



EAST LANSING AGENDA

Historic District Commission Meeting

6:00 PM - Thursday, May 14, 2026

East Lansing City Library - 950 Abbot Rd.

Public Comment - Email: coelhistoricdistricts@cityofeastlansing.com

	Page
1. OPENING	
1.1. Roll Call	
1.2. Approval of the agenda	
1.3. Approval of the minutes HDC 4-9-26 Draft Minutes	3 - 8
2. COMMUNICATIONS FROM CITIZENS	
2.1. Written Communications	
2.2. Verbal from Audience	
3. COUNCIL LIAISON REPORT	
4. DISCLOSURE OF CONFLICTS OF INTEREST	
5. PUBLIC HEARINGS	
5.1. A public hearing to receive and discuss consideration of a Certificate of Appropriateness from Danielle Cahoon located at 531 Glenmoor Road. The applicant request is to remove the shutters from the 500 building. Agenda Item Report - Pdf	9 - 77
5.2. A public hearing to receive and discuss consideration of a Certificate of Appropriateness from Emmalee Tellier on behalf of Elieff Brothers Roofing located at 336 University Drive. The applicant request is to replace the balcony railing and add a gutter. Agenda Item Report - Pdf	78 - 105
5.3. A public hearing to receive and discuss consideration of a Certificate of Appropriateness from Emmalee Tellier on behalf of Elieff Brothers Roofing located at 604 Sunset Lane. The applicant request is to replace aluminum siding and trim with cement fiber board. Agenda Item Report - Pdf	106 - 129
5.4. A public hearing to receive and discuss consideration of a Certificate of Appropriateness from Timothy and Ayako Breitenback located at 847 Huntington Road. The applicant request is to replace broken bricks and masonry on the front stoop with thin brick on 4"cmu and matching masonry. Agenda Item Report - Pdf	130 - 141
6. UNFINISHED BUSINESS	

7. **NEW BUSINESS**
8. **COMMISSIONER REPORTS**
9. **STAFF REPORTS**
10. **ASSIGNMENTS**
11. **ADJOURNMENT**



HISTORIC DISTRICT COMMISSION

Quality Services for a Quality Community

DRAFT MINUTES

MEMBERS

Chair
Molly Szpunar

Vice Chair
Brendan Boyle

Rose Vadnais
Alexis Murray
Emily Niesh
James Boucher
Colleen Graber

City Council Liaison
Steven Whelan

Staff Liaison
Alycia Reiten

**City of East Lansing
PLANNING BUILDING
AND HOUSING**
410 Abbot Road
East Lansing, MI 48823

(517) 319-6930
www.cityofeastlansing.com

April 9, 2026 – 6:00 p.m.

East Lansing City Library
950 Abbot Rd., East Lansing, MI

Present: Boucher, Graber, Murray, Nisch, Vice Chair Boyle, Chair Szpunar.

Absent: Vadnais.

Staff present: DeGarmo and Reiten

1) CALL TO ORDER

Chair Szpunar called the meeting to order at 6:00pm.

1.1) ROLL CALL

At the calling of the roll, Vadnais was absent. 6 commissioners were present, representing a quorum of the board.

1.2) APPROVAL OF THE AGENDA

Motion: Szpunar moved to approve the agenda as presented. Second by Boyle

Vote: Voice vote. 6-0. Motion carried.

1.3) APPROVAL OF MINUTES for March 12, 2026.

Motion: Murray moved to approve the meeting minutes from the March 12, 2026, HDC meeting. Second by Graber

Vote: Voice vote. 6-0. Motion carried.

2) COMMUNICATIONS

2.1) Written communication – Nathan Izydorek, 411 Marshall Street email was included in the packet.

2.2) Verbal from Audience – None

3) COUNCIL LIAISON REPORT

Council Liaison Steven Whelan stated there is a lot going on with council. There are a lot of festivals going on this summer. Albert El Fresco will not have the

streets downtown shut down all summer. There are several events when downtown streets will be shut down for specific events. Several opportunities to bring families to that area for fun and a good time as a community.

- 4) DISCLOSURE OF CONFLICTS OF INTEREST – None
- 5) PUBLIC HEARINGS

5.1 A public hearing to receive and discuss consideration of a Certificate of Appropriateness from Paul Hooven located at 536 Abbot Road. The applicant request is to modify the side staircase.

Reiten presented the staff report. There is a significant staircase that goes up to the upper level that was in need of some stabilization for safety concerns. The stair treads were replace and an eight (8) foot long 4 X 4 post along the side of the stringer to stabilize it. The building inspector stated the manner in which they've stabilized this is the best option without rebuilding the whole thing.

Paul Hooven, 536 Abbot Rd., the applicant presented the application. When they replaced the stair treads some of the stringers came loose. The building official suggested that they sister another stringer of the same material to the existing stringer to stabilize it. They plan to maintain it the same way as they have in the past, which is to power wash and stain every few years.

Chair Szpunar opened the public hearing at 6:11 pm.

No comments were received.

Chair Szpunar closed the public hearing at 6:12 pm.

Motion: Murray moved to approve the request to modify the side staircase by adding three (3) - 8-foot long 4x4 post on the side and replace the stair treads and stair stringers, located at 536 Abbot Road. The Historic District Commission has found that the modification of the staircase will not negatively impact the essential form and integrity of the historic neighborhood or its environment consistent with Standard 9 of The Secretary of the Interior Standards for Rehabilitation. Second by Nisch.

Vote to approve: *Roll call:*

Yeas: *Murray, Szpunar, Boyle, Nisch, Graber and Boucher.*

Nays: *None*

6-0 Motion carries.

5.2 A public hearing to receive and discuss consideration of a Certificate of Appropriateness from Danielle Cahoon located at 531 Glenmoor Road. The

applicant request is for repointing and brick replacement / repair for areas throughout the exterior of the entire 500 building.

Reiten presented the staff report. There is a significant amount of brick repair and replacement as well as repointing needed on the 500 building. The Hillcrest and Glenmoor properties have distinctly varying colors, textures and shapes of brick. They also have distinct line mortar based for their tuck pointing. It is a large undertaking. It will be phased over the next two years.

Danielle Cahoon, 1401 E. Lansing Rd., the applicant stated they are planning to buy a pallet of each of the bricks and match them to the areas of the building as appropriate. The contractor found a company in Michigan that will carry the selected bricks. They will be fixing and replacing the bricks.

Chair Szpunar opened the public hearing at 6:20 pm.

Mark Grebner, 615 Glenmoor Rd. 1B, spoke of concerns about the application including only the 500 building.

Chair Szpunar closed the public hearing at 6:28 pm.

Motion: Boyle moved to approve the request for tuckpoint using Type N mortar with the same tooling as the original mortar. In addition, replace only the deteriorated historic brick with a brick that will match in size, profile, texture and shade to that of the original brick located at 500 Glenmoor Road building. The proposal is a two (2) year phased process. The Historic District Commission has found that the proposed brick and mortar replacement will not negatively impact the essential form and integrity of the historic neighborhood or its environment consistent with Standards 2, 5 and 6 of the Secretary of the Interior Standards for Rehabilitation. Second by Murray.

Vote: Roll call vote

Yeas: Nisch, Murray, Szpunar, Boucher, Boyle, Graber.

Nays: none

6-0. Motion carried

5.3 A public hearing to receive and discuss consideration of a Certificate of Appropriateness from Chris Stambaugh located at 309 Beal Street. The applicant request is to replace the concrete stairs and add a handrail.

Reiten presented the staff report. A large concrete and block retaining wall replacement was already approved administratively because it was replaced in kind. The staircase is disintegrating and needs to be replaced. The handrail and guardrail is proposed to be wood but they may be open to other materials. They are trying to stabilize a very significant retaining wall that has bowed.

Dave Bueche, Property Manager, on behalf of the applicant, stated that they are trying to make it safe for the residents. The railing would go about halfway down the slope and would end before the sidewalk.

Chair Szpunar opened the public hearing at 6:38 pm.

No comments were received.

Chair Szpunar closed the public hearing at 6:38 pm.

Motion: Graber moved to approve a request to replace the concrete stairway, walkway and driveway with the same material, size and location as the existing with the addition of an appropriately sized aluminum railing on the stairs and along the retaining wall to $\frac{3}{4}$ to $\frac{1}{2}$ of that area, located at 309 Beal Street. The Historic District Commission has found that the proposed changes will not negatively impact the essential form and integrity of the historic neighborhood or its environment consistent with Standards 2 and 9 of The Secretary of the Interior Standards for Rehabilitation. Second by Boyle.

Vote: Roll call vote

Yeas: Szpunar, Graber, Nisch, Boyle, Boucher and Murray.

Nays: none

6-0. Motion carried

5.4 A public hearing to receive and discuss consideration of a Certificate of Appropriateness for a Notice to Proceed from Wayne Hiner located at 221 Center Street. The applicant request is to demolish the existing garage.

Reiten presented the staff report. Demolish in the Historic District is prohibited unless there are specific findings and recommendations from the building official and historic preservationist. The building official indicated that the amount of work required outweighs the value of the garage. He indicated the safety and integrity of the building has been compromised. The building official updated his report further detailing the condition of the building. The structure has a heavy lean to the south. On the north side of the garage there is a lot of pressure, with water infiltration. This has pushed the foundation wall in over 5 inches. Water is actively leaking through the wall causing rotting issues. The west wall foundation wall is pushed in over 4 inches. It is his recommendation to demolish the garage. The applicant is not asking for financial consideration. The applicant is asking for the demolition because the structure has had attempts to stabilize it.

Wayne Hiner, 234 Michigan Ave., the applicant, presented a list of things that have been done to preserve the garage including diagonal bracing, replacing studs on the north and west walls, remove some on the soil from the north wall that washed down

the hill side to relieve the pressure. He indicated that the cost to repair or replace the garage would be approximately \$76,000 to 82,000.

Chair Szpunar opened the public hearing at 6:52 pm.

No comments were received.

Chair Szpunar closed the public hearing at 6:52 pm.

Szpunar stated before a motion was made that the board should consider the conditions of an issuance of a notice to proceed. She read the first three (3) conditions from the meeting packet noting that the applicant was not asking for the fourth condition. The notice to proceed can be issued if any, not all of the conditions are satisfied.

Motion: Murray moved to approve the request to demolish the garage, located at 221 Center Street. The Historic District Commission has found that the proposed demolition will negatively impact the essential form and integrity of the historic neighborhood however, the demolition is necessary due to the condition of the structure and is consistent with Section 20-66 (1), Notice to Proceed for the following reasons:

1. The request has received a recommendation from the building department and the historic preservation officer that the proposed work is necessary to substantially improve or correct conditions, listed in Section 20-66 of Chapter 20 of the East Lansing Code of Ordinances.
2. The City's building department has indicated that the garage does need to be demolished. Second by Boyle

Vote: *Roll call vote*

Yeas: *Boucher, Graber, Nisch, Boyle, Murray.*

Nays: *Szpunar, 5-1. Motion carried*

6) NEW BUSINESS

6.1 An extension request from Jim Dershem on behalf of Kappa Kappa Gamma, located at 217 Beech Street, for the previously approved Certificate of Appropriateness for the replacement of the retaining wall.

Motion: Boyle moved to extend the time of the decision for another year. Second by Nisch.

Vote: *Voice vote. 6-0. Motion carried.*

7) UNFINISHED BUSINESS

8) COMMISSIONER REPORTS

Board of Water & Light (BWL) lamp posts in the historic districts are deteriorating. Boyle suggested that the board reach out to the historic district residents asking them to take a look at the lamps closest to their homes and report the condition that can be forwarded to the BWL. There were some suggestions for reaching out to the public that included an article in the Dialog publication and creating an online survey so the information would all be in one place. This will all need to be approved by the communications department.

Motion: Spzunar moved the Historic District provide communications to raise awareness on the streetlamps and the “Light Savers” project. Second by Murray.
Vote: Voice vote. 6-0. Motion carried.

There were concerns about trash being all over the historic districts.

9) STAFF REPORTS

The concerns about garages and maintenance, over the last 3 to 5 years we have had much more rain than we’ve had in the past. It is impacting properties that were not impacted before. There was an article in the written Dialog and there is an electronic version that goes out every Friday. We can to an educational opposition for getting the information out. We could also do a press release.

There will training with the City Attorney coming up very soon.

10) ASSIGNMENTS

11) ADJOURNMENT

Motion: Murray moved to adjourn, second by Boyle.
Vote: Voice vote. 6-0. Motion carried.

Meeting adjourned at 7:37 pm.



Historic District Commission
AGENDA ITEM REPORT

To: Historic District Commission
Subject: A public hearing to receive and discuss consideration of a Certificate of Appropriateness from Danielle Cahoon located at 531 Glenmoor Road. The applicant request is to remove the shutters from the 500 building.
Meeting: Historic District Commission - 14 May 2026
Department: Planning, Building, and Housing
Staff Contact: Alycia Reiten, Senior Planner

ATTACHMENTS:

[500 Building Glenmoor shutters staff report 5.14.26](#)
[500 Glenmoor building combined application_Redacted](#)



Department of Planning,
Building & Development

STAFF REPORT

Address	500 Building Glenmoor Rd. (531, 535, & 539 Glenmoor Rd.)
Applicant	Danielle Cahoon, Property Manager
Historic District	Hillcrest Historic District
Type of Case	Public Hearing
Staff person	Alycia Reiten
HDC hearing date	May 14, 2026

Overview

To remove the shutters from the entire building.

EXISTING CONDITIONS

The property is located in the Hillcrest Historic District between W. Grand River Avenue and Westview Avenue. The property was built in 1937 and includes a number of units within the 500 building. Built in the Colonial Revival style, it is a contributing resource with many of its original features.



Staff photo



1957 Assessor photo Hillcrest Historic District (building in district, not specific property)



1957 Assessor photo Hillcrest Historic District (building in district, not specific property)



RM-32 Ciy Center Multiple Family Residential District

HISTORICAL INFORMATION

The *City of East Lansing Historic District Study Committee, Final Report of March 1988*, states the following historic description for the Hillcrest Village:

Built in 1937, the multi-block brick apartment complex was designed by Architect Ray C. Snow of Washington D.C. The buildings simplified Colonial Revival style, simple repetitive plans and varied groupings and elevations, achieve overall harmony without dull monotony. The complex stands as a testament to effective building and site design planning.

There are many listings in *Significant Figures in the History of East Lansing* for the 500 Glenmoor building.

APPLICANT PROPOSAL

The applicant request is to remove all of the shutters as part of the restoration project. The request is because the applicant indicates that the shutters are contributing to the brick-and-mortar deterioration. The request is to be part of the two-year phasing associated with the brick replacement and tuckpointing for this building.

CHAPTER 20 HISTORIC PRESERVATION

Article III. - Certificates of Appropriateness, Review Procedures, Fees and Inspections

Sec. 20-63. - Review process for certificate of appropriateness.

(c) Standards for decisions. In reviewing applications for a certificate of appropriateness, the commission shall base its decision only on the Secretary of the Interior's Standards for Rehabilitation, the preservation guidelines stated in section 20-101, and on any additional preservation guidelines adopted by the historic district commission and approved by the city council, and 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) Recommendations from the historic preservation officer, the building official, the design assistance team, and any affected neighborhood association.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

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 historic 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 archeological 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.

STAFF REVIEW

In accordance with Chapter 20 of the City of East Lansing code and consideration of the Secretary of the Interior Standards, the following are most relevant to this application. Comments are provided:

Standard #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.

Comment: This property has significant historic brick and dental detailing with significant mortar. The request is to remove the shutters as part of the restoration of the brick and mortar.

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

Comment: The shutters have been in place since at least 1957 as evident in the assessor's photos (photos of Hillcrest Village buildings which are likely a correct depiction of the Glenmoor condominiums as they were once part of the Hillcrest Village).

Standard #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.

Comment: If the shutters are deteriorated then they should be repaired or replaced rather than removed all together.

STAFF COMMENTS

The removal of the shutters is not appropriate. They have been in place since at least 1957 and if they are deteriorated then they should be repaired or replaced. If there is damage to the brick underneath, then the shutters should be temporarily removed to repair the brick-and-mortar underneath and then reinstalled.

CERTIFICATE OF APPROPRIATENESS

The Historic District Commission may approve or deny the CoA application for historic buildings.

Move to **(approve or deny)** the request to remove the shutters from the entire building located at 500 Glenmoor Road. The proposal is a phased two (2) year process. The Historic District Commission has found that the proposed shutter removal **(will or will not negatively)** impact the essential form and integrity of the historic neighborhood or its environment **(consistent or not consistent)** with Standards 2, 5 and 6 of the Secretary of the Interior Standards for Rehabilitation.



