

**FLINT HISTORIC DISTRICT COMMISSION**  
**Meeting Minutes**  
**April 7, 2021**

---

**Commissioners Present**

Heather Burnash, Chair  
Beverly Davis, Vice Chair  
Michael Hurley  
Kurt Neiswender  
Joe Schipani  
Stephanie Wright

**Staff Present**

Bill Vandercook, Zoning Coordinator  
Keizy Anpalagan, GIS Technician  
Kelly Thompson, Assistant City Attorney  
Jonathon Mateen, Planner I

**ROLL CALL:**

Chairperson Burnash called the meeting to order at 5:34 p.m. Roll was taken and a quorum was present.

The meeting was via Zoom and phone conferencing as approved.

Mrs. Thompson read the Amendment to the Open Meeting Act, adopted in Senate Bill 1108 as passed on October 13, 2020, and signed into law on October 16, 2020.

Heather Burnash, remotely – City of Flint  
Beverly Davis, remotely – City of Flint  
Michael Hurley, remotely – City of Flint

Kurt Neiswender, remotely – City of Flint  
Joe Schipani, remotely – City of Flint  
Stephanie Wright, remotely – City of Flint

**ADOPTION OF THE AGENDA:**

***Voice Vote***

Motion to adopt the meeting agenda as presented.

M/S – Schipani/Davis

***Unanimously carried.***

**MINUTES OF PREVIOUS MEETING AND DISPOSAL:**

Minutes for the meeting of January 7, 2021 were presented.

***Voice Vote***

Motion to approve the minutes of January 7, 2021 as presented.

M/S – Schipani/Davis

***Unanimously carried.***

Minutes for the meeting of February 4, 2021 were presented.

***Voice Vote***

Motion to approve the minutes of February 4, 2021 were presented.

M/S – Neiswender/Schipani

***Unanimously carried.***

*Final*

Minutes for the meeting of March 4, 2021 were presented.

***Voice Vote***

Motion to approve the minutes of March 4, 2021 as presented.

M/S – Schipani/Davis

***Unanimously carried.***

**PUBLIC FORUM:**

No one spoke.

**CERTIFICATES OF APPROPRIATENESS/NOTICES TO PROCEED:**

**Applicant:** Durant Dort Carriage Co. Foundation

**Property Owner:** Durant Dort Carriage Co. Foundation

**Location:** 316 Water Street Flint, MI 48503

*Installation of a Kwikset Lever 912 Bronze Door Lock to the rear door.*

The applicant was not in attendance. Commissioner Hurley recommended voting on the application without the applicant present. Chairperson Burnash shared that the applicant reached out to her to confirm if the installation for the doorknob needed to go before the Historic District Commission, to which she responded yes due to the visibility of the door from the street. Chairperson Burnash shared that the applicant is replacing the current doorknob with a Kwikset Lever to make entry more accessible.

***M/S – Schipani/Hurley***

Motion to approve the application as presented.

***Motion carried.***

**Applicant:** Spencer Ruegsegger

**Property Owner:** Spencer Ruegsegger

**Location:** 130 E. Second St Flint, MI 48502

*Addition of white vinyl graphics applied to windows.*

The applicant was not in attendance. Chairperson Burnash stated that the business attached a white vinyl decal to the front windows. The decal does not affect the structure of the building or historic integrity.

***M/S – Hurley/Neiswender***

Motion to approve the application as presented.

***Motion carried.***

**Applicant:** Robert Sims

**Property owner:** Robert Sims

**Location:** 422 W. 1<sup>st</sup> Ave

*Re-construction of 15'x22' room on rear of house on existing foundation. Exterior to match existing house.*

*Final*

Robert Sims presented his application. Mr. Sims purchased the property from the Genesee County Land Bank and plans to reconstruct a room that was demolished 10 years ago. The room will be built on the original foundation and Mr. Sims plans to make the room look like the rest of the house.

Commissioner Neiswender asked for clarity regarding the placement of windows in the gable. Mr. Sims stated that the windows will be wood sash windows and he does not know if he will add two or three windows. Mr. Sims plans to put a smaller window in order to get more space between the new roof and window sill so that the window meets egress code. Commissioner Neiswender stated that in order to meet egress code, the window will also need to be 5.7 square feet clear in addition to the 44 inches off the floor.

Commissioner Schipani stated that the lower window in the back of the building appears to have been added later. Mr. Sims confirmed this stating that the window cuts into the freeze board in the corner and he may reconstruct the freeze board depending on where the new window is placed.

Chairperson Burnash asked if the addition will stick out from either side of the house or be flush with the walls of the sides of the house. Mr. Sims stated that there would be an addition of 12 inches on both sides by building wood bay windows.

Commissioner Hurley asked if a porch roof would be built on the side of the house. Mr. Sims stated yes, the porch roof was drawn because he plans to rebuild the porch from the ground and make it as close to the original as possible. Mr. Sims has outlines from the building to work from.

