



# City of Plymouth Historic District Commission

## Regular Meeting Agenda

Wednesday, August 6, 2025 – 7:00 p.m.  
Plymouth City Hall & Online Zoom Webinar

---

City of Plymouth  
201 South Main Street

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234

Join Zoom Webinar: <https://us02web.zoom.us/j/83461524655>

Webinar ID: 834 6152 4655

Passcode: 745931

- 1) CALL TO ORDER
- 2) CITIZENS COMMENTS
- 3) APPROVAL OF THE MINUTES
  - a) Approval of June 4, 2025, regular meeting minutes
- 4) APPROVAL OF THE AGENDA
- 5) COMMISSION COMMENTS
- 6) OLD BUSINESS - None
- 7) NEW BUSINESS
  - a) H25-03, 789 W. Ann Arbor Trail: Ziad El-Baba, the applicant, is requesting approval for a third and fourth floor addition.
  - b) H25-04, 730 Penniman: Metro Signs & Lighting, the applicant, is requesting approval to relocate wall signage.
- 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.

Meetings of the City of Plymouth are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, disability, or any other trait protected under applicable law. Any individual planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) should submit a request to the ADA Coordinator at 734-453-1234 ext. 234 at least two working days in advance of the meeting. The request may also be submitted via mail at 201 S. Main St. Plymouth, MI 48170, or email to [clerk@plymouthmi.gov](mailto:clerk@plymouthmi.gov).

## City of Plymouth Strategic Plan 2022-2026

<b>GOAL AREA ONE - SUSTAINABLE INFRASTRUCTURE</b>
<b>OBJECTIVES</b>
<ol style="list-style-type: none"><li>1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35<sup>th</sup> District Court, recreation department, and public safety</li><li>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</li><li>3. Partner with or become members of additional environmentally aware organizations</li><li>4. Increase technology infrastructure into city assets, services, and policies</li><li>5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet</li><li>6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options</li></ol>
<b>GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION</b>
<b>OBJECTIVES</b>
<ol style="list-style-type: none"><li>1. Create a 5-year staffing projection</li><li>2. Review current recruitment strategies and identify additional resources</li><li>3. Identify/establish flex scheduling positions and procedures</li><li>4. Develop a plan for an internship program</li><li>5. Review potential department collaborations</li><li>6. Hire an additional recreation professional</li><li>7. Review current diversity, equity, and inclusion training opportunities</li><li>8. Seek out training opportunities for serving diverse communities</li></ol>
<b>GOAL AREA THREE - COMMUNITY CONNECTIVITY</b>
<b>OBJECTIVES</b>
<ol style="list-style-type: none"><li>1. Engage in partnerships with public, private and non-profit entities</li><li>2. Increase residential/business education programs for active citizen engagement</li><li>3. Robust diversity, equity, and inclusion programs</li><li>4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)</li></ol>
<b>GOAL AREA FOUR - ATTRACTIVE, LIVABLE COMMUNITY</b>
<b>OBJECTIVES</b>
<ol style="list-style-type: none"><li>1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices</li><li>2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages</li><li>3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety</li><li>4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations</li><li>5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction</li><li>6. Modernize and update zoning ordinance to reflect community vision</li><li>7. Implement Kellogg Park master plan</li></ol>

*“The government in this community is small and accessible to all concerned.”*

-Plymouth Mayor Joe Bida November 1977



# **City of Plymouth Historic District Commission**

## **Regular Meeting Agenda**

**Wednesday, June 4, 2025 – 7:00 p.m.**

**Plymouth City Hall & Online Zoom Webinar**

City of Plymouth  
201 South Main Street  
Plymouth, Michigan 48170

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

### **1) CALL TO ORDER**

Chair Colleen Polin called the meeting to order at 7:00 p.m.

Present: Chair Polin, Vice Chair Stan Cole, Members John Townsend, Meghan Covino, Gania Kandalaft

Excused: Members Josh Mrozowski, Jeremy Borys

Also present: Economic Development Director John Buzuvis, City Commission Liaison Linda Filipczak

### **2) CITIZENS COMMENTS**

There were no citizen comments.

### **3) APPROVAL OF THE MINUTES**

Covino moved to approve the March 5, 2025, meeting minutes. Cole seconded.

There was a voice vote. One abstention from Townsend, who was absent at that meeting.  
**MOTION PASSED UNANIMOUSLY**

### **4) APPROVAL OF THE AGENDA**

Townsend offered a motion, seconded by Kandalaft, to approve the agenda for June 4, 2025.

There was a voice vote.

**MOTION PASSED UNANIMOUSLY**

### **5) COMMISSION COMMENTS**

There were no commission comments.

### **6) OLD BUSINESS**

There was no old business.

### **7) NEW BUSINESS**

a) H25-02, 261 S. Main, GEM Asset Management: Ground Signage

Applicant was present via zoom did not respond when called upon to present.

Cole noted that the proposed signpost appeared to be made of aluminum, a double-sided aluminum

composite material (ACM), painted black with a white logo. He stated that the size of the sign was within city ordinance parameters, but placement might need adjustment due to setback requirements from the sidewalk.

Buzuvis mentioned that if the setback couldn't be met, the applicant could seek a variance.

Cole also noted that the application did not mention any sign lighting, and it was assumed the sign would be unlit.

#### **Motion**

Townsend offered a motion, seconded by Covino, to issue a Certificate of Appropriateness for application number H25-02, 261 South Main, GEM Asset Management: Ground Signage.

#### **Findings of Fact**

The work as proposed meets the Secretary of the Interior's Standards for Rehabilitation numbers 8, 9, and 10 and gives consideration and/or significance to the City of Plymouth Ordinance review criteria numbers 1,2,3 and 4.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

#### b) **July Meeting Date-Scheduled for July 2<sup>nd</sup>**

The commission agreed to keep the July 2nd date tentatively scheduled, with the understanding that Buzuvis would reach out if any applications came in and potentially look for an alternate date if necessary.

### **8) REPORTS AND CORRESPONDENCE**

Buzuvis provided an update on Coffee Bean's railing project. The railing was being fabricated, and the timeline was uncertain due to the season. A temporary railing like the old one was installed. Buzuvis will follow up for more details.

### **9) ADJOURNMENT**

Kandalaft offered a motion, seconded by Covino, to adjourn the meeting at 7:11 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY



Historic District Commission  
201 S. Main Plymouth, MI 48170

Case Number H25-03  
Agenda Date: August 6, 2025

Address: 789 W. Ann Arbor Trail

Year Built: 2013

Historical Significance: Non-Contributing

**Sec. 18-654. - Duties and powers.**

(a) It shall be the duty of the historic district commission to review all plans for the construction, addition, alteration, repair, moving, excavation or demolition of structures in the historic district and it shall have the power to pass upon such plans before a permit for such activity can be granted. In reviewing the 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 CFR 67, or their equivalent as approved or established by the state bureau of history of the department of state, and shall also give consideration and significance to:

- (1) The historical or architectural value and significance of the historic resource and its relationship to the historic value of the surrounding area;
- (2) The relationship of the exterior architectural features of such historic resource to the rest of the resources and to the surrounding area;
- (3) The general compatibility of the exterior design, arrangement, texture and materials proposed to be used;
- (4) To any other factor, including aesthetics, which it deems pertinent;
- (5) The proposed major changes to open spaces in a historic district. The HDC shall review plans for major changes to these open spaces, such as the removal of large trees (over 12 inches in diameter as measured four feet above ground) or the making of major contour changes in terrain features. The HDC may use its discretion to decide if proposed changes are major in nature or not.

(b) The HDC shall review and act upon exterior features of a resource, and shall not review and act upon interior arrangements unless interior work will cause visible changes to the exterior of the historic resource. The HDC shall not disapprove applications except in regard to considerations as set forth in subsection (a) of this section.

(c) The HDC may delegate the issuance of certificates of appropriateness for specified minor classes of work to its staff, to the inspector of buildings, or to another delegated authority. The HDC shall provide to such delegated authorities specific written standards for issuing the certificates of appropriateness under this subsection. Such delegated authorities shall come before the next regularly scheduled HDC meeting and the HDC shall review the certificates of appropriateness so issued. These reviews are to serve the purpose of keeping the HDC informed as to what certificates of appropriateness for minor work have been issued since the last HDC meeting. On a quarterly basis, the HDC shall review the certificates of appropriateness, if any, issued by the aforesaid delegated authority to determine whether or not the delegated responsibilities should be continued.

(d) In case of an application for work affecting the appearance of a resource or for the alteration, moving or demolition of a resource which the commission deems so valuable to the city that the loss thereof will adversely affect the public purpose of the city, the historic district commission shall endeavor to work out with the owner an economically feasible plan for preservation of the historic resource.

## Application Review

The following applicable information has been provided			YES	NO	N/A
<b>Demolition, new construction, additions, and alterations</b>					
1.	Completed application		[X]	[ ]	[ ]
2.	Synopsis: description of the project in words		[ ]	[X]	[ ]
3.	Materials finish list		[ ]	[X]	[ ]
4.	Detailed justification of why the changes are necessary		[ ]	[X]	[ ]
5.	Historic photographs of the building		[ ]	[ ]	[X]
6.	Photographs of the building and site as they exist today		[ ]	[X]	[ ]
7.	Scaled drawings to include existing and proposed site plan including property lines, easements, setbacks, and landscape features		[X]	[ ]	[ ]
8.	Scaled drawings to include existing and proposed floor plans		[X]	[ ]	[ ]
9.	Scaled drawings to include existing and proposed elevations		[X]	[ ]	[ ]
10.	Scaled drawings to include existing and proposed cross sections and other details as needed		[ ]	[X]	[ ]
11.	Cut sheets (manufacturer information) for all exterior materials including windows, doors, garage, doors, exterior lighting, fencing, etc.		[ ]	[X]	[ ]
12.	Material samples and colors for roofing, siding, and trim		[ ]	[X]	[ ]
13.	Statement of impact of the project on surrounding properties and buildings. Statement shall include items such as architectural character, building scale, vehicular and pedestrian traffic, mass, form, proportion, configuration, location on site, landscaping, and visual appearance.		[ ]	[X]	[ ]
14.	Time frame for the project including approximate start date and dates for exterior completion, landscaping completion, and final occupancy		[ ]	[X]	[ ]
15.	Color rendering of exterior elevation		[X]	[ ]	[ ]
16.	New construction requires a streetscape view (to scale) with the proposed project inserted		[X]	[ ]	[ ]

## **SAMPLE MOTION LANGUAGE**

### **1. Motion to Approve Application**

I move that the Commission issue a Certificate of Appropriateness for application number \_\_\_. The Findings of Fact are as follows: (list facts of finding). The work as proposed meets the Secretary of the Interior's Standards for Rehabilitation standard number(s) \_\_\_ and would give consideration and/or significance to the City of Plymouth Ordinance review criteria number(s) \_\_\_.

Vote "Yes" to approve application. Vote "No" to deny application.

### **2. Motion to Approve Application with Conditions**

I move that the Commission issue a Certificate of Appropriateness for application number \_\_\_, provided that the following conditions are met: (list conditions). The Findings of Fact are as follows: (list facts of finding). The work would then meet the Secretary of the Interior's Standards for Rehabilitation, standard number(s) \_\_\_ and would give consideration and/or significance to the following City of Plymouth Ordinance review criteria number(s) \_\_\_.

Vote "Yes" to approve application with conditions. Vote "No" to deny application with conditions.

### **3. Motion to Postpone Review**

I move that the Commission Postpone Review of application number \_\_\_ until the next regular meeting scheduled for \_\_\_\_.

Vote "Yes" to approve postponing the review. Vote "No" to deny postponing the review.

### **4. Motion to Deny Application**

I move that the Commission issue a Certificate of Appropriateness for application number \_\_\_. The Findings of Fact are as follows: (list findings of facts that do not warrant the project's approval). The work as proposed does not meet the Secretary of the Interior's Standards for Rehabilitation, standard number(s) \_\_\_ and would not give consideration and/or significance to the following City of Plymouth Ordinance review criteria number(s) \_\_\_.

*Note:* Voting "No" to positively framed motion is the easiest way to deny an application's request for a Certificate of Appropriateness. FYI: Making a motion for approval and then voting "No" to deny is the same as making a motion to deny an application and then voting "Yes".

Vote "No" to deny the application. Vote "Yes" to approve the application.

### **5. Motion to Issue a Notice to Proceed**

#### **May be used in special conditions or emergencies.**

I move that the Commission issue a Notice to Proceed for application number \_\_\_. The Findings of Fact are as follows: (list facts of finding). The work as proposed does (not) meet the Secretary of the Interior's Standards for Rehabilitation, standard number(s) \_\_\_ and would (not) give consideration and/or significance to the following City of Plymouth Ordinance review criteria number(s) \_\_\_. The work which is approved with this Notice to Proceed is as follows: (list approved work). The work that is not approved/not appropriate requires the following conditions to be met: (list conditions). The proposed work will substantially improve or correct the following: (list notice to proceed options). Additional work desired which is not approved within this Notice to Proceed is to be resubmitted for a Certificate of Appropriateness.

