

AGENDA
BIRMINGHAM HISTORIC DISTRICT COMMISSION
WEDNESDAY – FEBRUARY 2, 2022
BIRMINGHAM CITY HALL, 151 MARTIN ST., COMMISSION ROOM #205 *
******* 7:00 PM*******

The highly transmissible COVID-19 Delta variant is spreading throughout the nation at an alarming rate. As a result, the CDC is recommending that vaccinated and unvaccinated personnel wear a facemask indoors while in public if you live or work in a substantial or high transmission area. Oakland County is currently classified as a substantial transmission area. **The City has reinstated mask requirements for all employees while indoors. The mask requirement also applies to all board and commission members as well as the public attending public meetings.**

- 1) Roll Call
- 2) [Approval of the HDC Minutes of January 19, 2022](#)
- 3) Courtesy Review
- 4) Historic Design Review
 - A. [100 Townsend – Townsend Hotel](#)
 - B. [320 Martin St. – Birmingham Post Office](#)
- 5) Sign Review
- 6) Study Session
 - A. [CLG Grant – Historic Design Guidelines \(Update\)](#)
 - B. [Bates St. Historic District Signage \(Update\)](#)
- 7) Miscellaneous Business and Communication
 - A. Pre-Application Discussions
 - B. Draft Agenda
 1. [February 16, 2022](#)
 - C. Staff Reports
 1. [Administrative Sign Approvals](#)
 2. [Administrative Approvals](#)
 3. [Demolitions](#)
 4. [Action List 2022](#)
- 8) Adjournment

*Please note that board meetings will be conducted in person once again. Members of the public can attend in person at Birmingham City Hall, 151 Martin St., OR may attend virtually at:

Link to Access Virtual Meeting: <https://zoom.us/j/91282479817>

Telephone Meeting Access: 877 853 5247 US Toll-free

Meeting ID Code: 912 8247 9817

Notice: Individuals requiring accommodations, such as interpreter services for effective participation in this meeting should contact the City Clerk's Office at [\(248\) 530-1880](tel:2485301880) at least on day in advance of the public meeting.

Las personas que requieren alojamiento, tales como servicios de interpretación, la participación efectiva en esta reunión deben ponerse en contacto con la Oficina del Secretario Municipal al [\(248\) 530-1880](tel:2485301880) por lo menos el día antes de la reunión pública. (Title VI of the Civil Rights Act of 1964).

A PERSON DESIGNATED WITH THE AUTHORITY TO MAKE DECISIONS MUST BE PRESENT AT THE MEETING.

**Historic District Commission
Minutes Of January 19, 2022**

151 Martin Street, City Commission Room 205, Birmingham, MI

Minutes of the regular meeting of the Historic District Commission ("HDC") held Wednesday, January 19, 2022. Vice-Chair Keith Deyer called the meeting to order at 7:00 p.m.

1) Rollcall

Present: Vice-Chair Keith Deyer; Board Members Gigi Debbrecht, Natalia Dukas, Dustin Kolo, Patricia Lang; Alternate Board Member Steven Lemberg

Absent: Chair John Henke; Board Member Michael Willoughby; Alternate Board Member Cassandra McCarthy

Administration: Nicholas Dupuis, Planning Director
Laura Eichenhorn, City Transcriptionist

01-01-22

2) Approval of the HDC Minutes of December 15, 2021

Motion by Ms. Lang

Seconded by Ms. Dukas to approve the HDC Minutes of December 15, 2021 as submitted.

Motion carried, 6-0.

VOICE VOTE

Yeas: Debbrecht, Lang, Deyer, Lemberg, Dukas, Kolo

Nays: None

01-02-22

3) Courtesy Review

None.

01-03-22

4) Historic Design Review

None.

01-04-22

5) Sign Review

None.

01-05-22

6) Study Session

A. CLG Grant – Historic Design Guidelines (Update)

PD Dupuis provided an update, stating that the project had been granted a full-year extension of the deadline from the National Parks Service.

He said he was working with the Michigan State Historic Preservation Office to update the RFP, with a goal of having the RFP posted on February 1, 2022 and a commencement of the project mid-to-late Summer 2022.

B. Bates St. Historic District Signage

PD Dupuis reviewed the item.

After discussion, PD Dupuis summarized that the HDC was interested in:

- Standalone signs, not integrated into the street signs, to designate the entrances to the historic district;
- A potential phased approach, which would start with the entrances to the district and then consider whether to add signage for the individual historic resources within the district; and,
- Simple signs that would allow access to more information, possibly via the use of QR codes.

The HDC concurred.

PD Dupuis noted that types of signs, locations, and designs could be further discussed amongst the HDC and residents of the district.

Mr. Lemberg said that potential sign examples would probably be useful for the discussion.

PD Dupuis said he would bring the item back to the HDC once more for review, and then would broach how the topic should be raised with residents. He said they could be invited to an HDC meeting with a lighter agenda to voice their opinions as one option.

The HDC concurred.

01-06-22

7) Miscellaneous Business and Communication

Vice-Chair Deyer asked PD Dupuis to confirm whether the Eco City information was posted to Birmingham's website.

A. Pre-Application Discussions

B. Draft Agenda

C. Staff Reports

1. Administrative Sign Approvals

2. Administrative Approvals
3. Demolitions
4. Action List 2022

PD Dupuis reviewed the proposed Action List for 2022.

Mr. Lemberg recommended that the Bates Street Historic District be added.

There was some discussion about considering whether a possible review by the HDC could be required for homes slated for demolition that are over 50 years old.

Mr. Kolo noted that the City Attorney would likely have to weigh in on that proposal.

The HDC said they would like to see it discuss as the Historic Preservation Master Plan action list item.

Ms. Lang said she would also like to see it as a standalone item on the list, and opined that time is of the essence in trying to preserve the City's historic housing stock.

Mr. Kolo said that keeping the proposal for a review as part of the Historic Preservation Master Plan would likely make the topic more acceptable to residents.

Vice-Chair Deyer concurred with Mr. Kolo.

PD Dupuis said it could be listed as a separate action item but still included in the Historic Preservation Master Plan.

Vice-Chair Deyer recommended updating the City's Historic Plaques as an action item.

PD Dupuis said the language on the plaques could be updated, and QR codes could be considered as well. He said that if updating the plaques were tied to a plan the HDC could potentially request more funding.

PD Dupuis said he would bring the item back once more to finalize the list.

01-07-22

8) Adjournment

Motion by Ms. Dukas

Seconded by Ms. Lang to adjourn the HDC meeting of January 19, 2022 at 7:52 p.m.

Motion carried, 6-0.

VOICE VOTE

Yeas: Debbrecht, Lang, Deyer, Lemberg, Dukas, Kolo

Nays: None

A blue ink signature of Nicholas Dupuis, featuring a stylized, cursive script with a large, sweeping loop at the end.

Nicholas Dupuis
Planning Director

A black ink signature of Laura Eichenhorn, written in a cursive style with a long, horizontal flourish at the end.

Laura Eichenhorn
City Transcriptionist

DRAFT



MEMORANDUM

Planning Division

DATE: February 2, 2022

TO: Historic District Commission

FROM: Leah Blizinski, City Planner

APPROVED: Nicholas Dupuis, Planning Director

SUBJECT: 100 Townsend – Rugby Grille Outdoor Dining – Design Review

Zoning: B-4 (Business-Residential) & D-4 (Downtown Overlay)

Existing Use: Restaurant

Introductions

The applicant operates a restaurant inside the Townsend Hotel under an existing Special Land Use Permit (SLUP). In February 2012, a Final Site plan was approved for Outdoor Dining along the Townsend Street frontage in the restaurants façade, partially on public and partially on private property.

The subject site is located, on the North side of Townsend St., West of Pierce St., it is a restaurant space located within the Townsend Hotel. The parcel is zoned B-4, Business-Residential and D-4 in the Downtown Overlay District. The applicant, Rugby Grille, is an existing SLUP with an existing outdoor café on public/private property and is proposing to expand the outdoor café by adding an additional outdoor dining platform in the Townsend right of way. An outdoor café is permitted in the B-4 Zoning District per Article 2.37 (C) (d). The proposed café meets the overall goals of the 2016 Plan, which is to create a more pedestrian-friendly environment.

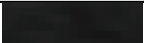

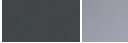





Proposal

The applicant has submitted a Special Land Use Permit and Final Site Plan/Design Review application for the expanded outdoor dining. The applicant is proposing to continue their existing 16-seat outdoor dining deck which is partially on private and partially on public property. The existing deck is located on approximately 27.8' x 4.5' (125.1 s.f.) of public property and 27.8' X 5.5' (152.9 s.f.) of private property. The applicant is proposing to add a second 16-seat, 6.5' X 50' (325 s.f.) outdoor dining platform in the street right of way (which encompasses one 9' X 20' parallel parking space). A 5' clear sidewalk path will separate the existing outdoor dining section from the proposed new in-street outdoor dining section.

The applicant proposes to install a 50' X 6.5' Trex composite platform on-street that will take the place of one on-street parking space and will be adjacent to 4 remaining on-street parking spaces on the North side of Townsend St. The deck will be enclosed by 3' tall primed and powder coat paint finished steel railings with brass steel tube rails on top to match the existing on the frontage outdoor dining area. An 8'6" aluminum framework with Sunbrella Canvas fabric in a "Charcoal Gray" color will partially cover the deck with infrared heaters and mini spot lights mounted on the underside of the awning. Aluminum "box" planters are proposed at each end of the deck and in between dining tables.

The applicant is not proposing any changes to the building, façade, streetscape, or existing approved outdoor dining area. For the purposes of this Special Land Use Permit, Final Site Plan and Design Review application for expanded outdoor dining at the Rugby Grille, the Planning Division will consider only the design of the proposed outdoor dining sections.

The changes specific to the proposed new outdoor dining are simple and involve a new deck platform, awning, planters, service station and tables and chairs. A complete list of all of the new proposed materials is as follows:

Material	Location	Color
Fiberglass Resin Chairs	On-street outdoor dining chairs	
Aluminum, Resin and Polypropylene	On-street outdoor dining tables	
Steel and Aluminum	Planter boxes	
Trex Composite	On-street deck	
Power Coated Steel	Platform railings	
Artemide Mini Spot Lights	Under awning on-street	
DGS Series Electric Infrared Heater	Under awning on-street	
Sunbrella Canvas, Aluminum Frame	Awning on-street	

Planning & Zoning

The proposed project will be required to go before the Planning Board for a Final Site Plan and Design Review in which the planning and zoning issues will be discussed in detail. For this reason, the Planning Division will not be including a review of planning and zoning issues in this report, and will instead focus on a review of the Secretary of the Interior Standards for Rehabilitation and Chapter 10 of the Birmingham Code of Ordinances.

Signage

There are no new signs proposed as a part of the Design Review application submitted.

Design Review Standards and Guidelines

Article 7, Section 7.09 of the Zoning Ordinance states that the Historic District Commission shall review all documents submitted pursuant to this section and shall determine the following:

1. All of the materials required by this section have been submitted for review.
2. All provisions of this Zoning Ordinance have been complied with.
3. The appearance, color, texture and materials being used will preserve property values in the immediate neighborhood and will not adversely affect any property values.
4. The appearance of the building exterior will not detract from the general harmony of and is compatible with other buildings already existing in the immediate neighborhood.
5. The appearance of the building exterior will not be garish or otherwise offensive to the sense of sight.
6. The appearance of the building exterior will tend to minimize or prevent discordant and unsightly properties in the City.
7. The total design, including but not limited to colors and materials of all walls, screens, towers, openings, windows, lighting and signs, as well as treatment to be utilized in concealing any exposed mechanical and electrical equipment, is compatible with the intent of the urban design plan or such future modifications of that plan as may be approved by the City Commission.

Recommendation

Based on the review above, the Planning Division recommends that the Historic District Commission **APPROVE** the Design Review application for 100 Townsend St. – Rugby Grille – subject to the following condition:

1. The applicant obtain full approval from the City Commission prior to installation.

Wording for Motions

I move that the Commission **APPROVE** the Design Review application for 100 Townsend St. – Rugby Grille – with the following condition:

1. The applicant obtain full approval from the City Commission prior to installation.

OR

I move that the Commission **POSTPONE** the Design Review application for 100 Townsend St. – Rugby Grille – pending receipt of the following:

1. _____
2. _____
3. _____

OR

I move that the Commission **DENY** the Design Review application 100 Townsend St. – Ruby Grille
– for the following reasons:

1. _____
2. _____
3. _____

Townsend Hotel - Rugby Grill
HDC & SLUP Review
100 Townsend St., Birmingham, Michigan

Architect's Project Number -018-2021

Zoning Information

Building Area / Building Criteria

Zoning

- Zoning = B4
- Downtown Overlay District = D4
- Part of Downtown Birmingham Parking Assessment District
- Shain Park Historic District

Legal Description:
See Site Plan - Sheet S-1



Exterior Perspective

Sheet Schedule

ARCHITECTURAL				
●			SD 1.00	TITLE, SHEET SCHEDULE, AND ZONING INFORMATION
●			S.1	SURVEY
●			SD 1.01	SITE PLAN, LOCATION, AND SITE INFORMATION
●			SD 1.02	GROUND FLOOR PLAN + TECHNICAL DETAILS
●			SD 1.03	ELEVATIONS
●			SD 1.04	FURNITURE FIXTURES / PLANTS AND PLANTER DETAILS

HISTORIC DISTRICT COMMISSION & SPECIAL LAND USE PLANNING REVIEW

L|Z|G
Architects

Luckenbach|Ziegelman|Gardner
A r c h i t e c t s

555 S. Old Woodward Ave. Suite 27L
Birmingham, Michigan 48009

email:
gardner-arch1@sbcglobal.net

tele:
248.642.3990

[illegible]

sheet title:

Title Sheet, Sheet Schedule

project:

THE TOWNSEND HOTEL
Rugby Grill
Exterior Dining

project address:

