



HISTORIC DISTRICT COMMISSION AGENDA November 16, 2022 – 7:00 P.M.

LOCATION: City of Northville Municipal Building – Council Chambers, 215 W. Main St., Northville, Michigan
48167, 248-449-9902

1. **CALL TO ORDER AND ROLL CALL**
2. **PUBLIC COMMENT** Limited to brief comments on any issue that is not on the agenda
3. **APPROVE AGENDA**
4. **APPROVE MEETING MINUTES** October 19, 2022
5. **REPORTS**
 - A. City Administration
 - B. City Council
 - C. Planning Commission
 - D. Other Community/Governmental Liaisons
6. **PUBLIC HEARINGS** None
7. **CASES TO BE HEARD**
 - A. Case is called.
 - B. Applicant presents case.
 - C. Commission questions & comments.
 - D. A motion pertaining to the completeness of the application is made, seconded, and voted upon. Results are announced by the Chair.
 - E. Public comments on the case are heard. Members of the public are asked to address the Commission from the podium.
 - F. If the HDC has voted to accept the application as complete, a motion pertaining to granting a Certificate of Appropriateness or Notice to Proceed is made, seconded, and voted upon. Results are announced by the Chair.

CASE #1

Jack Mastantuono / Pizza Cutter
115 E. Dunlap St.

Paint Color Change
(Returning)

8. **DISCUSSION**
 - Downtown Pedestrian Plan – Subcommittee Assignment
9. **ADJOURNMENT**

CITY OF NORTHVILLE, MICHIGAN
215 W. Main Street
Northville MI 48167
Historic District Commission Meeting Minutes
October 19, 2022, 7:00 PM
Council Chambers

1. CALL TO ORDER AND ROLL CALL:

Chair Allen called the meeting to order at 7:00 pm.

Present: Jim Allen, Chair
Leanie Bayly
David Field
Jeff Gaines
Tom Gudritz
Chuck Murdock
Mario Tartaglia

Absent: None

Also Present: Planning Consultant Elmiger
Mayor Pro-Tem Moroski-Browne
DDA Director Ward

2. PUBLIC COMMENT:

None.

3. APPROVAL OF AGENDA:

MOTION by Gudritz, support by Tartaglia, to approve the agenda as published.

Motion carried by voice vote.

4. APPROVAL OF PREVIOUS MEETING MINUTES: August 17, 2022, September 27, 2022

MOTION by Murdock, support by Field, to approve the August 17, 2022 meeting minutes as published.

Motion carried by voice vote.

MOTION by Field, support by Murdock, to amend and approve the August 17, 2022 meeting minutes as follows:

P. 4, under Discussion, first paragraph, line 4ff: ~~The HDC should be considering standards against which to evaluate the structures, which were not anticipated in the current guidelines. Standards might include setbacks and materials.~~

Motion carried by voice vote.

5. REPORTS:

A. CITY ADMINISTRATION:

None.

B. CITY COUNCIL:

None.

C. PLANNING COMMISSIONER:

Commissioner Gaines reported on the August 16 Planning Commission meeting, when the Commission had approved 126 E. Main (on tonight’s HDC agenda) from a planning standpoint.

D. OTHER COMMUNITY/GOVERNMENTAL LIAISONS:

None.

6. PUBLIC HEARING: None.

7. CASES TO BE HEARD – BY CASE

- A. Case is called.
- B. Applicant presents case.
- C. Commission questions & comments.
- D. A motion pertaining to the completeness of the application is made, seconded, and voted upon. Results are announced by the Chair.
- E. Public comments on the case are heard. Members of the public are asked to address the Commission from the podium.
- F. If the HDC has voted to accept the application as complete, a motion pertaining to granting a Certificate of Appropriateness or Notice to Proceed is made, seconded, and voted upon. Results are announced by the Chair.

CASE # 1

**Maureen McCrimmon
473 W. Cady St.**

Fence

Maureen McCrimmon, 473 W. Cady Street, was present on behalf of this request to replace a fence.

Ms. McCrimmon explained that the existing fence was rotting and falling down. She had tried replacing boards, but the fence didn’t look nice. Research of pictures indicated that the fence had probably been there for over 50 years. She wanted to replace the fence “in kind” with an identical fence with the same size boards, identical posts, and the same color.

Planning Consultant Elmiger noted that the fence location appeared to be in compliance with zoning requirements. Compliance would be confirmed during the fence permitting process.

Commissioner Murdock pointed out that the existing fence was pictured in the Design Standards as an appropriate fence for this setting.

MOTION by Field, support by Bayly, to accept the application as complete.

Motion carried by voice vote.

Chair Allen opened the meeting for public comment.

Kathy Spillane, 487 W. Cady Street, said that she was Ms. McCrimmon’s next door neighbor and that her family supported replacing the fence. The fence was well proportioned to the lot, and the new fence would be identical to the existing fence.

Seeing that no further public indicated that they wished to speak on this item, Chair Allen brought the matter back to the Commission.

MOTION by Murdock, support by Gudritz, to grant a Certificate of Appropriateness for the work as presented, referencing Secretary of Interior Standard #9, and the Northville District Design Standards 3-4 fences, 3-21 materials, and 5-18 paint and color.

Motion carried by voice vote.

CASE #2

**Mishelle Lussier / Presley Architecture
126 E. Main St.**

Rear Building Addition

Joshua Dee, Presley Architecture, was present on behalf of this application for a rear building addition at 126 E. Main. Owner Mishelle Lussier was also present.

Mr. Dee explained the following:

- The project was approved by the HDC in November 2020. The project stalled during the pandemic, but was now moving ahead.
- Nothing had changed since the previous application, in that the Main Street facade of the restaurant would remain unchanged. The three existing one-bedroom residential rental units on the second floor would become one two-bedroom residential unit.
- A new two-car garage on the main level would serve the second floor residence.
- A new covered walkway would serve the back-of-house needs at the restaurant.
- The addition would be a “soft industrial style” that was deliberately different than the historic facade on Main Street, to keep the addition separate and subdued.

In response to questions from the Commission, Mr. Dee explained that setback changes to improve access had been made prior to the previous application. Materials and colors had not changed since the previous application.

Planning Consultant Elmiger noted that materials and color codes had been included in the submittal documents.