Vote "Yes" to approve notice to proceed. Vote "No" to deny notice to proceed.

RECEIVED

CITY OF PLYMOUTH

HISTORIC DISTRICT COMMISSION APPLICATION

JUL 8 2025

Community Development Department  
201 S. Main Street Plymouth, MI 48170  
Ph. 734-453-1234 ext. 232  
[www.plymouthmi.gov](http://www.plymouthmi.gov)

CITY OF PLYMOUTH  
COMMUNITY DEVELOPMENT

I. Site/Project Information

Site Address <b>789 ANN ARBOR TRAIL</b>	<input type="checkbox"/> Contributing structure <input type="checkbox"/> Non-contributing structure	Date of Application <b>June 20 2025</b>
--	--	--

Name of Property Owner <b>Pated Investments LLC</b>	Phone Number <b>313 363 7223</b>	
Mailing Address <b>914 merriman road</b>	Email Address (Required) <b>omar789llc@yahoo.com</b>	
City <b>Westland</b>	State <b>Mi</b>	Zip Code <b>48186</b>

II. Applicant and Contact Information

Indicate Who the Applicant Is. If Property Owner, Skip to Section III.	Architect	Developer	Engineer	Lessee
Applicant/Company Name <b>Ziad EL-Baba</b>	Phone Number <b>313 938 8767</b>			
Applicant/Company Address <b>674 Gauthier</b>	City <b>Tecumseh</b>	State <b>ON</b>	Zip Code <b>N8N 3P8</b>	
Email Address (Required) <b>zelbabaeng@gmail.com</b>				

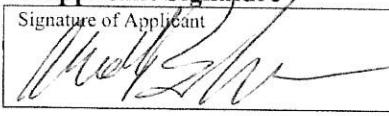
III. Site Plan Designer and Contact Information

Site Plan Designer Company Name <b>Ziad EL-Baba</b>	Phone Number <b>313 938 8767</b>		
Company Address <b>674 Gauthier</b>	City <b>Tecumseh</b>	State <b>On</b>	Zip Code <b>N8N 3P8</b>
Registration Number <b>620 105 1707</b>	Expiration Date	Email Address (Required) <b>zelbabaeng@gmail.com</b>	

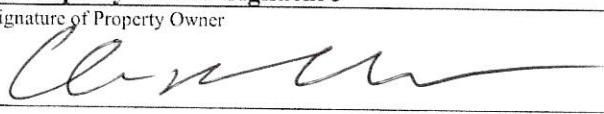
IV. Type of Project (Please Select All that Apply)

<input type="checkbox"/> New Construction	<input type="checkbox"/> Window Replacement	<input type="checkbox"/> Sign/Awning Install or Replacement	<input type="checkbox"/> Color Change
<input checked="" type="checkbox"/> Addition	<input type="checkbox"/> Siding Replacement	<input type="checkbox"/> Wall/Fence Install or Replacement	<input type="checkbox"/> Building Cleaning
<input type="checkbox"/> Alteration	<input type="checkbox"/> Door Replacement	<input type="checkbox"/> Paving Install or Replacement	<input type="checkbox"/> Other
<input type="checkbox"/> Porch Reconstruct/Repair	<input type="checkbox"/> Roof Replacement	<input type="checkbox"/> Landscaping Install or Replacement	

V. Applicant Signature

Signature of Applicant 	Date <b>JUNE 20 2025</b>
---	-----------------------------

VI. Property Owner Signature

Signature of Property Owner 	Date <b>7-7-2025</b>
--	-------------------------

## VII. Submittal Checklist

Please include the following applicable information

YES	NO	N/A
-----	----	-----

### Demolition, new construction, additions, and alterations

1. Completed application	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Synopsis: description of the project in words	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Materials finish list	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Detailed justification of why the changes are necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Historic photographs of the building	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Photographs of the building and site as they exist today	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Scaled drawings to include existing and proposed site plan including property lines, easements, setbacks, and landscape features	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Scaled drawings to include existing and proposed floor plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Scaled drawings to include existing and proposed elevations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Scaled drawings to include existing and proposed cross sections and other details as needed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Cut sheets (manufacturer information) for all exterior materials including windows, doors, garage, doors, exterior lighting, fencing, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12. Material samples and colors for roofing, siding, and trim	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13. Statement of impact of the project on surrounding properties and buildings. Statement shall include items such as architectural character, building scale, vehicular and pedestrian traffic, mass, form, proportion, configuration, location on site, landscaping, and visual appearance.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14. Time frame for the project including approximate start date and dates for exterior completion, landscaping completion, and final occupancy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15. Color rendering of exterior elevation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. New construction requires a streetscape view (to scale) with the proposed project inserted	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### Proposed window replacement project

1. Completed application	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Synopsis: description of the project in words	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Materials finish list	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Detailed justification of why window replacement is necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Historic photographs of the building	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Description of the existing window material including color and condition	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. Photographs of the affected windows as they exist today	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Photographs of the building with proposed changes indicated	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Cut sheets (manufacturer information) for all replacement windows	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10. Material samples and colors of windows	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Number of windows to be replaced	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12. Dimensions of windows including frame thickness and frame width	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Photographs of other projects incorporating the window replacement component	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Please include the following applicable information

YES	NO	N/A
-----	----	-----

#### **Proposed door or garage door replacement**

1. Completed application	[ <input checked="" type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]
2. Synopsis: description of the project in words	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
3. Materials finish list	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
4. Detailed justification of why door replacement is necessary	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
5. Historic photographs of the building	[ <input checked="" type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
6. Description of the existing door material including color and condition	[ <input checked="" type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]
7. Photographs of the affected doors as they exist today	[ <input checked="" type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]
8. Photographs of the building with proposed changes indicated	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
9. Cut sheets (manufacturer information) for all replacement doors	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
10. Material samples and colors of doors	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
11. Number of doors to be replaced	[ <input checked="" type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]
12. Dimensions of doors including frame thickness and frame width	[ <input checked="" type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
13. Photographs of other projects incorporating the door replacement component	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]

#### **Proposed roof replacement**

1. Completed application	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
2. Synopsis: description of the project in words including related work such as gutters, soffit, and fascia	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
3. Materials finish list	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
4. Detailed justification of why roof replacement is necessary	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
5. Historic photographs of the building	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
6. Description of the existing roof material including color and condition	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
7. Photographs of the roof as it exists today	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
8. Photographs of the building with proposed changes indicated	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
9. Cut sheets (manufacturer information) for replacement roof	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
10. Material samples and colors of roof	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
11. Dimensions of replacement roof	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
12. Photographs of other projects incorporating the roof replacement component	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]

#### **Proposed siding replacement**

1. Completed application	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
2. Synopsis: description of the project in words including related work such as soffits, fascia, gutters, and trim	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
3. Materials finish list	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
4. Detailed justification of why siding replacement is necessary	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
5. Historic photographs of the building	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
6. Description of the existing siding material including width, color, and condition	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]
7. Photographs of the siding as it exists today	[ <input type="checkbox"/> ]	[ <input type="checkbox"/> ]	[ <input checked="" type="checkbox"/> ]

Please include the following applicable information

YES  NO  N/A

#### Porch reconstruction or repair

1. Completed application	[ ]	[ ]	[✓]
2. Synopsis: description of the project in words	[ ]	[ ]	[✓]
3. Materials finish list	[ ]	[ ]	[✓]
4. Detailed justification of why the changes are necessary	[ ]	[ ]	[✓]
5. Historic photographs of the building	[ ]	[ ]	[✓]
6. Photographs of the building and site as they exist today	[ ]	[ ]	[✓]
7. Description of the existing porch material including location, size, material, color, and condition	[ ]	[ ]	[✓]
8. Scaled drawings to include existing and proposed site plan	[ ]	[ ]	[✓]
9. Scaled drawings to include existing and proposed floor plans	[ ]	[ ]	[✓]
10. Scaled drawings to include existing and proposed elevations	[ ]	[ ]	[✓]
11. Scaled drawings to include existing and proposed cross sections and other details as needed	[ ]	[ ]	[✓]
12. Cut sheets (manufacturer information) for proposed replacement porch materials	[ ]	[ ]	[✓]
13. Material samples and colors for porch	[ ]	[ ]	[✓]

#### Paint color change

1. Completed application	[ ]	[ ]	[✓]
2. Synopsis: description of the project in words	[ ]	[ ]	[✓]
3. Materials finish list	[ ]	[ ]	[✓]
4. Detailed justification of why the changes are necessary	[ ]	[ ]	[✓]
5. Historic photographs of the building	[ ]	[ ]	[✓]
6. Photographs of the building and site as they exist today	[ ]	[ ]	[✓]
7. Samples of the proposed paint color (paint chip)	[ ]	[ ]	[✓]
8. Photographs and/or diagrams showing the locations and colors where paint will be applied	[ ]	[ ]	[✓]

#### Building cleaning

1. Completed application	[ ]	[ ]	[✓]
2. Synopsis: description of the project in words	[ ]	[ ]	[✓]
3. Materials finish list	[ ]	[ ]	[✓]
4. Detailed justification of why the changes are necessary	[ ]	[ ]	[✓]
5. Historic photographs of the building	[ ]	[ ]	[✓]
6. Photographs of the building and site as they exist today	[ ]	[ ]	[✓]
7. Description of the cleaning method including the names of chemicals and the pressure of any washes or applications	[ ]	[ ]	[✓]
8. Brochure for cleaning agents	[ ]	[ ]	[✓]
9. Description of the treatment of the building exterior (surface) after cleaning – painting, sealing, tuck pointing, etc.	[ ]	[ ]	[✓]

Please include the following applicable information

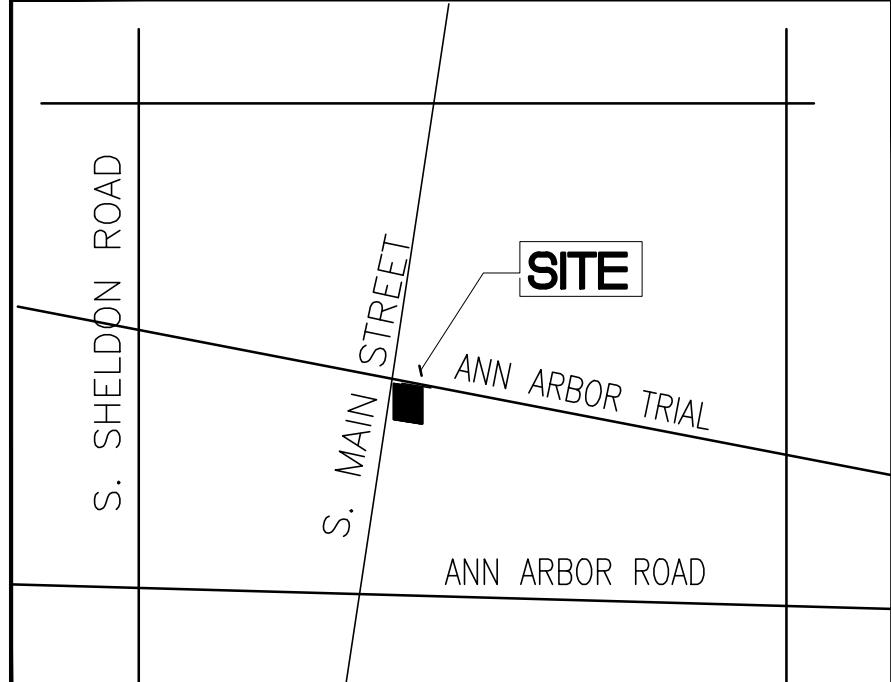
- |  | YES | NO  | N/A |
|--|-----|-----|-----|
| 8. Photographs of the building with proposed changes indicated                   | [ ] | [ ] | [✓] |
| 9. Scaled and dimensioned elevations showing the replacement siding              | [ ] | [ ] | [✓] |
| 10. Cut sheets (manufacturer information) for replacement siding                 | [ ] | [ ] | [✓] |
| 11. Material samples and colors of siding  | [ ] | [ ] | [✓] |
| 12. Dimensions including full profile of replacement siding                      | [ ] | [ ] | [✓] |
| 13. Photographs of other projects incorporating the siding replacement component | [ ] | [ ] | [✓] |

#### Sign and awning installation or replacement

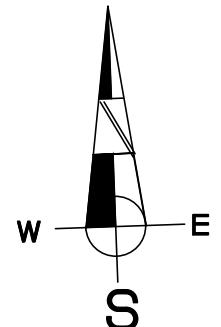
- |   |     |     |     |
|---|-----|-----|-----|
| 1. Completed application  | [ ] | [ ] | [✓] |
| 2. Synopsis: description of the project in words  | [ ] | [ ] | [✓] |
| 3. Materials finish list  | [ ] | [ ] | [✓] |
| 4. Detailed justification of why signage and/or awning installation or replacement is necessary                 | [ ] | [ ] | [✓] |
| 5. Historic photographs of the building   | [ ] | [ ] | [✓] |
| 6. Description of the existing signage/awning material including location, size, material, color, and condition | [ ] | [ ] | [✓] |
| 7. Photographs of the building as it exists today   | [ ] | [ ] | [✓] |
| 8. Scaled and dimensioned front and side elevations showing the size and location of signage and/or awning      | [ ] | [ ] | [✓] |
| 9. Scaled cross-section of building elevation indicating proposed signage and/or awning                         | [ ] | [ ] | [✓] |
| 10. Identification of all materials used in the construction of signage and/or awning                           | [ ] | [ ] | [✓] |
| 11. Material samples including number, letter, font size, and colors of signage and/or awning                   | [ ] | [ ] | [✓] |