100 Townsend Street
Birmingham, Michigan

designed

drawn

coordination checked

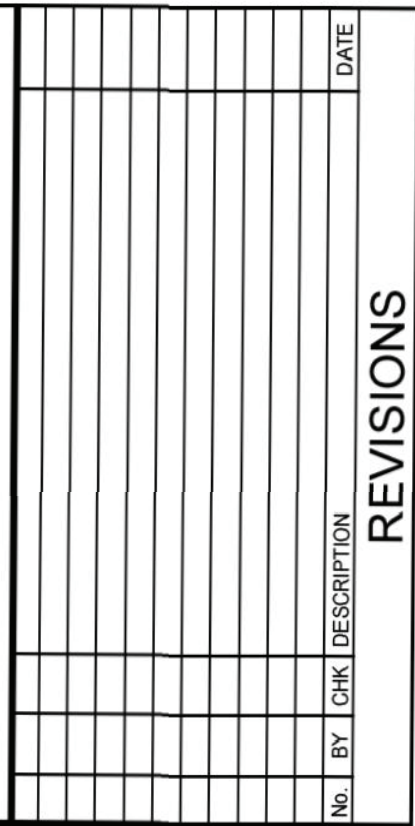
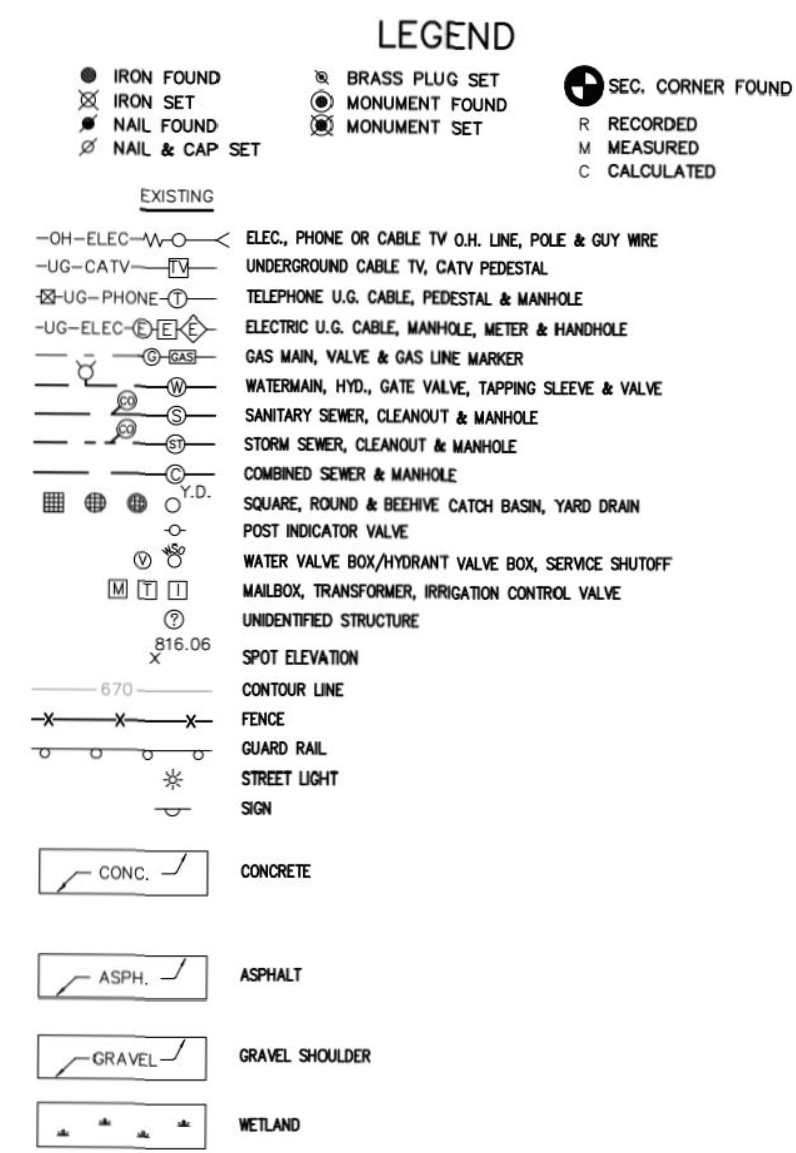
checked approved

project number:

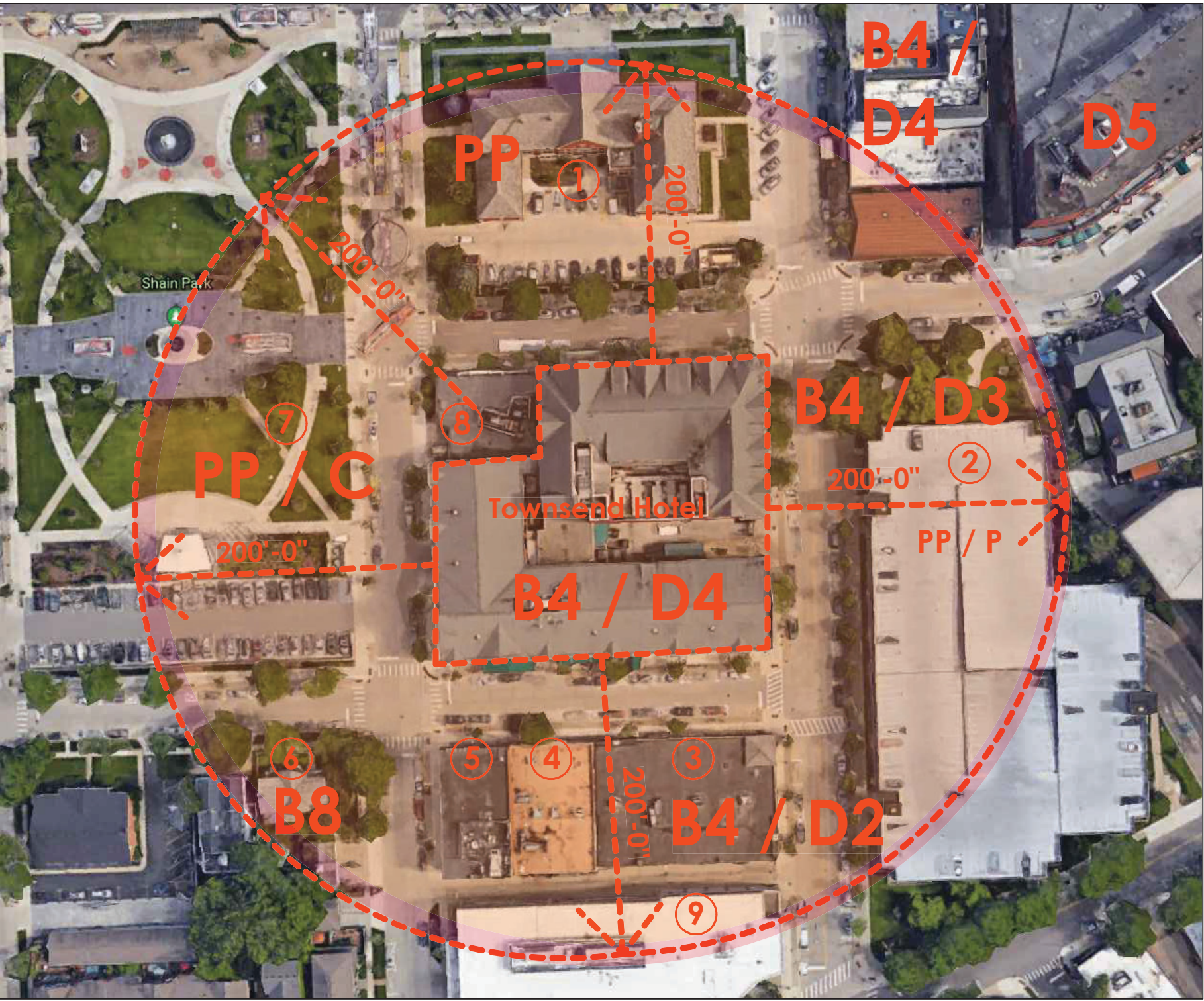
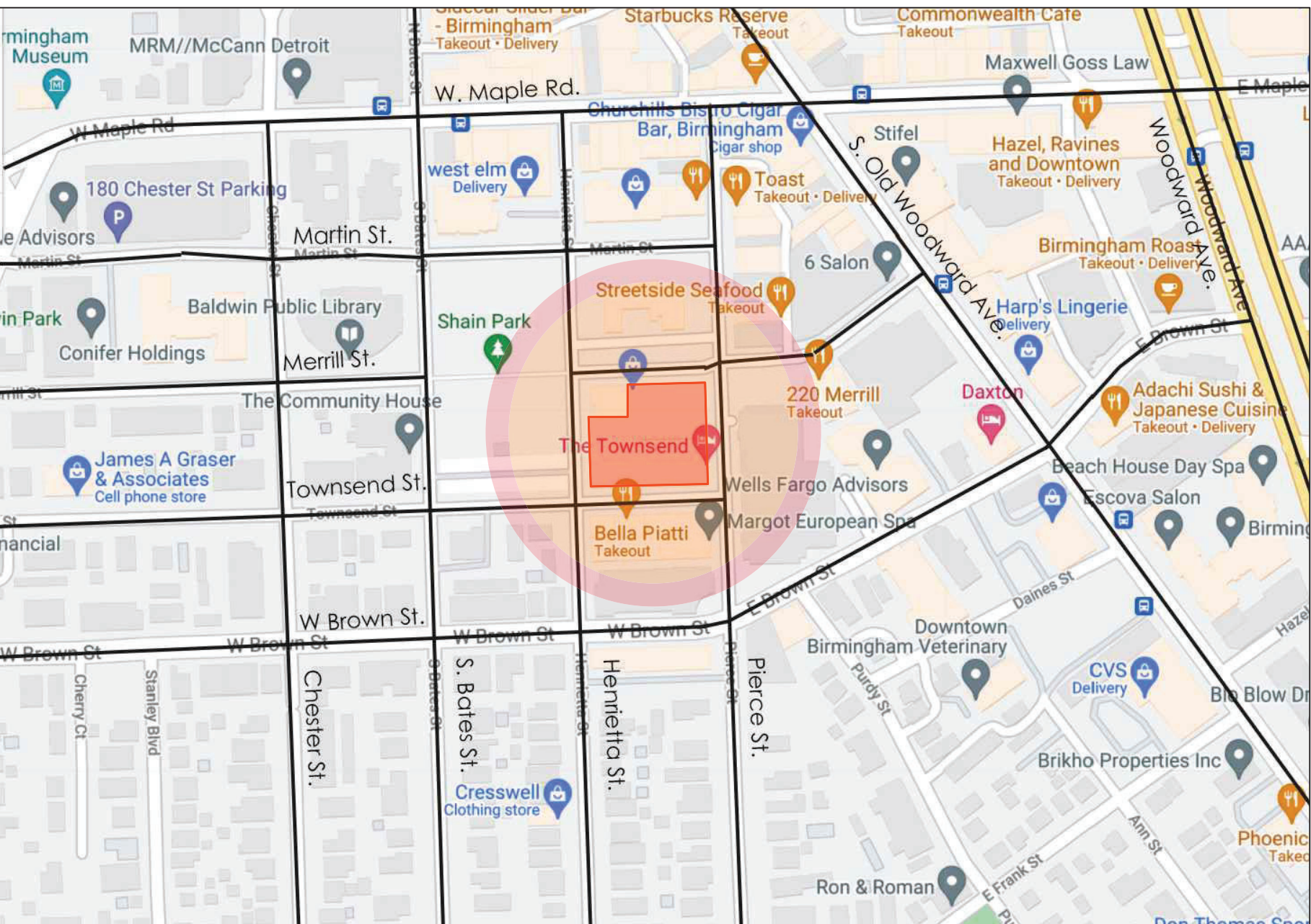
018-2021

sheet number:

SD-1.00



A circular blue ink seal for a professional surveyor. The outer ring contains the text "STATE OF MICHIGAN" at the top and "LICENSED PROFESSIONAL SURVEYOR" at the bottom, separated by two small stars. The center of the seal contains the text "TODD D. SHELLEY", "PROFESSIONAL SURVEYOR", and "NO. 41111".



