

**CITY OF PONTIAC
HISTORIC DISTRICT COMMISSION
MINUTES
FEBRUARY 13, 2018**

CALL TO ORDER:

Chairman Rick David called the meeting to order at 6:10 PM on February 13, 2018 in the Lion's Den, Pontiac City Hall, 47450 Woodward Avenue, Pontiac, MI.

ROLL CALL:

Interim City Planner Arthur Mullen took the roll call:

Present: Mr. Ken Burch, Ms. Linda Porter, Ms. Kathie Henk, Co-Chair Robert Karazim, and Chairman Rick David.

Absent: None

COMMUNICATION:

Mr. Mullen presented information that the City of Pontiac has received email correspondence from Senior Planner Alexandria Huff of Oakland County Economic Development and Community Affairs that members of her department have been meeting with representatives from the Michigan Historic Preservation Network regarding a preservation trades program in Pontiac, targeting the Modern Housing Historic District. On behalf of the HDC, Mr. Mullen indicated that the City and the HDC would be interested in participating in this program.

MINUTES FOR REVIEW:

October 10, 2017

Motion by Commissioner Henk to Approve the Minutes; Support by Commissioner Porter; and passed unanimously.

January 9, 2018

Motion by Commissioner Henk to Approve the Minutes; Support by Commissioner Karazim; and passed unanimously.

HISTORIC DISTRICT REVIEW

Case PF 18-01 – One Lafayette Street

Mr. Mullen presented the staff preservation review report to the Commission with the recommendation for approval of the Certificate of Appropriateness with the condition that the Applicant provide the Building Official with evidence that the awning anchors would not impact the historical features of the building.

The Applicant's representative stated he had nothing further to add.

The Commission members briefly deliberated.

Motion by Commissioner Karazim to approve the Certificate of Appropriateness to install a new awning sign with the single condition that the sign installer provide sufficient evidence to the Building Official

that the mounting brackets will not damage any exterior building features; Support by Commissioner Henk; and passed unanimously.

PF 18-02 – 111 Oneida Street

Mr. Mullen presented the staff preservation review report to the Commission with the recommendation for the approval of the Certificate of Appropriateness on the condition that the Applicant provide the Pontiac Planning Division with samples of all new materials and samples of all paint and mortar colors for administrative approval prior to construction.

The Applicant's representatives briefly presented additional information about the scope of the project and their redevelopment efforts.

The Commission members briefly deliberated.

Motion by Commissioner Karazim to approve the Certificate of Appropriateness to rehabilitate the Casa del Ray Apartments to the U.S. Secretary of the Interior's Standards for Rehabilitation with the condition that the Applicant provide the Pontiac Planning Division with samples of all new materials and samples of all paint and mortar colors for administrative approval prior to construction; Support by Commissioner Henk; and passed unanimously.

PF 18-03 – 46 North Glenwood Avenue

Mr. Mullen presented the staff preservation review report with the recommendation that the Commission deny the request for Certificate of Appropriateness to replace two windows on one of the home's three primary facades that face North Glenwood Avenue. Because of the unique placement of the home on the diamond shaped parcel, Mr. Mullen has interpreted the Commission's window policy that the three elevations facing North Glenwood Avenue and Oliver Street are all primary facades. Per the Historic District Commission's policy relative window replacement, original windows on the primary façade are to be retained.

No representatives from Pella Windows or the homeowner were present for this request.

The Commission members briefly deliberated.

Motion by Commissioner Karazim to deny the Certificate of Appropriateness for the replacement of two windows on the North Glenwood Avenues elevation due to the non-compliance with the City's Historic District Commission review standards and the Commission's policy against installing replacement windows on any of the house's primary elevations; Support by Commissioner Henk; and passed unanimously.

PF 18-04 – 142 Ottawa Drive

Mr. Mullen presented the staff preservation review report with the recommendation that the Commission deny the request for Certificate of Appropriateness to replace all twenty nine (29) windows at this home. Per the Historic District Commission's policy relative window replacement, original windows on the primary façade are to be retained. No information regarding their condition was presented to indicate that the windows are in such poor condition that they cannot be preserved and that they require replacement.

No representatives of the home remodeling company or the homeowners were present for this request.

The Commission members briefly deliberated.

Motion by Commissioner Henk to deny the Certificate of Appropriateness for the replacement of twenty nine (29) windows due to the non-compliance with the City's Historic District Commission review standards and the Commission's policy against installing replacement windows the house's primary elevation; Support by Commissioner Karazim; and passed unanimously.

NEW BUSINESS:

Preservation Primer

Mr. Mullen distributed a Preservation Primer that he prepared that describes the three levels of historic designation in the United States – National, State, and Local. The document provides additional general information about historic preservation tax credits, designation requirements, and other pertinent information. Since historic preservation is a land use planning tool in addition to a cultural preservation tool, Mr. Mullen will be distributing this white paper primer to members of City Council and Planning Commission as well.

Updating Policy Regarding Window Replacement

Mr. Mullen will draft an updated Pontiac Historic District Commission policy regarding window replacements. Per input from the Commission, the policy will include the requirement that the applicant demonstrate the condition of the existing windows. The Board members discussed the type of grilles that would be required. They request interior and exterior grilles on replacement windows, but will be satisfied with exterior grilles only. These grilles are to match existing window profiles and colors.

UNFINISHED BUSINESS:

None

PUBLIC COMMENTS:

None

ADJOURNMENT:

Motion to Adjourn, Made at 7:05 PM, and unanimously approved.