



City of Plymouth Historic District Commission Regular Meeting Agenda

Wednesday, March 5, 2025 – 7:00 p.m.
Plymouth City Hall & Online Zoom Webinar

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
- 2) CITIZENS COMMENTS
- 3) ELECTION OF OFFICERS
- 4) APPROVAL OF THE MINUTES
 - a) Approval of December 4, 2024, regular meeting minutes
- 5) APPROVAL OF THE AGENDA
- 6) COMMISSION COMMENTS
- 7) OLD BUSINESS
- 8) NEW BUSINESS
 - a) Plymouth Art Walk Phase III – Installation locations: 760 Penniman, 738 Penniman, 730 Penniman
- 9) REPORTS AND CORRESPONDENCE
- 10) ADJOURNMENT

Citizen Comments - 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

“The government in this community is small and accessible to all concerned.”

-Plymouth Mayor Joe Bida November 1977



Plymouth Historic District Commission

Regular Meeting Minutes

Wednesday, December 4, 2024 - 7:00 p.m.

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

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 Jeremy Borys, Gania Kandalajt
Excused: Members Meghan Covino, Josh Mrozowski, John Townsend,
Also present: Economic Development Director John Buzuvis, City Commission Liaison Linda Filipczak

2. CITIZEN COMMENTS

There were no citizen comments.

3. APPROVAL OF THE MINUTES

Borys offered a motion, seconded by Kandalajt, to approve the minutes of the July 24, 2024, regular meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

4. APPROVAL OF THE AGENDA

Kandalajt offered a motion, seconded by Borys, to approve the agenda for December 4, 2024.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

5. COMMISSION COMMENTS

There were no commission comments.

6. OLD BUSINESS

There was no old business.

7. NEW BUSINESS

a. H24-04, 884 Penniman: Concrete porch, steps, railings, and brick replacement

Applicant Nick Hynes reviewed his request. Commission members asked questions about mortar, railings, posts, and attachment hardware.

Motion

Borys offered a motion, seconded by Cole, to issue a Certificate of Appropriateness for application number H24-04.

Findings of Fact

The work as proposed meets the Secretary of the Interior's Standards for Rehabilitation numbers 1, 2, and 6 and gives consideration and/or significance to the City of Plymouth Ordinance review

criteria numbers 3, and 4.

Conditions

The wrought iron railing and guard contain newel post finials to match the existing.
The pickets alternate between spiral and square to match the existing.
The handrails and guard rails are attached with stainless steel fixtures.
The rails meet the building code.
The mortar matches the existing mortar color.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

8. REPORTS AND CORRESPONDENCE

Buzuvis said he was working with a business owner regarding a neon sign that was placed on a building without approval of the HDC.

Polin thanked commissioners for their work and city staff, homeowners, and business owners for working together to make the city a wonderful place.

9. ADJOURNMENT

Kandalraft offered a motion, seconded by Borys, to adjourn the meeting at 7:23 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY



Historic District Commission
201 S. Main Plymouth, MI 48170

Case Number H25-01
Agenda Date: March 5, 2025

Address: 760 Penniman
Year Built: 1941
Historical Significance: Commerce/Architecture – contributing structure

Address: 736 Penniman
Year Built: 1982
Historical Significance: Non-Contributing

Address: 730 Penniman
Year Built: 2006
Historical Significance: Non-Contributing
Proposed Changes: Install temporary artwork

Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features 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. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Application Review

Sign and awning installation or replacement – TEMPORARY ARTWORK INSTALLATION				
Please include the following applicable information		YES	NO	N/A
1.	Completed application	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Synopsis: description of the project in words including related work such as soffits, fascia, gutters, and trim	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Materials finish list	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	Detailed justification of why installation is necessary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Historic photographs of the building	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6.	Description of the existing signage/awning material including location, size, material, color, and condition	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7.	Photographs of the building as it exists today	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Scaled and dimensioned front and side elevations showing the installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9.	Scaled cross-section of building elevation indicating proposed installation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10.	Identification of all materials used in the construction of installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Material samples including number, letter, font size, and colors of signage and/or awning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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) ___.

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.