MOTION by Field, support by Tartaglia, to accept the application as complete.

Motion carried by voice vote.

Chair Allen opened the meeting for public comment. Seeing that no public indicated that they wished to speak on this item, Chair Allen brought the matter back to the Commission.

MOTION by Gudritz, support by Murdock, to grant a Certificate of Appropriateness for the work as presented, referencing Secretary of Interior Standards #9 and #10, and Northville District Design Standards 4-16 mass, 4-17 height, 4-19 proportion, 4-21 materials, 4-27 rear facade development, 5-8 roofing, 5-14 windows, 5-16 metal, 5-18 paint and color, and 3-24 garages.

Motion carried by voice vote.

8. DISCUSSION

Administrative Approvals for May-June, and July - September 2022

- Tear-off and re-roof project at 145 N. Center was administratively approved during the May to June time period.
- No projects administratively approved during the July to September time period.

2023 Meeting Dates

Motion by Field, support by Gudritz, to adopt the 2023 and January 2024 Historic District Commission meeting schedule as presented.

Motion carried by voice vote.

Therefore the approved 2023 and January 2024 HDC meeting dates are:

2023

January 18 (previously approved)

February 15

March 15

April 19

May 17

June 21

July 19

August 16

September 20

October 18

November 15

December 20

2024

January 17, 2024

Downtown Street Closures

DDA Director Lori Ward gave the following updates:

- The City Council had voted that the downtown streets that were closed during the pandemic would be permanently closed, and the DDA was tasked with developing a design plan that would combine the two closed areas into one coordinated outdoor pedestrian area.
- The DDA prepared a request for a proposal and received five responses and held three interviews.
- Grissim Metz Andriese was chosen to help develop a design plan. This design team was familiar with the downtown area, as they had designed Town Square and were currently working with the Hunter Pasteur project for The Downs.
- Kickoff for the project would be on October 27 at 8:00am, with the Economic Development Committee acting as the project advisory team.
- Grissim Metz Andriese would prioritize discussing the outdoor structures, and consider how to make the pedestrian area an inviting winter place to visit.
- The DDA was requesting input from the HDC regarding outdoor structures downtown. Was the concept of permanent outdoor structures acceptable to the HDC?

In response to a question from Chair Allen, DDA Director Ward explained that:

- The permanent location of the outdoor structures had not been determined.
- A decision needed to be made whether to keep the pods and stands that were developed as part of the Heat in the Street program.

In response to a question from Chair Allen, Consultant Elmiger said that she had provided SHPO (State Historic Preservation Office) with information regarding the project, but hadn't heard back from them.

Chair Allen requested that SHPO be asked for feedback about structures potentially blocking the elevations of historic buildings, and for feedback about how other downtowns have handled similar projects within a historic district.

Noting that the HDC was going through a design guidelines update process, DDA Director Ward said the current guidelines were helpful for outdoor temporary platforms, but did not address permanent outdoor seating areas.

Commissioner Bayly, who had been on the HDC when Town Square was developed, explained that at that time several meetings were held with Grissim Metz Andriese to review drawings and plans for structures in the Square. Some things that were promised in the drawings did not occur – for instance the promised cast iron on the bandshell was actually fiberglass, showing some breakdown in communication. However, changes in the colors and patterns of the bricks, and other refinements, occurred due to HDC involvement.

Commissioner Bayly continued that the HDC was very concerned about the downtown design elements, especially the importance of the historic facades, and how SHPO was going to respond to structures being located in front of the buildings. The HDC was charged with exterior applications, changes, and upkeep of the historic structures. What was being proposed with the open plaza type environment was a change since the original discussions on this topic at the start of the pandemic. The original effort was to keep businesses open and the HDC had embraced that,

but now the main concern was how would the structures look when they became permanent? There was nothing to provide reference for this; this was likely going to be a big hurdle for the HDC.

Commissioner Bayly said the HDC needed to understand what the vision was and what the community was looking for. Holding informal discussions in open forums to address the permanent outdoor structures should be an option.

Consultant Elmiger said that a subcommittee could be formed to explore the issue and make a recommendation. The subcommittee would not be able to review applications or make decisions on applications.

Chair Allen noted that the HDC had obtained a State grant to update the design guidelines; the RFP was due mid-November, potentially with a mid-January kickoff. The downtown streetscape concept would be included in the HDC guidelines update.

Commissioner Field expressed support for creating a subcommittee. He thought downtown was “kind of a mess.” He expressed concern regarding the fairness of land use on Center Street relative to the existing structures. He also noted the structure owners knew that they might have to remove the structures at any time. The size and look of the structures should be considered. They had been great for an emergency but might not be needed any longer. Some of the structures were being used for storage; the area could turn into a storage pit. It was unlikely anyone would use the structures January – March. The HDC had denied a business that wanted an attached structure with temporary walls.

Commissioner Field emphasized that before design guidelines were decided, guidelines from the DDA for use in the street should be available. Permits for a certain length of time should be required for structures in the outdoor pedestrian area, after which the permit would need to be renewed. Just because the street closures were permanent did not mean the structures had to be permanent. Both sides of the street needed to be treated fairly.

DDA Director Ward said the DDA did have an annual licensing program for structures and/or outdoor dining platforms. The licenses would expire in November. A temporary solution would likely be found to allow the structures during the coming winter months while the design guidelines were developed.

The final design would attempt to provide the same opportunities for all of the restaurants. The RFP emphasized equity, installation, fee structure, appearance, heating, cleaning, and so on. The DDA’s goals for the outdoor pedestrian area were safety, equity, and compatibility with structures in the Historic District, including going through the process of applying to the HDC for approval.

DDA Director Ward said she would make sure the RFP was shared with the Commission.

Chair Allen emphasized the importance of designing the pedestrian plaza to treat both sides of the street.

In response to a question from Commissioner Bayly, DDA Director Ward said that while Grissim Metz Andriese would be designing the outdoor pedestrian area, the DDA Economic Development Committee was made up of landscape architects, architects, engineers, contractors, and

downtown business owners, and the Committee would be working closely with the design team. Again, a top priority as the design effort kicked off next Thursday would be to look at the structures.

Commissioner Bayly expressed support for forming a subcommittee, which could meet more frequently than the once a month HDC schedule. Planning Consultant Elmiger said a subcommittee could be formed at the November HDC meeting.