Date Stamp:

Department of Planning Building and Development
 City of East Lansing Historic District Commission
 410 Abbot Road – East Lansing, Michigan 48823
 Telephone (517) 319-6930 – Fax (517) 337-1607
coelhistoricdistricts@cityofeastlansing.com

Certificate of Appropriateness

There is a \$100 fee for applications to the Historic District Commission

(Please print clearly – See instruction on reverse side)

An incomplete application will not be accepted

Overview

In 1989, the City adopted its Historic Preservation Code to support Historic Neighborhoods that contain architecturally significant structures. The City also established a Landmark Historic District, which encompasses the most significant structures, regardless of location.

Construction in a Historic District

New construction or alterations of existing structures are not prohibited in Historic Neighborhoods; however, the construction or alteration is expected to be done in a historically appropriate manner. Applicants are encouraged to direct any construction to the rear of a structure, not visible from a public street. Additionally, materials used for new construction should be compatible with existing, historic materials.

Construction Approval

Generally, any work on the exterior of a structure requires approval from the Historic Preservation Officer or the Historic District Commission through the submission and approval of a Certificate of Appropriateness Application.

Project Information

In accordance with Article III, Section 20-61(a) of Chapter 20 (Historic Preservation Code) of the City of East Lansing, I hereby apply for review of the following proposed change(s):

Describe changes proposed for the structures exterior. Include plans, photographs and other information as required by Section 20-62 Chapter 20 (Use separate sheet if necessary, please be specific):

Glenmoor Condominium Association and Cummings Property Management, would like to request a 2 year plan for the repair of their bricks for the 500 building of Glenmoor. They are also asking if the shutters can be taken down to their part in damaging the historic bricks. Addresses included are: 531-1B Glenmoor rd., 531-1C Glenmoor rd., 535-1A Glenmoor rd, 535-2A Glenmoor rd, 539-1A Glenmoor rd, 539-1B Glenmoor rd, 531-2D Glenmoor rd, 531-2G Glenmoor rd, 539-2B Glenmoor rd, 539-2A Glenmoor rd., 535-2B Glenmoor rd, 539-3A Glenmoor rd, 539-3B Glenmoor rd, 535-3B Glenmoor rd, 531-3D Glenmoor rd, 531-3C Glenmoor rd, 535-3A Glenmoor rd. 531-1C Glenmoor rd, 531-3D Glenmoor rd, 535-2B Glenmoor rd, 539-2A Glenmoor rd, 539-2D Glenmoor rd, 539-3A Glenmoor rd, 539-3D Glenmoor rd..

Reason for Change:

Bricks on both buildings are in bad condition and in need of repair. Condos are having leaks because of the failing bricks. Shutters need to be removed because they are part of the reason the bricks are bad,

Property Information

Property Address:
531-1C Glenmoor rd, East Lansing, MI 48823

Is this property a rental? YES NO

Applicant Information

Who is applying for the Certificate of Appropriateness?
 OWNER AGENT CONTRACTOR (Signature Required)

Email: [Redacted]

Name:
Danielle Cahoon

Phone: [Redacted]

Cell: [Redacted]

Address: [Redacted]

[Redacted]

State: [Redacted]

Zip: [Redacted]

SIGN HERE X *Danielle Cahoon*

DATE 3/2/2026

Applicant signature (Required)

Property Owner: Check box if same as above

Name:

Email:

Phone:

Cell:

Address:

City:

State:

Zip:

SIGN HERE X

DATE

Property owner signature (Required)

APPLICATION CONTINUED ON NEXT PAGE

Required Review

Signature and submission of this application by Owner and/or Agent:
 1) Authorizes the City and/or its representative(s) to enter upon the property and take any photos or undertake any inspections necessary for review and action on this application; and
 2) Signifies that Owner/Agent understands that the Historic Preservation Code applies to exterior work to this property and all properties in East Lansing Historic Districts; and
 3) Certifies that the property now has or will have before the proposed project completion date, a fire alarm system or 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; and
 4) Certifies that the property owner has reviewed the U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, as set forth in 36 CFR 67.

SIGN HERE x *Daniel Cahoon* **DATE** 3/2/24

Required Items for a Complete Application. Check all that apply:

To obtain a Certificate of appropriateness, an applicant shall file an application in writing on a form furnished by the City. Prior to acceptance, every application shall:

- Identify and describe the work to be authorized by the Certificate of Appropriateness
- Describe the land on which the proposed work is to be done by legal description, street address, mortgage survey or similar description.
- Be accompanied by scaled plans, elevations, diagrams, photographs and other similar documents necessary to demonstrate that the proposed work is in compliance with this Chapter. Plans shall be drawn to scale upon substantial paper and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that the proposed work shall conform to the requirements of this Chapter.
- Be signed by the owner of record and any contractor performing the work.
- Be accompanied by other data and information as may be necessary to demonstrate compliance with the requirements of this Chapter.

* Please note the commission may determine at the time of the meeting if the application is complete or incomplete

SIGN HERE x *Daniel Cahoon* **DATE** 3/2/24

Office Use Only

Date:	Building permit required? <input type="checkbox"/> YES <input type="checkbox"/> NO	Application Complete? <input type="checkbox"/> YES <input type="checkbox"/> NO
-------	--	--

<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	<input type="checkbox"/> Refer to Historic District Commission	Permit #
Signature X		

Meeting Date:	Letter Date:
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	Extension requested:
Date:	
Signature X	

<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED
-----------------------------------	---------------------------------

Conditions provided in letter dated:	Conditions provided in permit #
--------------------------------------	---------------------------------

Glenmoor Condominium Association

Request for Approval: 2 Year Phased Masonry Repair Plan

To the Historic District Review Committee:

On behalf of the Glenmoor Condominium Association Board of Directors, we respectfully submit this request for approval of a 2-year phased masonry brick repair plan for the Glenmoor buildings.

1. Professional Assessment

The Association retained Restoration Partners, Inc., a restoration masonry contractor based in Portland, Michigan, to conduct a comprehensive evaluation of both buildings.

Restoration Partners has extensive experience restoring historic masonry structures throughout the United States. Their assessments were conducted in late summer 2025 and again in fall 2025 to evaluate seasonal changes and progression of deterioration.

Key Findings:

- Widespread brick deterioration across multiple façades
- Mortar joint failure and loss of integrity
- Improper prior repairs using incompatible materials
- Steel lintel deterioration at window and door openings
- Active areas of water infiltration and masonry displacement

Notably, several areas that appeared stable during the summer evaluation showed accelerated deterioration by fall, underscoring the urgency of timely intervention.

2. Mortar Analysis and Matching

Mortar samples were extracted and analyzed to determine original composition. Laboratory evaluation concluded that the original mortar consisted of a cement-and-lime mixture typical of 1930s construction.

To ensure historical compatibility:

- We have identified a Portland Lime Type N mortar that closely matches the original chemical composition, compressive strength, permeability, and color.
 - Samples will be presented at the meeting for tactile and visual review by the Committee.
-

3. Brick Matching and Blending Strategy

During evaluation, it was observed that the buildings exhibit natural color variation, including brown, orange, and darker tones. This variation is consistent with historic firing methods and original construction practices.

Restoration Partners located a manufacturer that produces brick matching:

- Original size and dimensions
- Texture and surface characteristics
- Historically appropriate color blends

To achieve the closest visual integration:

- Multiple compatible blends will be purchased.
- Bricks will be field-mixed on site to replicate the natural variation present in the original façades.

Physical samples and close-up comparison photographs will be presented at the meeting.

Phase 1 – 2026 (Budget: \$25,000)

Location: Façade B3 – Front elevation of the 500's Building. This is located close to 531 #1C Glenmoor, East Lansing, MI 48823.

This area has been identified as the highest priority due to an active structural concern at the basement window of 531 Glenmoor.

Addresses included in this repair are as follows: 531-1C Glenmoor rd, 531-3D Glenmoor rd, 535-2B Glenmoor rd, 539-2A Glenmoor rd, 539-2D Glenmoor rd, 539-3A Glenmoor rd, 539-3D Glenmoor rd.

Urgent Condition:

- Significant brick deterioration
- Loss of structural bearing at window opening
- Building load currently transferring onto the vinyl window frame

If not addressed promptly:

- The window could fail under load
- Glass breakage could occur
- Debris could fall into the occupied unit
- Occupant safety may be compromised

This condition represents both a structural and life-safety issue and therefore has been designated as the first phase of work.

Phase 2 – Tentatively 2027

Location: Rear West-Facing Façade (Facade B9) – 500’s Building. This would include

This elevation receives the greatest exposure to wind, sunlight, and weather, and has generated the highest number of homeowner concerns.

Addresses included in this repair are as follows: 531-1B Glenmoor rd., 531-1C Glenmoor rd, 535-1A Glenmoor rd, 535-2A Glenmoor rd, 539-1A Glenmoor rd, 539-1B Glenmoor rd, 531-2D Glenmoor rd, 531-2C Glenmoor rd, 539-2B Glenmoor rd, 539-2A Glenmoor rd., 535-2B Glenmoor rd, 539-3A Glenmoor rd, 539-3B Glenmoor rd, 535 3B Glenmoor rd, 531-3D Glenmoor, 531-3C Glenmoor rd, 535-3A Glenmoor rd.

According to Restoration Partners’ evaluation:

- Nearly all window and door lintels require repair
- Previous repairs were performed using incompatible brick, mortar, and steel
- Many repairs are located at elevated heights requiring scaffold
- Water infiltration risk is significant
- Improper prior work should be removed and corrected

For cost efficiency and preservation integrity, Restoration Partners recommends completing the entire façade during one mobilization to avoid repeated scaffold setup and to ensure uniform repair quality.

They also recommend cleaning the façade using Sure Klean to remove soot and acidic deposits that contribute to microfracturing and long-term deterioration.

Request Regarding Shutters

Restoration Partners has recommended removal of the building shutters due to the following concerns:

- Moisture entrapment against masonry surfaces
- Concealment of underlying brick damage
- Pest intrusion pathways
- Accelerated deterioration in covered areas

We respectfully request approval to remove the shutters to prevent further masonry damage.

If full removal is not acceptable, we ask the Committee to consider:

- Retaining shutters on primary street-facing façades
- Removing shutters from secondary and non-visible elevations

Materials Submitted

Attached for review:

1. Mortar laboratory evaluation and specifications
2. Photographs with highlighted areas of concern
3. Restoration Partners' detailed recommendations
4. Mortar analysis documentation

At the meeting, we will provide:

- Brick samples (multiple blends)
- Mortar samples
- On-building comparison photographs

Conclusion

The Glenmoor buildings are approaching 90 years of age. The Board of Directors is committed to preserving their historic character while ensuring structural integrity and resident safety.

This proposal reflects:

- Historically compatible materials
- Professional assessment by qualified restoration specialists

- Commitment to long-term repairs

We respectfully request the Committee's approval of the 2 year phased masonry repair plan.

If there are any questions prior to the meeting, please contact:

Danielle Cahoon



GLENMOOR CONDOS

Mortar Evaluation and Tests

A mortar sample was obtained from a loose bed joint on the West side of the South building near the top of the first floor. The sample is approx 4" long and bed thickness of approximately 5/8". The sample showed signs of weathering on its exposed face, with a minimally, yet visible, darker appearance than the broken raw edge. The sample was physically hard, dense and provided a ring when struck -consistent with cement based mortars. However, the color and matrix was consistent with lime based period mortars with no cement.

The overall matrix consisted of a very light, almost white, body with multi-colored aggregate throughout (evenly distributed) in various sizes from small to medium sizes. The sand mix appears to be a buff sand with most larger particles being either black, gray or dark brown in color. No lime inclusions were noted in this sample, despite visible white spots that are likely aggregate.

The sample was compared to known mixes:

1: First, It was first compared visibly to [off the shelf] Portland cement based [big box store] mortar. This comparison resulted in the largest difference of all mortars. The known cement mortar was visibly darker gray in color, smoother and much more brittle. Not a match in strength, color or texture.

2:) Next, the sample was visually compared to modern cement mortar made 1:3 with white Portland Cement. The white cement mortar was more homogeneous, smoother, silkier and more brittle.

3:) Moving away from cement mortars as 'not as likely', we investigated ready-made restoration quality heritage mortars. We started with NHL (natural hydraulic lime) mortar, in medium sand. The homogeneous matrix was much more similar, however the color was much more buff colored and lacked the gray 'cement hue'

4:) Next try was an NHL mortar using white sand and medium sand size. This match was the closest one so far, with color being light enough to be similar, but not the right hue, as the NHL was very bright white, and our match does have a slight beige/gray hue. We experimented using different sand colors in different proportions, even using some volcanic ash for black flecks in effort to reproduce the gray hue- unsuccessfully.

5:) This structure- constructed in the early 1930's was built at a transition between lime mortar usage and the newer Portland Cement product we use today. For a very brief time, buildings were being created using a blend of old and new products. We found that using type 'o' cement in an 1:2:8 proportions gave us very close results. {1} being Portland Cement (white) {2} being the Hydrated Lime and {8} being the buff colored, medium size sand. In this configuration, both the mixture, matrix and color were all an acceptable match. Field adjustments with this approach will need to be made with every batch mixed, to ensure a quality, properly color matched repair. Although a good mason, should be able to create proper consistency using this method, and achieve the proper strength and color, a constant evaluation will be needed to adjust for color, as work progresses. Differences in color of both the lime and cement into this necessary final color are significant, with the sand and aggregate color affecting the dried product the most. We found although this solution works and is acceptable for a match, results will vary day to day and mason by mason making results unpredictable and limited by the operator mixing the product. Microscope analysis supported this chemical

composition. A larger concern using the above cement-lime method is permeability. The building was noted to have many small fissures and fractures throughout the brick and existing mortar beds. These fissures and fractures are evident on every facade, at every level. A multi-wythe wall requires permeability to naturally expel moisture from within the assembly. We believe that the current mortar as-built is likely this hybrid lime-cement mix. However, we believe this is what has also caused the rust heave problem plaguing the structure. As moisture tries to escape through the mortar, the lime-cement mortar is preventing that exfiltration of moisture and rotting out the steel lintels. We do not believe the best course of action to be replacing it with the lime-cement mortar it was built with, so we can ensure the moisture is properly expelled from the assembly and does not deteriorate new lintels after replacement.

6:) To solve the permeability issue, we turned back to Lime mortar for the solution. We previously tried NHL, and found the color could not be reproduced using the Natural product. Our final tests used PHL binder. PHL is Pozzolanic Hydraulic Lime Mortar. PHL is an engineered lime binder. Not only is PHL binder available in a lighter -white color (eliminating the buff color issue with NHL) we are able to purchase this binder without aggregate, for on-site blending of sand – reducing shipping costs of pre-made NHL mortar (not shipping the sand component in each bag). This allows our main matrix to stay the very light white/ light gray color and site blend sand to the exact match 1:3 with {1} being the PHL and {3} being the sand. PHL mortar is excellent at freeze/thaw cycling, moisture permeation and is the most flexible of all lime mortars. PHL is structurally rated, has excellent durability for a wide variety of masonry units, and lends well to color matching. PHL can also accept dye and is easily tinted if needed. Our initial sample 1:3 made using bagged play sand was a near exact match. Sand can be adjusted using volcanic ash and other aggregate if needed to obtain more perfect color match. PHL will allow moisture to properly move through the wall and help protect the new steel lintels from rot and decay. Previously repaired areas using pure cement based mortar should be scheduled for re-work and all cement based mortar patches should be removed and replaced with appropriate mortar as time/money allows.

Conclusion:

The mortar used during original building construction is most likely 1:2:8 lime/cement mortar – type 'o'. This mortar was site mixed from stock piles, making homogeneous mixes very tough. Each portion of the single sample tested produced multiple different recipes, and a true recipe could not be obtained. This lime/cement mixture is exacerbating the issue with rotting window/door lintels by trapping moisture exfiltration.

OPTION A: We recommend using a PHL binder to create a PHL lime mortar on-site using locally available sand. The PHL carries the majority of the color and is more forgiving to differences between batches when mixed on-site. Sand should be selected to match aggregate and color composition in the existing building, and can be adjusted as the project progresses. PHL will provide excellent properties to protect the lintels and ensure long life span. PHL binder can be purchased without being PHL mortar, saving the shipping on sand and saving thousands of dollars in shipping expenses by locally purchasing the sand. This mortar does NOT contain any cement product, purely lime and sand. This allows moisture to wick out of the wall and would help keep new steel dry and prevent future rust heave. This will require a certain amount of consistency for the individual mixing to make sure each batch is consistent, but will provide the best color match and best performance long term. This can be tricky as sand will still need to be sourced in quantity - and batches will need to be tried and tested with

each type of local sand located to determine the correct sand for the color needed. Additionally, sand varies from batch to batch as its removed from the ground, so expect possible inconsistencies if sand is obtained at different times. Shipping / Delivery/unloading would need labor coordination.

