WASHTENAW COUNTY
HISTORIC DISTRICT COMMISSION

MEETING AGENDA

DATE: May 3, 2012
TIME: 5:30 pm
PLACE: Washtenaw County Clerk's Office/Register of Deeds
200 North Main Street, Ann Arbor, MI

Call to Order/Roll Call
Public Comment
Consent Agenda Approval of:

- Minutes of February 2, 2012 Meeting
- Agenda
- Staff Report – Milton-Pung, Christensen

Business:

- **Replacement Historic Marker Request (Lima Township)** – Milton-Pung
- **Northfield Township Historic Resource Survey,** etc. – Kelley
- **Other Entities/Liaisons to the WCHDC** – Gray
- **Jarvis Stone School Study Committee Update** – Milton-Pung
- **Certified Local Government/SHPO Coordinator Update** – Milton-Pung
- **Other Updates**

Staff Updates

- **Per Diems Processing**
- **Next Move to New Location**

Adjournment

Next Meeting:
Thursday, September 6th, 2012 at 5:30pm
Washtenaw County Clerk's/Register of Deeds
200 N. Main Street, Ann Arbor

Attachments:
Minutes of the February 2, 2012 Meeting
Staff Report

Washtenaw County Office of Community & Economic Development
301 W. Michigan Avenue, Ypsilanti, MI 48197
Phone: (734) 222-6878
http://preservation.ewashtenaw.org

Washtenaw County Historic District Commission
Meeting Minutes

DATE:	**Thursday, 2 February 2012**
TIME:	**5:30 p.m.**
PLACE	**Clerk's/Register of Deeds**
	200 N. Main St., Ann Arbor

Call to Order

- Meeting began at 5:45pm with Vice Chair Jean Ledwith King calling the meeting to order.

Roll Call

- **Present:** Nancy Snyder, Charles Gray, Jean King, Alice Ralph, Elmer White, Paul Darling, Jasper Pennington and Ronald Woods
- **Absent:** Peter Kelley, excused
- **Staff:** Melissa Milton-Pung and Cynthia B. Christensen

Consent Agenda Approval: Motion to approve by Paul Darling and seconded by Elmer White

Additions/Deletions to tonight's agenda:

Public Comment: *None*

Business:

- **Swearing in of Commissioners by Peter Simms**, (N. Snyder, P. Darling and A. Ralph)
  Due to time constraints Paul Darling was sworn in by Peter Simms before the meeting began. Alice Ralph and Nancy Snyder will make arrangements to be sworn in at a different time.

- **Certificate of Appropriateness Application** For the Milton & Kittie Geer House, Superior Township

  Glenn and Jeanie Miller, owners of the Milton and Kittie Geer House, answered questions from Commissioner Darling, architect, about the plans and photographs for the project.

  1. *Windows will be wood*
  2. *Old chimney will remain*
  3. *New chimney brick will match the old chimney*
  4. *Roof on new porch will match the other porch*
  5. *Windows covered by the new addition will retain the brick arched lintel.*

  Milton-Pung reviewed the Secretary of Interior Standards that apply to this remodel.

  Paul Darling motioned for the board of commissioners to grant a Certificate of Appropriateness to build the addition to the Milton and Kittie Geer house as per the plans dated September 19, 2011 in accordance with the Secretary of the Interior Standards for Rehabilitation. Elmer White seconded. The vote was unanimous. ***Certificate of Appropriateness was granted****.*

Kay and Karl Williams owners of WILLIAM AND JANE MCCORMICK FARM HISTORIC DISTRICT and neighbors of Glenn and Jeanie Miller attended the meeting to give support for the Miller's application for Certificate of Appropriateness.

- **Election of officers**
  A motion to table the election of officers by Charles Gray and seconded by Alice Ralph was withdrawn by Charles Gray after a discussion and reading of the bylaws. Jasper Pennington moved to reelect the currents officers, ***Nancy Snyder as Chair, Jean Ledwith King as Vice Chair and Jasper Pennington as Secretary/Treasurer for 2012****. Jean Ledwith King seconded the motion. The vote was unanimous-motion carried.*

- **Northfield Township Historic Resource Survey,** etc. – Kelley
  Tabled due to Peter Kelley's absence

- **Jarvis Stone School Study Committee Update** – Milton-Pung
  Service contract between Salem Twp and Washtenaw Co. is signed. The last update is from the 17th of November when staff Christensen attended the Study Committee meeting. All assignments have been given and committee members are working on them.

