



City of Ann Arbor

Formal Minutes

Historic District Commission

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

Thursday, October 14, 2021

7:00 PM

Electronic Meeting

This meeting will be broadcast live on CTN Cable Channel 16, ATT Channel 99, and online at 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: 978 6401 4515

A. **CALL TO ORDER**

Chairperson, Anna Epperson, called the meeting to order at 7:00 stating:

Welcome to the Thursday, October 14, 2021 electronic meeting of the Ann Arbor Historic District Commission.

The meeting is being held electronically to protect public health and safety due to the COVID-19 virus and to comply with orders issued by the governor, the Michigan Department of Health and Human Services, and/or the Washtenaw County Health Department.

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 877-853-5247 (Toll Free) or 213-338-8477 and enter meeting id # 978 6401 4515 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.

B. **ROLL CALL**

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

All Historic District Commission members, present via Zoom, stated they were in Ann Arbor, Michigan.

Present: 6 - John Beeson, David Rochlen, Jessica Quijano, Kathryn Fortener, Chair Anna Epperson, and Jennifer Ross

Absent: 1 - Robert White

C. APPROVAL OF AGENDA

The Agenda was unanimously approved as presented.

D. AUDIENCE PARTICIPATION - PUBLIC COMMENTARY - (3 Minutes per Speaker)

None

E. UNFINISHED BUSINESS

F. HEARINGS

F-1. [21-1773](#) HDC21-293 541 Third; Pave Driveway; OWSHD

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

REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:

Commissioners Anna Epperson 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 present to respond to the Commission’s enquiries.

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

Moved by Commissioner Jessica Quijano, seconded by Commissioner John Beeson, that the Commission issue a certificate of appropriateness for the application at 541 Third Street, a contributing property in the Old West Side Historic District, to pave the driveway with concrete; replace the concrete front walk with pavers; remove chain link fence and install 5’ wood lattice-top privacy fence; and replace concrete steps leading to a rear door with the same, as proposed. The work 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.

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, Vice Chair Rochlen, Secretary Quijano, Fortener, Chair Epperson, and Ross

Nays: 0

Absent: 1 - White

F-2. [21-1775](#) HDC21-294 118 E Washington; Business Sign; MSHD

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

REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:

Commissioners Anna Epperson 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 present to respond to the Commission’s enquiries.

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

Moved by Commissioner Jon Beeson, seconded by Commissioner Jessica Quijano, that the Commission issue a certificate of appropriateness for the application at 118 East Washington Street, a contributing property in the Main Street Historic District, to install a new pedestrian scale sign, as proposed. 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 signs, and 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 storefronts.

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, Vice Chair Rochlen, Secretary Quijano, Fortener, Chair Epperson, and Ross

Nays: 0

Absent: 1 - White

F-3. [21-1776](#) HDC21-255 500 S Seventh; Solar Panels on Roof; OWSHD

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

REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:

Commissioners Anna Epperson 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 present to respond to the Commission’s enquiries.

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

Moved by Commissioner Kathryn Fortener, seconded by Commissioner John Beeson, that the Commission issue a certificate of appropriateness for the application at 500 South Seventh Street, a contributing property in the Old West Side Historic District, to install a black-on-black solar array, as proposed. 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 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 roofs, energy efficiency, and mechanical systems, as well as the Ann Arbor Historic District Design Guidelines, particularly as they pertain to solar installations.

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, Vice Chair Rochlen, Secretary Quijano, Fortener, Chair Epperson, and Ross

Nays: 0

Absent: 1 - White

F-4. [21-1777](#) HDC21-277 552 Fifth St; Gas Meter; OWSHD

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

REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:

Commissioners Anna Epperson 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 present to respond to the Commission’s enquiries.

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

Moved by Commissioner David Rochlen, seconded by Commissioner Jessica Quijano, that the Commission issue a certificate of appropriateness for the application at 552 Fifth Street, a contributing property in the Old West Side Historic District, to install

a gas meter on a north elevation, four feet from the front corner of the house, as shown in the application. As proposed, the work is compatible in exterior design, arrangement, materials, and relationship to the building and the surrounding area and meets The City of Ann Arbor Historic District Design Guidelines for mechanical equipment, and 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 mechanical systems.

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, Vice Chair Rochlen, Secretary Quijano, Fortener, Chair Epperson, and Ross

Nays: 0

Absent: 1 - White

F-5. [21-1778](#) HDC21-284 625 Third; Gas Meter; OWSHD

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

REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:

Commissioners Anna Epperson 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 present to respond to the Commission's enquiries.