PSI strength of sample-	361 psi
PSI of typical Type o-	350psi
PSI of PHL 3.5-	500psi

PHL binder available in 50lb bags and makes 200lbs of finished mortar. Approx 40 bags/pallet shipping approx \$900/pallet. Each bag \$60-80ea plus shipping depending on quantity in order. Each bag can install 20-40 brick, depending on the situation.

OPTION B: During our brick search, we found a manufacturer that appeared to have an extremely close brick match, however no local suppliers existed. We worked with a local supply house to become a distributor for that brick, allowing us to obtain sample cards. During that process, that made a pre-mixed restoration mortar available. This Spec mortar is a modern day 1:2:8 Portland -Lime -Mortar much like we believe was originally used. As previously discussed, this mortar is stronger and less permeable, but is the middle ground between pure lime mortar and cement mortars. The local supplier is now stocking 1 of 10 available color variations of this product. This is a ready made 1:2:8 style mortar, completely blended 'just add water' This solves any issue with on-site blending, sourcing and testing sand and ordering materials- If the color is acceptable. Special orders can be done locally for the other 9 colors. Cost is comparable and stock color can be any bag quantity, special order colors would require pallet purchases. Items could be delivered directly to Glenmore (Brick also)

Recommendations:

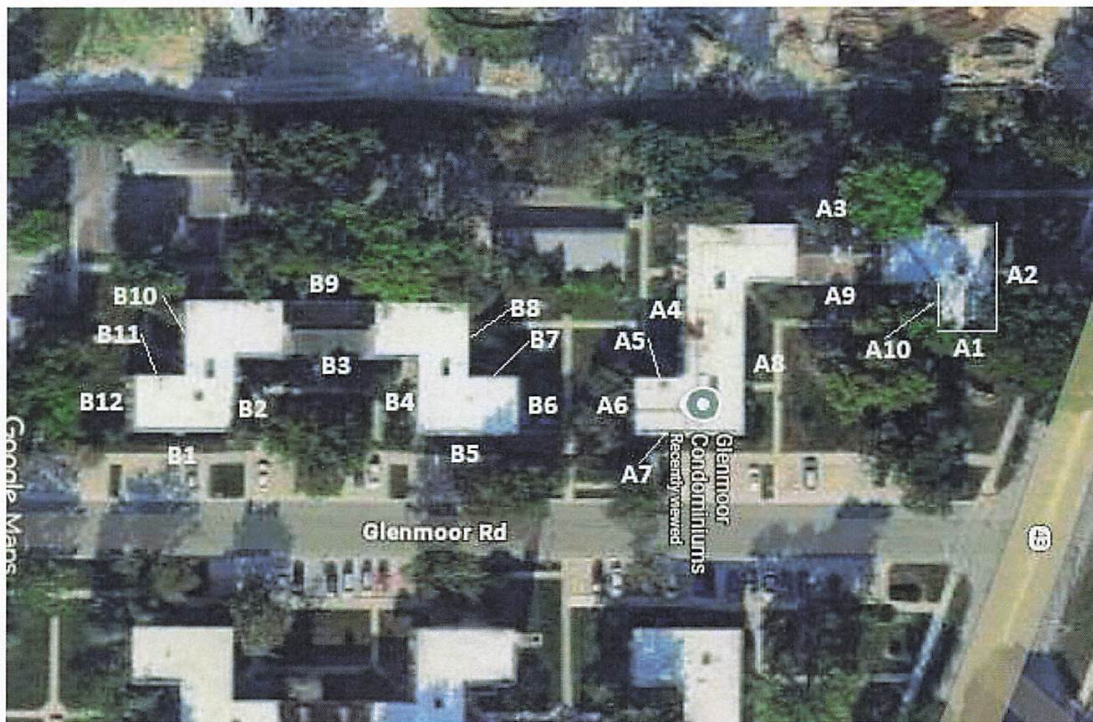
Option A: More closely matches color/ texture. Not as hard, and way more permeable, allows water vapor to move through wall easier and long term will be better for lintels. Better for structure, but needs extra on-site work and constant sourcing of sand. Sand will need to be stacked in piles for use. More precise mixing and will need stronger quality control throughout use, but overall the closest color and best for the building. **More complex>better for building- closer match**

Option B: Closer to original mix. Stronger and tougher and less moisture will travel through, making moisture affect lintels again over time like the current issue. This is a 'add water and use' solution, eliminating the on-site issues and less batch to batch inconsistencies. Less inconsistencies over time as sand is pre-blended and constant sourcing of sand not needed. **Easiest Use,less labor intensive, less inconsistency>not as good for the building – does not match as well**

Both options can be acceptable and are worlds better than the bag mix big box store cement mortar which should never be used under any circumstance!

Brick: I have provided 4 brick samples to Mark, All 4 samples have fairly good matching color blends to the buildings. There are 3 that are the closest, I suggest ordering one pallet of each of the 3, blending on site between pallets for a near perfect match.

LEGEND:





HERITAGE BLENDED HYDRAULIC LIME BINDER PHL 3.5

Product Data Sheet

Description and Use

Heritage Blended Hydraulic Lime Binder – PHL 3.5 is an engineered lime binder used to blend bedding and pointing (tuckpointing) mortar, and plaster and stucco. PHL 3.5 is designed to match the performance characteristics of traditional mixes, that facilitates safe and durable repairs of masonry buildings originally constructed without portland cement.

This single component binder is and ready to be blended with aggregate. Formulated only from lime and pozzolans, Heritage Blended Hydraulic Lime Binder – PHL 3.5 contains no cements, polymers, or admixes of any kind. Mortars and plasters mixed from PHL 3.5 are strong yet more permeable and flexible mixes than modern portland cement mixes, providing outstanding protection of masonry units from damage caused by building movement, thermal expansion/contraction, freeze-thaw cycles and salt migration (efflorescence).

PHL 3.5 is recommended for applications in areas of severe exposure, such as wall parapets, chimneys, basements and masonry elements exposed to severe weather. PHL 3.5 is suitable for low-fired historic masonry units with high rates of initial absorption. This product is moderately hydraulic (as indicated by the 3.5 rating). Characteristics of moderately hydraulic lime include a typical range of 12% to 18% of active hydraulic components (clay and/or silica). Moderately hydraulic mixes can be re-worked up to 16 hours after initial mixing and expands slightly during the curing process. Hydraulic lime contains only trace amounts of soluble salts. This reduces the risk of sulfate damage and alkali silica reaction.

Repairs to load-bearing masonry should only be attempted using appropriate materials, tools and techniques and only by educated/trained installers. Many homeowners can successfully execute pointing and small repairs. Structural repair conditions should be evaluated by professionals. Installation guides and training/certification, offered by US Heritage Group, are strongly recommended for all installers.

Features and Benefits

- Authentic product formulation ensures compatibility with historic masonry units and mortar.
- USHG provides unmatched product and project support, for one pail or hundreds, to ensure excellent results for every installation.

Sales, Product and Project Support

US Heritage Group supports, sells and ships all products directly to ensure we consistently deliver the highest quality results possible. Contact USHG for a variety of support services:

- Specifier education
- Project-specific technical advice
- Specification guides and support
- Custom color and aggregate matching
- Installation guides and training

Product Standards (Conformance)

ASTM C1707	Pozzolanic Hydraulic Limes for Structural Purposes
ASTM C1713	Mortars for the Repair of Historic Masonry
ASTM E2260	Guide for Repointing Historic Masonry
NPS Preservation Brief #2	Repointing Mortar Joints in Historic Masonry Buildings

Packaging and Coverage

55lbs. bag	2.5 Cubic Feet of Mortar* 2 Cubic Feet of Plaster*
------------	---

*Estimates based on standard mix ratios, actual yield may vary

See USHG **Installer Guide to Products and Services** for unit coverage and cost estimations

Limited Warranty

U.S. Heritage Group, Inc. warrants this product to be of merchantable quality when used or applied in accordance with the manufacturer's instructions. This product is not warranted as suitable for any purpose or use other than the general purpose for which it is intended. Liability under this warranty is LIMITED to the replacement of the product (as purchased) found to be defective, or at the shipping companies' option, to refund the purchase price. In the event of a claim under this warranty, notice must be given in writing to U.S. Heritage Group, Inc., 3516 North Kostner Ave., Chicago, IL 60641. THIS LIMITED WARRANTY IS ISSUED AND ACCEPTED IN LIEU OF ALL OTHER EXPRESSED WARRANTIES AND EXPRESSLY EXCLUDES LIABILITY FOR CONSEQUENTIAL DAMAGE





HERITAGE BLENDED HYDRAULIC LIME BINDER PHL 3.5

Product Data Sheet

Surface Preparation

Successful installation of PHL materials rely on proper surface preparation that involves careful evaluation and cleaning of substrates. For additional surface preparation details see **Heritage Blended Hydraulic Lime Mortar** or **Heritage Blended Hydraulic Lime Plaster** datasheets then contact USHG with project-specific issues.

1. Clean the substrate as needed to remove soiling, efflorescence, coatings, etc.
2. Remove and repair or replace any unsound masonry units and bedding mortar.
3. Clean surfaces to remove all dust and debris.
4. Dampen substrate to surface-saturated dry condition
5. Protect installation area from rain, sun, high winds, extreme hot and cold temperatures before, during and after application.

Mixing Proportions

PHL 3.5 binder should be mixed with sands conforming to ASTM C144. If color is to be added to the mixture, iron oxide based masonry pigments should be used and comprise no more than 10% of the total weight of binder in the mix design. The proper mix ratios should be based on the existing materials and the onsite conditions.

1. Typical mix design for hydraulic lime mortars is 1 part PHL 3.5 to 2.5-3 parts sand.
2. Typical mix design for hydraulic lime plasters is 1 part PHL 3.5 to 2-2.5 parts sand.

Mixing Instructions

Proportions of ingredients must be measured by weight or precise volume to ensure a consistent mix ratio. Using shovelfuls to measure ingredients will lead to inconsistency in the mix formulation. After all ingredients are properly measured, the material must be blended in a dry mixer for at least 10 minutes to ensure even mixing and distribution. After dry mixing is complete, the material should be mixed with water according to the instructions in the **Heritage Blended Hydraulic Lime Mortar** or **Heritage Blended Hydraulic Lime Plaster** datasheets.

Application

See **Heritage Blended Hydraulic Lime Mortar** or **Heritage Blended Hydraulic Lime Plaster** datasheets for information on the proper installation techniques of PHL 3.5 material mixes.

Cleaning

This section applies only to removal of installed mortar residue. Masonry should be cleaned before application. Do not use metal scrapers or brushes. Do not use acidic or alkaline cleaners.

1. **Immediately after installation of mortar during thumbprint hard and surface dry condition:** thoroughly clean the exposed masonry surfaces of excess mortar. Use dry wood scrapers, stiff-nylon or fiber brushes. Do not use water to clean uncured mortar!
2. **During initial damp curing conditions and period:** Allow the mortar to time harden and test to check that cleaning can be accomplished without surface erosion or lime-run. Dampen with water then use wood scrapers, stiff-nylon or fiber brushes.
3. **After initial curing period:** Use appropriate masonry cleaner following manufacturer instructions.

Curing

PHL 3.5 mortars and plasters cure by hydration through reaction with water and by carbonation through reaction with carbon dioxide. Uninterrupted execution of the curing process, immediately after installation, is essential to achieve proper mortar performance. Protect material from driving rain, sun, high winds, and temperatures above 90 or below 40 degrees during initial curing cycles. PHL 3.5 must be protected from freezing for 28 days after installation.

1. Dampen fresh mortar or plaster using pump sprayer or garden hose on mist setting.
2. Repeat the misting procedure if the wall begins to dry out.
3. Keep mortar or plaster damp for the first 3 days after application.

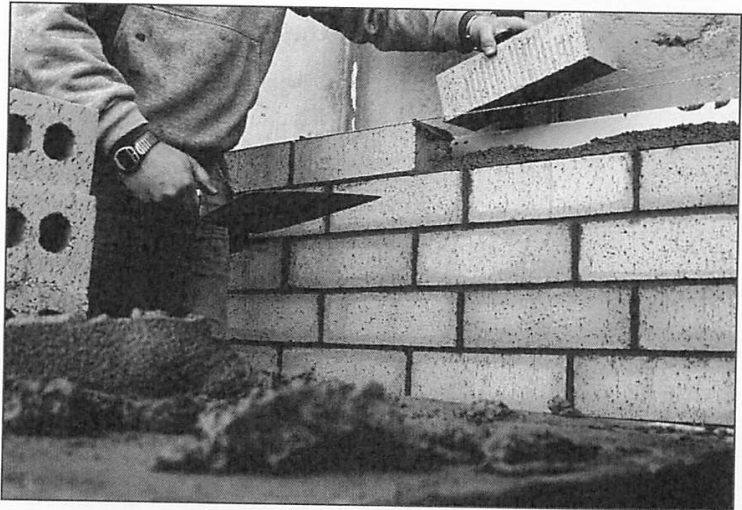
Storage and Shelf life

Save any unused dry material and store it in an airtight and waterproof container. Protect from freezing, extreme heat, moisture and direct sunlight. The material can be kept in the original factory sealed containers for 6 months. Dispose of containers with any material that has hardened.



1. Product Name

- SPEC MIX® Portland Lime & Sand Mortar
URL: [Portland Lime & Sand](#)
- SPEC MIX Masonry Cement & Sand Mortar
URL: [Masonry Cement & Sand Mortar](#)
- SPEC MIX Mortar Cement & Sand Mortar
URL: [Mortar Cement & Sand Mortar](#)
- SPEC MIX Tuckpoint Mortar
URL: [Tuckpoint Mortar](#)
- SPEC MIX Colored Mortar
URL: [Colored Mortar](#)
- SPEC MIX Integral Water Repellent Mortar (IWR)
URL: [IWR](#)
Videos: [Masonry Solutions](#)



Consistent custom colored mortar, every time

2. Manufacturer

SPEC MIX, Inc.
1230 Egan Industrial Road
Suite 160
Egan, MN 55121
Phone: (888) 773-2649
(651) 994-7120
Fax: (651) 454-5315
E-mail: info@specmix.com
Web: www.specmix.com

3. Product Description

Basic Use

- **Portland Lime and Sand**—a preblended masonry mortar mix containing Portland cement, hydrated lime and dried masonry sand available in standard and custom colors
- **Masonry Cement and Sand**—a preblended masonry mortar mix containing mason cement and dried masonry sand, available in standard and custom colors
- **Mortar Cement and Sand**—a dry, preblended mortar mix containing mortar cement and dried masonry sand, available in standard and custom colors
- **Tuckpoint Mortar**—a preblended masonry mortar mix containing dried masonry sand and either Portland cement and hydrated lime or mason cement, as specified; specifically formulated for superior bond, water retention and board life

- **Integral Water Repellent (IWR) Mortar**—a dry preblended masonry mortar mix containing Portland cement, hydrated lime or masonry or mortar cement and dried masonry sand; formulated for water repellency, superior bond, water retention and board life and meets compressive strength requirements, available in standard and custom colors

Available in Type M, S, N or O, SPEC MIX masonry mortars are packaged dry and offer batch-to-batch consistency. They are suited for all types of masonry construction, including above grade, below grade, brick, block, stone and historical restoration. Produced under strict manufacturing standards, SPEC MIX quality mortars deliver optimal compressive and tensile bond strengths.

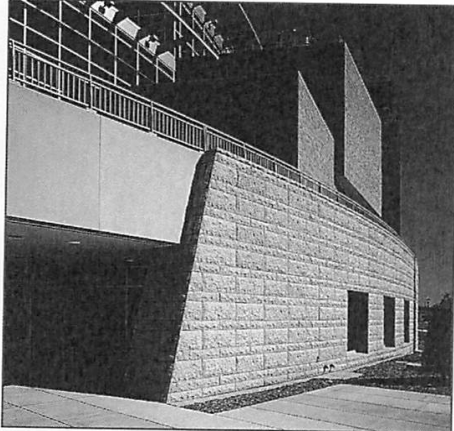
Composition & Materials

SPEC MIX products are manufactured with the finest available raw materials, meeting the requirements of ASTM C144, C207, C91, C150, C595, C1072, C1329 C1384, E514 and E518. The final product is certified to meet the requirements of ASTM C270 and ASTM C1714.

SPEC MIX products are manufactured locally across the United States and Canada using specialized blending equipment and following strict quality control procedures to meet project specifications, contractor expectations and applicable ASTM standards. Test reports and additional product information from each local manufacturing facility upon request. SPEC MIX mortar mix designs are proprietary information.

Colored Mortar

SPEC MIX uses the strongest and most stable pigments available. Colors, produced from high quality pigments made



Aesthetic and structural performance, every project

of finely milled synthetic iron oxides, are limeproof, sunfast, inert, stable and meet or exceed ASTM C979 criteria.

