



# WASHTENAW COUNTY HISTORIC DISTRICT COMMISSION

[www.washtenaw.org/preservation](http://www.washtenaw.org/preservation)

## MEETING AGENDA

**DATE:** Thursday, May 4, 2023

**TIME:** 5:30 pm – 7:00pm

**PLACE:** Washtenaw County Eastern Government Center, Second Floor Main Stage Conference Room, 415 W. Michigan Avenue, Ypsilanti

**Call to Order–** Chair

**Roll Call –** Secretary

**Approval of the Agenda of the Current Meeting –** Chair

**Approval of the Minutes of Previous Meeting: March 2, 2023–** Chair

**Citizen Participation and Commissioner follow-up –** Chair

**Application Reviews**

- Jarvis Stone School

**Business and Staff Reports**

- **Staff Report:**
  - o Local Historic District Updates
    - o Wild-Frey Farm
    - o Thornoaks
  - o Certified Local Government Program
  - o Washtenaw County Updates

**Treasurer Report**

**Items for Discussion**

- o Commissioner Updates

**Adjournment**

*Next Meeting: June 1, 2023, Washtenaw County Eastern Government Center, Second Floor Main Stage Conference Room, 415 W. Michigan Avenue, Ypsilanti*

### **Attachments:**

Staff Report

Minutes of the March 2, 2023 meeting

Jarvis Stone School COA Application

**Washtenaw County Historic District Commission  
Meeting Minutes**

|              |                                                                                           |
|--------------|-------------------------------------------------------------------------------------------|
| <b>DATE:</b> | <b>Thursday, March 2, 2023</b>                                                            |
| <b>TIME:</b> | 5:30 pm-7:00pm                                                                            |
| <b>PLACE</b> | Washtenaw County Eastern Government Center<br>415 W. Michigan Avenue, Ypsilanti, MI 48197 |

**Call to Order**

- Chair Ralph called the Washtenaw County Historic District Commission meeting to order at 5:38 PM
- Staff conducted roll call:
  - o **Commissioners present:** Kim Clarke, Olivia Davidson, Alice Ralph, Katie Remensnyder, James Mann, Anne Stevenson, Peter Kelley
  - o **Commissioners absent:** Alec Jerome
  - o **Staff present:** Melinda Schmidt

**Approval of the Agenda of the Current Meeting:**

Chair Ralph moved the approval the agenda for the March 2, 2023 Historic District Commission meeting. With no changes, agenda was unanimously approved.

**Approval of the Minutes of Previous Meetings: November 3, 2022:**

Chair Ralph moved to approve the November 3, 2022 minutes and January 5, 2023 minutes. With no discussion, the minutes were approved unanimously.

**Swearing in of New Commissioner:** Commissioner Stevenson was sworn in by notary Karen Newman.

**Application Reviews:**

4101 Thornoaks Drive: Staff introduced the application. Residents of 4101 Thornoaks Drive would like to replace three windows. This work would take place along with the construction of the addition. The addition was approved by the HDC at the January meeting. Staff showed pictures of the current windows and the proposed windows, clarifying that the window trim would be painted to match the current windows. The proposed windows are the same kind of windows as those on the addition.

Commissioner Clarke made the following motion: *"to approve the Certificate of Appropriateness application for new windows at 4101 Thornoaks Drive, as submitted with plans, specifications, and pictures, which includes the replacement of two windows on the front facade and one on the rear elevation with Windsor Pinnacle Clad Picture Windows with an aluminum clad exterior and wood interior and Bronze finishing to match the window exterior colors on the rest of the house. HDC approval for this work is based on the Secretary of the Interior's Standards for Rehabilitation 6."*

Standard 6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

Commissioner Mann seconded the motion. With no further discussion, Chair Ralph moved to a vote. The motion was unanimously approved.

**2023 HDC elections for Chair, Vice Chair, and Secretary:** Chair Ralph opened the floor for nominations for leadership. After some discussion, Chair Ralph nominated the following slate:

Chair: Alice Ralph

Vice Chair: Alec Jerome

Secretary: Kim Clarke

Commissioner Davidson motioned to vote on the proposed slate. Commissioner Remensnyder seconded the motion. The slate passed as presented.