#### Site improvements: fence, walls, paving, or landscaping installation

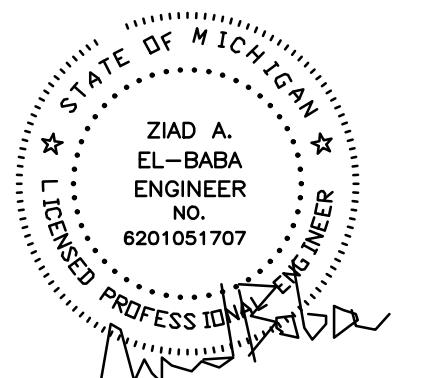
- |   |     |     |     |
|---|-----|-----|-----|
| 1. Completed application  | [ ] | [ ] | [✓] |
| 2. Synopsis: description of the project in words  | [ ] | [ ] | [✓] |
| 3. Materials finish list  | [ ] | [ ] | [✓] |
| 4. Detailed justification of why site improvement is necessary  | [ ] | [ ] | [✓] |
| 5. Historic photographs of the building and site  | [ ] | [ ] | [✓] |
| 6. Photographs of the building and site as it exists today  | [ ] | [ ] | [✓] |
| 7. Scaled and dimensioned site plan showing existing lot lines  | [ ] | [ ] | [✓] |
| 8. Scaled and dimensioned site plan showing existing buildings  | [ ] | [ ] | [✓] |
| 9. Scaled and dimensioned site plan showing where fencing, paving, walls, or landscaping will be placed | [ ] | [ ] | [✓] |
| 10. Identification of all materials used in the construction of fencing, paving, walls, or landscaping  | [ ] | [ ] | [✓] |
| 11. Material samples including number, letter, font size, and colors of fencing, paving, or walls       | [ ] | [ ] | [✓] |



KEY PLAN



LEGAL DESCRIPTION  
26BB703 LOT 703 ASSESSOR'S PLYMOUTH  
NO. 20 T1S R8E 268 P42 WCR



**ZIAD EL-BABA  
ENGINEERING**

674 GAUTHIER  
TECUMSEH ONTARIO  
N8N3P8 CANADA  
CELL - 313-938-8767  
MOBILE - 519-796-9882

DATE	REV. NO.	ISSUED FOR
DEC.12.24		SITE PLAN
APR.07.25		SITE PLAN

**Project:**  
NEW ADDITION  
789 MAIN RD  
PLYMOUTH MI

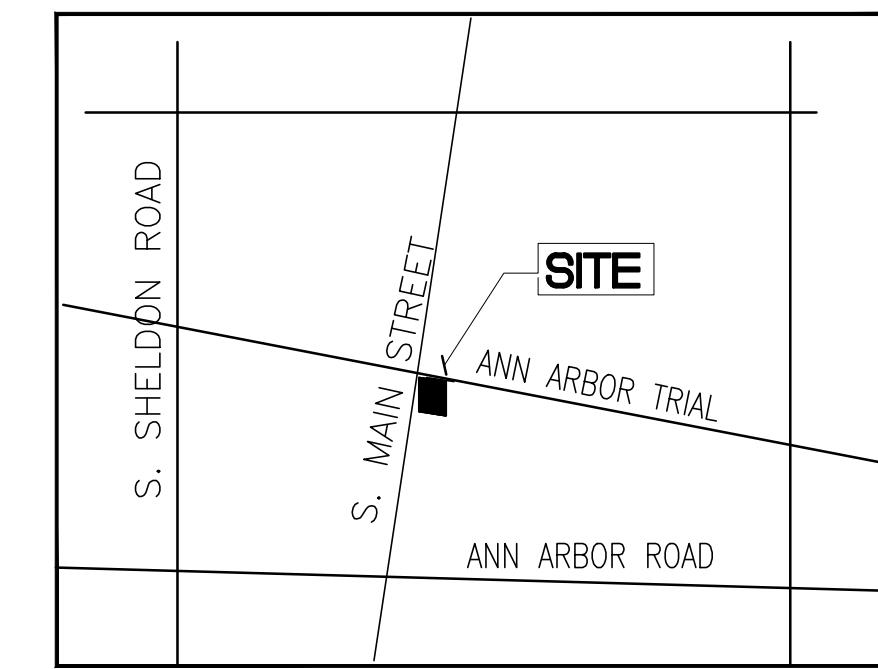
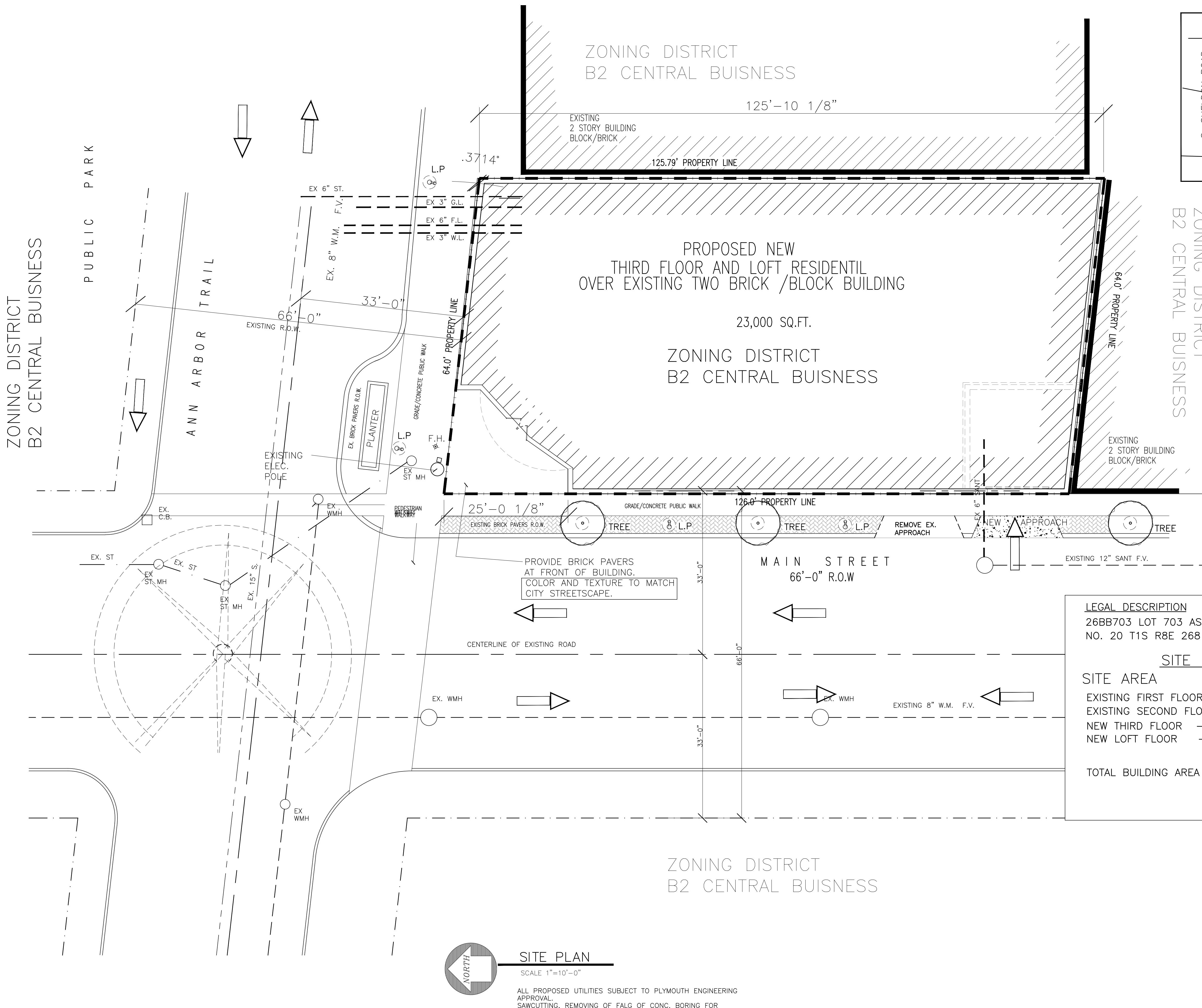
**OWNER:**  
789 MAIN RD  
PLYMOUTH MI

**Drawing Title:**  
COVER SHEET

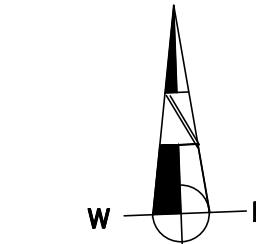
Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

**Drawing No.**

- |      |                              |
|------|------------------------------|
| I-1  | COVER SHEET                  |
| SP-1 | SITE PLAN                    |
| A-01 | EXISTING MAIN FLOOR PLAN     |
| A-02 | EXISTING SECOND FLOOR PLAN   |
| A-1  | THIRD FLOOR PLAN             |
| A-2  | THIRD FLOOR PLAN - FURNITURE |
| A-3  | LOFT FLOOR PLAN              |
| A-4  | EXISTING ELEVATIONS          |
| A-5  | MODIFIED WEST ELEVATIONS     |
| A-6  | MODIFIED NORTH ELEVATIONS    |
| A-7  | CROSS SECTION                |
| A-8  | EXISTING ROOF PLAN           |
| A-9  | NEW ROOF PLAN                |



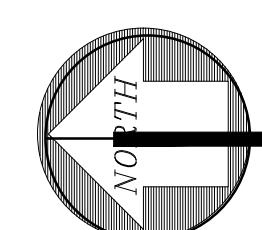
KEY PLA



---

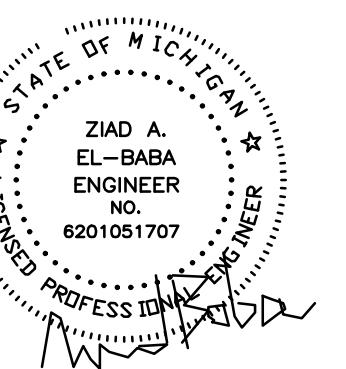
# ZIAD EL-BABA ENGINEERING

**674 GAUTHIER  
TECUMSEH ONTARIO  
N8N3P8 CANADA  
CELL • 313-938-8767  
MOBILE • 519-796-9882**



EXISTING MAIN FLOOR PLAN

SCALE 178" = 1'-0"



