
**PITTSFIELD CHARTER TOWNSHIP HISTORIC DISTRICT COMMISSION
REGULAR VIRTUAL MEETING MINUTES**

November 3, 2021
Pittsfield Township Administration Building
6201 W. Michigan Avenue
Ann Arbor, MI 48108

MEMBERS PRESENT: Ferguson, Harwood, LeClair, Paas, Wall

MEMBERS EXCUSED: Commissioners Richards and Scribner

OTHERS PRESENT: Kimberley Johnson, Christina Lirones

1.0 Call Meeting to Order/Determination of a Quorum

Chair Wall called the meeting to order at 5:37 p.m. A quorum was present.

2.0 Roll Call

Members Present: Ferguson (Meeting Remotely at Pittsfield Township)
Harwood (Meeting Remotely at Pittsfield Township)
LeClair (Meeting Remotely at Pittsfield Township)
Paas (Meeting Remotely at Pittsfield Township)
Wall (Meeting Remotely at Pittsfield Township)

Members Absent: Commissioners Richards and Scribner

3.0 Chair Wall led the Commission in a moment of silence for those who have lost their lives to Covid-19.

4.0 Open Meetings Act/Public Comment

Under the Open Meetings Act, any person may come forward at this time to address the Commission. Anyone who wishes to speak is requested but not required to state his/her name and address for the record.

No one spoke

5.0 Approval of Agenda

Motion by Commissioner LeClair supported by Vice Chair Paas to approve the agenda as presented.

MOTION CARRIED

6.0 Approval of Minutes for June 2, 2021

Motion by Vice Chair Paas, supported by Commissioner Ferguson to approve the minutes as presented.

MOTION CARRIED

7.0 Scheduled Guests

None

8.0 Expenditures Reports

There is no Expenditures Report at this time.

9.0 Officer Report

9.1 Archives Report

Chair Wall read to the Commission a note that she received from archivist, Anne Simpson. She is continuing to organize Supervisor papers. She is also digitizing photos from an album of Delia Rheinfrank Sutherland, wife of Ernest Sutherland. Ms. Simpson will be working at the Archives on Monday, November 8, 2021 from 11:15am – 2:45pm. Chair Wall is planning to meet Ms. Simpson at the Archives.

Chair Wall also reported that Emily Salvette is updating the Historical Society's Website.

10.0 Old Business

10.1 Sutherland-Wilson House Update – Al Paas

Vice Chair Paas shared the updates to the Sutherland-Wilson house. There has been significant improvement. The Conference Room is nearly functioning with furniture added. A slat wall has been installed on the perimeter of the entire room. Ed Wall has installed a display of the Civil War including flags, photographs, information about the civil war participants from the Township, as well as information about the Township as a rural area. The goal is to have visual presentations and group tours available in 2022. The floor in the former kitchen is being prepped and ready to be refinished. The furniture has been rearranged in the parlor. There has been significant progress to the interior of the home. Chair Paas has provided photos of the Sutherland-Wilson house to be included in the Annual Report.

10.2 Byrd Center Historic District Study Committee Update – Al Paas

Chair Paas reported on the Byrd Center Historic District Study Committee meeting that was held virtually on Tuesday, November 2, 2021. The history of the property and division of the property to its current parcel and house has been established. Currently, the Byrd Study Committee is researching the contributions of Dr. David R. Byrd and the evolution and historical significance of the house. Dr. Raleigh Nelson owned the home prior to the Byrds. He served on the fundraising committee for many years for the Dunbar Community Center and was very involved in the African American Community in the Ann Arbor area.

Dr. Byrd's and Dr. Nelson's significant contributions will be included in the Report, in addition to the architecture and early settlement history of the property and house. The Study Committee is determining whether the garage, located directly behind the house, should be included in the historic district or if it is a significant feature of the property. The Byrd Center Study Committee has scheduled virtual meetings through June 2022. Once the Final Draft has been submitted, there is a minimum two month waiting period before holding a Public Hearing.

11.0 New Business

11.1 Application for Certificate of Appropriateness – Janice Harwood

Janice Harwood discussed the application for Certificate of Appropriateness with the Commission. The wooden doors leading to the deck, from the dining room and from the family room, need to be replaced. The door leading from the dining room to the deck is a single door with side panels. The door leading from the family room to the deck looks like a French door, but only one side opens and the other side is a panel. The doors are water damaged and rotting due to no sun exposure. Chelsea Lumber Company sent a quote to the Commission for replacing the doors with fiberglass doors.

Vice Chair Paas will look at the existing doors on the property and take photographs. He has enough information from the quote received from Chelsea Lumber company to compare the replacement doors to the original doors. He will investigate the ordinance to see if there are any restrictions on the materials for replacing the doors so that the Commission can make the right decision on approving the Application for Certificate of Appropriateness. Ms. Harwood will complete the Application for Certificate of Appropriateness and give it to Vice Chair Paas when he examines the doors on the property. Chair Wall offered to hold a Special Meeting to approve the Application for Certificate of Appropriateness.

11.2 Annual Report for Board of Trustees

Chair Wall sent to the Commission the Historic District Commission's Annual Report for the Board of Trustees meeting to be held on Wednesday, December 8, 2021.

Chair Wall received a report from Commissioner Scribner on the Byrd Center Historic District Study Committee to be included in the Annual Report. The report includes a letter from Kip Lightfoot, owner of 3261 Lohr Road (David R. Byrd Center) requesting a study committee to designate the property as a historic district. The report also includes a brief history of the property, home, and David R. Byrd. Chair Wall requested a photo of the Byrd house to be included in the Annual Report. Vice Chair Paas will also provide photos of the interior of the Sutherland-Wilson home to be included in the Annual Report.

Commissioner Ferguson suggested including the research on the Lions on Gross Road to the Annual Report. She will take a photo of the Lions to add to the Report. The Commission believes the Lions should be preserved and restored.

Chair Wall will include a report from archivist, Anne Simpson, to add to the Annual Report.

Chair Wall will send the report to Jessica West, along with all photos, and will send the final report to the Commissioners.

11.3 Approval of Calendar for 2022

2 February, 6 April, 4 May, 1 June, 7 September, 2 November

Motion by Commissioner Harwood, supported by Commissioner LeClair to approve the 2022 meeting schedule.

MOTION CARRIED

12.0 Next Meeting

2 February 2022, 5:30 p.m. (Virtual TBD)

13.0 Adjournment

Motion by Vice Chair Paas, supported by Commissioner Ferguson to adjourn the meeting at 6:22 p.m.

MOTION CARRIED