



Mayor Tim Greimel

CITY OF PONTIAC

Planning & Zoning Division

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Pontiac, Michigan 48342-5009

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Mark Yandrick
Planning Manager

PONTIAC HISTORIC DISTRICT COMMISSION

May 17, 2023, 6:00PM

CITY HALL – 2ND FLOOR – COUNCIL CHAMBERS

47450 WOODWARD AVENUE – PONTIAC, MICHIGAN

Agenda

1. CALL TO ORDER:
2. ROLL CALL:
3. OFFICIAL COMMUNICATIONS:
4. MINUTES FOR REVIEW – April 12, 2023 Minutes
5. APPROVAL OF THE AGENDA:
6. HISTORIC DISTRICT REVIEW
7. UNFINISHED BUSINESS
8. NEW BUSINESS
 - 8.1 HDC 23-010 – 60 Chippewa Rd, Window Replacement
9. PUBLIC COMMENT
10. STAFF COMMUNICATIONS
11. ADJOURNMENT

Community Development Department

Rachel Loughrin, Director
Larry Domski, Building Official
Jack McIntyre, Code Enforcement Manager
Deborah Younger, Economic Development Manager
Mark Yandrick, Planning Manager



PONTIAC HISTORIC DISTRICT COMMISSION EDUCATION TOUR – April 12, 2023 Meeting Minutes

In Attendance

Rick David, Chair
Kathy Henk
Linda Porter
Mark Yandrick, Planning Manager
Corey Christensen, Senior Planner

The meeting was called to order at 6:00 PM on April 12, 2023 at the corner of Oliver St and Hammond St. by Commissioner David. The Historic District Commission met at this location to take an educational tour of the GM Modern Housing Neighborhood.

The tour was led by Jill Robinson, Executive Director of the Land Bank Authority and Melissa McQueen, President of the GM Modern Housing Neighborhood Association. The HDC and Pontiac Staff were guided down Oliver St., Ivy St., Nelson St., Hammond St., Perry St., and N Glenwood Avenue. The commission asked questions pertaining to the condition of the housing stock, stability of the neighborhood and how the Historic District Commission can work with the neighborhood. Special focus was given to houses in disrepair along Perry St. and 75 Oliver, which was identified as a candidate for demolition by the County.

The meeting adjourned at 6:50 PM. No formal actions or decisions were made during the meeting.

Community Development Department

Rachel Loughrin, Director
Larry Domski, Building Official
Jack McIntyre, Code Enforcement Manager
Deborah Younger, Economic Development Manager
Mark Yandrick, Planning Manager



TO: Historic District Commission

FROM: Corey Christensen, Senior Planner

DATE: May 12, 2023

RE: Staff Report: 60 Chippewa Road (HDC 23-010)

Executive Summary:

The applicant, Brett Mahaffey on behalf of Renewal by Andersen, requests to replace two second floor windows of a single-family residential home with gliding windows. These windows are in disrepair and need to be replaced.

Staff recommends approval of this application.

Overview:

The applicant requests to replace windows at the second level of the front façade due to age and disrepair. These replacements include gliding windows and will be for all four panels in each window. They are proposing windows from Renewal by Andersen that will be of a fibrex material and painted forest green as presented in the application packet.

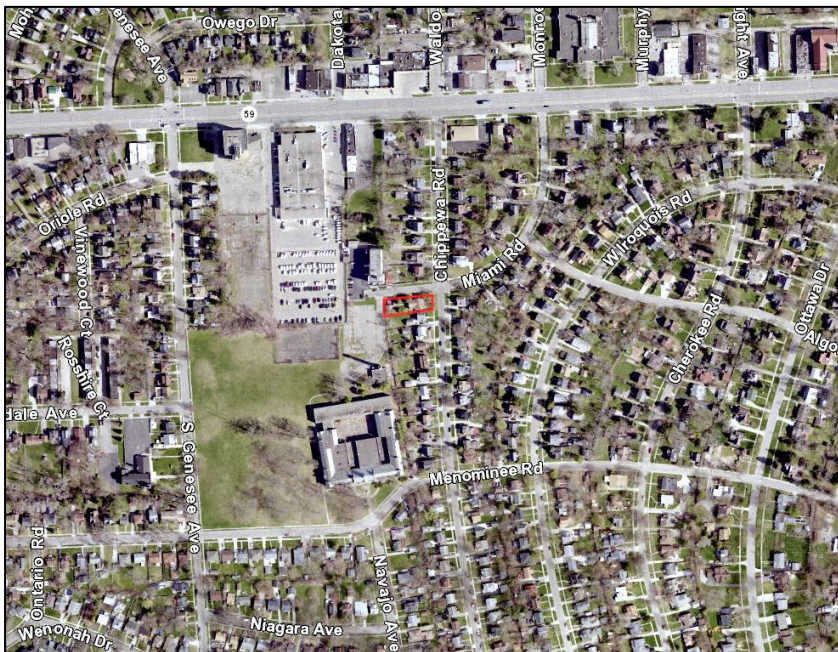


Figure 1: Overall Location Map

The house was built in 1948 and is located in the Seminole Hills Historic Neighborhood. There is no record of any previous HDC approval for this property. In 2022 eight (8) crawlspace jacks were installed. In 2023 the applicant applied for a building permit to replace two windows, this approval is pending HDC approval.