Chairperson Burnash asked if there would be wood siding and if the overhang would be the same as the original. Mr. Sims stated that there would be wood siding and he plans to make the overhang as close to the original as possible. Additionally, Mr. Sims stated that he added a gable within a gable at the edge over the egress door to reflect the theme of the house in the front. The egress door will be solid wood. Commissioner Neiswender asked how the gable will be supported to which Mr. Sims stated that the plan is to have braces on an angle steeper than 45 degrees.

Chairperson Burnash asked if all the windows would eventually match the fenestration patterns. Mr. Sims stated that the house has a mix of windows and he plans on making them all match the original.

Chairperson Burnash shared a concern about the bay windows sticking out from both sides of the house and asked Mr. Sims if there would be windows on all three sides of the bays or if there would be siding on the front and back with a window on the side elevation. Mr. Sims stated that it is not a three sided bay window, he plans instead to have siding on the cantilevered wall up about halfway with both sides of the base having wood siding.

***M/S – Schipani/Neiswender***

Motion to approve the application as presented.

***Motion carried.***

Chairperson Burnash cited the Secretary of the Interior's Standard number 9 as part of the approval which states that any design for alterations and additions to existing properties shall not be discouraged from said alteration and addition, if it does not destroy significant historical, architectural, or cultural material

*Final*

and such design is compatible with the size, scale, color, and character of the property, neighborhood, or environment.

**Applicant:** Bedrock Apparel

**Property Owner:** Friends of the Capitol Theatre

**Location:** 130 E. Second St. #103 Flint, MI 48502

*Installation of 2 multicolor removable window decals.*

The applicant was not in attendance. Commissioner Burnash provided a description of the decals.

*M/S – Hurley/Neiswender*

Motion to approve the application as presented.

*Motion carried.*

**Applicant:** Kurt Neiswender, AIA

**Property Owner:** Genesee County Land Bank

**Location:** 104 Sanford Place Flint, MI 48503

*Full exterior and interior rehabilitation of existing residence.*

Kurt Neiswender presented the application. Mr. Neiswender was hired as an architect by the Genesee County Land Bank and Uptown Reinvestment Corporation to develop the scope of work to rehabilitate 104 Sanford Place. As a Commissioner of the Historic District Commission, Mr. Neiswender will present this application and then recuse himself from voting.

Mr. Neiswender provided an overview of work to be completed on the structure which includes rehabilitating the siding, reconstructing the front porch staircase and decking, rebuilding the porch brickwork, and replacing the windows with new wood as opposed to clad or vinyl as noted on the application. Mr. Neiswender noted that in efforts to save costs, he is asking the commission to consider allowing the front facades and second story windows to have a three panel divided light while keeping the windows on the side and rear of the house without the three panel divided light. Mr. Neiswender noted trim work would be done on the corner boards, freeze boards, and fascia that includes a scrape and paint. Reconstruction of the rafters and eave will need to be done due to roof damage. The doors of the house are currently covered with plywood and Mr. Neiswender is planning to install wood doors that match the character of the house.

Porch columns on this property do not look original, however, the columns are stable and the plan is to scrape and paint them. Mr. Neiswender stated that new white aluminum gutters and downspouts would need to be installed as well.

Mr. Neiswender stated that the application indicates a composite deck, however, there is existing wood on the deck. The plan is to replace the wood board with new wood as opposed to composite.

Chairperson Burnash noted that a dumpster is seen in one of the pictures submitted with the application and asked if work has started on the property. Mr. Neiswender stated the DW Lurvey has done interior demolition and removed windows. Mr. Neiswender stated that he asked DW Lurvey to wait until approval

*Final*

was granted by the Historic District Commission however, work began. The windows have not been placed into the dumpster. There has been no exterior work done besides the windows.

Chairperson Burnash asked Mr. Neiswender if he could strike the word composite in regards to the porch rebuild and replace it with wood. Mr. Neiswender confirmed that this could be done.

Commissioner Hurley asked what material was being used on the roof. Mr. Neiswender stated that the roof material is a grey asphalt shingle. The application indicates that the replacement will be a landmark asphalt shingle. Commissioner Hurley asked if there were any gutters currently on the house. Mr. Neiswender stated there are no gutters left and he is proposing aluminum gutters and downspouts. Commissioner Hurley asked about the stairs on the front porch. Mr. Neiswender stated that there is a temporary staircase there currently and he has not had the time to draw a new staircase to include in the application due to him not having a staircase to model. Mr. Neiswender asked if the assessment of the front porch staircase could be postponed. Commissioner Hurley agreed with this postponement. Chairperson Burnash recommended looking at examples of porches on foursquare houses for reference. Commissioner Schipani noted that the Buick Gallery has 19<sup>th</sup> century tax photos that Mr. Neiswender may reference if needed.