Commissioner Gudritz asked if the DDA and the restauranteurs were assuming the structures could be used 12 months a year.

DDA Director Ward said the assumption was there would be activities year round to draw people to the pedestrian plaza.

As a downtown business owner, Ms. Lussier said that she would like year round structures. They had ideas for the winter which were on hold until they knew what kind of heaters they could use; she knew other restauranteurs felt the same.

DDA Director Ward noted that utilities would be required for the structures; DDA was working with the Utilities Director to explore options.

Commissioner Gaines supported the outdoor pedestrian area, but noted that he also had some concerns. Standards for outdoor enclosures would be helpful, but not all of the enclosures should look the same. Decisions would have to be made regarding how far outdoor structures were from building elevations in order to preserve the Historic District. The outdoor pedestrian area design should be flexible, so that changes could be made over time in response to pedestrian response and use. Table and chair storage must be addressed. Could the pedestrian area function as the “living room(s)” of the City? Would that support or detract from the restaurants?

Commissioner Gudritz noted that the streets with structures would now be converted to streetscapes. The street look should be recreated as a pedestrian walkway environment that enhanced the Historic District, and not just provide space for outdoor structures.

Commissioner Field said it was important to provide pedestrian pathways so that throughout the pedestrian area people could easily get to storefronts. Should curbs be eliminated? How would emergency vehicles access the area? What kind of activities would be generated in the winter?

In response to a question from Commissioner Bayly, DDA Director Ward explained that design elements for the outdoor pedestrian area would be phased in, and that curbs would be left intact while the area’s success was determined and funding sources were found.

Commissioner Murdock reiterated his comments from last month, in that the structures were okay in an emergency, but he could not envision the long term use of structures in the Historic District.

Ms. Lussier said she had originally had outdoor seating right up against the building. Later she had a front platform – this lasted for approximately 5 years, pre-pandemic. She pointed out it would be difficult to have equality among all the restaurants, as location and size of kitchens differed, as well as the size of storefronts.

In response to a question from Commissioner Gaines, DDA Director Ward noted that six restaurants outside of the closed street area would be included in the social district. The restaurants would be connected via sidewalk unless there was a special event, in which case the streets would temporarily become part of the social district.

Chair Allen said that two or three committee members would be assigned to the subcommittee at the next HDC meeting.

Chair Allen opened the meeting for public comment. Seeing that no public indicated that they wished to speak, Chair Allen closed discussion on this item.

Historic Preservation Excellence Awards

Commissioners Murdock and Gudritz had been working on the proposed Historic Preservation Excellence Awards, and Commissioner Murdock noted three changes since the last meeting regarding the *Draft Proposal, City of Northville Historic District Commission – Preservation Excellence Awards*:

1. The awards ceremony would be held during an HDC meeting in May (either a special or regular meeting).
2. The budget was decreased to \$300 because the ceremony would be held during an HDC meeting, but might have to be increased to cover the cost of bronze plaques, which would be ~\$250. Aluminum plaques would cost ~\$175.
3. The Commission could change or terminate the program (instead of the Chair).

Discussion included:

- ~400 properties were located in the Historic District. There were also properties outside of the Historic District that deserved recognition.
- Documentation was available for Historic District properties. Outside the Historic District documentation was more difficult.
- The City Manager had suggested the awards should be under the purview of a subcommittee of the HDC, similar to the Beautification Awards process.
- Did the dates for the nomination process – with a deadline in mid-March – allow enough time for a third party such as SHPO or others to act on nominations prior to the May meeting?
- Commissioner Murdock provided an example of what the award certificate might look like, a sample application notification that could be published in the weekly e-newsletter City News and other publications, and an example of a bronze plaque.

Mayor Pro-Tem Moroski-Browne explained that a budget amendment would be required for expenditures prior to June 23, 2023. For future budgets, a line item could be added for an annual event. Other things, such as training, could be budgeted for the HDC.

Mayor Pro-Tem Moroski-Browne pointed out that the Master Plan referred to the HDC design guidelines as a consideration for other developments in the City. One way to “give this legs” was to offer awards outside the Historic District.

9. ADJOURNMENT:

MOTION by Field, support by Murdock to adjourn the meeting at 8:10 pm.

Motion carried by voice vote.

Respectfully submitted,
Cheryl McGuire
Recording Secretary



Clear Form

215 WEST MAIN STREET
NORTHVILLE, MI 48167
(248) 449-9902

Cashier Validation (Code 104)

APPLICATION FOR HISTORIC DISTRICT COMMISSION

PLEASE NOTE

Case # _____

- See page 5 to determine if your project requires HDC review and approval
- See pages 6-7 for the documents required to be submitted with your application
- See page 4 for instructions, including submission deadlines and assembly instructions

Application submission deadlines are posted at the Building Department and on the City's website. Submission deadlines are firm. Late submissions are placed on the agenda for the following month.

Property Location: 115 E. Dunlap
(Number) (Street)

Applicant: Pizza Cutter / Jack Mastantuono

Applicant Address: 21260 E. Glen Haven Circle Northville MI 48167
(Street) (City) (State) (Zip)

Telephone: 248-821-5225 Email: jack.pizzacutter@gmail.com

Property Owner (if different): Daskal Development / Jeff Daskal

Owner Address: 19060 Oak Leaf Lane Northville Twp MI 48168
(Street) (City) (State) (Zip)

Telephone: 248-719-2700 Email: daskaldevelopment@yahoo.com

- Proof of ownership of property is attached (required). This consists of title insurance, or a purchase agreement.
- Property Owner Letter of Authorization attached. Required if the applicant is applying on behalf of the property owner. This letter is in addition to the proof of ownership requirement above.

TYPE OF IMPROVEMENT AND PLAN REVIEW

- If you are seeking HDC conceptual review or discussion only, DO NOT submit this application. Submit the Conceptual Review Application.
- If your project requires moving or demolition of a structure, you must ALSO submit a separate Moving/Demolition Application with this Application.

