

**FLINT HISTORIC DISTRICT COMMISSION**  
**Draft Meeting Minutes**  
**March 3, 2022**

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**Commissioners Present**

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

**Staff Present**

Keizzy Anpalagan, GIS Specialist  
Joanne Gurley, Assistant City Attorney  
Jonathan Mateen, Planner I

Absent:

Kurt Neiswender

**ROLL CALL:**

Chairperson Burnash called the special meeting to order at 5:40 p.m. Roll was taken, and a quorum was present.

The meeting was held in-person as well as via Zoom and phone conferencing as approved.

Heather Burnash, present in-person  
Beverly Davis, present in-person  
Michael Hurley, present in-person

Kurt Neiswender, absent  
Joe Schipani, present in-person  
Stephanie Wright, present in-person

**ADOPTION OF THE AGENDA:**

Commissioner Schipani made a motion to adopt the agenda. Commissioner Wright supported the motion.

*M/S – Schipani/Wright*

*Motion carried by voice vote.*

**MINUTES OF PREVIOUS MEETING AND DISPOSAL:**

Minutes for the meeting of December 16<sup>th</sup>, 2021, were presented.

Commissioner Schipani made a motion to accept the minutes of December 16<sup>th</sup>, 2021. Commissioner Davis supported the motion.

*M/S – Schipani/Davis*

*Motion carried by voice vote.*

**PUBLIC FORUM:**

Chairperson Burnash opened the floor for public comment.

Cade Surface asked what the specifics are pertaining to what is permissible in the HD. There is confusion over the legality of temporary construction fencing in Carriage Town. Clarification on temporary fencing. Is there a website or resource for Mr. Surface to reference in the future for temporary uses in the Historic District. Chairperson Burnash stated that the City of Flint HD ordinance and the Secretary of the Interior's Standards that could be referenced in the future. Additionally, Chairperson Burnash stated that the HDC approves final projects and does not discuss what path is taken to get to the finished product. The HDC is

more concerned about the materials and appearance of the final project. Chairperson Burnash stated that it is commonplace for a fence to be put around construction and removed once the construction is complete. If the fence is not taken down after the construction, then it will become a problem. Referencing a Whaley Children's Center temporary request, this request was different because it involved putting a window covers on the actual house with no clear indication of when it would be removed.

Commissioner Schipani stated that disturbance of the ground requires HDC approval. When the fence was erected, the ground was disturbed by digging the holes to put the fence.

Chairperson Burnash stated that if this is the case, all other cases requiring the disturbance of ground will need to be discussed. This can be investigated for future cases.

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

***Applicant:*** Derek Dohrman

***Property Owner:*** Same

***Location:*** 419 W Second Ave (PID # 40-12-481-009)

The applicant, Derek Dohrman, stated that two or three photos of the exterior had been sent in. The contractor stated that they plan to strip the roof, put dimensional shingles on. They have ordered wood windows; these will be used to replace the vinyl windows on the first floor. They will potentially replace vinyl windows on the second floor with wood windows. The roof replacement and window replacement have been approved through an emergency CoA.

Commissioner Hurley noted that the application states a replacement of the windows on the front of the house. It is mainly the windows on the first floor. There are three windows on the first floor and two on the back of the house.

The front corner, right side of the house, the whole front porch is dipping down. The plan is to fix this and redo the brick work. Take the brick out, do a footing, then put the brick back in. The replacement of wood siding will be replaced. Most of the siding is in good shape, the few rows close to the bricks need to be replaced. There will be a wood lap or back siding. There was a 5x6 foot deck that would be extended by eight feet, then extended to around the east side of the house so that it goes around the back. Take the roof structure off.

Comment from Chairperson Burnash about basement door.

Contractor stated that the stairs that access the basement inside of the house are really narrow, so it is hard to get a hot water heater down there. A wood door will be put here so that access to the basement is still available.

Comment from Commissioner Wright on the size of the door.

Question from Commissioner Hurley on the location of the door and if anything will need to be torn down.

Contractor stated that there is a wood door there that is still intact and may be replaced if necessary.

Statement from Chairperson Burnash clarifying about the front porch wall.

Contractor states that the whole right front corner of the porch is sagging.

Chairperson Burnash asked if the current brick can be reused or if new brick will be needed and that the current brick appears to be textured.

Contractor stated that they will attempt to reuse the current brick, but if they can't, they will have to find similar brick.