**CITY OF PLYMOUTH
COMMUNITY DEVELOPMENT DEPARTMENT
HISTORIC DISTRICT COMMISSION APPLICATION**

201 South Main Street
Plymouth, Michigan 48170
(734) 453-1234 ext. 232
www.plymouthmi.gov

GENERAL INFORMATION:

Applicants within the Kellogg Park Historic District who desire to alter their site or modify the exterior of their building must obtain a Certificate of Appropriateness from the City's Historic District Commission (HDC) prior to modification work being completed. Applicants seeking HDC approval are encouraged to familiarize themselves with the City of Plymouth Zoning Ordinance and the Secretary of the Interior Standards for Rehabilitation in order to assure that the project fits within the various requirements.

WHAT REQUIRES HDC REVIEW:

When a project includes demolition, new construction, a building addition or addition onto site (new landscaping, new wall or fence, signage, impervious surface/pavement, etc.), alteration of openings (windows, doors, skylights, etc.), change in materials (siding, railings, decking, fencing, etc.), change in paint or finish color, or cleaning the exterior of the building, formal HDC review is required. Maintenance and repair work that is a like-for-like replacement and does not involve the change of colors or change in materials does not require submission to the HDC. If you have questions if your maintenance or repair project requires HDC approval, contact the Community Development Department directly.

HISTORIC DISTRICT COMMISSION REVIEW FEES:

At this time, there are no fees required to apply to the Historic District Commission.

REVIEW PROCESS:

Submit 10 copies of the Historic District Commission Application and 10 copies of the supplemental information which may include site plan drawings (folded and stapled), historic photos, narrative, and any supplemental information required in the following checklists to the Community Development Department before the review process can begin. Submit one digital copy of the entire submission package (application, site plan drawings, supplemental information, etc.) via email to plans@plymouthmi.gov. Site plans submitted for review must be in the hands of the City **by 12:00 PM on the third Monday of the month** in order to be on the following month's agenda.

This application will be initially reviewed for completeness by the Community Development Department. Incomplete applications will be returned for modification. Following determination of completeness, applications are distributed to the Historic District Commissioners for review to ensure compliance with all applicable codes and ordinances.

The Historic District Commission meets on the first Wednesday of the month in the City of Plymouth Commission Chambers (second floor), 201 S. Main Street, Plymouth, MI at 7:00 PM unless otherwise specified on the City's website.

**CITY OF PLYMOUTH
HISTORIC DISTRICT COMMISSION APPLICATION**

Community Development Department
201 S. Main Street Plymouth, MI 48170
Ph. 734-453-1234 ext. 232
www.plymouthmi.gov

I. Site/Project Information

Site Address PENNIMAN BETWEEN UNION/MAIN	<input type="checkbox"/> Contributing structure <input type="checkbox"/> Non-contributing structure	Date of Application 2/17/2025
Name of Property Owner SAM PLYMALE - PLYMOUTH DDA	Phone Number 734 455 1453	
Mailing Address 831 PENNIMAN	Email Address (Required) SPLYMALE@PLYMOUTHMI.GOV	
City PLYMOUTH	State MI	Zip Code 48170

II. Applicant and Contact Information

Indicate Who the Applicant Is. If Property Owner, Skip to Section III.	Architect	Developer	Engineer	Lessee
Applicant/Company Name PLYMOUTH DDA	Phone Number			
Applicant/Company Address	City	State	Zip Code	
Email Address (Required)				

III. Site Plan Designer and Contact Information

Site Plan Designer Company Name	Phone Number		
Company Address	City	State	Zip Code
Registration Number	Expiration Date	Email Address (Required)	


IV. Type of Project (Please Select All that Apply)

<input type="checkbox"/> New Construction	<input type="checkbox"/> Window Replacement	<input type="checkbox"/> Sign/Awning Install or Replacement	<input type="checkbox"/> Color Change
<input type="checkbox"/> Addition	<input type="checkbox"/> Siding Replacement	<input type="checkbox"/> Wall/Fence Install or Replacement	<input type="checkbox"/> Building Cleaning
<input checked="" type="checkbox"/> Alteration	<input type="checkbox"/> Door Replacement	<input type="checkbox"/> Paving Install or Replacement	<input type="checkbox"/> Other
<input type="checkbox"/> Porch Reconstruct/Repair	<input type="checkbox"/> Roof Replacement	<input type="checkbox"/> Landscaping Install or Replacement	

V. Description of Work

PLYMOUTH ART WALK PHASE 3
• BUILDING LOCATIONS: URS BUILDING, PENN THEATRE, GATHERING BATHROOMS
• PROJECT PARTNERS: PLYMOUTH COMMUNITY ARTS COUNCIL AND TONY LOKO ART FOUNDATION

