

AGENDA
BIRMINGHAM HISTORIC DISTRICT COMMISSION
WEDNESDAY – DECEMBER 15, 2021
BIRMINGHAM CITY HALL, 151 MARTIN ST., COMMISSION ROOM #205 *
******* 7:00 PM*******

The highly transmissible COVID-19 Delta variant is spreading throughout the nation at an alarming rate. As a result, the CDC is recommending that vaccinated and unvaccinated personnel wear a facemask indoors while in public if you live or work in a substantial or high transmission area. Oakland County is currently classified as a substantial transmission area. **The City has reinstated mask requirements for all employees while indoors. The mask requirement also applies to all board and commission members as well as the public attending public meetings.**

- 1) Roll Call
- 2) Approval of the HDC Minutes of December 1, 2021
- 3) Courtesy Review
- 4) Historic Design Review
 - A. 320 Martin St. - United States Post Office
- 5) Sign Review
- 6) Study Session
 - A. CLG Grant – Historic Design Guidelines
- 7) Miscellaneous Business and Communication
 - A. Pre-Application Discussions
 - B. Draft Agenda
 1. January 5, 2021
 - C. Staff Reports
 1. Administrative Sign Approvals
 2. Administrative Approvals
 3. Demolitions
 4. Action List 2021
- 8) Adjournment

*Please note that board meetings will be conducted in person once again. Members of the public can attend in person at Birmingham City Hall, 151 Martin St., OR may attend virtually at:

Link to Access Virtual Meeting: <https://zoom.us/j/91282479817>
Telephone Meeting Access: 877 853 5247 US Toll-free
Meeting ID Code: 912 8247 9817

Notice: Individuals requiring accommodations, such as interpreter services for effective participation in this meeting should contact the City Clerk's Office at [\(248\) 530-1880](tel:2485301880) at least on day in advance of the public meeting.

Las personas que requieren alojamiento, tales como servicios de interpretación, la participación efectiva en esta reunión deben ponerse en contacto con la Oficina del Secretario Municipal al [\(248\) 530-1880](tel:2485301880) por lo menos el día antes de la reunión pública. (Title VI of the Civil Rights Act of 1964).

A PERSON DESIGNATED WITH THE AUTHORITY TO MAKE DECISIONS MUST BE PRESENT AT THE MEETING.

**Historic District Commission
Minutes Of December 1, 2021**

151 Martin Street, City Commission Room 205, Birmingham, MI

Minutes of the regular meeting of the Historic District Commission ("HDC") held Wednesday, December 1, 2021. Vice-Chair Keith Deyer called the meeting to order at 7:00 p.m.

1) Rollcall

Present: Vice-Chair Keith Deyer; Board Members Gigi Debbrecht, Natalia Dukas, Dustin Kolo, Patricia Lang, Michael Willoughby; Alternate Board Member Steven Lemberg; Student Representatives Charles Cusimano, Elizabeth Wiegand (arrived 7:02 p.m.)

Absent: Chair John Henke; Alternate Board Member Cassandra McCarthy

Administration: Nicholas Dupuis, Planning Director
Laura Eichenhorn, City Transcriptionist

12-113-21

2) Approval of the HDC Minutes of November 17, 2021

Motion by Mr. Lemberg

Seconded by Ms. Debbrecht to approve the HDC Minutes of November 17, 2021 as submitted.

Motion carried, 7-0.

VOICE VOTE

Yeas: Lemberg, Debbrecht, Deyer, Dukas, Lang, Willoughby, Kolo

Nays: None

12-114-21

3) Courtesy Review

None.

12-115-21

4) Historic Design Review

A. 129-135 E. Maple – Maplewood East (POSTPONED)

PD Dupuis stated the item was being postponed at the applicant's request.

Motion by Ms. Dukas

Seconded by Ms. Debbrecht to postpone 129-135 E. Maple – Maplewood East to a date uncertain.

Motion carried, 7-0.

VOICE VOTE

Yeas: Dukas, Debbrecht, Deyer, Lang, Willoughby, Kolo, Lemberg

Nays: None

12-116-21

5) Sign Review

A. 166 W. Maple - Relay

PD Dupuis presented the item.

There was HDC consensus that the revised proposal was well done.

Motion by Ms. Dukas

Seconded by Mr. Willoughby to approve the Historic Design Review application and issue a Certificate of Appropriateness for 166 W. Maple. The proposal meets the Secretary of the Interior's Standards for Rehabilitation standard numbers 2, 9 and 10.

Motion carried, 7-0.

VOICE VOTE

Yeas: Dukas, Willoughby, Kolo, Lemberg, Debbrecht, Deyer, Lang

Nays: None

12-117-21

6) Study Session

A. CLG Grant – Historic Design Guidelines

PD Dupuis explained that the RFP for the project received zero bids. He said he would be reaching out to potential bidders in the next few days to determine what may have prevented them from bidding. He said he would then make the needed revisions to the RFP and ask for bids by January 1, 2022.

Vice-Chair Deyer suggested that PD Dupuis reach out to Robert Gibbs, a landscape architect and urban planner who operates and resides in Birmingham, to see if he had any recommendations for revising the RFP.

12-118-21

7) Miscellaneous Business and Communication

PD Dupuis provided brief updates regarding the ongoing construction at 100 N. Old Woodward.

Ms. Lang stated she reached out to the Birmingham Eagle to ask them to report on City Commissioner Brad Host's decision to renovate his older home. She said the goal was to generate publicity for the benefits of renovating homes instead of demolishing them.

Ms. Lang said her across-the-street neighbor was also interested in finding out more about becoming historically designated. She said she would provide PD Dupuis with her information to follow up.

Mr. Lemberg re-broached his previous suggestion that the HDC pursue ways of better publicizing the Bates Street Historic District (the District). As part of the task, he recommended reaching out to four eligible homeowners in the District to suggest they consider pursuing historic designation for their homes.

There was HDC consensus to direct PD Dupuis to work with Mr. Lemberg on publicizing the District. They recommended that he pursue signage for both ends of Bates Street as a first step.

Vice-Chair Deyer recommended that the project also be added to the HDC's Action List.

HDC members noted that Floyd, Ann, Adams and other streets could also potentially qualify for similar projects.

Ms. Lang said she would be interested in the HDC pursuing the installation of signage noting the historic nature of Floyd as well.

- A. Pre-Application Discussions**
- B. Draft Agenda**
- C. Staff Reports**
 - 1. Administrative Sign Approvals**
 - 2. Administrative Approvals**
 - 3. Demolitions**
 - 4. Action List 2021**

12-119-21

8) Adjournment

Motion by Ms. Lang

Seconded by Ms. Dukas to adjourn the HDC meeting of December 1, 2021 at 7:21 p.m.

Motion carried, 7-0.

VOICE VOTE

Yeas: Lang, Dukas, Willoughby, Kolo, Debbrecht, Deyer, Lemberg

Nays: None

Nicholas Dupuis
Planning Director

DRAFT



MEMORANDUM

Planning Division

DATE: December 15, 2021

TO: Historic District Commission

FROM: Nicholas Dupuis, City Planner

SUBJECT: 320 Martin St. – Birmingham Post Office – Historic Design Review

Zoning: B-4 (Business-Residential) & D-4 (Downtown Overlay)

Existing Use: Two-Story Commercial Building

History

The Birmingham Post Office was erected in 1939 as a part of the federal government's program of public works during the depression. The original reports in local papers stated that the building would be of "English Type" architecture in conformity with the municipal building and the library. Although residents were initially perturbed by the "Neo-Classical" style, the building gained acceptance over the years as a valued part of the Birmingham Civic Center. The Post Office gained its most prominent notoriety because of its interior treatments. The building interior is decorated in an Art Deco style. Interior murals, which were executed by renowned W.P.A. artist Carlos Lopez, were considered controversial because of the depiction of several Birmingham pioneers and contemporary political figures. Local figures accused Lopez of depicting characters of the mural with inappropriate features. Lopez responded with citations of the historical records and photographs he used as backgrounds for his work. Although many lobbied for the immediate destruction of the murals, they ultimately survived and have since undergone preservation treatments by a student of Lopez's.

Proposal

The applicant has submitted new plans proposing a 5-story addition to the rear of the property that currently houses a modern lobby, some carports, a parking facility, and a dumpster enclosure. The new building draws some design elements from the historic building, but also includes an array of modern materials. A full review of the historic preservation aspects of the design is provided in the relevant section below. The proposed materials for the new addition are as follows (a material board has been submitted as well):

Material	Location	Color
Brick	Horizontal sections at floor lines, all facades	Executive Ironspot
Brick	Horizontal and vertical massing all facades	Manganese Ironspot
Insulated Glass	Storefront and upper floor glazing	-
Granite	Architectural elements, all facades	Honed Black
Smooth Limestone	Vertical Piers	Natural
Metal Wrap	First floor canopy	Black
Metal Paneling	Rooftop screening	Quartz Zinc
Aluminum	Window frames/mullions	Natural

Planning & Zoning

The proposed project will be required to go before the Planning Board for a full Preliminary and Final Site Plan review in which the planning and zoning issues will be discussed in detail. For this reason, the Planning Division will not be including a review of planning and zoning issues in this report, and will instead focus on a review of the Secretary of the Interior Standards for Rehabilitation and Chapter 10 of the Birmingham Code of Ordinances.

Signage

There are no new signs proposed as a part of the Design Review application submitted.

Design Review Standards and Guidelines

Chapter 127, Section 127-11 of the Birmingham Code of Ordinances states that in reviewing plans, the commission shall follow the U.S. secretary of the interior's standards for rehabilitation and guidelines for rehabilitating historic buildings as set forth in 36 C.F.R. part 67. Design review standards and guidelines that address special design characteristics of historic districts administered by the commission may be followed if they are equivalent in guidance to the secretary of interior's standards and guidelines and are established or approved by the state historic preservation office of the Michigan Historical Center. The U.S. Secretary of the Interior Standards for *Rehabilitation* ("SOI Standards") are provided in full at the end of this report.