Standards of Approval:

The secretary of the interior Standards for Treatment of Historic Properties define four types of projects and certain types of considerations as shown below.

Using the Standards and Guidelines for Preservation, Rehabilitation, Restoration, & Reconstruction

- **Preservation** is defined as the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a preservation project. However, new exterior additions are not within the scope of this treatment. The Standards for Preservation require retention of the greatest amount of historic fabric along with the building's historic form.
- **Rehabilitation** is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values. The Rehabilitation Standards acknowledge the need to alter or add to a historic building to meet continuing or new uses while retaining the building's historic character.
- **Restoration** is defined as the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project. The Restoration Standards allow for the depiction of a building at a particular time in its history by preserving materials, features, finishes, and spaces from its period of significance and removing those from other periods.
- **Reconstruction** is defined as the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location. The Reconstruction Standards establish a limited framework for recreating a vanished or non-surviving building with new materials, primarily for interpretive purposes.

Choosing an Appropriate Treatment for the Historic Property

Choosing the most appropriate treatment for a building requires careful decision-making about a building's historical significance, as well as taking into account a number of other considerations.

- **Level of Significance.** National Historic Landmarks, designated for their “exceptional significance in American history,” and other properties important for their interpretive value may be candidates for Preservation or Restoration. Rehabilitation, however, is the most commonly used treatment for the majority of historic buildings. Reconstruction has the most limited application because so few resources that are no longer extant can be documented to the degree necessary to accurately recreate the property in a manner that conveys its appearance at a particular point in history.
- **Physical condition.** Preservation may be appropriate if distinctive materials, features, and spaces are essentially intact and convey the building's historical significance. If the building requires more extensive repair and replacement, or if alterations or a new addition are necessary for a new use, then Rehabilitation is probably the most appropriate treatment.
- **Proposed use.** Many historic buildings can be adapted for a new use or updated for a continuing use without seriously impacting their historic character. However, it may be very difficult or impossible to convert some special-use properties for new uses without major alterations, resulting in loss of historic character and even integrity.
- **Code and other regulations.** Regardless of the treatment, regulatory requirements must be addressed. But without a sensitive design approach such work may damage a building's historic materials and negatively impact its character. Therefore, because the ultimate use of the building determines what requirements will have to be met, some potential uses of a historic building may not be appropriate if the necessary modifications would not preserve