VI. Applicant Signature

Signature of Applicant 	Date 2/17/2025
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VII. Property Owner Signature

Signature of Property Owner	Date
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VIII. Submittal Checklist

Please include the following applicable information		YES	NO	N/A
Demolition, new construction, additions, and alterations				
1.	Completed application	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Synopsis: description of the project in words	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Materials finish list	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Detailed justification of why the changes are necessary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Historic photographs of the building	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6.	Photographs of the building and site as they exist today	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Scaled drawings to include existing and proposed site plan including property lines, easements, setbacks, and landscape features	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8.	Scaled drawings to include existing and proposed floor plans	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9.	Scaled drawings to include existing and proposed elevations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10.	Scaled drawings to include existing and proposed cross sections and other details as needed	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11.	Cut sheets (manufacturer information) for all exterior materials including windows, doors, garage, doors, exterior lighting, fencing, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12.	Material samples and colors for roofing, siding, and trim	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14.	Time frame for the project including approximate start date and dates for exterior completion, landscaping completion, and final occupancy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15.	Color rendering of exterior elevation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16.	New construction requires a streetscape view (to scale) with the proposed project inserted	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Proposed window replacement project				
1.	Completed application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Synopsis: description of the project in words	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Materials finish list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Detailed justification of why window replacement is necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Historic photographs of the building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Description of the existing window material including color and condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Photographs of the affected windows as they exist today	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Photographs of the building with proposed changes indicated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please include the following applicable information		YES	NO	N/A
9.	Cut sheets (manufacturer information) for all replacement windows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Material samples and colors of windows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Number of windows to be replaced	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	Dimensions of windows including frame thickness and frame width	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.	Photographs of other projects incorporating the window replacement component	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proposed door or garage door replacement				
1.	Completed application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Synopsis: description of the project in words	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Materials finish list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Detailed justification of why door replacement is necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Historic photographs of the building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Description of the existing door material including color and condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Photographs of the affected doors as they exist today	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Photographs of the building with proposed changes indicated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Cut sheets (manufacturer information) for all replacement doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Material samples and colors of doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Number of doors to be replaced	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	Dimensions of doors including frame thickness and frame width	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.	Photographs of other projects incorporating the door replacement component	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proposed roof replacement				
1.	Completed application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Synopsis: description of the project in words including related work such as gutters, soffit, and fascia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Materials finish list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Detailed justification of why roof replacement is necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Historic photographs of the building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Description of the existing roof material including color and condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Photographs of the roof as it exists today	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Photographs of the building with proposed changes indicated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Cut sheets (manufacturer information) for replacement roof	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Material samples and colors of roof	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Dimensions of replacement roof	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	Photographs of other projects incorporating the roof replacement component	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proposed siding replacement				
1.	Completed application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Synopsis: description of the project in words including related work such as soffits, fascia, gutters, and trim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Materials finish list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please include the following applicable information		YES	NO	N/A
4.	Detailed justification of why siding replacement is necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Historic photographs of the building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Description of the existing siding material including width, color, and condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Photographs of the siding as it exists today	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Photographs of the building with proposed changes indicated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Scaled and dimensioned elevations showing the replacement siding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Cut sheets (manufacturer information) for replacement siding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Material samples and colors of siding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	Dimensions including full profile of replacement siding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.	Photographs of other projects incorporating the roof replacement component	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sign and awning installation or replacement				
1.	Completed application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Synopsis: description of the project in words including related work such as soffits, fascia, gutters, and trim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Materials finish list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Detailed justification of why signage and/or awning installation or replacement is necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Historic photographs of the building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Description of the existing signage/awning material including location, size, material, color, and condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Photographs of the building as it exists today	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Scaled and dimensioned front and side elevations showing the size and location of signage and/or awning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Scaled cross-section of building elevation indicating proposed signage and/or awning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Identification of all materials used in the construction of signage and/or awning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Material samples including number, letter, font size, and colors of signage and/or awning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Site improvements: fence, walls, paving, or landscaping installation				
1.	Completed application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Synopsis: description of the project in words	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Materials finish list	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Detailed justification of why site improvement is necessary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Historic photographs of the building and site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Photographs of the building and site as it exists today	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Scaled and dimensioned site plan showing existing lot lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Scaled and dimensioned site plan showing existing buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Scaled and dimensioned site plan showing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Identification of all materials used in the construction of signage and/or awning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Material samples including number, letter, font size, and colors of signage and/or awning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please include the following applicable information		YES	NO	N/A
Porch reconstruction or repair				
1.	Completed application	[]	[]	[]
2.	Synopsis: description of the project in words	[]	[]	[]
3.	Materials finish list	[]	[]	[]
4.	Detailed justification of why the changes are necessary	[]	[]	[]
5.	Historic photographs of the building	[]	[]	[]
6.	Photographs of the building and site as they exist today	[]	[]	[]
7.	Description of the existing porch material including location, size, material, color, and condition	[]	[]	[]
8.	Scaled drawings to include existing and proposed site plan	[]	[]	[]
9.	Scaled drawings to include existing and proposed floor plans	[]	[]	[]
10.	Scaled drawings to include existing and proposed elevations	[]	[]	[]
11.	Scaled drawings to include existing and proposed cross sections and other details as needed	[]	[]	[]
12.	Cut sheets (manufacturer information) for proposed replacement porch materials	[]	[]	[]
13.	Material samples and colors for porch	[]	[]	[]
Paint color change				
1.	Completed application	[]	[]	[]
2.	Synopsis: description of the project in words	[]	[]	[]
3.	Materials finish list	[]	[]	[]
4.	Detailed justification of why the changes are necessary	[]	[]	[]
5.	Historic photographs of the building	[]	[]	[]
6.	Photographs of the building and site as they exist today	[]	[]	[]
7.	Samples of the proposed paint color (paint chip)	[]	[]	[]
8.	Photographs and/or diagrams showing the locations and colors where paint will be applied	[]	[]	[]
Building cleaning				
1.	Completed application	[]	[]	[]
2.	Synopsis: description of the project in words	[]	[]	[]
3.	Materials finish list	[]	[]	[]
4.	Detailed justification of why the changes are necessary	[]	[]	[]
5.	Historic photographs of the building	[]	[]	[]
6.	Photographs of the building and site as they exist today	[]	[]	[]
7.	Description of the cleaning method including the names of chemicals and the pressure of any washes or applications	[]	[]	[]
8.	Brochure for cleaning agents	[]	[]	[]
9.	Description of the treatment of the building exterior (surface) after cleaning – painting, sealing, tuck pointing, etc.	[]	[]	[]