## ZIAD EL-BABA ENGINEERING

674 GAUTHIER  
TECUMSEH ONTARIO  
N8N3P8 CANADA  
CELL - 313-938-8767  
MOBILE - 519-796-9882

DATE	REV. NO.	ISSUED FOR
DEC.12.24		SITE PLAN
APR.07.25		SITE PLAN

Project:  
NEW ADDITION  
789 MAIN RD  
PLYMOUTH MI  
OWNER

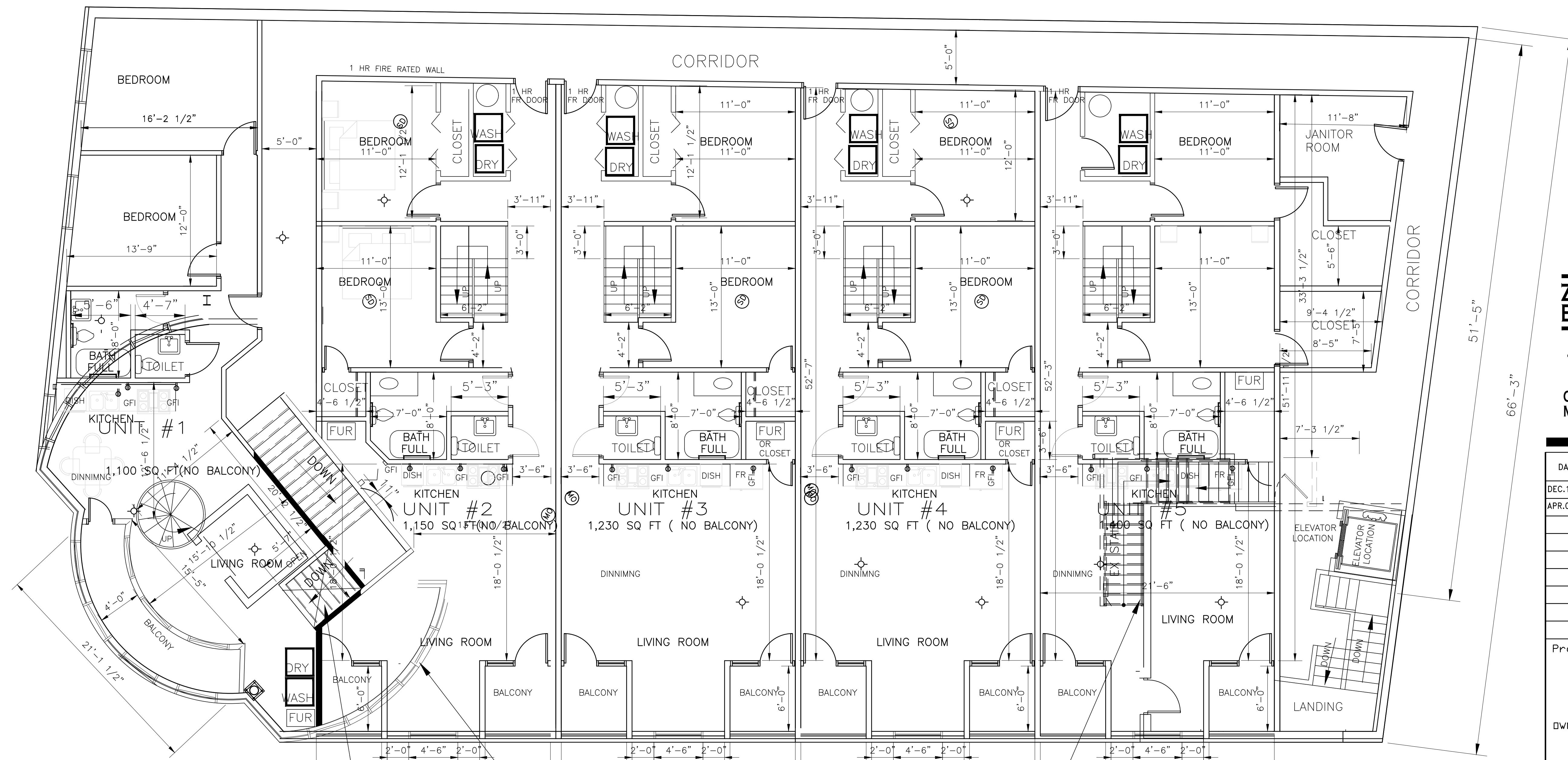
789 MAIN RD  
PLYMOUTH MI

Drawing Title:  
EXISTING MAIN FLOOR PLAN

Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

Drawing No.

A-01





# THIRD FLOOR PLAN

SCALE 3/16" = 1'-0"

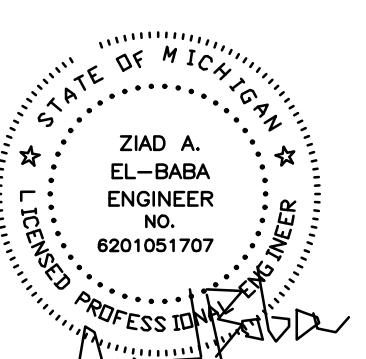
SCALE 3/16" = 1'-0"

EXISTING STAIR BELOW \_\_\_\_\_  
FOR PROSPECTIVE CONNECTION  
TO STAIR ABOVE

THIRD FLOOR AREA = 8,250 SQ FT

USE GROUP = R RESIDENTIAL

## CONSTRUCTION TYPE = IIIB



# ZIAD EL-BABA ENGINEERING

**674 GAUTHIER  
TECUMSEH ONTARIO  
N8N3P8 CANADA  
CELL • 313-938-8767  
MOBILE • 519-796-9882**

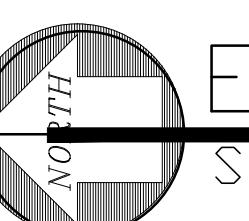
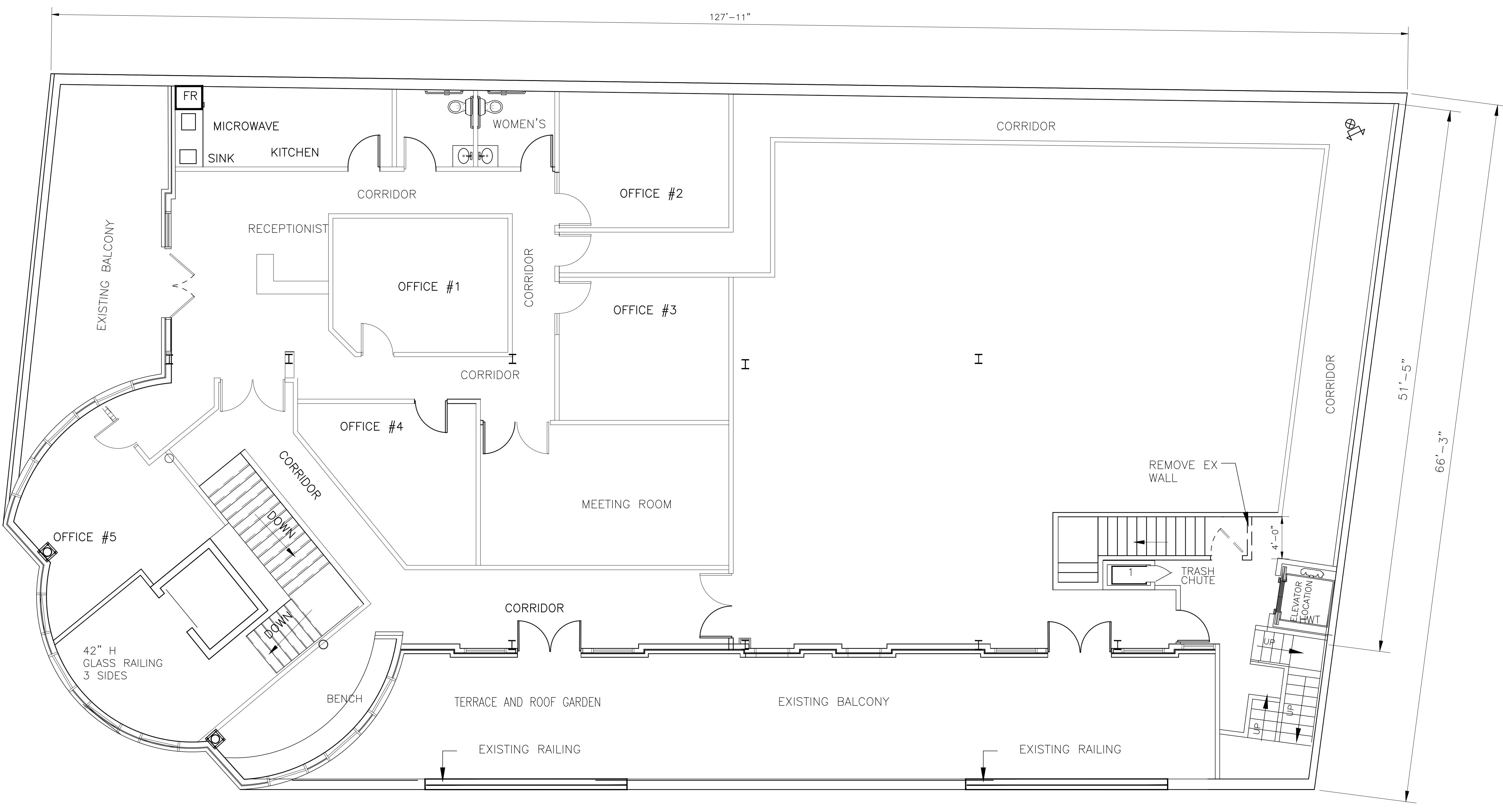
Project:  
NEW ADDITION  
789 MAIN RD

PLYMOUTH MI

Drawing Title:  
**THIRD FLOOR PLAN**

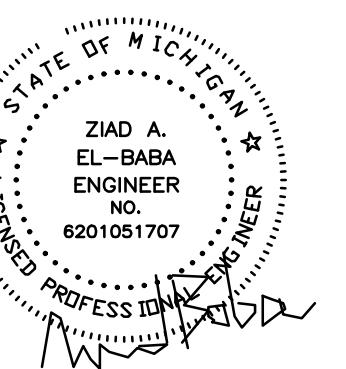
Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	
Drawing No.	

A-1



EXISTING SECOND FLOOR PLAN

SCALE 1/8" = 1'-0"



## ZIAD EL-BABA ENGINEERING

674 GAUTHIER  
TECUMSEH ONTARIO  
N8N3P8 CANADA  
CELL - 313-938-8767  
MOBILE - 519-796-9882

DATE	REV. NO.	ISSUED FOR
DEC.12.24		SITE PLAN
APR.07.25		SITE PLAN

Project:  
NEW ADDITION  
789 MAIN RD  
PLYMOUTH MI

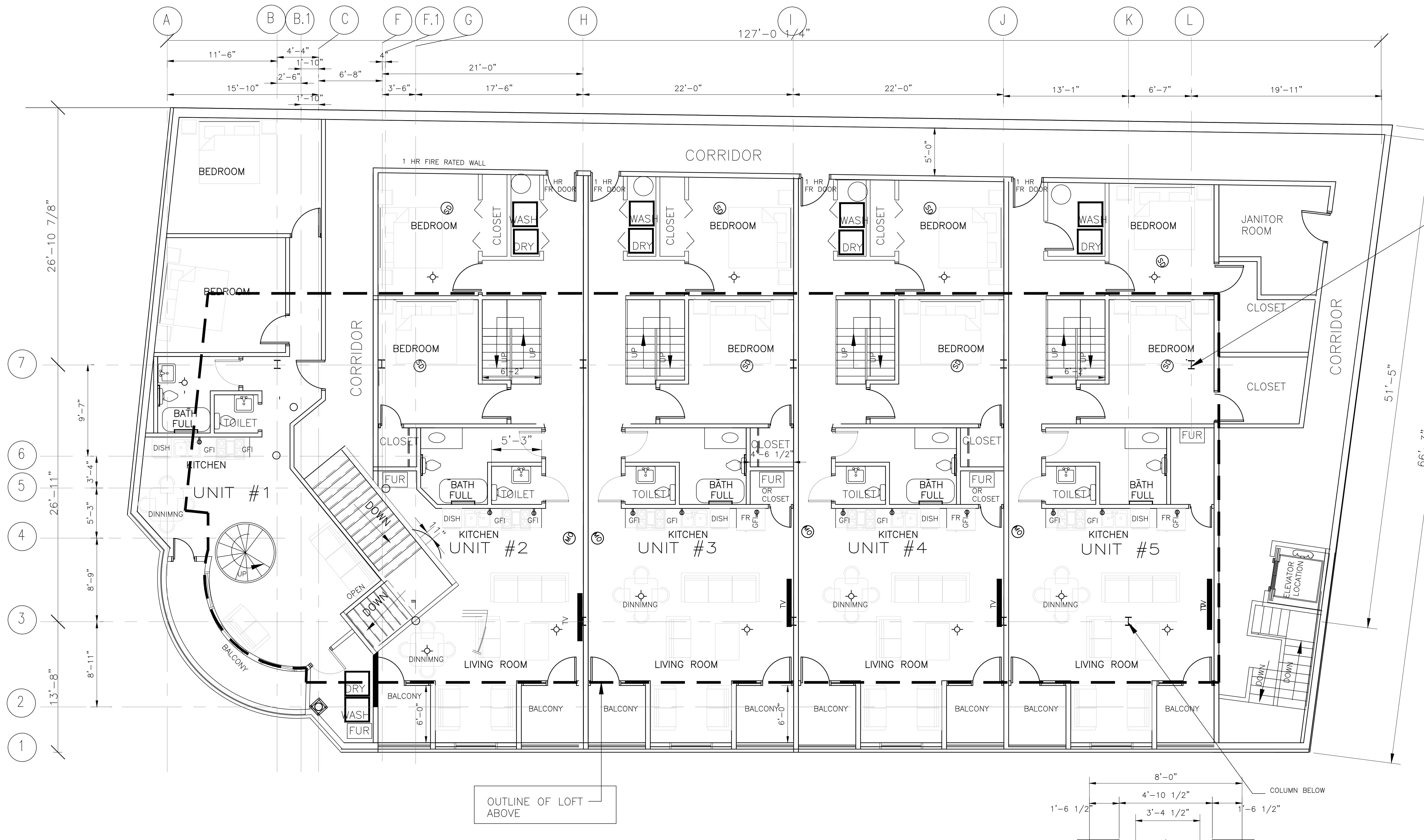
Owner  
789 MAIN RD  
PLYMOUTH MI

Drawing Title:  
EXISTING SECOND FLOOR PLAN

Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

Drawing No.

