



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

The City continues to recommend the public wear masks while attending City meetings per CDC guidelines. The cases of COVID-19 are increasing in the area. All City employees, commissioners, and board members must wear a mask while indoors when 6-feet of social distancing cannot be maintained. This is to ensure the continuity of government is not affected by an exposure to COVID-19 that can be prevented by wearing a mask. The City continues to provide KN-95 respirators and triple-layered masks for all in-person meeting attendees.

- 1) Roll Call**
- 2) Approval of the HDC Minutes of August 17, 2022**
- 3) Courtesy Review**
- 4) Historic Design Review**
- 5) Sign Review**
- 6) Study Session**
 - A. Historic Design Guidelines – Outline and Partial Draft Review**
- 7) Miscellaneous Business and Communication**
 - A. Pre-Application Discussions**
 - B. Draft Agenda**
 - 1. September 21, 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

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

**Historic District Commission
Minutes Of August 17, 2022**

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

Minutes of the regular meeting of the Historic District Commission ("HDC") held Wednesday, August 17, 2022. PD Dupuis called the meeting to order at 7:04 p.m.

1) Rollcall

Present: Board Members Gigi Debbrecht, Natalia Dukas,, Dustin Kolo,, Alternate Board Member Steven Lemberg; Student Representative Meghan Murray

Absent: Chair John Henke; Board Members Keith Deyer, Patricia Lang, Michael Willoughby; Alternate Board Member Cassandra McCarthy; Student Representative Charlie Vercellone

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

Noting the absence of the Chair and Vice-Chair, PD Dupuis asked the HDC to elect an acting chair to facilitate the meeting.

08-53-22

**Motion by Ms. Debbrecht
Seconded by Mr. Kolo to nominate Natalia Dukas to serve as acting chair for the duration of the meeting.**

Motion carried, 4-0.

VOICE VOTE

Yeas: Dukas, Debbrecht, Kolo, Lemberg

Nays: None

2) Approval of the HDC Minutes of July 20, 2022

08-54-22

**Motion by Mr. Kolo
Seconded by Ms. Debbrecht to approve the HDC Minutes of July 20, 2022 as submitted.**

Motion carried, 4-0.

VOICE VOTE

Yeas: Dukas, Debbrecht, Kolo, Lemberg

Nays: None

3) Courtesy Review

4) Historic Design Review

5) Sign Review

6) Study Session

A. Historic Design Guidelines – Update

PD Dupuis provided an update.

7) Miscellaneous Business and Communication

PD Dupuis said the HDC and the City needed to work on better enforcement of the preventative maintenance requirements for historic resources.

A. Pre-Application Discussions

B. Draft Agenda

C. Staff Reports

1. Administrative Sign Approvals

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5. 128 S. Old Woodward – Faherty Façade Condition Assessment

PD Dupuis presented the item.

Representatives from Faherty and JMD Building Restoration spoke on behalf of the item. Due to the condition of the brick, they recommended covering the existing brick on the lower part of the facade with new brick. They confirmed no further damage to the present brick would be anticipated as part of the new bricks' installation. They stated that if they found brick in better condition, they would return to the HDC with a proposal for exposing more of the historic brick.

PD Dupuis noted that the upper part of the facade would be evaluated and addressed at a future date.

08-55-22

Motion by Mr. Kolo

Seconded by Ms. Debbrecht to allow Faherty to continue with construction with the following condition:

- 1. Faherty with continue to work with PD Dupuis on a Façade Condition Assessment, and will in conjunction with PD Dupuis determine whether a new proposal should be presented to the HDC if the remaining brick is in much better condition than expected.**

Motion carried, 4-0.

VOICE VOTE

Yeas: Dukas, Debbrecht, Kolo, Lemberg

Nays: None

AC Dukas clarified that the Faherty team was free to proceed with the demolition and installation of the new storefront while adhering to the above motion.