Memorandum

To: Historic District Commission
From: Plymouth Downtown Development Authority Director Sam Plymale
Date: 2/17/2025
Re: Plymouth Art Walk – Phase III

The Plymouth Downtown Development Authority is working toward completing the City Commission strategic plan task of “Participate in Phase III of the Plymouth Art Walk”. The DDA has also identified the need to add art installations in its Five-Year Strategic Action Plan that was approved in 2024.

For the third phase of the Plymouth Art Walk, the DDA has partnered with the Plymouth Community Arts Council (PCAC) and the Tony Roko Art Foundation. At the February DDA board meeting, the DDA Board approved a cost share with the PCAC for to pay for Phase III, and Tony Roko’s foundation will work to install the pieces once they are created.

Since the completion of Phase II of the Plymouth Art Walk, DDA staff discussed adding Phase III of the Plymouth Artwalk with both Tony Roko and Lisa Howard, Director of PCAC. The plan is to activate areas near Kellogg Park where our largest events take place. The artwork would be primarily completed by students/members of Roko’s Art Foundation and the PCAC featuring Plymouth-related themes of historical or cultural significance.

The plan would place eight paintings across the UBS building, The Gathering Pavilion bathroom area and the east facing wall of the Penn Theatre. Both Ellen Elliott, executive director of the Friends of the Penn, and the Parkside Condo Association (inside the UBS building) are in favor of moving forward with the program.

The DDA has agreed to a funding match agreement with the PCAC for the project. The expected total cost of the project is \$50,000. A cost share between the DDA and PCAC would be \$25,000 from each party. Future maintenance costs would be absorbed by Tony Roko and his foundation, and the work done by Roko and his team. The timeline for the project would likely extend the project completion to late summer/fall of 2025. This would allow the DDA to budget for this project for the 2025-26 fiscal year.

As these suggested locations are within the City of Plymouth Historic District, DDA staff is seeking approval from the Historic District Commission (HDC) prior to moving forward. Phase II of the

Plymouth Art Walk installed in 2022 was located in the Historic District, and the HDC was enthusiastically in favor of the program and approved it unanimously.

