



## WASHTENAW COUNTY HISTORIC DISTRICT COMMISSION

### MEETING AGENDA

**DATE:** November 4, 2010  
**TIME:** 5:30 p.m.  
**PLACE:** Washtenaw County Learning Resource Center  
4135 Washtenaw Avenue, Ann Arbor, MI

1. Call to Order/Roll Call
2. Public Comment
3. Consent Agenda Approval:
  - Minutes of September 2, 2010 Meeting
  - Agenda
  - Staff Report – Milton-Pung
4. Business:
  - Commissioner Reappointments - Update
  - Harwood Farm Local Historic Designation Application
  - Northfield Township Historic Resource Survey
  - USS Washtenaw County Exhibition Repair Update
  - Historic Marker Program- L. C. Allen House
  - 2010 CLG Grants – Gordon Hall & Michigan Modern
  - 2011 Meeting Calendar
5. Adjournment

**Attachments:**

Minutes of the September 2, 2010 Meeting  
Staff Report

Melissa Milton-Pung, Principal Preservation Planner  
Washtenaw County Office of Economic Development & Energy

**Washtenaw County Historic District Commission**  
**STAFF REPORT**  
**November 2010**

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**1) Commissioner Appointments**

The board terms of two Commissioners, Peter Kelley and Jasper Pennington, will expire on December 31, 2010. Both Commissioners have communicated with the County Clerk and expressed their desire of continued service to the HDC. No other citizens have applied for these seats. We can expect the reappointments of Commissioners Kelley and Pennington to take place at the December 1, 2010 Board of Commissioners meeting.

**2) USS Washtenaw County Artifacts**

Commissioner Elmer White continues to lead this effort to create a new exhibition case for the USS Washtenaw County artifacts, and place it on display at 200 N. Main in Ann Arbor (Clerk/Treasurer Building). Due to competing project obligations, Jim Leacock of Multiform Studios has needed to push back the exhibition case production timeline. At this time we are tentatively planning on a May 7, 2011 dedication date, to commemorate the anniversary of the end of the Vietnam War on May 7, 1975.

**3) Local Historic District Applications**

Per February's WCHDC meeting, Staff presently has one Local Historic District Designation Application waiting for presentation before the Washtenaw County BOC: *Harwood Farm, Pittsfield Township*. This application is complete. We have the application from the property owner, and the resolution of support has been passed by Pittsfield Township. It has been determined that Washtenaw County will remain in friendly terms with the Pittsfield Township Historical Commission, and proceed with the Study Committee/District Designation process regardless of Pittsfield Township's activities. It is understood that a district created under the auspices of the WCHDC may eventually be subsumed by Pittsfield Township, in the event that they establish a formal Historic District Commission under PA 169 (The Local Historic Districts Act).

**Before we can go to the BOC for the creation of the Study Committee, we still need to fill the Study Committee Roster. Staff does not have the ability to provide significant time to this endeavor. This matter will be an action item on at the November 4 HDC meeting. Please come prepared to offer your help on this Study Committee or the names of those who could volunteer for this effort.**

**4) Certified Local Government Grants**

• ***2010-2011 Grant Cycle: Gordon Hall***

This project focuses on a Washtenaw County Local Historic District. It will include \$14,752 in federal pass-through dollars, with a cash match from the Dexter Area Historical Society & Museum in the amount of \$9,835. The total project value is \$24,587.

The major product of this grant is a Rehabilitation Master Plan (RMP), which will provide a guiding document for the Dexter Area Historical Society and Museum (DAHSM), a 501 (c)(3) non-profit and the owner of Gordon Hall, and follow the site care recommendations made by

Washtenaw County Staff several years ago. This document would assist the organization in appreciating its built assets, which have already been listed on the National Register and recorded by HABS/HAER, and create the historic resource documentation, evaluation, and implementation plan necessary to assist DAHSM in seeking funding for future rehabilitation and interpretation projects at Gordon Hall.

We are now preparing to release a Request for Proposals (RFP) from qualified architects who meet the Federally-defined standards for Historic Architect (36 CFR 61). Once an architect is selected, we will execute a contract for the creation of the Gordon Hall RMP.