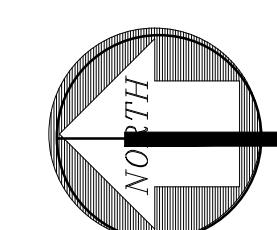
A-02



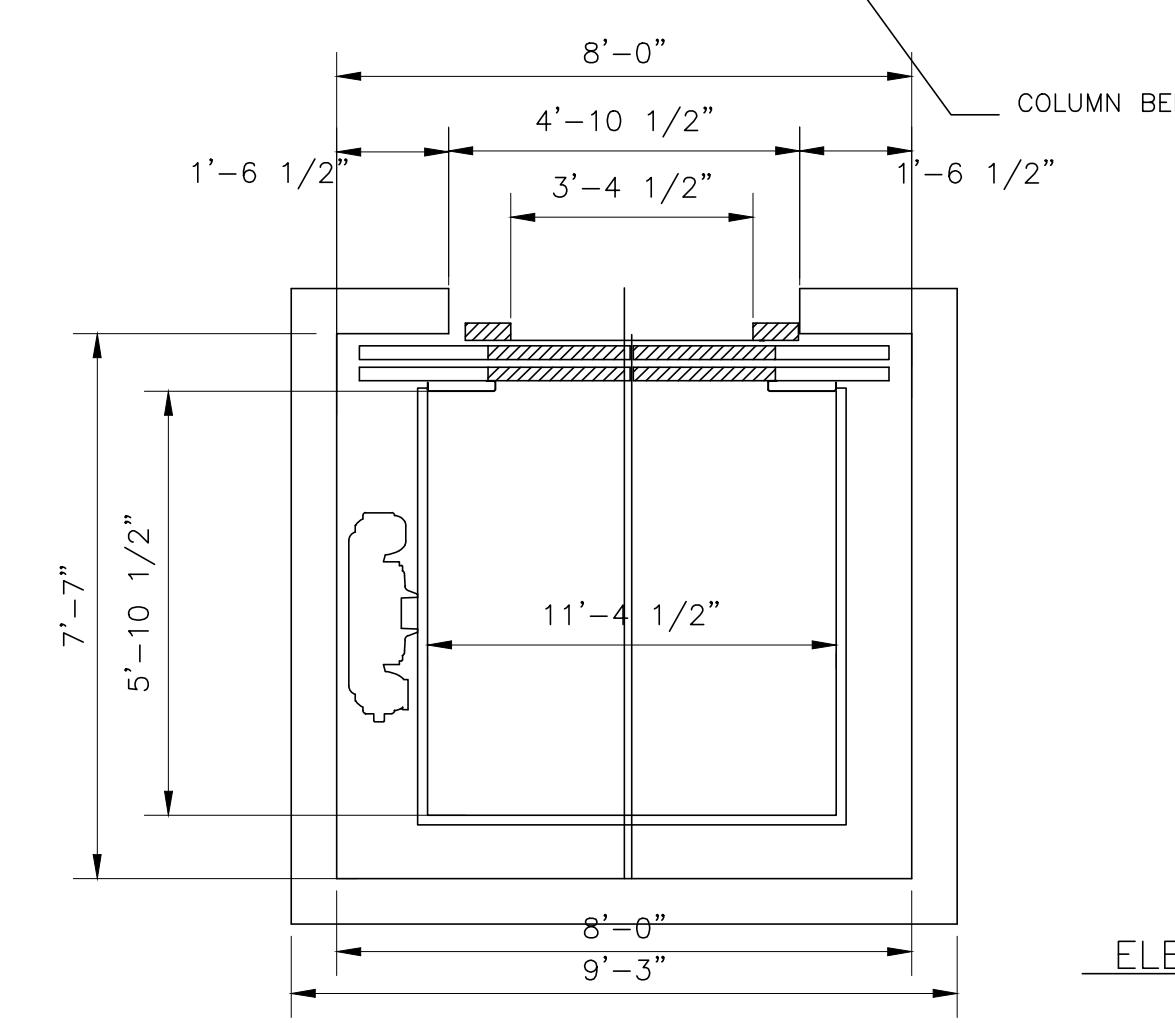


# THIRD FLOOR PLAN - FURNITURE

SCALE 3/16" = 1'-0"



SCALE 3/16" ≡ 1'-0"



## ELEVATOR PLAN

A-2

A circular seal for a Michigan licensed professional engineer. The outer ring contains the text "STATE OF MICHIGAN" at the top and "LICENSED PROFESSIONAL ENGINEER" at the bottom. The inner circle contains the name "ZIAD A. EL-BABA", the title "ENGINEER", the number "NO. 6201051707", and the date "JULY 1998". The seal is signed by "Ziad A. El-Baba" and includes a signature line.

# ZIAD EL-BABA ENGINEERING

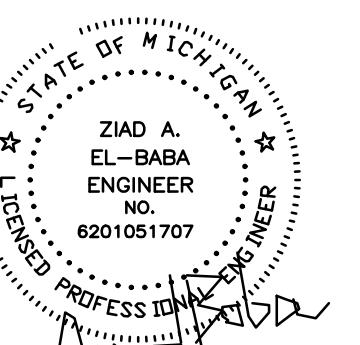
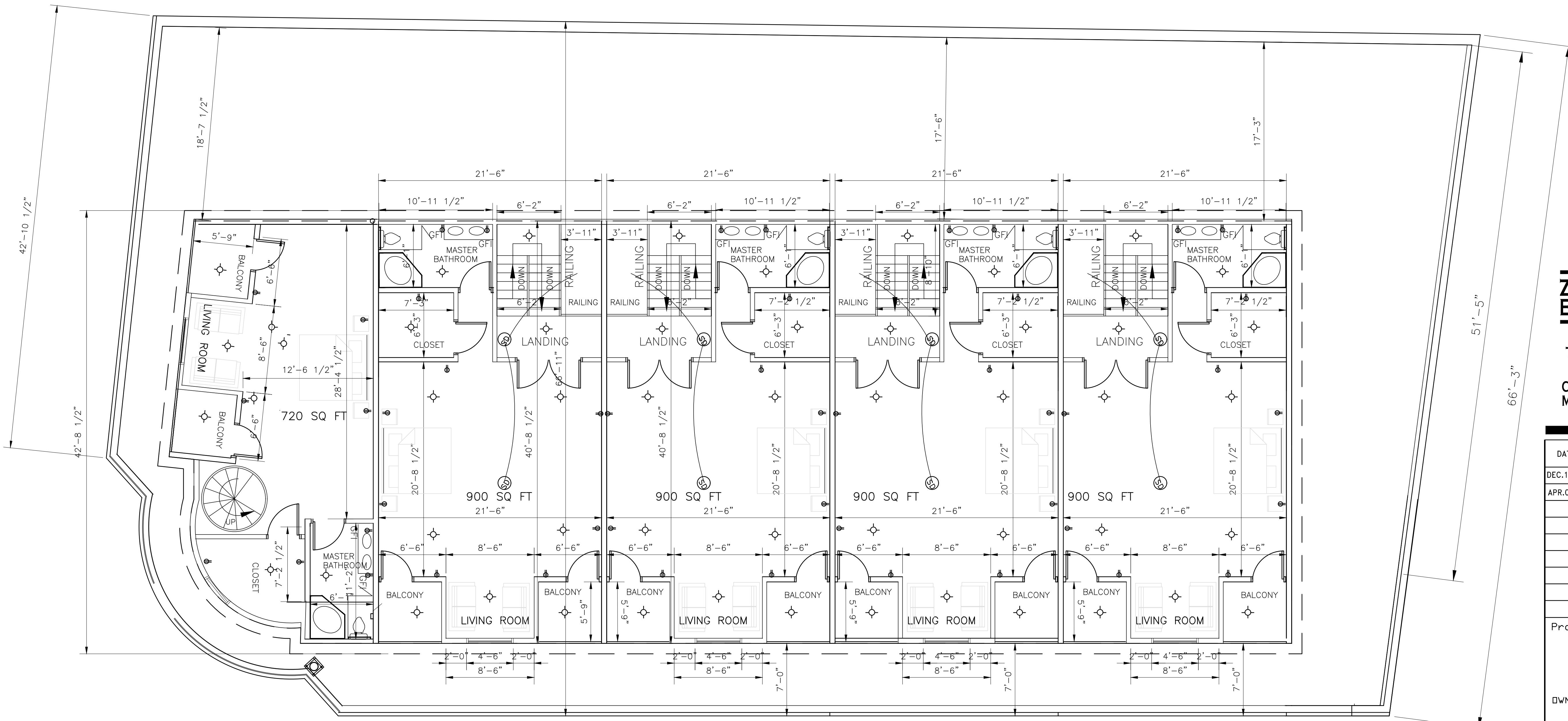
**674 GAUTHIER  
TECUMSEH ONTARIO  
N8N3P8 CANADA  
CELL · 313-938-8767  
MOBILE · 519-796-9882**

Project:  
NEW ADDITION  
789 MAIN RD  
PLYMOUTH MI  
OWNER

Drawing Title:  
**THIRD FLOOR PLAN- FURNITURE**

Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

Drawing No.



**ZIAD EL-BABA  
ENGINEERING**

674 GAUTHIER  
TECUMSEH ONTARIO  
N8N3P8 CANADA  
CELL - 313-938-8767  
MOBILE - 519-796-9882

DATE	REV. NO.	ISSUED FOR
DEC.12.24		SITE PLAN
APR.07.25		SITE PLAN

Project:  
NEW ADDITION  
789 MAIN RD  
PLYMOUTH MI  
OWNER  
789 MAIN RD  
PLYMOUTH MI

Drawing Title: LOFT FLOOR PLAN	
Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

Drawing No.
A-3





# EXISTING WEST ELEVATION

SCALE 3/16" = 1'-0"

SCALE 3/16" = 1'-0"

Consulting Architect:  
Anthony C. Rea, Architect



Consulting Architect:  
Anthony C. Rea, Architect

---

# ZIAD EL-BABA ENGINEERING

---

**674 GAUTHIER  
TECUMSEH ONTARIO  
N8N3P8 CANADA  
CELL - 313-938-8767  
MOBILE - 519-796-9882**





# EXISTING NORTH ELEVATION

---

SCALE 3/16" = 1'-0"

SCALE 3/16" = 1'-0"

DATE	REV. NO.	ISSUED FOR
DEC.12.24		SITE PLAN
PR.07.25		SITE PLAN

---

Project:

NEW ADDITION  
789 MAIN RD  
PLYMOUTH MI

OWNER

789 MAIN RD  
PLYMOUTH MI

---

Drawing Title:

FLOOR PLANS

Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

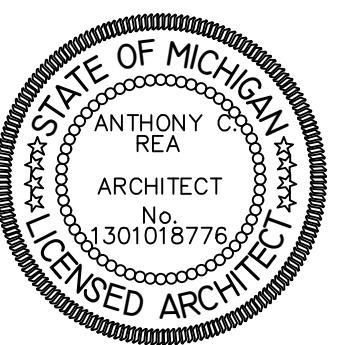
---

Drawing No.

