

Ann Arbor Historic District Commission

Staff Approval List

The Ann Arbor Historic District Commission hereby authorizes the Planning and Development Services Manager or their designee to approve the following work items on behalf of the Commission.

- 1) Replacement of **existing windows** that are deteriorated beyond repair per the Guidelines for Window Evaluation, Repair, and Replacement and that match the existing in size, type, location, material and muntin pattern; bare metal finishes, Low "E" reflective or tinted glazing are not permitted unless they match the existing.
- 2) Installation of new **storm windows** and **storm doors** that match the opening size and are not bare metal; that mullions and meeting rails of storm windows match the prime windows; and the design of the storm door is similar in style to the prime door.
- 3) Replacement of **non-original windows or doors**; or windows or doors in non-contributing resources; with new windows or doors that are an accurate restoration using historical, pictorial, and physical documentation, or a new design that is compatible with the openings and historic character of the building.
- 4) Installation of any **awnings** at any opening on the rear elevation of a structure for properties not situated on a corner lot.
- 5) Replacement of **existing awnings** in the same location and dimension.
- 6) Replacement of **existing signage** in the same size, dimension, and location.
- 7) Installation of new **skylights** on non-character defining roof surfaces not visible from the street provided the skylights are flat, do not extend more than 6 inches above the roof surface, are similar to the color of the roof material and cover not more than 10% of the roof surface on which they are located; bare metal finishes, bubble or domed skylights are permitted only on flat or rear-facing roofs.
- 8) Replacement of **roofs** with a material exactly matching the existing top roofing layer or with the original roofing material or a replica of the missing or covered original roofing material.
- 9) Installation of new wood clapboard **siding** or artificial siding that replicates clapboard where the existing siding is artificial and provided the exposed vertical dimension of the new "clapboard" is no more than five inches or within one inch of the missing or covered original; no new material may cover nor require the removal of any original trim or architectural detail such as ornamental shingles, carved brackets, window hoods and the like.
- 10) Removal of **artificial siding** to repair and restore original siding.
- 11) Cleaning of **masonry** provided the application meets the requirements in Preservation Briefs 1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings and Preservation Briefs 6: Dangers of Abrasive Cleaning to Historic Buildings.
- 12) Reconstruction of **masonry** to exactly match the existing in color, size, texture, coursing, mortar profile, color, composition, and joint width.
- 13) **Gutter and downspout** replacement with exactly matching design, materials, and placement; or new gutters and downspouts where none currently exist, in a style that is compatible with the historic character of the building.
- 14) The installation of **satellite dishes** or antenna, provided the location is not visible from the street or sidewalk in the front, or if a corner lot, the street or sidewalk on the side.
- 15) Installation of new **handrails** that match the existing balustrade may be added to porch steps, or the replacement of non-original handrails with replicas of documented original handrails, or new compatible handrails.
- 16) Re-construction of existing **fire escapes** in a matching or smaller size.
- 17) The removal of dead, diseased or damaged historic **trees/plantings extant** from the period of significance with a written statement from a professional service or arborist confirming that the historic trees/plantings are dead, diseased, or damaged.
- 18) The replacement of existing on-grade **walkways**, stairways, retaining walls, patios, and driveways in the same location in matching or compatible materials.
- 19) Replacement of **fences** of any kind except that chain link or metal security type fences may not be installed in the front open space or within the side open space on the street side of corner lots.

