for additions and building site; and the Ann Arbor Historic District Design Guidelines for additions.**

**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 voice vote the vote was as follows with the Chair declaring the motion carried. Vote 3-1.**

**Yeas:** 3 - Chair Rochlen, Secretary Fortener, and Calderon

**Nays:** 1 - Ross

**Absent:** 2 - Smith, and Kaplan

**G. NEW BUISNESS**

None.

**H. APPROVAL OF MINUTES**

H-1. [24-1661](#) July 11, 2024 HDC Meeting Minutes

**Attachments:** July 11, 2024 HDC Meeting Minutes.pdf

**The July 11, 2024 Historic District Commission meeting minutes were unanimously approved by the Commission and forwarded to City Council.**

H-2. [24-1625](#) August 8, 2024 HDC Meeting Minutes

**Attachments:** August 8, 2024 HDC Meeting Minutes.pdf

**The August 8, 2024 Historic District Commission meeting minutes were unanimously approved by the Commission and forwarded to City Council.**

**I. REPORTS FROM COMMISSIONERS**

None.

**J. ASSIGNMENTS**

J-1. [24-1678](#) Review Committee: Monday, October 7, 2024 at 12pm for the Thursday, October 10, 2024 Regular Meeting

*Chair Rochlen volunteered for the Monday, October 7, 2024 HDC Review Committee.*

**K. REPORTS FROM STAFF**

*Historic District Coordinator Jill Thacher noted that the City of Ann Arbor Old Fourth Ward Historic District Survey Report is completed and that there will be an online version available on the Historic Preservation page on Friday, September 13, 2024.*

*Additionally it was noted that Historic District Coordinator Jill Thacher and Associate Planner Mariana Melin-Corcoran will develop a new schedule to layout an overhaul of the Design Guidelines. Starting next month they*

*plan to present a memo to the Commission regarding the matter.*

**L.**      **CONCERNS OF COMMISSIONERS**

*None.*

**M.**      **COMMUNICATIONS**

**M-1.**      **24-1684**    Various Communication to the HDC

**Received and filed.**

**N.**      **ADJOURNMENT**

**The meeting was unanimously adjourned at 8:31 pm.**

David Rochlen, Chairperson  
Jill Thacher, HDC Staff Coordinator/Planner  
Mariana Melin-Corcoran, Associate Planner  
Brittany Alexander, Administrative Assistant

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>.

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.