A — 4

A - 4





Consulting Architect:  
Anthony C. Rea, Architect

## ZIAD EL-BABA ENGINEERING

674 GAUTHIER  
TECUMSEH ONTARIO  
N8N3P8 CANADA  
CELL - 313-938-8767  
MOBILE - 519-796-9882

DATE	REV. NO.	ISSUED FOR
DEC.12.24		SITE PLAN
APR.07.25		SITE PLAN

Project:  
NEW ADDITION  
789 MAIN RD  
PLYMOUTH MI

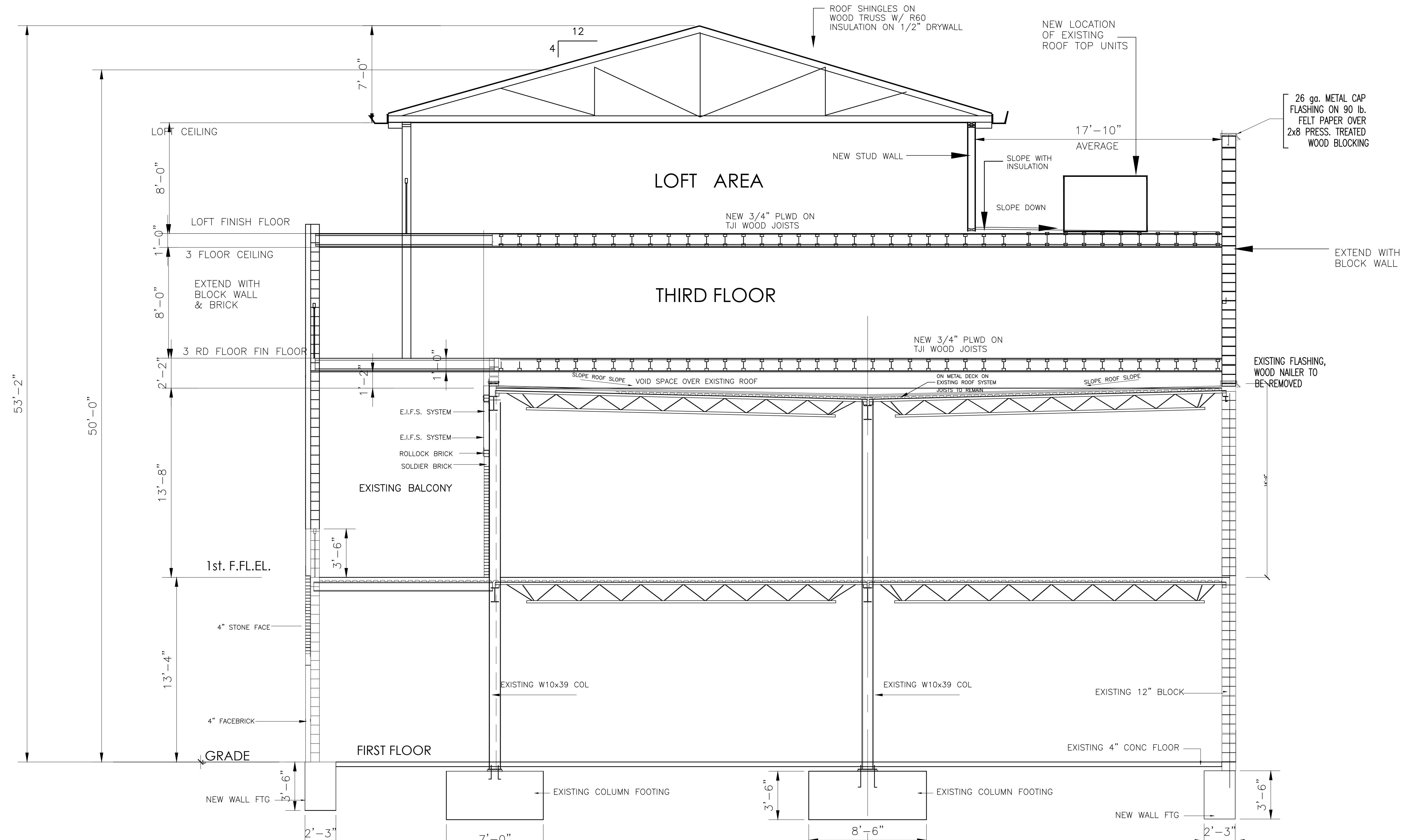
OWNER  
789 MAIN RD  
PLYMOUTH MI

Drawing Title:  
FLOOR PLANS

Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

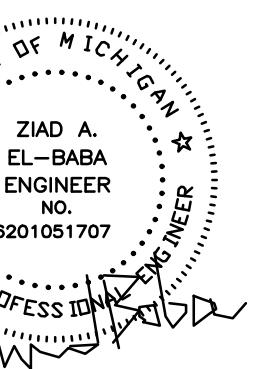
Drawing No.

A-6



### BUILDING CROSS SECTION

SCALE: 1/4" = 1'-0"

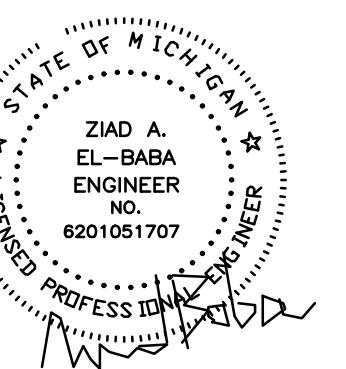
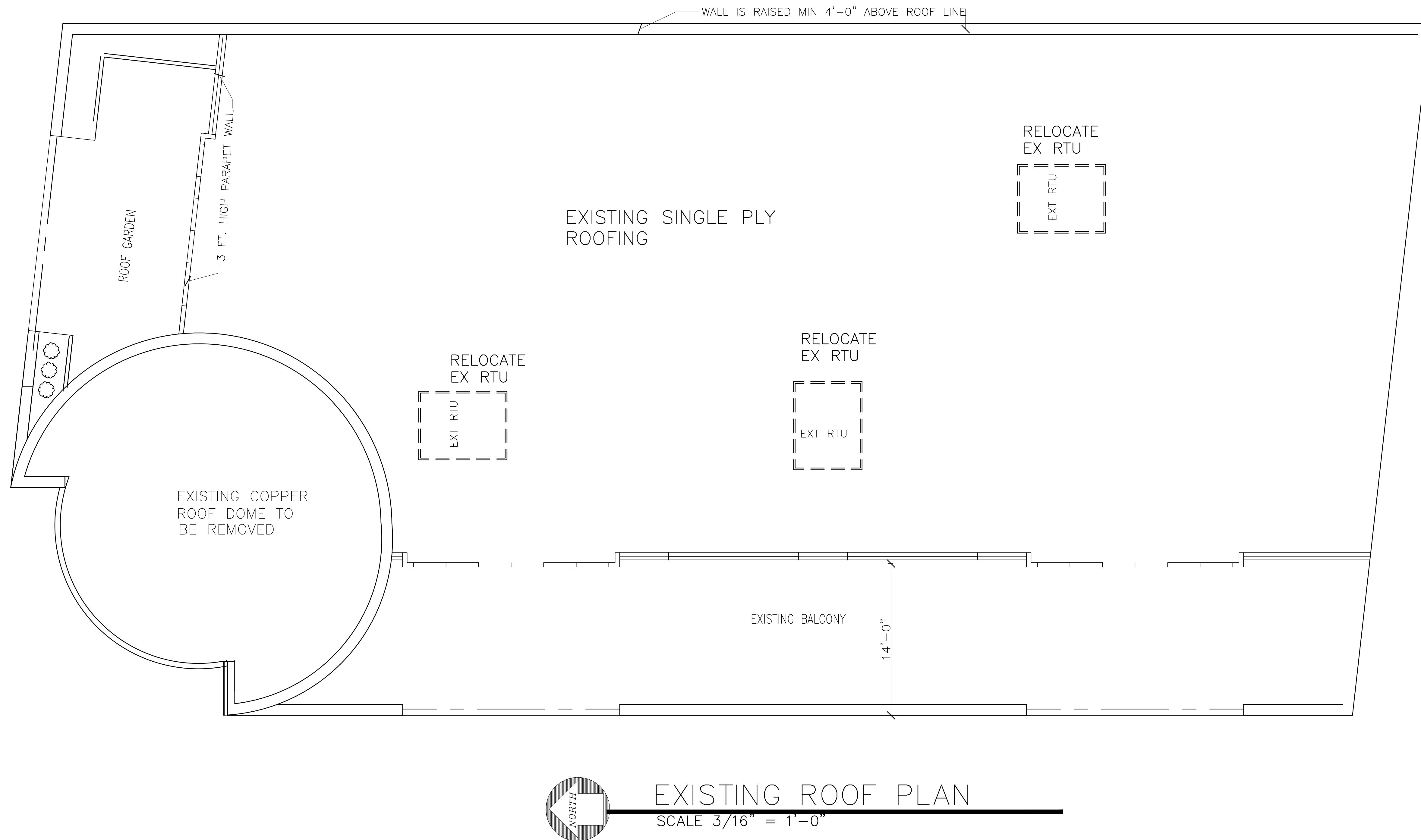


**ZIAD EL-BABA  
ENGINEERING**

674 GAUTHIER  
TECUMSEH ONTARIO  
N8N3P8 CANADA  
CELL - 313-938-8767  
MOBILE - 519-796-9882

DATE	REV. NO.	ISSUED FOR
DEC.12.24		SITE PLAN
Project:		
NEW ADDITION 789 MAIN RD PLYMOUTH MI		
OWNER 789 MAIN RD PLYMOUTH MI		
Drawing Title: CROSS SECTION		
Project Number		
Scale AS NOTED		
Date		
Drawn By		
Checked By		
Drawing No.		

A-7



## ZIAD EL-BABA ENGINEERING

674 GAUTHIER  
TECUMSEH ONTARIO  
N8N3P8 CANADA  
CELL - 313-938-8767  
MOBILE - 519-796-9882

DATE	REV. NO.	ISSUED FOR
DEC.12.24		SITE PLAN
APR.07.25		SITE PLAN

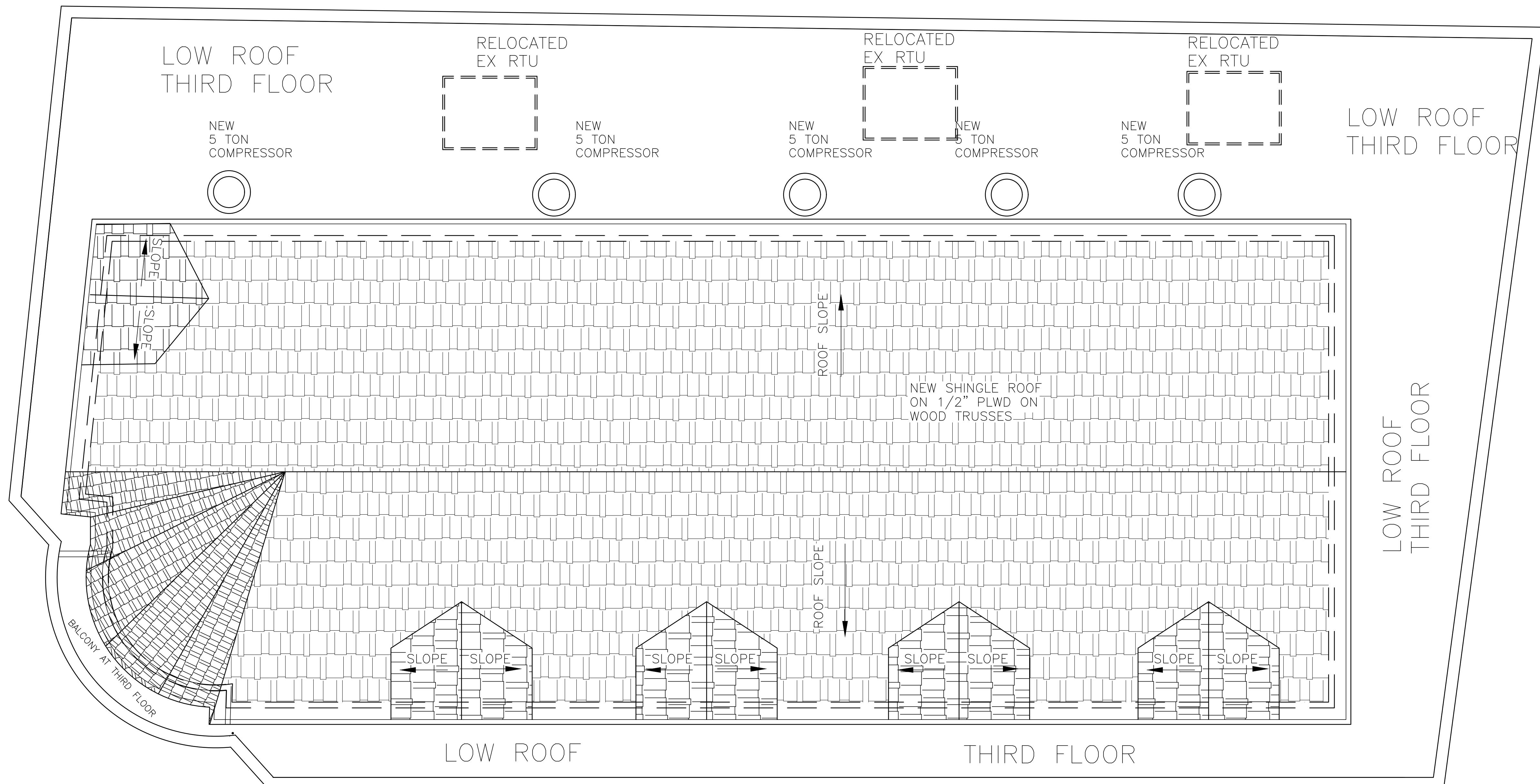
Project:  
NEW ADDITION  
789 MAIN RD  
PLYMOUTH MI

OWNER  
789 MAIN RD  
PLYMOUTH MI

Drawing Title:  
EXISTING ROOF PLAN

Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

Drawing No.	A-8
-------------	-----



# NEW ROOF PLAN

---

SCALE 3/16" = 1'-0"

SCALE 3/16" = 1'-0"

