



**PONTIAC HISTORIC DISTRICT COMMISSION**  
**Special Meeting**  
**December 7, 2023, 6:00 PM**  
**CITY HALL – 2<sup>ND</sup> FLOOR – COUNCIL CHAMBERS**  
**47450 WOODWARD AVENUE – PONTIAC, MICHIGAN**

Agenda

1. CALL TO ORDER:
2. ROLL CALL:
3. OFFICIAL COMMUNICATIONS:
4. APPROVAL OF THE AGENDA:
5. NEW BUSINESS:
  - A. Application #: HDC 23-059  
Applicant: Megan & Robert Shramski  
Address: 21 Miami Road  
Request: Remove existing wood cedar shack shingles, green roof material, and asphalt shingles and install green dimensional asphalt shingles on the principal structure.
6. PUBLIC COMMENT:
7. STAFF COMMUNICATIONS:
  - A. Next Meeting: Wednesday, December 13, 2023
8. ADJOURNMENT.

**Application: HDC 23-059**

**21 Miami Road**

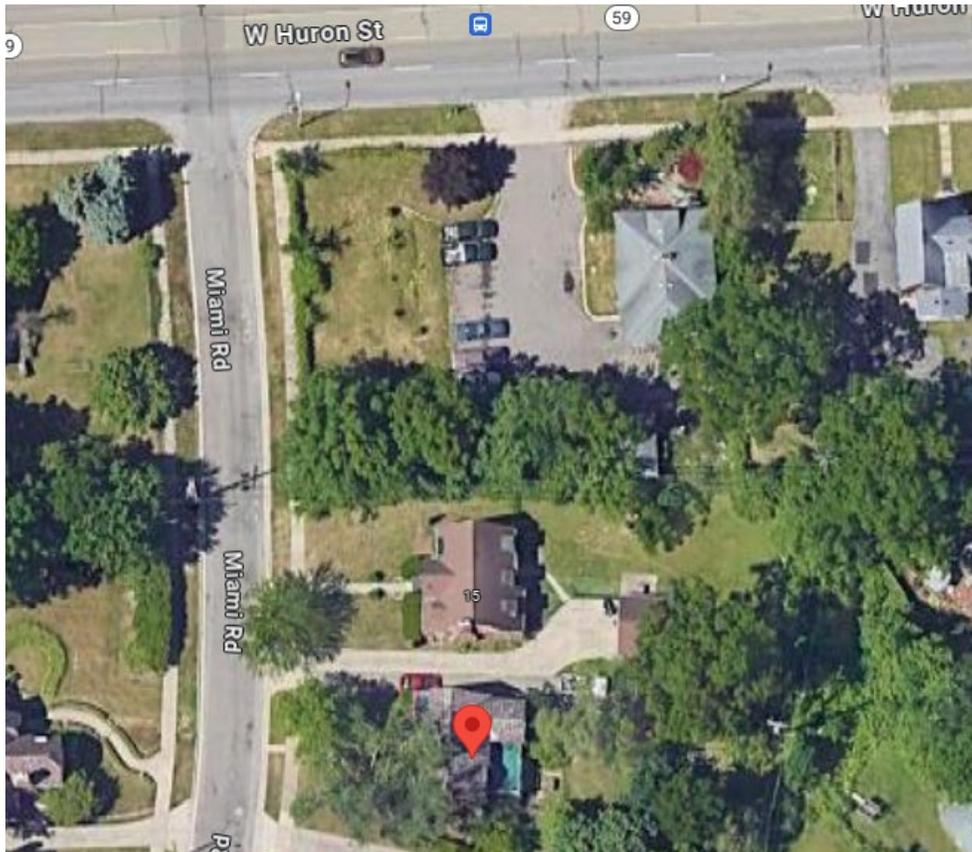
HDC MEETING DATE:	12-13-2023
HISTORIC DISTRICT:	Seminole Hills
PROPERTY OWNER:	Megan & Robert Shramski
SCOPE:	Remove existing cedar shake shingles, green metal roof material, and asphalt shingles and install green asphalt shingles.