L|Z|G
Architects

Luckenbach|Ziegelman|Gardner
Architects

555 S. Old Woodward Ave. Suite 27L
Birmingham, Michigan 48009

email:
gardner-arch1@sbcglobal.net

tele:
248.642.3990

issue OWNER REVIEW date December 21, 2021

HDC /SLUP REVIEW January 28, 2022

sheet title:

Site Plan,
Location Map,
& Site Info

project:

THE TOWNSEND HOTEL
Rugby Grill
Exterior Dining

project address:

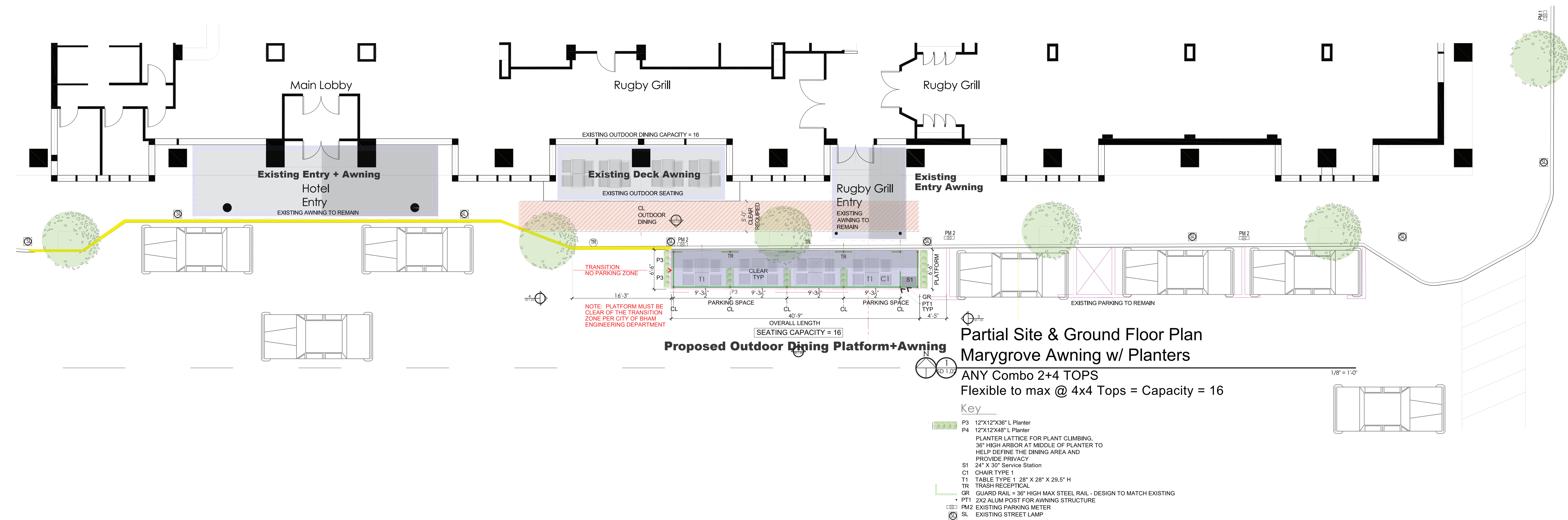
100 Townsend Street
Birmingham, Michigan

designed
drawn
coordination checked
checked approved

project number:
018-2021

sheet number:

SD-1.01



MAKE SHADE
EXCEPTIONAL

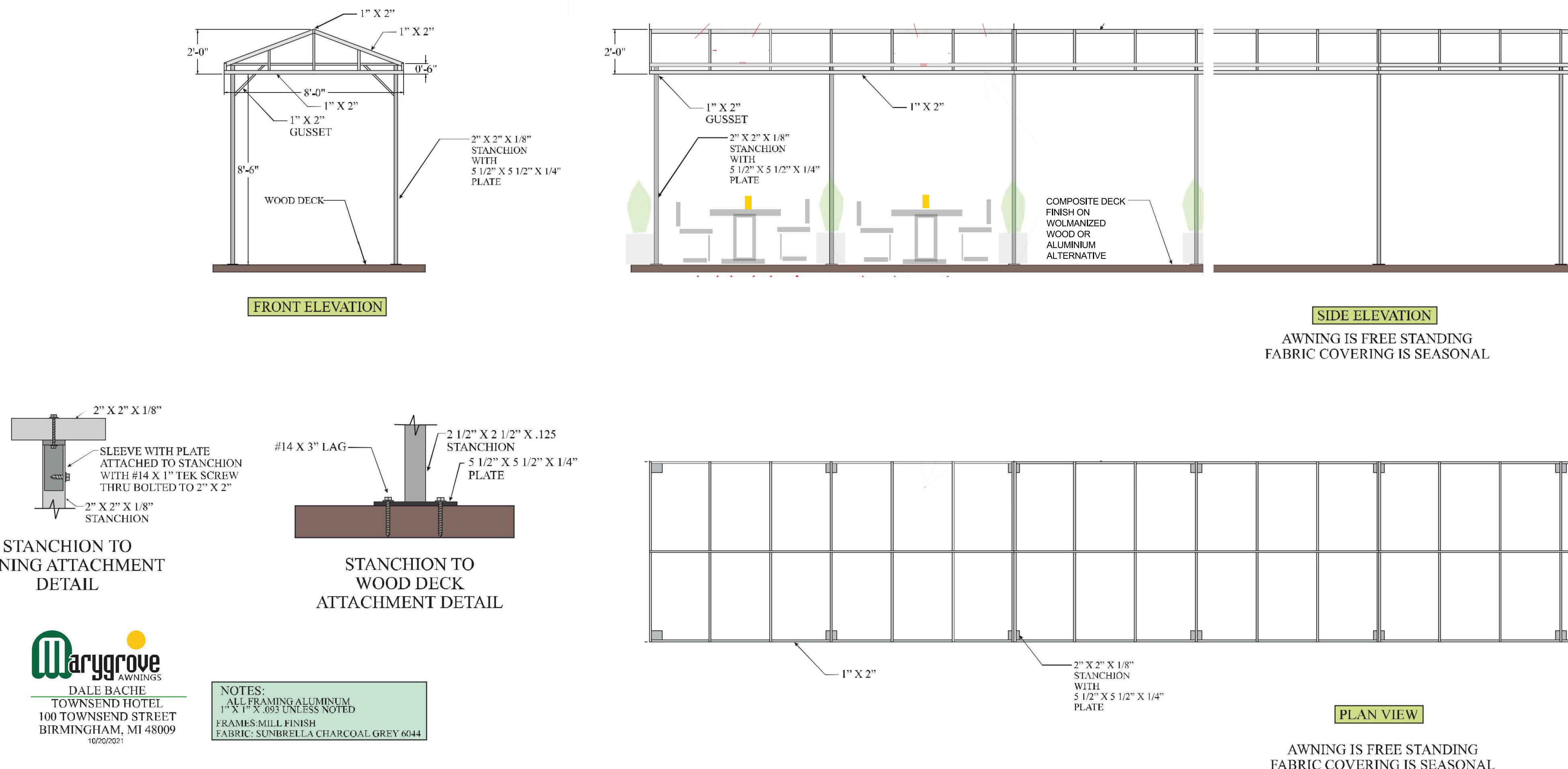
10
YEAR

Solids



Rugby Grill Selection

sunbrella



L|Z|G
Architects

Luckenbach|Ziegelman|Gardner
 Architects
 555 S. Old Woodward Ave. Suite 27L
 Birmingham, Michigan 48009

email:
gardner-arch1@sbcglobal.net

tele:
248.642.3990

[illegible]

sheet title

Partial Site Plan

Technical Details

project:

THE TOWNSEND HOTEL
Rugby Grill
Exterior Dining

project address

100 Townsend Street
Birmingham, Michigan

designed	
drawn	
coordination checked	
checked	approved

project number:
018-2021

sheet number:

SD-1.02

555 S. Old Woodward Ave. Suite 27L
Birmingham, Michigan 48009

tele:
248.642.3990

sheet title:

HDC - SLUP REVIEW

Exterior Dining

**100 Townsend Street
Birmingham, Michigan**

checked approved

018-2021

SD-1.03



P3	12"x12"x36" L Planter
P4	12"x12"x48" L Planter
	PLANTER LATTICE FOR PLANT CLIMBING. 36" HIGH ARBOR AT MIDDLE OF PLANTER TO HELP DEFINE THE DINING AREA AND PROVIDE PRIVACY
S1	24" X 30" Service Station
T1	TABLE TYPE 1 28" X 28" X 29.5" H
GR	GUARD RAIL = 36" HIGH MIN STEEL RAIL - DESIGN TO MATCH EXISTING
PT1	2X2 ALUM POST FOR AWNING STRUCTURE
PM	EXISTING PARKING METER
SL	EXISTING STREET LAMP

EXISTING STREET LIGHT

SUNBELLA CANVAS AWNING ON EXTRUDED ALUMINUM FRAME BY HARYGROYE AWNING COLOR: BLACK

STEEL GUARD RAILS TO MATCH EXISTING - SEE SHEET SD 600

3'-0"

10'-4"

SERVICE STATION S1

2
SD 103

North Elevation
Outdoor Dining
(From North Hotel Sidewalk)

1/8" = 1'-0"

OUTDOOR DINING RUGBY GRILL
CANOPY

PROPOSED
GUARD
TO MATCH
EXISTING
(SD 5.00)

3'-0"

8'-0"

10'-0"

10'-0"

3'-8"

10'-0"

TOWNSEND HOTEL

 **Partial East Elevation**
Outdoor Dining 1/8" =

Partial West Elevation
Outdoor Dining in Context / Looking East ^{1/8" = 1'-0"}



Design Review Application Planning Division

Form will not be processed until it is completely filled out

1. Applicant

Name: THC INVESTORS LIMITED PARTNERSHIP
 Address: 100 TOWNSEND STREET
BIRMINGHAM, MICHIGAN
 Phone Number: 248 642 7900
 Email address: sroth@townsendhotel.com

2. Property Owner

Name: Same
 Address: _____
 Phone Number: _____
 Email address: _____

3. Project Contact Person

Name: Steve Roth
 Address: Same as above
 Phone Number: 248 642 7900
 Email address: _____

4. Project Designer/Developer

Name: John H. Gardner, AIA / Luckenbach|Ziegelman|G
 Address: 555 S. Old Woodward
Birmingham, MI 48009
 Phone Number: 248 642 3990
 Email address: gardner-arch1@sbcglobal.net

5. Required Attachments

- | | |
|---|---|
| <p>I. Two (2) paper copies and one (1) digital copy of all project plans including:</p> <ul style="list-style-type: none"> i. A detailed and scaled Site Plan depicting accurately and in detail the proposed construction, alteration or repair; ii. Colored elevation drawings for each building elevation; iii. A Landscape Plan (if applicable); iv. A Photometric Plan (if applicable); <p>II. Specification sheets for all proposed materials, light fixtures and mechanical equipment;</p> | <p>III. Samples of all proposed materials;</p> <p>IV. Photographs of existing conditions on the site including all structures, parking areas, landscaping and adjacent structures;</p> <p>V. Current aerial photographs of the site and surrounding properties;</p> <p>VI. Warranty Deed, or Consent of Property Owner if applicant is not the owner;</p> <p>VII. Any other data requested by the Planning Board, Planning Department, or other City Departments.</p> |
|---|---|

6. Project Information

Address/Location of the property: 100 Townsend
 Name of development: Townsend Hotel
 Sidwell #: 19-38-134-008
 Current Use: Hotel
 Proposed Use: _____
 Area of Site in Acres: 1.02
 Current zoning: B-4

	Yes	No
Is the property located in a floodplain? -----	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the property within a Historic District? -----	<input checked="" type="checkbox"/>	<input type="checkbox"/>
→ If so, which? _____		
Will the project require a variance? -----	<input type="checkbox"/>	<input checked="" type="checkbox"/>
→ If so, how many? _____		
Has the project been reviewed by another board? -----	<input type="checkbox"/>	<input checked="" type="checkbox"/>
→ If so, which? _____		

7. Details of the Proposed Development (attach separate sheet if necessary)

Proposed Exterior Dining Platform w/ Canvas Awning on aluminum frame.
 See attached Plans

8. Required and Proposed Parking

Required number of parking spaces: NA
Proposed number of parking spaces: NA
Location of parking on site: NA
Location of parking off site: Street and Parking Structure
Shared parking agreement? _____
Size of surface parking lot: NA

Number of underground parking levels: NA
Typical size of parking spaces: _____
Typical width of maneuvering lanes: _____
Number of handicap spaces: _____
Screenwall material: _____
Height of screenwall: _____

9. Landscaping

Location of landscape areas: NA

Proposed landscape material: _____

10. Streetscape

Sidewalk width: No changes
Number of benches: _____
Number of planters: _____

Number of existing street trees: No Changes
Number of proposed street trees: _____
Number of waste receptacles: _____

11. Loading

Required number of loading spaces: NA
Proposed number of loading spaces: _____
Location of loading spaces on site: _____

Typical size of loading spaces: NA
Screenwall material: NA
Height of screenwall: NA

12. Exterior Waste Receptacles

Required number of waste receptacles: _____
Proposed number of waste receptacles: 2
Location of waste receptacles: on dining platform

Size of waste receptacles: 15" dia
Screenwall material: NA
Height of screenwall: NA

13. Mechanical Equipment

Utilities and Transformers:

Number of ground mounted transformers: NA
Location of all utilities & easements: _____

Size of transformers (L•W•H): _____
Screenwall material: _____
Height of screenwall: _____

Ground Mounted Mechanical Equipment:

Number of ground mounted units: NA
Location of all ground mounted units: _____

Size of ground mounted units (L•W•H): _____
Screenwall material: _____
Height of screenwall: _____

Rooftop Mechanical Equipment:

Number of rooftop units: NA
Type of rooftop units: _____
Location of all rooftop units: _____
Size of rooftop units (L•W•H): _____

Location of screenwall: _____
Screenwall material: _____
Height of screenwall: _____
Distance from rooftop units to all screenwalls: _____

14. Building & Site Lighting

Number of light fixtures on building: No Changes
Light level at each property line: _____
Type of light fixtures on building: _____
Location of light fixtures on building: _____

Number of light fixtures on site: _____
Type of light fixtures on site: _____
Height from grade: _____
Location of light fixtures on site: _____

The undersigned states the above information is true and correct, and understands that it is the responsibility of the applicant to advise the Planning Division and / or Building Division of any additional changes made to an approved site plan. The undersigned further states that they have reviewed the procedures and guidelines for Site Plan Review in Birmingham, and have complied with the same. The undersigned will be in attendance at the Planning Board meeting when this application will be discussed.

By providing your e-mail to the City, you agree to receive news notifications from the City. If you do not wish to receive these messages, you may unsubscribe at any time.

Signature of Owner: Steve Roth Date: 1/26/22

Print name: Steve Roth

Signature of Applicant: Steve Roth Date: 1/26/22

Print Name: Steve Roth

Signature of Architect: John H. Gardner Date: 1.26.2022

Print Name: John H. Gardner

Office Use Only

Application #: _____ Date Received: _____ Fee: _____

Date of Approval: _____ Date of Denial: _____ Accepted By: _____



MEMORANDUM

Planning Division

DATE: February 2, 2022

TO: Historic District Commission

FROM: Nicholas Dupuis, City Planner

SUBJECT: 320 Martin St. – Birmingham Post Office – Historic Design Review

Zoning: C, (Community), B-4 (Business-Residential) & D-4 (Downtown Overlay)

Existing Use: Two-Story Commercial Building

History

The Birmingham Post Office was erected in 1939 as a part of the federal government's program of public works during the depression. The original reports in local papers stated that the building would be of "English Type" architecture in conformity with the municipal building and the library. Although residents were initially perturbed by the "Neo-Classical" style, the building gained acceptance over the years as a valued part of the Birmingham Civic Center. The Post Office gained its most prominent notoriety because of its interior treatments. The building interior was decorated in an Art Deco style. Interior murals, which were executed by renowned W.P.A. artist Carlos Lopez, were considered controversial because of the depiction of several Birmingham pioneers and contemporary political figures. Local figures accused Lopez of depicting characters of the mural with inappropriate features. Lopez responded with citations of the historical records and photographs he used as backgrounds for his work. Although many lobbied for the immediate destruction of the murals, they ultimately survived and have since undergone preservation treatments by a student of Lopez's.