#### **Business and Staff Reports:**

**Wild-Frey Farm:** The Wild-Frey Farm Survey Report is complete has been provided to the Commission. Staff reviewed the report. The Study Committee will meet mid-March to discuss the draft Study Committee Report.

**Thornoaks:** The property owners at 4071 submitted an appeal of the September 23, 2022 Historic Preservation Review Board decision upholding the February 2022 HDC decision regarding replacement siding to the circuit court. The State Historic Preservation Review Board submitted a Motion to Dismiss. All briefs have been filed and are pending before the Court.

**2022 Local Historic District Report draft:** The 2022 Local Historic District Audit was submitted to the Board of Commissioners.

**Certified Local Government Program:** The National Alliance of Preservation Commissions (NAPC) Commission Assistance and Mentoring Program (CAMP) virtual workshop will be held the evenings of April 13 and April 20 and will be available even if you can only join for part of the workshop. Please seriously consider attending this workshop, NAPC brings a wealth of experience and knowledge to commissions across the country. Mid-Century architecture and alternative materials are both going to be addressed during the program. These workshops are specifically for historic district commissions. Let staff know if you can attend. Staff will send out sign up links as they are available.

**Washtenaw County Updates:** The July 6th HDC meeting will tentatively be held at Gordon Hall. After the meeting, Dexter Area Historical Society will give a short tour of the house and all the work that has been done over the past few years.

**Adjournment:** Since there was no further discussion, Chair Ralph adjourned the meeting at 6:08.

*The next HDC meeting is scheduled for Thursday, May 4, 2023- Washtenaw County Eastern Government Center, 415 W. Michigan Avenue, Ypsilanti MI 48198*

# Washtenaw County Historic District Commission Staff Report

## May 4, 2023

### Local Historic Districts

- **Wild-Frey Farm:** The Wild-Frey Farm Survey Report has been posted for public comment and submitted to consulting parties. The Wild-Frey Farm Study Committee Report Public Meeting will take place Tuesday, May 30<sup>th</sup> at Scio Township Hall from 6-7:30pm. At the meeting, I will introduce the study committee, present on the history of the farm, the designation process, the recommendation to designate, the role of the WCHDC, and what designation means for the property. There will be time for questions and comments. If you would like to help with the presentation, let me know. All are welcome to attend. This is a good opportunity for the general public to meet members of the HDC.
- **Thornoaks:** The property owners at 4071 have asked to change the texture of the siding approved by the commission last February. They have submitted specifications and photos detailing the change, but have not submitted an official application. Staff will review the submitted materials with the commission.

### Certified Local Government Program

SHPO requested several clarifications regarding the application for grant funding submitted with Northfield Township Historical Society. Staff submitted the needed items. Grant awards will be announced in the coming weeks.

### Washtenaw County Updates

- The County is in process of interviewing candidates for the Office of Community and Economic Development Director position. Let staff know if you have any questions.
- The July 6<sup>th</sup> HDC meeting will tentatively be held at Gordon Hall. After the meeting, Dexter Area Historical Society will give a short tour of the house and all the work that has been done over the past few years.
- MHPN has an archive of training and informational presentations from the past few years. If you would like to find a video about a certain topic, reach out to staff. You can find a list of the recordings here: <https://www.mhpn.org/workshop-recordings/>

### Commissioner Project Ideas and Updates:

Please come prepared with any project ideas you would like to share with the Commission.

Respectfully submitted,

Melinda Schmidt  
Historic Preservation Specialist  
Washtenaw County Office of Community & Economic Development  
[schmidt@washtenaw.org](mailto:schmidt@washtenaw.org)

## COA Application Review Packet

**Historic District**

Jarvis Stone School

**Address of Property**

7991 N. Territorial Road, Plymouth, MI



**Summary of proposed work:**

Install a patio behind the schoolhouse near the green shed. The patio will feature a State of Michigan Historical Marker, flagpole, bell tower, stone benches, and brick pavers.

The Michigan Historical Marker will be a traditional large green and gold marker.

The brick pavers will be Holland Brick.

The benches will be Blarney Wall stone with a cap.