Although we are looking to only move forward with Phase III at this time, DDA staff has had some conversations with Tony Roko and Lisa Howard about the future of the program. Some ideas that have been discussed are an Augmented Reality tour of the Artwalk with info about the art/artists, and future phase locations which enhance connectivity between downtown and Old Village. Both Lisa and Tony are interested in growing the program in downtown and other areas of the City.

We've attached a report with details and images about the Plymouth Art Walk.

Plymouth Art Walk

Plymouth Art Walk is a free, self-guided experience, bringing art to the City of Plymouth. Over 20 art pieces have been installed in Downtown Plymouth between two phases, since 2020. These pieces transform unused spaces in alleyways and building walls into curated a outdoor art gallery. The Art Walk vision includes expansion into the City of Plymouth, beyond Downtown Plymouth. Phase 3 is currently in the planning stage.

Phase 1 (started May 2020)

Globally recognized artist and Plymouth resident Tony Roko and his 501(c)3 non-profit initiative, Art Foundation, led Phase 1 of the Plymouth Art Walk Initiative in Downtown Plymouth on Saturday May 15th, 2020, with an initial installation of 10 artworks. 4 of the installations are works by Tony Roko, the other 6 are a collection of the "greatest hits" from graduates of Art Foundation's *Introduction to Art Expression* program, chosen through a juried selection process. *Sponsors/Partners:* Art Foundation (artfoundationdetroit.org), Family Legacy Wealth Partners (raymondjames.com/familylegacypartners), Michigan Arts and Culture Council (michiganbusiness.org/industries/macc), National Endowment for the Arts (arts.gov), Plymouth Downtown Development Authority (downtownplymouth.org)



Phase 2 (started December 2022)

Roko and Art Foundation opened Phase 2 of the Plymouth Art Walk Initiative in Downtown Plymouth in December of 2022, with an initial installation of 2 artworks on the Community Financial Credit Union building. By July of 2023, the rest of the 10 new pieces were installed. *Sponsors/Partners:* Art Foundation (artfoundationdetroit.org), Community Financial Credit Union (cfcu.org), Plymouth Downtown Development Authority (downtownplymouth.org)



Proposed Phase 3 (currently in planning stage)

Plymouth Downtown Development Authority, Plymouth Community Arts Council (plymoutharts.com), and Tony Roko’s Art Foundation have initiated a collaborative plan for Phase 3. Proposed locations are on Penniman Avenue, adjacent to Kellogg Park. A total of 8 installations are expected, featuring art from artists studying with the Plymouth Community Arts Council and the Art Foundation. Each installation is projected to cost \$6,250. All Phase 3 installations will have a Plymouth-related historical or cultural theme.

The first two phases of Plymouth’s Art Walk breathed new life and energy into alleyways. Phase 3 aims to take advantage of an area where people congregate. In addition to the daily bustle of a busy downtown business district, Kellogg Park and The Gathering (a covered parking pavilion) host events such as concerts, markets, parades, festivals year-round, which bring thousands to the area. For example, the popular Friday night Music in the Air summer concerts draw an average of 5,000 visitors to Kellogg Park. Art installations in these proposed locations would be highly visible and impactful.



[Kellogg Park]
Music in the Air summer concert



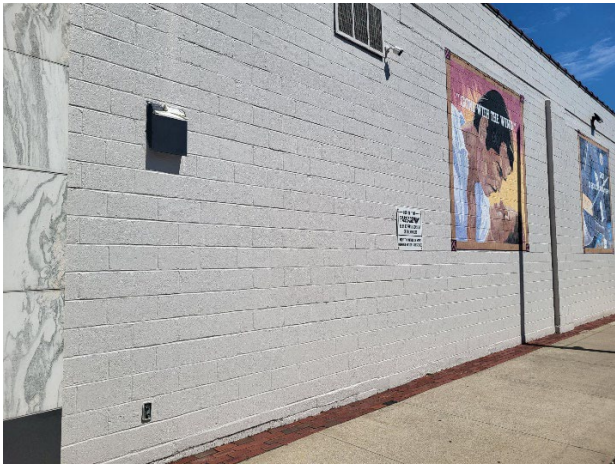
[The Gathering]
Farmers Market (May – Oct)



[Kellogg Park]
Ice Festival



Photos of proposed locations: adjacent to Kellogg Park, on Penniman Avenue. Unused wall spaces along walkways. See map above for current and proposed art installation locations.