Introduction

A Historic Design Review application has been submitted for a new 5-story addition to the historic Birmingham Post Office in the Shain Park Historic District of Birmingham. The Shain Park Historic District consists of the Birmingham City Hall, Baldwin Public Library, Community House and the subject property.

The applicant came before the Historic District Commission on December 15, 2021 requesting postponement to further work with City Staff on the proposed addition and its relationship to the historic resource and the Secretary of the Interior Standards for Rehabilitation. The Historic District Commission granted the postponement request and postponed the matter to February 2, 2022.

Proposal

The applicant has submitted new plans proposing a 5-story addition to the rear of the property that currently houses a modern lobby, some carports, a parking facility, and a dumpster enclosure. The new building draws some design elements from the historic building, but also includes an array of modern materials. A full review of the historic preservation aspects of the design is provided in the relevant section below. The proposed materials for the new addition are as follows (a material board has been submitted as well):

Material	Location	Color
Brick	Horizontal sections at floor lines, all facades	Executive Ironspot
Brick	Horizontal and vertical massing all facades	Manganese Ironspot
Insulated Glass	Storefront and upper floor glazing	-
Flamed Granite	Architectural elements	Black
Smooth Limestone	Vertical Piers, 5 th floor, architectural elements	Natural
Metal Wrap	First floor canopy	Black
Metal Paneling	Rooftop screening	Quartz Zinc
Aluminum	Window frames/mullions	Natural

Planning & Zoning

The proposed project will be required to go before the Planning Board for a full Preliminary and Final Site Plan Review in which the planning and zoning issues will be discussed in detail. For this reason, the Planning Division will not be including a review of planning and zoning issues in this report, and will instead focus on a review of the Secretary of the Interior Standards for Rehabilitation and Chapter 10 of the Birmingham Code of Ordinances.

Signage

There are no new signs proposed as a part of the Design Review application submitted.

Design Review Standards and Guidelines

Chapter 127, Section 127-11 of the Birmingham Code of Ordinances states that in reviewing plans, the commission shall follow the U.S. secretary of the interior's standards for rehabilitation and guidelines for rehabilitating historic buildings as set forth in 36 C.F.R. part 67. Design review standards and guidelines that address special design characteristics of historic districts administered by the commission may be followed if they are equivalent in guidance to the secretary of interior's standards and guidelines and are established or approved by the state historic preservation office of the Michigan Historical Center. The U.S. Secretary of the Interior Standards for *Rehabilitation* ("SOI Standards") are provided in full at the end of this report.

In reviewing plans, the commission shall also consider all of the following:

1. The historic or architectural value and significance of the resource and its relationship to the historic value of the surrounding area.

2. The relationship of any architectural features of the resource to the rest of the resource and to the surrounding area.
3. The general compatibility of the design, arrangement, texture, and materials proposed to be used.
4. Other factors, such as aesthetic value, that the commission finds relevant.
5. Whether the applicant has certified in the application that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MCL 125.1501 to 125.1531.

Recommendation

The Michigan State Historic Preservation Office defines *rehabilitation* as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.

Rehabilitation is the only treatment that allows expanding a historic building by enlarging it with an addition. However, the Rehabilitation guidelines emphasize that new additions should be considered only after it is determined that meeting specific new needs cannot be achieved by altering non-character-defining interior spaces. If the use cannot be accommodated in this way, then an attached exterior addition may be considered. New additions should be designed and constructed so that the character-defining features of the historic building, its site, and setting are not negatively impacted. Generally, a new addition should be subordinate to the historic building. A new addition should be compatible, but differentiated enough so that it is not confused as historic or original to the building. The same guidance applies to new construction so that it does not negatively impact the historic character of the building or its site.

In general, this is a unique circumstance in the City of Birmingham. Most of the commercial designated historic resources in the City do not have a large portion of their site undeveloped (the absence of a building, that is). Important to note, though, historic preservation does not only exist to protect a building, but also the site, general characteristics, context, density, and other important factors.

Considering the above, the proposed exterior restoration of the historic Birmingham Post Office building, as proposed by the applicant, generally meets the Secretary of the Interior Standards for *Rehabilitation* numbers 1, 3, 4, 5, and 10. However, Standard numbers 2 and 9 require further discussion, and may not be so easily satisfied by the proposal. The following analysis breaks down the proposal through the lens of each standard above:

1. *A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*

Due to the unique circumstance, this standard does not necessarily apply. As stated, and as indicated on the plans, the existing historic building will remain as-is and unchanged in

terms of its use as a commercial office space. Of course the historic use as a post office no longer remains, but the flow of employees and visitors of the commercial office, along with the preserved signage of the building retain the character of that historic use. The addition to the rear of the building does not appear to affect that.

2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*

The placement of the new addition at the rear of the building, which has received treatments over the years itself, does not propose a removal of many historic materials, if any. Additionally, the character of the rear of the property is not as it was based on the original 1939 building. However, an important scale, massing, density conversation must be had here in relation to the buildings *character*. Based on general guidelines, additions should be subordinate to the historic resource. Understanding the unique conditions of the site, and considering the properties frontage on 3 streets, a strict interpretation of the guidelines in terms of a subordinate addition would appear to mean a small, one or two story addition. However, other guidelines suggest that there are ways to minimize the impact of larger additions onto historic resources by using a small hyphen to connect the two. However, this tact generally only works if the building is only slightly larger, say a 2 or 3 story building in this case. In the case of the Post Office building, a hyphen-like element already exists as a part of the original building, which may be used to soften the impact of the larger addition. In this case, the applicant appears to be taking away the advantage and impact of the natural hyphen by proposing a partial overhang over what would be considered the hyphen. Since the first submittal, the area around the hyphen has been lightened through the removal of building elements, and the use of 2-story clear glass where the new building meets the old.

However, the rear of the property has never been a character-defining area of the building. The prominent façade that is oriented towards Martin and the Shain Park Historic District is where the building makes its mark. This is corroborated by a review of the available historic photographs on file with the City and the Birmingham Museum, which are taken at the front of the building in almost every case. Furthermore, insofar as the interior is considered, the famous Lopez murals are also located at the front of the building. The proposed addition does not appear to jeopardize the Post Office's most prominent and character-defining façade and its position in the Shain Park Historic District.

3. *Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*

The building does appear to do well to pull some of the historic materials/color palates into the new addition, which is preferred in terms of a compatibility argument. Because this is an addition which does not change the Post Office building, there are no conjectural

features to be worried about, nor does the proposed addition present as a false sense of historical development.

4. *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*

The rear of the building has changed over time with what appears to be the addition of a small lobby and some carports. The new proposal appears to remove this addition, but retain the historic portion to which the older addition is attached. The Planning Division does not feel as though the small lobby addition has retained any historic character.

5. *Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.*

More of the same comments as above regarding the nature of the addition and its minimal *physical* impact on the historic building can be restated. If there were any significant features on the rear (which it does not appear to have been so), they had been removed by a previous alteration.

9. *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*

Similar to Standard #2, there appear to be minimal to no loss of historic materials on the rear of the Post Office. The new addition is certainly differentiated from the old, but may not be compatible with the historic environment.

Diving deeper, research suggests that compatibility can be broken down into the following general elements:

- Setbacks
- Scale
- Orientation
- Proportion
- Rhythm
- Massing
- Height
- Materials
- Colors
- Details and Ornamentation
- Reversibility

Reviewing this list, the Planning Division can agree that the design-based elements of scale, orientation, rhythm, massing, materials, colors details and reversibility appear to all be appropriate and mesh well with the historic building. The dimensional aspects, however, raise some questions in relation to compatibility. The importance of setback and height are based on the overarching theme that additions to historic structures should be subordinate to the original building, and should not overwhelm or detract from the historic

experience. The uniqueness of the site, as mentioned above, does lend itself better to a larger addition based on the length of the parcel (~160 ft.), but its visibility from 3 streets offers a challenge to the developers that would not be present if the building were settled in between other buildings in a strip. As far as actual height, the historic building is roughly 29 ft. tall, and the new building will measure 80 ft. tall. This actual dimension has an overall nominal effect in terms of comparing stories versus height, but it is important to note that 29 ft. would be considered more of a 2-story building in terms of height than the 1-story that the Post Office would appear to be. It is worth noting that the site is currently split-zoned with the historic building existing in the C zoning district, and the back half in the D4 overlay district, which permits 5-story buildings.

10. *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

This standard appears to be met. However, it is worth noting that the proximity of the addition could pose a threat to the historic structure if there are any issues during a hypothetical future removal. In addition, the proposed underground parking must be handled with extreme care as to not disturb the historic structure and the ground beneath it.

Based on the review above, the Planning Division recommends that the Historic District Commission consider **APPROVAL** of the Design Review application for 320 Martin St. – Birmingham Post Office. The Planning Division feels as though the proposed addition meets the Secretary of the Interior Standards for Rehabilitation numbers 1-5 and 10.

Wording for Motions

I move that the Commission **APPROVE** the Historic Design Review application and issue a Certificate of Appropriateness for 320 Martin St. – Birmingham Post Office. The proposed addition meets the Secretary of the Interior's Standards for Rehabilitation standard numbers _____ (*list conditions*).

OR

I move that the Commission **POSTPONE** the Historic Design Review application and the issuance of a Certificate of Appropriateness for 320 Martin St. – Birmingham Post Office – for the following reason(s):

1. _____
2. _____
3. _____

OR

I move that the Commission **DENY** the Historic Design Review application for 320 Martin St. – Birmingham Post Office. Because of _____ the work does not meet The Secretary of the Interior's Standards for Rehabilitation standard number(s) _____.

Notice to Proceed

I move the Commission issue a Notice to Proceed for number _____. The work is not appropriate, however the following condition prevails: _____and the proposed application will materially correct the condition.

Choose from one of these conditions:

- a) The resource constitutes hazard to the safety of the public or the structure's occupants.
- b) The resource is a deterrent to a major improvement program that will be of substantial benefit to the community and the applicant proposing the work has obtained all necessary planning and zoning approvals, financing, and environmental clearances.
- c) Retaining the resource will cause undue financial hardship to the owner when a governmental action, an act of God, or other events beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at its fair market value or moving the resource to a vacant site within the historic district. have been attempted and exhausted by the owner.
- d) Retaining the resource is not in the best of the majority of the community.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION AND GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.



POSTOFFICE, BIRMINGHAM, MICHIGAN

PROPOSED RENOVATION AND NEW ADDITION FOR:

BIRMINGHAM POST OFFICE ADDITION

CONDITIONS OF WORK

CONSTRUCTION COORDINATION:

1. ALL CONTRACTORS SHALL REVIEW ALL DRAWINGS & ARE RESPONSIBLE FOR A COMPLETE REVIEW & SITE VISIT. ITEMS AFFECTING ALL TRADES ARE PLACED THROUGHOUT SET & NO "EXTRAS" FOR MISSED ITEMS IN OTHER SECTIONS WILL BE PERMITTED. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY ARCHITECT OF ANY AMBIGUITY, INCONSISTENCY OR ERRORS WHICH THEY DISCOVER UPON EXAMINATION OF DOCUMENTS, THE SITE OR LOCAL CONDITIONS.
2. ANY CONTRACTOR OR SUBCONTRACTOR BY SUBMITTING A BID WARRANTS THAT HE HAS VISITED THE SITE AND IS AWARE OF ANY AND ALL SITE CONDITIONS AFFECTING HIS BID.
3. THE CONTRACTOR BY COMMENCING WORK ACCEPTS THE CONDITIONS OF THE SITE & THE COMPLETENESS OF CONTRACT DOCUMENTS.
4. FIELD VERIFY ALL DIMENSIONS AND REPORT ANY DISCREPANCIES IMMEDIATELY TO THE ARCHITECT. DO NOT SCALE DRAWINGS USE FIGURED DIMENSIONS ONLY.
5. ANY MATERIAL OR LABOR NEITHER SHOWN ON THE DRAWINGS NOR SPECIFIED, BUT WHICH IS OBVIOUSLY NECESSARY TO COMPLETE THE WORK IN A WORKMANLIKE MANNER SHALL BE FURNISHED WITHOUT COST TO THE OWNER.
6. ALL MATERIALS FURNISHED AND INSTALLED BY THE GENERAL CONTRACTOR SHALL BE FREE FROM DEFECTS. ALL WORK SHALL BE GUARANTEED FOR A PERIOD OF (1) YEAR FROM DATE OF ACCEPTANCE OF WORK. DURING THIS PERIOD THE GENERAL CONTRACTOR SHALL CORRECT ANY PROBLEMS DUE TO DEFECTIVE MATERIALS OR FAULTY WORKMANSHIP AT NO COST TO THE OWNER. ANY PROBLEM THAT OCCURS DURING CONSTRUCTION SHALL IMMEDIATELY BE CORRECTED TO THE SATISFACTION OF THE OWNER.
7. NO SUBSTITUTIONS OF SPECIFIED MATERIAL OR EQUIPMENT WILL BE ACCEPTED UNLESS WRITTEN REQUEST FOR APPROVAL HAS BEEN RECEIVED BY THE ARCHITECT AND CONTRACTOR HAS RECEIVED WRITTEN APPROVAL FROM ARCHITECT.
8. DURING AND AT THE COMPLETION OF THE CONTRACTOR'S DAILY WORK, CONTRACTOR IS RESPONSIBLE FOR THE CLEANING UP AND REMOVAL OF ALL RUBBISH AND DEBRIS BEFORE LEAVING THE PROJECT JOB SITE.