In order to consistently achieve the desired mortar color, SPEC MIX incorporates pigment into the mortar during the factory blending process. Components of the finished product, including the pigments, are individually weighed and are then blended and packaged dry to ensure the colored mortar is consistent from batch to batch. This is the optimal means for quality control since the product is environmentally safe and requires no field measuring. Mix times for SPEC MIX colored mortars are 4–5 minutes.

Sizes

SPEC MIX masonry mortars and colored mortars are available in 80 pound (36.3 kg) packages for easy hand loading. For increased jobsite efficiency and safety, they are also offered in 3000 pound (1360.8 kg) bulk bags for use with any SPEC MIX material delivery system.

Colors

SPEC MIX colored masonry mortars cover the full range of the color spectrum: brown, buff, tan, black, yellow, orange, red and white. Each color is custom matched and handled on an individual basis to meet the architect's expectations.

Benefits

- A state-of-the-art batching process and strict quality control procedures help ensure that the finished product complies to design and specification requirements
- Dried sands eliminate the bulking effect associated with varying degrees of moisture within the aggregate, helping to maintain batch-to-batch consistency
- Portable SPEC MIX silos are available to permit construction in all climates

- Pallets and bulk bag containers are completely reusable and are retrieved when a new load of material is delivered to a site
- Preblended product eliminates shoveling and heavy lifting associated with field mixing

Limitations

- For best results, mortar type should be correlated with the specific masonry unit to be used
- Bond strength, workability and water retention should be given principal consideration when selecting mortar
- Retempering colored mortar is not recommended
- Colored mortar should be discarded after 2½ hours from the time of initial mixing

4. Technical Data

Applicable Standards

American Concrete Institute (ACI)

- ACI 530.1—Building Code Requirements and Specification for Masonry Structures and Related Commentaries

American Society for Testing and Materials (ASTM)

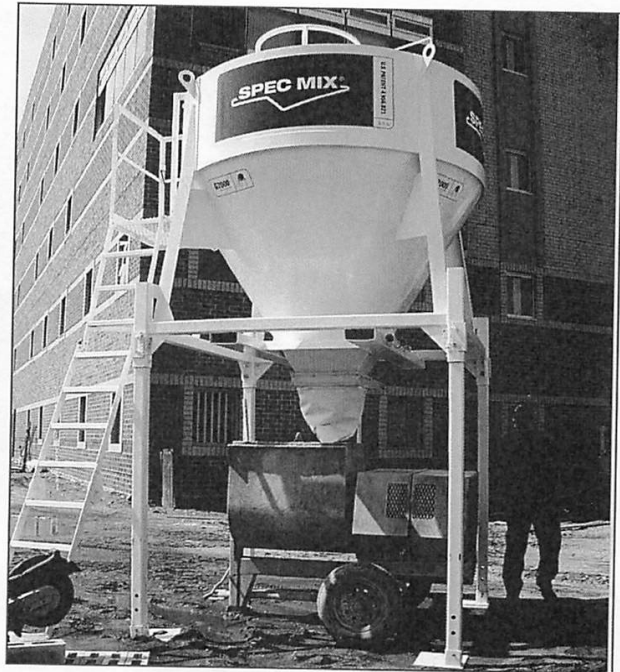
- ASTM C91—Standard Specification for Masonry Cement
- ASTM C 1072—Standard Test Method for Measurement of Masonry Flexural Bond Strength
- ASTM C1384—Standard Specification for Admixtures for Masonry Mortars
- ASTM C 514—Standard Test Method for Water Penetration and Leakage Through Masonry
- ASTM E518—Standard Test Methods for Flexural Bond Strength of Masonry
- ASTM C144—Standard Specification for Aggregate for Masonry Mortar



State-of-the-art batching for quality assurance

- ASTM C150—Standard Specification for Portland Cement
- ASTM C207—Standard Specification for Hydrated Lime for Masonry Purposes
- ASTM C270—Standard Specification for Mortar For Unit Masonry
- ASTM C387—Standard Specification for Packaged, Dry, Combined materials for mortar and concrete
- ASTM C595—Standard Specification for Blended Hydraulic Cements
- ASTM C780—Standard Test Method for Preconstruction and Construction Evaluation of Mortars for Plain and Reinforced Unit Masonry
- ASTM C979—Standard Specification for Pigments for Integrally Colored Concrete
- ASTM C1093—Standard for Accreditation for testing agencies for unit masonry
- ASTM C1157—Standard Performance Specification for Hydraulic Cement
- ASTM C1314—Standard Test Method for Compressive Strength of Masonry Prisms
- ASTM C1329—Standard Specification for Mortar Cement
- ASTM C1586—Standard Guide for Quality Assurance of Mortars
- ASTM C1714—Standard Specification for Preblended Dry Mortar Mix for Unit Masonry

International Masonry Industry All-Weather Council (IMIAC) - Recommended Practices and Guide Specification for Hot and Cold Weather Masonry Construction



Patented Mortar Delivery System

Notes

- Test method C780 is acceptable for preconstruction and construction evaluation of mortars for plain and reinforced unit masonry
- There is no ASTM method for determining the conformance or nonconformance of a field prepared mortar to the property specification of ASTM C270
- Compressive strength values resulting from field tested mortars do not represent the compressive strength of mortar as tested in the laboratory or of the mortar in the wall. Physical properties of field sample mortars should not be used to determine compliance with ASTM C270, which is intended as criteria to determine the acceptance or rejection of the mortar

Environmental Considerations

Most SPEC MIX products are produced and manufactured with local raw materials that are extracted within 500 miles of the jobsite and meet their respective ASTM standards. Only specially-ordered raw materials can be sourced greater than 500 miles from the project jobsite. Empty bags and wooden pallets are returned to the plant for reuse, reducing landfill impact. SPEC MIX products may contain recycled materials. Use of SPEC MIX products can contribute points toward LEED® project certification.

5. Installation

Preparatory Work

Deliver products in manufacturer's original, unopened, undamaged containers, with identification labels intact. SPEC MIX products are custom packaged to meet specification requirements. Handle and store products according to SPEC MIX recommendations. Keep dry, covered and protected from the weather and other environmental hazards that could cause damage. When stored and protected as recommended, SPEC MIX products have a 9 month shelf life.

Verify that site conditions are acceptable for installation. Do not proceed with installation until unacceptable conditions are corrected.

The mortar type should correlate to the particular masonry unit to be used, as certain mortars are compatible with certain masonry units. The specifier should evaluate the interaction of the mortar type and masonry unit specified. Masonry units with a high initial rate of absorption will have greater compatibility with mortar of high water retention.

The material properties that influence the structural performance of masonry are compressive strength, bond strength and elasticity. Since the compressive strength of masonry mortar is of less importance than bond strength, workability and water retentivity, the latter should be given priority in mortar selection.

Mortar selection should be based on design requirements and with due consideration given to the code and specification provisions affected by the mortar selected.

Mock-ups

A sample of the proposed product will be provided by the manufacturer for onsite preparation of a sample panel for architectural approval and testing, if required. Preparation of this panel with all materials and systems that will be employed in the final project is imperative. Retain the mock-up or field sample through the completion of the project.

Methods

Mixing Instructions:

1. Use a mechanical batch mixer to ensure homogeneity, workability and good board life.
2. Add the minimum amount of clean, potable water for optimum workability.
3. Mix for five minutes consistently from batch to batch.
4. Tool mortar joints when the surface is thumb-print hard; keep tooling times consistent.
5. Hand mix mortar only with written approval by the specifier who should outline procedures.
6. Use mortar within 2½ hours after initial mixing.
7. Retemper mortar only when mixing water is lost due to evaporation.
8. Do not retemper colored mortar

Precautions

Usage

- Use of a batch type mixer and a mixing time of 4–5 minutes is required for best results
- The finished color should not be analyzed until after 7 days and after specified cleaning procedures have been followed consistent with the mock-up panel
- Uniform color requires consistent material proportioning
- Maintain uniform mix times and water addition rates
- Tool mortar joints when surface is thumbprint hard and keep tooling time consistent
- Do not strike joints too early or too late, as the color will not remain consistent with the mock-up panel
- Retempering colored mortar by adding additional water is not recommended
- Hand mixing of the mortar should be permitted only with the written approval of the specifier, who should outline hand-mixing procedures
- Mortar should be cured a minimum of 28 days
- When using water in the cleaning procedures, use potable water only
- Do not clean colored mortar with muriatic acid

Safety

IMPORTANT! READ BEFORE USING. WEAR IMPERVIOUS GLOVES, such as nitrile.

WARNING: CAN CAUSE SERIOUS INJURY TO SKIN AND EYES. This product contains Portland cement. Contact with freshly mixed product can cause severe burns. Avoid direct contact with skin and eyes. If this product should contact eyes, immediately flush with water for at least 15 minutes and consult a physician. For skin exposure, wash promptly with plenty of soap and water. Remove soaked clothing promptly. If this product burns your skin, see a physician immediately. This product may contain silica. Silica dust if inhaled may cause respiratory or other health problems. Prolonged inhalation may cause delayed lung injury, including silicosis and possibly cancer. A N95 approved dust mask, eye protection and rubber boots and gloves are recommended when using this product. Safety Data Sheets can be viewed online at www.specmix.com

KEEP OUT OF REACH OF CHILDREN WARNING: This product contains chemicals known to the State of California to cause cancer and birth defects or other reproductive harm.

Building Codes

Current data concerning building code requirements and product compliance may be obtained from SPEC MIX technical support specialists. Installation and use of SPEC MIX products must comply with the requirements of applicable local, state and national code jurisdictions.

6. Availability & Cost

Availability

SPEC MIX products are produced locally across the United States and Canada, using high tech blending equipment and following strict quality control procedures to meet project specifications, contractor expectations and applicable ASTM standards. SPEC MIX masonry mortars and SPEC MIX silo delivery systems are available nationally, with local distribution to every major U.S. and Canadian market. Contact SPEC MIX, Inc., for information or visit www.specmix.com/locator to locate a local representative.

Cost

Market pricing and installed cost information may be obtained from a local SPEC MIX representative.

7. Warranty

Limited WARRANTY

SPEC MIX, Inc. warrants this product to be of merchantable quality when used or applied in accordance with the instructions hereon. This product is not warranted as suitable for any purpose or use other than the general purpose for which it is intended. Liability under this warranty is LIMITED to the replacement of its product (as purchased) if found to be defective, or at the shipping company's option, to refund the purchase price. In the event of a claim under this warranty, notice must be given to SPEC MIX, Inc. in writing at: One Securities Centre, 3490 Piedmont Road, Suite 1300, Atlanta, GA 30305. THIS LIMITED WARRANTY IS ISSUED AND ACCEPTED IN LIEU OF ALL OTHER EXPRESS WARRANTIES AND EXPRESSLY EXCLUDES LIABILITY FOR CONSEQUENTIAL DAMAGES.

8. Maintenance

Properly mixed and installed masonry units and mortar require little maintenance. Depending on service conditions, masonry walls may require periodic cleaning and tuck-pointing. Clean masonry with potable water only. Do not use muriatic acid to clean colored mortar.

9. Technical Services

SPEC MIX is produced under strict manufacturing standards and complete quality control is in effect with each batch. A digital printout displaying the proper proportions per batch may be kept as a permanent record and produced if requested. Only SPEC MIX offers this lab controlled production system for preblended masonry materials on a national basis. Contact SPEC MIX, Inc., or a local SPEC MIX representative for information.

10. Filing Systems

- Additional product information is available from the manufacturer upon request

Glenmoor Condominium Association

Request for Approval: 10–15 Year Phased Masonry Restoration Plan

Buildings Constructed in 1937

To the Historic District Review Committee:

On behalf of the Glenmoor Condominium Association Board of Directors, we respectfully submit this request for approval of a 10–15 year phased masonry restoration plan for the Glenmoor buildings, constructed in 1937. The intent of this proposal is to preserve the architectural integrity, historic character, and structural safety of the property through historically appropriate materials and methods.

1. Professional Assessment

The Association retained Restoration Partners, Inc., a restoration masonry contractor based in Portland, Michigan, to conduct a comprehensive evaluation of both buildings.

Restoration Partners has extensive experience restoring historic masonry structures throughout the United States. Their assessments were conducted in late summer 2025 and again in fall 2025 to evaluate seasonal changes and progression of deterioration.

Key Findings:

- Widespread brick deterioration across multiple façades
- Mortar joint failure and loss of integrity
- Improper prior repairs using incompatible materials
- Steel lintel deterioration at window and door openings
- Active areas of water infiltration and masonry displacement

Notably, several areas that appeared stable during the summer evaluation showed accelerated deterioration by fall, underscoring the urgency of timely intervention.

2. Mortar Analysis and Matching

Mortar samples were extracted and analyzed to determine original composition (see Attachment #1). Laboratory evaluation concluded that the original mortar consisted of a cement-and-lime mixture typical of 1930s construction.

To ensure historical compatibility:

- We have identified a Portland Lime Type N mortar that closely matches the original chemical composition, compressive strength, permeability, and color.
- Samples will be presented at the meeting for tactile and visual review by the Committee.

This approach ensures:

- Proper vapor permeability
 - Reduced risk of brick spalling
 - Compatibility with original masonry units
 - Preservation of historic appearance
-

3. Brick Matching and Blending Strategy

During evaluation, it was observed that the buildings exhibit natural color variation, including brown, orange, and darker tones. This variation is consistent with historic firing methods and original construction practices.

Restoration Partners located a manufacturer that produces brick matching:

- Original size and dimensions
- Texture and surface characteristics
- Historically appropriate color blends

To achieve the closest visual integration:

- Multiple compatible blends will be purchased.
- Bricks will be field-mixed on site to replicate the natural variation present in the original façades.

Physical samples and close-up comparison photographs will be presented at the meeting.

4. Rationale for Phased Restoration

Due to the scale of deterioration and the financial responsibility to homeowners, the Board proposes a structured 10–15 year phased restoration program.

This phased approach allows us to:

- Address life-safety and structural concerns immediately
- Prevent water infiltration and further structural damage
- Maintain consistent materials, contractor, and restoration standards
- Reassess conditions annually to prioritize the most critical areas

Masonry deterioration is dynamic. Areas that appear stable can rapidly decline due to weather exposure and moisture infiltration. Annual re-evaluation ensures responsible stewardship of the buildings.

We respectfully request approval for the overall long-term phased restoration framework so that consistent historically appropriate methods and materials may be used throughout the duration of the project.

Phase 1 – 2026 (Budget: \$25,000)

Location: Façade B3 – Front elevation of the 500's Building

This area has been identified as the highest priority due to an active structural concern at the basement window of Unit 531 Glenmoor.

Urgent Condition:

- Significant brick deterioration
- Loss of structural bearing at window opening
- Building load currently transferring onto the vinyl window frame

If not addressed promptly:

- The window could fail under load
- Glass breakage could occur
- Debris could fall into the occupied unit
- Occupant safety may be compromised

This condition represents both a structural and life-safety issue and therefore has been designated as the first phase of work.

Important Note:

Because hidden deterioration is common in masonry restoration, the full extent of repairs will only be known once work begins. If funds remain after addressing the critical condition, we respectfully request approval to continue repairs in adjacent priority areas within the same façade to maximize efficiency and reduce remobilization costs.

Phase 2 – Tentatively 2027

Location: Rear West-Facing Façade (Facade B9) – 500’s Building

This elevation receives the greatest exposure to wind, sunlight, and weather, and has generated the highest number of homeowner concerns.

According to Restoration Partners’ evaluation:

- Nearly all window and door lintels require repair
- Previous repairs were performed using incompatible brick, mortar, and steel
- Many repairs are located at elevated heights requiring scaffold
- Water infiltration risk is significant
- Improper prior work should be removed and corrected

For cost efficiency and preservation integrity, Restoration Partners recommends completing the entire façade during one mobilization to avoid repeated scaffold setup and to ensure uniform repair quality.

They also recommend cleaning the façade using Sure Klean to remove soot and acidic deposits that contribute to microfracturing and long-term deterioration.

Future Phases (2028 and Beyond)

Upon completion of Phases 1 and 2, the Board and Restoration Partners will:

- Conduct annual re-evaluations
- Prioritize the most deteriorated areas
- Continue restoration using the same approved materials and methods

The goal is a systematic, historically appropriate rehabilitation of all masonry surfaces over 10–15 years.

Request Regarding Shutters

Restoration Partners has recommended removal of the building shutters due to the following concerns:

- Moisture entrapment against masonry surfaces
- Concealment of underlying brick damage
- Pest intrusion pathways
- Accelerated deterioration in covered areas

We respectfully request approval to remove the shutters to prevent further masonry damage.

If full removal is not acceptable, we ask the Committee to consider:

- Retaining shutters on primary street-facing façades
- Removing shutters from secondary and non-visible elevations

Materials Submitted

Attached for review:

1. Mortar laboratory evaluation and specifications
2. Photographs with highlighted areas of concern
3. Restoration Partners' detailed recommendations
4. Mortar analysis documentation

At the meeting, we will provide:

- Brick samples (multiple blends)
- Mortar samples
- On-building comparison photographs

Conclusion

The Glenmoor buildings are approaching 90 years of age. The Board of Directors is committed to preserving their historic character while ensuring structural integrity and resident safety.