**EXECUTIVE SUMMARY**

The applicants, Megan & Robert Shramski, request to remove the existing wood cedar shake shingles, green metal roof material, and asphalt shingles from the dwelling roof and install green asphalt dimensional shingles. Per a review of the Secretary of the Interior Standards and the Pontiac Historic District Commission guidelines, the staff is requesting the Commission review and provide a decision relative to the multiple roofing materials, specifically the existing wood cedar shake shingles on the dwelling.

Staff recommends APPROVAL for the request, but with reservations regarding the cedar shake shingle portion of the roof and a condition of approval that soffit repair work on the dwelling must receive HDC approval.

**Exhibit A – location map**



## **OVERVIEW/PROPOSAL**

The applicant is requesting a Certificate of Appropriateness to remove existing cedar shack shingles, green metal roof material, and asphalt shingles from the dwelling to install green asphalt shingles. The proposed new asphalt roofing material will be green in color "Hunter Green Architectural Shingles" to mimic the historic roof pattern. The applicant supplied sample material that will be available at the meeting.

## **EXISTING CONDITIONS**

21 Miami Road was constructed in 1929. The dwelling is a colonial revival 2 stories, side gable roof with patterned shingles, three (3) gable dormers, and a central pedimented portico with a curved underside on turned columns. Currently, the roof consists of three (3) different roof materials (cedar wood shacks, green metal roof sheets, and diamond-shaped asphalt shingles).

Additionally, roof soffit work has been initiated on the dwelling at the time of site inspection by staff.

## **STAFF OBSERVATIONS AND RESEARCH**

- The Seminole Hills Historic District was established in 1983.
- The subject property is located on the east side of Miami Road, south of Huron Street.
- Deterioration of portions of the wood cedar shingles and asphalt shingles are observable from the Miami Road.
- Staff observed three (3) types of different roofing materials on the dwelling (wood cedar shack shingles, green metal roof sheets, and asphalt shingles).
- Staff observed soffit work being completed in the front and rear of the house without a permit.
- City records show the following history over the past 13 years:
  - In 2010 a complaint was filed for roof work done without a permit.
  - In 2021 a permit was issued for roof and soffit repair.
  - In November 2023, the building department issued a dangerous building for the garage, which is not included in this request.



*Exhibit B - proposed green asphalt dimensional shingle.*

## STANDARDS OF APPROVAL

### Secretary of the Interior Standards

The Secretary of the Interiors Standards for the Treatment of Historic Properties provides 10 standards for the Rehabilitation of Historic Properties. The relevant standards that apply to this request are #2 & #6.

- *Standard #2 “The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
- *Standard #6 “Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires the replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*

### Pontiac Historic District Guidelines

The City of Pontiac Historic District Commission Roof Replacement Guidelines recommends the following regarding this request:

#### ROOF REPLACEMENT TREATMENT REQUIREMENTS FOR HISTORIC ROOFS

The Historic District Commission will authorize the approval of roof repair/ replacement under the following conditions, in the order of desirability:

1. Repair of Existing Roof.
2. Replace with Like (original is damaged beyond repair)
  - a. Use the same material.
  - b. Matching existing configuration.
3. When damaged beyond repair, replacement with synthetic shingles or other materials that closely resemble the appearance of original materials in color, thickness, surface finish, sheen, etc.



*Exhibit C - Photo of the house taken in 1983 with only asphalt roof (referenced from Pontiac HDC building lists*

CITY OF PONTIAC

47450 Woodward Avenue, Pontiac, MI 48342 | 248-758-2800 | [planning@pontiac.mi.us](mailto:planning@pontiac.mi.us)

Mayor Tim Greimel



*Exhibit D - Photo of the house detailing existing conditions.*

## **ANALYSIS**

The Historic District Commission is required to review any plans and/or building elevations affecting the exterior appearance of a historic site or any proposed or existing structure located within a historic district as required in Section 74.55 of the Pontiac City Code.

