

City of Plymouth Historic District Commission Regular Meeting Agenda

Wednesday, October 1, 2025 – 7:00 p.m. Plymouth City Hall & Online Zoom Webinar

City of Plymouth 201 South Main Street www.plymouthmi.gov Phone 734-453-1234

Attend Meeting Via Zoom: https://us02web.zoom.us/j/83648651145

Webinar ID: 836 4865 1145

Passcode: 572439

- 1) CALL TO ORDER
- 2) CITIZENS COMMENTS
- 3) APPROVAL OF THE MINUTES
 - a) Approval of August 6, 2025, regular meeting minutes
- APPROVAL OF THE AGENDA
- 5) **COMMISSION COMMENTS**
- 6) OLD BUSINESS None
 - a) **H25-03, 789 W. Ann Arbor Trail:** Ziad El-Baba, the applicant, revised plans of requested approval of the third and fourth floor addition.
- 7) **NEW BUSINESS**
- 8) REPORTS AND CORRESPONDENCE
- 9) ADJOURNMENT

<u>Citizen Comments</u> - 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.

GOAL AREA ONE - SUSTAINABLE INFRASTRUCTURE

OBJECTIVES

- 1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
- 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
- 3. Partner with or become members of additional environmentally aware organizations
- 4. Increase technology infrastructure into city assets, services, and policies
- 5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
- 6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

GOAL AREA TWO - STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

OBJECTIVES

- 1. Create a 5-year staffing projection
- 2. Review current recruitment strategies and identify additional resources
- 3. Identify/establish flex scheduling positions and procedures
- 4. Develop a plan for an internship program
- 5. Review potential department collaborations
- 6. Hire an additional recreation professional
- 7. Review current diversity, equity, and inclusion training opportunities
- 8. Seek out training opportunities for serving diverse communities

GOAL AREA THREE - COMMUNITY CONNECTIVITY

OBJECTIVES

- 1. Engage in partnerships with public, private and non-profit entities
- 2. Increase residential/business education programs for active citizen engagement
- 3. Robust diversity, equity, and inclusion programs
- 4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

GOAL AREA FOUR - ATTRACTIVE, LIVABLE COMMUNITY

OBJECTIVES

- 1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
- 2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
- 3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
- 4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
- 5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
- 6. Modernize and update zoning ordinance to reflect community vision
- 7. Implement Kellogg Park master plan



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City of Plymouth 201 South Main Street Plymouth, Michigan 48170 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 Meghan Covino, Gania Kandalaft, Josh

Mrozowski

Excused: Members Jeremy Borys, John Townsend

Also present: Economic Development Director John Buzuvis

2) CITIZENS COMMENTS

Mrozowski introduced James Henry, who was attending his first meeting as an observer.

3) APPROVAL OF THE MINUTES

Covino moved to approve June 4, 2025, meeting minutes. Cole seconded.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

4) APPROVAL OF THE AGENDA

Mrozowski moved to swap the order of the new business items, suggesting that item H25-04 be discussed before H25-03 for continuity of the meeting timing.

Mrozowski moved to swap the new business agenda items, seconded by Cole, to approve the agenda for August 9, 2025.

There was a voice vote.
MOTION PASSED UNANIMOUSLY

5) **COMMISSION COMMENTS**

Mrozowski disclosed he works at 730 Penniman Avenue, the location of applicant H25-04. He clarified he does not own the building or have any interest in it.

6) OLD BUSINESS

There was no old business.

7) **NEW BUSINESS**

a) **H25-04, 730 Penniman:** Metro Signs & Lighting, the applicant, is requesting approval to relocate wall signage.

Paul Deter from Metro Signs & Lighting presented the application. He explained that they are proposing to move an existing UBS sign due to tree growth obstructing visibility. The sign would be repainted white and relocated to a different part of the facade. Additionally, UBS requested permission to install a non-illuminated black fabric awning over their entrance for customer convenience during inclement weather.

Stanley Cole inquired about the fabric type for the awning, to which Paul Deter confirmed it would be canvas.

Ellen Elliott, representing 760 Penniman, expressed support for the proposed changes as a neighboring property owner.

