



City of Ann Arbor
Formal Minutes - Draft
Historic District Commission

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

Thursday, November 14, 2024

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

A. CALL TO ORDER

Vice Chair Kathryn Fortener called the meeting to order at 7:00pm stating:

Welcome to the Thursday, November 14, 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.

B. ROLL CALL

Historic Preservation Coordinator and Principal Planner Jill Thacher called the roll.

Present: 5 - Kathryn Fortener, Jennifer Ross, Benjamin Calderon, Chip Smith, and Steve Kaplan

Absent: 1 - Chair David Rochlen

C. APPROVAL OF AGENDA

The agenda was unanimously approved as presented.

D. PUBLIC COMMENT - (3 Minutes per Speaker)

Seeing no speakers at this time Vice Chair Fortener closed the Public Comment.

E. UNFINISHED BUSINESS

None.

F. HEARINGS

F-1. 24-1901 HDC24-0165; 553 S First Street, rear addition, doors, adu, garage, OWSHD

Attachments: 553 S First SR app and attachments.pdf

STAFF PRESENTATION:

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

REVIEW COMMITTEE REPORT:

Commissioners Steve Kaplan and Chip Smith 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 speakers, the Chair declared the public hearing closed.

Moved by Commissioner Steve Kaplan seconded by Commissioner Chip Smith that:

I move that the Commission issue a certificate of appropriateness for the application at 553 South First Street, a contributing property in the Old West Side Historic District, to construct a 52 square foot rear addition with a balcony on top; replace the door to the balcony; infill one of two front doors and replace the remaining door; remove an attic exhaust fan in the rear gable and replace it with a circular window; infill a second-floor rear window and

install a new window nearby; infill a basement window under the front porch; install a backyard patio; and construct two new accessory structures. 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, 6, 9, and 10 and the guidelines for building site, addition, roofs, and windows, as well as the Ann Arbor Historic District Design Guidelines, in particular the guidelines for additions, doors, lighting, and residential accessory structures.

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 Vice Chair declaring the motion carried. Vote 5-0.

Yeas: 5 - Secretary Fortener, Ross, Calderon, Smith, and Kaplan

Nays: 0

Absent: 1 - Chair Rochlen

G. NEW BUSINESS

G-1. [24-1902](#) Design Guidelines Assignment and Review

Attachments: Memo to HDC - Chpts 1-2.pdf, DG - Chpt 1 Comments for HDC.pdf, DG - Chpt 2 Comments for HDC.pdf

Commissioners discussed the Introduction to the Design Guidelines.

G-2. [24-1903](#) Report of Nominating Committee

G-3. [24-1904](#) Election of Officers

Nominations for Officers of the Historic District Commission were as follows:

Commissioner Ross presented the Nominating Committee Report:

**Commissioner Calderon will be appointed to Secretary.
Commissioner Fortener will be appointed to Vice Chair.
Commissioner Rochlen will be appointed to Chair.**

**On a voice vote the vote was as follows with the Vice Chair
declaring the motion carried. Vote 5-0.**

Yeas: 5 - Secretary Fortener, Ross, Calderon, Smith, and Kaplan
Nays: 0
Absent: 1 - Chair Rochlen

H. APPROVAL OF MINUTES

H-1. [24-1905](#) October 10, 2024 HDC Meeting Minutes

Attachments: 10-10-2024 HDC Meeting Minutes.pdf

Vice Chair Fortener noted that the November Meeting Minutes were not accessible and will need to be reviewed at the December meeting.

I. REPORTS FROM COMMISSIONERS

None.

J. ASSIGNMENTS

J-1. [24-1906](#) Review Committee: Monday, December 9, 2024 at 12pm, for the Thursday, December 12, 2024 Regular Meeting

Commissioner Fortener and Commissioner Kaplan volunteered for the Monday, December 9, 2024 HDC Review Committee.

K. REPORTS FROM STAFF

Historic Preservation Coordinator Jill Thacher reported that the Old Fourth Ward Survey has incorrect materials and photos. The contractor is correcting these mistakes.

L. **CONCERNS OF COMMISSIONERS**

None.

M. **COMMUNICATIONS**

M-1. **24-1907** Various Communication to the HDC

Received and filed.

N. **ADJOURNMENT**

The meeting was unanimously adjourned at 7:54 pm.

David Rochlen, Chairperson
Jill Thacher, Principal Planner and Historic Preservation Coordinator
Mariana Melin-Corcoran, Associate Planner
Brittany Alexander, Administrative Assistant

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