Chairperson Burnash comments that another city commission may have an issue with the current design height.

Contractor stated that if the porch is torn down, another committee will have a problem. The contractor stated that the whole porch will not be torn down.

Commissioner Schipani asks if the current pillar can be saved.

Contractor's answer is inaudible.

Commissioner Hurley asks if there will be railing on the front leading up to the porch.

Contractor's answer is inaudible.

Commissioner Burnash confirms the scope of the work with the contractor based on the discussion.

Roll Call:

Commissioner Davis, yes  
Commissioner Wright, yes  
Commissioner Schipani, yes

Commissioner Neiswender, absent  
Commissioner Hurley, yes  
Commissioner Burnash, yes

***M/S – Inaudible/Inaudible  
Motion carried.***

***Applicant:*** Glenn Wilson

***Property Owner:*** Communities First, Inc.

***Location:*** 755 Saginaw Street Flint, MI 48502

Michael Wright with Communities First, Inc. begins the presentation and is seeking a Certificate of Appropriateness to replace the existing windows on the Masonic Temple with aluminium clad windows. These are for the large windows on the south-east side of the building as well as four windows on the north side of the building. Additionally, applicant states they submitted a letter from the Michigan State Historic Preservation Office (SHPO) which notes there is no adverse effect from the window replacement.

Chairperson Burnash comments that the letter from SHPO is referring to no adverse effects on the ability to be registered on the national register of historic places, which is based on federal standards and not local standards.

Commissioner Schipani comments that Glen Wilson arrived at the council chambers.

Mr. Wilson clarifies which windows will be replaced and what parts will be repainted.

Commissioner Schipani asks if the material will be similar.

Chairperson Burnash comments that there is a mixture of different window types and materials.

Mr. Wilson confirms Commissioner Burnash's comment.

Chairperson Burnash asks if there is a reason all the windows are not being replaced.

Mr. Wilson states that the vinyl windows are already insulated and that they have funding to replace the windows in most need of repair and that are most prominent.

Commissioner Hurley asks if the arched portion of the windows are metal.

Mr. Wilson clarifies some are metal, some are masonry, some are wood, and some are broken and discarded.

Chairperson Burnash comments that normally removing the wood arches would be avoided but the disparity between window materials is significant.

Commissioner Schipani asks what is between the window and the arch.

Mr. Wilson states it is wood detailing that will be replaced with aluminium to match and that some are deteriorating.

Mr. Wright comments that some of the detailing is masonry as well.

Chairperson Burnash asks if the applicants would be replacing the other windows in the future.

Mr. Wilson comments that it is their intention to replace them in the future so that they match, but for now they want to address the main issues with the funding they have available. Mr. Wilson also stated that the metal will be painted to match the exterior better, they are getting a quote from a company that is working to see if they can get a paint or technique, so the paint adheres better to the vinyl windows.

Commissioner Hurley makes a motion to accept the application.

Commissioner Schipani supports the motion.

Roll Call:

Commissioner Davis, yes  
Commissioner Wright, yes  
Commissioner Schipani, yes

Commissioner Neiswender, absent  
Commissioner Hurley, yes  
Commissioner Burnash, yes

***M/S – Hurley/Schipani  
Motion carried.***

**Applicant:** City of Flint  
**Property Owner:** Public Road Right of Way  
**Location:** Court Street to south side of Flint River bridge deck

Audio cuts out during applicant introduction.

Applicant states all five lanes of brick will be removed and replaced along with the curb and sidewalks apart from the brick pavers in front of the ywca and the UM – Flint Pavilion. The intersections will be colored, stamped concrete. Crosswalks will be painted black.

Applicant anticipates that three of the five lanes will be reusable, with the other two needing to be purchased from off site sources and will be reviewed and approved by engineers prior to installation.

Applicant requests the commission consider assigning a representative for the color matching process once color samples are obtained.

Inaudible comments.

Commissioners ask if they have already approved this, applicant states that they didn't have SHPO plans or building plans prepared at that time.

Commissioner Schipani agrees to stay in contact with the applicants and motions to support the application.

Commissioner Hurley asks when the project would start.

Applicant states the contract would be taken bidding May 6<sup>th</sup> and then would go to city council. Applicant also stated construction would need to work around the CRIM festival.

Inaudible comments.

Commissioner Davis supports the motion.