The Flagpole will be 30 ft. x 4 in. x .125 in. Aluminum External Halyard Flagpole

The Bell tower will be wood with cedar shake shingles. It will be a replica of the one on the school in the 1800's.

See attached plans for layout of the patio and blueprint for the bell tower.

**Attachments:**

Picture of proposed site

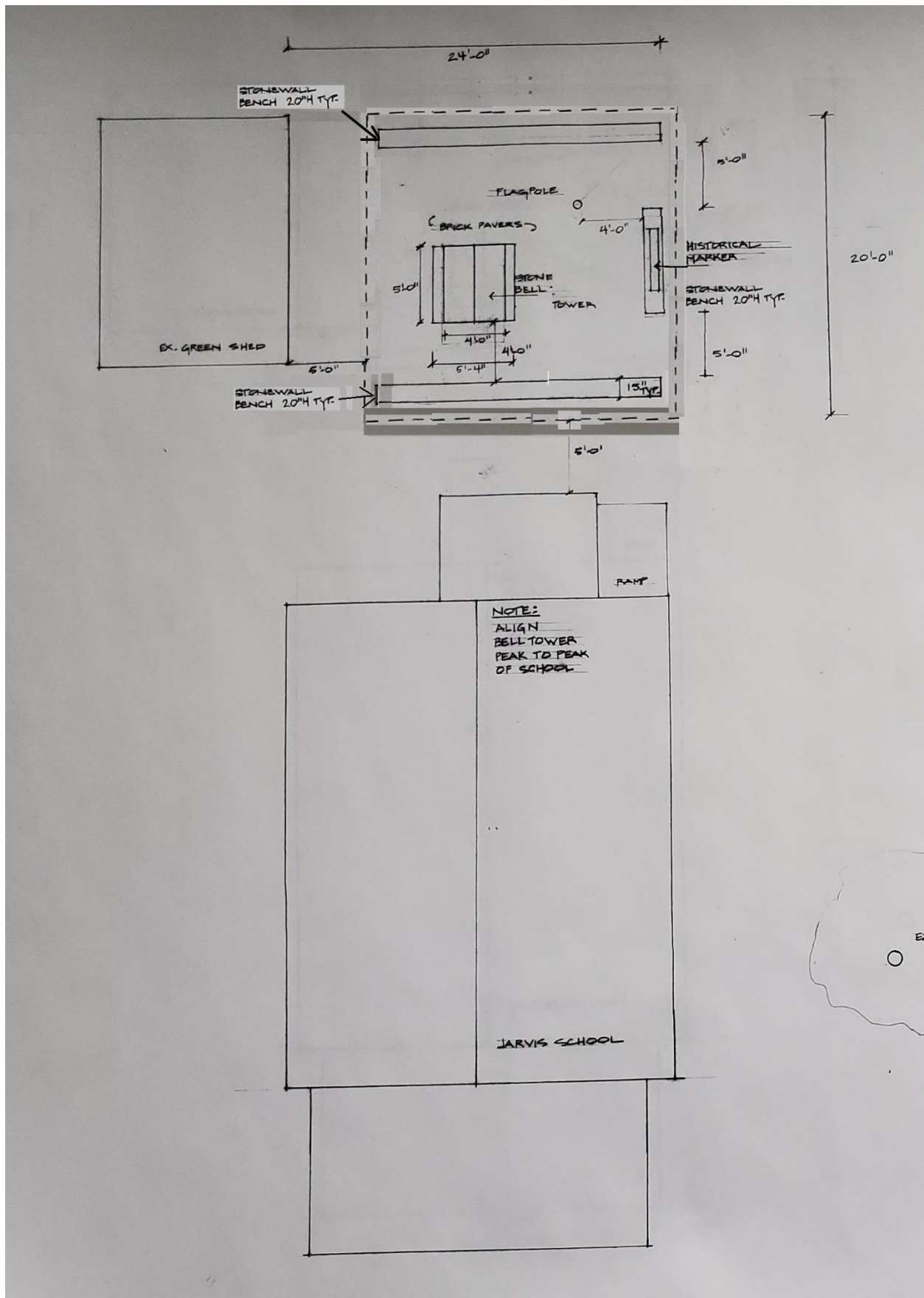
