



WASHTENAW COUNTY HISTORIC DISTRICT COMMISSION

www.washtenaw.org/preservation

MEETING AGENDA

DATE: Thursday, November 4, 2021
TIME: 5:30 pm – 7:00pm
PLACE: Zoom: <https://washtenawcounty.zoom.us/j/98714637686>

To contact the Historic District Commission via email, please visit <https://www.washtenaw.org/1943/Historic-District-Commission> and click on the hyperlink name of the commission you wish to contact. There is also an option to contact the whole commission with one email.

Call to Order– Chair

Roll Call – Secretary

Board member Roll Call must include declaration of City/Township/Village, County and State from which they are attending. (i.e. *PRESENT and attending remotely, from City of Ypsilanti, Washtenaw County, Michigan*)

Approval of the Agenda of the Current Meeting – Chair

Approval of the Minutes of Previous Meeting October 7, 2021– Chair

Citizen Participation and Commissioner follow-up – Chair

Staff report:

- o Local Historic District Updates
 - o Wilde-Frey farm
 - o Thornoaks
- o Certified Local Government Program
 - o City of Milan survey
 - o CLG Grant Application FY2022
- o Washtenaw County Updates
 - o Hybrid meetings
 - o HDC Calendar for 2022
 - o HDC opening

Items for Discussion

- o Commissioner Updates

Adjournment

Next Meeting:

Proposed for January 6, 2022; hybrid format at 415 W. Michigan Avenue Ypsilanti, Michigan 48197, and online via Zoom

Attachments:

Minutes of the October 7, 2021 Meeting
Draft HDC calendar for 2022

Washtenaw County Historic District Commission Staff Report

November 4, 2021

Wilde-Frey Centennial Farm

- o The Washtenaw County Board of Commissioners appointed a Study Committee to evaluate the Wilde-Frey Farm at their October 20th meeting. Scio Township submitted a contract to the County the next day. As soon as Scio Township has hired a consultant help complete the survey and study committee reports, the study committee will start the survey process.

Thornoaks

- o 4071 Thornoaks Drive tabled COA application: The applicants have withdrawn the application. They are currently interviewing roofing companies familiar with flat roofs to find a solution in line with historic district requirements.

Certified Local Government Program

- o Milan Survey Washtenaw County has been awarded a Community Partnership program to complete a survey of downtown Milan. This program will involve SHPO staff, Washtenaw County staff, and the Milan Local Historic Study Committee. The survey will take place in mid-November. If you are interested in attending the survey, let staff know. All are welcome.
- o CLG Grant Application FY2022: Washtenaw County has submitted a 2022 CLG grant application with Dexter Area Historical Society to install a geothermal system at Gordon Hall. The application is for a portion of the cost. Dexter Area Historical Society will cover the remaining cost.

Washtenaw County Updates

- Hybrid Meetings: The Washtenaw County Board of Commissioners is considering the best way to hold hybrid commission meetings in 2022. In-person meetings will recommence in January 2022 with a hybrid option for commissioners and attendees. I have notified OCED leadership that not all HDC commissioners are comfortable in-person and we will need a hybrid option to move forward with meetings in January. In-person meetings will commence in the large conference room at 415 W. Michigan Avenue, on the second story, as they did before the pandemic. Equipment to run a hybrid meeting will be installed in that room. Please reach out to staff with comments and concerns.
- Calendar for 2022: Staff has put together a draft calendar for 2022 HDC meetings. The calendar indicates the meetings will be in hybrid format.
- HDC opening: The HDC has one opening for 2022, if you know anyone who may be interested in sitting on the commission, please let staff know.

Respectfully submitted,

Melinda Schmidt, Historic Preservation Specialist

Office of Community & Economic Development

Contact at schmidt@washtenaw.org or (734) 544-2954

**Washtenaw County Historic District Commission
Meeting Minutes**

DATE:	Thursday, October 7, 2021
TIME:	5:30 pm-7:00 p.m.
PLACE:	Virtual Zoom Meeting

Call to Order

Chair Ralph called the Washtenaw County Historic District Commission meeting to order at 5:44 PM.

Roll Call

- **Commissioners present:** Peter Kelley attending from Ann Arbor, Washtenaw County; Alice Ralph attending from Ann Arbor, Washtenaw County, MI; Alec Jerome attending from Dearborn, Wayne County, MI; Olivia Davidson attending from Ypsilanti Township, Washtenaw County, MI; Blake Swihart attending from Ann Arbor, Washtenaw County, MI; James Mann attending from Ypsilanti Township, Washtenaw County, MI; Aprille McKay attending from Ann Arbor, Washtenaw County, MI
- **Commissioners absent:** Katie Remensnyder, Patti Smith
- **Staff:** Melinda Schmidt, Nathan Voght
- **Public:** Sara Al-Rawi

Approval of the Agenda of the Current Meeting:

Chair Ralph motioned to approve the agenda of October 7, 2021 Historic District Commission meeting. Vice Chair Jerome seconded the motion. The agenda was unanimously approved.