Cole noted that 730 Penniman is a non-contributing building and should be reviewed against the City of Plymouth zoning ordinance requirements rather than the Secretary of Interior Standards.

Chair Colleen Polin commented on the functionality and aesthetic appeal of the proposed awning.

Findings of Fact

The work as proposed meets and gives consideration to and/or significance to the City of Plymouth ordinance review criteria numbers 3 and 4, which are general compatibility to the exterior design arrangement texture and materials proposed to be used and to any other factor including aesthetics which it deems pertinent.

Motion

Cole moved that the commission issue a certificate of appropriateness for application number H25-04. The motion was seconded by Chair Polin.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

b) **H25-03, 789 W. Ann Arbor Trail:** Ziad El-Baba, the applicant, is requesting approval for a third and fourth floor addition.

Omar Hamdan, co-owner of the building, presented the application. He explained that when originally proposed the building was to be a three-story building but reduced it to two stories due to financial constraints. They now propose adding two more stories to create luxury condos, with a total of five units. Hamdan stated that the building is allowed to be mixed residential and commercial, with the first two stories remaining commercial and the third and fourth being residential.

Hamdan presented samples of materials, stating they would use the same bricks as the existing building. He also mentioned that the building, which replaced an old gas station, now generates

significantly more tax revenue for the city.

Commissioners discussed how the proposed addition would impact the character of the historic resource to the south and specific information related to dimensions, pedestrian street views from various locations, and exact material specifications. The commissioners further discussed the need for more information on which to base a decision.

Ellen Elliott, a citizen, expressed concern about the height of the proposed addition potentially compromising the historic character of the nearby Tonquish Association Building (499 South Main). She also asked about parking requirements for residential units.

Motion

Kandalaft moved that the commission deny a certificate of appropriateness for application number H25-03. The motion was seconded by Mrozowski.

Findings of Fact

The work proposed does not meet the following City of Plymouth ordinance criteria 2, 3, and 4.

The applicant was encouraged to return for further consideration with more detailed information and specifications for the proposed changes.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

8) REPORTS AND CORRESPONDENCE

Buzuvis reminded the commission that the next meeting is scheduled for September 3rd, two days after Labor Day.

9) ADJOURNMENT

Covino offered a motion, seconded by Kandalaft, to adjourn the meeting at 8:16 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: October 1, 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
Dem	olition, new construction, additions, and alterations			
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) ___ and would ___ and ___ are consideration.

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".

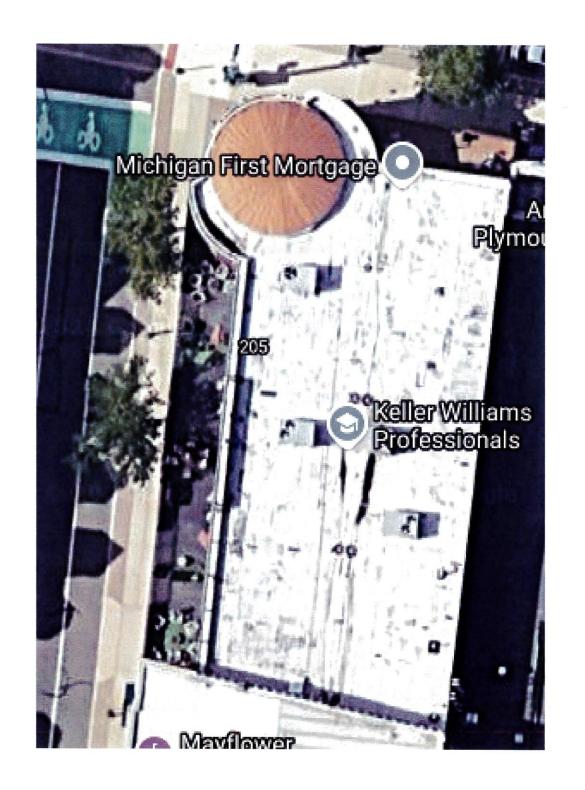
Vote "No" to deny the application. Vote "Yes" to approve the application.

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.