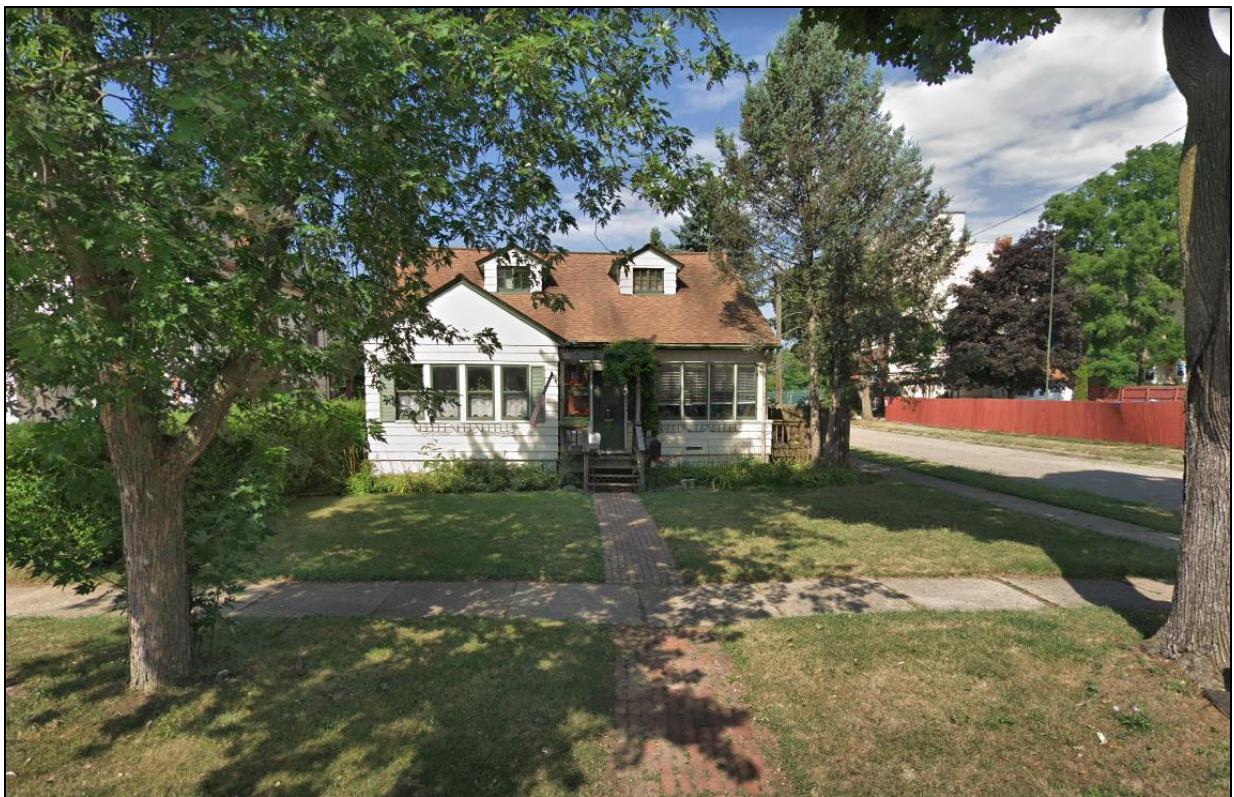


Figure 2: Streetview of 60 Chippewa from August 2018

the building's historic character. This includes adaptations to address natural hazards as well as sustainability.

Analysis:

This replacement is considered reconstruction according to the Secretary of the Interior's standards. While it is important to repair historic windows to keep the integrity of the home, sometimes the cost and feasibility are greater than what is possible to treat or repair to maintain the existing window. The home is a typical example of a home in a neighborhood that merges styles of Tudor Revival and Colonial Revival. The home is part of the Seminole Hills Neighborhood and while the home is part of a local Historic District, this home is not specifically significant as it is not part of the National Register of Historic Places.

The replacement windows keep the same window type, color, and trim and utilize modern materials for long-term maintenance. Currently, some of the windowpanes are broken and covered with a wood plank. Approving this request will protect the historic nature of the neighborhood while allowing the applicant to improve their property.

Recommendation:

Staff recommends APPROVAL of the replacement of these two front-facing windows.

Motions

I make a motion to approve case HDC 22-010 to replace the two windows as presented.

I make a motion to approve case HDC 22-010 to replace the two windows as presented with the following conditions of approval _____.

I make a motion to DENY case HDC 22-010 to replace the two windows as presented because it does not comply with the following standard of approval _____.

I make a motion to POSTPONE case HDC 22-010 to replace the two windows as presented to give time for the applicant to provide the following additional information _____.



Application for Historic District Commission

City of Pontiac

Office of Land Use and Strategic Planning

47450 Woodward Ave, Pontiac, MI 48342

T: 248.758.2800

F: 248.758.2827

Property/Project Address: 60 Chippewa Road

Sidwell Number: _____

Date: 4/7/2023

Office Use Only

PF Number: _____

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	Renewal by Andersen - Brett Mahaffey (permit coordinator)		
Address	37720 Amrhein		
City	Livonia		
State	MI		
ZIP Code	48150		
Telephone	Main: 734-237-1065	Cell:	Fax:
E-Mail	Brett.Mahaffey@AndersenCorp.com		

Property Owner (please print or type)

Name	Matt & Ilene Kell		
Address	60 Chippewa Road		
City	Pontiac		
State	MI		
ZIP Code	48341		
Telephone	Main: 248-335-5365	Cell:	Fax:
E-Mail			

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.)

☒ 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:

Replacing two 2nd floor windows with gliding windows.

2w x 2h in each window sash.

Windows are Renewal by Andersen - Fibrex material - color forest green - GBG grilles

Window pane in one window is broken and filled in with wood (see pictures).

