

MEETING MINUTES
 HISTORIC DISTRICT COMMISSION
 CITY OF FARMINGTON HILLS

June 11, 2014 – 7:30

FARMINGTON HILLS CITY HALL – COMMUNITY ROOM
 31555 W. ELEVEN MILE ROAD, FARMINGTON HILLS, MI

#	AGENDA ITEM	DISCUSSION SUMMARY/PERTINENT INFO	FORMAL MOTIONS:
1	CALL TO ORDER:	The meeting was called to order at 7:30 pm	
2	ROLL CALL:	<p>MEMBERS PRESENT: Steve Olson, Michael Hegarty, Don Millington, David Johnston, Joan Barber, Donna Smolinski</p> <p>MEMBERS ABSENT: Ken Weikal</p> <p>OTHERS PRESENT: Mark Stec, Staff Liaison; Ken Klemmer, HD #511; Michaelene Clissold & John Budrys HD #520</p>	
3	APPROVAL OF AGENDA:		<p>MOTION BY: MILLINGTON SUPPORT BY: HEGARTY</p> <p>MOTION TO HEAR ITEMS 5.A. and 6.A FIRST</p> <p>MOTION CARRIED: UNANIMOUS</p>
4A	<p>UNFINISHED BUSINESS:</p> <p><u>FARMINGTON HILLS CEMETERY FINDINGS REPORT</u></p>	<p>Commissioner Smolinski presented background information on 4-designs of the west wall "reconstruction" needed in the West Farmington Cemetery.</p> <p>*Design A is reconstruction of existing wall *B is poured wall replacement with brick facing *C is block wall replacement *D is block wall replacement with brick facing</p> <p>All replacements would entail removal of existing wall (and any footing that may have been installed)</p> <p>The brick paver sidewalk would have to be reset with correct slope to Halsted Road in any of the above listed reconstructions.</p> <p>The metal fence was discussed but no resolution to it's condition was made since the wall construction must be decided first.</p>	

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		<p>Commissioner Millington had a meeting with Kevin McCarthy of the DPW regarding on-going maintenance work at the cemetery. Mr. McCarthy stated the existing deteriorated brickwork was being rebuilt and a cement outer coating was being applied. Upon cement curing, the cement would be repainted along with painting of the metal fence. Funding for this work was available through the Cemetery Maintenance fund.</p> <p>Mr. McCarthy was agreeable to meet with the HDC Chairman, Steve Olson, Commissioner Millington to discuss more permanent reconstruction of the wall, funding, who should be involved in the process, etc. Commissioner Millington will arrange a meeting for early Fall, 2014 to start the process.</p> <p>A brief discussion with Mr. McCarthy concerning pavers versus stamped concrete for all future sidewalks in Historic Districts did not result in any planned changes. The HDC discussion generally came to the conclusion that pavers would continue to be specified at this time.</p>	
5A	<p>NEW BUSINESS: <u>CERTIFICATE OF APPROPRIATENESS 14-3</u> HISTORIC DISTRICT: #520, Archibald Jones House LOCATION: 29921 Ardmore PARCEL ID: 23-03-410-035 PROPOSAL: Remove and rebuild masonry front porch APPLICANT: Michaelene Clissold & John Budrys OWNER: Michaelene Clissold & John Budrys</p>	<p>Proponent explained his reasons for requesting replacement of the porch structure. Patching would not fix the reverse water flow of the porch, the deteriorated foundation and crumbling steps. Liaison Stec furnished pictures of the conditions. Commissioners requested the proponent save and use as many of the original bricks as possible. Suggested he might also contact reclaimed brick yards for matching brick or to contact Country Building Supply as commissioner Millington has experience with them attempting to match furnished samples.</p>	<p>MOTION BY: SMOLINSKI SUPPORT BY: HEGARTY</p> <p>MOTION TO APPROVE THE REMOVAL AND REPLACEMENT OF THE PORCH WITH THE FOLLOWING STIPULATIONS:</p> <ol style="list-style-type: none"> 1. THE NEW PORCH SHALL BE CONSTRUCTED TO MATCH THE APPEARANCE OF THE ORIGINAL 2. EXSITING BRICKS SHALL BE SAVED AND REUSED IN THE RECONSTRUCTION TO THE GREATEST DEGREE POSSIBLE 3. REPLACEMENT BRICKS, IF NECESSARY, SHALL MATCH THE APPEARANCE OF THE ORIGINAL BRICKS 4. SPEICAL ATTENTION TO SECRETARY OF INTERIOR STANDARDS 2 & 10