8) Adjournment

08-56-22

Motion by Ms. Debbrecht

Seconded by Ms. Lemberg to adjourn the HDC meeting of August 17, 2022 at 7:47 p.m.

Motion carried, 4-0.

VOICE VOTE

Yeas: Dukas, Debbrecht, Kolo, Lemberg

Nays: None



Nicholas Dupuis
Planning Director



Laura Eichenhorn
City Transcriptionist



MEMORANDUM

Planning Division

DATE: September 7, 2022

TO: Historic District Commission Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: Historic Design Guidelines – Deliverable #1

On June 13, 2022, the City Commission selected Kraemer Design Group (KDG) to create a new historic design guidelines document for use by the Historic District Commission and its constituents.

Based on the response to the City's Request for Proposal, as well as the guidelines set forth by the State Historic Preservation Office for the Certified Local Government grant funding, the following timeline was set forth by KDG, and can be expected to be closely followed throughout the project:

Task	Due Date	Comments
Deliverable #1: KDG delivers outline of Guidelines and one completed section to the City	September 2022	-
Comments on outline/draft due back to KDG	September 2022	30-day review period
Deliverable 2: KDG delivers first draft of Guidelines (75% completion) to the City	December 2022	-
Comments on draft due back to KDG	January 2023	45-day review period.
Deliverable 3: Second draft of Guidelines to 90% completion	March 2023	-
Comments on draft due back to KDG	April 2023	30-day review period
Deliverable 4: Final Design Guidelines	June 2023	-
Public Engagement Meeting	June 2023	In person or virtual meeting
Debriefing Meeting with the City and SHPO	June 2023	If needed
Contract end date	June 2023	-

At this time, KDG has completed Deliverable #1 and is seeking feedback from the Historic District Commission as to the outline/contents of the design guidelines document, as well as feedback on a sample section that has been completed. In addition the Historic District Commission and Staff comment, the SHPO will also provide comments to KDG as needed.

City of Birmingham Design Guidelines Outline

Introduction

- Basic Preservation Principles
- Applicability of the Design Guidelines
- Who Uses the Design Guidelines
- How to Use the Design Guidelines
- The Historic District Commission

Certificate of Appropriateness Process

- Tax Credits for Preservation
- Michigan State Historic Preservation Tax Credit
- Federal Historic Preservation Tax Credit

Part 1: Historic Resources in Birmingham

Historic Districts

- Mill Pond Neighborhood
- Shain Park Historic District
- Merrill, Townsend, Brown Neighborhood
- Other noncontiguous Historic Districts
- Central Business District

Historic Architectural Styles in Birmingham

There are a variety of architectural styles found in Birmingham. Many of the following descriptions are based upon Virginia McAlester's seminal guidebook *A Field Guide to American Houses*. This book is an excellent source for further information about residential architectural styles and their typical features.

- Folk
- Colonial Revival
- Dutch Colonial Revival
- Beaux Arts

Italianate
Tudor Revival
Gothic Revival
Modern and Contemporary
Art Deco
Victorian
Prairie
Craftsman Bungalow
Ranch
Minimal Traditional

Part 2: Design Guidelines for All Historic Properties

Treatment of Historic Building Elements

Windows

Exterior Cladding Materials

General Guidelines on Exterior Cladding Materials

- Historic and original cladding materials should be retained and preserved
- If original cladding material is severely deteriorated beyond repair, new cladding material to match original in dimension, texture, color, and profile is appropriate
- If portions of severely deteriorated cladding must be replaced, it is preferred to replace only where necessary and splice new, matching material with existing rather than replacing in full
- Alternative or modern cladding materials (i.e., aluminum, hardy board, fiber cement board) should only be used as a secondary material (like a penthouse addition or elevator enclosure) or if historic cladding materials are too deteriorated to repair or patch with in-kind materials.
- When mixing existing historic cladding and new modern materials, the historic cladding should read as dominant while the modern cladding material should exist on secondary building features and building facades
- Avoid installing low durability replacement materials at ground level where they will be in frequent contact with the public over time. For example, avoid installing new stucco or exterior insulation and finish system (EIFS) at the ground level where they can be easily damaged.

