

CITY OF PONTIAC, MI
HISTORIC DISTRICT COMMISSION MINUTES
Special Meeting
Wednesday, December 7, 2023 – 6pm
21 Miami Road

I. CALL TO ORDER: (6:08)

II. ATTENDANCE:

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

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

A motion was made by Commissioner Burk to start the meeting and it was seconded by Commissioner Allen and unanimously approved.

III. OFFICIAL COMMUNICATIONS:

Planner II Paul Harang welcomed members to the meeting and indicated no new updates.

IV. NEW BUSINESS:

Planner Harang opened the meeting and explained this is a special meeting requested by the applicant. The Planner II provided a presentation regarding the request at 21 Miami.

The applicant Megan Shramski provided a presentation regarding the roof request at 21 Miami. The applicant indicated that per her understanding all violations at the site were rectified. The applicant indicated that her husband and son over the years have repaired the roof. First removing several rotten cedar shingle areas from parts of the roof and installing new cedar shingles due to the fact the applicant did not want to hire a roofing contractor to do the work. The applicant indicated that she feels that she does not have to pay any additional fees or seek a permit for any soffit work on her house.

Commissioner Burch asked why the case is in front of the Commission and why staff could not approve the work at a staff level. And asked a question of staff “does the homeowner need a permit for soffit repair”.

Staff Planner Harang indicated staff could not approve the request due to the existence of 3 different roofing materials on the house. Based on the guidelines approved by the

Commission in 2018 no staff approval is authorized for such a request it must go to the Commission.

Commissioner Clark asked if the cedar shingles on the roof were repaired by the homeowner.

Commissioner Burk asked if the soffits are wood, and if the replacement soffits will remain wood.

The applicant indicated that any new soffits would remain wood.

Commissioner Allen asked about the gutters, if the gutters will be reattached to the house, and indicated that any new soffits must remain wood.

Commissioner David stated the case is in front of the commission due to the guidelines and stated the commission would need to review this application because staff can only review "like to like" requests.

Planner Harang agreed with Commissioner David that staff is required to send this request to the commission due to the fact staff can only approve "like to like" replacements and cannot staff approve requests that are not "like to like" roofing materials.

Commissioner David asked the staff if they would like to add anything to the conversation.

Planner Harang indicated that the commission should include a motion or addendum to add any soffit repair to the request since the applicant will be re-roofing the house.

Resident Abigail Eyon 78 Wenonah Drive in Ottawa Hills stated that she supports the roof work on the house. And feels that the special meeting is not necessary.

The applicant addressed the commission provided some personal updates regarding her life over the past few years and stated more reasons why she could not address the roof issue in the past. The applicant indicated a future HDC meeting request will be sought to seek a permit to remove a garage addition at the site.

Resident Abigail Eyon addressed the commission and stated that she felt the special meeting should not have occurred.

Planner Yandrick addressed the commission and stated the special meeting must occur due to the multiple roofing materials on the house. And staff must make sure proper processes are in place to follow the HDC guidelines. The Planning Manager indicated staff has a list of past roof applications at other sites that have been reviewed by the Commission. Indicating this request is not out of the ordinary. The main issue with this application is the 3 different roofing materials on the house. Therefore, staff cannot issue a Certificate of Appropriateness. Planner Manager Yandrick indicated that we only obtained the permit request 2 weeks before this meeting and staff scheduled the case for the regular docket, but the applicant insisted the case needed to be heard as a special meeting request as soon as possible since her insurance company was threatening to cancel the insurance policy at the site. The Planning Manager

stated that relative to the application staff is always going to support the Secretary of Interior standards and the HDC guidelines. And indicated staff does support the request, but the application must be heard by the Commission and suggested the Commission, in the future, can revisit changing the HDC guidelines relative to what staff can and cannot approve.

Commissioner Campbell asked about the fee for a special meeting. Staff indicated since the applicant requested a special meeting a fee must be assessed.

Commissioner Burk indicated that the commission should not deliberate about the special fee. The special fee is not the reason why the Commission is meeting tonight.

Commissioner Bales stated that no person should feel insecure before the commission. He feels that the historic picture within the HDC package should not have been inserted and he has an issue with the color of the replacement asphalt shingles.

Commissioner Allen stated that the applicant should not have waited so long to address the roof issues with staff. If the insurance company had not tried to cancel the policy the special meeting would not have occurred; the case could have been heard at the regularly scheduled public meeting a week later.

Commissioner Burk made a motion to approve the removal of the existing roof material on the house install new green asphalt dimensional shingles and approve soffit work to be completed at the time of the roof work. Commissioner Clark seconded the motion. Unanimously approved.

7 yes

0 No

Commissioner David indicated that future citizens attending the HDC meeting should be aware that any renovation on a historic structure requires a review by staff or the commission.

V. ADJOURNMENT (6:43)

Respectfully Submitted,

Paul Harang, Planner II
Community Development Department

City of Pontiac, MI
Historic District Commission
January 17, 2024