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

Moved by Commissioner John Beeson, seconded by Commissioner

Jennifer Ross, that the Commission issue a certificate of appropriateness for the application at 625 Third Street, a contributing property in the Old West Side Historic District, to install a gas meter on a front elevation, three feet from the southwest corner of the house, as shown in the application. As proposed, the work is compatible in exterior design, arrangement, materials, and relationship to the building and the surrounding area and meets The City of Ann Arbor Historic District Design Guidelines for mechanical equipment, and 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 mechanical systems.

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, Vice Chair Rochlen, Secretary Quijano, Fortener, Chair Epperson, and Ross

Nays: 0

Absent: 1 - White

F-6. [21-1779](#) HDC21-295 633 Fifth; Skylights; OWSHD

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

REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:

Commissioners Anna Epperson 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 present to respond to the Commission's enquiries.

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

Moved by Commissioner Jessica Quijano, seconded by Commissioner David Rochlen, that the Commission issue a certificate of appropriateness for the application at 633 Fifth Street, a contributing property in the Old West Side Historic District, to install two skylights, as proposed. 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 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 roofs, windows, and building site, as well as the Ann Arbor Historic District Design Guidelines, particularly as they pertain to windows.

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, Vice Chair Rochlen, Secretary Quijano, Fortener, Chair Epperson, and Ross

Nays: 0

Absent: 1 - White

F-7. [21-1780](#) HDC21-271 111 Crest; Screen Porch; OWSHD

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

REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:

Commissioners Anna Epperson 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 present to respond to the Commission’s enquiries.

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

Moved by Commissioner Jennifer Ross, seconded by Commissioner David Rochlen, that the Commission issue a certificate of appropriateness for the application at 111 Crest Avenue, a contributing property in the Old West Side Historic District, to remove a non-original rear porch and replace it with a composite deck and screen porch with skylights that also encloses an exterior basement stair, as proposed. 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 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 new additions, as well as the Ann Arbor Historic District Design Guidelines, particularly as they pertain to porches.

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, Vice Chair Rochlen, Secretary Quijano, Fortener, Chair Epperson, and Ross

Nays: 0

Absent: 1 - White

F-8. [21-1783](#) HDC21-296 507 Second; Window Alterations; OWSHD

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

REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:

Commissioners Anna Epperson 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 present to respond to the Commission's enquiries.

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

Moved by Commissioner Kathryn Fortener, seconded by Commissioner Jessica Quijano, that the Commission issue a certificate of appropriateness for the application at 507 Second Street, a contributing property in the Old West Side Historic District, to replace window wells on the north elevation; install a French drain and trench drain; replace a terrarium window with a double-hung window; replace a 5'4" wide patio door with a 6' wide patio door; add a shed roof over the patio door, add a new window in a new opening on the second floor of the east elevation; replace the glass in a second floor window with safety glass; replace the attic window on the east elevation with a larger egress window; and remove the east chimney, as proposed. 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, especially those for windows and safety codes, 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 windows, neighborhood setting, and health and safety.

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, Vice Chair Rochlen, Secretary Quijano, Fortener, Chair Epperson, and Ross

Nays: 0

Absent: 1 - White

F-9. [21-1781](#) HDC21-297 112 W Liberty; Public Art Installation; MSHD

Historic District Coordinator and City Planner Jill Thacher explained this agenda item has been withdrawn since the applicants are still working on modifications to plans.

A public hearing was held to allow public comment since a public hearing had been advertised.

PUBLIC HEARING:

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

Withdrawn

F-10. [21-1782](#) HDC21-298 112 W Washington; Public Art Installation; MSHD

Historic District Coordinator and City Planner Jill Thacher explained this agenda item has been withdrawn since the applicants are still working on modifications to plans.

A public hearing was held to allow public comment since a public hearing had been advertised.

PUBLIC HEARING:

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

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]

Withdrawn

G. NEW BUSINESS

G-1. [21-1806](#) Support Letter for Resurvey of the Old Fourth Ward Historic District

Jill Thacher provided a report on on-going efforts to keep moving forward on the resurveying of the Old Fourth Ward Historic District.

Received and Filed

H. APPROVAL OF MINUTES

I. REPORTS FROM COMMISSIONERS

J. ASSIGNMENTS

Review Committee: Monday, December 6 at Noon

Commissioners Jessica Quijano and John Beeson volunteered for the December 6, 2021 HDC Review Committee.

K. REPORTS FROM STAFF

L. CONCERNS OF COMMISSIONERS

David Rochlen suggested the Commission review and discuss the difference of solar panels on the side of houses and the placement of solar panels on the front elevation of houses in the Historic District.

Jennifer Ross agreed.

Jill Thacher said she would add it to the HDC Retreat List of Topics to Discuss.

M. COMMUNICATIONS

M-1. [21-1807](#) Various Communication to the HDC

Received and Filed

N. ADJOURNMENT

9:35 pm.

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.

Anna Epperson, Chairperson
Jill Thacher, HDC Staff Coordinator/Planner

/Mia Gale, Administrative Assistant