Project plan

Bell tower plan

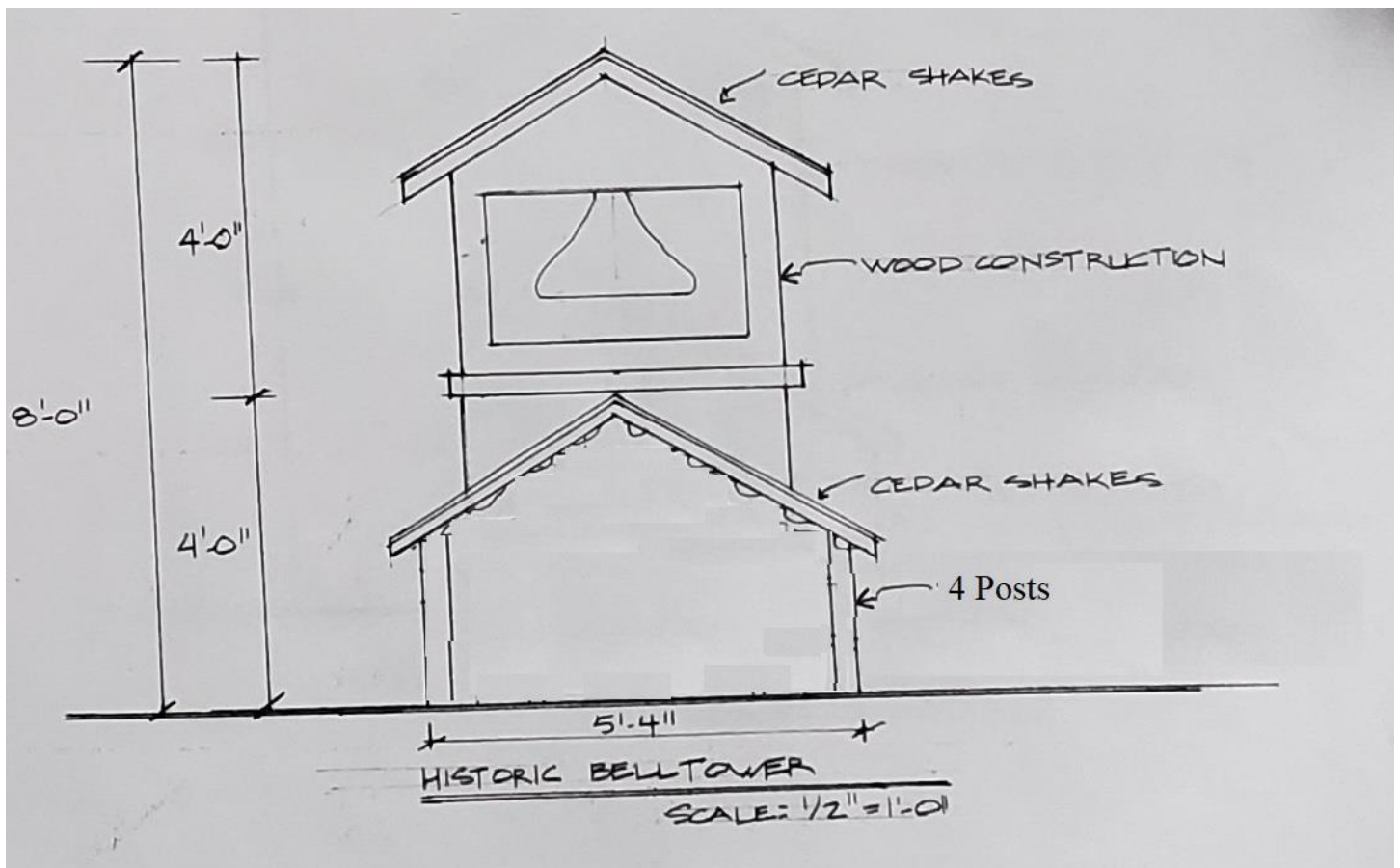
Pictures of proposed materials



Proposed project site; located behind Jarvis Stone School next to the green shed. View facing southwest



Proposed project site plan



Proposed Bell Tower Plan



Historic Bell Tower



Blarney Stone



Holland Brick Pavers



Flag pole example