This alteration request would fall under the Secretary of the Interior's standards for rehabilitation. The proposed removal of roof material and establishment of new material mimicking the old in design, color, texture, and other visual qualities is consistent with the Secretary of the Interior's standards.

Based on a review of the Pontiac Roof Replacement Guidelines, staff was unable to approve this request at the staff level due to the fact staff can only approve an application with "like with like" materials. The applicant is requesting the removal of wood cedar shacks, metal roof material, and asphalt shingles. Based on research, staff feels the Commission should review this case due to the multiple roofing materials and the possibility of the removal of original wood cedar shacks from the dwelling.

Additionally, staff researched other properties requesting roof replacements/ work that were not staff-approved but reviewed by the Historic District Commission over the years. The research showed 4 roof replacement requests were reviewed by the Commission 1 in 2019, 2 in 2018, and 1 in 2020. So, this request is consistent with Commission procedures.

## **CONCLUSION**

Staff supports the removal of the three (3) existing roofing materials and the installation of the proposed asphalt dimensional "green" roof shingles with a condition. It is the staff's option based on a review of historic photographs and a visit to the site. The original wood cedar shack roofing material was covered over by the diamond-shaped asphalt shingles sometime in the past, but over the decades the diamond-shaped asphalt shingles deteriorated to uncover the cedar shacks. But since the wood cedar shacks were covered over in the past due to their deterioration it is advisable to support the request, since the original intent was to repair an aging roof (cover over the cedar with asphalt shingles) with new material to safeguard the dwellings integrity.

**RECOMMENDATION**

Staff recommends approval with the following one (1) condition.

1. Any soffit repair must apply to the Historic District Commission.

**SAMPLE MOTIONS**

**SAMPLE MOTION TO APPROVE:**

I move to recommend **APPROVAL** to remove existing roof material on the house and installation of green asphalt dimensional shingles on the roof with the condition any soffit work will require an application with the Historic District Commission.

**SAMPLE MOTION TO DENY:**

I move to **DENY** the removal of the existing roofing material and installation of green asphalt dimensional shingles on the roof for the following reason(s): \_\_\_\_\_

**SAMPLE MOTION TO TABLE:**

I move to **TABLE** the removal of the existing roofing material and installation of green asphalt dimensional shingles on the roof for the following reason(s): \_\_\_\_\_



# Application for Historic District Commission

City of Pontiac  
Office of Community Development  
47450 Woodward Ave, Pontiac, MI 48342  
T: 248.758.2800 F: 248.758.2827

**Property/Project Address:** 21 Miami Rd.

**Sidwell Number:** 64-14-30-459-010

**Date:** 11-28-2023

<b>Office Use Only</b> PF Number: _____
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**Instructions:** Complete the application and submit it to the Office of Land Use and Strategic Planning. Received applications will be processed and put on the next available Historic District Commission meeting. The Historic District Commission meets the second Tuesday of the month. Incomplete applications will delay the review process.

**Applicant (please print or type)**

Name	BCM ROOFING		
Address	2934 FREMBES		
City	WATERFORD		
State	MI.		
ZIP Code	48329		
Telephone	Main: (248) 703-1504	Cell: 248-308-3556	Fax: 248-591-4156
E-Mail	X Contact @ bcmroofing.com		

**Property Owner (please print or type)**

Name	Megan Shramski		
Address	21 Miami Rd.		
City	Pontiac		
State	MI.		
ZIP Code	48341		
Telephone	Main:	Cell: (248) 613-1411	Fax:
E-Mail	pontiacfight@gmail.com		

**Project and Property Information**

Describe in detail all intended work, specifying dimensions, textures, color and materials. Provide samples and/or brochures describing substitute materials. Include other appropriate descriptions, plans, and/or drawings as specified below and on reverse side. (Check appropriate activity on next page.)