In reviewing plans, the commission shall also consider all of the following:

1. The historic or architectural value and significance of the resource and its relationship to the historic value of the surrounding area.
2. The relationship of any architectural features of the resource to the rest of the resource and to the surrounding area.
3. The general compatibility of the design, arrangement, texture, and materials proposed to be used.
4. Other factors, such as aesthetic value, that the commission finds relevant.
5. Whether the applicant has certified in the application that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm

system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MCL 125.1501 to 125.1531.

Recommendation

The Michigan State Historic Preservation Office defines *rehabilitation* as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.

Rehabilitation is the only treatment that allows expanding a historic building by enlarging it with an addition. However, the Rehabilitation guidelines emphasize that new additions should be considered only after it is determined that meeting specific new needs cannot be achieved by altering non-character-defining interior spaces. If the use cannot be accommodated in this way, then an attached exterior addition may be considered. New additions should be designed and constructed so that the character-defining features of the historic building, its site, and setting are not negatively impacted. Generally, a new addition should be subordinate to the historic building. A new addition should be compatible, but differentiated enough so that it is not confused as historic or original to the building. The same guidance applies to new construction so that it does not negatively impact the historic character of the building or its site.

In general, this is a unique circumstance in the City of Birmingham. Most of the commercial designated historic resources in the City do not have a large portion of their site undeveloped (the absence of a building, that is). Important to note, though, historic preservation does not only exist to protect a building, but also the site, general characteristics, context, density, and other important factors.

Considering the above, the proposed exterior restoration of the historic Birmingham Post Office building, as proposed by the applicant, generally meets the Secretary of the Interior Standards for *Rehabilitation* numbers 1, 3, 4, 5, and 10. However, Standard numbers 2 and 9 require further discussion, and may not be so easily satisfied by the proposal. The following analysis breaks down the proposal through the lens of each standard above:

1. *A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*

Due to the unique circumstance, this standard does not necessarily apply. As stated, and as indicated on the plans, the existing historic building will remain as-is and unchanged in terms of its use as a commercial office space. Of course the historic use as a post office no longer remains, but the flow of employees and visitors of the commercial office, along with the preserved signage of the building retain the character of that historic use. The addition to the rear of the building does not appear to affect that.

2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*

The placement of the new addition at the rear of the building, which has received treatments over the years itself, does not propose a removal of many historic materials, if any. Additionally, the character of the rear of the property is not as it was based on the original 1939 building. However, the important scale, massing, density conversation must be had here. Based on general guidelines, additions should be subordinate to the historic resource. Understanding the unique conditions of the site, and considering the properties frontage on 3 streets, a strict interpretation of the guidelines in terms of a subordinate addition would appear to mean a small, one-story addition. However, other guidelines suggest that there are ways to minimize the impact of larger additions onto historic resources by using a small hyphen to connect the two. However, this tact generally only works if the building is only slightly larger, say a 2 or 3 story building in this case. In the case of the Post Office building, a hyphen-like element already exists as a part of the original building, which may be used to soften the impact of the larger addition. In this case, the applicant appears to be taking away the advantage and impact of the natural hyphen by proposing a partial overhang over what would be considered the hyphen.

3. *Each property shall 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 architectural elements from other buildings, shall not be undertaken.*

The building does appear to do well to pull some of the historic materials/color palettes into the new addition, which is preferred in terms of a compatibility argument. Because this is an addition which does not change the Post Office building, there are no conjectural features to be worried about.

4. *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*

The rear of the building has changed over time with what appears to be the addition of a small lobby and some carports. The new proposal appears to remove this addition, but retain the historic portion to which the older addition is attached. The Planning Division does not feel as though the small lobby addition has retained any historic character.

5. *Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.*

More of the same comments as above regarding the nature of the addition and its minimal physical impact on the historic building can be restated. If there were any significant features on the rear (which it does not appear to have been so), they had been removed by a previous alteration.

9. *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*

Similar to Standard #2, there appear to be minimal losses to historic materials on the rear of the Post Office. The new addition is certainly differentiated from the old, but may not match the massing, size, scale of the historic environment.

10. *New additions and adjacent or related new construction shall 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.*

This standard appears to be met. However, it is worth noting that the proximity of the addition could pose a threat to the historic structure if there are any issues during a hypothetical future removal. In addition, the proposed underground parking must be handled with extreme care as to not disturb the historic structure and the ground beneath it.

Based on the review above, the Planning Division recommends that the Historic District Commission **POSTPONE** the Design Review application for 320 Martin St. – Birmingham Post Office – to give the applicant time to address the Secretary of the Interior Standards for Rehabilitation numbers 2 and 9.

Wording for Motions

I move that the Commission **POSTPONE** the Historic Design Review application and the issuance of a Certificate of Appropriateness for 320 Martin St. – Birmingham Post Office – to give the applicant time to address the Secretary of the Interior Standards for Rehabilitation numbers 2 and 9.

OR

I move that the Commission **APPROVE** the Historic Design Review application and issue a Certificate of Appropriateness for 320 Martin St. – Birmingham Post Office – provided the conditions below are met. The Secretary of the Interior's Standards for Rehabilitation standard numbers _____ (*list conditions*) will be met upon fulfillment of the condition(s):

1. _____
2. _____
3. _____

OR

I move that the Commission **DENY** the Historic Design Review application for 320 Martin St. – Birmingham Post Office. Because of _____ the work does not meet The Secretary of the Interior's Standards for Rehabilitation standard number(s) _____.

Notice to Proceed

I move the Commission issue a Notice to Proceed for number _____. The work is not appropriate, however the following condition prevails: _____ and the proposed application will materially correct the condition.

Choose from one of these conditions:

- a) The resource constitutes hazard to the safety of the public or the structure's occupants.
- b) The resource is a deterrent to a major improvement program that will be of substantial benefit to the community and the applicant proposing the work has obtained all necessary planning and zoning approvals, financing, and environmental clearances.
- c) Retaining the resource will cause undue financial hardship to the owner when a governmental action, an act of God, or other events beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at its fair market value or moving the resource to a vacant site within the historic district. have been attempted and exhausted by the owner.
- d) Retaining the resource is not in the best of the majority of the community.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION AND GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall 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 architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall 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.

PROPOSED RENOVATION AND NEW ADDITION FOR:

BIRMINGHAM POST OFFICE ADDITION

biddison |
architecture + design

320 Martin Street Suite 10
Birmingham, MI 48009
t:248.554.9500
Contact Person: Kevin Biddison
e.mail: kb@biddison-ad.com

CONDITIONS OF WORK

CONSTRUCTION COORDINATION:

1. ALL CONTRACTORS SHALL REVIEW ALL DRAWINGS & ARE RESPONSIBLE FOR A COMPLETE REVIEW & SITE VISIT. ITEMS AFFECTING ALL TRADES ARE PLACED THROUGHOUT SET & NO "EXTRAS" FOR MISSED ITEMS IN OTHER SECTIONS WILL BE PERMITTED. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY ARCHITECT OF ANY AMBIGUITY, INCONSISTENCY OR ERRORS WHICH THEY DISCOVER UPON EXAMINATION OF DOCUMENTS, THE SITE OR LOCAL CONDITIONS.
2. ANY CONTRACTOR OR SUBCONTRACTOR BY SUBMITTING A BID WARRANTS THAT HE HAS VISITED THE SITE AND IS AWARE OF ANY AND ALL SITE CONDITIONS AFFECTING HIS BID.
3. THE CONTRACTOR BY COMMENCING WORK ACCEPTS THE CONDITIONS OF THE SITE & THE COMPLETENESS OF CONTRACT DOCUMENTS.
4. FIELD VERIFY ALL DIMENSIONS AND REPORT ANY DISCREPANCIES IMMEDIATELY TO THE ARCHITECT. DO NOT SCALE DRAWINGS USE FIGURED DIMENSIONS ONLY.
5. ANY MATERIAL OR LABOR NEITHER SHOWN ON THE DRAWINGS NOR SPECIFIED, BUT WHICH IS OBVIOUSLY NECESSARY TO COMPLETE THE WORK IN A WORKMANLIKE MANNER SHALL BE FURNISHED WITHOUT COST TO THE OWNER.
6. ALL MATERIALS FURNISHED AND INSTALLED BY THE GENERAL CONTRACTOR SHALL BE FREE FROM DEFECTS. ALL WORK SHALL BE GUARANTEED FOR A PERIOD OF (1) YEAR FROM DATE OF ACCEPTANCE OF WORK. DURING THIS PERIOD THE GENERAL CONTRACTOR SHALL CORRECT ANY PROBLEMS DUE TO DEFECTIVE MATERIALS OR FAULTY WORKMANSHIP AT NO COST TO THE OWNER. ANY PROBLEM THAT OCCURS DURING CONSTRUCTION SHALL IMMEDIATELY BE CORRECTED TO THE SATISFACTION OF THE OWNER.
7. NO SUBSTITUTIONS OF SPECIFIED MATERIAL OR EQUIPMENT WILL BE ACCEPTED UNLESS WRITTEN REQUEST FOR APPROVAL HAS BEEN RECEIVED BY THE ARCHITECT AND CONTRACTOR HAS RECEIVED WRITTEN APPROVAL FROM ARCHITECT.
8. DURING AND AT THE COMPLETION OF THE CONTRACTOR'S DAILY WORK, CONTRACTOR IS RESPONSIBLE FOR THE CLEANING UP AND REMOVAL OF ALL RUBBISH AND DEBRIS BEFORE LEAVING THE PROJECT JOB SITE.