(Attach additional pages as necessary)

Signature of Owner

Brett Mahaffey

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: _____



Agreement Document and Payment Terms

DBA: RENEWAL BY ANDERSEN OF DETROIT

Legal Name: Renewal By Andersen LLC

2102215127

37720 Amrhein Road | Livonia, MI 48150

Phone: 734-237-1052 | Fax: 651-275-6041 | rbasalesdetroit@andersencorp.com

Matt & Ilene Kell

60 Chippewa Rd.

Pontiac, MI 48341

H: (248)335-5365

C: (248)821-6633

Matt & Ilene Kell

03/13/23

BUYER(S) NAME**CONTRACT DATE**

60 Chippewa Rd., Pontiac, MI 48341

(248)335-5365

(248)821-6633

BUYER(S) STREET ADDRESS**PRIMARY NUMBER****SECONDARY NUMBER**

mailga1979@aol.com

PRIMARY EMAIL**SECONDARY EMAIL****NOTES:**

Buyer(s) hereby jointly and severally agrees to purchase the products and/or services of Renewal By Andersen LLC d/b/a Renewal By Andersen of Detroit("Contractor"), in accordance with the terms and conditions described in this Agreement Document and Payment Terms, any documents listed in the Table of Contents, and any other document attached to this Agreement Document, the terms of which are all agreed to by the parties and incorporated herein by reference (collectively, this "Agreement"). Buyer(s) hereby agrees to sign a completion certificate after Contractor has completed all work under this Agreement.

TOTAL JOB AMOUNT: \$7,203

By signing this Agreement, you acknowledge that the Balance Due, and the Amount Financed must be made by personal check, bank check, credit card, or cash.

DEPOSIT RECEIVED: \$0**BALANCE DUE:** \$7,203Estimated Start:
20-25 weeksEstimated Completion:
1-2 days**AMOUNT FINANCED:** \$7,203**METHOD OF PAYMENT:** Financing

We schedule installations based on the date of the signed contract and secondarily on the date in which we complete the technical measurements. The installation date that we are providing at this time is only an estimate. We will communicate an official date and time at a later date. Rain and extreme weather are the most common causes for delay.

NOTES:

Buyer(s) agrees and understands that this Agreement constitutes the entire understandings between the parties and that there are no verbal understandings changing or modifying any of the terms of this Agreement. No alterations to or deviations from this Agreement will be valid without the signed, written consent of both the Buyer(s) and Contractor. Buyer(s) hereby acknowledges that Buyer(s) 1) has read this Agreement, understands the terms of this Agreement, and has received a completed, signed, and dated copy of this Agreement, including the two attached Notices of Cancellation, on the date first written above and 2) was orally informed of Buyer's right to cancel this Agreement.

NOTICE TO BUYER: Do not sign this contract if blank. You are entitled to a copy of the contract at the time you sign.

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME NOT LATER THAN MIDNIGHT OF 03/16/2023 OR THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION, WHICHEVER DATE IS LATER. SEE THE ATTACHED NOTICE OF CANCELLATION FORM FOR AN EXPLANATION OF THIS RIGHT.

SIGNATURE OF SALES PERSON

Paul Jagoda

PRINT NAME OF SALES PERSON**SIGNATURE**

Matt Kell

PRINT NAME**SIGNATURE**

Ilene Kell

PRINT NAME



Itemized Order Receipt

DBA: RENEWAL BY ANDERSEN OF DETROIT

Legal Name: Renewal By Andersen LLC

2102215127

37720 Amrhein Road | Livonia, MI 48150

Phone: 734-237-1052 | Fax: 651-275-6041 | rbasalesdetroit@andersencorp.com

Matt & Ilene Kell

60 Chippewa Rd.

Pontiac, MI 48341

H: (248)335-5365

C: (248)821-6633

ID#:	ROOM:	SIZE:	DETAILS:	PRICE:
201	bedroom 1	37 W 27 H	Window , Gliding, Double, 1:1, Active / Passive, Base Frame, Exterior Forest Green, Interior White, Performance Calculator , PG Rating: 40 DP Rating: + 40 / - 40, Glass , All Sash: High Performance SmartSun Glass, No Pattern, Hardware , White, Standard Color Recessed Hand Lift, Screen , Fiberglass, Full Screen, Grille Style , Grilles Between Glass (GBG), Grille Pattern , All Sash: Colonial 2w x 2h, Misc , Trim kits: Full Removal - Unfinished, Per Kit	
202	bedroom 1	37 W 27 H	Window , Gliding, Double, 1:1, Active / Passive, Base Frame, Exterior Forest Green, Interior White, Performance Calculator , PG Rating: 40 DP Rating: + 40 / - 40, Glass , All Sash: High Performance SmartSun Glass, No Pattern, Hardware , White, Standard Color Recessed Hand Lift, Screen , Fiberglass, Full Screen, Grille Style , Grilles Between Glass (GBG), Grille Pattern , All Sash: Colonial 2w x 2h, Misc , Trim kits: Full Removal - Unfinished, Per Kit	
WINDOWS: 2 PATIO DOORS: 0 ENTRY DOORS: 0 SPECIALTY: 0 MISC: 0				TOTAL \$7,203



Renewal by Andersen is committed to our customers' safety by complying with the rules and lead-safe work practices specified by the EPA.



