

**DATE:** Thursday, July 7, 2022  
**TIME:** 5:30 pm – 7:00pm  
**PLACE:** Detroit Observatory, 1398 E Ann St, Ann Arbor, MI 48109

**Call to Order**– Chair

**Roll Call** – Secretary

**Approval of the Agenda of the Current Meeting** – Chair

**Approval of the Minutes of Previous Meeting: May 5, 2022**– Chair

**Citizen Participation and Commissioner follow-up** – Chair

**Business and Staff Reports**

**Staff report:**

- Local Historic District Updates
  - Wilde-Frey farm
  - Thornoaks
  - Tax Credit
  - 2022 LHD Survey
  - USS Washtenaw Artifacts
- Certified Local Government Program
- Washtenaw County Updates
  - Building requirement updates
  - Virtual accommodation possibility
- Items for Consideration by Commission

**Treasurer Report**

**Items for Discussion**

- Commissioner Updates

**Adjournment**

*Next Meeting: Thursday, August 4, 2022, Washtenaw County Learning Resource Center, Superior Room, 4135 Washtenaw Ave, Ann Arbor, MI 48108*

**Attachments:**

Minutes of the May 5, 2022 meeting

Staff Report

**Washtenaw County Historic District Commission  
Meeting Minutes**

<b>DATE:</b>	<b>Thursday, May 5, 2022</b>
<b>TIME:</b>	5:30 pm-7:00pm
<b>PLACE</b>	Learning Resource Center Washtenaw County 4135 Washtenaw Ave, Ann Arbor, MI 48108

**Call to Order**

- Chair Ralph called the Washtenaw County Historic District Commission meeting to order at 5:32 PM
- Staff conducted roll call:
  - **Commissioners present:** Kim Clarke, Olivia Davidson, Peter Kelley, James Mann, Katie Remensnyder, Alice Ralph, Aprille McKay
  - **Commissioners absent with notice:** Alec Jerome, Peter Kelley
  - **Staff present:** Melinda Schmidt

**Approval of the Agenda of the Current Meeting:**

Chair Ralph motioned to approve the agenda of May 5, 2022 Historic District Commission meeting. Commissioner McKay seconded the motion. The agenda was unanimously approved.

**Approval of the Minutes of Previous Meetings: November 7 and December 2, 2021, February 10, 2022:**

Commissioner Mann motioned to approve the November 7, 2021 meeting minutes. Commissioner Clarke seconded the motion. The motion passed unanimously.

Chair Ralph motioned to approve the December 2, 2021 meeting minutes. Commissioner Davidson seconded the motion. The motion passed unanimously.

Commissioner McKay moved to approve the February 10, 2022 meeting minutes. Commissioner Remensnyder seconded the motion. The motion passed unanimously.

**Commissioner Elections:** Chair Ralph opened a discussion on commissioner leadership elections. Staff provided an overview of each position, and answered questions. Chair Ralph asked for nominations. Commissioners could nominate themselves or others for positions. Commissioner McKay nominated herself as Secretary/Treasurer. Commissioner Ralph nominated herself as Chair. Commissioner Mann nominated Commissioner Jerome as Vice Chair. With no further discussion, Chair Ralph called a vote on the slate as presented.

The slate was passed unanimously: Chair: Alice Ralph; Vice-chair: Alec Jerome; Secretary/Treasurer: Aprille McKay

**Business and Staff Reports:**

**Wilde-Frey Farm:** The County is waiting to move forward once Scio Township contracts with a local architectural historian to complete research necessary for the survey and study committee report.

**Thornoaks:** Staff sent out a postcards to the Thornoaks Neighborhood reminding property owners of designation status in January 2022. Staff updated commissioners on the administrative hearing requested by property owners at 4071 regarding an appeal of the February 10, 2022 HDC decision. Commissioners discussed about next steps.

**2021 Audit:** Staff provided the 2021 Local Historic District Audit for each commissioner in the meeting packet.

**USS Washtenaw Artifacts:** The contract with the Navy lending the county the USS Washtenaw Artifacts, housed at 200 N. Main, will expire this year. Staff will begin the process of renewing the contract soon.