---

# ZIAD EL-BABA ENGINEERING

**674 GAUTHIER  
TECUMSEH ONTARIO  
N8N3P8 CANADA  
CELL • 313-938-8767  
MOBILE • 519-796-9882**

## Project:

**NEW ADDITION  
789 MAIN RD  
PLYMOUTH MI**

OWNER

789 MAIN RD  
PLYMOUTH MI

Drawing Title:  
**NEW ROOF PLAN**

Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

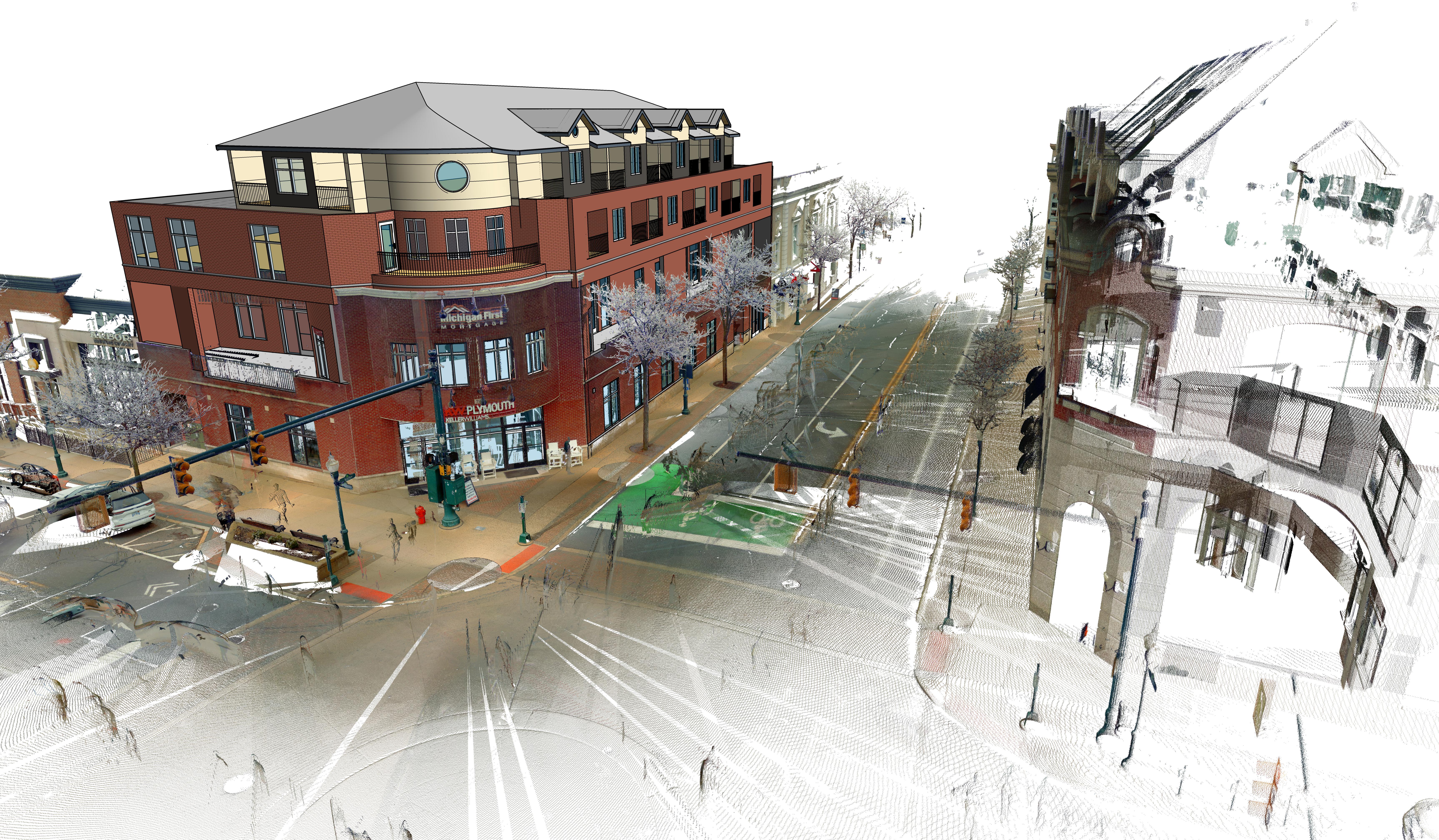
Drawing No.

A-9











Historic District Commission  
201 S. Main Plymouth, MI 48170

Case Number H25-04  
Agenda Date: August 6, 2025

Address: 730 Penniman

Year Built: 2012

Historical Significance: Non-Contributing

**Sec. 18-654. - Duties and powers.**

(a) It shall be the duty of the historic district commission to review all plans for the construction, addition, alteration, repair, moving, excavation or demolition of structures in the historic district and it shall have the power to pass upon such plans before a permit for such activity can be granted. In reviewing the 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 CFR 67, or their equivalent as approved or established by the state bureau of history of the department of state, and shall also give consideration and significance to:

- (1) The historical or architectural value and significance of the historic resource and its relationship to the historic value of the surrounding area;
- (2) The relationship of the exterior architectural features of such historic resource to the rest of the resources and to the surrounding area;
- (3) The general compatibility of the exterior design, arrangement, texture and materials proposed to be used;
- (4) To any other factor, including aesthetics, which it deems pertinent;
- (5) The proposed major changes to open spaces in a historic district. The HDC shall review plans for major changes to these open spaces, such as the removal of large trees (over 12 inches in diameter as measured four feet above ground) or the making of major contour changes in terrain features. The HDC may use its discretion to decide if proposed changes are major in nature or not.

(b) The HDC shall review and act upon exterior features of a resource, and shall not review and act upon interior arrangements unless interior work will cause visible changes to the exterior of the historic resource. The HDC shall not disapprove applications except in regard to considerations as set forth in subsection (a) of this section.

(c) The HDC may delegate the issuance of certificates of appropriateness for specified minor classes of work to its staff, to the inspector of buildings, or to another delegated authority. The HDC shall provide to such delegated authorities specific written standards for issuing the certificates of appropriateness under this subsection. Such delegated authorities shall come before the next regularly scheduled HDC meeting and the HDC shall review the certificates of appropriateness so issued. These reviews are to serve the purpose of keeping the HDC informed as to what certificates of appropriateness for minor work have been issued since the last HDC meeting. On a quarterly basis, the HDC shall review the certificates of appropriateness, if any, issued by the aforesaid delegated authority to determine whether or not the delegated responsibilities should be continued.

(d) In case of an application for work affecting the appearance of a resource or for the alteration, moving or demolition of a resource which the commission deems so valuable to the city that the loss thereof will adversely affect the public purpose of the city, the historic district commission shall endeavor to work out with the owner an economically feasible plan for preservation of the historic resource.

## Application Review

Sign and awning installation or replacement – Wall Sign			
Please include the following applicable information		YES	NO
		N/A	
1.	Completed application	[X]	[ ]
2.	Synopsis: description of the project in words including related work such as soffits, fascia, gutters, and trim	[X]	[ ]
3.	Materials finish list	[ ]	[X]
4.	Detailed justification of why installation is necessary	[X]	[ ]
5.	Historic photographs of the building	[ ]	[ ]
6.	Description of the existing signage/awning material including location, size, material, color, and condition	[X]	[ ]
7.	Photographs of the building as it exists today	[X]	[ ]
8.	Scaled and dimensioned front and side elevations showing the installation	[ ]	[X]
9.	Scaled cross-section of building elevation indicating proposed installation	[ ]	[X]
10.	Identification of all materials used in the construction of installation	[X]	[ ]
11.	Material samples including number, letter, font size, and colors of signage and/or awning	[ ]	[X]

## **SAMPLE MOTION LANGUAGE**

### **1. Motion to Approve Application**

I move that the Commission issue a Certificate of Appropriateness for application number \_\_\_. The Findings of Fact are as follows: (list facts of finding). The work as proposed meets the Secretary of the Interior's Standards for Rehabilitation standard number(s) \_\_\_ and would give consideration and/or significance to the City of Plymouth Ordinance review criteria number(s) \_\_\_.

Vote "Yes" to approve application. Vote "No" to deny application.

### **2. Motion to Approve Application with Conditions**

I move that the Commission issue a Certificate of Appropriateness for application number \_\_\_, provided that the following conditions are met: (list conditions). The Findings of Fact are as follows: (list facts of finding). The work would then meet the Secretary of the Interior's Standards for Rehabilitation, standard number(s) \_\_\_ and would give consideration and/or significance to the following City of Plymouth Ordinance review criteria number(s) \_\_\_.

Vote "Yes" to approve application with conditions. Vote "No" to deny application with conditions.

### **3. Motion to Postpone Review**

I move that the Commission Postpone Review of application number \_\_\_ until the next regular meeting scheduled for \_\_\_\_.

Vote "Yes" to approve postponing the review. Vote "No" to deny postponing the review.

### **4. Motion to Deny Application**

I move that the Commission issue a Certificate of Appropriateness for application number \_\_\_. The Findings of Fact are as follows: (list findings of facts that do not warrant the project's approval). The work as proposed does not meet the Secretary of the Interior's Standards for Rehabilitation, standard number(s) \_\_\_ and would not give consideration and/or significance to the following City of Plymouth Ordinance review criteria number(s) \_\_\_.

*Note:* Voting "No" to positively framed motion is the easiest way to deny an application's request for a Certificate of Appropriateness. FYI: Making a motion for approval and then voting "No" to deny is the same as making a motion to deny an application and then voting "Yes".

Vote "No" to deny the application. Vote "Yes" to approve the application.

### **5. Motion to Issue a Notice to Proceed**

#### **May be used in special conditions or emergencies.**

I move that the Commission issue a Notice to Proceed for application number \_\_\_. The Findings of Fact are as follows: (list facts of finding). The work as proposed does (not) meet the Secretary of the Interior's Standards for Rehabilitation, standard number(s) \_\_\_ and would (not) give consideration and/or significance to the following City of Plymouth Ordinance review criteria number(s) \_\_\_. The work which is approved with this Notice to Proceed is as follows: (list approved work). The work that is not approved/not appropriate requires the following conditions to be met: (list conditions). The proposed work will substantially improve or correct the following: (list notice to proceed options). Additional work desired which is not approved within this Notice to Proceed is to be resubmitted for a Certificate of Appropriateness.

Vote "Yes" to approve notice to proceed. Vote "No" to deny notice to proceed.

RECEIVED

H25-04 730 Penniman  
Sign Relocation  
HD Mtg 8/6/25

JUL 22 2025

ITEM 7. b.

CITY OF PLYMOUTH  
HISTORIC DISTRICT COMMISSION APPLICATION

CITY OF PLYMOUTH  
COMMUNITY DEVELOPMENT

Community Development Department  
101 S Main Street Plymouth MI 48170  
Ph: 734.433.1234 ext. 232  
www.plymouthmi.gov

I. Site/Project Information

Site Address	<input checked="" type="checkbox"/> Constructing structure	Date of Application
730 Penniman Ave, Plymouth	<input type="checkbox"/> Non-constructing structure	5/2/25

Name of Project Owner	Phone Number	
PARKSIDE PLACE LLC	313 410-3327	
Mailing Address	Email Address (Required)	
Box 700628	patrick.katz@outlook.com	
City	State	Zip Code
Plymouth	MI	48170

II. Applicant and Contact Information

Indicate Who the Applicant Is. If Property Owner, Skip to Section III.	Architect	Developer	Engineer	Lessee
Applicant Company Name	Phone Number			
Metro Signs & Lighting	586-759-2700			
Applicant Company Address	City	State	Zip Code	
11444 Kaltz Ave	Warren	MI	48089	
Email Address (Required)				
alangdon@metrosal.com				

III. Site Plan Designer and Contact Information

Site Plan Designer Company Name	Phone Number			
Dale Travis Associates	212-243-8373			
Company Address	City	State	Zip Code	
45 West 21st St	New York	NY	10010	
Registration Number	Expiration Date	Email Address (Required)		
		roy@daletravis.com		

IV. Type of Project (Please Select All that Apply)

<input checked="" type="checkbox"/> New Construction	<input type="checkbox"/> Window Replacement	<input checked="" type="checkbox"/> Sign/Awnings Install or Replacement	<input checked="" type="checkbox"/> Color Change
<input type="checkbox"/> Addition	<input checked="" type="checkbox"/> Siding Replacement	<input type="checkbox"/> Wall/Fence Install or Replacement	<input checked="" type="checkbox"/> Building
<input type="checkbox"/> Alteration	<input checked="" type="checkbox"/> Door Replacement	<input checked="" type="checkbox"/> Paving Install or Replacement	<input checked="" type="checkbox"/> Cleaning
<input type="checkbox"/> Porch Reconstruct/Repair	<input checked="" type="checkbox"/> Roof Replacement	<input type="checkbox"/> Landscaping Install or Replacement	<input type="checkbox"/> Other

V. Applicant Signature

Signature of Applicant

Date

VI. Property Owner Signature

Signature of Property Owner

Date

## VII. Submittal Checklist

Please include the following applicable information

YES    NO    N/A

### Demolition, new construction, additions, and alterations

1. Completed application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Synopsis: description of the project in words	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Materials finish list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Detailed justification of why the changes are necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Historic photographs of the building <small>NOT SUCCESSFUL IN LOCATING PHOTOS</small>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Photographs of the building and site as they exist today	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Scaled drawings to include existing and proposed site plan including property lines, easements, setbacks, and landscape features	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Scaled drawings to include existing and proposed floor plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Scaled drawings to include existing and proposed elevations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Scaled drawings to include existing and proposed cross sections and other details as needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Cut sheets (manufacturer information) for all exterior materials including windows, doors, garage, doors, exterior lighting, fencing, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Material samples and colors for roofing, siding, and trim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Statement of impact of the project on surrounding properties and buildings. Statement shall include items such as architectural character, building scale, vehicular and pedestrian traffic, mass, form, proportion, configuration, location on site, landscaping, and visual appearance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Time frame for the project including approximate start date and dates for exterior completion, landscaping completion, and final occupancy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Color rendering of exterior elevation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. New construction requires a streetscape view (to scale) with the proposed project inserted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Proposed window replacement project

1. Completed application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Synopsis: description of the project in words	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Materials finish list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Detailed justification of why window replacement is necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Historic photographs of the building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Description of the existing window material including color and condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Photographs of the affected windows as they exist today	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Photographs of the building with proposed changes indicated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Cut sheets (manufacturer information) for all replacement windows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Material samples and colors of windows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Number of windows to be replaced	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Dimensions of windows including frame thickness and frame width	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Photographs of other projects incorporating the window replacement component	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please include the following applicable information

