



Tim Greimel, Mayor
Khalfani Stephens, Deputy Mayor

CITY OF PONTIAC, MI

HISTORIC DISTRICT COMMISSION MINUTES

Wednesday, March 13, 2024 – 6 pm

I. CALL TO ORDER: (6:07)

II. ATTENDANCE

Present: Chair Rick David, Vice Chair Regina Campbell, Jen Burk, Jim Allen, Rachael Clark
Ken Burch

Staff Members Mark Yandrick – Planning Manager / Paul Harang – Planner II

A motion was made by Commissioner Burk to start the meeting. It was seconded by Commissioner Campbell.

III. OFFICIAL COMMUNICAITONS

Staff Planner Harang indicated that there were no new communications.

Minutes

The minutes were reviewed by the Commission and found in order.

Motion to approve the minutes made by Commissioner Burk and seconded by Commissioner Clark.

Vote

Yes 6

No 0

IV. AGENDA

The Commission reviewed the agenda.

Motion to approve the agenda made by Commissioner Burch and seconded by Commissioner Burk.

Vote

Yes 6

No 0

V. NEW BUSINESS

Case:	HDC 23-002
Applicant	Rick Robinson
Address	369 West Iroquois
Request	Review of work without HDC review for windows, siding, garage improvements, and stoop railings.

Staff Planner Harang provided the case background explaining the applicant, without HDC approval, removed wood windows from the dwelling to insert vinyl windows in the openings, removed replacement wood stoop railings to install vinyl railings, clad the garage walls with vinyl siding covering wood siding and wood windows, removed wood garage doors and replaced them with two (2) metal overhead vehicle doors and one (1) metal pedestrian door.

The applicant provided a presentation to the Commission on the dwelling and the garage alterations. The applicant explained he was not aware of the historic designation on the subject site. The applicant stressed interest in understanding any alterations the commission proposed to bring the dwelling and garage into conformance with the guidelines or standards.

Commission David asked the applicant why he did not obtain a permit for the work at the site and why all the work was completed without city review.

Commissioner Clark addressed the removal of the wood windows from the structure and indicated that the new vinyl windows' muntin patterns do not mimic the original muntin pattern of the wood windows.

Commissioner Allen asked staff why the applicant did not seek staff input into the alterations at the site before all the changes.

Staff Planner Harang explained the applicant did seek input from staff however, the applicant canceled a meeting at the site and did not follow up to reschedule. If staff had been able to review the changes at

the canceled meeting or any future meetings before the alterations occurred, staff would have explained the process and requirements of the guidelines that impact historic dwellings and garages.

Commissioner Campbell addressed the applicant and indicated that if proper procedures were followed by the applicant with planning staff and the building staff the alterations proposed at the meeting would not have occurred since staff would have explained the process and requirements of the Secretary of the Interiors Standards and Pontiac Guidelines.

The applicant indicated that he would take responsibility for the unapproved alterations to the site and requests the commission or staff provide the corrections at the hearing, so he can initiate the correct alterations on both structures.

Sue Sinclair, a resident of Seminole Hills, stated that she toured the house before the alterations and supports the commission's direction to have the applicant comply with the historic guidelines or standards to bring the subject site into compliance with the Historic District Commission.

A motion was made by Commissioner Burk and seconded by Commissioner Burch to approve the removal of the replacement vinyl windows and reestablish wood windows with an exterior clad in aluminum and exterior grills mimicking the original windows on the Iroquois façade, establish vinyl windows on the north, south, and east facades with interior grills that match the original windows removed from the dwelling, remove vinyl siding from the garage facades and soffits to uncover the original wood, the wood siding and soffits on the garage shall be painted, replace boarded windows in the garage with new windows that mimic the look and style of the original windows, establish vinyl railings on the front stoop, and establish two (2) metal overhead vehicle doors and one (1) pedestrian door in the garage.

Vote

Yes 6

No 0

Case:	HDC 24-004
Applicant	Molses Blanco
Address	260 Nelson Street
Request	Review of work without HDC review for windows and doors. And review requested work for new windows, new doors, new gutters, new glass block windows, porch improvements, fencing, and porch work.

Staff Planner Harang provided the background for the request and indicated that much of the work completed at the site was completed by previous owners relating to the use of vinyl windows in the

dwelling. It was also explained that the applicant did not receive HDC approval for work done on the dwelling regarding five (5) replacement vinyl windows and two (2) door replacements.

The applicant provided background information regarding the subject site. He indicated that most of the original windows were removed from the house and replaced with vinyl windows by prior owners. He is requesting these alterations to improve the property.

Commissioner Clark asked a question about the windows the applicant installed and requested an understanding of the types of doors the applicant is seeking approval to install.

The applicant indicated that he removed two (2) wood windows on the primary façade and replaced them with vinyl windows. The applicant wanted to use vinyl windows since most of the windows in the house are vinyl and were replaced by previous owners. The applicant indicated he is seeking metal opaque doors to be inserted within the front, rear, and side elevations.

Commissioner Burk stated that the applicant does have a point regarding vinyl windows within the primary facades may be appropriate due to the fact the majority of the windows in the dwelling are already vinyl. But she does question the opaque metal door on the primary façade.

Staff Planner Harang indicated that requiring wood windows within a house composed of vinyl replacement windows may alter the continuity of the primary façade.

Commissioner Campbell indicated that she could support the improvements to the rear bump out and fencing requests, but she feels the primary façade door should not be opaque.

Commissioner Allen explained that the property had several owners that did not follow the HDC process and that is the reason why we are in this predicament.

Commissioner Burch indicated that if vinyl windows make up the majority of the windows in the house, he does not see any reason to approve wood windows in the primary façade, because they may make the house look inconsistent with the other elevations which are composed of vinyl windows.

The applicant addressed the Commission and indicated that he would prefer opaque metal doors to be installed within the house and support vinyl windows for the entire house.

A motion was made by Commissioner Burk and seconded by Commissioner Burch to approve, vinyl windows with grills in all elevations of the dwelling, an opaque metal door at the rear of the house, replacement doors with 4 to 6 lites on the east and west elevations, 6-foot high fencing at the south and east property lines, four (4) foot high picket fencing on the west property line (Hammond frontage), porch improvements and glass block windows in all basement windows.

Votes

Yes 5

No 1

Adjournment (8:30)

Motion made by Commissioner Campbell and seconded by Commissioner Allen.

Vote

Yes 6

No 0

Respectfully Submitted,

Paul Harang, Planner II
Community Development Department