**Certified Local Government Program:** Staff updated the commission on the CLG program, including the progress of the Milan Survey as part of the Community Partnership program, and an updated grant cycle for CLG grants moving forward. The grant application period will be in the fall, and the grant period can last two years.

**Washtenaw County government updates:** Staff updated the commission on Washtenaw County policy, including mask requirement changes. Staff explained possible virtual meeting options. Commissioners asked if these options would be available for commissioners or just the public. Staff explained that to seek accommodation, commissioners should contact Washtenaw County HR.

**Goals:** Staff reviewed possible yearly goals with the commission, recommending a few for consideration. Commissioner McKay moved to adopt the following 2022 Goals:

1. Continue and update oversight of LHDs in Washtenaw County
2. Promote survey and designation of historic sites
3. Promote heritage tourism and placemaking

Commissioner Remensnyder seconded the motion. After some discussion, Chair Ralph moved to approve them. Commissioner Davidson seconded the motion. The 2022 goals passed unanimously, as stated above.

**Commissioner Project Ideas and Updates:**

Commissioner Mann discussed his upcoming book, *Murder and Mayhem in Washtenaw County*, as well as upcoming cemetery tours, and the Ypsilanti bicentennial next year. Chair Ralph updated the commission on the committee to establish a park in central downtown Ann Arbor, which is set to open in a few years corresponding with the Ann Arbor bicentennial. Commissioner McKay updated the commission on the re-opening of the Detroit Observatory, and will coordinate with staff to plan an upcoming meeting at this location.

**Adjournment:** Chair Ralph adjourned the meeting at 6:15pm.

The next HDC meeting is scheduled for *Thursday, June 2, 2022- Washtenaw County Learning Resource Center, Superior Room, 4135 Washtenaw Ave, Ann Arbor, MI 48108*

# Washtenaw County Historic District Commission Staff Report

## July 7, 2022

### Local Historic Districts

- **Wild-Frey Farm:** The Wilde-Frey Farm Study Committee is waiting for Scio Township's contract with a local architectural historian to finalize before starting the study committee process.
- **Thornoaks:** The appeal of the February 10, 2022 HDC decision regarding replacement siding at 4071 Thornoaks continues. The initial hearing took place in early May, and staff submitted needed exceptions to the ruling. The State Historic Preservation Review Board will consider the matter at a future meeting.
- **State Historic Preservation Tax Credit:** The state tax credit was implemented mid-June. There is a limited amount of funds, and applications are considered as first come first serve. The credit can cover up to 25% of the project cost. Staff is available to help property owners navigate the application process.
- **2022 Local Historic District Survey:** Staff will start visiting Local Historic Districts in early July.
- **USS Washtenaw Artifacts:** Staff has initiated renewing the contract with the Navy for the USS Washtenaw Artifacts, housed at 200 N. Main.

### Certified Local Government Program

- SHPO staff will attend the September 1 HDC meeting as part of the routine CLG review process. HDC staff will meet with SHPO staff before the HDC meeting, commissioners are welcome to attend the 4:30 meeting.

### Washtenaw County government updates

- Building requirement updates: Mask requirements in county buildings are based on the recommendations of the health department. This policy is always subject to change. Please plan on wearing a mask at HDC meetings. Masks will be provided for those who need them at the meeting.
- Virtual accommodation for commissioners: if you would like to apply for virtual attendance, new ADA regulations allow for commissioners to attend in this way if an application is approved by HR. To seek accommodation, please submit requests to Chyanne Duncan, Benefit Services Division Administrator at [duncanc@washtenaw.org](mailto:duncanc@washtenaw.org).

### Commissioner Project Ideas and Updates:

Please come prepared with any project ideas you would like to share with the Commission.

Respectfully submitted,

Melinda Schmidt

Historic Preservation Specialist, Office of Community & Economic Development  
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