

**MEETING MINUTES
CITY OF FARMINGTON HILLS
HISTORIC DISTRICT COMMISSION
OCTOBER 11, 2017**

CALLED MEETING TO ORDER: CHAIRMAN KLEMMER 7:30 p.m.

MEMBERS PRESENT: Ken Klemmer, Steve Olson, Bryan Brincat, Gania Kandalajt, Paul Sewick

MEMBERS ABSENT: Joan Barber, Michael Hegarty

OTHERS PRESENT: Angeline Lawrence, HDC Liaison

APPROVAL OF AGENDA:

**MOTION BY: KANDALAJT
SUPPORT BY: OLSON**

TO APPROVE THE AGENDA OF OCTOBER 11, 2017, AS SUBMITTED.

MOTION CARRIED: 5-0-0

NEW BUSINESS:

A. Review of Application for Certificates of Appropriateness: 17-4 HD #202 Boorn Halsted House.

Mrs. Donna Smolinski, the homeowner, provided background on the house and the proposed replacement of two windows. She stated that other windows were replaced in 2005 and 2015, which were approved by the Historic District Commission. The proposed windows are to match the manufacturer (Pella) series previously approved. The project is set in the addition of the 1827 house. Existing windows are having issues fogging up and closing properly, although only the wood in the trim is rotting.

Commissioners inquired about the condition of the existing windows and what type of windows is going to be purchased for the replacement. The wood of the windows are in pretty good shape, but, as previously stated, there are issues with the function of the windows and trim. The windows will be aluminum clad wood windows.

Motion to approve the Certificate of Appropriateness to replace the two windows per the submitted plans shown in accordance to the Secretary of the Interior's Standards for Rehabilitation #2 and #5.

**MOTION BY: OLSON
SUPPORT BY: BRINCAT**

TO APPROVE THE CERTIFICATE OF APPROPRIATENESS AS SUBMITTED.

MOTION CARRIED: 5-0-0

B. 2017 Boards and commissions ordinance requirements

Staff Liaison Lawrence provided the commissioners an overview of the revised requirements for the Farmington Hills Boards and Commissions. A summary and a copy of the new ordinance were distributed, as well as a draft of the by-laws.

Commissioner Olson expressed disapproval over city setting limits and controlling how commissions operate. Olson questioned setting limits on serving terms and the amount of commissioners that are required. Commission needs clarification about associate and alternate members, such as, whether they are required to have these members, how much notice they need before attending a meeting, and if they have to attend all meetings. Staff Liaison Lawrence will get clarification. Commission reviewed and discussed the By-Laws draft. The Historic District Commission currently has By-Laws and question whether any information need to change in order to follow the new draft. Some information is similar in both documents.

Since the HDC has already established their By-Laws, Staff Liaison Lawrence will check whether the Commission can keep their current by-laws according to Division 10 in the ordinance.

POINTS OF INTEREST/UPDATES:

UPDATE OF COMMITTEE FINDINGS PRELIMINARY REPORT FOR HD #314 HISTORIC MARKER NARRATIVE:

Commissioner Sewick distributed research compiled for the house. Chair Klemmer distributed a draft of a narrative to include to the proposed historic marker. Klemmer will verify how many characters are allowed on signage. Commissioner Olson questions whether there are enough Victorian features on the house to call it a Victorian or call it a "Vernacular Farmhouse" style. Commission discussed history of building ownership and the current ownership of property not being a private single homeowner, but a company. The study committee will finalize the text for the next meeting. Klemmer suggests sending the owner a draft of the text as a courtesy.

UPDATE ON WOODEN WINDOW WORKSHOP:

Staff Liaison Lawrence provided information regarding the event. The workshop partnered with Jim Turner, Michigan Historic Preservation Network, and Preservation Farmington. Chair Klemmer gave an overview of the event. Surveys were distributed after event. Surveys came back with positive remarks and suggestions for future events, such as workshops covering roofing, plaster work and weatherization.

UPDATE ON EXISTING HISTORIC MARKERS:

The Department of Public Works received the new sign in August. Staff Liaison Lawrence will verify the installation of the signs.

UPDATE ON HD#311 JOHN GLICK HOME AND POTTERY PLAQUE:

Commissioner Olson will draft language for plaque. Staff Liaison Lawrence is to confirm name of signs purchased. Commission discussed whether it is possible to get a bigger sign to include more history of home and pottery.

CORRESPONDENCE:

Correspondence provided and distributed.

PUBLIC COMMENT:

No public comments.

COMMISSIONER COMMENTS:

Commissioner Brincat checked the new stamped walks at the intersection of Drake Road and 12 Mile Road. He expressed that he is pleased with the results of the stamped concrete.

Commissioner Brincat visited HD#510 Frank Steele House. Mr. Bohme, the owner, replaced the deteriorated garage roof. Brincat was informed that a city inspector visited the site and wanted a header at the garage window installed. This meant that the original window had to be destroyed in order to accommodate current code. The commission agreed the HDC should have advised on this matter before the homeowner proceeded to change the original window. Chairperson Klemmer offered to draft a letter to the building department about the issue to prevent future similar events from happening.

Commissioner Olson had his house's historic marker taken down due to the construction on site. The sign is in storage and needs a new location proposed. Staff Liaison Lawrence is to check what clearance is required on site from the driveway and Right of Way. Olson proposed to place a stake where he plans to install the marker to help the Department of Public Works reinstall the marker.

Olson also mentioned that the brick in the sidewalk does not match brick found at other sidewalk locations. After the brick was 80% installed running lengthwise, the brick was removed and rotated to match the stamped brick in the walk across the street. Commissioner Olson proposed to have the HDC consult on future installments of brick.

APPROVAL OF MINUTES:

Minutes of July 12, 2017 Commission Meeting were reviewed.

Motion made to approve the Minutes of the July 12, 2017 Historic District Commission.

MOTION BY: KANDAL AFT

SUPPORTED BY: BRINCAT

TO APPROVE THE MINUTES AS SUBMITTED WITH MINOR CHANGE (TYPO).

MOTION CARRIED: 5-0-0

ADJOURNMENT:

Chairperson Klemmer adjourned the meeting at 8:48 p.m.

KEN KLEMMER – CHAIR

/kk/al/gk