



# HISTORIC DISTRICT COMMISSION

Quality Services for a Quality Community

## MEMBERS

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Jessica Flores

### Vice Chair

Diane Wing

Marcella Fox Brown

Lindsay Gray

Thomas Hendricks

Carrie Sampson

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### City Council Liaison

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### Staff Liaison

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## AGENDA

**July 9, 2020 – 7:00 p.m.**

Virtual Meeting

### 1) CALL TO ORDER

A) Roll Call

B) Approval of Agenda

C) Approval of Minutes – March 12, 2020

D) Approval of Special Rule Limiting Public Comment, Including Public Hearings and for All On-line/Virtual Meetings from this Point Forward.

### 2) COMMUNICATIONS

### 3) COUNCIL LIAISON REPORTS

### 4) PUBLIC HEARINGS

A) A public hearing will be held for the purpose of considering a request from Mike McCurdy, for the property located at 415 M.A.C. Avenue, to replace ten windows and decking, rail, and posts on the front porch.

B) A public hearing will be held for the purpose of considering a request from Frank Vargas, for the property located at 219 Collingwood Drive, to replace two windows with new replacement windows.

C) A public hearing will be held for the purpose of considering a request from Heather Miller, for the property located at 609 Sunset Lane, to replace the second story windows with new replacement windows.

D) A public hearing will be held for the purpose of considering a request from Ryan Abbott, for the property located at 1041 W. Grand River Avenue, to replace the windows with new replacement windows.

E) A public hearing will be held for the purpose of considering a request from Mara Leichtman, for the property located at 407 Marshall Street, to replace the existing siding with new vinyl siding, replace all existing windows with new replacement windows, and replace the front door.

- F) A public hearing will be held for the purpose of considering a request from Jason Weller, for the property located at 345 University Drive, to replace all lower level street facing windows with new replacement windows.
- G) A public hearing will be held for the purpose of considering a request from Art Felton, for the property located at 209 Kedzie Street, to re-roof, add new siding, and install new eavestroughs.

**5) OLD BUSINESS**

- A) A public hearing will be held for the purpose of considering a request from Scott Stewart, for the property located at 540 Charles Street, to replace two windows due to broken counter-balance pulley assemblies.
- B) An appeal will be held for the purpose of considering a request from Alexander Bayleran, for the property located at 445 Abbot Road, to replace the casement windows on the east side of the house with new replacement windows.

**6) NEW BUSINESS**

**7) COMMISSIONER REPORTS**

**8) STAFF REPORT**

**9) ASSIGNMENTS**

**10) ADJOURNMENT**

## **Historic District Commission - 2020**

*Jessica Flores – Chair  
Diane Wing – Vice Chair  
Marcella Fox Brown, Lindsay Gray, Thomas Hendricks,  
Carrie Sampson, and Aron Sousa  
Jake Parcell, Secretary*

### **Historic Preservation Code**

The East Lansing Historic Preservation Code was adopted in 1989. The purpose of the ordinance, as noted under Section 20-2, is to:

*"Ensure the recognition, preservation and protection of historical and architectural sites, buildings, structures, objects, features, and open spaces;...encourage property owners and residents to participate in preservation activities; enhance, improve, and preserve neighborhoods; stabilize and improve property values...strengthen the local economy; foster civic beauty and pride; and promote the use of Historic Districts and Heritage Neighborhoods for the education, pleasure and welfare of the citizens of East Lansing..."*

In addition, the scope of the Ordinance notes under Section 20-4:

*"The provisions of this Code are intended to acknowledge the eclectic nature of early 20th century architecture and are expressly intended to permit changes to buildings within Historic Districts which help them retain their historic character as established by this Chapter."*

### **Historic District Commission Review**

The Historic District Commission meets the second Thursday of each month. The Historic District Commission's review of proposals that require a public hearing use the following process:

1. Staff report is given which describes location, property owner, description of building and building history, current zoning, applicant's request, and the relevant sections of the Historic Preservation Code.
2. Applicant's presentation - Applicant may speak on his/her own behalf and present additional information.
3. Questions by the Commission.
4. Public Hearing Opened (pertaining to this case).
5. Rebuttal/additional comments by applicant.
6. Public Hearing Closed, followed by Commission discussion and action.

The Historic District Commission will act on each request within 60 days of the filing date of the application unless an extension is agreed upon in writing by the applicant and the Commission.

### **Guidelines for Public Comment**

The Commission asks that if you have written comments, please submit a copy to the Secretary for inclusion in the record and give a summary of the comments in the public comment portion of the meeting.

**Thank you for your interest in East Lansing's Historic Districts**