Additional guidelines about two of the most common exterior cladding materials, wood and masonry, are detailed below.

Wood

Wood is the one of the most commonly used exterior cladding materials with wood siding and wood shingles being two of the most common types. Exterior cladding materials like wood siding contribute greatly to the integrity and character of historic buildings. Guidelines on proper treatment of historic wood cladding are as follows:

Appropriate

- Maintaining and repairing existing wood cladding to retain the character of the structure

- Repairing wood siding, shingles, and trim by using the same material to patch, consolidate, splice, and reinforce the existing historic material
- Painting or staining existing wood cladding to protect the wood surface
- Repairing damaged or deteriorated wood cladding and selectively replacing where necessary by splicing in new replacement portions. Replacement wood elements should be minimally used only when the existing wood is too deteriorated to repair. When replacement wood is installed to replaced deteriorated wood, the replacement pieces should be painted or stained to match the adjacent pieces.
- Replacing missing elements or damaged pieces to match the existing size, shape, width, profile, orientation, and installation method of the existing siding.
- Cleaning wood siding with a gentle, water-based cleanser on an as-needed basis
- Removing damaged, peeling, or deteriorated paint to the next sound layer by hand scraping or hand sanding and then repainting
- When maintenance, repair, or in-kind replacement of the existing historic cladding material is not feasible, using a modern cladding material shall be considered (for example: vinyl siding). It is recommended the new material be installed atop the existing wood siding rather than replacing in full. The installation method should be done in a manner where, in the future, the modern cladding material could be removed, and the historic wood siding underneath could be restored.
- Installing replacement siding so as not to obscure existing character-defining trim details around windows, at corner edges, and around doors.
- Identifying and preserving wood features that are important to the overall historic character of the building.
- Inspecting the existing historic siding prior to covering or removal to determine the cause of any existing damage. Eliminate the source of the damage prior to installing new synthetic cladding.

Not Appropriate

- Cleaning wood cladding with abrasive methods such as pressure washing or blasting.
- Stripping paint from wood siding which was historically painted or leave it as a 'natural' finish
- Replacing existing siding with modern materials which contributes to a loss of historic fabric and negatively impacts the integrity of a historic resource. If the existing cladding material is damaged beyond repair and must be removed, then replacement of the historic material shall be considered.
- Covering architectural details such as trim, window and door hoods, or ornamental shingles with replacement siding

Masonry

Masonry includes materials such as brick, stone, cement block, clay, ceramic tile, and terra-cotta. Masonry is used in a variety of ways but is often used as the exterior cladding material of historic commercial and residential buildings as well as for foundations and architectural details on residential structures. Masonry is often a character defining feature of historic structures and the preservation and maintenance of such masonry is critical for preserving the integrity of the structure.

Appropriate

- Retaining and repairing original masonry and mortar
- Only cleaning masonry to halt further deterioration or to remove stubborn stains and graffiti
- Cleaning masonry using the gentlest means possible, ideally a water-based cleanser
- Repointing mortar that is missing or deteriorated or if sufficient mortar is missing to cause water infiltration into the wall system
- Repointing using a new mortar which matches the existing mortar compressive strength, composition, color, texture, joint size, joint profile, and method of application. Attempting to remove paint from masonry with a gentle water- or chemical-based detergent. If paint is not easily removed without visible damage to brick, cease the paint removal process
- Applying maintenance coats of paint to already painted masonry
- Replacing damaged or deteriorated masonry to match the existing material including matching the existing installation method and course type
- Replacing masonry units to match the existing in dimension, material, and profile
- Protect and maintain decorative brick or stonework
- Replacing decorative masonry features which are missing or damaged beyond repair using accurate historic documentation of the original feature, or using a new design which is compatible with the existing historic structure

Not Appropriate

- Using abrasive cleaning methods such as high-PSI pressure washers or blast cleaning systems. These methods damage the face of the brick and contribute to spalling and future water infiltration
- Painting unpainted masonry. This can damage the existing material and lead to water being trapped in the masonry units which accelerates spalling and deterioration
- Installing new decorative masonry features which appear falsely historic such as decorative sills, brackets, gargoyles, etc.