LEGAL DESCRIPTION

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

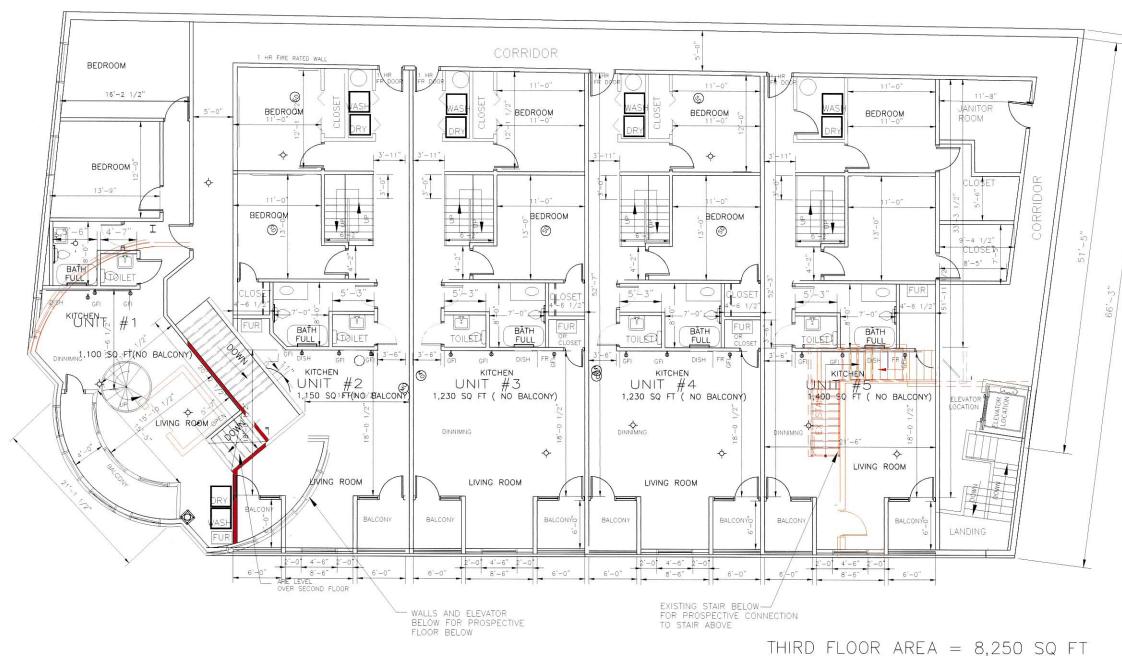


COVER SHEET
SITE PLAN
EXISTING MAIN FLOOR PLAN
EXISTING SECOND FLOOR PLAN
THIRD FLOOR PLAN
THIRD FLOOR PLAN — FURNITURE
LOFT FLOOR PLAN
EXISTING ELEVATIONS
MODIFIED EAST/SOUTH ELEVATIONS MODIFIED WEST ELEVATIONS
MODIFIED NORTH ELEVATIONS
CROSS SECTION
EXISTING ROOF PLAN
NEW ROOF PLAN

ZIAD EL-BABA ENGINEERING

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

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THIRD FLOOR AREA = 8,250 SQ FT