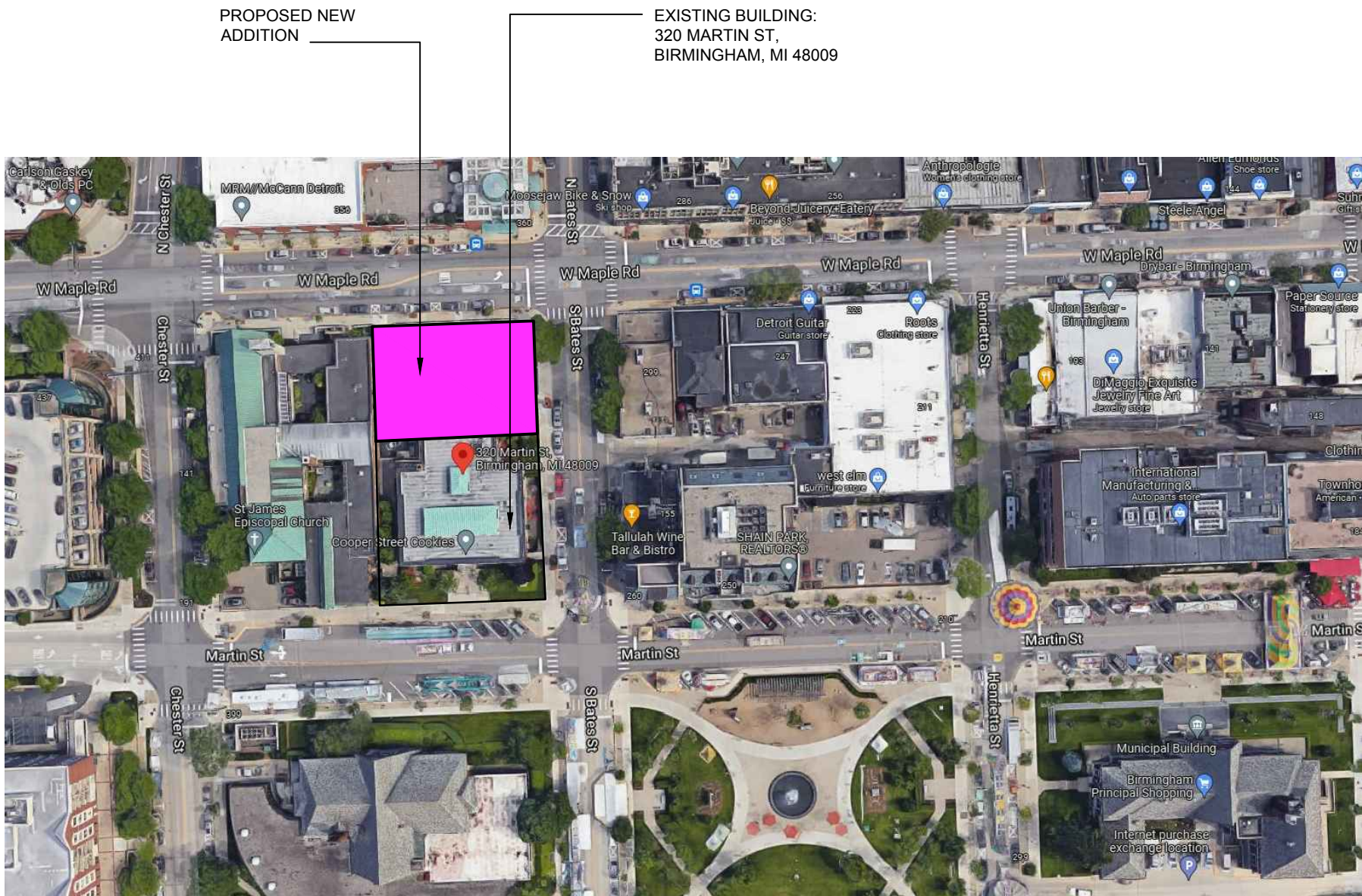
PERMITS & SAFETY:

1. GENERAL CONTRACTOR SHALL APPLY & SUBMIT FOR BUILDING PERMIT.
2. GENERAL CONTRACTOR SHALL OBTAIN "ALL RISK" INSURANCE AND ALL CUSTOMARY STATUTORY INSURANCE FOR COMPREHENSIVE GENERAL LIABILITY, ETC. AS REQUIRED BY OWNER/LANDLORD.
3. GENERAL CONTRACTOR SHALL PROVIDE ADEQUATE PROTECTION OF WORK, MATERIALS, FIXTURES, ETC. IN LEASED SPACE FROM LOSS OR DAMAGE FROM FIRE, THEFT OR VANDALISM.
4. ALL WORK SHALL BE DONE IN COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT (OSHA). THE FOLLOWING ARE STRICTLY PROHIBITED WORK PRACTICES.
- A. ANY COMBUSTIBLE MATERIALS ABOVE FINISHED CEILING OR IN ANY NON-SPRINKLED LOCATIONS.
- B. IMPOSING ANY STRUCTURAL LOAD, TEMPORARY OR PERMANENT ON ANY PART OF THE LANDLORD'S WORK OR STRUCTURE WITHOUT PRIOR WRITTEN APPROVAL.
- C. CUTTING ANY HOLES IN LANDLORD'S EXISTING FLOOR SLABS, WALLS OR ROOF WITHOUT PROPER APPROVAL'S PROPER APPROVALS FROM LANDLORD. BEFORE STARTING ANY UNDERSLAB WORK CONTRACTORS MUST CHECK WITH THE LANDLORD OR SUPERINTENDENT OF THE LANDLORD'S GENERAL CONTRACTOR TO DETERMINE IF ANY COMMON UTILITY OR OTHER TENANT UTILITY LINES EXIST WITHIN THE SPACE.

CODE COMPLIANCE:

1. WORK INDICATED IS TO BE EXECUTED IN ACCORDANCE WITH THE LATEST EDITIONS OF ALL APPLICABLE CODES.
2. FIRE EXTINGUISHERS SHALL BE PROVIDED BY G.C. AND INSTALLED PER THE FIRE MARSHALL'S INSTRUCTIONS.
3. ALL WALL FINISHES TO MEET CLASS III FLAME SPREAD RATINGS IN ACCORDANCE WITH MBC-2015 CHAPTER 8.
4. INTERIOR FINISHES IN EXIT ACCESS CORRIDORS, OTHER EXIT WAYS, ROOMS, AND ENCLOSED SPACES IN USE GROUPS "B" AND "S" IN SPRINKLED BUILDINGS ARE REQUIRED TO HAVE AT LEAST A CLASS C, FLAME SPREAD 76-200; SMOKE DEVELOPED 0-450; RATING AS LISTED IN THE 2015 MICHIGAN BUILDING CODE.
5. SAFETY GLAZING MUST HAVE PERMANENT IDENTIFICATION IN ACCORDANCE WITH THE 2015 MICHIGAN BUILDING CODE.
6. ALL REQUIREMENTS OF THE MICHIGAN BARRIER FREE ACT & THE AMERICAN'S WITH DISABILITIES ACT SHALL BE MAINTAINED TO COMPLY WITH ICC/A117.1-2009.
7. ALL OFFICE FURNITURE & EQUIPMENT TO BE PROVIDED BY TENANT- SHOWN FOR LAYOUT PURPOSES ONLY. TO COMPLY WITH ADA- ICC/A117.1-2009 (TYP.) REQUIREMENTS, A MINIMUM OF 5%, BUT NOT LESS THAN (1) OF THE LUNCHROOM TABLES AND EMPLOYEE WORKSTATIONS (CUBICLES) SHALL BE ACCESSIBLE. ACCESSIBLE TABLE AND WORKSTATION TOPS SHALL BE 28" MIN. TO 34" MAX. A.F.F. KNEE AND TOE CLEARANCES AS FOLLOWS SHALL ALSO APPLY- TOE: 4" MIN. HIGH, 17" MIN. TO 25" MAX. DEPTH, AND 30" MIN. WIDE. KNEE: 27" MIN. HIGH, 11" DEEP @ 9" HIGH TO 8" DEEP @ 27" HIGH, AND 30" MIN. WIDE.
8. ALL ENTRANCE AND EXIT DOORS SHALL HAVE BARRIER FREE ACCESSIBILITY TO COMPLY WITH ICC/A117.1-2009.
9. TO COMPLY WITH ADA - ICC/A117.1-2009 (TYP.) REQUIREMENTS, CHANGES IN LEVEL GREATER THAN 1/2" SHALL BE RAMPED AND CHANGES IN LEVEL BETWEEN 1/4" AND 1/2" SHALL BE BEVELED A MAXIMUM OF 1:2.
10. ALL LUNCHROOM APPLIANCES TO BE PROVIDED BY TENANT. TO COMPLY WITH ADA-ICC/A117.1-2009 (TYP.) REQUIREMENTS, DISHWASHERS MUST FIT UNDER A 34" HIGH (32 1/4" CLEAR UNDER) COUNTERTOP. THE REFRIGERATOR MUST BE A SIDE-BY-SIDE OR BOTTOM FREEZER UNIT, AND ALL MICROWAVE CONTROLS TO BE NO HIGHER THAN 46" A.F.F. TO MEET OBSTRUCTED HIGH SIDE REACH REQUIREMENTS.
11. SIGNAGE INDICATING ACCESSIBILITY PROVISIONS SHALL BE PROVIDED AT EACH DOOR TO AN EXIT DISCHARGE. A TACTILE SIGN STATING EXIT AND COMPLYING WITH ICC/ANSI A117.1-2009 SHALL BE PLACED ADJACENT TO THE DOOR. PLEASE REFER TO SHEET A. 601 FOR ADDITIONAL INFORMATION AND LOCATION.

THE BUILDING IS PROVIDED WITH A FULL AUTOMATIC FIRE PROTECTION SPRINKLER SYSTEM (FIRE SUPPRESSION SYSTEM) WHICH WILL BE DESIGNED TO MEET M.B.C. REQUIREMENTS AND CITY OF BIRMINGHAM INSPECTION AND PERMIT APPROVAL. SPRINKLER CONTRACTOR SHALL BE FULLY LICENSED AND BE RESPONSIBLE FOR PREPARATION OF ENGINEERING DRAWING, SUBMISSION OF DRAWINGS TO ALL LOCAL AND STATE AGENCIES FOR APPROVAL, AND FOR COORDINATION OF REQUIREMENTS WITH OWNERS AND TENANTS INSURANCE CARRIER.



PROJECT ADDRESS

320 Martin Street
Birmingham, Michigan 48009

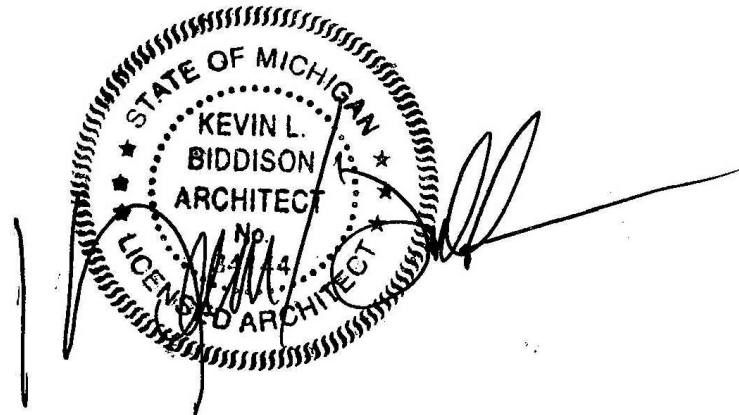
Zoned: B-4 Business Residential

APPLICANT INFORMATION

320 Investments LLC
320 Martin St, Suite 100
Birmingham, MI 48009
e. Sam@Surnow.com
p. 248.877.4000

SHEET INDEX

- T.101 TITLE SHEET
- SP.100 EXISTING CONDITIONS & SITE SURROUNDINGS
- SP.101 SITE PLAN
- A.101 FLOOR PLANS
- A.102 FLOOR PLANS
- A.103 FLOOR PLANS
- A.201 ELEVATIONS
- A.202 ELEVATIONS
- A.301 3D PERSPECTIVE IMAGES
- A.302 3D PERSPECTIVE IMAGES
- A.303 3D PERSPECTIVE IMAGES
- A.304 3D PERSPECTIVE IMAGES



biddison |
architecture + design

320 Martin Street Suite 10
Birmingham, MI 48009
t:248.554.9500
Contact Person: Kevin Biddison
e.mail: kb@biddison-ad.com

Consultants

Project data

GOVERNING CODES:	2015 MICHIGAN BUILDING CODE 2015 MICHIGAN PLUMBING CODE 2015 MICHIGAN MECHANICAL CODE 2015 MICHIGAN REHABILITATION CODE 2015 INTERNATIONAL FUEL GAS CODE MICHIGAN ELECTRICAL CODE, 2014 N.E.C. W/ PART 8 STATE AMENDMENTS ICC/ANSI A117.1-2015 AND MICHIGAN BARRIER FREE DESIGN LAW OF PUBLIC ACT 1 OF 1966 AS AMENDED. MICHIGAN UNIFORM ENERGY CODE RULES PART 10 WITH ANSI/ASHRAE/IESNA STANDARD 90.1-2015 2015 INTERNATIONAL FIRE CODE NFPA 13 - 2010 NFPA 72 - 2010
BUILDING USE GROUP(S):	GENERAL BUSINESS & RESIDENTIAL
TYPE OF CONSTRUCTION:	2015 MBC: 2B (UN-PROTECTED) NFPA 220: TYPE II-000 NFPA 13: 2010 NFPA 72: 2010
LOWER LEVEL AREA:	8,058 SQFT
FIRST FLOOR AREA:	9,248 SQFT
SECOND FLOOR AREA:	9,000 SQFT
THIRD FLOOR AREA:	10,200 SQFT
FOURTH FLOOR AREA:	10,200 SQFT
FIFTH FLOOR AREA:	6,200 SQFT
TOTAL ADDITION AREA:	52,906 SQFT
HISTORIC DESIGN BOARD REVIEW	01.24.2022

Project no.

BIRMINGHAM P.O. ADDITION

2075-21

Sheet no.