Exterior Alterations,  Additions,  New Construction, and/or  Signs require:

- Scale drawings showing, all exterior elevations visible from a public street and to be affected by intended work are required when there are:
  - Any changes in dimensions, material, or detailing.
  - Any new additions or signs to any building.
- Consideration of signs also requires provision of:
  - A sample of proposed style of lettering and colors.
  - A description of frame and installation

Repairs:

- Any repairs using original dimensions, type of material and details would both require a scale drawing; only a written description is needed.

Demolition:

- State reasons for demolition
- State why you believe it is not feasible to put the structure in acceptable condition for reuse.

Moving:

- State reasons for moving
- State proposed location

Description:

Roof Tear-off, Total Redeck,  
Roof Replacement,  
- HUNTER GREEN-ARCHITECTURAL Shingles  
CERTIINTED Landmark shingles  
\* ( See Attached )

(Attach additional pages as necessary)

Megan E. Shramski

**Signature of Owner**

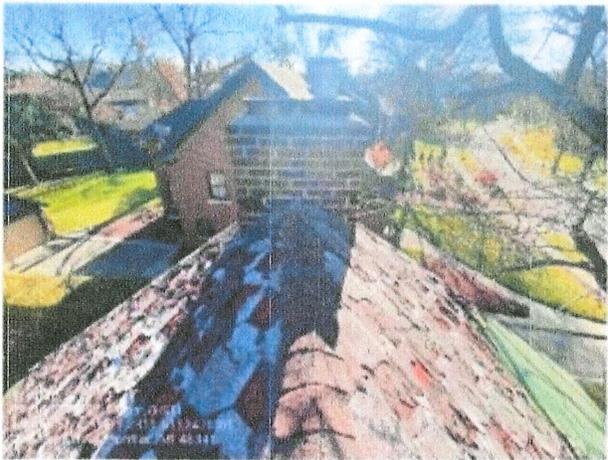
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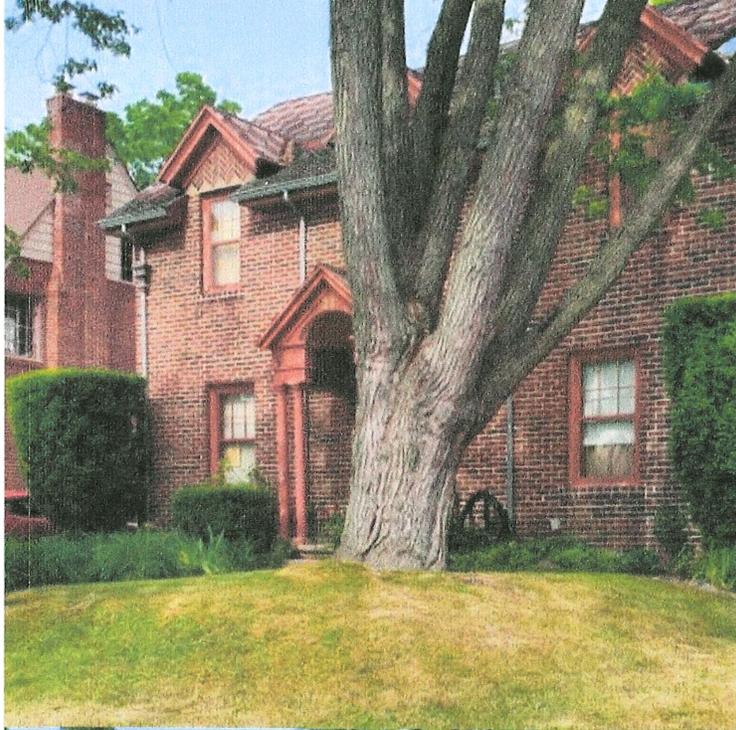
**Signature of Applicant**

State of Michigan  
County of Oakland

On this \_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_, before me personally appeared the above named person, who being duly sworn, stated he/she has read the foregoing application, by him/her signed, and know the contents thereof, and that the same is true of his/her own knowledge, except as to the matters therein stated to be upon information and belief and so as to those matters he/she believes it to be true.

