



City of Plymouth  
Historic District Commission  
Regular Meeting Minutes  
Wednesday, July 5, 2023 - 7:00 p.m.

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

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**1. CALL TO ORDER**

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

Present: Chair Polin, Members Jeremy Borys, Gania Kandalajt, John Townsend

Excused: Stan Cole, Meghan Covino, Joshua Mrozowski

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

**2. CITIZEN COMMENTS**

There were no citizen comments.

**3. APPROVAL OF THE MINUTES**

Townsend offered a motion, seconded by Borys, to approve the minutes of the March 1, 2023, regular meeting as amended.

There was a voice vote.  
MOTION PASSED

**4. APPROVAL OF THE AGENDA**

Kandalajt offered a motion, seconded by Townsend, to approve the agenda for Wednesday, July 5, 2023.

There was a voice vote.  
MOTION PASSED

**5. COMMISSION COMMENTS**

Townsend asked if there was an update on preserving the Wiltsie sign, and Buzuvis said there was no update.

**6. OLD BUSINESS**

There was no old business.

**7. NEW BUSINESS**

Because the applicant for H23-04 was not yet present, Townsend offered a motion to take up item 8.b before item 8.a. Kandalajt seconded the motion.

There was a voice vote.  
Motion passed.

- b. Design Guidelines and Administrative Approval Discussion  
Buzuvis said paint color, signage, doors, and windows should be included in a design guideline document. Borys and Townsend agreed to serve on a subcommittee to recommend guidelines and bring them to a future meeting.
  
- a. H 23-04 790 Penniman: New awnings, repair and repaint panels, façade repairs  
Citizens Bank representative Peggy Siepka described the changes requested to reflect their new branding. She said some of the changes were like-for-like, and some were different. Commission members asked for clarification on the proposed illuminated awnings, and Siepka provided photos of the awnings in another community. It was noted that the structure was not a contributing building.

Borys offered the following motion, which was seconded by Townsend. It was agreed that the group would vote on each individual request.

**Motion**

To issue a certificate of appropriateness for the following items in H 23-04:

1. Replacing all signage like-for-like
2. Reskinning existing awnings
3. Adding new awnings with light bar if further information regarding lumens be provided
4. Centering the word *Citizens* above the window using appropriate methods to fix or fill holes left when removing the word *Bank*.

**Finding of Fact**

The work meets City of Plymouth ordinance numbers 1, 2, 3, and 4.

**Vote**

Item 1: 4-0 – motion passed

Item 2: 4-0 – motion passed

Item 3: Yes: Borys, Townsend; No: Kandaloft, Polin – motion failed

Item 4: 4-0 – motion passed

**9. REPORTS AND CORRESPONDENCE**

Buzuvis said the balconies on the Mayflower Building were being replaced like-for-like, and the Plymouth District Library received a grant from the Wilcox Foundation to build a small stage and seating in the area between City Hall and the library.

**10. ADJOURNMENT**

Borys offered a motion to adjourn at 8:06 p.m. Townsend seconded the motion.

There was a voice vote.

MOTION PASSED