- **2010-2011 Grant Cycle, Residual Funds:**  
***Michigan Modern – Residential Architecture in Ann Arbor Hills***

This project focuses on mid-century modern residential structures in the Ann Arbor Hills neighborhood of Ann Arbor, and complements a larger Michigan Modern project currently being administered by the State Historic Preservation Office (SHPO). It will include \$6,000 in federal pass-through dollars, no matching funds required, which will help underwrite staff time dedicated to this project. Work on this project is expected to commence in December 2010.

Staff will work closely with the ***a2modern*** group, a volunteer group of local property owners, architects, and historians lead by Tracy Aris and Nancy Deromedi, to accomplish the goals of this project. Work will begin with existing materials in the collections of local historians Grace Shackman & Susan Wineberg, as well as research conducted by local architect Greg Jones, and expand into the files of local architect/retired UM faculty Robert Metcalf. The major products of this grant are text, photography, and other graphic content for the creation of a walking/biking/self-driven tour. Staff will work with the SHPO and its marketing contractor, PACE Consultants, which will take the brochure content and turn it into a product consistent with the overall Michigan Modern branding.

## **5) Historic Marker Request**

As discussed at the September 2 meeting, the previously received local historic district application from the *L.C. Allen House in York Township* has been converted to a historic marker request. Proposed wording for this marker has drafted by former HDC Commissioner Martha Churchill and property owner Sally Clark. Staff has provided this language to Commissioner Jean King, and requested her comments/edits for this language.

## **6) HistWeb Database Transfer to EMU**

Due to shrinking County resources and shifting priorities, Staff has been informed that the award-winning HistWeb Database will no longer be supported by Washtenaw County Information Technology. In October 2010, Staff met with Dr. Ted Ligibel, Director of the EMU Graduate Program in Historic Preservation, and Dr. Rachel Chang, Director of the EMU Archives. Thanks to the generosity of these two individuals as well as Eastern Michigan University, the HistWeb Database (both digital and hardcopy data) will soon be transferred to EMU. The transfer of this database to EMU is particularly fitting, as a large portion of the database's content was generated by EMU graduate students in historic preservation, and additionally, EMU is in the process of developing a new National Archive of Historic Preservation. While the details of where the database will be

housed and which department will maintain it are still being worked out, are aiming to have this transfer completed by January 2011.

**7) Section 106 Reviews for Projects Funded with Federal Stimulus Money**

As discussed at the September 2 meeting, the Washtenaw County Office of Community Development (OCD) is contracting with the Washtenaw County Economic Development and Energy Department (EDE) to perform the appropriate review and evaluation of identifying historic properties impacted by CDBG, HOME, NSP I, NSP III, and CDBG-R funding, in compliance with Section 106 of the National Historic Preservation Act of 1966. Staff has now begun review work on these projects, including the establishment of review protocols.

Respectfully Submitted,



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**Melissa Milton-Pung, Principal Preservation Planner**  
**Washtenaw County Office of Economic Development & Energy**

# Washtenaw County Historic District Commission Meeting Minutes

**DATE:** Thursday, 2 September 2010  
**TIME:** 5:30 p.m.  
**PLACE:** Washtenaw County Learning Resource Center (LRC)  
4135 Washtenaw; Ann Arbor, MI 48107

## Call to Order

- Meeting began at 5:38 pm with Nancy Snyder calling the meeting to order.

## Roll Call

- **Present:** Ronald Woods, Charles Gray, Peter Kelley, Alice Ralph and Elmer White, Paul Darling, Jasper Pennington, and Nancy Snyder
- **Excused Absence:** Jean King (traveling out of the country)
- **Staff:** Melissa Milton-Pung and Cynthia B. Christensen

## Public Comment:

Introduction of Sally Clark, owner of L.C. Allen House in York Twp. Discussion ensued regarding her change of application for Historic District to an application for Historic Marker. Her reason for attaining Historic District status was to obtain rehabilitation tax credits. After investigation of the rules and regulations of tax credits, she decided not to proceed because of the difficulty in the process. Further discussion about the Milan Historical Society and their need to find money for the historic Hack House resulted in a proposed meeting between Melissa Milton-Pung and the Historical Society Board members to discuss CLG money.