ART FOUNDATION

FOSTERING CREATIVE MINDS

Attachment Style #1:

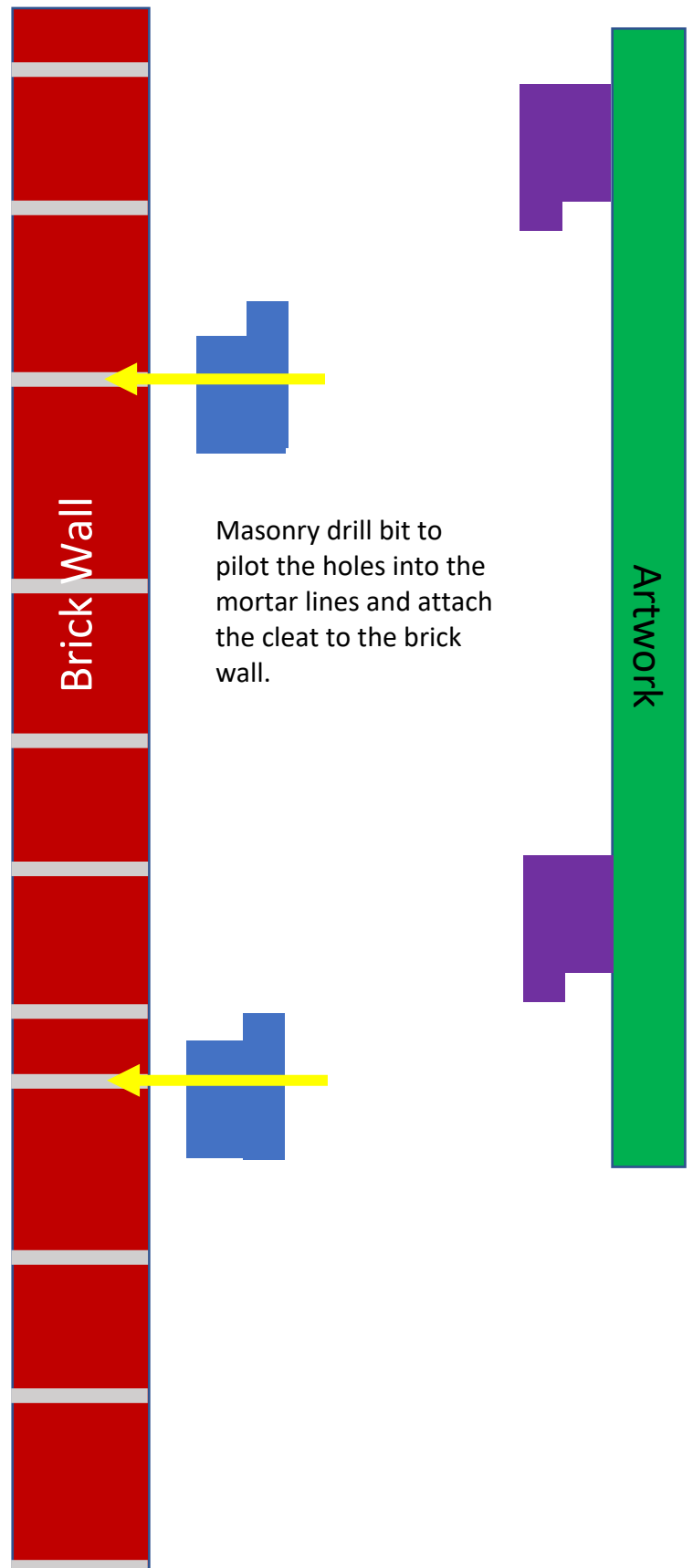
French Cleat style attachment side view

Wooden supports cleats are cut to create an interlocking hanging mechanism. These beams are made from weather-treated lumber (shown in blue) and are attached to the building with corrosion-proof hardware (approximately 4 anchors per attached cleat, only anchoring to the mortar lines between bricks, in accordance with the Secretary of Interior Standards for Historic Buildings. These fastenings can be removed without any lasting impact on the building after mortar joints have been filled with a matching mortar compound.