This proposal reflects:

- Historically compatible materials
- Professional assessment by qualified restoration specialists
- A financially responsible phased approach
- Commitment to long-term preservation

We respectfully request the Committee's approval of the 10–15 year phased masonry restoration plan as outlined.

If there are any questions prior to the meeting, please contact:

Danielle Cahoon
Danielle.cahoon@cummingspm.com
517-235-3855

Thank you for your time, consideration, and dedication to historic preservation.

GLENMOOR CONDOS

Mortar Evaluation and Tests

A mortar sample was obtained from a loose bed joint on the West side of the South building near the top of the first floor. The sample is approx 4" long and bed thickness of approximately 5/8". The sample showed signs of weathering on its exposed face, with a minimally, yet visible, darker appearance than the broken raw edge. The sample was physically hard, dense and provided a ring when struck -consistent with cement based mortars. However, the color and matrix was consistent with lime based period mortars with no cement.

The overall matrix consisted of a very light, almost white, body with multi-colored aggregate throughout (evenly distributed) in various sizes from small to medium sizes. The sand mix appears to be a buff sand with most larger particles being either black, gray or dark brown in color. No lime inclusions were noted in this sample, despite visible white spots that are likely aggregate.

The sample was compared to known mixes:

1: First, It was first compared visibly to [off the shelf] Portland cement based [big box store] mortar. This comparison resulted in the largest difference of all mortars. The known cement mortar was visibly darker gray in color, smoother and much more brittle. Not a match in strength, color or texture.

2:) Next, the sample was visually compared to modern cement mortar made 1:3 with white Portland Cement. The white cement mortar was more homogeneous, smoother, silkier and more brittle.

3:) Moving away from cement mortars as 'not as likely', we investigated ready-made restoration quality heritage mortars. We started with NHL (natural hydraulic lime) mortar, in medium sand. The homogeneous matrix was much more similar, however the color was much more buff colored and lacked the gray 'cement hue'

4:) Next try was an NHL mortar using white sand and medium sand size. This match was the closest one so far, with color being light enough to be similar, but not the right hue, as the NHL was very bright white, and our match does have a slight beige/gray hue. We experimented using different sand colors in different proportions, even using some volcanic ash for black flecks in effort to reproduce the gray hue- unsuccessfully.

5:) This structure- constructed in the early 1930's was built at a transition between lime mortar usage and the newer Portland Cement product we use today. For a very brief time, buildings were being created using a blend of old and new products. We found that using type 'o' cement in an 1:2:8 proportions gave us very close results. {1} being Portland Cement (white) {2} being the Hydrated Lime and {8} being the buff colored, medium size sand. In this configuration, both the mixture, matrix and color were all an acceptable match. Field adjustments with this approach will need to be made with every batch mixed, to ensure a quality, properly color matched repair. Although a good mason, should be able to create proper consistency using this method, and achieve the proper strength and color, a constant evaluation will be needed to adjust for color, as work progresses. Differences in color of both the lime and cement into this necessary final color are significant, with the sand and aggregate color affecting the dried product the most. We found although this solution works and is acceptable for a match, results will vary day to day and mason by mason making results unpredictable and limited by the operator mixing the product. Microscope analysis supported this chemical

composition. A larger concern using the above cement-lime method is permeability. The building was noted to have many small fissures and fractures throughout the brick and existing mortar beds. These fissures and fractures are evident on every facade, at every level. A multi-wythe wall requires permeability to naturally expel moisture from within the assembly. We believe that the current mortar as-built is likely this hybrid lime-cement mix. However, we believe this is what has also caused the rust heave problem plaguing the structure. As moisture tries to escape through the mortar, the lime-cement mortar is preventing that exfiltration of moisture and rotting out the steel lintels. We do not believe the best course of action to be replacing it with the lime-cement mortar it was built with, so we can ensure the moisture is properly expelled from the assemble and does not deteriorate new lintels after replacement.

6:) To solve the permeability issue, we turned back to Lime mortar for the solution. We previously tried NHL, and found the color could not be reproduced using the Natural product. Our final tests used PHL binder. PHL is Pozzolanic Hydrualic Lime Mortar. PHL is an engineered lime binder. Not only is PHL binder available in a lighter -white color (eliminating the buff color issue with NHL) we are able to purchase this binder without aggregate, for on-site blending of sand – reducing shipping costs of pre-made NHL mortar (not shipping the sand component in each bag). This allows our main matrix to stay the very light white/ light gray color and site blend sand to the exact match 1:3 with {1} being the PHL and {3} being the sand. PHL mortar is excellent at freeze/thaw cycling, moisture permeation and is the most flexible of all lime mortars. PHL is structurally rated, has excellent durability for a wide variety of masonry units, and lends well to color matching. PHL can also accept dye and is easily tinted if needed. Our initial sample 1:3 made using bagged play sand was a near exact match. Sand can be adjusted using volcanic ash and other aggregate if needed to obtain more perfect color match. PHL will allow moisture to properly move through the wall and help protect the new steel lintels from rot and decay. Previously repaired areas using pure cement based mortar should be scheduled for re-work and all cement based mortar patches should be removed and replaced with appropriate mortar as time/money allows.

Conclusion:

The mortar used during original building construction is most likely 1:2:8 lime/cement mortar – type 'o'. This mortar was site mixed from stock piles, making homogeneous mixes very tough. Each portion of the single sample tested produced multiple different recipes, and a true recipe could not be obtained. This lime/cement mixture is exacerbating the issue with rotting window/door lintels by trapping moisture exfiltration.

OPTION A: We recommend using a PHL binder to create a PHL lime mortar on-site using locally available sand. The PHL carries the majority of the color and is more forgiving to differences between batches when mixed on-site. Sand should be selected to match aggregate and color composition in the existing building, and can be adjusted as the project progresses. PHL will provide excellent properties to protect the lintels and ensure long life span. PHL binder can be purchased without being PHL mortar, saving the shipping on sand and saving thousands of dollars in shipping expenses by locally purchasing the sand. This mortar does NOT contain any cement product, purely lime and sand. This allows moisture to wick out of the wall and would help keep new steel dry and prevent future rust heave. This will require a certain amount of consistency for the individual mixing to make sure each batch is consistent, but will provide the best color match and best performance long term. This can be tricky as sand will still need to be sourced in quantity - and batches will need to be tried and tested with

each type of local sand located to determine the correct sand for the color needed. Additionally, sand varies from batch to batch as its removed from the ground, so expect possible inconsistencies if sand is obtained at different times. Shipping / Delivery/unloading would need labor coordination.

PSI strength of sample-	361psi
PSI of typical Type o-	350psi
PSI of PHL 3.5-	500psi

PHL binder available in 50lb bags and makes 200lbs of finished mortar. Approx 40 bags/pallet shipping approx \$900/pallet. Each bag \$60-80ea plus shipping depending on quantity in order. Each bag can install 20-40 brick, depending on the situation.

OPTION B: During our brick search, we found a manufacturer that appeared to have an extremely close brick match, however no local suppliers existed. We worked with a local supply house to become a distributor for that brick, allowing us to obtain sample cards. During that process, that made a pre-mixed restoration mortar available. This Spec mortar is a modern day 1:2:8 Portland -Lime -Mortar much like we believe was originally used. As previously discussed, this mortar is stronger and less permeable, but is the middle ground between pure lime mortar and cement mortars. The local supplier is now stocking 1 of 10 available color variations of this product. This is a ready made 1:2:8 style mortar, completely blended 'just add water' This solves any issue with on-site blending, sourcing and testing sand and ordering materials- If the color is acceptable. Special orders can be done locally for the other 9 colors. Cost is comparable and stock color can be any bag quantity, special order colors would require pallet purchases. Items could be delivered directly to Glenmore (Brick also)

Recommendations:

Option A: More closely matches color/ texture. Not as hard, and way more permeable, allows water vapor to move through wall easier and long term will be better for lintels. Better for structure, but needs extra on-site work and constant sourcing of sand. Sand will need to be stacked in piles for use. More precise mixing and will need stronger quality control throughout use, but overall the closest color and best for the building. **More complex>better for building- closer match**

Option B: Closer to original mix. Stronger and tougher and less moisture will travel through, making moisture affect lintels again over time like the current issue. This is a 'add water and use' solution, eliminating the on-site issues and less batch to batch inconsistencies. Less inconsistencies over time as sand is pre-blended and constant sourcing of sand not needed. **Easiest Use,less labor intensive, less inconsistency>not as good for the building – does not match as well**

Both options can be acceptable and are worlds better than the bag mix big box store cement mortar which should never be used under any circumstance!

Brick: I have provided 4 brick samples to Mark, All 4 samples have fairly good matching color blends to the buildings. There are 3 that are the closest, I suggest ordering one pallet of each of the 3, blending on site between pallets for a near perfect match.

LEGEND:





HERITAGE BLENDED HYDRAULIC LIME BINDER PHL 3.5

Product Data Sheet

Description and Use

Heritage Blended Hydraulic Lime Binder – PHL 3.5 is an engineered lime binder used to blend bedding and pointing (tuckpointing) mortar, and plaster and stucco. PHL 3.5 is designed to match the performance characteristics of traditional mixes, that facilitates safe and durable repairs of masonry buildings originally constructed without portland cement.

This single component binder is and ready to be blended with aggregate. Formulated only from lime and pozzolans, Heritage Blended Hydraulic Lime Binder – PHL 3.5 contains no cements, polymers, or admixes of any kind. Mortars and plasters mixed from PHL 3.5 are strong yet more permeable and flexible mixes than modern portland cement mixes, providing outstanding protection of masonry units from damage caused by building movement, thermal expansion/contraction, freeze-thaw cycles and salt migration (efflorescence).

PHL 3.5 is recommended for applications in areas of severe exposure, such as wall parapets, chimneys, basements and masonry elements exposed to severe weather. PHL 3.5 is suitable for low-fired historic masonry units with high rates of initial absorption. This product is moderately hydraulic (as indicated by the 3.5 rating). Characteristics of moderately hydraulic lime include a typical range of 12% to 18% of active hydraulic components (clay and/or silica). Moderately hydraulic mixes can be re-worked up to 16 hours after initial mixing and expands slightly during the curing process. Hydraulic lime contains only trace amounts of soluble salts. This reduces the risk of sulfate damage and alkali silica reaction.

Repairs to load-bearing masonry should only be attempted using appropriate materials, tools and techniques and only by educated/trained installers. Many homeowners can successfully execute pointing and small repairs. Structural repair conditions should be evaluated by professionals. Installation guides and training/certification, offered by US Heritage Group, are strongly recommended for all installers.

Features and Benefits

- Authentic product formulation ensures compatibility with historic masonry units and mortar.
- USHG provides unmatched product and project support, for one pail or hundreds, to ensure excellent results for every installation.

Sales, Product and Project Support

US Heritage Group supports, sells and ships all products directly to ensure we consistently deliver the highest quality results possible. Contact USHG for a variety of support services:

- Specifier education
- Project-specific technical advice
- Specification guides and support
- Custom color and aggregate matching
- Installation guides and training

Product Standards (Conformance)

ASTM C1707	Pozzolanic Hydraulic Limes for Structural Purposes
ASTM C1713	Mortars for the Repair of Historic Masonry
ASTM E2260	Guide for Repointing Historic Masonry
NPS Preservation Brief #2	Repointing Mortar Joints in Historic Masonry Buildings

Packaging and Coverage

55lbs. bag	2.5 Cubic Feet of Mortar* 2 Cubic Feet of Plaster*
------------	---

*Estimates based on standard mix ratios, actual yield may vary

See USHG **Installer Guide to Products and Services** for unit coverage and cost estimations

Limited Warranty

U.S. Heritage Group, Inc. warrants this product to be of merchantable quality when used or applied in accordance with the manufacturer's instructions. This product is not warranted as suitable for any purpose or use other than the general purpose for which it is intended. Liability under this warranty is LIMITED to the replacement of the product (as purchased) found to be defective, or at the shipping companies' option, to refund the purchase price. In the event of a claim under this warranty, notice must be given in writing to U.S. Heritage Group, Inc., 3516 North Kostner Ave., Chicago, IL 60641. THIS LIMITED WARRANTY IS ISSUED AND ACCEPTED IN LIEU OF ALL OTHER EXPRESSED WARRANTIES AND EXPRESSLY EXCLUDES LIABILITY FOR CONSEQUENTIAL DAMAGE

US Heritage Group
3516 N. Kostner Ave, Chicago, IL 60641
v. 773-286-2100 f. 773-286-1852
info@usheritage.com or visit
www.usheritage.com





HERITAGE BLENDED HYDRAULIC LIME BINDER PHL 3.5

Product Data Sheet

Surface Preparation

Successful installation of PHL materials rely on proper surface preparation that involves careful evaluation and cleaning of substrates. For additional surface preparation details see **Heritage Blended Hydraulic Lime Mortar** or **Heritage Blended Hydraulic Lime Plaster** datasheets then contact USHG with project-specific issues.

1. Clean the substrate as needed to remove soiling, efflorescence, coatings, etc.
2. Remove and repair or replace any unsound masonry units and bedding mortar.
3. Clean surfaces to remove all dust and debris.
4. Dampen substrate to surface-saturated dry condition
5. Protect installation area from rain, sun, high winds, extreme hot and cold temperatures before, during and after application.

Mixing Proportions

PHL 3.5 binder should be mixed with sands conforming to ASTM C144. If color is to be added to the mixture, iron oxide based masonry pigments should be used and comprise no more than 10% of the total weight of binder in the mix design. The proper mix ratios should be based on the existing materials and the onsite conditions.

1. Typical mix design for hydraulic lime mortars is 1 part PHL 3.5 to 2.5-3 parts sand.
2. Typical mix design for hydraulic lime plasters is 1 part PHL 3.5 to 2-2.5 parts sand.

Mixing Instructions

Proportions of ingredients must be measured by weight or precise volume to ensure a consistent mix ratio. Using shovelfuls to measure ingredients will lead to inconsistency in the mix formulation. After all ingredients are properly measured, the material must be blended in a dry mixer for at least 10 minutes to ensure even mixing and distribution. After dry mixing is complete, the material should be mixed with water according to the instructions in the **Heritage Blended Hydraulic Lime Mortar** or **Heritage Blended Hydraulic Lime Plaster** datasheets.

Application

See **Heritage Blended Hydraulic Lime Mortar** or **Heritage Blended Hydraulic Lime Plaster** datasheets for information on the proper installation techniques of PHL 3.5 material mixes.

Cleaning

This section applies only to removal of installed mortar residue. Masonry should be cleaned before application. Do not use metal scrapers or brushes. Do not use acidic or alkaline cleaners.

1. **Immediately after installation of mortar during thumbprint hard and surface dry condition:** thoroughly clean the exposed masonry surfaces of excess mortar. Use dry wood scrapers, stiff-nylon or fiber brushes. Do not use water to clean uncured mortar!
2. **During initial damp curing conditions and period:** Allow the mortar to time harden and test to check that cleaning can be accomplished without surface erosion or lime-run. Dampen with water then use wood scrapers, stiff-nylon or fiber brushes.
3. **After initial curing period:** Use appropriate masonry cleaner following manufacturer instructions.

Curing

PHL 3.5 mortars and plasters cure by hydration through reaction with water and by carbonation through reaction with carbon dioxide. Uninterrupted execution of the curing process, immediately after installation, is essential to achieve proper mortar performance. Protect material from driving rain, sun, high winds, and temperatures above 90 or below 40 degrees during initial curing cycles. PHL 3.5 must be protected from freezing for 28 days after installation.

1. Dampen fresh mortar or plaster using pump sprayer or garden hose on mist setting.
2. Repeat the misting procedure if the wall begins to dry out.
3. Keep mortar or plaster damp for the first 3 days after application.

Storage and Shelf life

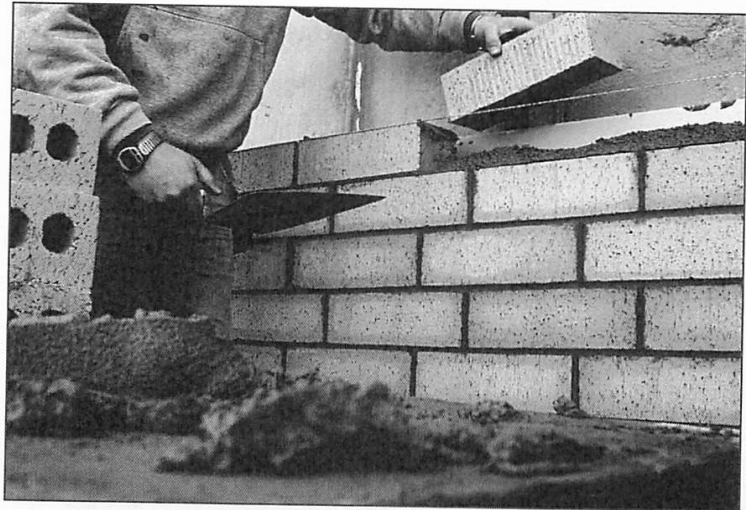
Save any unused dry material and store it in an airtight and waterproof container. Protect from freezing, extreme heat, moisture and direct sunlight. The material can be kept in the original factory sealed containers for 6 months. Dispose of containers with any material that has hardened.