YES NO N/A

#### Porch reconstruction or repair

1. Completed application	[ ]	[ ]	[ ]
2. Synopsis: description of the project in words	[ ]	[ ]	[ ]
3. Materials finish list	[ ]	[ ]	[ ]
4. Detailed justification of why the changes are necessary	[ ]	[ ]	[ ]
5. Historic photographs of the building	[ ]	[ ]	[ ]
6. Photographs of the building and site as they exist today	[ ]	[ ]	[ ]
7. Description of the existing porch material including location, size, material, color, and condition	[ ]	[ ]	[ ]
8. Scaled drawings to include existing and proposed site plan	[ ]	[ ]	[ ]
9. Scaled drawings to include existing and proposed floor plans	[ ]	[ ]	[ ]
10. Scaled drawings to include existing and proposed elevations	[ ]	[ ]	[ ]
11. Scaled drawings to include existing and proposed cross sections and other details as needed	[ ]	[ ]	[ ]
12. Cut sheets (manufacturer information) for proposed replacement porch materials	[ ]	[ ]	[ ]
13. Material samples and colors for porch	[ ]	[ ]	[ ]

#### Paint color change

1. Completed application	[ ]	[ ]	[ ]
2. Synopsis: description of the project in words	[ ]	[ ]	[ ]
3. Materials finish list	[ ]	[ ]	[ ]
4. Detailed justification of why the changes are necessary	[ ]	[ ]	[ ]
5. Historic photographs of the building	[ ]	[ ]	[ ]
6. Photographs of the building and site as they exist today	[ ]	[ ]	[ ]
7. Samples of the proposed paint color (paint chip)	[ ]	[ ]	[ ]
8. Photographs and/or diagrams showing the locations and colors where paint will be applied	[ ]	[ ]	[ ]

#### Building cleaning

1. Completed application	[ ]	[ ]	[ ]
2. Synopsis: description of the project in words	[ ]	[ ]	[ ]
3. Materials finish list	[ ]	[ ]	[ ]
4. Detailed justification of why the changes are necessary	[ ]	[ ]	[ ]
5. Historic photographs of the building	[ ]	[ ]	[ ]
6. Photographs of the building and site as they exist today	[ ]	[ ]	[ ]
7. Description of the cleaning method including the names of chemicals and the pressure of any washes or applications	[ ]	[ ]	[ ]
8. Brochure for cleaning agents	[ ]	[ ]	[ ]
9. Description of the treatment of the building exterior (surface) after cleaning – painting, sealing, tuck pointing, etc.	[ ]	[ ]	[ ]



**METRO SIGNS**  
6 LIGHTING

**METRO DETROIT OFFICE:**

11444 Kaltz Avenue, Warren, MI 48089

**GRAND RAPIDS OFFICE:**

6490 E. Fulton, Ada, MI 49301

Phone: 586-759-2700

[www.metrosal.com](http://www.metrosal.com)

**FOR PRESENTATION ONLY**

Project Number

**241632**

Total Square Feet

**17.29**

**QUANTITY: 1**

PROJECT: UBS PLYMOUTH

FILE: 241632-02\_UBS\_B\_RELocate CHANNEL LETTERS

ADDRESS: 730 PENNIMAN AVE., PLYMOUTH, MI 48170

SALES: PAUL DETERS

DESIGNER: BRIAN

DATE: 4/24/25

**REV-00**

REVISION DATE:  
REVISED BY: —



**CUSTOMER SIGNATURE:**

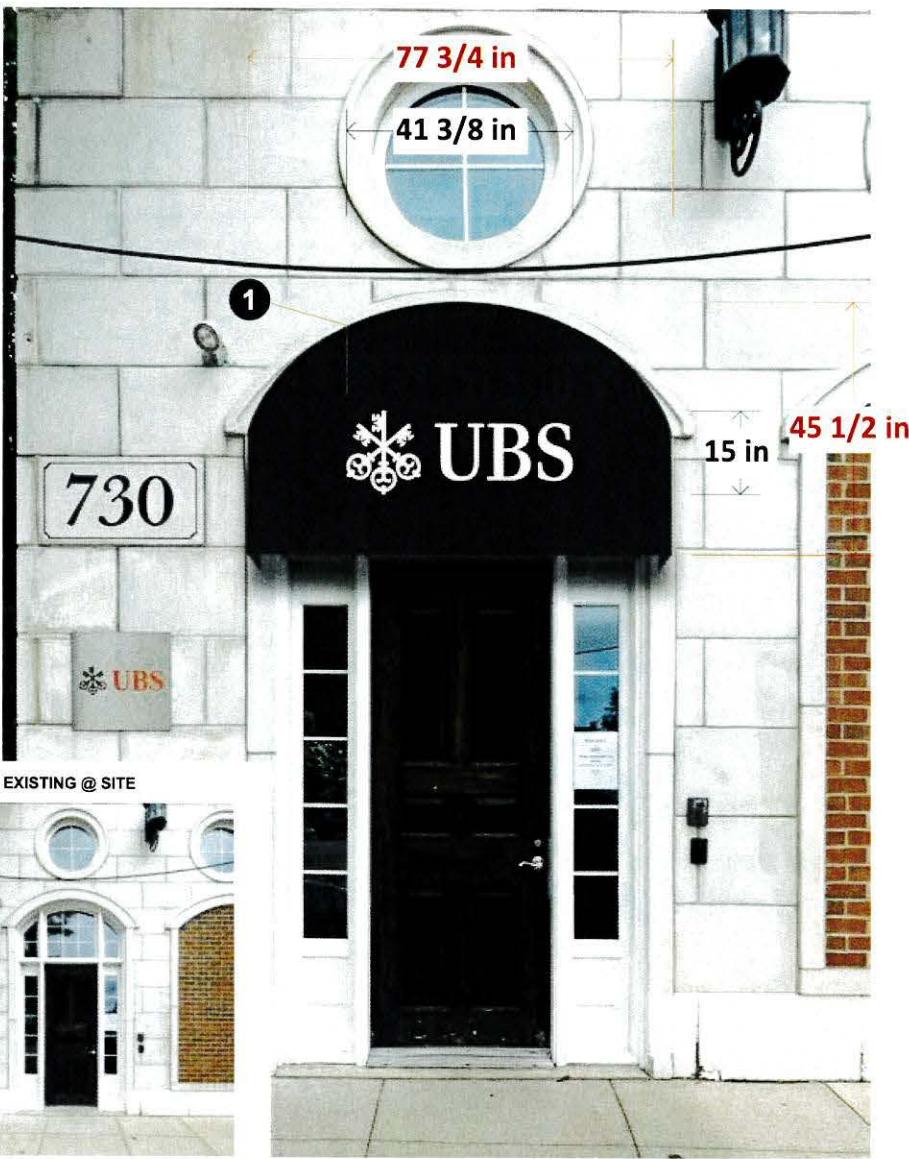
**DATE:**

**INSTALLATION ADDRESS**

**730 PENNIMAN AVE.,  
PLYMOUTH, MI  
48170**

© 2025 - This is an original, unpublished drawing created by Metro Signs & Lighting. It is submitted for your approval. It is not to be shown to anyone outside your organization, reproduced or copied in any fashion. Ownership of this design is held by Metro Signs & Lighting. Authorization to use this design must be obtained by Metro Signs & Lighting. Colors depicted are a graphic representation. Refer to call-outs for actual colors to be used.

**ADDITIONAL NOTES:**



CUSTOMER SIGNATURE:

DATE:

INSTALLATION ADDRESS

730 PENNIMAN AVE.,  
PLYMOUTH, MI  
48170

ADDITIONAL NOTES:



**METRO SIGNS**  
S & LIGHTING

**METRO DETROIT OFFICE:**

11444 Kaltz Avenue, Warren, MI 48089

**GRAND RAPIDS OFFICE:**

6490 E. Fulton, Ada, MI 49301

Phone: 586-759-2700

[www.metrosal.com](http://www.metrosal.com)

**FOR PRESENTATION ONLY**

Project Number

**241632**

Total Square Feet

**N/A**

**QUANTITY: 1**

PROJECT: UBS PLYMOUTH

FILE: 241632-02\_UBS\_A\_AWNING

ADDRESS: 730 PENNIMAN AVE., PLYMOUTH, MI 48170

SALES: PAUL DETERS

DESIGNER: BRIAN

DATE: 4/24/25

**REV-00**

REVISION DATE: \_\_\_\_\_  
REVISED BY: \_\_\_\_\_

- 1** BLACK FABRIC AWNING  
WITH CLIENTS LOGO  
- AWNING PROJECTION = 30"



© 2025 - This is an original, unpublished drawing created by Metro Signs & Lighting. It is submitted for your approval. It is not to be shown to anyone outside your organization, reproduced or copied in any fashion. Ownership of this design is held by Metro Signs & Lighting. Authorization to use this design must be obtained by Metro Signs & Lighting. Colors depicted are a graphic representation. Refer to call-outs for actual colors to be used.



**METRO SIGNS**  
6 LIGHTING

**METRO DETROIT OFFICE:**

11444 Kaltz Avenue, Warren, MI 48089

**GRAND RAPIDS OFFICE:**

6490 E. Fulton, Ada, MI 49301

Phone: 586-759-2700

[www.metrosal.com](http://www.metrosal.com)

**FOR PRESENTATION ONLY**

Project Number <b>241632</b>	Total Square Feet <b>17.29</b>
---------------------------------	-----------------------------------

**QUANTITY: 1**

PROJECT: UBS PLYMOUTH

FILE: 241632-02. UBS\_B.RELOCATE CHANNEL LETTERS

ADDRESS: 730 PENNIMAN AVE., PLYMOUTH, MI 48170

SALES: PAUL DETERS

DESIGNER: BRIAN

DATE: 4/24/25

**REV-00**      REVISION DATE: —  
                  REVISED BY: —

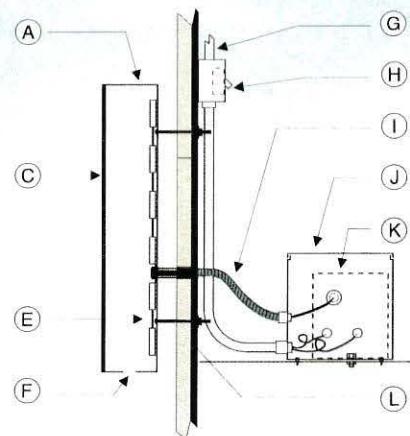
- ① REFURBISH EXISTING CHANNEL LETTERS:  
- PAINT WHITE

\* RELOCATE TO NEW LOCATION



ILLUMINATED CHANNEL LETTER CROSS SECTION WITH LEDS

All electrical to be UL listed and labeled



A	4" (.040) PAINTED ALUMINUM RETURNS WHITE
C	PAINTED ALUMINUM FACE - WHITE
E	LED LIGHTING STRIP - WHITE
F	DRAIN HOLES - NONE
G	PRIMARY ELECTRICAL SOURCE
H	DISCONNECT SWITCH
I	CONDUIT (1/2" MIN.)
J	TRANSFORMER BOX
K	POWER SUPPLY
L	INSTALL METHOD TO BE STUD MOUNTED HALO LIT WITH 1.50" SPACERS STUDS WILL PENETRATE BETWEEN STONE JOINTS

CUSTOMER SIGNATURE:

DATE:

**INSTALLATION ADDRESS**

730 PENNIMAN AVE.,  
PLYMOUTH, MI  
48170

© 2025 - This is an original, unpublished drawing created by Metro Signs & Lighting. It is submitted for your approval. It is not to be shown to anyone outside your organization, reproduced or copied in any fashion. Ownership of this design is held by Metro Signs & Lighting. Authorization to use this design must be obtained by Metro Signs & Lighting. Colors depicted are a graphic representation. Refer to call-outs for actual colors to be used.

**ADDITIONAL NOTES:**



May 6, 2025

City of Plymouth  
Historic District Commission  
201 S Main Street  
Plymouth, MI 48170

To whom it may concern:

Metro Signs & Lighting has been retained as UBS's sign licensed sign contractor to complete a relocation of an existing channel letter wall sign, halo lit with white LED's, 30" high logo, "UBS" is 20", and combined in a rectangular shape equals 17.29 square feet. The sign is currently located over the main entrance as you can see from the following photos and sign art. A tree that was much smaller when the sign was originally installed has now grown to block the sign from view of traffic and people passing by. The sign will be removed, repainted from red to white, refurbished, and will be reinstalled on the same facade, but the historic elements on the first floor of the facade just above the 1st floor. The sign will be connected to existing electrical, will have a breaker lock and printed label for panel as required.

In addition, we will fabricate and install a non-illuminated black fabric arched awning with the white keys logo and UBS text over the entry door where the wall sign will be removed. The approximate dimensions: 45" high x 78" wide x 30" projection. This will be non-illuminated. Both the awning and wall sign relocation have been approved by the City of Plymouth. Please see the following pages for designs and specs.

Sincerely,

Ashley D Langon

[alangdon@metrosal.com](mailto:alangdon@metrosal.com)