LOFT FLOOR AREA = 4,320 SQ FT

USE GROUP = R RESIDENTIAL

CONSTRUCTION TYPE = IIIB



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

Project

NEW ADDITION 789 MAIN RD PLYMOUTH MI

OWNER

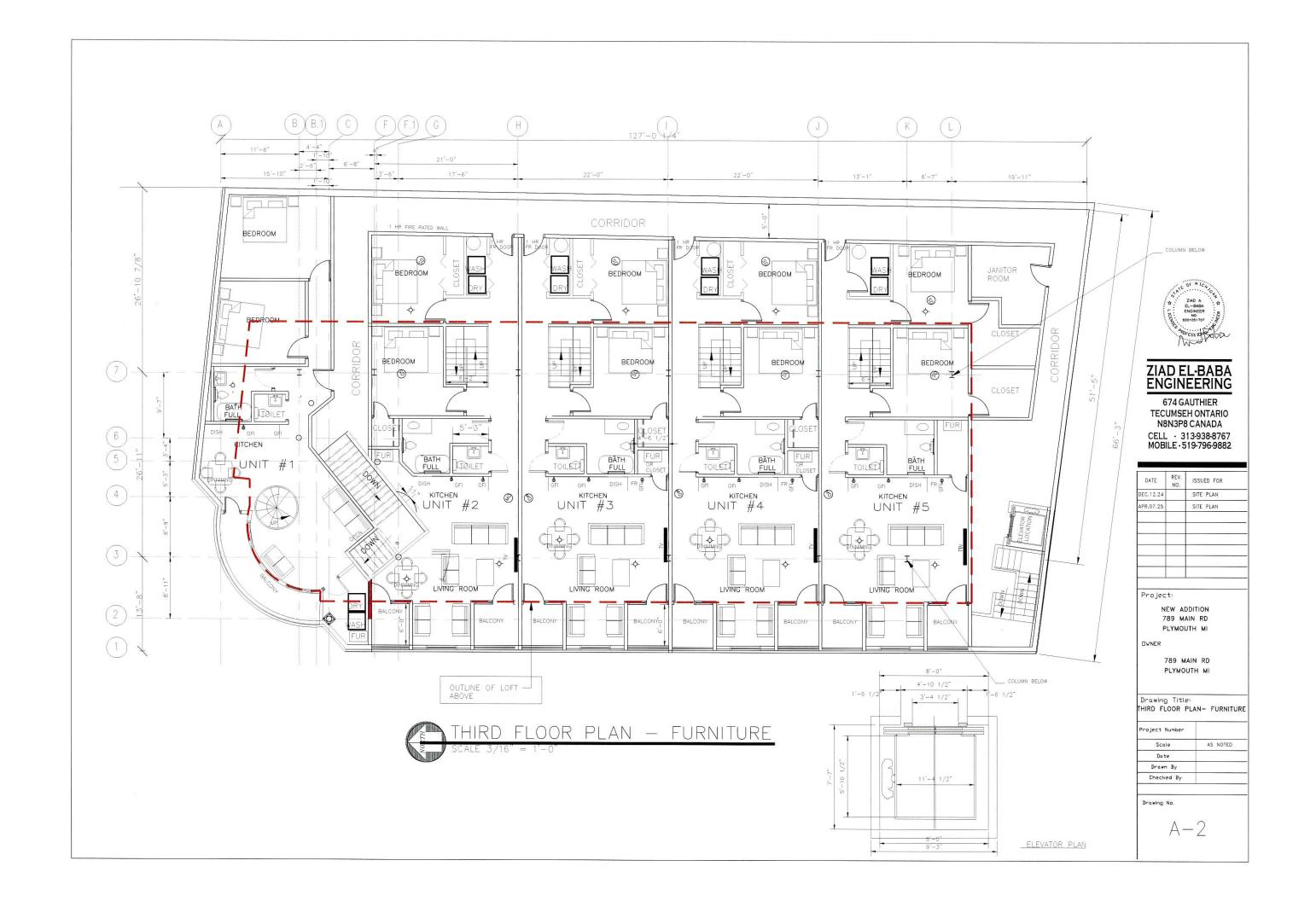
789 MAIN RD PLYMOUTH MI

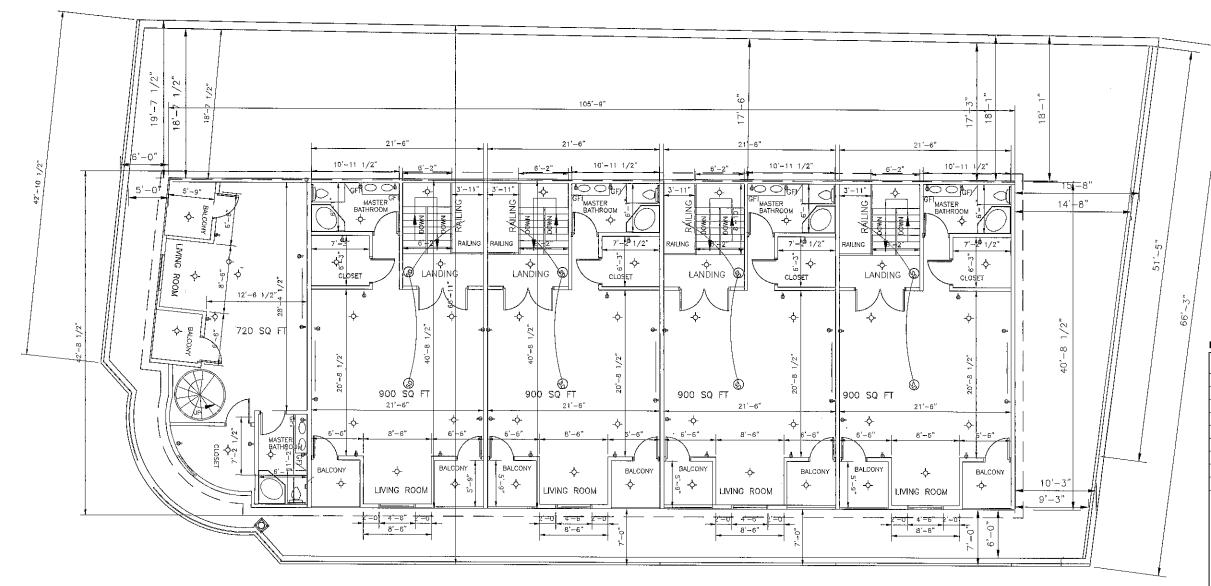
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NEW ADDITION 789 MAIN RD PLYMOUTH MI