- 20) Installation of **glass block** in existing basement openings that are not on the front or street facing side elevations provided that the glass block is recessed to the same plane as the window.
- 21) Replacement of concrete **basement walls** provided that the exterior of the portions of the walls above grade are finished in a material matching the original or with a smooth parge coat.
- 22) Replacement of **basement windows** only when the portion of the basement wall containing the window is replaced: the new windows shall be an accurate restoration using historical, pictorial, and physical documentation; or wood or metal-clad wood windows that match the existing in size, type, location, material and muntin pattern.
- 23) Window and door **boarding** provided that the boarding-up is temporary and for the protection of the building; and the boarding is painted to look like windows or a dark color such as black or brown. Boarding used for ventilation techniques allowing air flow into the building should be similarly painted a dark color.
- 24) Installation of **artwork** that is non-permanently attached to a building exterior provided that it measures less than 25 square feet in total area, does not damage or destroy historic materials, does not obscure historic or architectural features, and is not visible from the street or sidewalk.
- 25) Installation of new **fences** provided they meet the requirements of the *Historic District Design Guidelines*.
- 26) Reconstruction of existing **historic porches** or porch elements that are beyond repair, provided the materials and design exactly match the existing materials and design.
- 27) Reconstruction of existing **non-historic porches** to match the existing design or the historic design that is documented using historical, pictorial, or physical documentation, or a new design that is compatible with the historic character of the building.
- 28) Replacement of non-original **garage doors** with new doors that are compatible with the design of the garage and are located within the existing or historic opening.
- 29) Installation of air conditioning, **mechanical equipment**, or associated vents or other work, provided that: the equipment or work is not visible from the street or sidewalk; is finished to blend into the building, where appropriate; and does not destroy historic features.
- 30) Replacement of existing **playground** equipment in public parks.
- 31) **Signs and lighting on signs**, provided the work meets the requirements of the *Historic District Design Guidelines* and the *Sign Guidelines* and has no visible junction boxes and minimal visible conduit.
- 32) The replacement of existing **decks** in the same location in a matching or smaller size; or the expansion of decks on non-contributing resources provided the expansion is not greater than 25% of the existing deck area and does not negatively impact historic resources.
- 33) Installation of new **solar panels** on non-character defining roof surfaces not visible from the street, or installation of black-on-black panels on side facing roof surfaces that are visible from the street.
- 34) Installation of compatible windows and doors in **new openings** on non-contributing buildings.
- 35) Installation of new residential **patios** at grade that are constructed of brick, stone, pavers, or similar compatible materials, that do not exceed 150 square feet, and are located at the rear of the building.
- 36) Installation of new metal **chimneys** that do not obscure, destroy, or otherwise compromise original trim or architectural features of the building, that are a dark color or match the roof, and that do not exceed the minimum height and minimum diameter required by state building code, and are not a prominent feature of the roof.
- 37) **Small cell wireless facilities** on existing or new utility poles that do not destroy, distract from, or obscure historic character or architectural features.
- 38) Replacement of post-1944 wood windows with **clad wood windows** that meet the *Historic District Design Guidelines* on the following conditions: the windows are not visible from the public right-of-way; the dimensions of the glass surface of the wood windows is maintained; the wood windows are not replicas of the building's pre-1945 windows; and no specifications of the building's pre-1945 windows exist.
- 39) The installation of **basement egress windows** that are not on a front elevation or the 2/3 of a side closest to the front, or that are not visible from the public right of way. Windows and wells should be the minimum size required to meet building code requirements for egress. If bollards are required by building code they must be shown on the plans.
- 40) Installation of **line sets** for mini-splits that on the rear elevation or not visible from the public right of way, and contained in a line split cover. Line sets should run up interior or exterior corners or alongside existing gutters and be as inconspicuous as possible.
- 41) Removal of **non-contributing accessory structures** (typically sheds and garages) built after 1944.

- 42) Installation or construction of new **accessory structures** in the backyard that do not exceed 100 square feet in floor area or footprint.
- 43) Alteration of the opening size or location of **windows or doors**; the installation of additional windows or doors; or the removal and infill of window or door openings, on any addition built after 1944. The work must be in keeping with the Ann Arbor Historic District Design Guidelines.
- 44) **Paving residential driveways** using concrete or asphalt that meets the following: a historic two-track driveway is not present; the pavement width does not exceed the current driveway width; any parking space does not exceed the current HDC approved parking area; and if space allows, a planting strip must be maintained between the house and driveway. Staff will refer requests to pave new parking spaces to the HDC for approval.

Adopted February 8, 2007, Effective April 4, 2007; Amended: June 14, 2007; November 8, 2007; January 14, 2010; May 13, 2010; March 10, 2011; January 12, 2012; October 12, 2017; May 14, 2020; January 12, 2023; April 13, 2023; June 13, 2024; March 13, 2025. June 11, 2026.