- NEW CONSTRUCTION / ADDITIONS (including garages)
- PORCH RECONSTRUCTION AND OTHER REPAIRS
- DOOR & GARAGE DOOR REPLACEMENT
- PAINT COLOR CHANGE
- FENCE, PAVING, WALLS, LANDSCAPING
- SIGN INSTALLATION / REPLACEMENT
- BUILDING CLEANING
- ROOF REPLACEMENT
- SIDING REPLACEMENT
- WINDOW REPLACEMENT
- OTHER _____

VALUE OF CONSTRUCTION
\$ _____
Required for all projects

Description of work proposed. ATTACH SEPARATE SHEET IF NECESSARY

see attached.

Describe current use of property take-out & dine-in pizzeria

Is a change of use proposed? Yes No If yes, describe

List the existing structures on the property and the approximate year built for each.

Structure	Year Built
1800 sq ft single story building	1960

Does your project/improvement require moving or demolition of any of the structures listed above? Yes* No

*If YES, you must also submit the Historic District Demolition or Moving of a Historic Building application in conjunction with this application. See the application for submission requirements and fees. Failure to submit this application may defer your application to a future meeting.

HDC APPLICATION FEES Fees apply to applicants requesting HDC approval for all aspects of their project, including material changes. Fees do not apply to applicants when the HDC action referred the application back to the applicant.

Application Fee – Painting or reroofing	No fee
Application Fee – All (except paint, re-reroof, and construction)	\$25
Application Fee – Change to a previous approval (includes material changes)	\$80
Construction Fee – less than \$2,000 value	\$80
Construction Fee – greater than \$2,000 value	\$80 + \$5 per every \$3,000 of construction value (Construction value of fee capped at \$500)
Sign Application	\$80 (apply for building Permit after receiving approval)

APPLICATION CHECK LIST

Review pages 6-7 for the documents required for your project. If the application and supporting documentation provided is deficient, your application may be deferred to the following month's meeting, pending submission of the required information.

Assemble the following as 15 identical packets. See page 4 for assembly instructions.

- HDC Application (pages 1-3). Unsigned applications are not accepted.
- Proof of ownership
- Property owner letter of authorization – if property owner is not the applicant
- Site plans, sketches, etc. if applicable – folded to the size of the application (see pages 6-7).
- Samples (see pages 6-7 for the samples required for your project)
- Other specific documents required for your project (see pages 6-7)

Also provide:


- A PDF file of the complete submission emailed to dmassa@ci.northville.mi.us. Required when you submit your application. The PDF file must exactly match the paper submission. Email subject is "HDC App and project address." **NO THUMB DRIVES OR FLASH DRIVES accepted.**
- Fee (Applications submitted without fees are not considered a timely submission and shall be deferred to a future meeting). **A timely filing is the fee and paper submission.**

SIGNATURE AND CERTIFICATION – applicant and property owner must sign

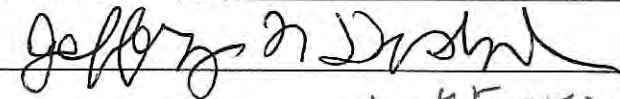
I certify that the property where work will be undertaken, as described in this application, has or will have before the proposed work is complete, a fire alarm system or smoke alarm complying with the requirements of the Stille-DeRossett-Hale single State Construction Code Act, 1972 PA 230 MCL 125.1531.

The applicant hereby expressly acknowledges and agrees that by signing this document, the applicant is fully responsible for any and all fees, costs, and/or expenses which are associated with this application whether approval of the application is granted or not. In the event that the City of Northville is required to take any type of action, legal or otherwise, to collect any amount due or owing by the applicant, then the applicant expressly agrees to pay for any and all costs and expenses, including attorney fees, incurred by the City of Northville in having to collect any such amount due or owing by the applicant.

THE APPLICANT ALSO HEREBY EXPRESSLY ACKNOWLEDGES AND AGREES THAT BY SIGNING THIS DOCUMENT, THEY FULLY UNDERSTAND THAT DESIGNS APPROVED BY THE HISTORIC DISTRICT COMMISSION MUST BE IMPLEMENTED PER THE APPROVED PLANS. IF CHANGES NEED TO BE MADE TO THE APPROVED DESIGNS/PLANS AFTER APPROVAL HAS BEEN GRANTED, THE APPLICANT MUST RETURN TO THE HISTORIC DISTRICT COMMISSION FOR APPROVAL OF THE CHANGES.

Applicant signature  Date 10-17-2022

Applicant full legal name (individual or company) Jack A. Mastantuono/JMast LLC

Property Owner signature  Date 10-18-22

Property Owner full legal name (individual or company) JEFFREY N DASKAL

We are applying for permission to complete the painting of the south wall of 115 E. Dunlap which is brick. It is our desire to keep the front painted white as it is in keeping with our brand (340 N. Center Street) since 1978. We were denied at the May meeting of the Historic District Commission. The building owner, Jeff Daskal, is not permitting the sandblast of the brick - he prefers the building be white. We have earnestly inquired of the community and our customers their opinion of the building and Pizza Cutter and we have been thrilled with the feedback - our building is well received! We have more than 750 signatures approving of the white building

The paint color is Behr paint, Crystal Cut which is a Behr paint PR-W13,

10/15/2022

I, Jeffery Daskal, owner of 115 E. Dunlap will not permit the sand blasting of the brick wall facing dunlap street. It is my desire that the building is to remain painted white.

I also give Jack Mastantuono permission to represent 115 E Dunlap at any HDC meeting.

Thanks,

Jeffery Daskal

A handwritten signature in black ink that reads "Jeffery Daskal". The signature is written in a cursive style with a long, sweeping horizontal line extending to the right.

Daskal Developments

CITY OF NORTHVILLE, MICHIGAN
215 W. Main Street
Northville MI 48167
Historic District Commission Meeting Minutes
May 18, 2022, 7:00 PM
Council Chambers

1. CALL TO ORDER AND ROLL CALL:

Chair Allen called the meeting to order at 7:03 pm and explained that per the Open Meetings Act members of the public could either participate in person or participate via ZOOM webinar platform. Members of the Commission must be physically present to participate in the meeting.

Present: Jim Allen, Chair
Leanie Bayly
David Field
Tom Gudritz
Chuck Murdock
Mario Tartaglia

Absent: Jeff Gaines, excused

Also Present: Planning Consultant Elmiger
Mayor Pro-Tem Moroski-Browne
Mayor Turnbull

2. PUBLIC COMMENT:

None

3. APPROVAL OF AGENDA:

MOTION by Bayly, support by Gudritz, to approve the agenda as published.