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789 MAIN RD PLYMOUTH MI

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EXISTING WEST ELEVATION SCALE 3/16" = 1'-0"

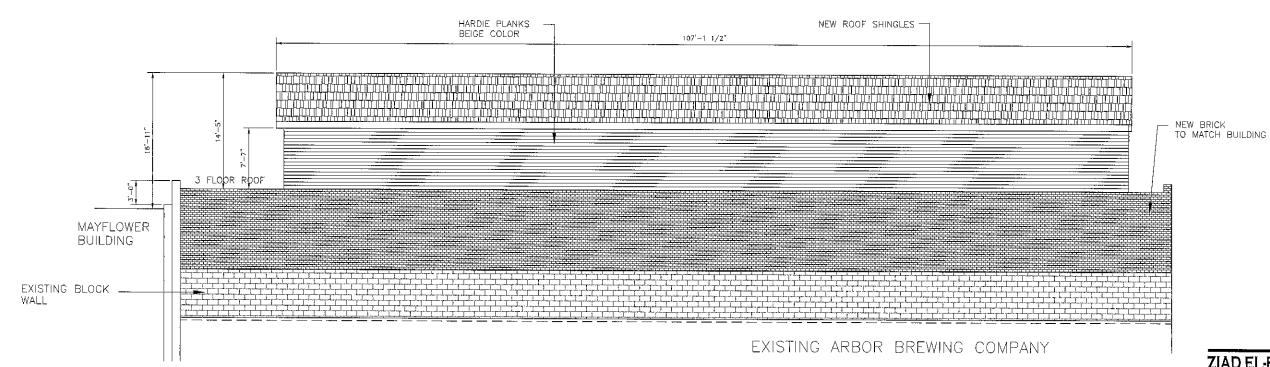