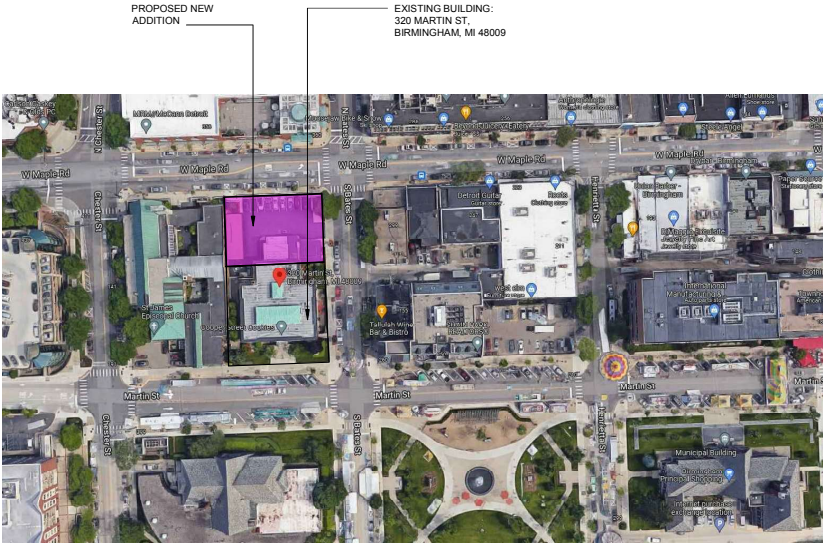
PERMITS & SAFETY:

1. GENERAL CONTRACTOR SHALL APPLY & SUBMIT FOR BUILDING PERMIT.
2. GENERAL CONTRACTOR SHALL OBTAIN "ALL RISK" INSURANCE AND ALL CUSTOMARY STATUTORY INSURANCE FOR COMPREHENSIVE GENERAL LIABILITY, ETC. AS REQUIRED BY OWNER/LANDLORD.
3. GENERAL CONTRACTOR SHALL PROVIDE ADEQUATE PROTECTION OF WORK, MATERIALS, FIXTURES, ETC. IN LEASED SPACE FROM LOSS OR DAMAGE FROM FIRE, THEFT OR VANDALISM.
4. ALL WORK SHALL BE DONE IN COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT (OSHA). THE FOLLOWING ARE STRICTLY PROHIBITED WORK PRACTICES.
 - A. ANY COMBUSTIBLE MATERIALS ABOVE FINISHED CEILING OR IN ANY NON-SPRINKLED LOCATIONS.
 - B. IMPOSING ANY STRUCTURAL LOAD, TEMPORARY OR PERMANENT ON ANY PART OF THE LANDLORD'S WORK OR STRUCTURE WITHOUT PRIOR WRITTEN APPROVAL.
 - C. CUTTING ANY HOLES IN LANDLORD'S EXISTING FLOOR SLABS, WALLS OR ROOF WITHOUT PROPER APPROVAL'S PROPER APPROVALS FROM LANDLORD. BEFORE STARTING ANY UNDERSLAB WORK CONTRACTORS MUST CHECK WITH THE LANDLORD OR SUPERINTENDENT OF THE LANDLORD'S GENERAL CONTRACTOR TO DETERMINE IF ANY COMMON UTILITY OR OTHER TENANT UTILITY LINES EXIST WITHIN THE SPACE.

CODE COMPLIANCE:

1. WORK INDICATED IS TO BE EXECUTED IN ACCORDANCE WITH THE LATEST EDITIONS OF ALL APPLICABLE CODES.
2. FIRE EXTINGUISHERS SHALL BE PROVIDED BY G.C. AND INSTALLED PER THE FIRE MARSHALL'S INSTRUCTIONS.
3. ALL WALL FINISHES TO MEET CLASS III FLAME SPREAD RATINGS IN ACCORDANCE WITH MBC-2015 CHAPTER 8.
4. INTERIOR FINISHES IN EXIT ACCESS CORRIDORS, OTHER EXIT WAYS, ROOMS, AND ENCLOSED SPACES IN USE GROUPS "B" AND "S" IN SPRINKLED BUILDINGS ARE REQUIRED TO HAVE AT LEAST A CLASS C, FLAME SPREAD 75-200; SMOKE DEVELOPED 0-450; RATING AS LISTED IN THE 2015 MICHIGAN BUILDING CODE.
5. SAFETY GLAZING MUST HAVE PERMANENT IDENTIFICATION IN ACCORDANCE WITH THE 2015 MICHIGAN BUILDING CODE.
6. ALL REQUIREMENTS OF THE MICHIGAN BARRIER FREE ACT & THE AMERICAN'S WITH DISABILITIES ACT SHALL BE MAINTAINED TO COMPLY WITH ICC/A117.1-2009.
7. ALL OFFICE FURNITURE & EQUIPMENT TO BE PROVIDED BY TENANT. SHOWN FOR LAYOUT PURPOSES ONLY. TO COMPLY WITH ADA-ICC/A117.1-2009 (TYP.) REQUIREMENTS, A MINIMUM OF 5%, BUT NOT LESS THAN (1) OF THE LUNCHROOM TABLES AND EMPLOYEE WORKSTATIONS (CUBICLES) SHALL BE ACCESSIBLE. ACCESSIBLE TABLE AND WORKSTATION TOPS SHALL BE 28" MIN. TO 34" MAX. A.F.F. KNEE AND TOE CLEARANCES AS FOLLOWS SHALL ALSO APPLY: TOE: 4" MIN. HIGH, 17" MIN. TO 25" MAX. DEPTH, AND 30" MIN. WIDE. KNEE: 27" MIN. HIGH, 11" DEEP @ 9" HIGH TO 8" DEEP @ 27" HIGH, AND 30" MIN. WIDE.
8. ALL ENTRANCE AND EXIT DOORS SHALL HAVE BARRIER FREE ACCESSIBILITY TO COMPLY WITH ICC/A117.1-2009.
9. TO COMPLY WITH ADA - ICC/A117.1-2009 (TYP.) REQUIREMENTS, CHANGES IN LEVEL GREATER THAN 1/2" SHALL BE RAMPED AND CHANGES IN LEVEL BETWEEN 1/4" AND 1/2" SHALL BE BEVELED A MAXIMUM OF 1:2.
10. ALL LUNCHROOM APPLIANCES TO BE PROVIDED BY TENANT. TO COMPLY WITH ADA-ICC/A117.1-2009 (TYP.) REQUIREMENTS, DISHWASHERS MUST FIT UNDER A 34" HIGH (32 1/4" CLEAR UNDER) COUNTERTOP. THE REFRIGERATOR MUST BE A SIDE-BY-SIDE OR BOTTOM FREEZER UNIT, AND ALL MICROWAVE CONTROLS TO BE NO HIGHER THAN 46" A.F.F. TO MEET OBSTRUCTED HIGH SIDE REACH REQUIREMENTS.
11. SIGNAGE INDICATING ACCESSIBILITY PROVISIONS SHALL BE PROVIDED AT EACH DOOR TO AN EXIT DISCHARGE. A TACTILE SIGN STATING EXIT AND COMPLYING WITH ICC/ANSI A117.1-2009 SHALL BE PLACED ADJACENT TO THE DOOR. PLEASE REFER TO SHEET A. 601 FOR ADDITIONAL INFORMATION AND LOCATION.

THE BUILDING IS PROVIDED WITH A FULL AUTOMATIC FIRE PROTECTION SPRINKLER SYSTEM (FIRE SUPPRESSION SYSTEM) WHICH WILL BE DESIGNED TO MEET M.B.C. REQUIREMENTS AND CITY OF BIRMINGHAM INSPECTION AND PERMIT APPROVAL. SPRINKLER CONTRACTOR SHALL BE FULLY LICENSED AND BE RESPONSIBLE FOR PREPARATION OF ENGINEERING DRAWING, SUBMISSION OF DRAWINGS TO ALL LOCAL AND STATE AGENCIES FOR APPROVAL, AND FOR COORDINATION OF REQUIREMENTS WITH OWNERS AND TENANTS INSURANCE CARRIER.



0 50 150
GRAPHIC SCALE- FEET

PROJECT ADDRESS

320 Martin Street
Birmingham, Michigan 48009

Zoned: B-4 Business Residential

APPLICANT INFORMATION

320 Investments LLC
320 Martin St, Suite 100
Birmingham, MI 48009
e. Sam@Surnow.com
p. 248.877.4000

SHEET INDEX

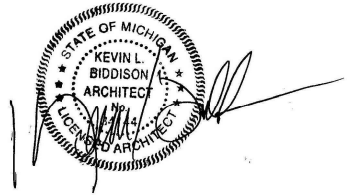
T.101	TITLE SHEET
SP.100	EXISTING CONDITIONS & SITE SURROUNDINGS
SP.101	SITE PLAN
A.101	FLOOR PLANS
A.102	FLOOR PLANS
A.103	FLOOR PLANS
A.201	ELEVATIONS
A.202	ELEVATIONS
A.301	3D PERSPECTIVE IMAGES
A.302	3D PERSPECTIVE IMAGES
A.303	3D PERSPECTIVE IMAGES
A.304	3D PERSPECTIVE IMAGES

Consultants

Project data

GOVERNING CODES:	2015 MICHIGAN BUILDING CODE 2015 MICHIGAN PLUMBING CODE 2015 MICHIGAN MECHANICAL CODE 2015 MICHIGAN REHABILITATION CODE 2015 INTERNATIONAL FUEL GAS CODE MICHIGAN ELECTRICAL CODE, 2014 N.E.C. W/ PART 8 STATE AMENDMENTS ICC/ANSI A117.1-2015 AND MICHIGAN BARRIER FREE DESIGN LAW OF PUBLIC ACT 1 OF 1966 AS AMENDED. MICHIGAN UNIFORM ENERGY CODE RULES PART 10 WITH ANSI/ASHRAE/IESNA STANDARD 90.1-2015 2015 INTERNATIONAL FIRE CODE NFPA 13 - 2010 NFPA 72 - 2010
BUILDING USE GROUP(S):	GENERAL BUSINESS & RESIDENTIAL
TYPE OF CONSTRUCTION:	2015 MBC: 2B (UN-PROTECTED) NFPA 220: TYPE II-000 NFPA 13: 2010 NFPA 72: 2010
LOWER LEVEL AREA:	8,058 SQFT
FIRST FLOOR AREA:	9,248 SQFT
SECOND FLOOR AREA:	9,000 SQFT
THIRD FLOOR AREA:	10,200 SQFT
FOURTH FLOOR AREA:	10,200 SQFT
FIFTH FLOOR AREA:	6,200 SQFT
TOTAL ADDITION AREA:	52,906 SQFT

HISTORIC DESIGN BOARD REVIEW	Issued for 11.30.2021
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Project no.