T.101



ORIGINAL SITE CONDITIONS - IMAGES
NO SCALE

EXIST. SITE CONDITIONS - IMAGES
NO SCALE

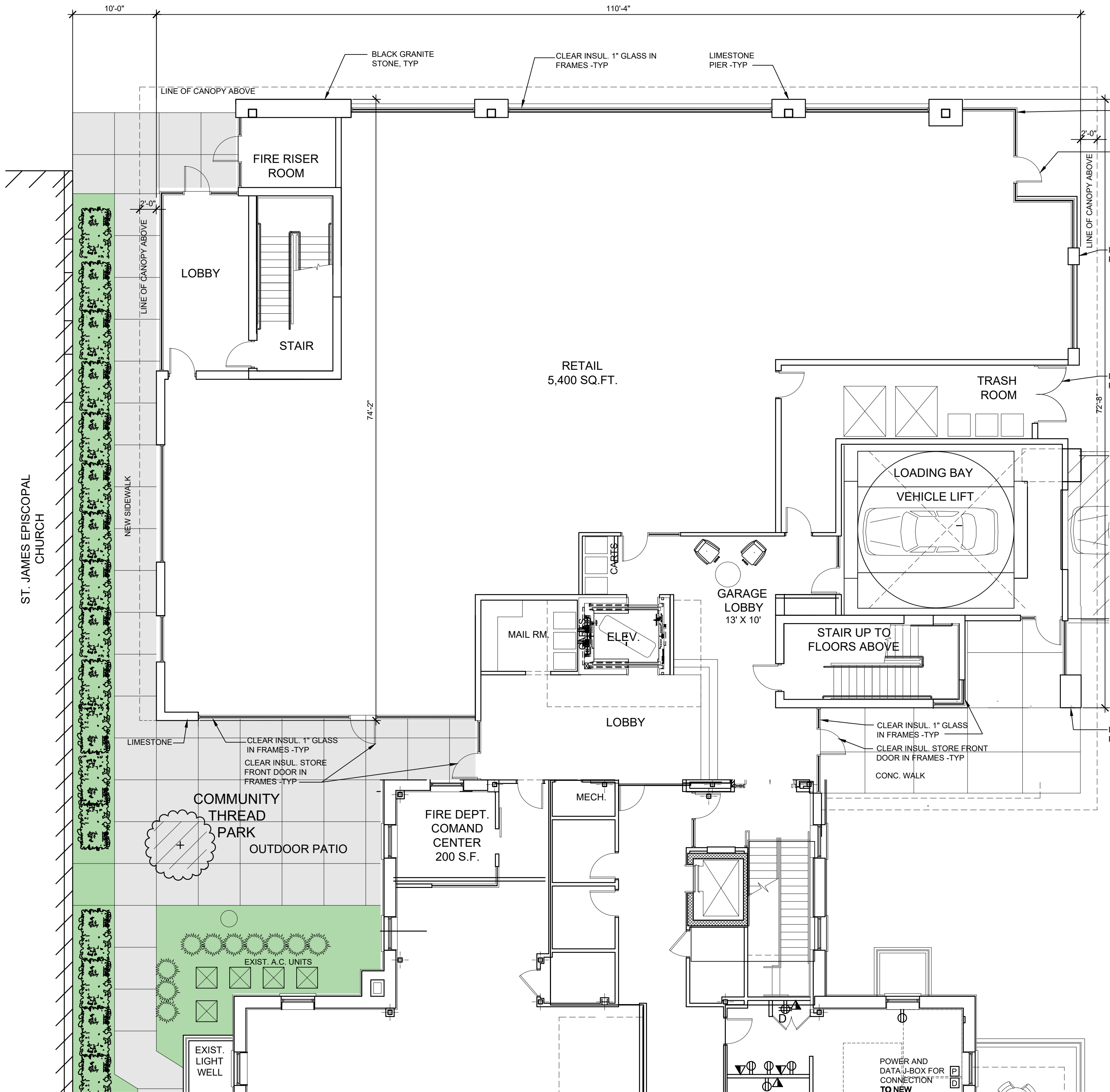


EXIST. SITE SURROUNDINGS - IMAGES
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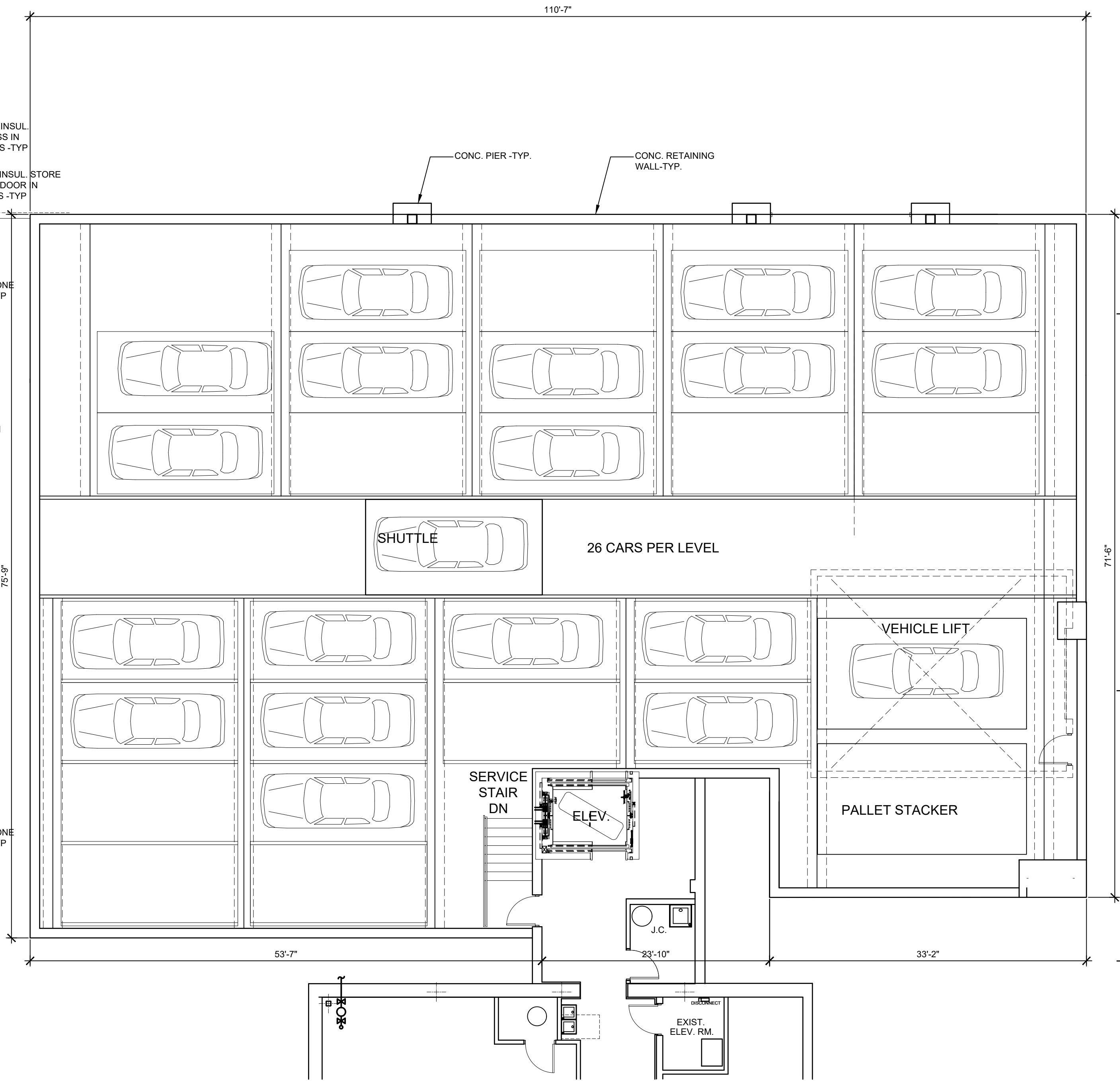


SITE PLAN

SCALE: 1"=10'



NORTH
8,710 S.F.
FIRST FLOOR PLAN
SCALE: 1/8"=1'-0"



NORTH
8,058 SQFT
LOWER LEVEL FLOOR PLAN
SCALE: 1/8"=1'-0"

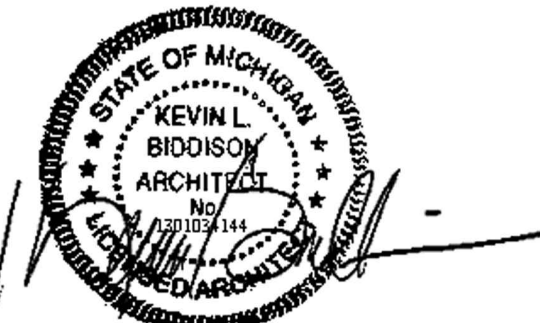
PROPOSED BUILDING ADDITION FOR:

**BIRMINGHAM
POST OFFICE**

320 Martin St
Birmingham, MI 48009

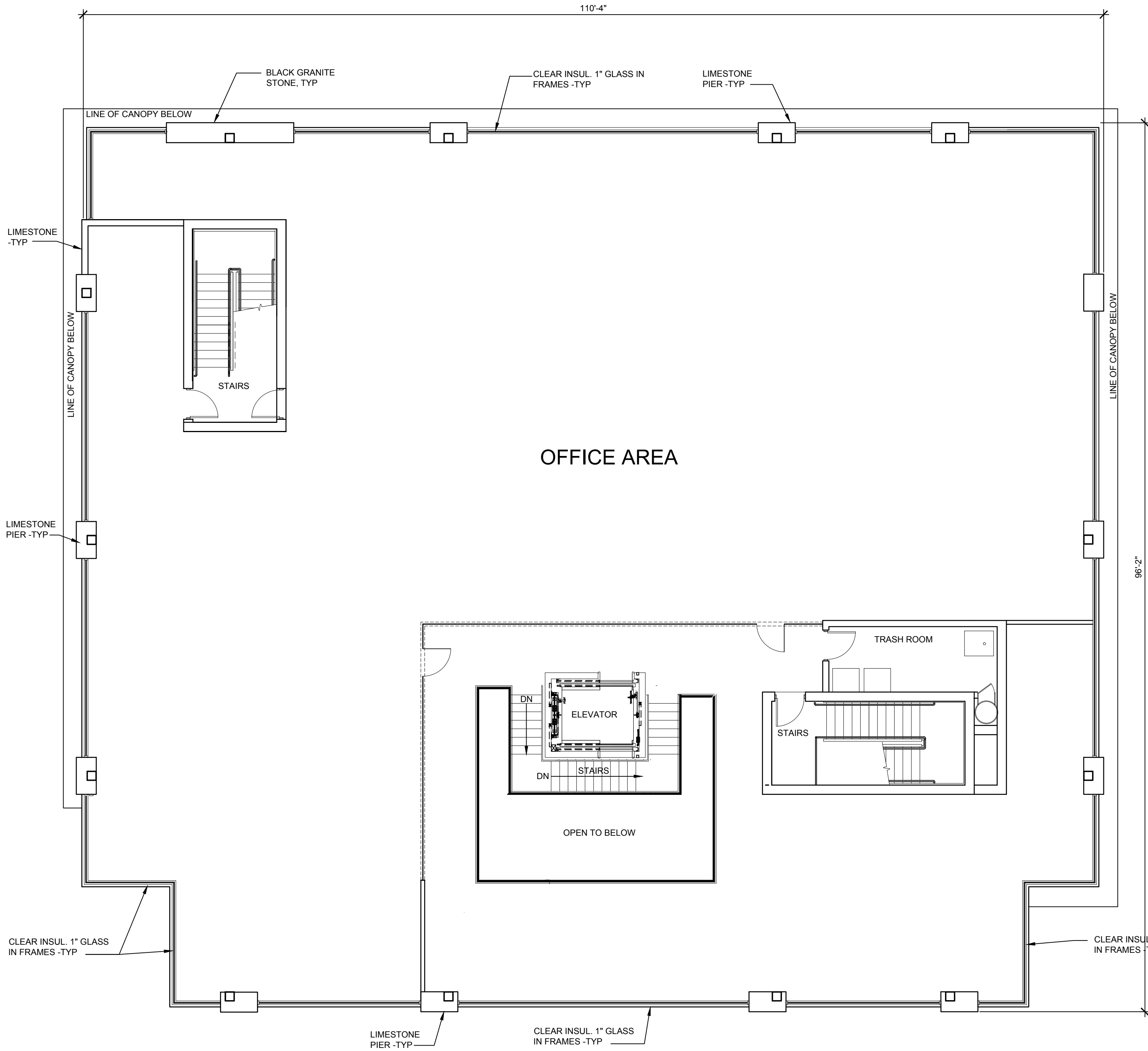
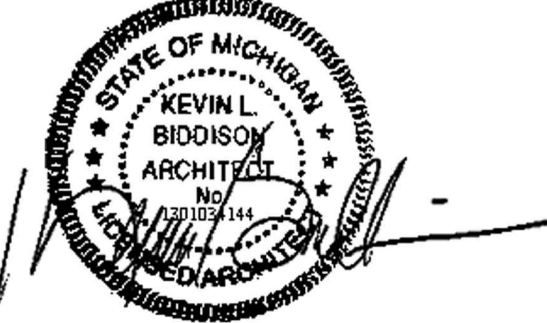
HISTORIC REVIEW 01.24.22