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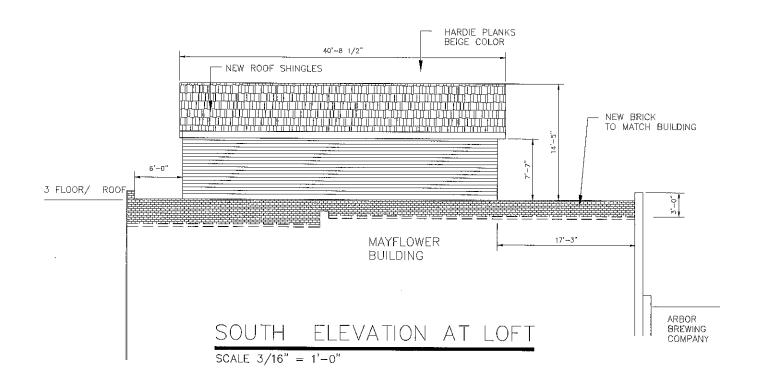
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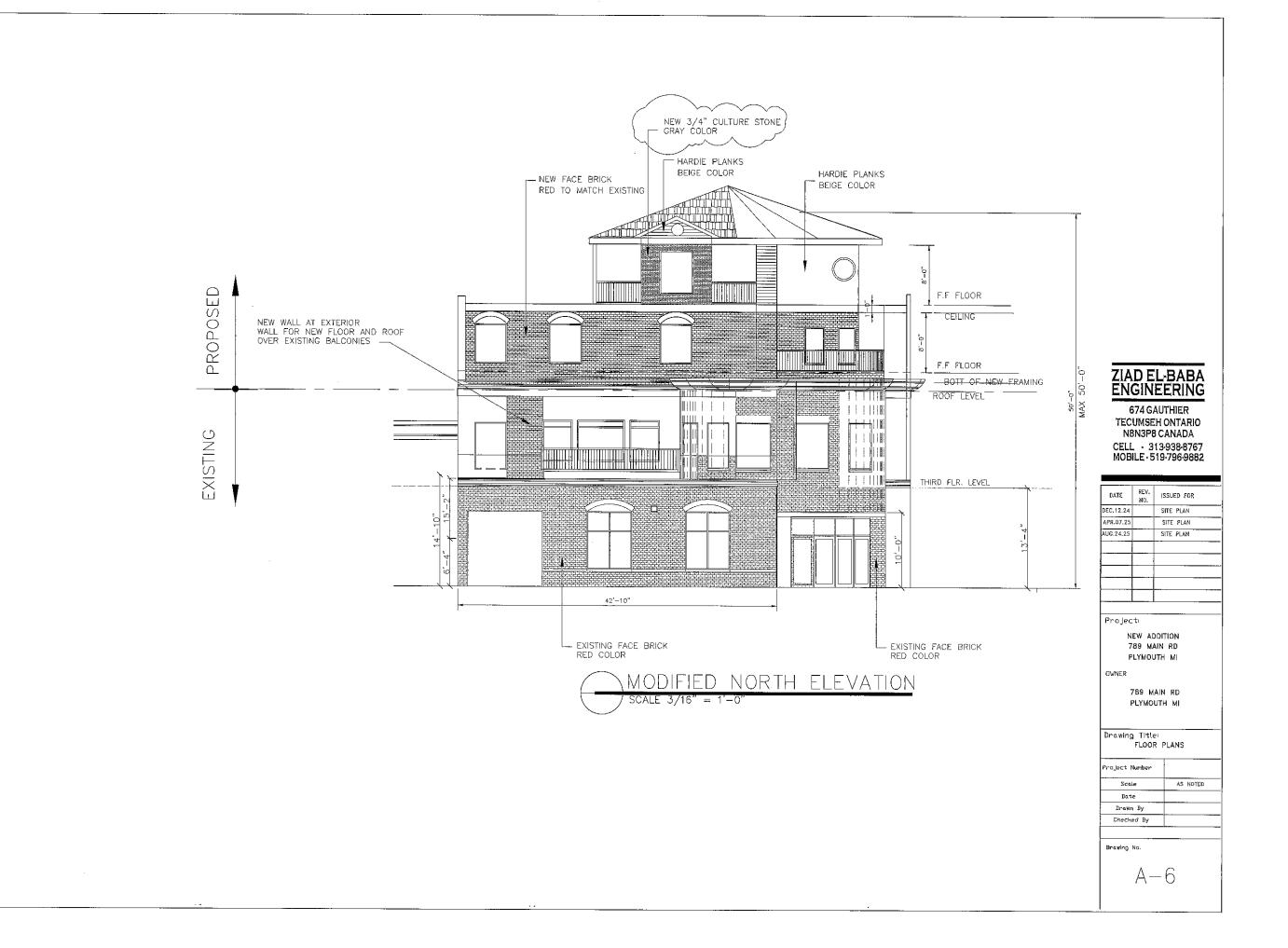
EAST ELEVATION AT LOFT SCALE 3/16" = 1'-0"

