

MEETING MINUTES
CITY OF FARMINGTON HILLS
HISTORIC DISTRICT COMMISSION
ELECTRONIC MEETING

(As authorized under the Open Meetings Act, MCL 15.261, *ET SEQ*, AS AMENDED)
ZOOM 82046059598
FEBRUARY 10, 2021

CALLED MEETING TO ORDER: CHAIRMAN KEN KLEMMER 7:30 PM

MEMBERS PRESENT: Ken Klemmer, Farmington Hills, Michigan
Lisa Martin, Farmington Hills, Michigan
John Trafelet, Farmington Hills, Michigan
Steve Olson, Farmington Hills, Michigan
Jim Paulson, Farmington Hills, Michigan

MEMBERS ABSENT: Bryan Brincat

OTHERS PRESENT: Angeline Lawrence, City of Farmington Hills, HDC Liaison
Inkster, Michigan
Valerie Knol, City of Farmington Hills, Council Liaison, Farmington Hills,
Michigan
Chris Fcasni, Facilities Supervisor, Farmington Hills Special Services,
Farmington Hills, Michigan
Diane Young (public), resident, Farmington Hills, Michigan
Alec Thompson (public), resident Farmington Hills, Michigan

APPROVAL OF AGENDA:

The agenda was approved as published.

Motion to approve agenda for February 10, 2021

MOTION BY: OLSON
SUPPORT BY: TRAFELET

Roll Call Vote:

Yeas: Klemmer, Martin, Trafelet, Olson, and Paulson
Nays: None
Abstentions: NONE

MOTION CARRIED: 5-0-0

UNFINISHED BUSINESS:

a. Annual Report

2020 Annual Report was reviewed as submitted by Staff Liaison Lawrence.
Modifications to 2020 accomplishments:

- Modify report to acknowledge Valerie Knol, City Council Liaison, for her “hands on” work cleaning tombstones at the October 3, 2020 event.

The following 2021 goals were added:

- Continued oversight of overall Spicer House building maintenance. (special subcommittee previously established)
- Comprehensive photo and video documentation (including potential use of police department drones) relative to anticipated partial demolition of historic structures (before and after).

Motion to approve 2020 Annual Report with the above modifications:

MOTION BY: MARTIN
SUPPORT BY: TRAFELET

Roll Call Vote:

Yeas: Klemmer, Martin, Trafelet, Olson, Paulson,
Nays: None
Abstentions: NONE

MOTION CARRIED: 5-0-0

b. Spicer House Proposal

While the scope is still somewhat unclear until further review, it appears that repair/maintenance is needed on the roof as well as the windows, trim, stucco and storms and potential asbestos issues in the interior. Competitive bidding for work will likely be required.

Chairman Klemmer has met with both Allied and Mike Kirk, preservation architect, who was quite involved with the project in the late 1980's, and has submitted preliminary proposals.

All costs will be part of the Special Services budget. A Certificate of Appropriateness will be required. Chris Fcasni is actively working on this in conjunction with the FHHDC. Update to be provided at future meetings.

Council Liaison Knol noted that, on her inspection, there were other problematic trees located too close to the structure that were not designated for removal. Chris Fcasni advised that all trees had been noted and that those with 10 feet to 15 feet of house will be remediated/removed within approximately 2 weeks.

c. Cemetery Preservation Update

i. Volunteer Cleaning Date

Commissioner Steve Olson advised that a volunteer “reach out” to Scouts and other volunteers for work to be scheduled for April/May is in process.

ii. Landscape Maintenance Document

Commissioner Olson noted that equipment utilization by subcontractors (weed whips noted) was creating damage, particularly around tombstones. Kevin McCarthy, Farmington Hills DPW, has been advised and will sensitize subcontractors to issue.

A condensation of the relevant parts of the State cemetery maintenance guidelines will be provided.

\$9,866 is remaining unspent on FYE June, 2021 budget. Additional current fiscal year costs must be submitted for bid before June, 2021. (Staff Liaison Lawrence noted that budget is “zero based” such that prior year unspent funds do not carryover to succeeding fiscal year.)

iii. Temporary Signage

Commissioner Olson suggested small signs or banner affixed to fence regarding ongoing cemetery improvement projects. Banners preferred by Commission. All must comply with signage ordinance.

NEW BUSINESS:

a. Election of Officers

Commissioner Klemmer was proposed as continuing Chairperson, Commissioner Paulson was proposed as Co-Chair and Commissioner Martin was proposed as continuing Secretary. All proposed candidates agreed to assume the role.

Motion to elect above referenced Officers:

MOTION BY: OLSON
SUPPORT BY: TRAFELET

Roll Call Vote:

Yeas: Klemmer, Martin, Trafelet, Olson, and Paulson
Nays: None

Abstentions: NONE

MOTION CARRIED: 5-0-0

b. Vacancy

A vacancy on the Commission has been created by the resignation of William White for business related reasons.

Two potential candidates, Diane Young and Alec Thompson, submitted the appropriate paperwork to Janet Cisneros, secretary in the City Manager's Office of Farmington Hills. Both were present at the electronic meeting and presented themselves.

Ms. Young has a long time GM employment background. She is a history "buff" and coordinated extensive volunteer activities given tours in historic homes.

Mr. Thompson is a Farmington Hills historic homeowner and teaches history and design at Schoolcraft College (focus on American history) and is demonstrably very civically oriented as it relates to Farmington Hills.

The candidates were thanked for their interest and participation in tonight's meeting and advised that both applications would be submitted to the Mayor's office regarding potential appointment.

POINTS OF INTEREST:

a. Former Sarah Fisher Site Update:

Commissioners Trafelet and Klemmer both reported on the Farmington Hills Planning Commission meeting on January 21, 2021, at which a preliminary PUD request for the site was submitted.

The administration building, 1 cottage and the gate will be retained as per the HDC requirement. The north side of the site (approximately 1/2 of the site) is proposed as 3 story traditional apartment units. The south side of the site is proposed as skilled nursing/rehab facilities. The historic aspects of the site are proposed to be utilized as storage/offices/employee breakroom.

The Planning Commission has required that a site plan be submitted and that the potential purchaser meet with the Woodcreek association. Particular concern was raised as to the 3 story apartment elevation and Woodcreek's possible issues.

Commissioner Klemmer noted that in the future, if this sale is not consummated, the HDC needs to pursue ongoing violations with respect to the cottages proposed to be demolished.

Staff Liaison Lawrence reported the roof on the administration building has been completed, inspected and the permit "closed out".

CORRESPONDENCE:

The Wixom House historic marker has been significantly damaged by a windstorm. Photos were submitted. The property owner intends to replace the historic marker and are seeking to make the required investment of \$700 to the HDC towards the cost of replacing the historic marker.

Staff Liaison Lawrence to follow up and inquire about insurance coverage. HDC will table request until proof of payment by homeowners is received.

PUBLIC COMMENT:

None.

COMMISSIONER'S COMMENTS:

None

APPROVAL OF 1/13/2021 MINUTES

Motion to approve 1/13/2021 minutes, as submitted

MOTION BY: Olson
SUPPORT BY: Trafelet

Roll Call Vote:

Yeas: Klemmer, Martin, Trafelet, Paulson, and Olson
Nays: None
Abstentions: None

MOTION CARRIED: 5-0-0

ADJOURNMENT:

Motion to adjourn meeting at 9:15 p.m.

MOTION BY: Trafelet
SUPPORT BY: Olson

Roll Call Vote:

Yeas: Klemmer, Martin, Trafelet, Paulson, and Olson
Nays: None
Abstentions: None

MOTION CARRIED: 5-0-0