## Agenda Approval/Minutes

*Minutes of the May 6<sup>th</sup> meeting were approved after a motion from Nancy Snyder that was seconded by Charles Gray.*

## Staff Comment:

### Business:

- **Commissioner Appointments and Elections.** MMP presented the newly re-appointed commissioners Charles Gray, Elmer White, Nancy Snyder and introduced Ronald Woods as the newest member of the HDC. MMP led the swearing in of Charles Gray and Elmer White with Ronald Woods having previously been sworn in and Nancy Snyder scheduled for the 3<sup>rd</sup> of September.

Nancy Snyder opened the floor for nominations for the commission's Chair, Vice Chair and Sec/Treasure. *Charles Gray nominated Nancy Snyder for Chair, Jean King as Vice-Chair and Jasper Pennington for Sec/Treasure. Peter Kelly seconded the nomination.*

*Discussion* opened with Alice Ralph, who questioned the process as outlined in the bylaws: which states the nominations are made at one meeting and the vote is taken at next scheduled meeting. Chuck Gray suggested that the process be shortened to take place all in one meeting. Nancy Snyder and others supported the suggestion because of the change in the number of meetings per year and because the next meeting would be the last one for the year.

*Elmer White moved that a vote should be taken at this meeting, seconded by Chuck Gray. Motion approved by unanimous vote. Alice Ralph moved to vote on the positions as nominated. Elmer White seconded and the motion was carried by unanimous vote.*

New officers are:

Nancy Snyder, Chair

Jean King, Vice-Chair

Jasper Pennington, Sec/Treasurer

- **The L.C. Allen House Marker.**

Proposed marker language was introduced and read.

*Discussion* about the wording followed. Nancy Snyder suggested the wording be sent to Jean King to edit. Elmer White asked about the cost of the marker and who pays for it. MMP clarified the county's position of not funding the marker program because WC has significantly reduced resources in recent years. The property owner, Sally Clark, is willing to pay for the L.C. Allen marker although the county will technically own the marker. Ronald Woods was uncomfortable with the idea of the home owner paying for the marker. Nancy Snyder told about Tom Dodd securing funds for the marker program through fund raising. So the question was raised if it is possible for the HDC to do fundraising for the proposed marker. MMP indicated that she would provide the proposed marker language to Jean King for review and edits. Ronald Woods questioned the outcome of the Allen Marker discussion. *Alice Ralph motioned to approve the sign manufacture after the wording is accepted. Paul Darling seconded and the motion was carried unanimously.*

- **MHPN Fall Benefit.**

MMP extended an invitation and carpooling options to the MHPN Fall Benefit, to take place on October 1 from 6pm to 10pm in Durand, Michigan. The government official's rate is offered for \$40 per person.

- **CLG Grant Award.**

Staff announced that Gordon Hall awarded CLG grant and was supported by the WC Board of Commissioners, and that State Representative Rebecca Warren had sent a letter of congratulations. Ronald Woods had questions about the grant which MMP then answered. The total project value is \$24,587. It will include \$14,752 in federal pass-through dollars, with a cash match from the Dexter Area Historical Society & Museum in the amount of \$9,835.

- **Local Historic District Designation Application – Harwood Heritage Farm.**

MMP explained the Harwood Heritage Farm application is on hold for two reasons:

- 1) Pittsfield Township is in the process of setting up a Historic District Commission under PA 169 (The Local Historic Districts Act).
- 2) We have been unable to make contact with the owner, Janice Harwood, or adequately fill the study committee roster with volunteers.

Discussion followed.

*Alice Ralph moved to table the Harwood application. Peter Kelly seconded. Vote was unanimous.*

- **Next Meeting Agenda Items.**

Peter Kelley suggested the re-creation of Northfield Township survey to combine with Washtenaw County's existing records. MMP explained that EMU would be taking over the HistWeb database, and that she can facilitate a conversation about areas of survey needed for improved recordation, including Northfield Township.

**Additional suggested agenda items for next meeting: Goals for 2011, fundraising question to Mr. Hatcher.**

## **Adjournment**

*Chuck Gray motioned to adjourn at 7:06pm. The meeting adjourned through general acclimation.*

The next HDC meeting is scheduled for Thursday 4 November 2010 at 5:30 p.m. in the Learning Resource Center (LRC), Room B, at 4135 Washtenaw Avenue, Ann Arbor, MI.

