



Royal Oak
**HISTORIC DISTRICT
STUDY COMMITTEE**

Royal Oak Historic District Study Committee

Minutes – Thursday, May 20, 2021

Royal Oak City Hall - 203 South Troy Street, Royal Oak, MI 48067

1. Call to Order – 7:05 pm
2. Roll Call – Patrick Andras, Ruth Cleaveland, Tammis Donaldson, Rob Duchene, Chris Kraska (via phone from Indiana), Melinda Loftin (via phone from Royal Oak), Leslie Snow
Guests: Carol Schwanger (Executive Assistant, Office of the Mayor and City Manager)
3. Public Comment – None
4. Approval of April Minutes - Rob Duchene made a motion to approve the minutes from the April 21, 2021 meeting, seconded by Tammis Donaldson. APPROVED
5. Unfinished Business -
 - a. Historic Designation of the Royal Oak Farmers Market Update - The final report for the Farmers Market was updated to reflect building boundaries and was submitted to the City and the SHPO. It was approved by the Planning Department and on May 24, the City Commission approved the resolution to draft an ordinance to establish the Farmers Market as a historic district
 - b. Historic Designation of 232 Woodside Road Update - Discussion of the property centered on whether it is “one of a kind” in Royal Oak or a significant example of a Tudor. Chris Kraska noted that he needs to review approximately 1,000 more photos of homes in Royal Oak. The HDSC will discuss the property again at the June meeting in order to allow time for due diligence in examining the remaining photos. Patrick Andras will continue to research the history of the property/people to look for information that relates to designation criteria.
6. New Business
 - a. Historical Commission Meeting Update - Patrick Andras noted that the date for the Orson Starr House Civil War Day has been set for Saturday, September 18. The HC also has two open positions and is always looking for people to join the Guild to help with tours and upkeep of the interior of the house. The HC is also looking to improve the maintenance and upkeep of the Royal Oak Cemetery and is considering asking the City to ask the HDSC to study it for designation. Carol Schwanger noted that the City/DPS does have records of who is buried in the cemetery.
 - b. Hermann’s Bakery - The request to eliminate historic designation of Hermann’s Bakery will go before the Historic District Committee on May 27. They will look at the three conditions (under 399.214 of the Local Historic Districts Act, Section 14.2) under which a historic district may be eliminated. The HDSC will likely need to weigh in.
7. Other Business -
 - a. Michigan Historic Preservation Network Webinars - Tammis Donaldson shared information from the webinars she attended put on by the SHPO. Of note, that the historic tax credit has passed the legislature, but it will take about a year to write the rules for the law, and that the HDSC may be able to gain access to help and resources through the State and National Park Service if we apply to be a certified local government program (CLG). Tammis will work with Carol Schwanger to fill out the application and gather necessary materials.
 - b. Updating Historic Pages on the City Website - Leslie Snow reports that she found her notes for updating the web page and will log in to see what can be updated.

- c. Study Reports Potential Housing at Museums and Public Library - Ruth Cleaveland and Leslie Snow will look through Ruth's records for paper copies of final designation reports. Chris Kraska will scan them to create electronic copies. Once the files have been scanned, originals and/or copies will be delivered to the Historical Museum and Public Library. Carol Schwanger noted that she has found some of the reports in electronic City files. To obtain copies of early reports that we don't have (for example, The Royal Oak Woman's Club), we may have to reach out to the property owners.
 - d. HDSC Handbook & Resources - Leslie Snow continues to compile a handbook outlining what the HDSC does, frequently asked questions, the process for designation, and how to research and write a report. She will be reaching out to other members for their input.
8. Adjournment – Rob Duchene made a motion to adjourn, seconded by Patrick Andras.
APPROVED. Meeting adjourned at 8:31 pm.
Next meeting: Thursday, June 17, 2021 at 7:00 pm

Minutes recorded by Leslie Snow