Motion carried unanimously.

4. APPROVAL OF PREVIOUS MEETING MINUTES: April 20, 2022 meeting

MOTION by Gudritz , support by Bayly, to correct and approve the April, 2022 meeting minutes as follows:

- Correct ~~Northfield~~ Northville where that occurs.
- P. 4, Case #2, 2nd paragraph, correct: . . . asked ~~how~~ what . . .

Motion carried unanimously.

5. REPORTS:

A. CITY ADMINISTRATION:

None

B. CITY COUNCIL:

Mayor Pro-Tem Moroski-Browne

Encouraged everyone to participate in the strategic planning survey on the City website.

C. PLANNING COMMISSIONER:

None.

D. OTHER COMMUNITY/GOVERNMENTAL LIAISONS:

None.

6. PUBLIC HEARING: None

7. CASES TO BE HEARD – BY CASE

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CASE #1

**GUIDOBONO BUILDING CO.
341 E. MAIN ST.**

EXTERIOR LIGHTING

Matt Guidobono, Guidobono Building Co., was present on behalf of this application to install exterior lighting at 341 E. Main St.

Mr. Guidobono made the following comments:

- Five exterior lights would be installed on the front of the building including three ceiling lights underneath the front porch and one wall sconce on each side of the door.
- Four parking lot lights would be installed on each of three corners: northeast, northwest, and southwest.

Referencing the May 9, 2022 Planner’s memorandum, Chair Allen stated that parking lot lights should be down shielded; the applicant had proposed open sconces.

Mr. Guidobono stated that they were looking for a commercial fixture that matched the style of the building.

Planning Consultant Elmiger noted that the Zoning Ordinance required that the light source not be visible, and suggested an opaque shade rather than a clear shade.

Mr. Guidobono stated that they could use frosted glass for the wall sconces flanking the door, and that an ornamental soffit that hung down 8” would cover the ceiling fixtures' light sources from the street.

Planning Consultant Elmiger said that the Building Official would review the lighting and make a determination as to whether it complied with the ordinance.

Commissioner Field was concerned that non-shielded exterior lighting could negatively affect neighbors.

Commissioner Bayly agreed. While she was impressed that the applicant had selected fixtures that were certified by the International Dark Sky Association, the lights did need to be shielded for pedestrians and for the neighbors.

MOTION by Murdock, support by Gudritz, to accept the application as complete.

Motion carried unanimously.

Chair Allen opened the meeting for public comment. Seeing that no public indicated that they wished to speak on this item, Chair Allen brought the matter back to the Commission.

MOTION by Bayly, support by Gudritz, to grant a Certificate of Appropriateness for the work as amended, referencing Secretary of Interior Standards 1 and 10, and Northville Historic Design Standards 4.12 streetscape amenities, and 4.21 materials and color, with the following conditions:

- The wall sconces on either side of the front entrance will have frosted shades.
- The porch ceiling lights will be as submitted and shielded by the soffit as described.
- The parking lot lights will have a similar design to the submission documents, and be reviewed and approved by the Building Inspector for compliance with the Zoning Ordinance.

Motion carried unanimously.

CASE #2

**FIRST PRESBYTERIAN CHURCH OF
NORTHVILLE
200 E. MAIN ST.**

NEW FENCE AND LANDSCAPING

Leif Higley, LDH Construction, was present on behalf of this application to install a new fence and landscaping at 200 E. Main St.

Mr. Higley made the following comments:

- A fence will be installed on the southeast corner of the church.
- There is a berm there with landscaping and benches; the benches inside the fenced area will be removed. The stone bench on the outside will remain.
- The area is for preschool kids to play; it is the only area with grass around the church.
- An amended plan had been presented showing the fence as being inside the landscaping area.

In response to a question from Chair Allen, Planning Consultant Elmiger stated that she had received the additional information from the applicant that she had requested in her May 6, 2022 memorandum.

Planning Consultant Elmiger said the Commission needed to make a determination regarding the landscaping, as the landscaping was completed several years ago without HDC approval.

In response to comments from Commissioner Murdock, Planning Consultant Elmiger said that the Zoning Ordinance allowed for an enclosure in the front yard in this commercial district.

MOTION by Field, support by Tartaglia, to accept the application as complete.

Motion carried unanimously.

Chair Allen opened the meeting for public comment. Seeing that no public indicated that they wished to speak on this item, Chair Allen brought the matter back to the Commission.

MOTION by Murdock, support by Field, to grant a Certificate of Appropriateness for the work as presented, referencing Secretary of Interior Standard #9, and Northville Historic Design Standards 3.4 fences, 4.21 materials, and 5.18 color. This motion also acknowledges the existing landscaping as being acceptable.

Motion carried unanimously.

CASE #3

**PIZZA CUTTER/JACK MASTANTUONO
115 E. DUNLAP**

EXTERIOR PAINT, INSTALL PATIO

Jack Mastantuono, Pizza Cutter owner, was present on behalf of this application for exterior paint and to install a patio at 115 E. Dunlap.

Mr. Mastantuono provided recent photos of the property, as requested by Planning Consultant Elmiger in her May 6, 2022 review. Mr. Mastantuono made the following comments:

- They are moving to a new location next to CVS after 44 years of being across from Kroger.
- Pizza Cutter has been a white building with green trim in Northville for 44 years, and they would like to continue with those colors.
- He was new to the Historic District, and started painting before he realized he needed approval.
- They were proposing to install a brick patio in the front for outdoor seating.

In response to questions from the Commission, Mr. Mastantuono gave the following information:

- They would install the patio to the north and south of the front door.
- They would not be using pavers from their previous location, but would use traditional 16”x16” sand pavers that looked like bricks.
- The north section of the patio extended to the sidewalk, but they could leave an easement if required.
- They were not planning on installing a fence. They were considering a bench or a potted plant as a buffer between the patio and the parking lot.

Commissioner Murdock noted that the Historic District guidelines did not allow unpainted brick to be painted:

5.4, Brick masonry: *Retain original masonry and mortar whenever possible without the application of any surface treatment.*

5.6, Terra cotta: *Do not apply paint or other coatings to terra cotta.*
Terra cotta is similar to brick, and the same intent applies.