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			<p>MOTION CARRIED: UNANIMOUS</p>
6A	<p>POINTS OF INTEREST/UPDATES: Historic Markers</p>	<p>The Commission was informed by Liaison Stec that the remaining HDC 2014 budget funds were transferred last April to the City's general fund without consulting the HDC or furnishing any advance notice that this would take place. Funding is granted for a full fiscal year, July 1 thru June 30 in any fiscal year, thus the remaining funds that were removed from the HDC budget were planned for expenditure during the month of June, 2014, reference Motion of Approval, this document. This "uninformed" transfer has potential to reflect poorly on the HDC's contract with Sewah Studios if the down payment is not made.</p> <p>The HDC would like to see the City policy that authorizes arbitrary transfer of funds without consultation from any Commissions budget.</p> <p>The HDC discussed and then initiated a review process of the Blue Book of historic districts comparing the information to the master files as kept by Ms. Jean Fox. One file per month will be reviewed by each HDC commissioner, excluding the Chair. This review process will start early Fall, 2014 and any discrepancies will be noted and discussed at the next scheduled HDC meeting.</p> <p>These files currently are in temporary dry storage at Commissioner Millington's residence until a suitable storage location at City Hall is allocated.</p>	<p>MOTION BY: MILLINGTON SUPPORT BY: HEGARTY</p> <p>MOTION TO APPROVE EXPENDITURE OF \$998 AS DOWN PAYMENT FOR THE PURCHASE OF NEW HISTORIC MARKER FROM SEWAH STUDIOS PER TEXT APPROVED BY THE HDC AND HOMEOWNER ON 6/11/14</p> <p>MOTION CARRIED: UNANIMOUS</p>
6B	<p>POINTS OF INTEREST/UPDATES: Orange Risdon Map</p>	<p>The Orange Risdon map has been scanned so copies can now be made. Various commissioners expressed an interest in purchasing a copy. Commissioner Johnston had discussions with White Reproductions as to paper quality and costs. He will contact White and obtain firm cost figures by quantity and paper quality for the next meeting.</p>	

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6C	POINTS OF INTEREST/UPDATES: Sarah Fisher Property	Liaison Stec to continue attempting contact with St. John's Hospital liaison to arrange an on-site meeting so the HDC can review the buildings and site amenities. HDC would like to meet in late August.	
6D	POINTS OF INTEREST/UPDATES: Publicity Opportunities	The HDC would like to see the Lambert Sellers marker installed by June 23rd with Press coverage if possible. Commissioner Hegarty would make the video at that time if his schedule allows. Four historic properties are available for videoing and Commissioner Hegarty will attempt to work them into his schedule during July and August, 2014.	
6E	POINTS OF INTEREST/UPDATES: Reference Materials Long Term Storage	Commissioner Millington has the reference material in dry storage at his residence. He will transfer the material to City Hall when secure space is available. Seven boxes and three roll drawings contain the information; box size was relayed to Liaison Stec.	
6F	POINTS OF INTEREST/UPDATES: Historic Designation Study Committee	Commissioner Johnston was honored to be appointed to the Historic Designation Study Committee. He has vast experience in this area so his expertise will serve the committee well.	MOTION BY: SMOLINSKI SUPPORT BY: BARBER MOTION TO APPOINT COMMISSIONER DAVID McCALL JOHNSTON TO THE HISTORIC DESIGNATION STUDY COMMITTEE MOTION CARRIED: UNANIMOUS
6G	POINTS OF INTEREST/UPDATES: Vacancy	Commissioner Smolinski informed the HDC that her work schedule as an architect prevents her from continuing to be a member of this commission. She will be forwarding her resignation next week. The HDC has two applicants interested in being on the HDC. The Commission reviewed their resumes and has recommended Mr. Klemmer for appointment to the HDC as his background in various aspects of architecture well suits him to the workings and responsibilities of the HDC.	MOTION BY: HEGARTY SUPPORT BY: BARBER MOTION TO RECOMMEND THE APPOINTMENT OF KENNETH KLEMMER TO THE HDC FOR A TERM TO EXPIRE 2/1/2016 MOTION CARRIED: UNANIMOUS
7A	CORRESPONDENCE:	Mail was distributed.	
8	PUBLIC COMMENTS:	None.	

#	AGENDA ITEM	DISCUSSION SUMMARY/PERTINENT INFO	FORMAL MOTIONS:
9	COMMISSIONER COMMENTS:		
10A	APPROVAL OF MINUTES: MAY 14, 2014		MOTION BY: SMOLINSKI SUPPORT BY: HEGARTY MAY 14, 2014 MINUTES APPROVED WITH MINOR REVISIONS. MOTION CARRIED: UNANIMOUS
12	ADJOURNMENT:	Meeting adjourned at 10:00 pm	
	MINUTES PREPARED BY	Commission Secretary Millington	