

**Washtenaw County Historic District Commission
Meeting Minutes**

DATE:	Thursday, November 6, 2025
TIME:	5:30 pm-7:00pm
PLACE	Eastern County Government Center Office of Community & Economic Development- 2 nd floor 415 W. Michigan Ave, Ypsilanti, MI

Call to Order

- Chair Ralph called the Washtenaw County Historic District Commission meeting to order at 5:32 PM

Roll Call

- Secretary Smith conducted roll call:
 - **Commissioners present:** Clarke, Stevenson, Ralph, Remensnyder, Oehrli, Rapley, Covington
 - **Commissioners absent with notice:** Jerome
 - **Staff present:** Joe Frost

Approval of the Agenda of the Current Meeting:

Chair Ralph asked if there were any corrections to the agenda. There were none. Commissioner Oehrli moved to approve the agenda. Commissioner Covington seconded the motion. The motion passed unanimously.

Approval of the Minutes of Previous Meeting: July 10, 2025:

Chair Ralph asked if there were any corrections to the minutes. There were none. Commissioner Stevenson moved to approve the minutes. Commissioner Clarke seconded the motion. The motion passed unanimously.

Citizen Participation: none

Commissioner follow-up to citizen participation: none

Treasurer Report: Commissioner Dena approved \$2,650.

Business:

- a. 2026 Historic District Commission meeting calendar

Commissioner Clarke moved that the WCHDC adopt the 2026 calendar as presented. Commissioner Rapley seconded the motion. The motion passed unanimously.

- b. Resolution to allocate HDC funding for historical markers

Commission discussed the need to replace signs. Commissioner Covington suggested we look at some minority owned suppliers. Commission looks forward to selecting vendors based on quotes at the January meeting.

Commissioner Oehrli moved that the WCHDC adopt the Resolution to allocate HDC funding for historical markers. Commissioner Clarke seconded the motion. The motion passed unanimously.

c. Resolution to establish study committee for a potential Local Historic District at Woodlawn Cemetery

Commission discussed the who owns the property, and best timing for historic designation. The office of Racial Equity has \$13,000 to hire a consultant to assist with study committee. The Woodlawn Cemetery project has been community based.

Commissioner Rapley moved that the WCHDC adopt the Resolution to establish study committee for a potential Local Historic District at Woodlawn Cemetery as presented. Commissioner Stevenson seconded the motion. The motion passed. (one abstention – Commissioner Covington)

d. Request for Local Historic District consideration – 1575 Earhart

Staff provided a brief overview of the request received from the owner of 1575 Earhart to begin the local historic district study committee process. Staff shared with commission the owner's timeline to sale, and concerns regarding timing of study committee and how it aligns with the owner's intent to sell. Discussed MHPN easements as a potential quicker solution to preserve the property. Staff intends to visit the property in December and will follow up with owner. No action was taken.

e. Smithsonian Rural Engagement Program – Awareness and Discussion

Chair Ralph attended the Smithsonian event to describe a new program for rural engagement. Chair Ralph provided a brief overview of the program. No action was taken.

Subcommittee Updates:

- A. Heritage Tourism – spearheading the signage work. Dena, Debbie, Kim, Anne, Alec
 - a. Committee provided a brief update, and plan to meeting in February.
- B. Designation/Resource Support – Katie, Ann, Micala
 - a. Committee provided a brief update. The committee is working on a database to conduct some targeted outreach. Committee plans to meet after the 1st of the year.

Staff Report

Staff Joe Frost updated the Commission on the following items:

- Local Historic Districts Updates
- Programming and Promotional Updates
- Historic Markers Updates
- CLG Updates
- Grant Updates
- Legislation Updates
- Washtenaw County Updates
- Items for Consideration of Adoption or Approval by Commission

- o (Item for approval)

Adjournment: Commissioner Anne motioned to adjourn the meeting at 7:00pm. Commissioner Katie seconded the motion. The motion was passed unanimously.

The next HDC meeting is scheduled for January 8, 2026 at 5:30 p.m. at Eastern County Government Center Office of Community & Economic Development 2nd floor 415 W. Michigan Ave, Ypsilanti, MI