5.18, Paint: *Unpainted brick and stone should not be painted.*

Chair Allen asked if Mr. Mastantuono had done any research in terms of having the paint removed.

Mr. Mastantuono gave examples of other buildings in the District that had painted brick.

Commissioner Murdock said that while he didn't know for sure, those buildings were probably grandfathered in terms of their painted brick.

Commissioner Bayly's preference was to keep the natural brick, if there was a way to have the paint removed.

Mr. Mastantuono said that the original Pizza Cutter building had been painted for about the age of the new building, and reported that his customers wanted the new location to look the same as the old one. There was only one brick wall on the building – the front wall – and the brick was yellow brown, which didn't fit the look of his business.

Commissioner Field agreed that the paint should be removed, if possible. Other buildings that had received HDC approval for painted brick had been painted before.

Chair Allen pointed out that the painted wall changed the entire streetscape on Dunlap, and that the paint should be removed. Changing the context of the building because of a business brand disrespected the building, and it was the HDC's charge to look after the building, per the Historic District guidelines.

Commissioner Gudritz agreed that the brick needed to be stripped of the paint.

Commissioner Field asked Mr. Mastantuono to research how the paint could be removed, and what would be left on the brick after it was removed.

Mr. Mastantuono said the Commission was asking for the building to be 3 sides white and one side yellow. He did not think a white and yellow building for an Italian restaurant would improve the look of Dunlap Street. Chair Allen suggested accenting the trim work so it would tie into the front.

The Commission pointed to other examples in the Historic District where a branded business did not use their brand for a location in the District, including CVS, and Bank of America.

Discussion focused on options, such as painting the brick a brick color, if the applicant was unable to remove the paint. However, Mr. Mastantuono should talk with his painter to see what techniques they could come up with to remove the paint. Again, the painting the brick white had changed the streetscape in that area.

Planning Consultant Elmiger read from Section 42.30. – *Work done without a permit: Restoration or modification. When work has been done upon a resource without a permit, and the commission finds that the work does not qualify for a certificate(s) of appropriateness, the commission may require an*

owner to restore the resource to the condition the resource was in before the inappropriate work was done, or to modify the work so that it qualifies for a certificate(s) of appropriateness.

This section gave the Commission two alternatives: 1) restoration, or 2) the Commission could determine an alternative if restoration was not possible. In the present case, if the Commission required restoration, they should include a time frame. Generally HDC decisions are good for six months; the work has to be completed within that time.

Commissioner Field said that he thought the paint should be able to be removed.

Planning Consultant Elmiger noted the submission included numbers describing the paint colors for the sign, but the color identification system (CMYK, RGB, paint manufacturer's name, or other) needed to be specified. The previous HDC approval of the sign was conditioned upon the applicant providing this information before a sign permit was issued. Also, color chips needed to be provided.

In response to questions from Commissioner Gudritz, Mr. Mastantuono said they were requesting 16"x16" patio pavers. The landscaping bushes shown in the renderings was not a literal representation; they were not planning on adding landscaping next to the building.

MOTION by Bayly, support by Fields, to accept the application as complete regarding the 16"x16" pavers, the simple red cloth umbrellas, the black metal tables and the brown plastic chairs from the original location.

Motion carried unanimously.

Chair Allen opened the meeting for public comment. Seeing that no public indicated that they wished to speak on this item, Chair Allen brought the matter back to the Commission.

MOTION by Gudritz, support by Murdock, to grant a Certificate of Appropriateness for the work as presented, referencing Northville Historic Design Standards 4.12 streetscape amenities and 4.21 materials presented for the patio, being the 16"x16" pavers, and with the patio to be the north and south option.

Motion carried unanimously.

The Commission agreed that the white paint with green trim for three sides of the building could be approved this evening, but if the paint colors for the building changed from what was shown in the submission documents, the applicant would need to return to the Commission for further approvals.

MOTION by Gudritz, support by Bayly, to grant a Certificate of Appropriateness for the work as presented, referencing Northville Historic Design Standards 5.18 paint and color. The paint color approved is the white with green trim color for the north, east and west sides, and the panel below the roof. If the color selection changes at any point, the applicant will return to the Historic District Commission for approval of the new paint color. Within 6 months, the owner will return the south side of the building to its original brick, removing all paint, or return to the HDC with an explanation of why that cannot be completed.

Motion carried unanimously.

CASE #4

**SETH HERKOWITZ/HUNTER PASTEUR
HOMES**

**CONCEPTUAL REVIEW OF
TOWNHOMES**

302 S. CENTER - CADY/GRISWOLD/BEAL

[portion of the Downs project on E. Cady and Griswold located within the Historic District]

Chair Allen disclosed that he worked with one of the partners in this development, and therefore had a conflict of interest in regards to Case #4.

MOTION by Field, support by Bayly, to recuse Chair Allen from Case #4.

Motion carried unanimously.

Chair Allen left the dais.

Vice Chair Field assumed the Chair and introduced the case.

Seth Herkowitz, Hunter Pasteur Homes, was present on behalf of this conceptual review of townhomes at 302 S. Center. Robert Miller, M Architects, and Greg Presley, Presley Architects, were also present.

Mr. Herkowitz identified the issues they were addressing tonight:

1. Site plan adjustments made along Griswold to keep a continuous street wall.
2. The change in massing of the rowhouse units along Griswold.

Mr. Herkowitz explained that they were continuing to advance the Site Plan Approval process with the Planning Commission. The Planning Commission will be discussing architecture, landscape, and aesthetics at the June 7 Planning Commission meeting, so it was timely for the applicants to present to the HDC on the changes they were making, and get feedback this evening.

Utilizing a PowerPoint presentation, Mr. Miller gave the following information:

- The northern third of the site is in the Historic District, as shown by the boundary outlined in the PowerPoint presentation.
- The buildings along Griswold will relate to each other whether or not they are in the Historic District.
- The applicants are looking for feedback from the Commission specifically for height, density, and similarity of design.
- A topic of discussion has been whether the buildings should look alike, or should they appear dissimilar to provide a variety of design?
- There was a concern with the original plan from the HDC and Planning Commission regarding what was happening at the corner of Griswold and Beal. Originally a curb cut entered the property at the south end of Griswold; there were concerns that curb cut did not address the street well because back of buildings were prominent, along with concerns regarding height and massing of buildings. The next iteration removed the curb cut and created a parking drive for access to the back of the units along Beal St. where the garages are.
- The applicants are now proposing to rotate the building at the corner of Griswold and Beal 90 degrees, giving the building a front facade on Griswold and Beal, with a front porch and doors on both fronts. This would tighten up the gap between the buildings and increase the density on Griswold and Beal.

