



CITY OF PLYMOUTH  
201 S. Main  
Plymouth, MI 48170  
www.ci.plymouth.mi.us  
HISTORIC DISTRICT COMMISSION - REGULAR MEETING MINUTES  
WEDNESDAY, AUGUST 3, 2016

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Meeting called to order at 7:03 p.m. by Chairperson Polin

1. - ROLL CALL

MEMBERS PRESENT: Jeremy Borys, Stella Greene, Jessica Thomey and Colleen Polin

MEMBERS ABSENT: Stanley Cole, Glenn Kremer, & Joseph Phillips

OTHERS PRESENT: John Buzuvis, Community Development Director

2. - APPROVAL OF MINUTES

There was a motion made by Comm. Greene, supported by Comm. Thomey to approve the meeting minutes of June 1, 2016, as presented.

**MOTION CARRIED UNANIMOUSLY.**

3. - APPROVAL OF AGENDA

There was a motion made by Comm. Greene, supported by Comm. Thomey to approve the agenda, as presented.

**MOTION CARRIED UNANIMOUSLY.**

4. - COMMUNICATIONS/CITIZEN COMMENTS

None.

5. - OLD BUSINESS

1. Application for Determination of Appropriateness:

H 16-02      789 W. Ann Arbor Trail      Submission Date: 5/25/16  
Signage  
Applicant: Signs & More

John Buzuvis, Community Development Director, explained to the applicants that there was not a full board available and that 3 votes in their favor would be required for their certificate of appropriateness request to be granted. The applicants did have the option to come back to the next scheduled meeting, when a full board may be available; if they chose to. The applicant indicated she would like to proceed.

Molly Smith, Signs & More applicant, explained the updates made per the Historic District comments from the last meeting. Ms. Smith explained the new renderings of the signage showing the gooseneck lighting along with samples of the materials to be used that were provided to the board members. Ms. Smith explained in detail the signage as shown on the drawings.

Commissioners Comments:

Chair Polin asked about the plastic portions of the signage and if the sun will have an impact on them and Ms. Smith answered the product used is very dense and the manufacturer gives it a ten year guarantee on the lettering. Chair Polin would like the lighting fixtures to match Panera Bread's lighting in black. Additionally Chair Polin asked that the mortar coloring would match in color the surrounding mortar or brick.

Comm. Greene spoke about the lifetime guarantee on the lettering and if the letters become compromised she would like the tenant to contact the manufacturer to do any warrantee repairs.

Chair Polin read comments submitted from Comm. Philips stating:

1. The gooseneck lighting may emit light on the sides and not directly onto the signage and asked the applicant to place the signage accordingly.
2. The signage to be adhered to the building using the mortar joints.
3. Any removal of bricks done to accommodate the junction box for the lighting, would ensure the new mortar joints will match in color with the surrounding mortar/brick.
4. For the stainless steel portions, a non-corrosive material should be used.
5. A rubber washer to be used when adhering the metal framing to the building.

Chair Polin asked about the second floor tenant's square footage of signage allowed and Ms. Smith responded that the applicant, Keller Williams occupies most of the building, but an area will be made available to share the signage square footage.

1<sup>st</sup> Motion

A motion was made by Comm. Borys, supported by Comm. Greene, to approve the completeness of the application for H16-02, 789 W. Ann Arbor Trail, signage, conditioned upon the administrative approval of two samples: black matt color for the gooseneck lighting, and custom brick color of the grid to match the building's brick coloring.

YES BORYS, GREENE, THOMEY, AND POLIN

NO NONE.

**MOTION CARRIED UNANIMOUSLY.**

## 2nd Motion

A motion was made by Comm. Borys, supported by Comm. Greene, to approve of H16-02, 789 W. Ann Arbor Trail, Signage, for Certificate of Appropriateness, provided that the following conditions are met, and referencing the following:

1. Flat black finish of the gooseneck lighting.
2. Tenant to call manufacturer on warranty of letters if a problem occurs.
3. Mortar joints to match when the electrical box is in place.
4. Lighting to illuminate the signage, not spilling over.
5. To use non-corrosive connections.
6. To use rubber washers for the metal framing attachment to the building.

Ord.94-6, Sec.18-654. - Duties and powers.

Footnote 3, The general compatibility of the exterior design, arrangement, texture and materials proposed to be used;

YES     BORYS, GREENE, THOMEY, AND POLIN

NO     NONE.

**MOTION CARRIED UNANIMOUSLY**

## 6. – NEW BUSINESS

None.

## 7. – REPORTS AND CORRESPONDENCE:

- Wilcox House Update

John Buzuvis, Community Development Director, explained staff had met with the owner, Stan Dixon, in response to a letter sent listing the outstanding ordinance and maintenance items still needing to be remedied from two years ago. Mr. Dixon responded that he understood what was expected of him and would review the listed items and get a response back to them sometime in the future. Ernie Hughes, tenant, explained the conversations he has had with the owner and it remains at a standstill. Mr. Hughes stated that Bill Richardson, builder, took some samples of the railings to make a copy and will make the repairs to be accomplished by September. Mr. Hughes spoke about his planned landscaping for the property.

Chair Polin spoke about Comm. Wright, H.D.C. Liaison, with the City Commission have spoken with the mayor regarding these issues and the next steps to be taken will come from the City Commission.

Chair Greene spoke about requesting a deadline to hold them accountable.

## 8. - COMMISSIONER'S COMMENTS

John Buzuvis spoke about the Master Plan which is required to be updated every five years. To help improve the Master plan a survey is now available on the City's website. The survey questions are about particular sub-areas of the City as well as about many topics such as street trees, lighting, benches, home sizing & massing. Mr. Buzuvis encouraged the board to share the survey with their friends, family and

neighbors and to take the survey themselves.

Mr. Buzuvis spoke about the work done by Kevin, a historic preservationist intern, working with the City on a narrative and re-cataloging of all the structures within the historic district, that includes new pictures and information that will soon be completed.

Chair Polin spoke about receiving emails about the Cassius Kellogg home property being sold but not located within the Historic District. Mr. Buzuvis explained that the City has not received any permit requests for demolition, lot split or building plans for this property, nor has the City received a transfer of ownership for this property.

Comm. Greene & Thomey spoke about the new Westborn Market recent grand-opening, and felt that the building renovations and updates has turned out great.

**A motion was made by Comm. Thomey, supported by Comm. Borys to adjourn.  
MOTION CARRIED UNANIMOUSLY**

Meeting Adjourned at 8:05 P.M.

Respectfully Submitted,  
Marleta S. Barr,  
Community Development Department.  
Office Manager