



Tim Greimel, Mayor  
Khalfani Stephens, Deputy Mayor

**CITY OF PONTIAC, MI**  
**HISTORIC DISTRICT COMMISSION MINUTES**  
**Wednesday, May 22, 2024 – 6 pm**

I. CALL TO ORDER: (6:09)

II. ATTENDANCE

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

Staff Members Paul Harang – Planner II

**Motion was made by Commissioner Clark to start the meeting it was seconded by Commissioner Burch.**

III. OFFICIAL COMMUNICAITONS

Planner II Harang updated the commission on the HDC Town Hall scheduled for June 10<sup>th</sup> and requested input from the Commission.

Commissioner Campbell stated she is looking forward to the Town Hall and wanted to understand the agenda.

Commission Burk stated she likes the idea of break-out sessions and feels one session should focus on what types of exterior changes the commission does not have to review.

Planner II indicated that there will be four (4) individual stations where attendees can obtain information about the HDC process, and a short PowerPoint will be presented to the attendees focused on HDC reviews, powers, and insight into what the Commission generally prefers to review with any case.

#### IV. OLD BUSINESS

No old business

#### V. NEW BUSINESS

Case:	HDC 24-008
Applicant:	Grace Centers of Hope
Address:	27 Fairgrove Street
Request:	The applicant is requesting a Certificate of Appropriateness for work completed with and without HDC approval on the dwelling and two-car detached garage.

Planner Harang provided the background of the case stating the applicant completed work on the garage without HDC approval with the establishment of new hardie board siding, new garage doors, and a new replacement asphalt garage roof. Additionally, the applicant obtained HDC approval in case 21-014 for alterations on the house consisting of new windows, siding, and porch improvements. Unfortunately, the applicant did not follow the approved scope of work regarding porch alterations focused on the porch column and balustrade. And lastly, the applicant is requesting approval to remove existing vinyl windows on the primary façade with new vinyl windows.

The applicant stated that he regrets the approved out of scope work completed on the dwelling and alterations completed on the garage which was not reviewed and approved by the Commission. The applicant states the reason why he is in this predicament is due to the fault of contractors hired to complete the work. The applicant stated that the contractor is at fault for the alterations and apologized for the inconsistencies relative to the out-of-scope work. The applicant stated the dwelling is occupied and is an asset to the street due to the total renovation of the building but understands why he is in front of the Commission and is open to a discussion and any proposed changes that need to occur to bring this request into compliance.

Commissioner Clark asked the applicant what state the property was in when it was purchased for rehabilitation. And stated the present appearance of the dwelling and garage is excellent.

Commissioner Burk stated that the house looks fabulous and she is impressed by the other renovated properties on the street.

Commissioner Burch stated, "great job on the renovation" and he had no other questions and sought a vote.

Commissioner Campbell stated that she understands the project may look great, but the alterations on the porch are out of scope with the approved work and feels that the alterations are not in line with the Secretary of the Interior Standards for rehabilitation focused on the porch columns and railings.

Commissioner Burk stated that she supports the project and each property has to be reviewed individually.

Commissioner Campbell stated that she believes that the commission should look at the entire district to complete a review not just review each as a case-by-case review.

Commissioner Burch stated the changes to the columns and balustrade are minor and are consistent with other dwellings within the district.

Commissioner Allen stated that the finished project looks great, and he can support the improvements to the house and garage.

**Motion by Commissioner Burk and was seconded by Commissioner Burch to approve the Certificate of Appropriateness for case 24-008 focused on the garage alterations and vinyl window replacement within the house and to revise the Certificate of Appropriateness issued on HDC case 21-014 to amend the columns and balustrade.**

**Vote**

**Yes            4            (Burch, Burk, Allen Clark)**

**No            1            (David)**

**Abstain       1            (Campbell)**

Case:                    HDC 24-010

Applicant               Michigan Fire Restoration LLC, for Doris Medlock

Address                156 East Iroquois Road

Request                Certificate of Appropriateness for window replacement and rear sunporch alterations.

Planner Harang provided the background of the request. The applicant completed work on the dwelling to replace vinyl windows on the second floor of the house with new vinyl windows. Additionally, the applicant initiated the alteration of a second-floor sun porch. Both alterations were completed and initiated without HDC review and approval.

The applicant stated that the reason for the alterations was due to a fire at the house. The contractor, Michigan Fire Restoration, regrets the alteration to the dwelling without HDC approval but felt the changes were minor and would only improve the dwelling's appearance.

The homeowner, Doris Medlock, stated that she would like the commission to approve the alterations because the changes will allow her to stay in her home.

Planner Harang stated the applicant has provided a new design for the rear sun porch. The new design will intentionally mimic the look of a historic sunporch with the incorporation of double-hung windows within portions and wood vertical and horizontal bands that will mimic the look of windows, but provide privacy for the homeowner. It was stated the design is appropriate to the dwelling.

Commissioner Allen stated that the proposed redesign of the rear sun porch is in keeping with the look of a sun porch and indicated he does not support the inclusion of sliding windows within the design.

The applicant stated based on conversations with HDC staff all sliding windows will be eliminated from the proposal and only double-hung windows will be used within the sunporch.

Commissioner Burk stated the new design looks great and she can support both the new replacement vinyl windows and the design of the altered sun porch.

Commissioner Clark asked the contractor what type of material would be used on the sun porch.

The applicant stated wood will be used to mimic windows within portions of the porch.

Commissioner David stated that he is happy HDC staff worked with the applicant to redesign the look of the sun porch since the redesign is more historically accurate over vinyl siding and sliding windows which was originally proposed.

Commissioner Campbell stated sliding windows will not look appropriate for this dwelling due to the fact that all windows within the dwelling are all double hung.

**Motion by Commissioner Burk and was seconded by Commissioner Burch to approve the Certificate of Appropriateness for the replacement of the second-floor vinyl windows with new vinyl windows and the alteration of the rear second-floor sun porch with the introduction of new double hung windows on the south and half of the east elevation with the remainder of the east and north elevations being made up of wood boards with vertical and horizontal wood banding to mimic the look of windows within the sun porch.**

**Vote**

**Yes**        **6**        **(David, Campbell, Allen, Burch, Burk, and Clark)**

**No**        **0**

**No public comment**

**VI. ADJOURNMENT**

**Commissioner Campbell provided a motion to adjourn the meeting and Commissioner Burch seconded the Motion.**

Respectfully Submitted,

Paul Harang, Planner II  
Community Development Department