- There was also a concern with the building at the corner of Cady and Griswold that the architecture stepped down too quickly from larger gable elevations to bungalows on Griswold, presenting more of a side elevation on Griswold.
- The Cady building now had two front facades: one on Cady, and one on Griswold, with a front porch on Griswold, with an entrance door on each side.
- The initial thought was to step down quickly to get into more of the residential area of the development, but in response to Planning Commission feedback, they are considering a more gradual step-down, as shown in the presentation this evening.
- It was important to maintain the original floor plans to achieve diversity in marketing. Ground floor master units were especially important to “empty nesters.”
- They were considering a more gradual step-down and a more gradual change of the architecture stepping down along Griswold.
- There were three design options: 1) traditional, 2) transitional, or 3) a mix of both.
- They thought it was important to look at the whole street, even though the HDC boundary line stops halfway through the first building.
- Again, the question was, should the buildings look alike, or should they appear dissimilar to provide a variety of design?
- They are proposing a mixture of brick and siding.
- The new plans showed diversity of architecture styles.

Mr. Miller completed his presentation and asked for HDC feedback.

Commissioner Murdock thought the two front facades on the Cady building was a big improvement. He thought option three was the best, in terms of presenting an appropriate step down on Griswold.

Commissioner Gudritz said that while the plans did not show apparent significant changes, the overall effect was dramatic. The two fronts to the Cady building was a very positive change. He also thought option 3 was best, which allowed someone to look down the street and see a variety of facades, providing an attractive and appropriate look.

Commissioner Bayly noted that the applicants had made considerable updates to the design work including things the HDC looked at: mass, proportion and hierarchy. The addition of the two front elevations, turning the corners, down-scaling from the 49’, providing balance, use of porches and balconies, and diversity, were a nice mix.

Vice Chair Field observed that the Commissioners were in agreement that this was an improvement over what the HDC had seen previously.

Commissioner Bayly was a proponent of textural diversity, and she would like to see textural diversity kept in mind as the facades went from traditional to transitional, so that the elements would feel organic. The new development should not look forced or feel congested. The development should attract people who can feel like they are part of the existing community, especially in terms of pedestrian orientation. She thought option three was best.

Commissioner Murdock also thought option three was the best.

Vice Chair Field thought the contemporary facades had the simplest, cleanest look, but there should be some diversity. The Cady building’s Griswold façade seemed less heavy with the contemporary option. He thought options three or four were the best. The second option, which was traditional, was too heavy. He thought the divided lights on the windows were “old school.”

Commissioner Gudritz preferred option three over option four because the traditional design is first with option three, which made for a smoother transition from Cady to Griswold.

Commissioner Tartaglia supported option two or three.

Mr. Miller said they were having internal discussions regarding issues of materiality; materials would be presented later.

Vice Chair Field asked that different segments of the development be presented separately, so that the Commission could have time to look at different elements and styles. Mr. Miller agreed with this approach, and said that Elkus Manfredi would be presenting on the apartment and condo project.

Mr. Miller asked the Commission if a mixture of brick and siding made sense to them.

Commissioner Bayly stated that a mixture of brick and siding made sense, but urged the applicant to use natural materials. In response to a question from Mr. Miller, Commissioner Bayly stated that Hardie products had been used in the District with good results.

Commissioner Gudritz also thought a mixture of brick and siding made sense.

Planning Consultant Elmiger noted that the Planning Commission had prioritized porches in this development. She asked how big the porches were, and if the second story over the porch could be used as an outside space with a railing, and asked the Commission what their thoughts were on the porches' size and use.

Mr. Miller stated that the front porches were 8'x8'. They had not considered using the second story over the porch as outdoor space, but could look at this as a possibility.

Commissioner Bayly supported the use of porches, balconies, courtyards and light wells to open up the flow of life in this part of the development, while avoiding some of the repetitiveness of rowhouses.

Commissioner Tartaglia didn't like the idea of expanding the outside area over the porches, as the design would look too busy and hide some of the upper levels. A mixture of brick and siding made sense.

Commissioner Gudritz agreed with Commissioner Tartaglia. He didn't think a porch over a porch appeared like it belonged, and made a single family home look like a duplex.

Mr. Herkowitz summarized support from the Commission for the following items:

- The way they are turning the corner and creating two front facades on Cady and Griswold, as well as the building at Beal and Griswold.
- A better continuous wall on Griswold by eliminating the curb cut.
- The step down and transition in terms of density and height from Cady to Beal.
- Option three was the preferred approach, with the traditional being closest to Cady, and transitional closer to Beal Street.

Mr. Herkowitz acknowledged the direction from the Planning Commission in terms of activating the street and making the street level welcoming, friendly, and engaging. They shared the directive to focus on ways in which they can expand engagement at street level.

Mr. Herkowitz noted that their next steps were presenting material and color. They will come back in phases as they ask the Commission for approval on various buildings.

8. DISCUSSION

Memo from Building Official re: 530 W. Main and 310 W. Dunlap

530 W. Main:

Planning Consultant Elmiger summarized Building Official Strong's report regarding the modifications at 530 W. Main as:

- The plans did not show a set of access stairs coming off of the sidewalk and they were installed.
- The pillars appear to be larger than what was depicted on the drawing; the actual measurements were 36"x40".
- Upon review of a night picture provided by Planning Consultant Elmiger, Building Official Strong agreed there was lighting along the retaining wall, on the pillars and in the landscape area that was not on the plans and was not approved.

Vice Chair Field summarized that the modifications were not approved, including the steps from the sidewalk, larger pillars, and the addition of lighting.

Commissioner Gudritz added that there were supposed to be two rows of nine pavers between the wall and the bushes, but the entire front yard is now bushes.