\_\_\_\_\_  
Notary Public, Oakland County, Michigan  
My Commission Expires: \_\_\_\_\_





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BCM HOME IMPROVEMENT LLC
2934 FREMBES, WATERFORD MI 48329
TEL: 248-703-1504
FAX: 248-591-4156
CONTACT@BCMROOFING.COM
BCMROOFING.COM



Previous Awards 2021-2023



PROPOSAL SUBMITTED TO

Megan Shramski

PHONE

(248) 613-1411

DATE

11/20/2023

ADDRESS

21 Miami Road, Pontiac, MI 48341

EMAIL ADDRESS

pontiacfight@gmail.com

SOURCE

A Referral

PITCH

- 4/12, 5/12, 6/12, 7/12, 8/12, 9/12, 10/12, 12/12, OTHER

TYPE

- RANCH, COLONIAL, BUNGALOW, GARAGE ONLY, OTHER

RUBBER WHEELED DUMPSTER

20 yard

DRIVEWAY FOR DELIVERY

Yes

CUSTOMER

PAYMENT WILL BE DUE IN

ALL CREDIT CARDS FULL THE SAME DAY OF ACCEPTED (3% FEE) WORK COMPLETION

PROTECT/STORE WALL HUNG DECORATIONS & FRAGILE OBJECTS

DEPOSIT REQUIRED 0

SERVICE TYPE

FULL ROOF SYSTEM HOUSE ONLY

HOUSE & ATTACHED GARAGE INCLUDED

HOUSE & DETACHED GARAGE INCLUDED

PARTIAL ROOF SYSTEM

WORK TO BE PERFORMED

TARP ALL GROUNDS TO CATCH DEBRIS

STRIP EXISTING LAYERS OF SHINGLES Cedar/ shingles

REPLACE UP TO 50 LIN FEET OF 1X6 ROOF BOARDS FREE OF CHARGE. IF MORE IS NEEDED WE CHARGE PER LINEAR FOOT

REPLACE UP TO 54 SHEETS OF OSB ROOF DECKING FREE OF CHARGE. IF MORE IS NEEDED WE WILL CHARGE PER SHEET

DRIP EDGE SIZE 1 inch 1-1/2 inch

DRIP EDGE COLOR Green

ICE SHIELD SIZE 6 feet 9 feet

INSTALL ICE SHIELD IN VALLEYS, AROUND PIPES, CHIMNEYS, AND UP FLASHING WALLS

INSTALL SYNTHETIC UNDERLAYMENT

BLOCK GABLE VENTS

FILL IN OLD VENT HOLES

INSTALL FEET OF EDGE VENT LOCATION:

INSTALL BATHROOM DAMPER VENT WITH INSULATED PIPE

REPLACE VENT PIPE FLASHINGS 2

INSTALL CRITTER GUARDS IF POSSIBLE 2

INSTALL SOFFIT VENTS

INSTALL BAFFLES

INSTALL VELUX SKYLIGHT WITH FLASHING KIT

ON LOW PITCH AREAS OR FLAT ROOF USE CERTAINTEED

-Includes re-deck with OSB - 54 sheets

-Install flashing metal in valleys before shingles

YBC0101 53700 \*\*\* BEB8TMI \*\*\*

Invoice For PlanRevi PHDC23-059

Print Date: 11/29/2023

SHRAMSKI, ROBERT S  
21 MIAMI RD  
PONTIAC MI 48341-1553

Pay by Account In Full



Pay by Account In Full

\$ 200.00

Invoice No	Invoice Date	PlanReview Numbe	Address	Amount Due
 00136634	11/29/23	PHDC23-059	21 MIAMI RD	\$ 200.00
Fee Details:				
Quantity	Description	Amount Cost	Balance	
1.000	HISTORIC DISTRICT COMMISSION REVIEW	\$200.00	\$ 200.00	
Total Amount Due			\$ 200.00	