

**MEETING MINUTES
CITY OF FARMINGTON HILLS
HISTORIC DISTRICT COMMISSION
ELECTRONIC MEETING
(As authorized under the Open Meetings Act, MCL 15.261, *ET SEQ*, AS AMENDED)
ZOOM 97671412975
JANUARY 13, 2021**

CALLED MEETING TO ORDER: CHAIRMAN KEN KLEMMER 7:31 PM

MEMBERS PRESENT: Ken Klemmer, Farmington Hills, Michigan
Lisa Martin, Farmington Hills, Michigan
John Trafelet, Farmington Hills, Michigan
Steve Olson, Farmington Hills, Michigan
Jim Paulson, Farmington Hills, Michigan
William White, Farmington Hills, Michigan

MEMBERS ABSENT: Bryan Brincat

OTHERS PRESENT: Angeline Lawrence, City of Farmington Hills, HDC Liaison
Farmington Hills, Michigan
Colleen Pilgrim (public), 26135 Holly Hills, Farmington Hills, Michigan

APPROVAL OF AGENDA:

MOTION by White, support by Trafelet, to approve the agenda as published.

Roll Call Vote:

Yeas: KLEMMER, MARTIN, TRAFELET, OLSON, PAULSON, WHITE

Nays: NONE

Abstentions: NONE

MOTION CARRIED: 6-0.

NEW BUSINESS:

a. Annual Report

2019 Annual Report was reviewed with respect to meeting previously submitted
Goals/Objectives:

Conduct a workshop on obtaining a Certificate of Appropriateness and building permits.
Not conducted due to COVID.

Collaborate with groups such as the Historical Commission and Preservation Farmington to promote awareness of historic preservation in the area.

Cemetery (see below) and Oral History project on hold. Preliminary contact and research accomplished regarding Oral History project. COVID limitations.

Complete reconnaissance survey, according to state guidelines, and identify historic resources for designation by April 23, 2019.

Survey completed, follow up needed

Video recording of historic properties prior to disposition, renovation, and demolition, such as HD#7 David Simmons House.

HD #7 completed. Follow up regarding former Sarah Fisher Site in immediate process (1/2021).

Maintain the integrity of the West Cemetery and Utley Cemetery Historic Districts by using the appropriate method of replacing and installing fencing around the sites. West Cemetery was completed in the fall of 2019 and Utley Cemetery was slated for 2020.

Utley Cemetery – fencing completed.

Other Accomplishments:

- Significant progress was made on 10/3/20 in the cleaning process for the West Cemetery with the help of Boy Scout volunteers.
- Assisted with historic preservation issues associated with the Sarah Fisher process. Related matters have been forwarded to the Farmington Hills Planning Commission. Approximately 75 gravestones were cleaned.

2020 Annual Report:

Not yet completed, but will be done by deadline and approved, as appropriate, prior to deadline. Staff Liaison Lawrence to complete majority of report for Commission approval at scheduled February 10, 2021 meeting. Following is Commission input.

Goals:

- Follow up on historic resource survey to be completed
- Training will be scheduled as permitted by COVID
- Meetings to be held on a monthly basis, whether in person or electronically, as permitted.
- Oral History project to move forward as allowed by COVID related issues.
- West Cemetery – continue clean up with input and clarification from the Department of Public Works on landscape guidelines.
- Completion of video and documentation regarding Sarah Fisher property.

Subcommittee to be established at February meeting regarding Sarah Fisher goal. Preliminary candidates include Chairperson Klemmer to deal with video, photos, and language regarding

architectural attributes; and Commissioner Martin to deal with recording of pertinent information and documentation. Committee will review provide written and expanded documentation to replace existing Blue Book description with updated photos.

b. Historic Marker Cost Increase

Previous cost of a 33 x 43 marker was \$2,210, with HDC paying \$1,610 and homeowner paying \$600. Current cost is \$2,415.

MOTION by White, support by Trafelet, to increase homeowners cost by \$100 with balance paid by HDC, essentially splitting the cost increase.

Roll Call Vote:

Yeas: KLEMMER, MARTIN, TRAFELET, OLSON, PAULSON, WHITE

Nays: NONE

Abstentions: NONE

MOTION CARRIED: 6-0.

POINTS OF INTEREST/UPDATES:

Sarah Fisher Property

Staff Liaison Lawrence will check on status of roof repair.
Final permit approval not yet issued.

Other:

- Establishment of Sarah Fisher Blue Book subcommittee to be added to February agenda.
- Spicer House repair subcommittee to be added to February agenda.
- Request for RFP for additional cemetery cleaning to be added to February agenda.

CORRESPONDENCE:

None

PUBLIC COMMENT:

None.

COMMISSIONER'S COMMENTS:

Sarah Fisher PUD to be presented to Planning Commission at January 21, 2021 meeting.

APPROVAL OF 8/12/2020 MINUTES

MOTION by Paulson, support by Trafelet, to approve the August 12, 2020 meeting minutes as submitted.

Roll Call Vote:

Yeas: Klemmer, Martin, Trafelet, Paulson,
Nays: None
Abstentions: White, Olson (not in attendance at 8/12/20 meeting)

MOTION CARRIED: 4-0-2

APPROVAL OF 9/23/2020 MINUTES

MOTION by White, support by Trafelet, to approve the September 23, 2020 meeting minutes as submitted.

Roll Call Vote:

Yeas: KLEMMER, PAULSON, MARTIN, TRAFELET , OLSON, WHITE
Nays: NONE
Abstentions: NONE

MOTION CARRIED: 6-0

ADJOURNMENT:

Meeting adjourned at 8:40 PM by Chairman Klemmer