



City of Plymouth
Historic District Commission
Regular Meeting Minutes
Wednesday, December 6, 2023 - 7:00 p.m.

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, Vice Chair Stan Cole, Members Jeremy Borys, Meghan Covino, Gania Kandalajt, Joshua Mrozowski, John Townsend

Also present: Economic 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 Covino, to approve the minutes of the November 1, 2023, regular meeting. Borys then asked whether the condition for approval of H23-06 had been met. Buzuvis said it had.

YES: Borys, Covino, Kandalajt, Mrozowski, Polin
ABSTAIN: Cole and Townsend
MOTION PASSED

4. APPROVAL OF THE AGENDA

Polin asked to put new business before old business for the convenience of the applicant. Townsend offered a motion, seconded by Borys to approve the agenda for December 6, 2023, as amended.

There was a voice vote.
MOTION PASSED

5. COMMISSION COMMENTS

There were no commission comments.

6. NEW BUSINESS

- a. H23-07 330 S. Main – Highline Spirits: Renovation of façade, new lighting and signage

Architect Caleb Marquardt described the project, noting that the brick behind the current corrugated metal façade would be exposed and painted to match, the sign would be pin connected into the mortar, there would be gooseneck lighting on the front and rear doors, there would be no exposed conduits on the outside of the building, and the front door would be replaced kind-for-kind, adding an ADA door-opening system.

Motion

Borys offered a motion, seconded by Townsend, to issue a certificate of appropriateness for H23-07 for renovation of façade, new lighting and signage.

Finding of Fact

The project meets the Secretary of Interior standards for rehabilitation numbers 1, 2, 3, 5, 6, and 9.

Conditions

Sign/letters are to be installed in the mortar joints only.

Anything that needs to be repaired behind the metal façade will be repaired

There may be no exposed conduits for lighting.

Cole offered a friendly amendment to state brick repairs will be like for like to match the existing brick. Borys and Townsend agreed to the friendly amendment.

There was a voice vote.

MOTION PASSED 7-0.

7. OLD BUSINESS**a. Delegation of Administrative Approvals**

Borys and Townsend described the process they used to complete the first draft of a document listing items that might be approved administratively instead of having property owners appear before the HDC. They suggested signage, pedestrian oriented signage, replacement of fabric for existing awnings, fencing, reconstruction of porches and decks, replacement of a sidewalk or driveway, replacement of non-original doors or windows, replacement of gutters and downspouts and replacement of a roof be on the list. Commission members discussed each item and agreed to send any additional suggestions to Buzuvis by December 11. It was agreed that Borys and Townsend do a second review and bring a revised list to the next meeting.

8. REPORTS AND CORRESPONDENCE

Polin reported on the 13 Ways Community Leader Summit she attended. Buzuvis said he would provide 13 Ways books for HDC members.

9. ADJOURNMENT

Mrozowski offered a motion, seconded by Kandalraft, to adjourn the meeting at 7:51 p.m.

There was a voice vote.

MOTION PASSED 7-0