**PROPOSED
FLOOR PLANS**



2075.21

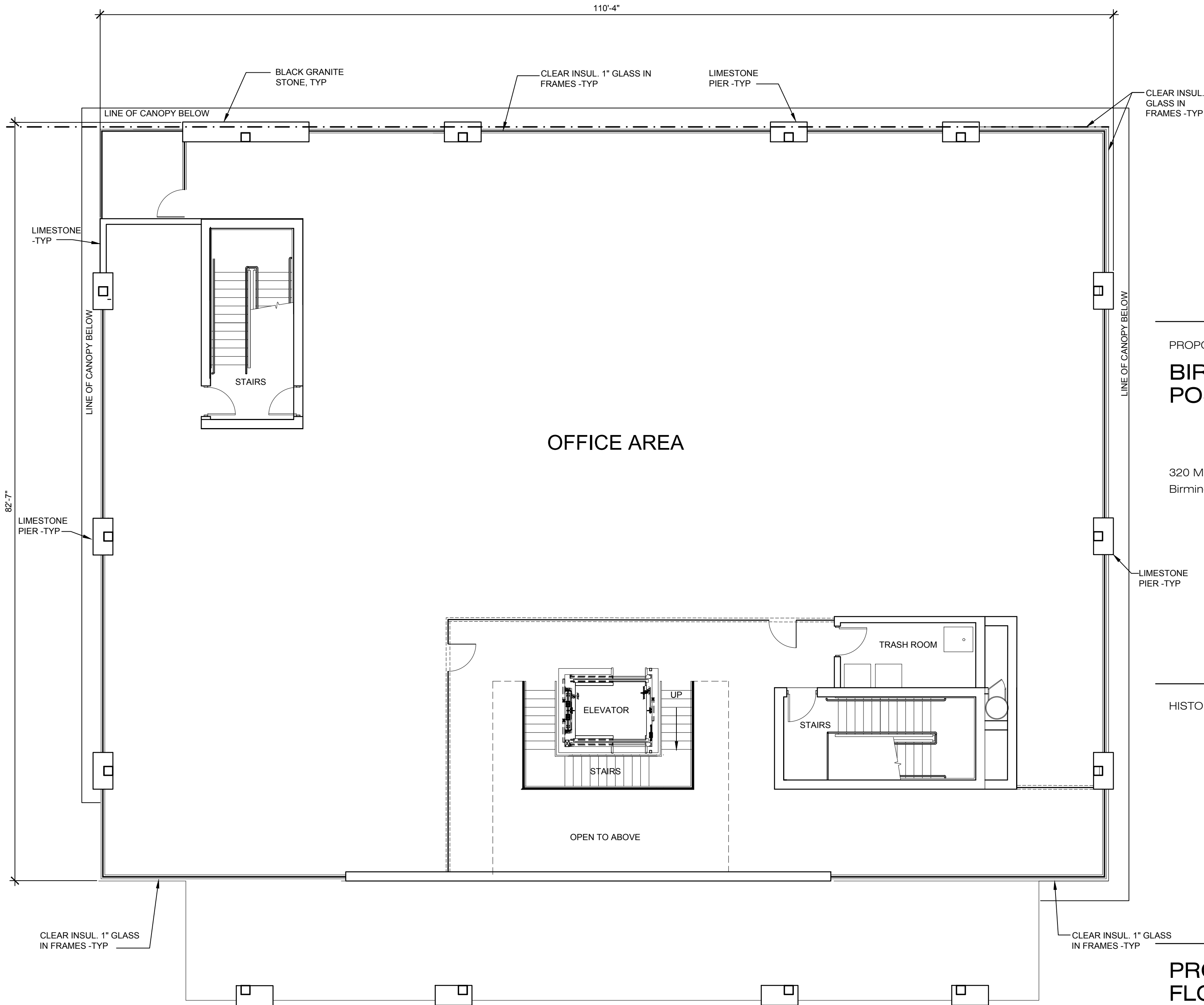
A.101



NORTH

10,200 SQ.FT.
THIRD FLOOR PLAN

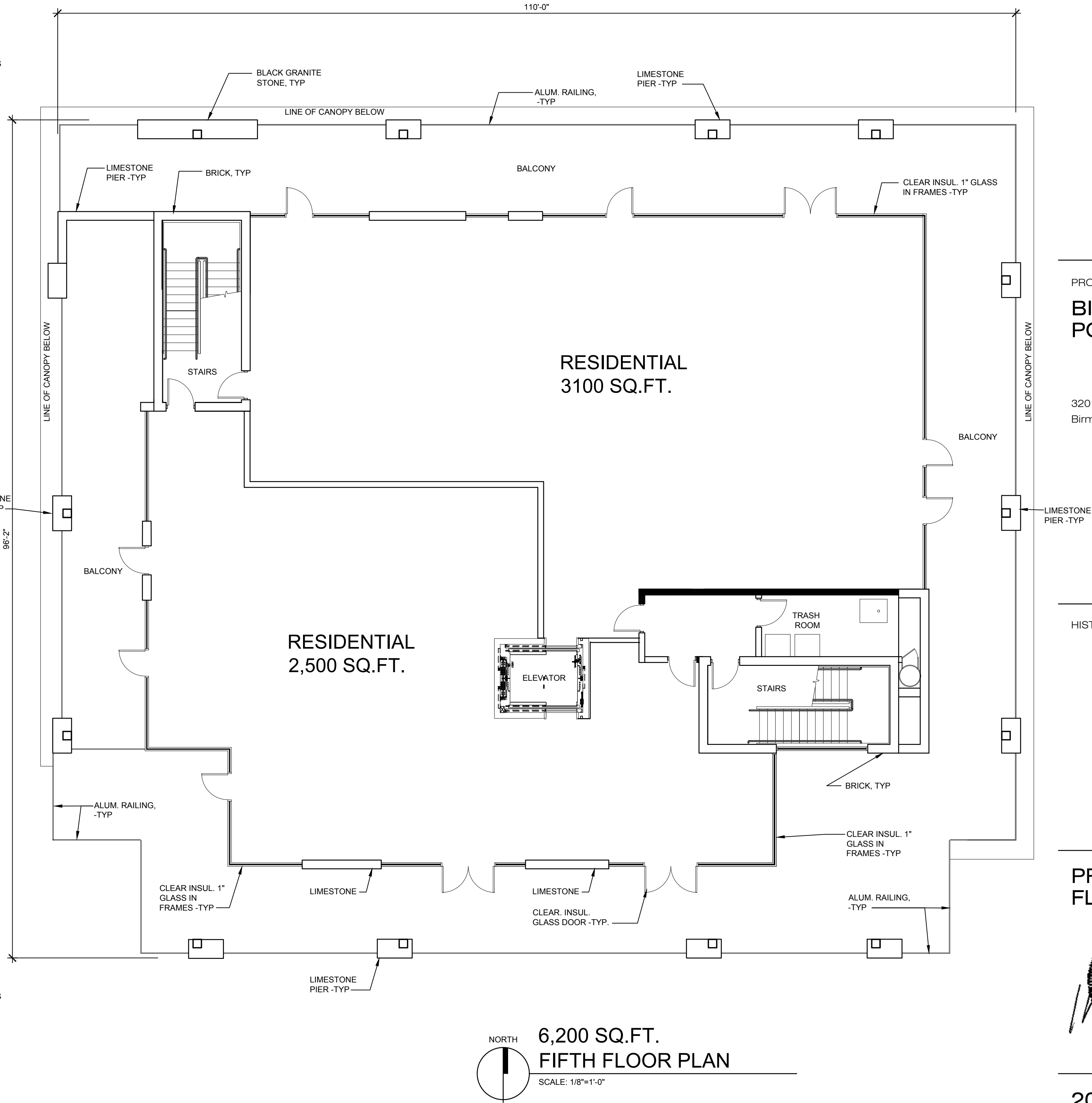
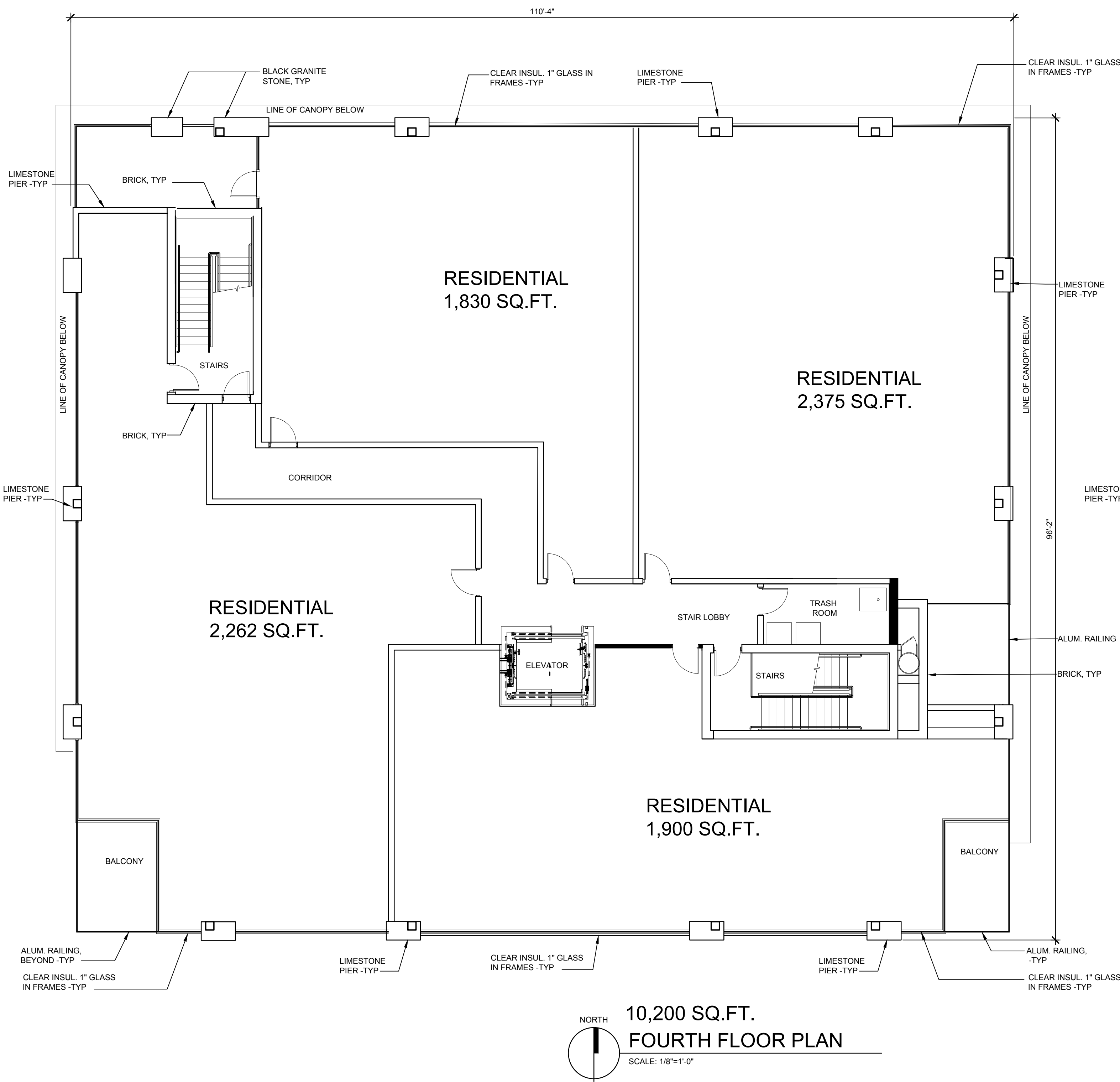
SCALE: 1/8"=1'-0"



NORTH

9,000 SQ.FT.
SECOND FLOOR PLAN

SCALE: 1/8"=1'-0"



Consultants

Project title

PROPOSED BUILDING ADDITION FOR:

BIRMINGHAM
POST OFFICE

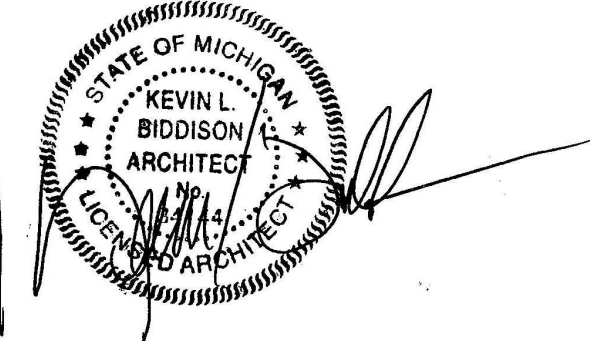
320 Martin St
Birmingham, MI 48009

Issued dr/ch

HISTORIC REVIEW 01.24.22

Sheet title

PROPOSED
ELEVATIONS



Project no.

2075.21

Sheet no.

A.201





202.01 WEST ELEVATION
A.202 SCALE: 3/32"=1'-0"



202.01 EAST ELEVATION
A.202 SCALE: 3/32"=1'-0"

Consultants

Project title

PROPOSED BUILDING ADDITION FOR:
**BIRMINGHAM
POST OFFICE**

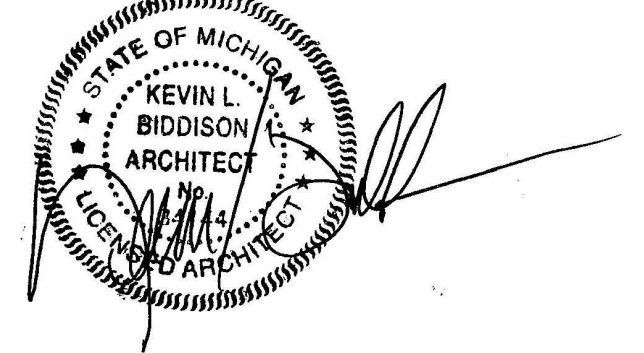
320 Martin St.
Birmingham, MI 48009

Issued dr/ch

HISTORIC REVIEW 01.24.22

Sheet title

**PROPOSED
3D IMAGES**



Project no.

2075.21

Sheet no.