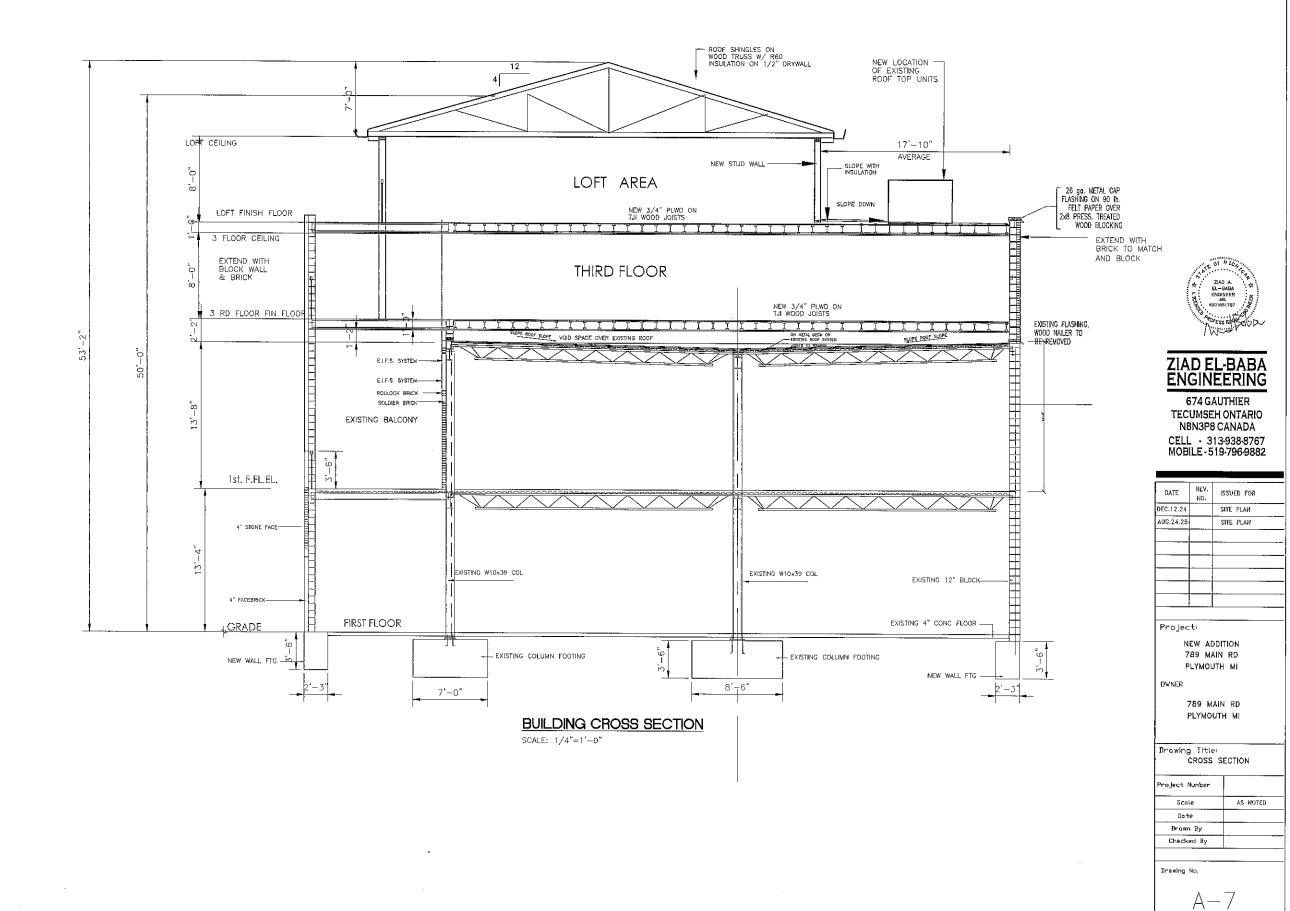


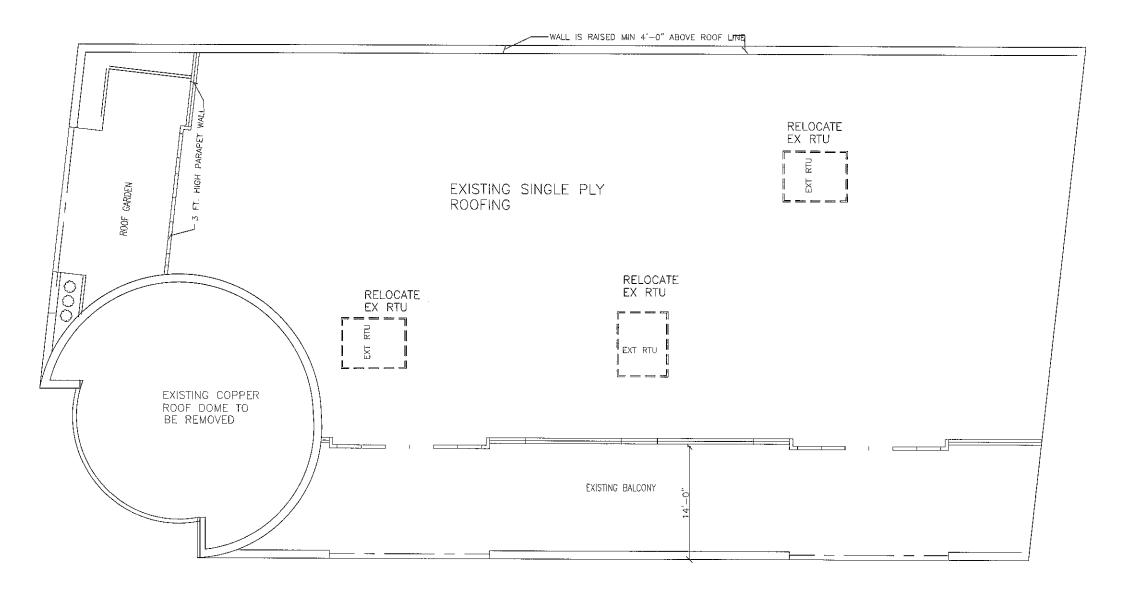
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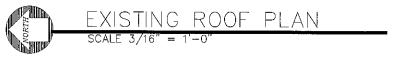
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Projecti