BIRMINGHAM P.O. ADDITION

2075-21

Sheet no.

T.101



ORIGINAL SITE CONDITIONS - IMAGES
NO SCALE

EXIST. SITE CONDITIONS - IMAGES
NO SCALE



EXIST. SITE SURROUNDINGS - IMAGES
NO SCALE

Consultants

Project title

PROPOSED BUILDING ADDITION FOR:

**BIRMINGHAM
POST OFFICE**

320 Martin St
Birmingham, MI 48009

Issued dr/ch

HISTORIC REVIEW

11.30.21

Sheet title

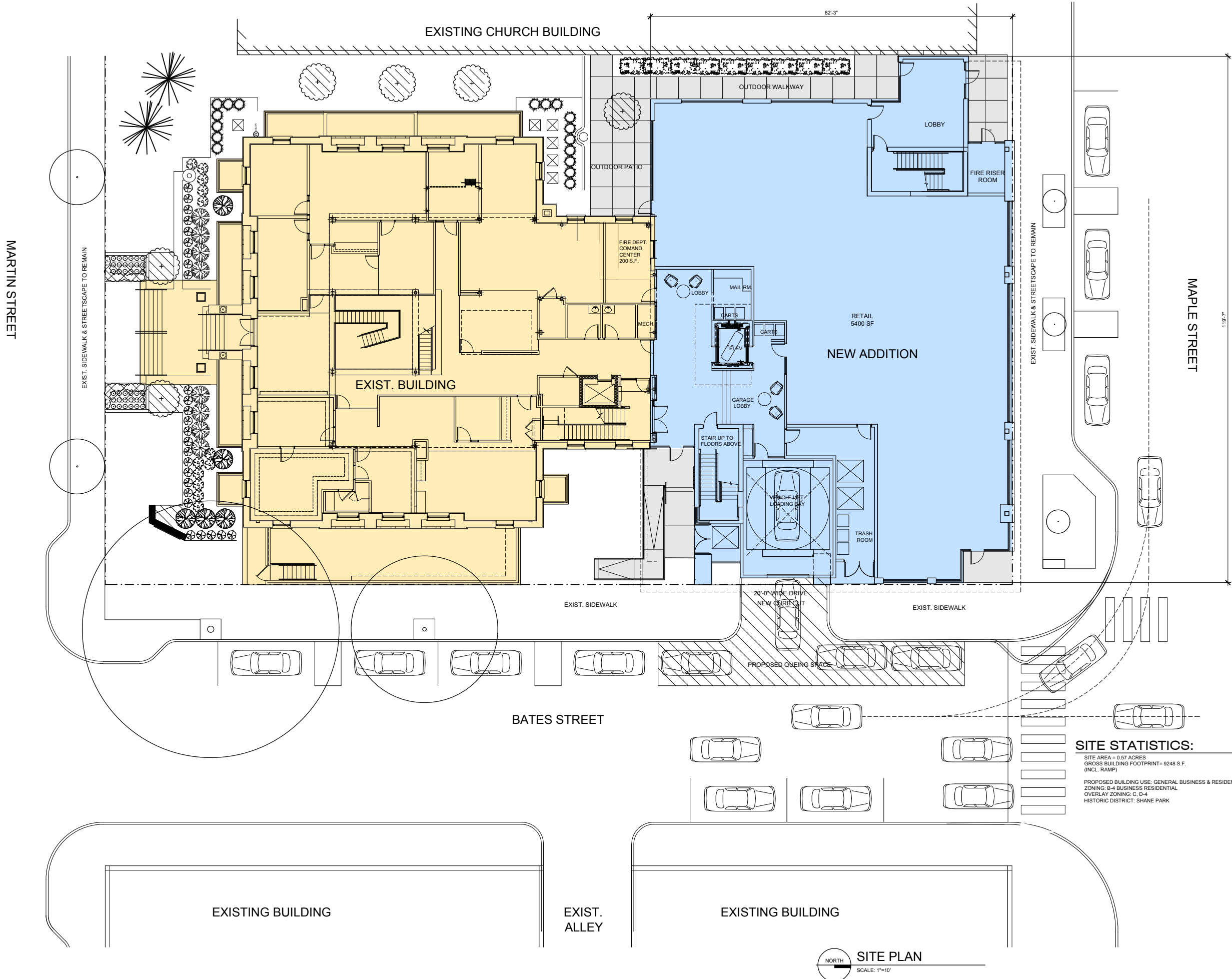
**PROPOSED
SITE PLAN**

Project no.

2075.21

Sheet no.

SP.101

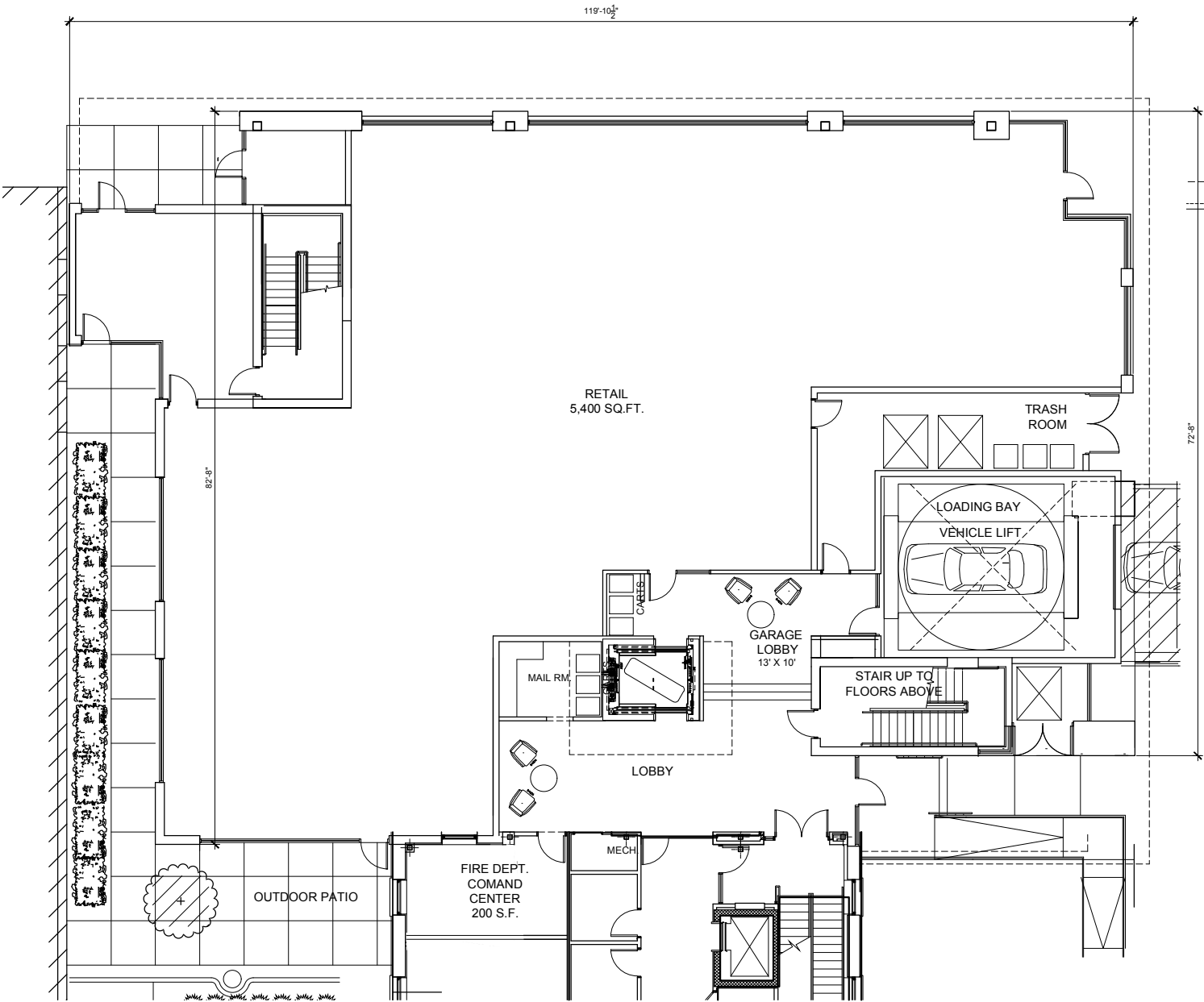


SITE STATISTICS:

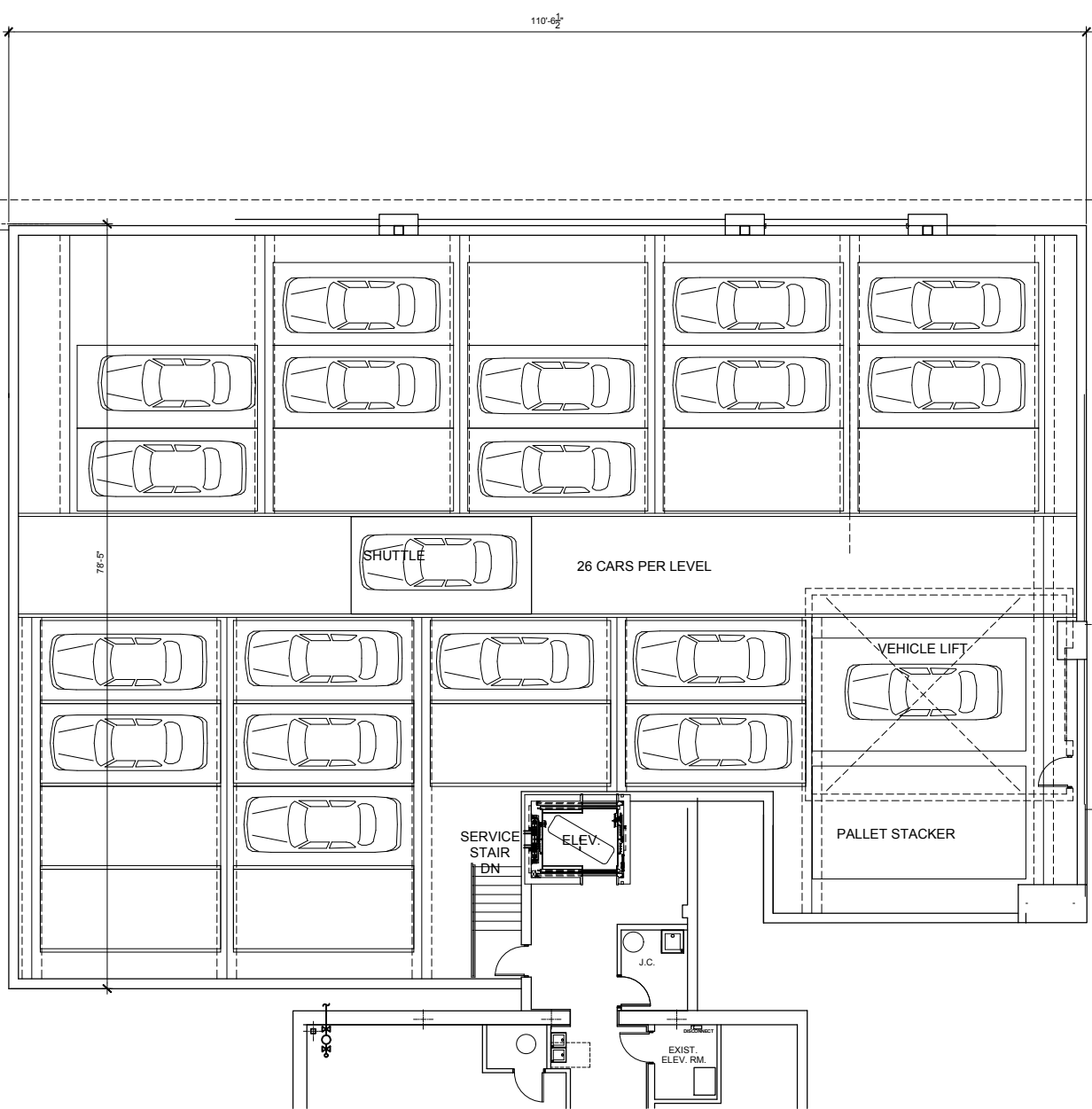
SITE AREA = 0.57 ACRES
GROSS BUILDING FOOTPRINT = 9248 S.F.
(INCL. RAMP)

PROPOSED BUILDING USE: GENERAL BUSINESS & RESIDENTIAL
ZONING: B-4 BUSINESS RESIDENTIAL
OVERLAY ZONING: C, D-4
HISTORIC DISTRICT: SHANE PARK

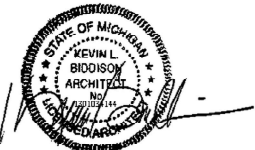
SITE PLAN
SCALE: 1"=10'



NORTH
9,248 SQFT
FIRST FLOOR PLAN
SCALE: 1/8"=1'-0"



NORTH
8,058 SQFT
LOWER LEVEL FLOOR PLAN
SCALE: 1/8"=1'-0"