- **Other Updates**
  Delhi Bridge is getting a Michigan State Historic Marker

- **Native American Trail Markers**
  Jasper Pennington shared information as told by Peter Kelley about the Native American Trail Markers. Charles Gray made a motion for staff to investigate the NATM program in conjunction with WC Park and Rec. Elmer White seconded. Vote was unanimous.
  Staff will follow up.

  After a discussion about possible representation from the Washtenaw Co. Parks and Recreation Commission, Charles Gray made a motion to study all that it would entail to have a WC Parks and Recreation Commissioner appointed to sit on the Historic District Commission as a liaison between the two commissions. Elmer White 2nd the motion. Vote was unanimous.

- **HDC Meeting Location**
  Discussion resulted in the decision to stay at the Clerks/Register of Deeds location.

Staff Updates

- **Move to new location**
  We are now the Office of Community and Economic Development and are located at the Key Bank office building: 301 W. Michigan Avenue, Suite 400, Ypsilanti, MI 48197.

Goals: *No Discussion*

Suggested agenda items for next meeting: *Other Entities' Liaison to the WCHDC*

Adjournment
Motion by *Elmer White* **2nd by** *Paul Darling* **Time: 7:04 Vote:** *Unanimous*

The next HDC meeting is scheduled for Thursday May 3rd, 2012 at 5:30 p.m.
at the Clerk's/Register of Deeds, 200 N. Main St., Ann Arbor

Washtenaw County Historic District Commission
STAFF REPORT
May 2012

---

1) **May is Historic Preservation Month!**
Staff suggests that Commissioners consider attending the Michigan Historic Preservation Network Conference in Flint, on May 9, 10, and 11. There is a special session on Advanced Historic District Commissioner Training, to be held on Saturday, May 11, 9am-12 noon. Registration for the Saturday session is only $30. Full Conference info can be found at www.mhpn.org/annualconference.html.

2) **Jarvis Stone School Study Committee – Salem Township**
Study Committee for the potential Jarvis Stone School Local Historic District has its next meeting on May 22nd. This Study Committee hopes to provide a report-out at the September 6th HDC meeting.

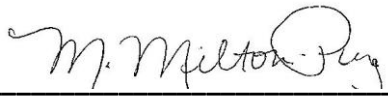
3) **Native American Trails Historic Markers**
At the request of WCHDC Commissioners, Staff followed up with WC Parks & Recreation regarding the status of the Native American Trails Markers Program. Parks & Recreation staff verified that only 5 markers were created, all of which were reviewed and approved in 2009, in coordination with the WCHDC. These markers are: Staebler Farm, Parker Mill, Burns-Stokes, Leonard Preserve, Independence Lake Park, and a general sign on W.B. Hinsdale. These markers have been or will be installed at County parks or preserves. No new markers are being planned at this time.

4) **Jerusalem Historic Marker Replacement**
Staff was contacted in March by Thomas Power, a property owner in Lima Township, regarding the WCHDC Historic Marker for Jerusalem. This former hamlet is marked by a WCHDC Historic Marker in the 1200 Block of S. Fletcher Road. The existing marker has suffered extensive weathering to the point that it is scarcely legible. Mr. Power has submitted a request for a new sign, to replace the worn-out edition presently on site. The cost for replacement of the sign is approximately $300, using our customary vendor (Faro Screen Print). Mr. Power's efforts to maintain this form of public history are commendable. It is therefore the recommendation of Staff that the HDC replace this Historic Marker, making it the sponsored marker for the year 2012.

5) **HistWeb Database; Archives De-Accession to EMU**
Staff has been faced with shrinking storage space availability and a desire to provide appropriate stewardship in perpetuity for Washtenaw County Historic Preservation archival materials. Staff has therefore de-accessed several boxes of original architecture/historic field survey forms to the new Historic Preservation Archives at Eastern Michigan University. These forms have all been scanned and entered into the HistWeb database. As for the HistWeb database rebuild, Staff continues to work with GIS tech support to make the database more user-friendly and better compatible with MapWashtenaw interface on the County website.

6) **Next Location for the Office of Community & Economic Development**
Staff completed a physical move in January from downtown Ann Arbor (Annex Building) to the downtown Ypsilanti (Key Bank Building). Offices will likely be moved again to another location in late summer/early fall 2012. This new location is likely the Washtenaw County Learning Resource Center, located at 4135 Washtenaw Avenue, Ann Arbor. Staff will keep everyone informed of any changes in contact information, as well as when the next move takes place.
Please note that email is always the best way to reach us:
Melissa Milton-Pung: miltonpungm@ewashtenaw.org
Cynthia B. Christensen: christensencb@ewashtenaw.org.

Respectfully Submitted,



Melissa Milton-Pung
Washtenaw County Office of Community & Economic Development