1. Product Name

- SPEC MIX® Portland Lime & Sand Mortar
URL: [Portland Lime & Sand](#)
- SPEC MIX Masonry Cement & Sand Mortar
URL: [Masonry Cement & Sand Mortar](#)
- SPEC MIX Mortar Cement & Sand Mortar
URL: [Mortar Cement & Sand Mortar](#)
- SPEC MIX Tuckpoint Mortar
URL: [Tuckpoint Mortar](#)
- SPEC MIX Colored Mortar
URL: [Colored Mortar](#)
- SPEC MIX Integral Water Repellant Mortar (IWR)
URL: [IWR](#)
Videos: [Masonry Solutions](#)



Consistent custom colored mortar, every time

2. Manufacturer

SPEC MIX, Inc.
1230 Eagan Industrial Road
Suite 160
Eagan, MN 55121
Phone: (888) 773-2649
(651) 994-7120
Fax: (651) 454-5315
E-mail: info@specmix.com
Web: www.specmix.com

3. Product Description

Basic Use

- **Portland Lime and Sand**—a preblended masonry mortar mix containing Portland cement, hydrated lime and dried masonry sand available in standard and custom colors
- **Masonry Cement and Sand**—a preblended masonry mortar mix containing mason cement and dried masonry sand, available in standard and custom colors
- **Mortar Cement and Sand**—a dry, preblended mortar mix containing mortar cement and dried masonry sand, available in standard and custom colors
- **Tuckpoint Mortar**—a preblended masonry mortar mix containing dried masonry sand and either Portland cement and hydrated lime or mason cement, as specified; specifically formulated for superior bond, water retention and board life

- **Integral Water Repellent (IWR) Mortar**—a dry preblended masonry mortar mix containing Portland cement, hydrated lime or masonry or mortar cement and dried masonry sand; formulated for water repellency, superior bond, water retention and board life and meets compressive strength requirements, available in standard and custom colors

Available in Type M, S, N or O, SPEC MIX masonry mortars are packaged dry and offer batch-to-batch consistency. They are suited for all types of masonry construction, including above grade, below grade, brick, block, stone and historical restoration. Produced under strict manufacturing standards, SPEC MIX quality mortars deliver optimal compressive and tensile bond strengths.

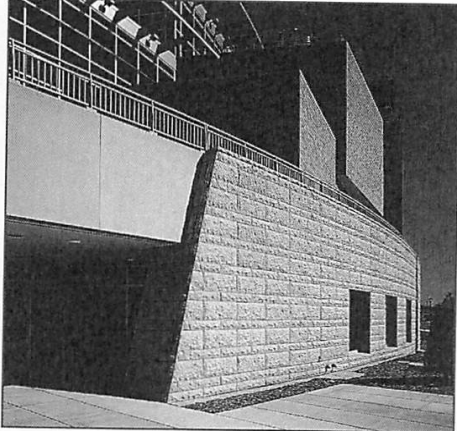
Composition & Materials

SPEC MIX products are manufactured with the finest available raw materials, meeting the requirements of ASTM C144, C207, C91, C150, C595, C1072, C1329 C1384, E514 and E518. The final product is certified to meet the requirements of ASTM C270 and ASTM C1714.

SPEC MIX products are manufactured locally across the United States and Canada using specialized blending equipment and following strict quality control procedures to meet project specifications, contractor expectations and applicable ASTM standards. Test reports and additional product information from each local manufacturing facility upon request. SPEC MIX mortar mix designs are proprietary information.

Colored Mortar

SPEC MIX uses the strongest and most stable pigments available. Colors, produced from high quality pigments made



Aesthetic and structural performance, every project

of finely milled synthetic iron oxides, are limeproof, sunfast, inert, stable and meet or exceed ASTM C979 criteria.

In order to consistently achieve the desired mortar color, SPEC MIX incorporates pigment into the mortar during the factory blending process. Components of the finished product, including the pigments, are individually weighed and are then blended and packaged dry to ensure the colored mortar is consistent from batch to batch. This is the optimal means for quality control since the product is environmentally safe and requires no field measuring. Mix times for SPEC MIX colored mortars are 4–5 minutes.

Sizes

SPEC MIX masonry mortars and colored mortars are available in 80 pound (36.3 kg) packages for easy hand loading. For increased jobsite efficiency and safety, they are also offered in 3000 pound (1360.8 kg) bulk bags for use with any SPEC MIX material delivery system.

Colors

SPEC MIX colored masonry mortars cover the full range of the color spectrum: brown, buff, tan, black, yellow, orange, red and white. Each color is custom matched and handled on an individual basis to meet the architect's expectations.

Benefits

- A state-of-the-art batching process and strict quality control procedures help ensure that the finished product complies to design and specification requirements
- Dried sands eliminate the bulking effect associated with varying degrees of moisture within the aggregate, helping to maintain batch-to-batch consistency
- Portable SPEC MIX silos are available to permit construction in all climates

- Pallets and bulk bag containers are completely reusable and are retrieved when a new load of material is delivered to a site
- Preblended product eliminates shoveling and heavy lifting associated with field mixing

Limitations

- For best results, mortar type should be correlated with the specific masonry unit to be used
- Bond strength, workability and water retention should be given principal consideration when selecting mortar
- Retempering colored mortar is not recommended
- Colored mortar should be discarded after 2½ hours from the time of initial mixing

4. Technical Data

Applicable Standards

American Concrete Institute (ACI)

- ACI 530.1—Building Code Requirements and Specification for Masonry Structures and Related Commentaries

American Society for Testing and Materials (ASTM)

- ASTM C91—Standard Specification for Masonry Cement
- ASTM C 1072—Standard Test Method for Measurement of Masonry Flexural Bond Strength
- ASTM C1384—Standard Specification for Admixtures for Masonry Mortars
- ASTM C 514—Standard Test Method for Water Penetration and Leakage Through Masonry
- ASTM E518—Standard Test Methods for Flexural Bond Strength of Masonry
- ASTM C144—Standard Specification for Aggregate for Masonry Mortar



State-of-the-art batching for quality assurance

- ASTM C150—Standard Specification for Portland Cement
- ASTM C207—Standard Specification for Hydrated Lime for Masonry Purposes
- ASTM C270—Standard Specification for Mortar For Unit Masonry
- ASTM C387—Standard Specification for Packaged, Dry, Combined materials for mortar and concrete
- ASTM C595—Standard Specification for Blended Hydraulic Cements
- ASTM C780—Standard Test Method for Preconstruction and Construction Evaluation of Mortars for Plain and Reinforced Unit Masonry
- ASTM C979—Standard Specification for Pigments for Integrally Colored Concrete
- ASTM C1093—Standard for Accreditation for testing agencies for unit masonry
- ASTM C1157—Standard Performance Specification for Hydraulic Cement
- ASTM C1314—Standard Test Method for Compressive Strength of Masonry Prisms
- ASTM C1329—Standard Specification for Mortar Cement
- ASTM C1586—Standard Guide for Quality Assurance of Mortars
- ASTM C1714—Standard Specification for Preblended Dry Mortar Mix for Unit Masonry

International Masonry Industry All-Weather Council (IMIAC) - Recommended Practices and Guide Specification for Hot and Cold Weather Masonry Construction



Patented Mortar Delivery System

Notes

- Test method C780 is acceptable for preconstruction and construction evaluation of mortars for plain and reinforced unit masonry
- There is no ASTM method for determining the conformance or nonconformance of a field prepared mortar to the property specification of ASTM C270
- Compressive strength values resulting from field tested mortars do not represent the compressive strength of mortar as tested in the laboratory or of the mortar in the wall. Physical properties of field sample mortars should not be used to determine compliance with ASTM C270, which is intended as criteria to determine the acceptance or rejection of the mortar

Environmental Considerations

Most SPEC MIX products are produced and manufactured with local raw materials that are extracted within 500 miles of the jobsite and meet their respective ASTM standards. Only specially-ordered raw materials can be sourced greater than 500 miles from the project jobsite. Empty bags and wooden pallets are returned to the plant for reuse, reducing landfill impact. SPEC MIX products may contain recycled materials. Use of SPEC MIX products can contribute points toward LEED® project certification.

5. Installation

Preparatory Work

Deliver products in manufacturer's original, unopened, undamaged containers, with identification labels intact. SPEC MIX products are custom packaged to meet specification requirements. Handle and store products according to SPEC MIX recommendations. Keep dry, covered and protected from the weather and other environmental hazards that could cause damage. When stored and protected as recommended, SPEC MIX products have a 9 month shelf life.

Verify that site conditions are acceptable for installation. Do not proceed with installation until unacceptable conditions are corrected.

The mortar type should correlate to the particular masonry unit to be used, as certain mortars are compatible with certain masonry units. The specifier should evaluate the interaction of the mortar type and masonry unit specified. Masonry units with a high initial rate of absorption will have greater compatibility with mortar of high water retention.

The material properties that influence the structural performance of masonry are compressive strength, bond strength and elasticity. Since the compressive strength of masonry mortar is of less importance than bond strength, workability and water retentivity, the latter should be given priority in mortar selection.

Mortar selection should be based on design requirements and with due consideration given to the code and specification provisions affected by the mortar selected.

Mock-ups

A sample of the proposed product will be provided by the manufacturer for onsite preparation of a sample panel for architectural approval and testing, if required. Preparation of this panel with all materials and systems that will be employed in the final project is imperative. Retain the mock-up or field sample through the completion of the project.

Methods

Mixing Instructions:

1. Use a mechanical batch mixer to ensure homogeneity, workability and good board life.
2. Add the minimum amount of clean, potable water for optimum workability.
3. Mix for five minutes consistently from batch to batch.
4. Tool mortar joints when the surface is thumb-print hard; keep tooling times consistent.
5. Hand mix mortar only with written approval by the specifier who should outline procedures.
6. Use mortar within 2½ hours after initial mixing.
7. Retemper mortar only when mixing water is lost due to evaporation.
8. Do not retemper colored mortar

Precautions

Usage

- Use of a batch type mixer and a mixing time of 4–5 minutes is required for best results
- The finished color should not be analyzed until after 7 days and after specified cleaning procedures have been followed consistent with the mock-up panel
- Uniform color requires consistent material proportioning
- Maintain uniform mix times and water addition rates
- Tool mortar joints when surface is thumbprint hard and keep tooling time consistent
- Do not strike joints too early or too late, as the color will not remain consistent with the mock-up panel
- Retempering colored mortar by adding additional water is not recommended
- Hand mixing of the mortar should be permitted only with the written approval of the specifier, who should outline hand-mixing procedures
- Mortar should be cured a minimum of 28 days
- When using water in the cleaning procedures, use potable water only
- Do not clean colored mortar with muriatic acid

Safety

IMPORTANT! READ BEFORE USING. WEAR IMPERVIOUS GLOVES, such as nitrile.

WARNING: CAN CAUSE SERIOUS INJURY TO SKIN AND EYES. This product contains Portland cement. Contact with freshly mixed product can cause severe burns. Avoid direct contact with skin and eyes. If this product should contact eyes, immediately flush with water for at least 15 minutes and consult a physician. For skin exposure, wash promptly with plenty of soap and water. Remove soaked clothing promptly. If this product burns your skin, see a physician immediately. This product may contain silica. Silica dust if inhaled may cause respiratory or other health problems. Prolonged inhalation may cause delayed lung injury, including silicosis and possibly cancer. A N95 approved dust mask, eye protection and rubber boots and gloves are recommended when using this product. Safety Data Sheets can be viewed online at www.specmix.com

KEEP OUT OF REACH OF CHILDREN WARNING: This product contains chemicals known to the State of California to cause cancer and birth defects or other reproductive harm.

Building Codes

Current data concerning building code requirements and product compliance may be obtained from SPEC MIX technical support specialists. Installation and use of SPEC MIX products must comply with the requirements of applicable local, state and national code jurisdictions.

6. Availability & Cost

Availability

SPEC MIX products are produced locally across the United States and Canada, using high tech blending equipment and following strict quality control procedures to meet project specifications, contractor expectations and applicable ASTM standards. SPEC MIX masonry mortars and SPEC MIX silo delivery systems are available nationally, with local distribution to every major U.S. and Canadian market. Contact SPEC MIX, Inc., for information or visit www.specmix.com/locator to locate a local representative.

Cost

Market pricing and installed cost information may be obtained from a local SPEC MIX representative.

7. Warranty

Limited WARRANTY

SPEC MIX, Inc. warrants this product to be of merchantable quality when used or applied in accordance with the instructions hereon. This product is not warranted as suitable for any purpose or use other than the general purpose for which it is intended. Liability under this warranty is LIMITED to the replacement of its product (as purchased) if found to be defective, or at the shipping company's option, to refund the purchase price. In the event of a claim under this warranty, notice must be given to SPEC MIX, Inc. in writing at: One Securities Centre, 3490 Piedmont Road, Suite 1300, Atlanta, GA 30305. THIS LIMITED WARRANTY IS ISSUED AND ACCEPTED IN LIEU OF ALL OTHER EXPRESS WARRANTIES AND EXPRESSLY EXCLUDES LIABILITY FOR CONSEQUENTIAL DAMAGES.

8. Maintenance

Properly mixed and installed masonry units and mortar require little maintenance. Depending on service conditions, masonry walls may require periodic cleaning and tuck-pointing. Clean masonry with potable water only. Do not use muriatic acid to clean colored mortar.