PROPOSED BUILDING ADDITION FOR:
**BIRMINGHAM
POST OFFICE**

320 Martin St
Birmingham, MI 48009

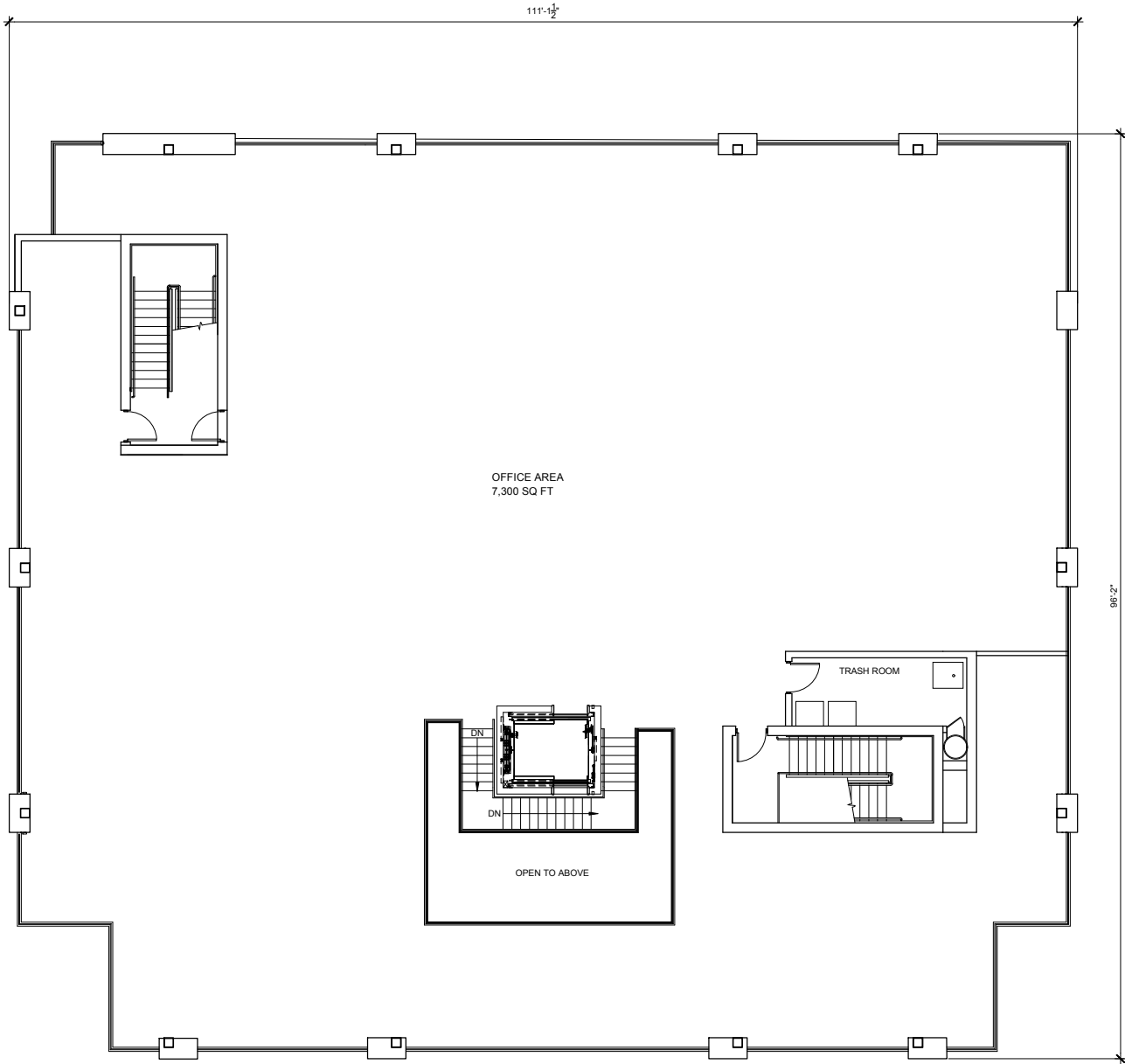
HISTORIC REVIEW 11.30.21

**PROPOSED
FLOOR PLANS**

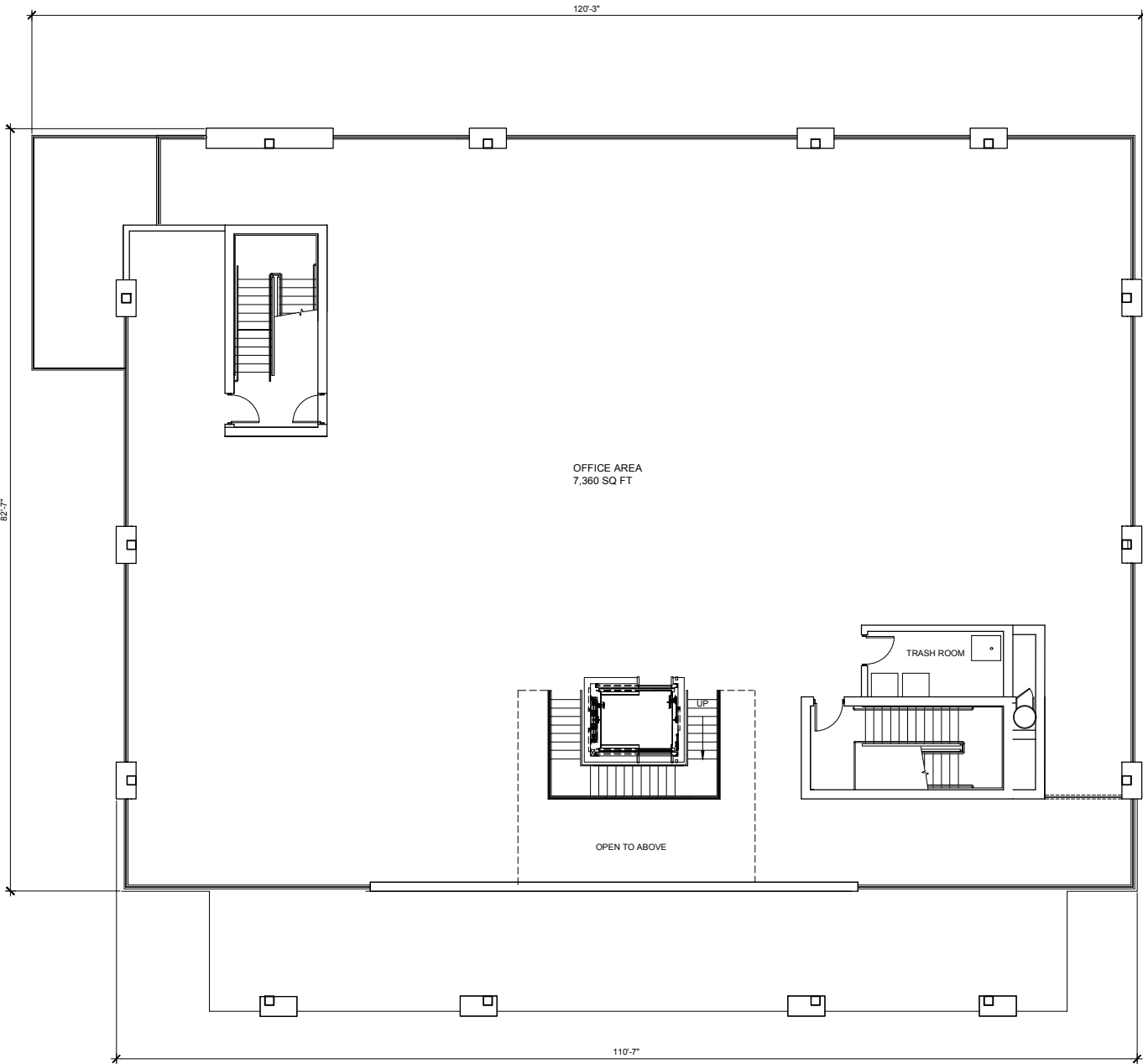


2075.21

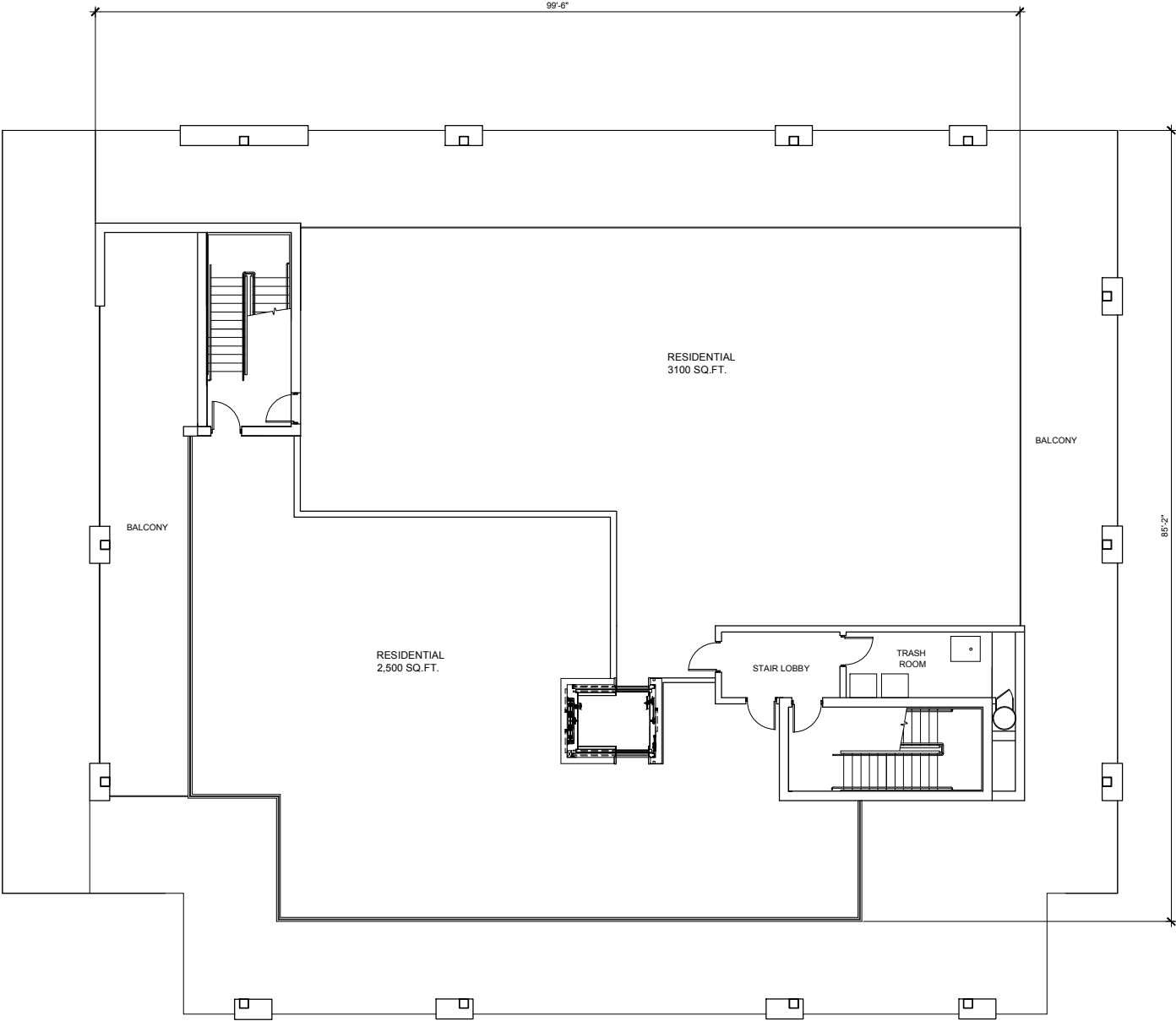
A.102



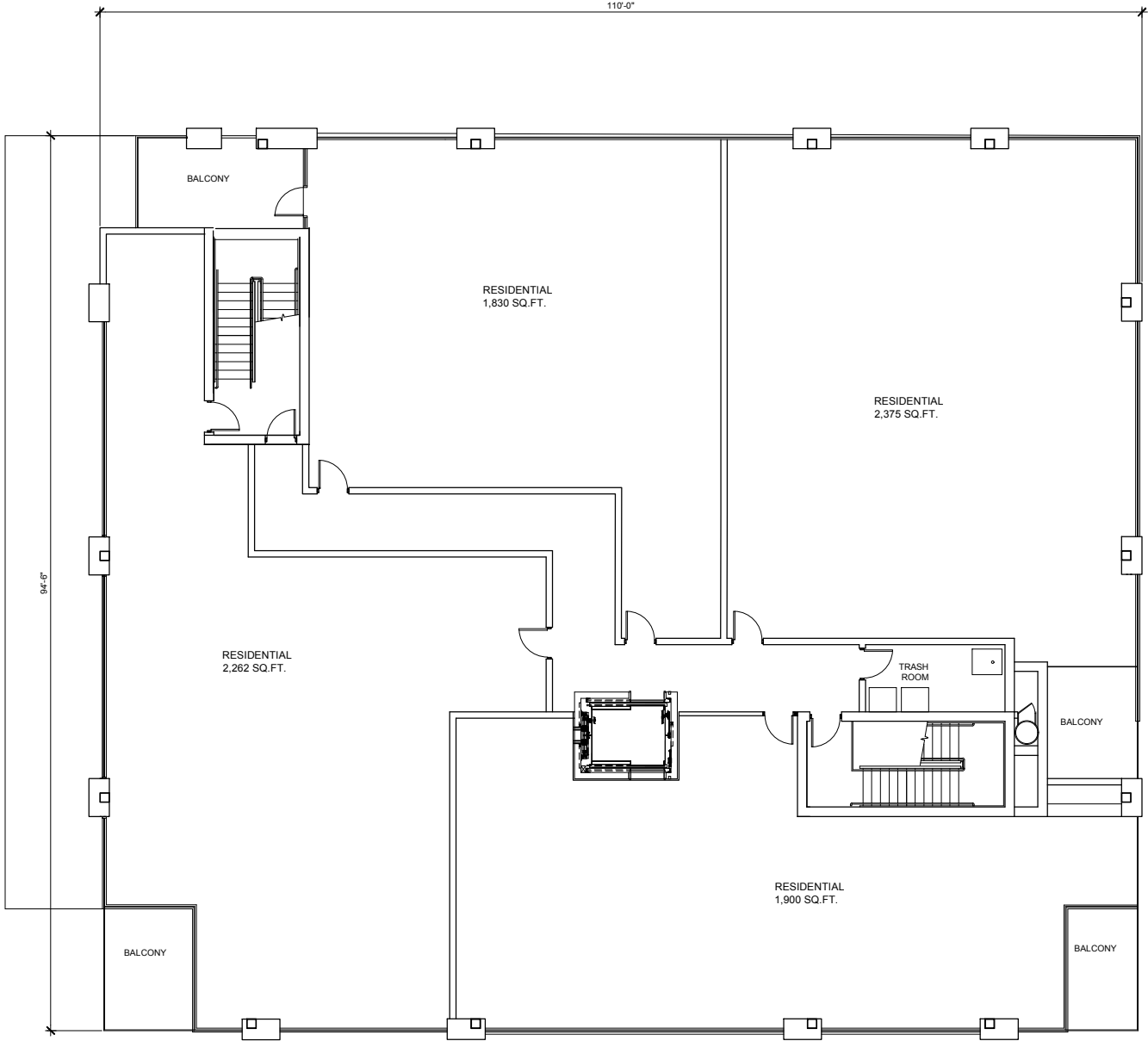
NORTH
10,200 SQ.FT.
THIRD FLOOR PLAN
SCALE: 1/8"=1'-0"



NORTH
9,000 SQ.FT.
SECOND FLOOR PLAN
SCALE: 1/8"=1'-0"



NORTH
6,200 SQ.FT.
FIFTH FLOOR PLAN
SCALE: 1/8"=1'-0"



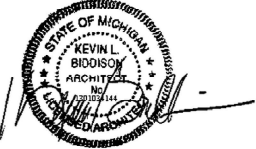
NORTH
10,200 SQ.FT.
FOURTH FLOOR PLAN
SCALE: 1/8"=1'-0"

