



City of Ann Arbor
Formal Minutes - Final
Historic District Commission

301 E. Huron Street
Ann Arbor, MI 48104
[http://a2gov.legistar.com/
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Thursday, May 11, 2023

7:00 PM

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

**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: 965 3669 9762**

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Webinar ID: 965 3669 9762

A. **CALL TO ORDER**

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

*Welcome to the Thursday, May 11, 2023, in-person and electronic
(hybrid) meeting of the Ann Arbor Historic District Commission. The
meeting is being held in this mode 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 and the City of Ann Arbor. 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 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.*

B. **ROLL CALL**

City Planner Matt Kowalski called the roll.

Present: 7 - David Rochlen, Jessica Quijano, Kathryn Fortener, Chair
Anna Epperson, Robert White, Jennifer Ross, and Beverly
K Willis

ROLL CALL

*Zoning Administrator, Jon Barrett, was present and assisted with
Zoom/technical interactions.*

Administrative Assistant Courtney Manor also assisted.

C. APPROVAL OF AGENDA

The Agenda was unanimously approved as presented.

D. PUBLIC COMMENT - (3 Minutes per Speaker)

No 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. [23-0809](#) HDC23-0053; 320 S Seventh, Rear Addition; OWSHD

Attachments: 320 S Seventh Staff Report-Addition5-11-23.pdf, 320 S
Seventh Attach.pdf

*City Planner Matt Kowalski presented the staff report. [See attached in
agenda packet]*

REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:

*Commissioners Jennifer Ross and Beverly Willis 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 Jessica Quijano, Seconded by Bob White, that the Commission issue a certificate of appropriateness for the application at 320 South Seventh Street, a contributing property in the Old West Side Historic District, to construct a two-story rear addition, remove a chimney, and shift a door on the north elevation, 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, 5, 9, and 10 and the guidelines for building site and additions, as well as the Ann Arbor Historic District Design Guidelines, in particular the guidelines for all 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 roll call vote, the vote was as follows with the Chair declaring the motion carried. Vote: 7 – 0

Certificate of Appropriateness was Granted.

Yeas: 7 - Vice Chair Rochlen, Secretary Quijano, Fortener, Chair Epperson, White, Ross, and K Willis

Nays: 0

F-2. [23-0812](#) HDC23-0055; 719 W Washington, Rear Balcony; OWSHD

Attachments: 719 W Washington Staff Report-Balcony.pdf, 719 W Washington Attach.pdf

City Planner Matt Kowalski presented the staff report. [See attached in agenda packet]

REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:

Commissioners Jennifer Ross and Beverly Willis 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 719 West Washington, a contributing property in the Old West Side Historic District, to construct a 14' x 8' and up to 9'1" wood deck and convert a window to a door off the first floor of the rear (south) elevation, 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 entrances and porches and building site, as well as the Ann Arbor Historic District Design Guidelines, particularly as they pertain to residential 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: 7 – 0

Certificate of Appropriateness was Granted.

Yeas: 7 - Vice Chair Rochlen, Secretary Quijano, Fortener, Chair Epperson, White, Ross, and K Willis

Nays: 0

POSTPONED
Public Hearing Only

F-4. [23-0814](#) HDC23-0058; 2781 Packard Rd, Solar Panels; CFHD

Attachments: 2781 Packard Staff Report-Solar.pdf, 2781 Packard Rd Attach.pdf

City Planner Matt Kowalski presented the staff report. [See attached in agenda packet]

REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:

Commissioners Jennifer Ross and Beverly Willis 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 David Rochlen, Seconded by Bob White, that the Commission issue a certificate of appropriateness for the application at 2781 Packard Road, a contributing property in the Cobblestone Farm Historic District, to install a solar array on the roof of the 1986 event barn, 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: 7 – 0

Certificate of Appropriateness was Granted.

Yeas: 7 - Vice Chair Rochlen, Secretary Quijano, Fortener, Chair Epperson, White, Ross, and K Willis

Nays: 0

F-5. [23-0819](#) HDC23-0060; 706 W Liberty, Pave Driveway; OWSHD

Attachments: 706 W Liberty Staff Report-Pave Driveway.pdf, 706 W Liberty Attach.pdf

City Planner Matt Kowalski presented the staff report. [See attached in agenda packet]

REVIEW COMMITTEE REPORT AND RECOMMENDATIONS:

Commissioners Jennifer Ross and Beverly Willis 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 Jennifer Ross, Seconded by Bob White, that the Commission issue a certificate of appropriateness for the application at 706 West Liberty Street, a contributing property in the Old West Side Historic District, to pave the driveway with concrete on the condition that the existing planting bed along the west elevation of the house, in front of the rear addition, is maintained. As conditioned, 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: 7 – 0

Certificate of Appropriateness was Granted.

Yeas: 7 - Vice Chair Rochlen, Secretary Quijano, Fortener, Chair Epperson, White, Ross, and K Willis

Nays: 0

G. **NEW BUSINESS**

G-1. **23-0815** Honor Departing Commissioners

Attachments: HDC_2023_Robert White.pdf, HDC_2023_Anna Epperson.pdf, HDC_2023_Beverly Willis.pdf

The Commission heartedly thanked Chairperson Anna Epperson, Commissioner Beverly Willis, and Commissioner Robert (Bob) White for their service and dedication to the Historic District Commission as well as the City of Ann Arbor, presenting them with Resolutions of Appreciation [see attached records].