Planning Consultant Elmiger suggested having the applicant and the Building Official return to the Commission to describe changes made in the field. The Commission could then determine if what was installed met the Secretary of Interior Standards. She explained that the Building Official did not generally inspect landscape installations except for stormwater runoff.

Commissioner Murdock requested the Building Official be asked to make a determination as to whether the landscaping complied with the approved plan.

310 W. Dunlap:

Planning Consultant Elmiger summarized Building Official Strong's report regarding the lighting at 310 W. Dunlap as:

- They are typical fixtures.
- They have a rounded top that directs the light in a downward manner.

Planning Consultant Elmiger noted that the lights were not on during Official Strong's inspection or when she drove by the property the previous night.

Mayor Pro-Tem Moroski-Browne stated that when on, the lights were very, very bright.

Planning Consultant Elmiger said that the HDC had lighting standards in the residential section and jurisdiction over anything on the exterior of the building. The Ordinance required that all light fixtures be downward facing and shielded, and the Building Official enforces the Zoning Ordinance. If there is a complaint, the Building Official determines if there compliance or not. She would ask Official Strong to contact the property owner to talk about the light fixtures and report his findings to the Commission.

Administrative Approval/105 Linden/Roof Replacement

Vice Chair Field read the May 11, 2022 letter from Building Official Strong that indicated one project had been administratively approved since the Commission's last regular meeting, at 105 Linden: tear-off and re-roof.

9. ADJOURNMENT:

MOTION by Gudritz, support by Bayly, to adjourn the meeting at 9:15 pm.

Motion carried unanimously.

Respectfully submitted,
Cheryl McGuire
Recording Secretary

Approved as submitted 06-15-22



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

MEMORANDUM

TO: City of Northville Historic District Commission
FROM: Sally M. Elmiger, AICP
DATE: November 7, 2022
RE: 115 E. Dunlap – Paint

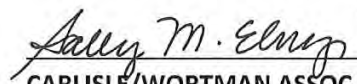
The applicant received HDC approval of new patio pavers and furnishings at the May 18, 2022 meeting.

At the same meeting, the applicant had also requested approval of new white paint, with green trim, on all four facades of the building. The HDC approved the paint on the west, north, and east sides of the building. However, the HDC also required that the white paint be removed from the brick on the south façade of the building within six (6) months, or return to the HDC within that timeframe to explain why this couldn't be done. The minutes of the meeting where this discussion took place are attached.

The applicant is returning to the HDC with an explanation of why the paint can't be removed from the brick on the south façade.

Someone representing the project needs to attend the HDC meeting on Wednesday, November 16, 2022 to respond to the Commissioner's questions. The meeting will be held in person at City Hall.

Please don't hesitate to call if you have any questions or need additional information.



CARLISLE/WORTMAN ASSOC., INC.

Sally M. Elmiger, AICP, LEED AP

Principal

Cc: Pat Sullivan, City Manager
Shari Allen, Building Department
Brent Strong, Building Official
Jack Mastantuono (jack.pizzacutter@gmail.com)

In response to a question from Chair Allen, Planning Consultant Elmiger stated that she had received the additional information from the applicant that she had requested in her May 6, 2022 memorandum.

Planning Consultant Elmiger said the Commission needed to make a determination regarding the landscaping, as the landscaping was completed several years ago without HDC approval.

In response to comments from Commissioner Murdock, Planning Consultant Elmiger said that the Zoning Ordinance allowed for an enclosure in the front yard in this commercial district.

MOTION by Field, support by Tartaglia, to accept the application as complete.

Motion carried unanimously.

Chair Allen opened the meeting for public comment. Seeing that no public indicated that they wished to speak on this item, Chair Allen brought the matter back to the Commission.

MOTION by Murdock, support by Field, to grant a Certificate of Appropriateness for the work as presented, referencing Secretary of Interior Standard #9, and Northville Historic Design Standards 3.4 fences, 4.21 materials, and 5.18 color. This motion also acknowledges the existing landscaping as being acceptable.

Motion carried unanimously.

CASE #3

**PIZZA CUTTER/JACK MASTANTUONO
115 E. DUNLAP**

EXTERIOR PAINT, INSTALL PATIO

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- They are moving to a new location next to CVS after 44 years of being across from Kroger.
- Pizza Cutter has been a white building with green trim in Northville for 44 years, and they would like to continue with those colors.
- He was new to the Historic District, and started painting before he realized he needed approval.
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- They would install the patio to the north and south of the front door.
- They would not be using pavers from their previous location, but would use traditional 16”x16” sand pavers that looked like bricks.
- The north section of the patio extended to the sidewalk, but they could leave an easement if required.
- They were not planning on installing a fence. They were considering a bench or a potted plant as a buffer between the patio and the parking lot.

Commissioner Murdock noted that the Historic District guidelines did not allow unpainted brick to be painted:

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Mr. Mastantuono gave examples of other buildings in the District that had painted brick.

Commissioner Murdock said that while he didn't know for sure, those buildings were probably grandfathered in terms of their painted brick.

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Mr. Mastantuono said that the original Pizza Cutter building had been painted for about the age of the new building, and reported that his customers wanted the new location to look the same as the old one. There was only one brick wall on the building – the front wall – and the brick was yellow brown, which didn't fit the look of his business.

Commissioner Field agreed that the paint should be removed, if possible. Other buildings that had received HDC approval for painted brick had been painted before.

Chair Allen pointed out that the painted wall changed the entire streetscape on Dunlap, and that the paint should be removed. Changing the context of the building because of a business brand disrespected the building, and it was the HDC's charge to look after the building, per the Historic District guidelines.

Commissioner Gudritz agreed that the brick needed to be stripped of the paint.

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Discussion focused on options, such as painting the brick a brick color, if the applicant was unable to remove the paint. However, Mr. Mastantuono should talk with his painter to see what techniques they could come up with to remove the paint. Again, the painting the brick white had changed the streetscape in that area.

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owner to restore the resource to the condition the resource was in before the inappropriate work was done, or to modify the work so that it qualifies for a certificate(s) of appropriateness.

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MOTION by Bayly, support by Fields, to accept the application as complete regarding the 16"x16" pavers, the simple red cloth umbrellas, the black metal tables and the brown plastic chairs from the original location.

Motion carried unanimously.

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