

## MEETING MINUTES

### Jackson Historic District Commission

Zoom Call- Meeting ID: 981 4015 0013  
Monday, March 15th, 2021 at 6:00 PM

MEMBERS PRESENT: Tony Raykovich, Russ Desy, Maurice Imhoff, Scott Slagor,

MEMBERS ABSENT: Thaddaus Williams, Mary Lee Clark

#### 1. Call to Order

Chairman Raykovich called the meeting to order at 6:00 pm

#### 2. Public Comment –None.

#### 3. Adoption of Agenda

*Commissioner Imhoff moved, with support from Commissioner Slagor, to approve the agenda with a proposed amendment to postpone item 7A, Q&A with Housing Inspector, to a following meeting.*

***The motion passed unanimously on a voice vote.***

#### 4. Approval of the February 22, 2021 Meeting Minutes

*Commissioner Desy moved, with support from Commissioner Slagor, to approve the minutes as presented.*

***The motion passed unanimously on a voice vote.***

#### 5. Applications for Review

##### A. 218 Fourth St- Window Replacement

Applicants proposed their request to replace two (2) second-story windows on the west elevation at 218 Fourth St. The proposed windows were vinyl, double-hung. Photos indicate that the majority of the remaining windows on the home had been replaced previously and were of the same proposed vinyl material.

Commissioner Raykovich asked the applicant about the proposed grill pattern on the windows and if they planned to match the patterns of the other windows. The Home Depot representative stated that the existing windows to be replaced had a “simulated” grill pattern that were likely added at a later date and were removable. He added that the proposed windows would have an actual grill pattern on the interior of the windows.

The applicant stated that the windows on the home had been done in various phases and the windows in question appeared to be the only remaining windows that had not been replaced.

Commissioner Slagor asked the applicant if it was possible to install the grill pattern on the exterior of the windows so they did not disappear. The Home Depot rep stated no, that they try to stay away from the exterior due to ease of being able to clean. He added that the proposed grill pattern would be more visible than what was existing and would match that of the other windows on the home.

Commissioners reviewed photos of the home. Commissioner Slagor asked about the proposed material. The Home Depot rep stated that the windows were wood with a vinyl wrap.

Commissioner Slagor, stated that from his perspective as a Commissioner, he recognized that other windows had been replaced with the same proposed vinyl material, but added that a wood window would be more historically appropriate. He stated that if any motion were made, he would prefer the Commission grant a Notice to Proceed rather than Certificate of Appropriateness.

Commissioner Desy commented about the grill pattern and asked which grill pattern the applicant's would try to match, noting that the home had a couple different styles. After discussion, the Commission and applicant agreed that a grill pattern of 12 over 1 only on the uppers would best match the character of the other windows at the home, noting that this style seemed like a defining characteristic of the house and should be preserved.

Commissioners Raykovich and Imhoff agreed.

*Commissioner Slagor moved, with support from Commissioner Desy, to issue a Notice to Proceed for the replacement of two (2) windows on the west elevation with Anderson woodright windows as specified in the application and with the specification that the grill pattern should be 12 over 1 with the understanding that the windows are not historic, but that the other windows on the home had been replaced and the proposed windows will be compatible with the style. Commissioners referenced SOI standards for Rehab #5, #9, and #10.*

**The motion passed unanimously on a roll call vote  
(Desy-Y, Imhoff-Y, Slagor-Y, Raykovich-Y)**

## **6. Study Items-None**

## **7. New Business**

### **A. Informational Worksheets- Roofing**

Staff added this item to the agenda for the Commission to resume working on the series of worksheets to be added to the HDC website.

*Commissioner Imhoff moved to table the agenda item to the next meeting for Commissioner discussion. The motion was seconded by Commissioner Slagor.*

***The motion passed unanimously on a voice vote..***

## **8. Final Comments**

#### **A. Public Comment**

Ms. Elizabeth asked about any current plans for the Hayes Hotel and asked if the building was planned for demolition. City Staff informed Ms. Elizabeth that while there were not any current plans, that the Jackson Anchor Initiative and the MEDC (Michigan Economic Development Corporation) were working together to market the property to facilitate developers and their plans. Staff added that there were no plans for demolition.

#### **B. Commissioner Comment-**

Commissioner Slagor informed the Commission that registration was open for the MHPN Conference, and that the conference would be held virtually in May. He added that Commissioner Training was offered as well and is only \$10.

Commissioner Desy asked about the status of the letter for mural placed on the Carnegie Library. Staff informed the Commission that he had re-forwarded the letter to Vice Chair Williams due to the letter containing the incorrect dates. The letter was waiting on an updated signature to be mailed out.

#### **9. Reminder: Next Regular Meeting**

Chairman Raykovich reminded the Commission that the next scheduled meeting will be Monday, March 15, 2021 at 6:00 pm.

#### **10. Adjournment**

The meeting adjourned at 6:48pm.

**Respectfully submitted,**

A handwritten signature in black ink, appearing to read "Adam East". The signature is written in a cursive, flowing style.

Adam East  
Senior Planner