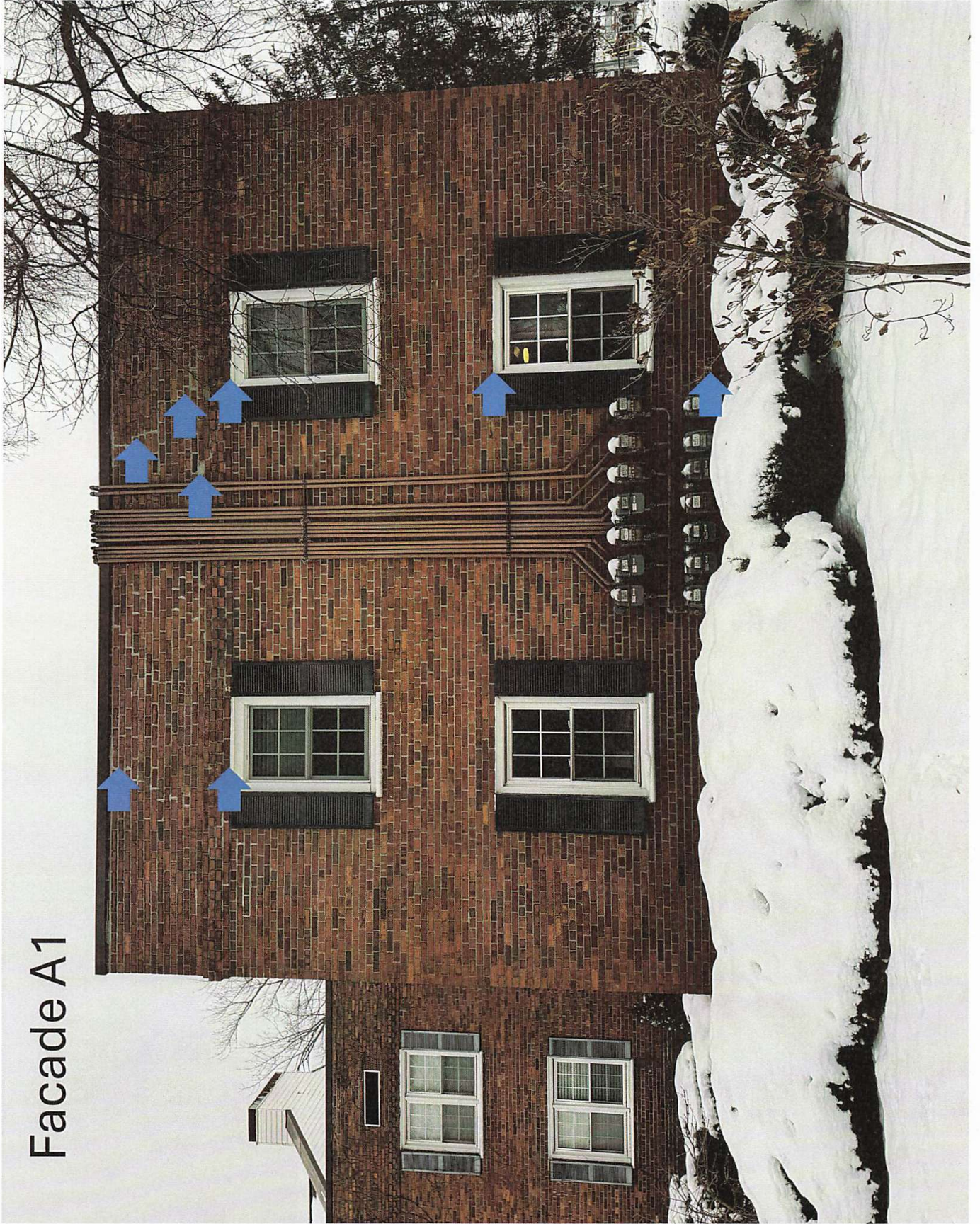
9. Technical Services

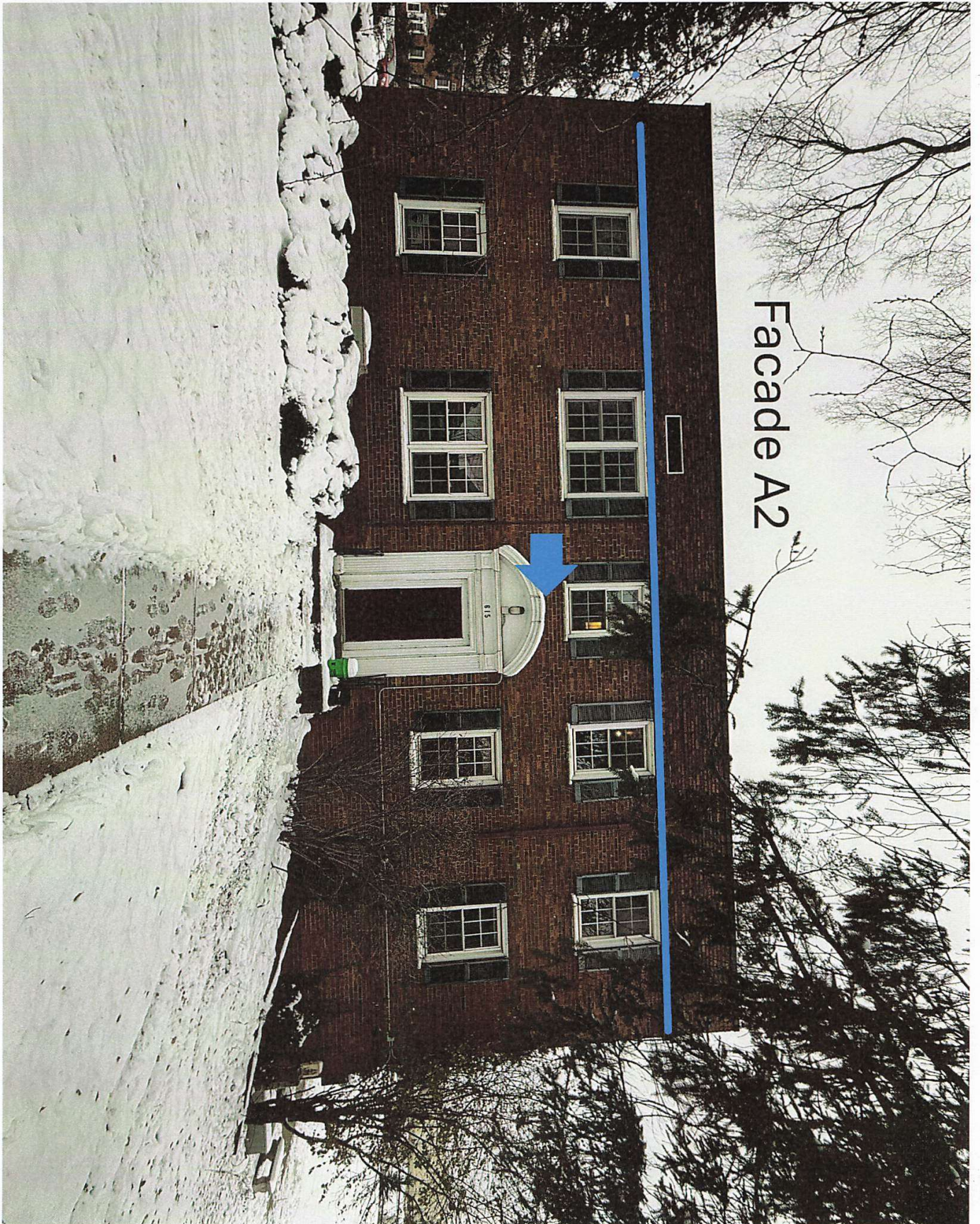
SPEC MIX is produced under strict manufacturing standards and complete quality control is in effect with each batch. A digital printout displaying the proper proportions per batch may be kept as a permanent record and produced if requested. Only SPEC MIX offers this lab controlled production system for preblended masonry materials on a national basis. Contact SPEC MIX, Inc., or a local SPEC MIX representative for information.

10. Filing Systems

- Additional product information is available from the manufacturer upon request

Facade A1





Facade A2



Facade A3 (1)

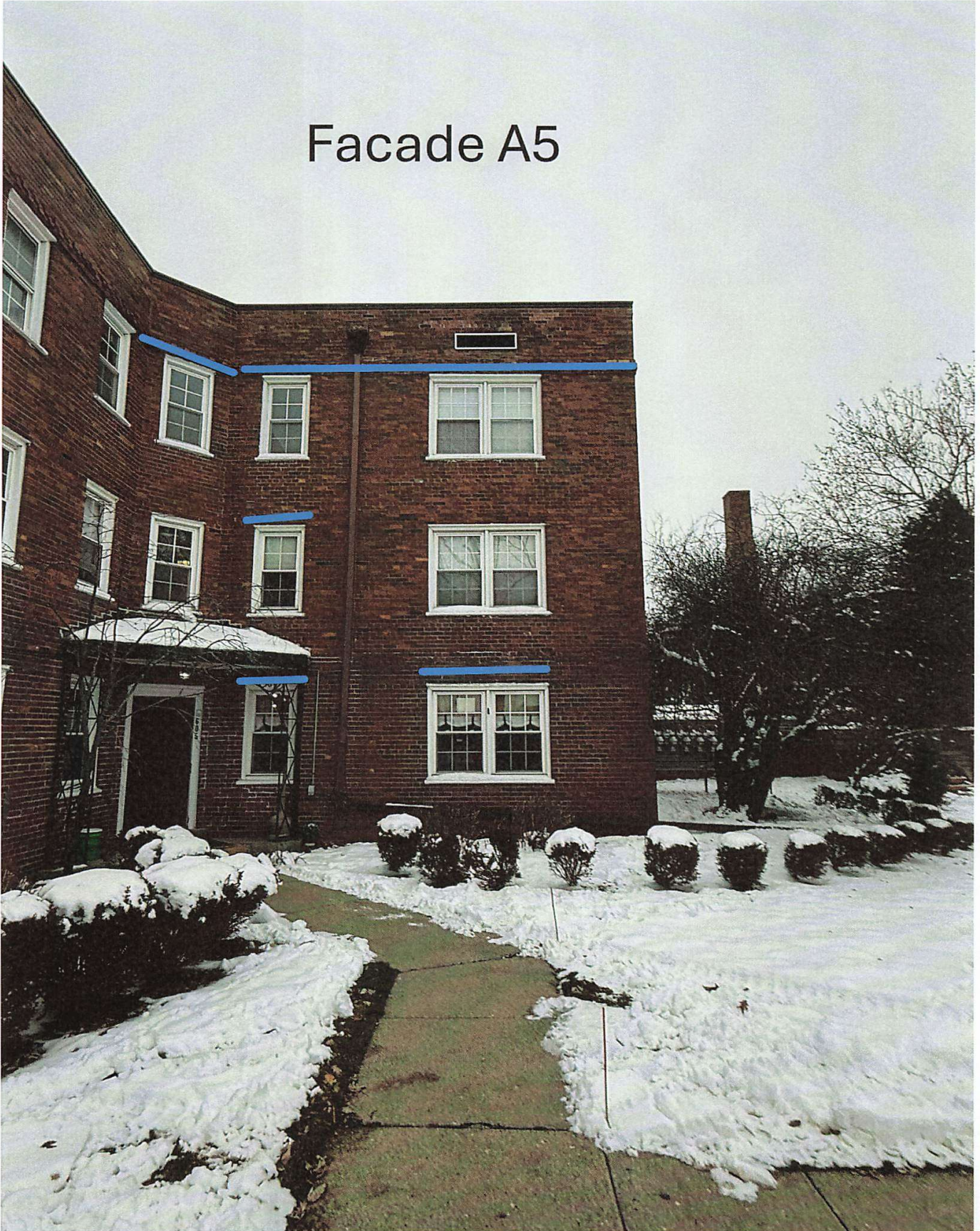


Facade A3 (2)