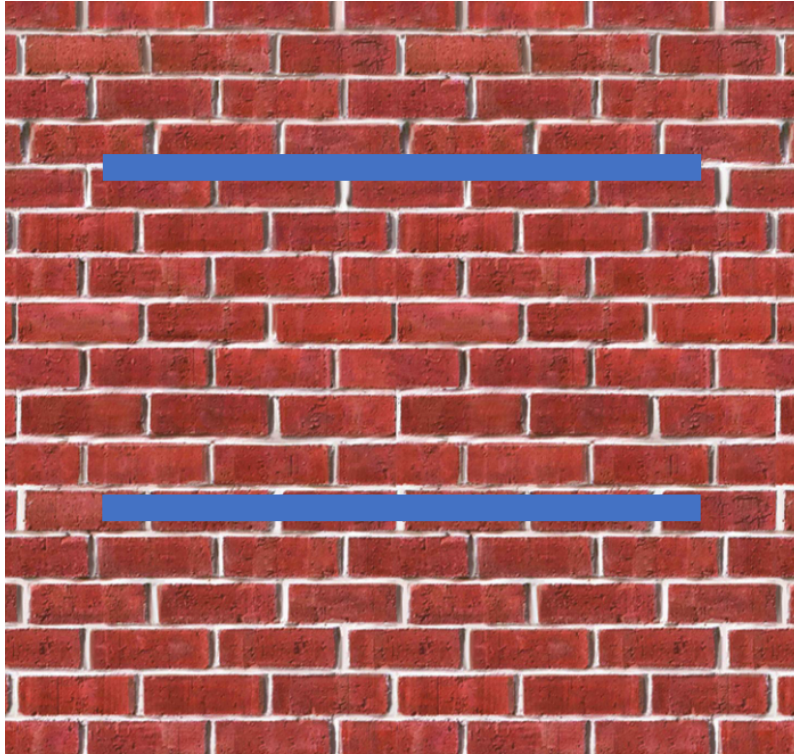
Inverse cleats (shown in purple) are attached directly to the frame of the artwork, which then lock flush into the groove of the cleats attached to the building

The final step is adding a corrosive-proof bracket to the base of the cleats to lock the artwork in place.

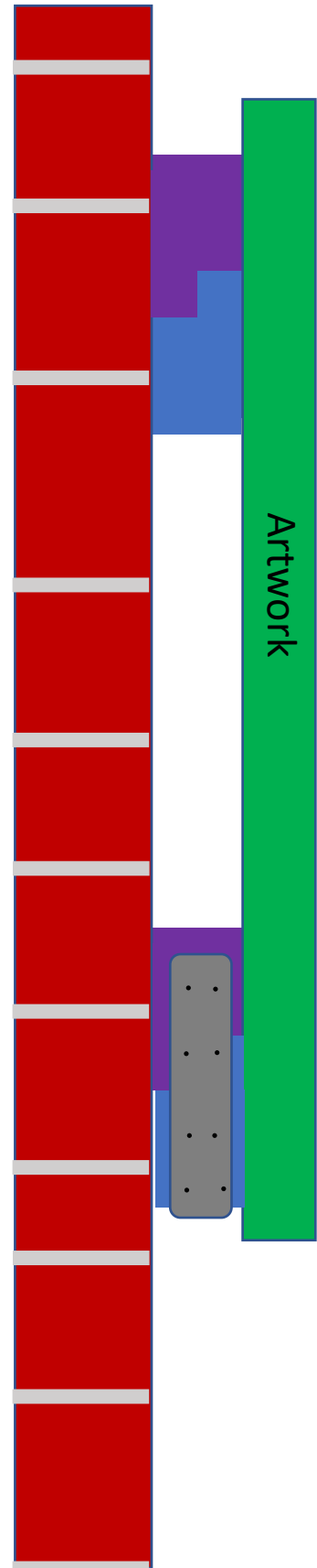
(Note: Figures are not drawn to scale, so the assembled attachment sits off the wall approximately 1 inch from brick wall to back of artwork frame)



