



City of Plymouth Historic District Commission Regular Meeting Agenda

Wednesday, February 1, 2023 – 6:00 p.m.
**Plymouth Cultural Center – 525 Farmer St. Plymouth,
MI 48170**

City of Plymouth
201 South Main Street
Plymouth, Michigan 48170

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

- 1) CALL TO ORDER
- 2) CITIZENS COMMENTS
- 3) APPROVAL OF THE MINUTES
 - a) Approval of the January 4, 2023 regular meeting minutes
- 4) APPROVAL OF THE AGENDA
- 5) COMMISSION COMMENTS
- 6) OLD BUSINESS
- 7) NEW BUSINESS
 - a) Michigan Historic Preservation Network Training- Kristen Kidorf
- 8) REPORTS AND CORRESPONDENCE
- 9) ADJOURNMENT

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding items not on the agenda. Upon arising to address the Commission, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.

Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Monday through Friday from 8:00 a.m. -4:30 p.m., at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations.

City of Plymouth Strategic Plan 2022-2026

GOAL AREA ONE - SUSTAINABLE INFRASTRUCTURE

OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
2. Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
3. Partner with or become members of additional environmentally aware organizations
4. Increase technology infrastructure into city assets, services, and policies
5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

OBJECTIVES

1. Create a 5-year staffing projection
2. Review current recruitment strategies and identify additional resources
3. Identify/establish flex scheduling positions and procedures
4. Develop a plan for an internship program
5. Review potential department collaborations
6. Hire an additional recreation professional
7. Review current diversity, equity, and inclusion training opportunities
8. Seek out training opportunities for serving diverse communities

GOAL AREA THREE - COMMUNITY CONNECTIVITY

OBJECTIVES

1. Engage in partnerships with public, private and non-profit entities
2. Increase residential/business education programs for active citizen engagement
3. Robust diversity, equity, and inclusion programs
4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

GOAL AREA FOUR - ATTRACTIVE, LIVABLE COMMUNITY

OBJECTIVES

1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
6. Modernize and update zoning ordinance to reflect community vision
7. Implement Kellogg Park master plan



City of Plymouth
Historic District Commission
Regular Meeting Minutes
Wednesday, January 4, 2023 - 7:00 p.m.

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

Plymouth City Hall

1. CALL TO ORDER

- a. Chair Colleen Polin called the meeting to order at 7:00 p.m.
Present: Chair Polin, Members Jeremy Borys, Stan Cole, Meghan Covino, Gania Kandalaft, Joshua Mrozowski, and John Townsend
Also present: Community Development Director John Buzuvis and City Commission Liaison Linda Filipczak

2. CITIZEN COMMENTS

There were no citizen comments

3. APPROVAL OF THE MINUTES

Borys offered a motion, seconded by Mrozowski, to approve the minutes of the November 2, 2022, regular meeting minutes.

ABSTAIN: Cole
MOTION PASSED 6-0

4. APPROVAL OF THE AGENDA

Townsend offered a motion, seconded by Mrozowski, to approve the agenda for Wednesday, January 4, 2023.

MOTION PASSED 7-0

5. ELECTION OF OFFICERS

Buzuvis asked for nominations for the position of Chair of the Historic District Commission for 2023. Borys nominated Polin. Buzuvis asked two more times for additional nominations and there were none. The vote was 7-0 for Polin.

Polin asked for nominations for the position of Vice Chair of the Historic District Commission for 2023. Townsend nominated Cole. Polin asked two more times for additional nominations and there were none. The vote was 7-0 for Cole.

6. COMMISSION COMMENTS

Polin introduced Filipczak as the new City Commission liaison, noting that Filipczak previously served on the HDC. She also said the new banners approved by the HDC had been installed at Westborn Market.

Townsend asked whether the HDC training had been scheduled and Buzuvis said he secured the

trainer for February 1, the normal HDC meeting date. The group agreed that the starting time could be moved up to 6:00 if the trainer wished to do so.

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

a. H 23-01 408 S. Main: Signage

The applicant was unable to attend the meeting, but Buzuvis said he had spoken with him and let him know that any drilling must be done in the mortar, not the limestone.

Commissioner Comments

Commission members discussed questions they did not see answered in the application, including the thickness of the sign, how many brackets would be used, and the size of the brackets.

Cole offered a motion, seconded by Covino, to issue a Certificate of Appropriateness for H23-01 – signage, provided the following conditions are met.

Condition

The existing adhesives on the building must be removed prior to installation.

The sign must be attached with standoff brackets on stainless steel or aluminum to prevent corrosion.

The standoff brackets must be between ½ to 1 inch maximum and be attached to mortar joints.

The number of brackets must be sufficient to prevent oil canning or bowing of the newly installed sign.

Findings of Fact

The project gives consideration and/or significance to City of Plymouth criteria 1,2,3, and 4.

Friendly Amendment

Townsend asked to add a condition requiring the applicant to cover any holes not obscured by the sign with a mortar patch kit or concrete matching the existing materials. Cole and Covino accepted the amendment.

MOTION PASSED 7-0

b. H23-02 860 Penniman: Fencing

Westborn Market representative Bryan Bandyk acknowledged that the fence he is seeking approval for has already been installed. He said the fence is needed to help prevent visitors from parking in the private Westborn parking lot and visiting other businesses.

Citizen Comments

Pete Mundt, 643 N. Harvey, said he loves Westborn, but he feels the fence reduces walkability, which is a priority of the City Commission.

Commissioner Comments

Commissioners discussed the project and noted that the fence complies with City ordinances and the Secretary of Interior Standards for Rehabilitation. It was mentioned that walkability was not a concern

due to the location of the fence and the fact that there was a walkway from Penniman to Fralick on the property.

Borys offered a motion, seconded by Townsend to issue a Certificate of Appropriateness for H23-02 for fencing.

Findings of Fact

It is acknowledged that this is an existing fence that has already been installed so this is a retroactive approval.

The project meets the Secretary of Interior standards for rehabilitation numbers 4, 9, and 10 and gives consideration and/or significance to City of Plymouth criteria 1, 2, 3 and 4.

MOTION PASSED 7-0

9. REPORTS AND CORRESPONDENCE

Townsend asked Buzuvis the status of the former Wiltsie's building and how to ensure that historic features such as the sign can be preserved. Buzuvis said the new owner and the Plymouth Historic Museum had already engaged in discussions about this.

10. ADJOURNMENT

Borys offered a motion to adjourn at 7:58 p.m. Covino seconded the motion.

MOTION PASSED 7-0