PROPOSED BUILDING ADDITION FOR:
**BIRMINGHAM
POST OFFICE**

320 Martin St
Birmingham, MI 48009

HISTORIC REVIEW 11.30.21

**PROPOSED
FLOOR PLANS**



2075.21

A.103

PROPOSED BUILDING ADDITION FOR:
**BIRMINGHAM
POST OFFICE**

320 Martin St
Birmingham, MI 48009

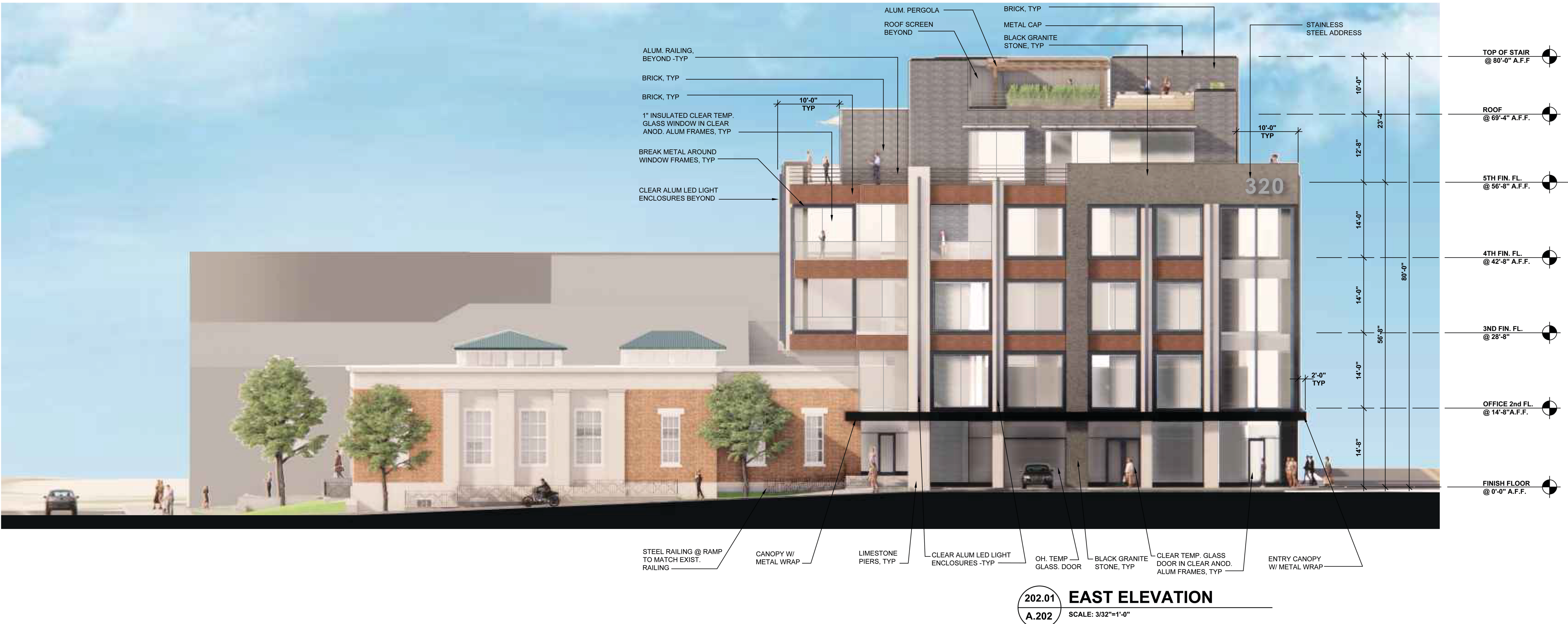
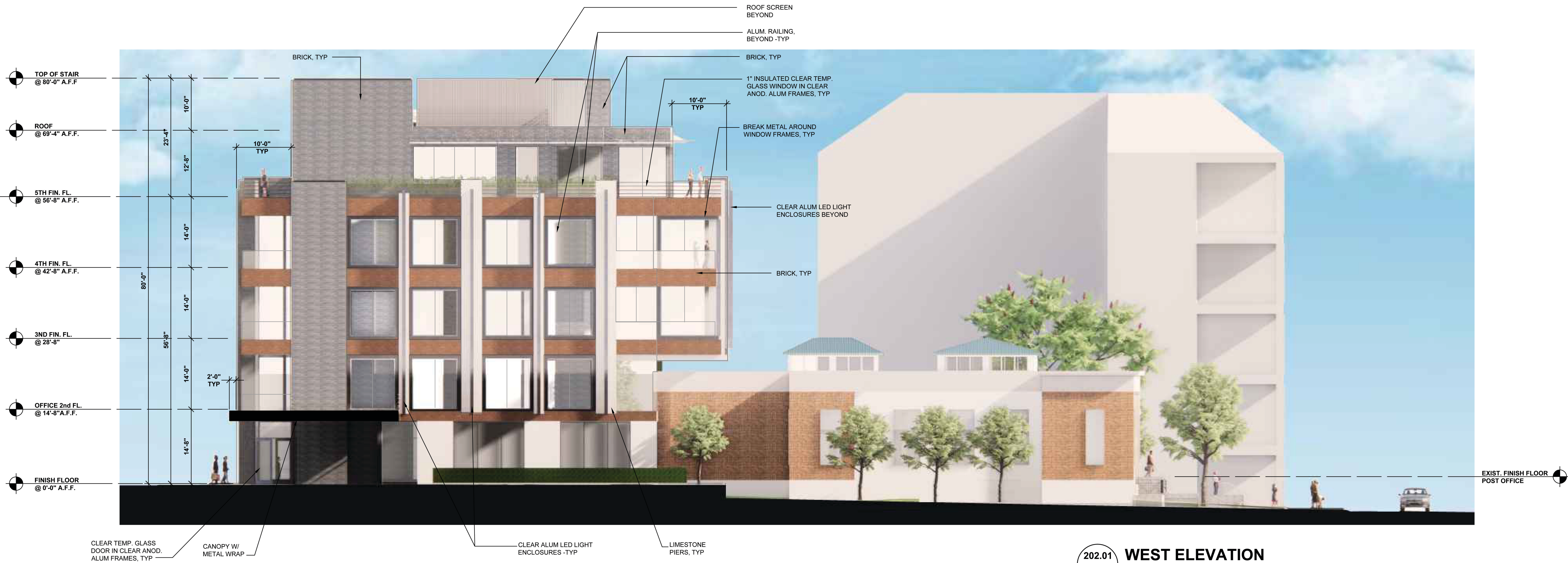
HISTORIC REVIEW 11.30.21

**PROPOSED
ELEVATIONS**

2075.21

A.201





Consultants

Project title

PROPOSED BUILDING ADDITION FOR:
**BIRMINGHAM
POST OFFICE**

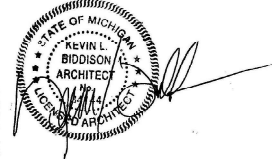
320 Martin St
Birmingham, MI 48009

Issued dr/ch

HISTORIC REVIEW 11.30.21

Sheet title

**PROPOSED
3D IMAGES**



Project no.

2075.21

Sheet no.

A.301



301.04
A.301
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



301.03
A.301
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



301.02
A.301
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



301.01
A.301
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE

Consultants

Project title

PROPOSED BUILDING ADDITION FOR:
**BIRMINGHAM
POST OFFICE**

320 Martin St
Birmingham, MI 48009

Issued dr/ch

HISTORIC REVIEW 11.30.21

Sheet title

**PROPOSED
3D IMAGES**



Project no.

2075.21

Sheet no.

A.302



302.04
A.302
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



302.03
A.302
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



302.02
A.302
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



302.01
A.302
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE

Consultants

Project title

PROPOSED BUILDING ADDITION FOR:
**BIRMINGHAM
POST OFFICE**

320 Martin St
Birmingham, MI 48009

Issued dr/ch

HISTORIC REVIEW 11.30.21

Sheet title

**PROPOSED
3D IMAGES**



Project no.

2075.21

Sheet no.

A.303



303.04
A.303
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



303.03
A.303
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



303.02
A.303
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE



303.01
A.303
PROPOSED 3D IMAGES- EXTERIOR
NO SCALE

Consultants

Project title

PROPOSED BUILDING ADDITION FOR:
**BIRMINGHAM
POST OFFICE**

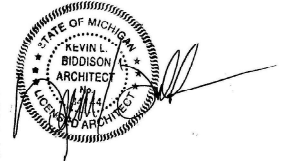
320 Martin St
Birmingham, MI 48009

Issued dr/ch

HISTORIC REVIEW 11.30.21

Sheet title

**PROPOSED
3D IMAGES**



Project no.

2075.21

Sheet no.

A.304



304.04
A.304
PROPOSED 3D IMAGES- AERIAL
NO SCALE



304.03
A.304
PROPOSED 3D IMAGES- AERIAL
NO SCALE



304.02
A.304
PROPOSED 3D IMAGES- AERIAL
NO SCALE



304.01
A.304
PROPOSED 3D IMAGES- AERIAL
NO SCALE



Design Review Application

Planning Division

Form will not be processed until it is completely filled out

1. Applicant

Name: SAM SURNOW
 Address: 320 MARTIN ST
BIRMINGHAM, MI 48009
 Phone Number: 248.877.4000
 Email address: sam@surnow.com

2. Property Owner

Name: 320 INVESTMENTS, LLC
 Address: 320 MARTIN ST
BIRMINGHAM, MI 48009
 Phone Number: 248.877.4000
 Email address: sam@surnow.com

3. Project Contact Person

Name: SAM SURNOW
 Address: 320 MARTIN ST
BIRMINGHAM, MI 48009
 Phone Number: 248.877.4000
 Email address: sam@surnow.com

4. Project Designer/Developer

Name: BIDDISON ARCHITECTURE
 Address: 320 MARTIN ST, SUITE 410
BIRMINGHAM, MI 48009
 Phone Number: 248.554.9500
 Email address: kb@biddison-ad.com