Approval of the Minutes of Previous Meeting: September 2, 2021:

James Mann requested his name be added to the commissioners present at the September meeting. Chair Ralph motioned to approve the September 2, 2021 meeting minutes as amended. Commissioner Kelley seconded the motion. The motion passed unanimously.

Business and Reports: Staff Report

COA Application for 4071 Thornoaks Drive: Staff reviewed the application to add a 12-inch overhang to the roof at 4071 Thornoaks Drive. Staff also reviewed the addendum submitted earlier in the week for an alternative plan, which included a 12-inch overhang on three elevations and a 20-inch fascia on the front facade. Staff noted an application for a 1/12-slope roof replacement had already been given administrative approval. The presented application and alternative would be installed in conjunction with the 1/12 slope roof already approved. Staff also showed the commission a drip edge fascia vent system that may be a possible alternative to propose to the builder.

Commissioner discussion: Chair Ralph commented that the Secretary of the Interior's Standards for Rehabilitation require the roof be replaced in-kind (Standard #5). The proposed application would add an overhang or a false front, neither of which are there now. Commissioners discussed if any overhang is present on the garage or any part of the house. There is no overhang on the garage or the house.

Commissioner Ralph asked what pitch is necessary for an effective ridge vent. She discussed how a fascia vent works differently from a ridge vent. Commissioner Swihart asked if a flat roof with fascia venting would be more effective. Commissioner Jerome agreed it would be more effective. Commissioner Ralph commented that the current roof is flat with a fascia. A fascia ventilation system would be in character with the current roof.

Commissioner Jerome asked why the contractor had not considered drip edge fascia ventilation. Applicant Ms. Al-Rawi replied the contractor said the roof would meet code without the overhang, because the ventilation system he has proposed requires an overhang. A ventilation system is necessary to keep the wood from rotting. The contractor asserts

the overhang is necessary to be up to code. Ms. Al-Rawi said the submitted plans in the application had been approved by Ann Arbor Township and the insurance company. Staff will follow up with Ann Arbor Township to clarify.

Commissioner Ralph stated there are appropriate ways to drain and ventilate flat roofs. Commissioner Jerome reminded the commission new features shall match the old in design and materials when possible. He asked if other roofers had been considered for the job. Ms. Al-Rawi replied that New Roof provided a better quality of work than the other bidders.

Commissioners discussed the appropriateness of the overhang and false front proposals. Commissioners agreed neither proposal follows the Secretary of the Interior's Standards, and that the new roof should be in-kind, without an overhang.

Commissioners discussed possible alternatives to present to the contractor, including fascia venting, which would be installed in a similar configuration with the current roof. The current roof has a fascia. Fascia venting would add a slight depth of about 1.5 inches. This would be consistent with the current features of the house.

Commissioner Jerome asked staff to discuss compliance with Ann Arbor Township, and to ask the contractor to explain why the proposed alternatives will not suit the site or fulfill compliance with Township codes. Jerome asked to table the application until more information is available.

Staff suggested the HDC schedule a special meeting to discuss the tabled application. Staff suggested the following Thursday, October 14 at 5:30pm, pending more information from the Township and contractor. Ms. Al-Rawi expressed disappointment that no decision was reached, because the water is infiltrating the house through the damaged roof and has even reached the basement. She expressed the urgency of the situation. Commissioners agreed the situation is urgent, and will work to find a solution as fast as possible.

Commissioner Kelley moved to table the 4071 COA Application for a 12-inch roof overhang until more information is available from Ann Arbor Township and the contractor; and schedule a special meeting on October 14 at 5:30 pm to discuss the application, pending sufficient information from the contractor and the township. Commissioner McKay seconded the motion. The motion passed unanimously.

Adjournment: Chair Ralph motioned to adjourn the meeting at 6:27 pm. Commissioner Swihart seconded the motion. The motion was passed unanimously.

The next regularly-scheduled HDC meeting is scheduled for November 7, 2021 at 5:30 p.m. via Virtual Zoom Meeting
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OFFICE OF COMMUNITY &
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Washtenaw County Historic District Commission

Public Meeting Posting

The Washtenaw County Historic District Commission will hold its **2022** meetings on

Thursday, January 6

Thursday, March 3

Thursday, May 5

Thursday, June 2

Thursday, July 7

Thursday, August 4

Thursday, September 1

Thursday, October 6

Thursday, November 3

at

5:30pm

HYBRID FORMAT

Washtenaw County Eastern County Government Center

Office of Community & Economic Development

2nd Floor – Main Stage Conference Room

415 W. Michigan Avenue

Ypsilanti, Michigan 48197

and

Online via Zoom

Link will be included on meeting agenda

Subsequent meeting dates will be publicly posted.

For further information contact:

Melinda Schmidt

schmidt@washtenaw.org

734-544-2954

Meeting packets will be posted online at: <http://www.washtenaw.org/agendacenter>

The County of Washtenaw will provide the necessary auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seven (7) days notice to the county of Washtenaw. Individuals with disabilities requiring auxiliary aids or services should

contact the County of Washtenaw by writing or calling the following:

Human Resources

220 North Main Street; P.O. Box 8645;

Ann Arbor, Michigan 48107-8645.

Phone (734) 222.6800, TDD (734) 994.1733