SPECIAL TIP: Mortar

- Historic mortars are often softer than modern day mortars. Mortars for repointing should be softer and more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent further damage to the wall assembly.

Architectural Details

Roof Shape, Materials, Gutters, Dormers, and Chimneys

Lighting

Solar Panels

Maintenance

Additions

Part 3: Design Guidelines for Historic Commercial Properties

Treatment of Historic Commercial Building Elements

Storefronts

Awnings & Canopies

Signage

Roof

Sidewalk Cafes & Patios

Part 4: Design Guidelines for Historic Residential Properties

Treatment of Historic Residential Building Elements

Doors

Awnings

Porches, Decks and Patios

Accessory Structures

Part 5: Design Guidelines for New Construction

New Construction in Historic Residential Settings

New Construction in Historic Commercial Settings

New Construction in the Central Business Historic District

Façade Composition and Building Massing

Part 6: Design Guidelines for Demolition

Demolition of Historic Structures

Treatment of Historic Building Elements

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The historic cladding material (brick) reads as dominant despite the addition of modern siding on the dormers and pediment.

TECHNICAL INFORMATION:

National Park Service Preservation Brief #10: Exterior Paint Problems on Historic Woodwork:

www.nps.gov/history/hps/tps/briefs/brief10.htm

National Park Service Preservation Brief #8: Aluminum and Vinyl Siding on Historic Buildings

<https://www.nps.gov/tps/how-to-preserve/briefs/8-aluminum-vinyl-siding.htm>

National Park Service Preservation Brief #1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings

www.nps.gov/tps/how-to-preserve/briefs/1-cleaning-water-repellent.htm

National Park Service Preservation Brief #2: Repointing Mortar Joints in Historic Masonry Buildings

www.nps.gov/history/hps/tps/briefs/brief02.htm

National Park Service Preservation Brief #6: Dangers of Abrasive Cleaning to Historic Buildings

www.nps.gov/history/hps/tps/briefs/brief06.htm

National Park Service Preservation Brief #38: Removing Graffiti from Historic Masonry

www.nps.gov/history/hps/tps/briefs/brief38.htm



Decorative Flint Faience tile that has been partially obscured by modern cladding materials.

Wood

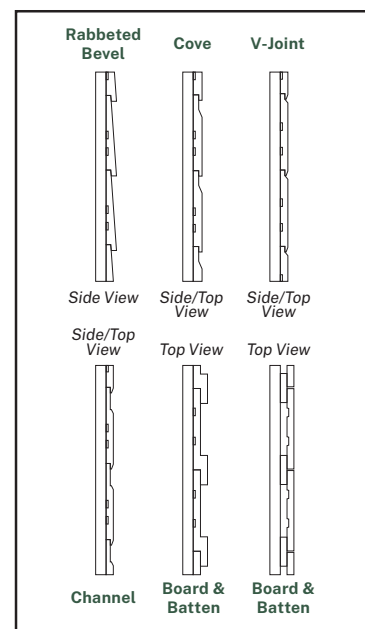
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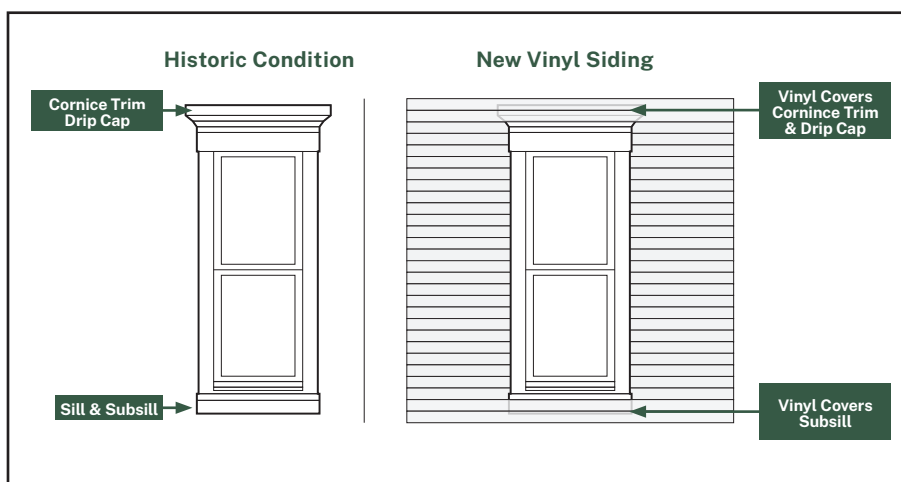
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Common Siding Profiles