Front View of Wall Attachment without artwork



Assembled Side View



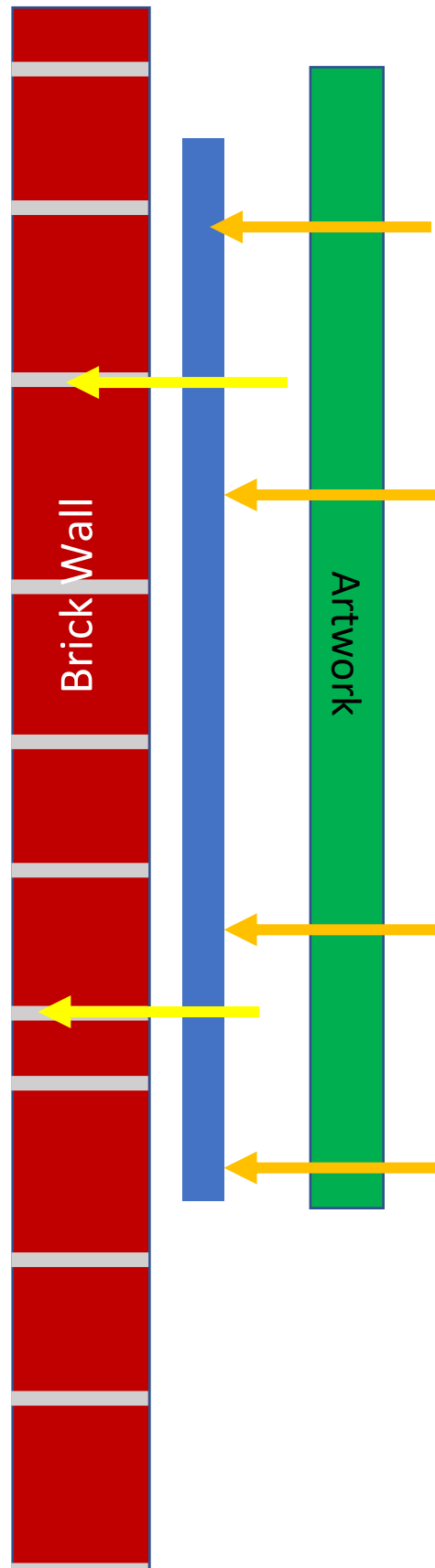
Attachment Style #2:

Wooden Skeleton style attachment side view

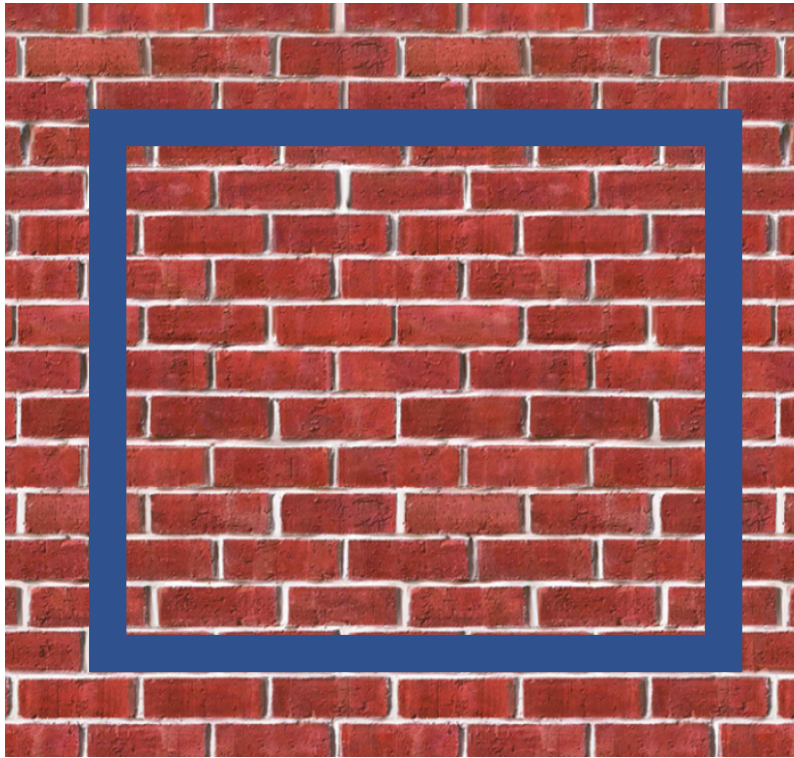
Rectangular wooden supports skeleton made from weather-proof lumber (1" x 4" severe weather treated lumber) is attached to the building with corrosion-proof hardware (approximately 4 anchors per attached side of the wooden rectangle), only anchoring to the mortar lines between bricks, in accordance with the Secretary of Interior Standards for Historic Buildings. These fastenings can be removed without any lasting impact on the building after mortar joints have been filled with a matching mortar compound.

The frame of the artwork is then directly attached to the wooden skeleton using corrosive-proof outdoor wood screws.

(Note: Figures are not drawn to scale, so the assembled attachment sits off the wall approximately 1 inch from brick wall to back of artwork frame)



Front View of Wall Attachment without artwork



Assembled Side View