A.301



301.04
A.301
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



301.03
A.301
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



301.02
A.301
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



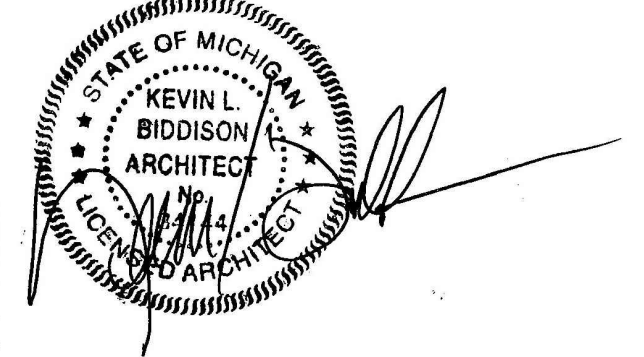
301.01
A.301
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE

PROPOSED BUILDING ADDITION FOR:
**BIRMINGHAM
POST OFFICE**

320 Martin St.
Birmingham, MI 48009

HISTORIC REVIEW 01.24.22

**PROPOSED
3D IMAGES**



2075.21

A.302



302.04
A.302
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



302.03
A.302
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



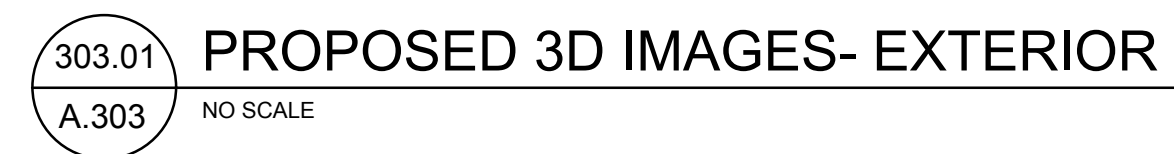
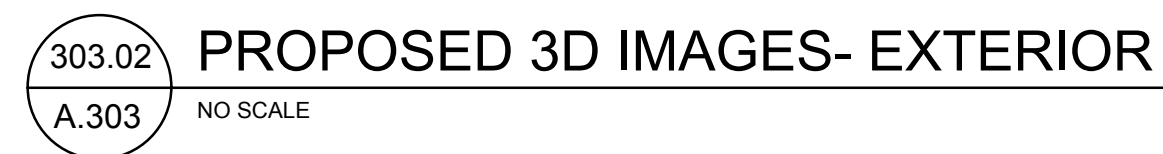
302.02
A.302
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



302.01
A.302
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



320 Martin St
Birmingham, MI 48009



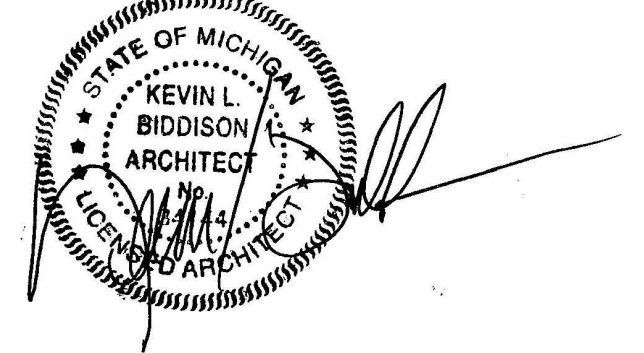
A.303

PROPOSED BUILDING ADDITION FOR:
**BIRMINGHAM
POST OFFICE**

320 Martin St.
Birmingham, MI 48009

HISTORIC REVIEW 01.24.22

**PROPOSED
3D IMAGES**



2075.21

A.304



304.04
A.304

PROPOSED 3D IMAGES- COMMUNITY THREAD PARK

NO SCALE



304.03
A.304

PROPOSED 3D IMAGES

NO SCALE



304.02
A.304

PROPOSED 3D IMAGES- COMMUNITY THREAD PARK

NO SCALE



304.01
A.304

PROPOSED 3D IMAGES- COMMUNITY THREAD PARK

NO SCALE



Design Review Application

Planning Division

Form will not be processed until it is completely filled out

1. Applicant

Name: SAM SURNOW
 Address: 320 MARTIN ST
BIRMINGHAM, MI 48009
 Phone Number: 248.877.4000
 Email address: sam@surnow.com

2. Property Owner

Name: 320 INVESTMENTS, LLC
 Address: 320 MARTIN ST
BIRMINGHAM, MI 48009
 Phone Number: 248.877.4000
 Email address: sam@surnow.com

3. Project Contact Person

Name: SAM SURNOW
 Address: 320 MARTIN ST
BIRMINGHAM, MI 48009
 Phone Number: 248.877.4000
 Email address: sam@surnow.com

4. Project Designer/Developer

Name: BIDDISON ARCHITECTURE
 Address: 320 MARTIN ST, SUITE 410
BIRMINGHAM, MI 48009
 Phone Number: 248.554.9500
 Email address: kb@biddison-ad.com

5. Required Attachments

- I. Two (2) paper copies and one (1) digital copy of all project plans including:
 - i. A detailed and scaled Site Plan depicting accurately and in detail the proposed construction, alteration or repair;
 - ii. Colored elevation drawings for each building elevation;
 - iii. A Landscape Plan (if applicable);
 - iv. A Photometric Plan (if applicable);
- II. Specification sheets for all proposed materials, light fixtures and mechanical equipment;

- III. Samples of all proposed materials;
- IV. Photographs of existing conditions on the site including all structures, parking areas, landscaping and adjacent structures;
- V. Current aerial photographs of the site and surrounding properties;
- VI. Warranty Deed, or Consent of Property Owner if applicant is not the owner;
- VII. Any other data requested by the Planning Board, Planning Department, or other City Departments.

6. Project Information

Address/Location of the property: 320
MARTIN ST, BIRMINGHAM, MI 48009
 Name of development: _____
 Sidwell #: _____
 Current Use: PARKING LOT
 Proposed Use: BUSINESS & RESIDENTIAL
 Area of Site in Acres: 0.57 ACRES
 Current zoning: B-4 BUSINESS RESIDENTIAL

Is the property located in a floodplain? -----
 Is the property within a Historic District? -----
 → If so, which? SHANE PARK
 Will the project require a variance? -----
 → If so, how many? _____
 Has the project been reviewed by another board?
 → If so, which? _____

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>

7. Details of the Proposed Development (attach separate sheet if necessary)

5 STOREY MIXED USE 52,106 SF ADDITION (TOTAL)
2 LEVEL UNDERGROUND PARKING
(SEE ATTACHED PLANS)

8. Required and Proposed Parking

Required number of parking spaces: 9 (RESIDENTIAL)
Proposed number of parking spaces: 52
Location of parking on site: UNDERGROUND
Location of parking off site: CHESTER ST. PARKING STRUC
Shared parking agreement? -
Size of surface parking lot: -

Number of underground parking levels: 2
Typical size of parking spaces: 180 SF
Typical width of maneuvering lanes: NA
Number of handicap spaces: NA
Screenwall material: NA
Height of screenwall: NA

9. Landscaping

Location of landscape areas: NA
EXIST. TREES TO REMAIN

Proposed landscape material: NA

10. Streetscape

Sidewalk width: EXIST. TO REMAIN
Number of benches: _____
Number of planters: _____

Number of existing street trees: _____
Number of proposed street trees: _____
Number of waste receptacles: _____

11. Loading

Required number of loading spaces: NA
Proposed number of loading spaces: _____
Location of loading spaces on site: _____

Typical size of loading spaces: _____
Screenwall material: _____
Height of screenwall: _____

12. Exterior Waste Receptacles

Required number of waste receptacles: NA
Proposed number of waste receptacles: _____
Location of waste receptacles: _____

Size of waste receptacles: _____
Screenwall material: _____
Height of screenwall: _____

13. Mechanical Equipment

Utilities and Transformers:

Number of ground mounted transformers: NA
Location of all utilities & easements: _____

Size of transformers (L•W•H): _____
Screenwall material: _____
Height of screenwall: _____

Ground Mounted Mechanical Equipment:

Number of ground mounted units: NA
Location of all ground mounted units: _____

Size of ground mounted units (L•W•H): _____
Screenwall material: _____
Height of screenwall: _____

Rooftop Mechanical Equipment:

Number of rooftop units: _____
Type of rooftop units: _____
Location of all rooftop units: 1
Size of rooftop units (L•W•H): _____

Location of screenwall: _____
Screenwall material: METAL - SEE BOARD
Height of screenwall: _____
Distance from rooftop units to all screenwalls: _____

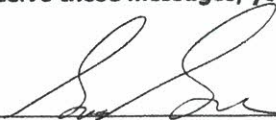
14. Building & Site Lighting

Number of light fixtures on building: 14 LINEAR +
Light level at each property line: 0 RECESSED SOFFIT
Type of light fixtures on building: LINEAR LED @ ENTRY
Location of light fixtures on building: SEE PERSPECTIVE IMAGES

Number of light fixtures on site: _____
Type of light fixtures on site: LED
Height from grade: 12'-0" FOR SOFFIT
Location of light fixtures on site: _____

The undersigned states the above information is true and correct, and understands that it is the responsibility of the applicant to advise the Planning Division and / or Building Division of any additional changes made to an approved site plan. The undersigned further states that they have reviewed the procedures and guidelines for Site Plan Review in Birmingham, and have complied with the same. The undersigned will be in attendance at the Planning Board meeting when this application will be discussed.

By providing your e-mail to the City, you agree to receive news notifications from the City. If you do not wish to receive these messages, you may unsubscribe at any time.

Signature of Owner:  Date: 11/30/2021

Print name: SAM SURNOW

Signature of Applicant: _____ Date: 11/30/2021

Print Name: SAM SURNOW

Signature of Architect:  Date: 11/30/2021

Print Name: KEVIN BIDDISON

Office Use Only

Application #: _____ Date Received: _____ Fee: _____

Date of Approval: _____ Date of Denial: _____ Accepted By: _____



Notice Sign Rental Application Community Development

1. Applicant

Name: SAM SURNOW
Address: 320 MARTIN ST
BIRMINGHAM MI 48009
Phone Number: 248.877.4000
Fax Number: _____
Email address: sam@surnow.com

2. Property Owner

Name: 320 INVESTMENTS LLC
Address: 320 MARTIN ST
BIRMINGHAM MI 48009
Phone Number: 248.877.4000
Fax Number: _____
Email address: sam@surnow.com

3. Project Information

Address/Location of Property: 320 MARTIN ST
Name of Development: BIRMINGHAM RO. ADDITION
Area in Acres: 0.57 ACRES

Name of Historic District, if any: SHANE PARK
Current Use: B-4 BUSINESS RESIDENTIAL
Current Zoning: BUSINESS - B

4. Date of Board/Commission Review

City Commission: _____
Planning Board: _____
Historic District Commission: _____
Design Review Board: _____

Board of Zoning Appeals: _____
Board of Building Trades Appeals: _____
Housing Board of Appeals: _____
Other: _____

The undersigned states the above information is true and correct, and understands that it is the responsibility of the applicant to post the Notice Sign(s) at least 15 days prior to the date on which the project will be reviewed by the appropriate board or commission, and to ensure that the Notice Sign(s) remains posted during the entire 15 day mandatory posting period. The undersigned further agrees to pay a rental fee and security deposit for the Notice Sign(s), and to remove all such signs on the day immediately following the date of the hearing at which the project was reviewed. The security deposit will be refunded when the Notice Sign(s) are returned undamaged to the Community Development Department. Failure to return the Notice Sign(s) and/or damage to the Notice Sign(s) will result in forfeiture of the security deposit.

Signature of Applicant: _____

Date: 11/30/2021

Office Use Only

Application#: _____ Date Received: _____ Fee: _____
Date of Approval: _____ Date of Denial: _____ Reviewed By: _____























AGENDA
BIRMINGHAM HISTORIC DISTRICT COMMISSION
WEDNESDAY – FEBRUARY 16, 2022
BIRMINGHAM CITY HALL, 151 MARTIN STREET, COMMISSION ROOM 205, BIRMINGHAM, MI *
******* 7:00 PM*******

- 1) Roll Call
- 2) [Approval of the HDC Minutes of February 16, 2022](#)
- 3) Courtesy Review
- 4) Historic Design Review
- 5) Sign Review
- 6) Study Session
 - A. [CLG Grant – Design Guidelines \(Update\)](#)
 - B. [Promoting Historical Preservation \(Update\)](#)
- 7) Miscellaneous Business and Communication
 - A. Pre-Application Discussions
 - B. Draft Agenda
 1. [March 16, 2022](#)
 - C. Staff Reports
 1. [Administrative Sign Approvals](#)
 2. [Administrative Approvals](#)
 3. [Demolitions](#)
 4. [Action List 2022](#)
- 8) Adjournment

*Please note that board meetings will be conducted in person once again. Members of the public can attend in person at Birmingham City Hall, 151 Martin St., or may attend virtually at:

Link to Access Virtual Meeting: <https://zoom.us/j/91282479817>

Telephone Meeting Access: 877 853 5247 US Toll-free

Meeting ID Code: 912 8247 9817

Notice: Individuals requiring accommodations, such as interpreter services for effective participation in this meeting should contact the City Clerk's Office at [\(248\) 530-1880](tel:2485301880) at least on day in advance of the public meeting.

Las personas que requieren alojamiento, tales como servicios de interpretación, la participación efectiva en esta reunión deben ponerse en contacto con la Oficina del Secretario Municipal al [\(248\) 530-1880](tel:2485301880) por lo menos el día antes de la reunión pública. (Title VI of the Civil Rights Act of 1964).

A PERSON DESIGNATED WITH THE AUTHORITY TO MAKE DECISIONS MUST BE PRESENT AT THE MEETING.

Historic District Commission Action List – 2022

Historic District Commission	Quarter Goals	In Progress	Complete
Schedule Training Sessions for HDC and Community	1 st (January-March)	<input type="checkbox"/>	<input type="checkbox"/>
Draft Recommendations for Bates St. Historic District Signage	1 st (January-March)	<input type="checkbox"/>	<input type="checkbox"/>
Begin Historic Design Guidelines Project	2 nd (April-June)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Historic Plaque for Community House	2 nd (April-June)	<input type="checkbox"/>	<input type="checkbox"/>
Develop Resources for the Michigan Historic Preservation Tax Credit	3 rd (July-September)	<input type="checkbox"/>	<input type="checkbox"/>
Historic District Ordinance Enforcement	4 th (October-December)	<input type="checkbox"/>	<input type="checkbox"/>
First Draft – Historic Preservation Master Plan	4 th (October-December)	<input type="checkbox"/>	<input type="checkbox"/>