5. Required Attachments

- | | |
|---|---|
| <p>I. Two (2) paper copies and one (1) digital copy of all project plans including:</p> <ul style="list-style-type: none"> i. A detailed and scaled Site Plan depicting accurately and in detail the proposed construction, alteration or repair; ii. Colored elevation drawings for each building elevation; iii. A Landscape Plan (if applicable); iv. A Photometric Plan (if applicable); <p>II. Specification sheets for all proposed materials, light fixtures and mechanical equipment;</p> | <p>III. Samples of all proposed materials;</p> <p>IV. Photographs of existing conditions on the site including all structures, parking areas, landscaping and adjacent structures;</p> <p>V. Current aerial photographs of the site and surrounding properties;</p> <p>VI. Warranty Deed, or Consent of Property Owner if applicant is not the owner;</p> <p>VII. Any other data requested by the Planning Board, Planning Department, or other City Departments.</p> |
|---|---|

6. Project Information

Address/Location of the property: 320
MARTIN ST, BIRMINGHAM, MI 48009
 Name of development: _____
 Sidwell #: _____
 Current Use: PARKING LOT
 Proposed Use: BUSINESS & RESIDENTIAL
 Area of Site in Acres: 0.57 ACRES
 Current zoning: B-4 BUSINESS RESIDENTIAL

Is the property located in a floodplain? -----
 Is the property within a Historic District? -----
 → If so, which? SHANE PARK
 Will the project require a variance? -----
 → If so, how many? _____
 Has the project been reviewed by another board? -----
 → If so, which? _____

Yes	No
☐	☒
☒	☐
☐	☒
☐	☒

7. Details of the Proposed Development (attach separate sheet if necessary)

5 STOREY MIXED USE 52,106 SF ADDITION (TOTAL)
2 LEVEL UNDERGROUND PARKING
(SEE ATTACHED PLANS)

8. Required and Proposed Parking

Required number of parking spaces: 9 (RESIDENTIAL) Number of underground parking levels: 2
Proposed number of parking spaces: 52 Typical size of parking spaces: 180 SF
Location of parking on site: UNDERGROUND Typical width of maneuvering lanes: NA
Location of parking off site: CHESTER ST. PARKING STRUC Number of handicap spaces: NA
Shared parking agreement? - Screenwall material: NA
Size of surface parking lot: - Height of screenwall: NA

9. Landscaping

Location of landscape areas: NA Proposed landscape material: NA
EXIST. TREES TO REMAIN

10. Streetscape

Sidewalk width: EXIST. TO REMAIN Number of existing street trees: _____
Number of benches: _____ Number of proposed street trees: _____
Number of planters: _____ Number of waste receptacles: _____

11. Loading

Required number of loading spaces: NA Typical size of loading spaces: _____
Proposed number of loading spaces: _____ Screenwall material: _____
Location of loading spaces on site: _____ Height of screenwall: _____

12. Exterior Waste Receptacles

Required number of waste receptacles: NA Size of waste receptacles: _____
Proposed number of waste receptacles: _____ Screenwall material: _____
Location of waste receptacles: _____ Height of screenwall: _____

13. Mechanical Equipment

Utilities and Transformers:
Number of ground mounted transformers: NA Size of transformers (L•W•H): _____
Location of all utilities & easements: _____ Screenwall material: _____
Height of screenwall: _____

Ground Mounted Mechanical Equipment:
Number of ground mounted units: NA Size of ground mounted units (L•W•H): _____
Location of all ground mounted units: _____ Screenwall material: _____
Height of screenwall: _____

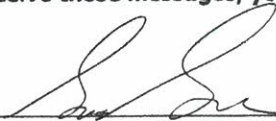
Rooftop Mechanical Equipment:
Number of rooftop units: _____ Location of screenwall: _____
Type of rooftop units: _____ Screenwall material: METAL - SEE BOARD
Location of all rooftop units: 1 Height of screenwall: _____
Size of rooftop units (L•W•H): _____ Distance from rooftop units to all screenwalls: _____

14. Building & Site Lighting

Number of light fixtures on building: 14 LINEAR + Number of light fixtures on site: _____
Light level at each property line: 0 RECESSED SOFFIT Type of light fixtures on site: LED
Type of light fixtures on building: LINEAR LED @ ENTRY Height from grade: 12'-0" FOR SOFFIT
Location of light fixtures on building: SEE PERSPECTIVE IMAGES Location of light fixtures on site: _____

The undersigned states the above information is true and correct, and understands that it is the responsibility of the applicant to advise the Planning Division and / or Building Division of any additional changes made to an approved site plan. The undersigned further states that they have reviewed the procedures and guidelines for Site Plan Review in Birmingham, and have complied with the same. The undersigned will be in attendance at the Planning Board meeting when this application will be discussed.

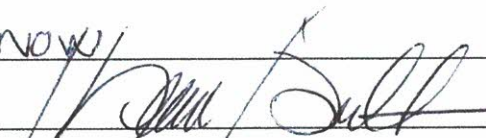
By providing your e-mail to the City, you agree to receive news notifications from the City. If you do not wish to receive these messages, you may unsubscribe at any time.

Signature of Owner:  Date: 11/30/2021

Print name: SAM SURNOW

Signature of Applicant: _____ Date: 11/30/2021

Print Name: SAM SURNOW

Signature of Architect:  Date: 11/30/2021

Print Name: KEVIN BIDDISON

Office Use Only

Application #: _____ Date Received: _____ Fee: _____

Date of Approval: _____ Date of Denial: _____ Accepted By: _____



Notice Sign Rental Application Community Development

1. Applicant

Name: SAM SURNOW
Address: 320 MARTIN ST
BIRMINGHAM MI 48009
Phone Number: 248.877.4000
Fax Number: _____
Email address: sam@surnow.com

2. Property Owner

Name: 320 INVESTMENTS LLC
Address: 320 MARTIN ST
BIRMINGHAM MI 48009
Phone Number: 248.877.4000
Fax Number: _____
Email address: sam@surnow.com

3. Project Information

Address/Location of Property: 320 MARTIN ST
Name of Development: BIRMINGHAM RO. ADDITION
Area in Acres: 0.57 ACRES

Name of Historic District, if any: SHANE PARK
Current Use: B-4 BUSINESS RESIDENTIAL
Current Zoning: BUSINESS - B

4. Date of Board/Commission Review

City Commission: _____
Planning Board: _____
Historic District Commission: _____
Design Review Board: _____

Board of Zoning Appeals: _____
Board of Building Trades Appeals: _____
Housing Board of Appeals: _____
Other: _____

The undersigned states the above information is true and correct, and understands that it is the responsibility of the applicant to post the Notice Sign(s) at least 15 days prior to the date on which the project will be reviewed by the appropriate board or commission, and to ensure that the Notice Sign(s) remains posted during the entire 15 day mandatory posting period. The undersigned further agrees to pay a rental fee and security deposit for the Notice Sign(s), and to remove all such signs on the day immediately following the date of the hearing at which the project was reviewed. The security deposit will be refunded when the Notice Sign(s) are returned undamaged to the Community Development Department. Failure to return the Notice Sign(s) and/or damage to the Notice Sign(s) will result in forfeiture of the security deposit.

Signature of Applicant: _____

Date: 11/30/2021

Office Use Only

Application#: _____ Date Received: _____ Fee: _____
Date of Approval: _____ Date of Denial: _____ Reviewed By: _____

AGENDA
BIRMINGHAM HISTORIC DISTRICT COMMISSION
WEDNESDAY – January 5, 2022
BIRMINGHAM CITY HALL, 151 MARTIN STREET, COMMISSION ROOM 205, BIRMINGHAM, MI *
******* 7:00 PM*******

- 1) Roll Call
- 2) **Approval of the HDC Minutes of December 15, 2021**
- 3) Courtesy Review
- 4) Historic Design Review
- 5) Sign Review
- 6) Study Session
 - A. **CLG Grant – Design Guidelines**
 - B. **Promoting Historical Preservation**
- 7) Miscellaneous Business and Communication
 - A. Pre-Application Discussions
 - B. Draft Agenda
 1. **January 19, 2021**
 - C. Staff Reports
 1. **Administrative Sign Approvals**
 2. **Administrative Approvals**
 3. **Demolitions**
 4. **Action List 2022**
- 8) Adjournment

*Please note that board meetings will be conducted in person once again. Members of the public can attend in person at Birmingham City Hall, 151 Martin St., or may attend virtually at:

Link to Access Virtual Meeting: <https://zoom.us/j/91282479817>

Telephone Meeting Access: 877 853 5247 US Toll-free

Meeting ID Code: 912 8247 9817

Notice: Individuals requiring accommodations, such as interpreter services for effective participation in this meeting should contact the City Clerk's Office at [\(248\) 530-1880](tel:2485301880) at least on day in advance of the public meeting.

Las personas que requieren alojamiento, tales como servicios de interpretación, la participación efectiva en esta reunión deben ponerse en contacto con la Oficina del Secretario Municipal al [\(248\) 530-1880](tel:2485301880) por lo menos el día antes de la reunión pública. (Title VI of the Civil Rights Act of 1964).

A PERSON DESIGNATED WITH THE AUTHORITY TO MAKE DECISIONS MUST BE PRESENT AT THE MEETING.

Historic District Commission Action List – 2021

Historic District Commission	Quarter	Rank	Status
Schedule Training Sessions for HDC and Community	1 st (January-March)	1	☐
Create RFP for Historic Design Guidelines	1 st (January-March)	2	☒
Develop and Market Historic Walking Tours	2 nd (April-June)	3	☒
Develop Resources for the Michigan Historic Preservation Tax Credit	3 rd (July-September)	4	☒
Adopt Historic Preservation Marketing Plan	3 rd (July-September)	5	☒
Historic District Ordinance Enforcement	4 th (October-December)	6	☒

Updates:

- Three trainings selected (**need to be scheduled**):
 - Historic District Commissioner Training
 - Building Assessment 101
 - Understanding Historic Designation
- RFP was posted in November, 2021
- Mill Pond walking tour created (**others in development**)
- Historic Preservation Tax Credit not fully adopted, HDC and Staff keeping up to date with happenings
- Staff received direction to create marketing plan, will carry over to 2022
-