

**CITY OF PONTIAC  
HISTORIC DISTRICT COMMISSION  
MINUTES  
MAY 8, 2018**

**CALL TO ORDER:**

Chairman Rick David called the meeting to order at 6:10 PM on May 8, 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, Co-Chair Robert Karazim, and Chairman Rick David

**Absent:** Ms. Kathie Henk

**COMMUNICATION:**

None

**MINUTES FOR REVIEW:**

**April 10, 2018 Minutes**

Motion by Vice-Chairman Karazim to Approve the Minutes; Support by Commissioner Burch and passed unanimously.

**HISTORIC DISTRICT REVIEW**

**5.1 HDC 18-12 – 58 Oneida 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 fence be only four feet tall along the street frontage and four feet tall for 19 feet towards the rear of the property where the fence may become six feet tall, thus ensuring compliance with the zoning ordinance requirements as well.

The Applicant's representative showed a drawing of a "Dog-Eared" wooden fence, and stated that he would also like to include landscaping (arborvitae along the fence line), playground equipment, and a pool in the fenced-in area.

The Commission members briefly deliberated.

Motion by Commissioner Karazim to approve the Certificate of Appropriateness to install a new "Dog-Eared" fence, landscaping, play equipment, and pool; Support by Commissioner Burch; and passed unanimously.

**5.2 HDC 18-13 – 202 Cherokee Road**

Mr. Mullen presented the staff preservation review report to the Commission with the recommendation to obtain additional information from the applicant prior to their deliberation on the merits of the request. The applicant is requesting a Certificate of Appropriateness for the construction of a new porch on a Tudor home in the Seminole Hills Historic District.

The Applicant briefly presented additional information about the scope of the project and his redevelopment efforts.

The Commission members deliberated.

Motion by Commissioner Karazim to require the applicant prepare additional front porch plans, drawn to scale with material specifications, that illustrate additional English Tudor design details including wrapping the columns with rough sawn cedar, iron railings, Tudor-inspired porch surrounds, Tudor detailing on the porch gable front; authorization to replace two existing front dormer windows with 3 over 1 exterior divided-lites windows; and granting the City Planner the authorization to administratively issue a Certificate of Appropriateness to the applicant when compliance is achieved; Support by Commissioner Porter; and passed unanimously.

## **NEW BUSINESS:**

### **6.1 Siding Replacement Guidelines**

Mr. Mullen presented a first draft of the Pontiac Historic District Commission guidelines regarding conducting work on siding within historic districts. The document is an effort to ensure there are written guidelines for work on historic siding and detail what type of work is permitted and not permitted. Some additional information arose from conversations with representatives with the State Historic Preservation Office regarding questions that developed out of the March and April HDC meetings. New vinyl or aluminum siding is not allowed unless it is replacing existing (like with like), and the guidelines provides a listing of what type of work is approvable. Board approved the guidelines.

### **6.2 Pontiac Historic Preservation – Questions and Answers Sheet**

Mr. Mullen presented a multiple page questions and answers sheet that answers a variety of questions about historic preservation and historic preservation in Pontiac. This document and the draft guidelines will be graphically laid out by either a volunteer designer or possibly Ken Martin of the City and will be added to the City's Historic District Commission webpages.

### **6.3 Historic Preservation in America – Chronology**

Mr. Mullen presented a historic preservation timeline that he originally prepared while teaching a class in Historic Preservation for Wayne State's graduate Urban Planning program. This chronology originally went from 1812 to 1998, and Mr. Mullen updated this timeline with new materials that brings it up to the present day. The timeline will be added to the City's Historic District Commission webpages.

## **UNFINISHED BUSINESS**

### **7.1 Window Replacement Guidelines**

Written drafts of the window guidelines were presented at the March and April 2018 board meetings. Additional revisions were made to the guidelines after discussion and consultation with the State Historic Preservation Office about appropriate replacement windows. The SPHO confirmed that aluminum clad wood would not be appropriate as it doesn't comply with Secretary of the Interior's Standards for Rehabilitation Standard #6 including matching original materials in design, color, texture, and other visual qualities. Aluminum would not comply with these requirements. The SHPO desires that when non-original windows are to be replaced that the applicant would pick an appropriate window cross-section that would be historically close to what would be appropriate to that style of house. Board approved the window replacement guidelines including no longer allowing aluminum clad wood windows, which is a change to the existing operating ideals that the HDC have been operating under to this point.

## **7.2 Roof Replacement Guidelines**

A written draft of the roof replacement guidelines was presented at the April board meeting, and a revised set of guidelines were presented to the Board that includes a listing of appropriate replacements. The Board approved the guidelines.

## **7.3 Why Preserve**

Mr. Mullen presented an updated version of 33 cultural, environmental, anthropological, and economic reasons to engage in historic preservation activities. Mr. Mullen stated that he was unable to find an extensive list so he created one, and it will be posted to the City website's Historic District Commission webpages.

### **PUBLIC COMMENTS:**

None

### **ADJOURNMENT:**

Motion to Adjourn, Made at 7:45 PM, and unanimously approved.

Draft – May 21, 2018