Commissioner David Rochlen, on behalf of the Historic District Commission presented the following in honor of Chairperson Anna Epperson:

ANN ARBOR HISTORIC DISTRICT COMMISSION RESOLUTION

Whereas, Anna Epperson has served on the Ann Arbor Historic District Commission for six years; and

Whereas, Anna has used her considerable knowledge of architecture and preservation in the pursuit of historic preservation goals; and

Whereas, Anna has supported historic preservation in Ann Arbor by supporting local historic districts; and

Whereas, Anna served as the Secretary, Vice-Chair, and Chair of the Historic District Commission; and

Whereas, Anna’s knowledge and expertise will truly be missed by the Commission; therefore be it

RESOLVED, the Ann Arbor Historic District Commission expresses its sincere gratitude and commends Anna for her dedicated service to historic preservation in the City of Ann Arbor on this Eleventh Day of May, Two Thousand and Twenty-Three.

Commissioners Kathryn Fortner, Jessica Quijano, David Rochlen, Jennifer Ross, Robert White, and Beverly Willis

Chairperson Anna Epperson, on behalf of the Historic District Commission presented the following in honor of Beverly Willis:

ANN ARBOR HISTORIC DISTRICT COMMISSION RESOLUTION

Whereas, Beverly Willis has served faithfully on the Ann Arbor Historic District Commission; and

Whereas, Beverly has used her considerable knowledge of historic buildings in the pursuit of historic preservation goals; and

Whereas, Beverly’s knowledge of local and Washtenaw County history has been an asset to Ann Arbor’s local historic districts; and

Whereas, Beverly and her expertise will truly be missed by the Commission; therefore be it

RESOLVED, the Ann Arbor Historic District Commission expresses its sincere gratitude and commends Beverly for her dedicated service to historic preservation in the City of Ann Arbor on this Eleventh Day of May, Two Thousand and Twenty-Three.

Anna Epperson (Chair) and Commissioners Kathryn Fortner, Jessica Quijano, David Rochlen, Jennifer Ross, and Robert White

Chairperson Anna Epperson, on behalf of the Historic District Commission presented the following in honor of Robert White:

ANN ARBOR HISTORIC DISTRICT COMMISSION RESOLUTION

Whereas, Robert White has served on the Ann Arbor Historic District Commission for eighteen years, since September 6, 2005; and

Whereas, Robert has put to good use his vast experience as a Commissioner in the pursuit of historic preservation goals; and

Whereas, Robert served as Chairperson of the Nominating Committee for 17 years and also on the Ann Arbor Historic District Design Guidelines Committee and the Design Guidelines for Solar Committee, as well as numerous other committees of the Historic District Commission; and

Whereas, Robert served as the Secretary, Vice-Chair, and Chair of the Historic District Commission; and

Whereas, Robert has been the longest serving commissioner on the Historic District Commission in its 50 year existence; therefore be it

RESOLVED, the Ann Arbor Historic District Commission expresses its sincere gratitude and commends Robert for his excellent and outstanding service to historic preservation in the City of Ann Arbor on this Eleventh Day of May, Two Thousand and Twenty-Three.

Anna Epperson (Chair) and Commissioners Kathryn Fortner, Jessica Quijano, David Rochlen, Jennifer Ross, and Beverly Willis

G-2. [23-0816](#) Election of Officers

Attachments: Election Memo 051123.pdf

Commissioner White provided the Nominating report.

To nominate and select Commissioner David Rochlen to the position of Historic District Commission Chairperson, and

Commissioner Jessica Quijano to the position of Historic District Commission Vice Chairperson, and

Commissioner Katheryn Fortner to the position of the Historic District

Commission Secretary.

Without objection the Historic District Commission accepted the nominations, and elected;

**Commissioner David Rochlen to the position of Historic District Commission Chairperson, and
Commissioner Jessica Quijano to the position of Historic District Commission Vice Chairperson, and
Commissioner Katheryn Fortener to the position of the Historic District Commission Secretary.**

H. APPROVAL OF MINUTES

H-1. [23-0817](#) April 13, 2023 Historic District Commission Meeting Minutes

Attachments: 4-13-2023 HDC Approved Meeting Minutes.pdf

The April 13, 2023 Historic District Commission meeting minutes were unanimously approved by the Commission and forwarded to City Council.

I. REPORTS FROM COMMISSIONERS

J. ASSIGNMENTS

J-1. Review Committee: Monday, June 5, 2023 at 5:00 pm, for the Thursday, June 8, 2023 Regular Meeting

Commissioners Jennifer Ross and Kathy Fortener volunteered for the Monday, June 5, 2023 HDC Review Committee.

K. REPORTS FROM STAFF

Matt Kowalski thanked the Commission for their patience; he noted that Historic District Coordinator and City Planner Jill Thacher was at a Historic Preservation Conference and therefore unable to attend tonight's meeting.

K-1. Commissioners to Participate in Awards Committee

L. **CONCERNS OF COMMISSIONERS**

Commissioner Bob White and Anna Epperson stated they would be available to continue to serve on the Commission until new members have been appointed.

M. **COMMUNICATIONS**

M-1. [23-0818](#) Various Communications to the HDC

Received and Filed

N. **ADJOURNMENT**

The meeting was unanimously adjourned at 8:07 pm.

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

Mia Gale, Administrative Assistant
Courtney Manor, 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.