Commissioner Schipani asked if the porch floor would be tongue and groove or clapboard. Mr. Neiswender stated that the porch floor is tongue and groove.

Commissioner Hurley noted that some windows on the house have a four panel light divide, while Mr. Neiswender originally noted that the windows have a three panel light divide. Additionally, Commissioner Hurley stated that the light divide is an important detail and is not sure that only putting them on the front of the house is adequate. Commissioner Hurley asked for the opinion of other commissioners regarding the windows. Commissioners Wright, Davis, and Schipani agreed with Commissioner Hurley.

Discussion ensued regarding what components of the applications may be approved during this meeting and what would need to be represented at a future meeting. Chairperson Burnash noted that the word composite would need to be removed from the application regarding the porch decking and adding that windows and doors will be replaced with wood. This includes wood frames, wood doors, wood windows, and wood porch decking. Commissioner Wright stated that the approval for this meeting would be granted for the windows, doors, siding, and roofing gutters.

Commissioner Wright made a motion to approve 104 Sanford Place with the exceptions including wood window revisions, improvements to the roof, exterior door, and utilizing wood materials to replace and or repair porch flooring.

***M/S – Wright/Schipani***

The motion carried.

**Applicant:** Kurt Neiswender, AIA

**Property Owner:** Genesee County Land Bank

**Location:** 103 Sanford Place Flint, MI 48503

*Full exterior and interior rehabilitation of existing residence.*

*Final*

Mr. Neiswender presented the application. The property is 1,200 square foot and has many of the same ailments as 104 Sanford Place. A full exterior and interior rehabilitation is planned. There is structural damage on the southeast corner of the rear of the house. There are bricks falling apart which will be rehabilitated by DW Lurvey. Overly compromised wood boards will be replaced with similar wood boards. Mr. Neiswender stated that he will rescind the composite deck on the front for this application as well as any clad window addition and ask for wood windows.

Chairperson Burnash asked Mr. Neiswender what his plans were for the columns on the front porch. Mr. Neiswender stated that he plans to replace the brick and tuck-pointing as needed. Additionally, Mr. Neiswender noted that he planned to repaint the brick on the porch, however, he doubts the glaze on the brick will maintain. Chairperson Burnash noted that removing the paint might damage the brick. Additionally, if the patch jobs that are necessary do not match perfectly it may be best to leave the paint on the brick.

Commissioner Hurley asked if there is any evidence of a third column on the porch. Mr. Neiswender stated that based on the architectural style, he may add a third column so that the character matches. Commissioner Hurley asked if the windows have the same three over one and four over one style windows. Mr. Neiswender stated that he will use the same window design as the property at 104 Sanford Place.

Commissioner Hurley asked Mr. Neiswender to confirm if he would provide an updated drawing of the porch with this property. Mr. Neiswender confirmed this.

Chairperson Burnash noted that the application would be corrected by removing the word composite and the words aluminum clad and replacing them with wood windows, wood doors, and wood porch decking.

Commissioner Hurley made a motion to approve the application as submitted with the changes including changing to wood windows, striking out the word aluminum clad and composite in regards to the porch decking and received the drawing for the front porch steps in a separate application.

### ***M/S – Hurley/Schipani***

The motion carried.

Chairperson Burnash cited Secretary of the Interior Standard number 6 which states deteriorated features from the restoration period will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials.

### **OLD BUSINESS:**

#### *Updating Historical Documents*

Mrs. Thompson shared that she will be leaving the City of Flint, as she has been hired with a new law firm. Mrs. Thompson noted that planning staff will work with the new Assistant City Attorney to accomplish updating historical documents, updating the ordinance, and updating the resource list.

#### *Michigan Historic Preservation Network Training*

*Final*

Chairperson Burnash noted that the training was provided at the previous meeting and shared that there are remaining funds to do another short training in the future. Commissioner Hurley asked if there are a menu of topics to choose from regarding the training. Chairperson Burnash stated that she has shared what the current problems are in Flint which include the struggles of demolition by neglect, infill new construction, and enforcement. Commissioner Hurley added that the property values are out of line with restoration costs. Chairperson Burnash will note this and share it with her contact who will host the training.

**NEW BUSINESS:**

*Emergency Roof Replacement*

Commissioner Hurley stated that he has been in contact with Bill Gainey regarding an emergency roof replacement. Chairperson Burnash stated that she spoke with Mr. Gainey and noted that she can give an approval if there is an emergency. Chairperson Burnash has not heard back from Mr. Gainey at this point. If there are emergencies that are going to be approved without being heard at the Historic District Commission, the Chairperson will give an update regarding the case at the next meeting.

**ADJOURNMENT:**

*M/S – Wright/Burnash*

The meeting was adjourned at 7:00p.m.

*Unanimously carried.*