



**Historic District Commission Meeting Minutes  
Remote Meeting on Zoom**

**CALL TO ORDER**

Chair Mary Ewald-Sayles called the meeting to order with a quorum at 7:02 p.m.

**INTRODUCTIONS & ROLL CALL**

Present: Mary Ewald-Sayles, Grace Sayles, Lorelie Doerr, Adam Gac

Steve Goss joined at 7:16 p.m., Ashley Meier joined at 7:11 p.m.

Absent:

Excused:

Others: Staff Liaison Scott McKillop

**APPROVAL OF MINUTES**

While minutes for December 9<sup>th</sup>, 2020 and January 13<sup>th</sup> were provided, neither were approved.

**PUBLIC COMMENT - NON-AGENDA ITEMS**

None.

**NEW BUSINESS**

**1. HDC 21-02 – 620 N. Grant Street – Frost** - Requesting a COA authorizing the complete rehabilitation of a single-family home.

Present: Joe Frost, owner.

Mr. Frost shared he was a professional historic preservationist; had a masters in historic preservation; has a small window restoration side-business and will be doing all of the work himself. He explained they obtained the house through the Bay County Land Bank and are moving forward with a full rehabilitation of the property. It is a single family residence and will be their permanent residence when completed. One of the first phases will be an exterior restoration. All four elevations will be restored to the original wood and will be replaced in kind with cedar where rotted. All 42 windows will be restored.

Mr. Frost stated the front porch is not original to the home but still retained some historical fabric. A partial demolition of the porch is planned. He said the porch originally had an “L” shaped porch and referred to page 10 of his application for the concept of it’s replacement. He went on to explain the kitchen door on the north elevation will be closed off and relocated to be able to maximize cabinet space in the kitchen. The actual original door will be restored and relocated to the northeast corner of the north elevation. Matching cedar siding will be used to cover the opening. He stated a door on the east elevation that just goes to a landing on back stairs will also be closed off as they would not need two back doors that close to each other. The dilapidated stoop and deck on the east elevation will be demolished and replaced with the example shown on page 12 of his application. In referring to page 13 of the application, Mr. Frost pointed out there was evidence showing there had been a door or window opening at one time in a room planned to be their home office. It will be reopened as a window which will be a replication of the windows in the rest of the home.

Mr. Frost commented the overall shape of the property was in fairly good condition except for some needed roof repairs along with restoring the chimney with flashing and limebased mortar. He related the garage was in rough shape but will be kept and restored with new asphalt shingles and wood siding. He stated asbestos was first feared, but not found. The original wood doors on the north elevation will be restored. The door on the west elevation will be a new door of the same or similar design as shown on page 17 of his application.

A. Gac asked if Mr. Frost was living in Bay City. Mr. Frost answered he was staying with family until the home was finished. A. Gac commented Mr. Frost should apply for the Historic Commission. Mr. Frost replied he would love to after the house is completed.

A. Meier apologized for being late. She asked if a schematic was available showing where the window would be located on the east elevation. Mr. Frost said there was none; however, an arrow on page 13 indicated the location of where the window was planned and stated it would mirror the boarded window shown in the foreground.

Mr. Frost replied to G. Sayles inquiry about the window opening saying there had been an opening there at one time. He said it could be seen where new siding had been spliced in but could not tell if it had been a door or a window. They would like to install a window that is identical to the other windows currently in the home and said he will be replicating the new window himself based on the windows in the home. He added it would probably be made out of douglas fir vertical grain heartwood.

A. Meier asked if he would be using a four-over-four or just a double-hung window. Mr. Frost answered a double-hung, one-over-one. He said the only examples of the four-over-four windows were on the second floor of the east elevation and the rest of the windows on the property were one-over-one. Mr. Frost did not feel they were original to the 1854 home but thought they were from the early 1900's. However, he felt the four-over-four windows were from the original configuration.

A. Meier inquired about the color and texture details of the shingles proposed for use on the garage roof. S. McKillop interjected the City signs off of asphalt-for-asphalt work and is not subject to review by the commission.

Mr. Frost added the original asphalt is in pretty bad shape and would be replaced with asphalt. They know the concrete block garage is at least from the 1912 era but newer than the home itself. The shingles will be matched as closely as possible to the shingles on the home. A. Meier mentioned the pictures of the roof on the house looked great.

Motion made by G. Sayles, seconded by S. Goss, in regard to case HDC 21-02, to approve a Certificate of Appropriateness to authorize the complete rehabilitation and repair of the exterior of this historic residence according to the detailed description provided by the applicant supported by the U.S. Secretary of the Interior's Standards for Rehabilitation 1, 3, 5, 7, & 9 and Section 64-11 of the City's code 1-3 for 620 N. Grant Street.

Motion carried unanimously.

S. Goss apologized for being late.

**2. HDC 21-03 – 1820 6<sup>th</sup> Street – Zimcosky** – Requesting COA authorizing the installation of replacement windows.

The scheduled case did not come before the Historic District Commission due to a mix-up with the application.

### **OLD BUSINESS**

**1. HDC 21-01 – 615 N. Grant – Hofmann** – Review of addendum to work review application reviewed during the January 13th HDC meeting.

Present: Wayne & Cadia Hofmann, owners

M. Ewald-Sayles asked if the commission members had received new documentation from Mr. Hofmann detailing the proposed work. All had received the updated information.

S. Goss thanked the owners for detailing their work and returning in front of the commission. He said it looked like a fantastic project.

A. Meier asked for clarification if the sliding door and deck was on the back side of the house. Mr. Hofmann confirmed they were. He said it was an area that was added in 2010 and a notch is visible where a former door and window were, stating it was a maid's entrance that had been enclosed.

A. Meier inquired about the porch. Mr. Hofmann explained they didn't want to change it. The porch is in decent shape but he is concerned the deckboards might start coming apart when they refinish them and may need to replace them. He said there is an issue with the railings that have fallen in disrepair and he intends on replacing the posts with posts similar to what was there.

A. Meier asked if he intended on building the same look of the posts with better materials. Mr. Hofmann said he was. He said he preferred a solid post and would be having new posts made.

Motion made by M. Ewald-Sayles, seconded by A. Gac, in regard to case HDC 21-01, to grant a Certificate of Appropriateness for the work that has been submitted; the deck; the doors; the gutters; the lighting; repairs; specifically citing that the columns will be made to look like those that are there; and the windows, especially with the same look and style for 615 N. Grant Street with the U.S. Secretary of the Interior's Standards for Rehabilitation 1 - 10 and Section 64-11C of the City's Historic Preservation Guidelines.

Motion carried unanimously.

### **OTHER BUSINESS**

None.

### **ADJOURN**

Motion made by G. Sayles, to adjourn the meeting at 7:35 p.m. Meeting adjourned.

*Prepared by: Lisa Griffiths, Planning & Zoning Administrative Assistant*