Historic wood siding and trim details create visual interest.



Vinyl siding often obscures or removes character defining details.

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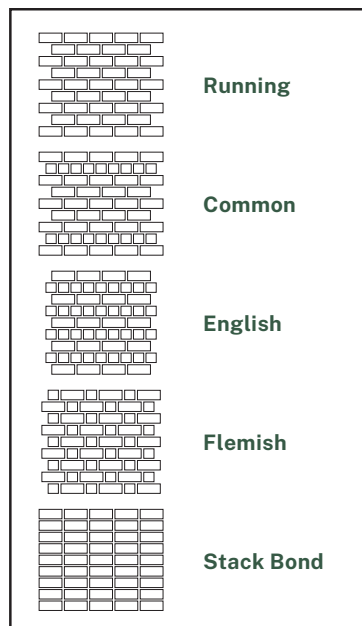
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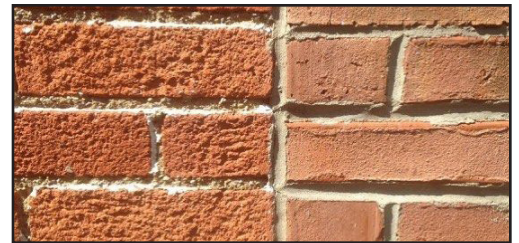
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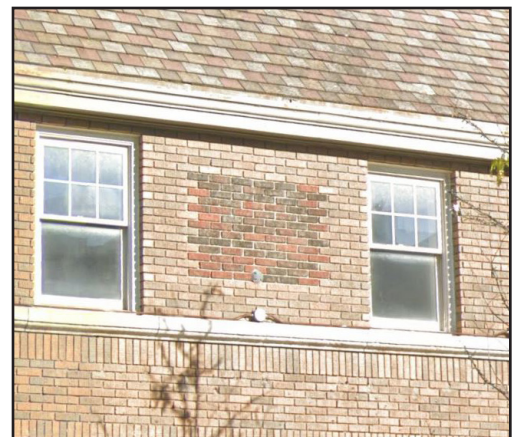
Common Brick Bond Patterns



Brick and stone are common cladding materials in Birmingham.



Sandblasting and other abrasive cleaning methods can severely damage historic masonry as seen here. The hard exterior shell of the brick has been completely compromised. This brick will begin taking on water and will deteriorate quickly.



Inappropriate brick patching on a highly visible facade.



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 - B. Draft Agenda
 1. [October 19, 2022](#)
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Historic District Commission Action List – 2022-2023

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 checked="" type="checkbox"/>	<input type="checkbox"/>
First Draft – Historic Preservation Master Plan	4 th (October-December)	<input type="checkbox"/>	<input type="checkbox"/>