



City of Plymouth  
Historic District Commission  
Regular Meeting Minutes  
Wednesday, November 2, 2022 - 7:00 p.m.

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City of Plymouth  
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**1. CALL TO ORDER**

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

Present: Chair Polin, Members Meghan Covino, Gania Kandalajt, Joshua Mrozowski, and John Townsend

Excused: Members Jeremy Borys, Stan Cole

Also present: Economic Development Director John Buzuvis and City Commission Liaison Suzi Deal

**2. CITIZEN COMMENTS**

There were no citizen comments

**3. APPROVAL OF THE MINUTES**

Covino offered a motion, seconded by Mrozowski, to approve the minutes of the September 7, 2022 meeting as amended.

MOTION PASSED 5-0

**4. APPROVAL OF THE AGENDA**

Mrozowski offered a motion, seconded by Kandalajt, to approve the agenda for Wednesday, November 2, 2022.

MOTION PASSED 5-0

**5. COMMISSION COMMENTS**

Polin asked Buzuvis about the status of two projects in town. He said his office was working with the dry cleaners, and that the Makeup Loft had repainted its building exterior.

**7. OLD BUSINESS**

There was no old business.

**8. NEW BUSINESS**

a. H22-04 805 W. Ann Arbor Trail: Wall signage for Diamond Castle Jewelers

Applicant Kevin Ansara described his request.

***Commissioner Comments***

Commission members mentioned that, while the building is not historic, it still needs to be preserved for the future.

Townsend offered a motion, seconded by Covino, to issue a Certificate of Appropriateness for H22-04 – wall signage.

***Findings of Fact***

The project meets the Secretary of Interior standards for rehabilitation numbers 1,2,3,4 and 5 and gives consideration and/or significance to City of Plymouth criteria 1,2,3,4 and 5.

***Condition***

The existing limestone is not to be disturbed when installing the new sign.

MOTION PASSED 5-0

b. H22-05 587 W. Ann Arbor Trail: Parking lot improvements, landscaping, and signage

Wade Trim Civil Engineer Shawn Keough reviewed the concept plan with the group. He explained that the City's intent is to remove the existing sign and install a wayfinding sign consistent with the others in town.

***Commissioner Comments***

There was a discussion about a potential sign and about the landscaping requirements in the zoning ordinance.

Mrozowski offered a motion, seconded by Townsend to issue a Certificate of Appropriateness for H22-05 for parking lot improvements, landscaping, and signage removal provided that the following conditions are met.

***Conditions***

If a sign is added, they must come back to the Historic District Commission for approval.

Trees and shrubs must be from a City-approved list.

If the lighting layout is changed significantly, they must also come back to the HDC for review and approval.

***Findings of Fact***

The project meets the Secretary of Interior standards for rehabilitation numbers 1,2,3,4 and 5 and gives consideration and/or significance to City of Plymouth criteria 1, 2, 3 and 4.

***Friendly Amendment***

Townsend offered a friendly amendment to add Secretary of Interior standards 9 and 10 to the findings of fact.

Mrozowski agreed with the friendly amendment.

MOTION PASSED 5-0

**9. REPORTS AND CORRESPONDENCE**

Buzuvis reminded the group to complete the security training. He said he planned to schedule a State Historic Preservation Office (SHPO) training in the first quarter of 2023.

Townsend said he attended an HDC training in Livonia. Kristine Kidorf or SHPO gave a presentation and provided participants with two manuals, which Townsend recommended purchasing for all HDC members. He said he would also like Kidorf to provide training in Plymouth and consider engaging her as a consultant for future large projects. He also said he would like the group to post design guidelines on the City website.

**10. ADJOURNMENT**

Mrozowski offered a motion to adjourn at 8:15 p.m. Kandalajt seconded the motion.

MOTION PASSED 5-0