Roll Call:

Commissioner Davis, yes  
Commissioner Wright, yes  
Commissioner Schipani, yes

Commissioner Neiswender, absent  
Commissioner Hurley, yes  
Commissioner Burnash, yes

**M/S – Schipani/Davis**  
**Motion carried.**

**Applicant:** Genesee County Land Bank  
**Property Owner:** Same  
**Location:** 2105 Forest Hill Ave (PID 40-02-451-028)

Speaker is inaudible.

Commissioner Hurley asks if these properties came before the commission before.

Applicant is not sure of these specific addresses came before the commission, but other properties in the area have.

Commissioner Wright is inaudible.

Commissioner Wright asks if Consumers has disconnected the utilities on the properties.

Applicant states they have no record of the utilities being disconnected.

Commissioner Schipani asks why these structures are required to be demolished.

Applicant states there is a dangerous building inspection that lists problems.

Commissioner Davis comments that children live on adjacent properties and that this building poses a danger. The windows are open or out, the door is open, and the basement area has been dug up.

Applicant states based on a dangerous building inspection conducted by the Genesee County Land Bank the foundation is cracked and leaning, cracks, bulges, holes, missing siding, trash and debris, broken or missing windows, inaudible, roof has rotten sheeting and holes, inaudible, and there are no doors.

Commissioner Davis motions to accept the demolition.

Commissioner Schipani supports the motion.

Applicant asks if they need to bring back a property to the commission if they already have a certificate of appropriateness.

Commissioner Schipani states that if it has been over a year since it was issued it will need to come back.

Commissioner Hurley and Chairperson Burnash discuss SHPO and the integrity of historic districts if too many demolitions are approved.

Roll Call:

Commissioner Davis, yes  
Commissioner Wright, yes  
Commissioner Schipani, yes

Commissioner Neiswender, absent  
Commissioner Hurley, yes  
Commissioner Burnash, yes

***M/S – Davis/Schipani  
Motion carried.***

**Applicant:** Genesee County Land Bank  
**Property Owner:** Same  
**Location:** 2305 Forest Hill Ave (PID 40-02-403-033)

Commissioner Davis comments that this property presents a danger due to the basement being dug up and a tree that is growing into the building.

Applicant states that based on provided pictures there are holes in the roof and the foundation has cracks and bulges.

Commissioner Schipani motions to approve the demolition.

Commissioner Wright supports the motion.

Roll Call:

Commissioner Davis, yes	Commissioner Neiswender, absent
Commissioner Wright, yes	Commissioner Hurley, yes
Commissioner Schipani, yes	Commissioner Burnash, yes

**M/S – Schipani/Wright**  
**Motion carried.**

**Applicant:** Genesee County Land Bank  
**Property Owner:** Same  
**Location:** 2317 Forest Hill Ave (PID 40-02-403-030)

Applicant describes the property having sustained heavy fire damage.

Commissioner Hurley motions to approve the demolition.

Commissioner Schipani supports the motion.

Commissioners discuss the desire to preserve homes before they can be degraded by the elements so that rehabilitation is a viable option over demolition.

Roll Call:

Commissioner Davis, yes	Commissioner Neiswender, absent
Commissioner Wright, yes	Commissioner Hurley, yes
Commissioner Schipani, yes	Commissioner Burnash, yes

*M/S – Hurley/Schipani*  
*Motion carried.*

*Applicant:* Genesee County Land Bank  
*Property Owner:* Same  
*Location:* 2309 Forest Hill Ave (PID 40-02-403-032)

Commissioner Wright motions to approve the application for demolition.

Commissioner Schipani supports the motion.

Roll Call:

Commissioner Davis, yes  
Commissioner Wright, yes  
Commissioner Schipani, yes

Commissioner Neiswender, absent  
Commissioner Hurley, yes  
Commissioner Burnash, yes

*M/S – Wright/Schipani*  
*Motion carried.*

**OLD BUSINESS:**

Inaudible discussion.

**NEW BUSINESS:**

*Preservation Through Partnership, Michigan State Historic Preservation Office*

Chairperson Burnash is waiting to hear about a new round of training for the spring or summer.

Inaudible discussion regarding lunch funding for in-person training.

**ADJOURNMENT:**

*M/S – Schipani/Wright*  
The meeting was adjourned at 6:55 p.m.  
*Unanimously carried.*