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OWNER

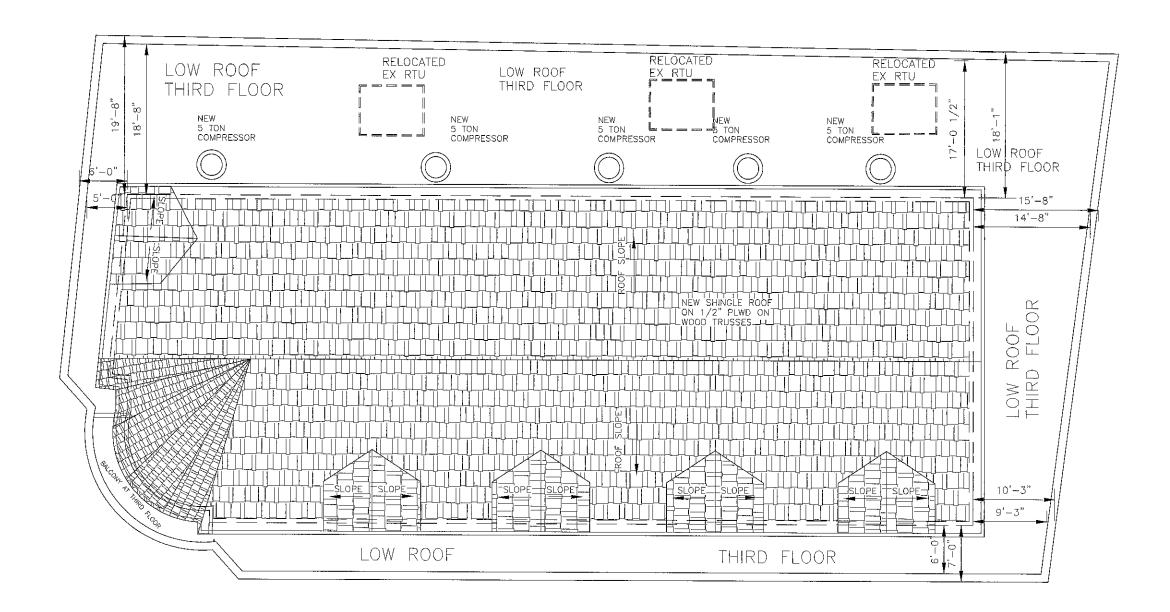
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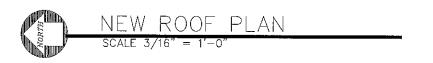
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