Facade A4



Facade A5



Facade A6



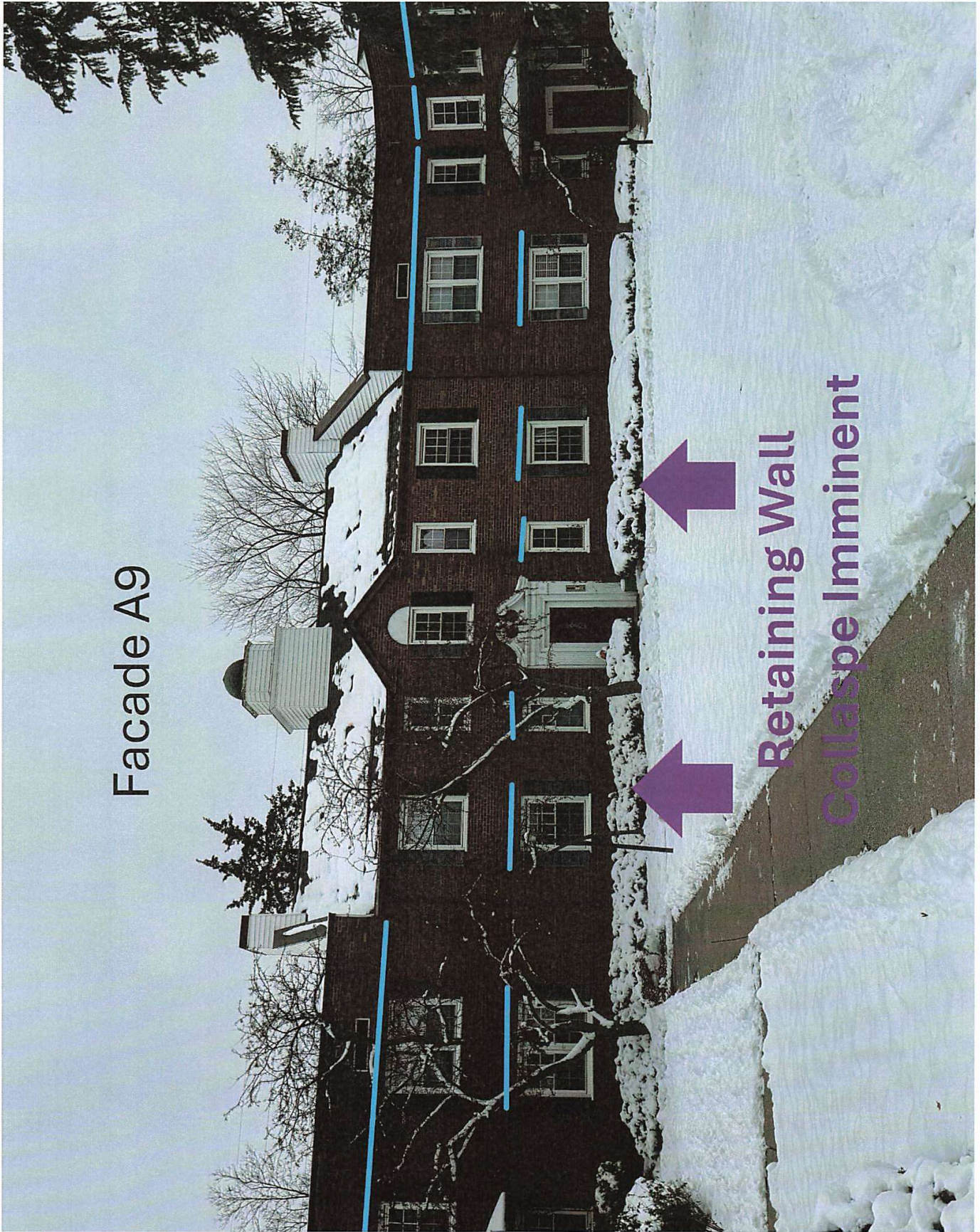
Facade A7



Facade A8



Facade A9



Retaining Wall
Collapse Imminent



Facade A10

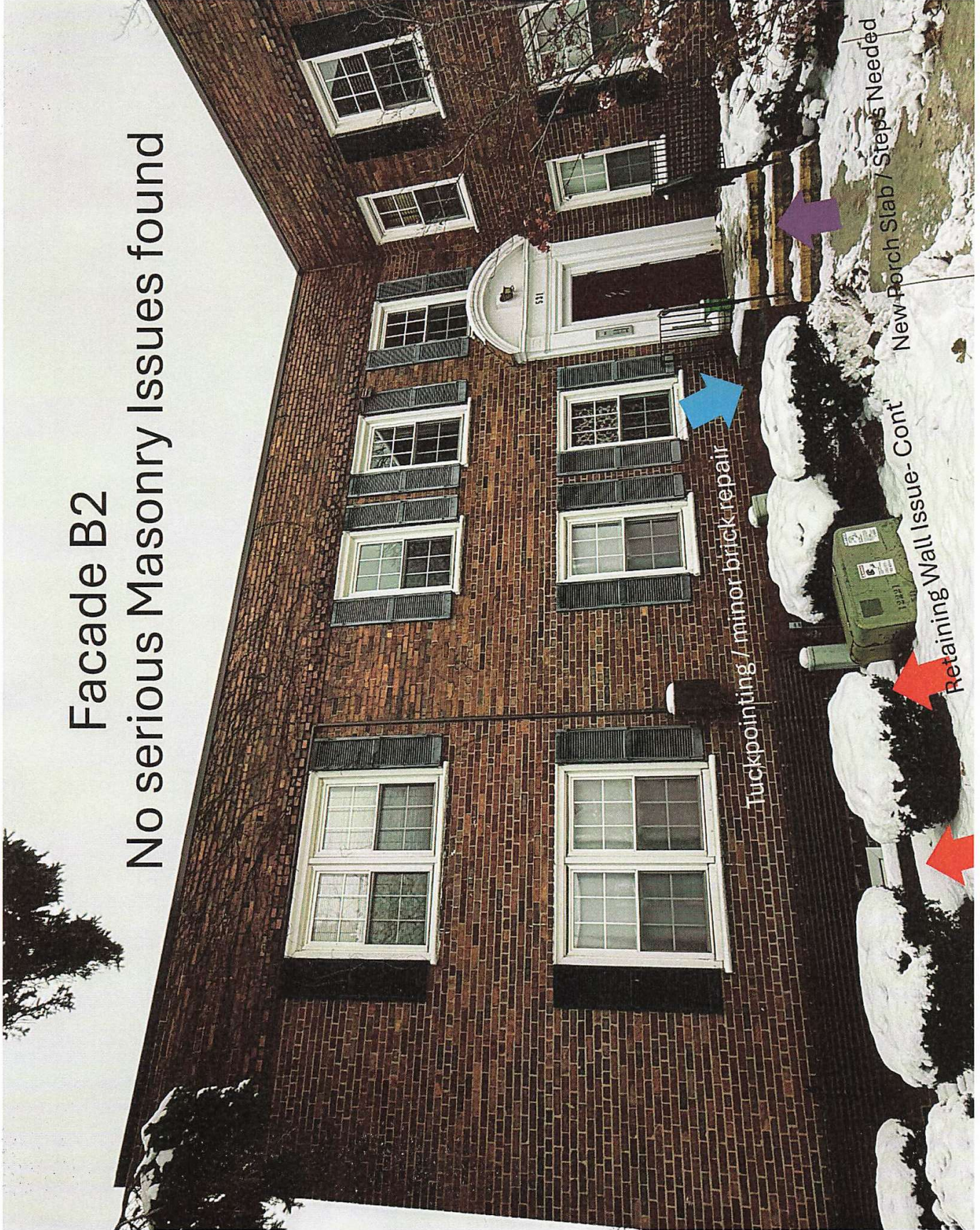
Facade B1



Retaining Wall
Point Loading - Pressure on Building

Facade B2

No serious Masonry Issues found



Facade B3



Gutter Leaks



Need new porch Cap / Steps

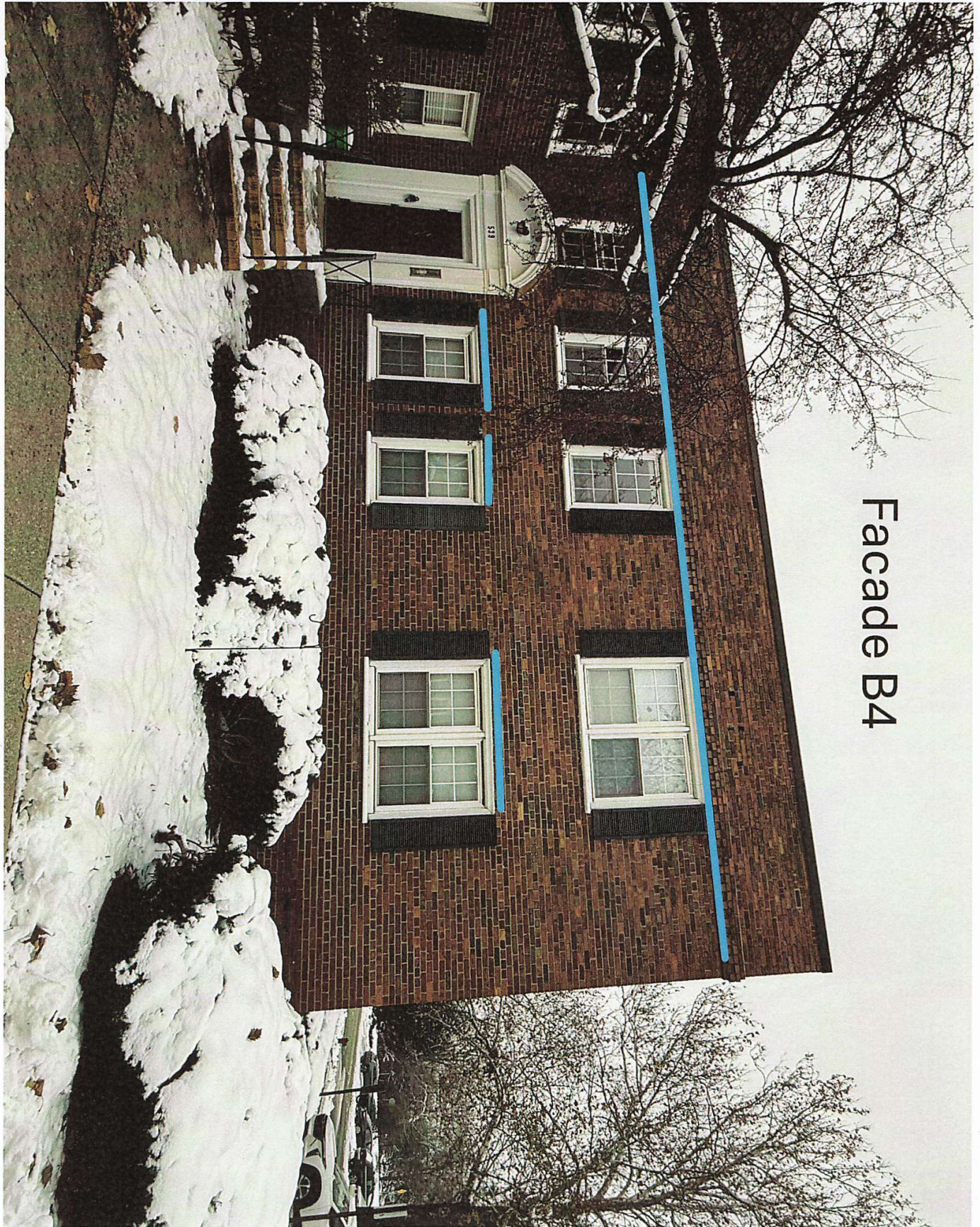


Wall Failure!
Basement Window being crushed!



Retaining Wall Issues
Throughout





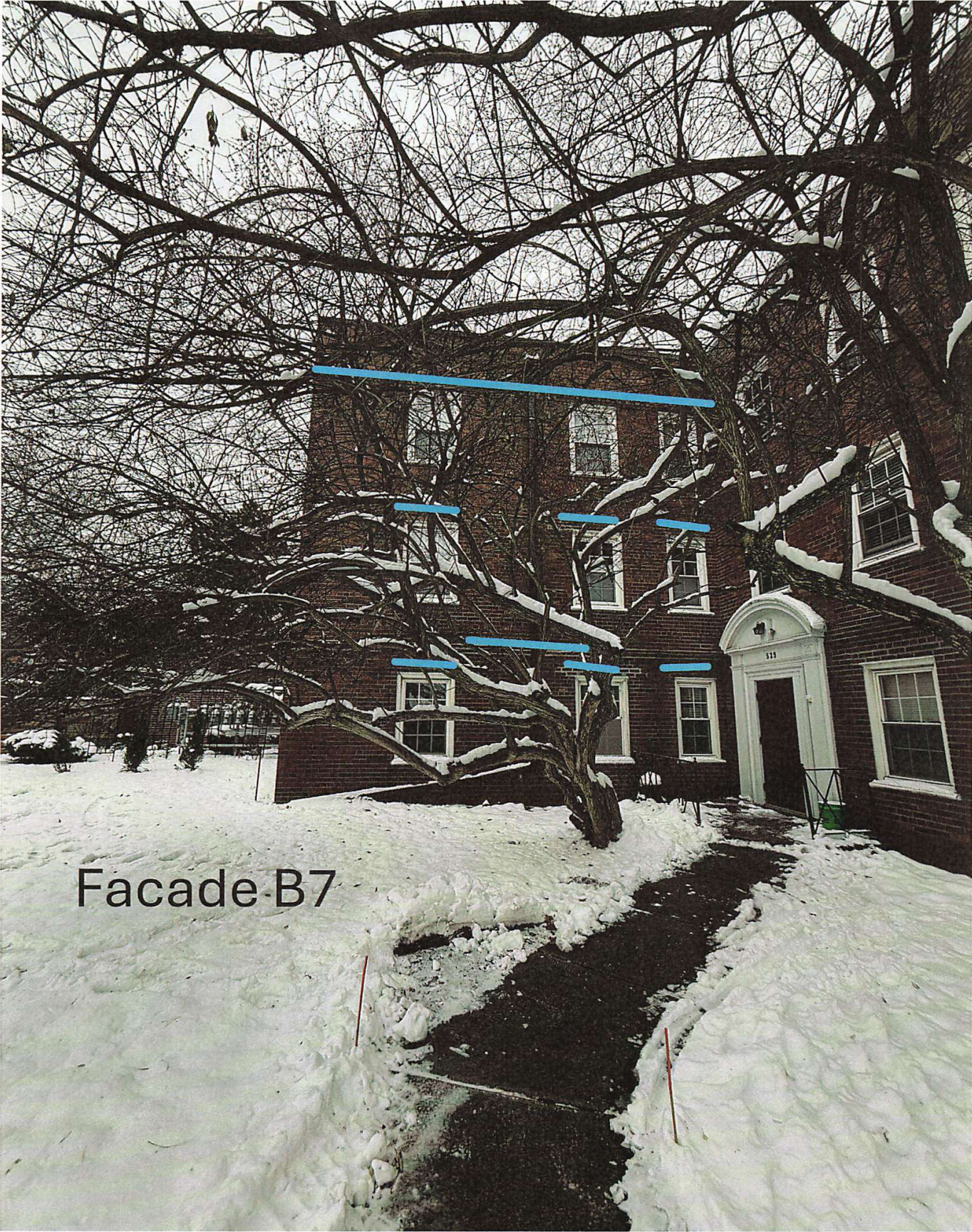
Facade B4

Facade B5



Facade B6





Facade B7



Facade B8

Facade B9



Facade B10



Facade B11



Facade B12



Danielle Cahoon

Managing Agent

Office (810) 715-5310 Ext. 230

Fax (810) 715-5316

6190 Taylor Dr., Flint, MI 48507

danielle.cahoon@cummingspm.com

CummingsManagement.com



Cummings
PROPERTY MANAGEMENT



Cumming's
PROPERTY MANAGEMENT





Facade B9



Historic District Commission
AGENDA ITEM REPORT

To: Historic District Commission

Subject: A public hearing to receive and discuss consideration of a Certificate of Appropriateness from Emmalee Tellier on behalf of Elieff Brothers Roofing located at 336 University Drive. The applicant request is to replace the balcony railing and add a gutter.

Meeting: Historic District Commission - 14 May 2026

Department: Planning, Building, and Housing

Staff Contact: Alycia Reiten, Senior Planner

ATTACHMENTS:

[336 University staff report 5.14.26](#)
[336 University combined application_Redacted](#)



Department of Planning,
Building & Development

STAFF REPORT

Address	336 University Drive
Applicant	Emmalee Tellier
Historic District	Chesterfield Hills Historic District
Type of Case	Public Hearing
Staff person	Alycia Reiten
HDC hearing date	May 14, 2026

Overview

To replace the balcony railing and add a gutter.

EXISTING CONDITIONS

The property is located in the Chesterfield Hills Historic District between Huntington Road and Oak Street. The property was built in 1927 in the Tudor style and retains most of its original features. The house is a contributing resource.

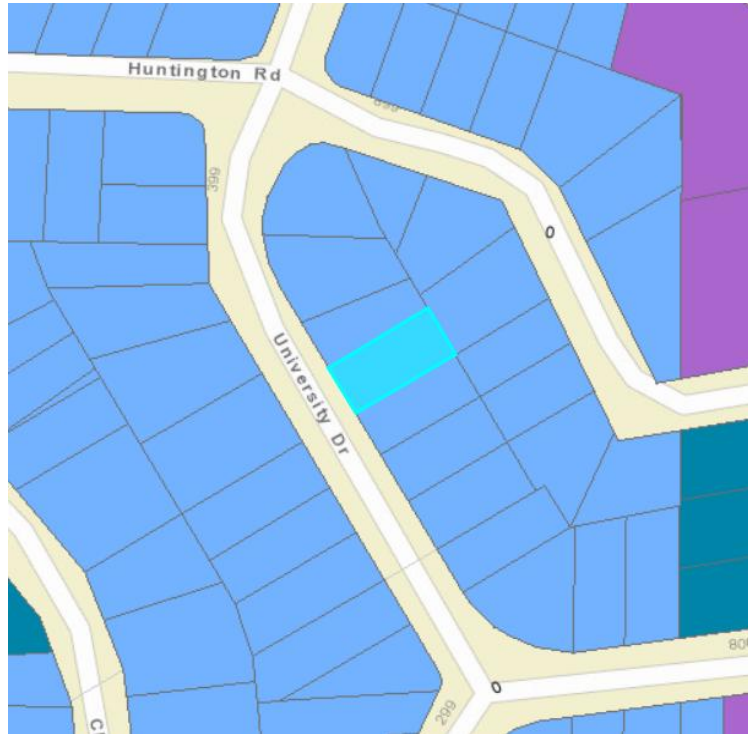


Staff photo



Assessors 1957 Photo





R-2 Medium Density Single-Family Residential District

HISTORICAL INFORMATION

There are 220 properties in the Chesterfield Hills Historic District. 176 of these (80%) were constructed between 1900 and 1929 according to city records. At least 195 (89%) are 50 years or older in age.

The *City of East Lansing Historic District Study Committee, Final Report of March 1988*, states the following historic description for the Chesterfield Hills District:

“This district is composed of primarily of the Chesterfield Hills I and II Subdivisions, platted in 1916 and 1923, respectively by Ehinger Realty. The winding streets and irregular lots are a perfect adaptation to the rolling terrain; the streetscape is dominated by hundreds of mature maples. Most of the houses were built in the 1920’s and 1930’s and contain a splendid collection of architectural styles popular during this period. Dutch Colonial, Bungalow, Tudor and Prairie styles are found here, along with a few post WWII Cape Cod and ranch houses. Exterior colors and materials are equally diverse; brick, stucco, clapboard, aluminum and shingles. Asphalt, wood and tile roofs are all present. Despite, or perhaps because of the architectural diversity, Chesterfield Hills has a unified

character. Different styles, materials, and building volumes sit next to each other comfortably and without discord, producing a unified character, much as a mosaic is formed by disparate elements.”

The *Significant Figures in the History of East Lansing* lists C. E. Hixon – 1939, Assistant professor of Military Sci MSC.

APPLICANT PROPOSAL

The applicant request is to install an egress window at the front of the house with a metal window well and clear polycarbonate lid.

CHAPTER 20 HISTORIC PRESERVATION

Article III. - Certificates of Appropriateness, Review Procedures, Fees and Inspections

Sec. 20-63. - Review process for certificate of appropriateness.

(c) Standards for decisions. In reviewing applications for a certificate of appropriateness, the commission shall base its decision only on the Secretary of the Interior's Standards for Rehabilitation, the preservation guidelines stated in section 20-101, and on any additional preservation guidelines adopted by the historic district commission and approved by the city council, and 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) Recommendations from the historic preservation officer, the building official, the design assistance team, and any affected neighborhood association.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

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 historic 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 archeological 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.

STAFF REVIEW

In accordance with Chapter 20 of the City of East Lansing code and consideration of the Secretary of the Interior Standards, the following are most relevant to this application.

Comments are provided:

Standard #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.

Comment: The balcony railing was likely original and made out of wood. The proposed replacement appears to compliment what was originally there but the railing that was installed has already been removed.

The gutter is k-style and on the rear of the property which appears to match the rest of the gutters on the house.

Standard #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.

Comment: Although the original railing kit is no longer installed, pieces of it remain in the garage and the proposed railing kit appears to compliment what was there.

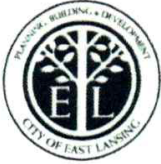
STAFF COMMENTS

The removal of the railing before requesting replacement makes it difficult to know exactly what the old system looked like. There are pieces of it in the garage that are clearly deteriorated. It appears that the replacement railing system is complimentary to what was there and is made of wood. The installation of the gutter is appropriate to help usher water away from the house.

CERTIFICATE OF APPROPRIATENESS

The Historic District Commission may approve or deny the CoA application for historic buildings.

Move to **(approve or deny)** the request to replace the wood railing system on the balcony with a new wood railing system that matches the old in design, color, texture, and other visual qualities as well as install a k-style gutter, located at 328 Chesterfield Parkway. The Historic District Commission has found that the proposed railing and gutter **(will or will not negatively)** impact the essential form and integrity of the historic neighborhood or its environment **(consistent or not consistent)** with Standards 2 and 6 of The Secretary of the Interior Standards for Rehabilitation.



Date Stamp:

Department of Planning Building and Development
City of East Lansing Historic District Commission
410 Abbot Road - East Lansing, Michigan 48823
Telephone (517) 319-6930 - Fax (517) 337-1607
coelhistoricaldistricts@cityofeastlansing.com

Certificate of Appropriateness

There is a \$100 fee for applications to the Historic District Commission

(Please print clearly - See instruction on reverse side)

An incomplete application will not be accepted

Overview

In 1989, the City adopted its Historic Preservation Code to support Historic Neighborhoods that contain architecturally significant structures. The City also established a Landmark Historic District, which encompasses the most significant structures, regardless of location.

Construction in a Historic District

New construction or alterations of existing structures are not prohibited in Historic Neighborhoods; however, the construction or alteration is expected to be done in a historically appropriate manner. Applicants are encouraged to direct any construction to the rear of a structure, not visible from a public street. Additionally, materials used for new construction should be compatible with existing, historic materials.

Construction Approval

Generally, any work on the exterior of a structure requires approval from the Historic Preservation Officer or the Historic District Commission through the submission and approval of a Certificate of Appropriateness Application.

Project Information

In accordance with Article III, Section 20-61(a) of Chapter 20 (Historic Preservation Code) of the City of East Lansing, I hereby apply for review of the following proposed change(s):

Describe changes proposed for the structures exterior. Include plans, photographs and other information as required by Section 20-62 Chapter 20 (Use separate sheet if necessary, please be specific):

We did full house roof in 2024
Tear off + replacement of flat roof + Flat roof decking - 1.5 square EPDM
Install 4x4 railing kit + Tapcon screw 2x6 to eave of flat roof for gutter. 5" Alu...

Reason for Change:

Needed Replacing on Rear Balcony + need to add railing + Finish gutter from 2024 job

Property Information

Property Address: 336 University Dr, City of East Lansing, MI 48823

Is this property a rental? [] YES [X] NO

Applicant Information

Who is applying for the Certificate of Appropriateness?

[] OWNER [] AGENT [X] CONTRACTOR (Signature Required)

Name: Elieff Brothers Roofing

Address: [Redacted]

Email: [Redacted]

Phone: [Redacted] Cell: [Redacted]

City: [Redacted] State: [Redacted] Zip: [Redacted]

SIGN HERE X

[Signature]

DATE 4/3/26

Applicant signature (Required)

Property Owner: [] Check box if same as above

Name: John Beres

Email: [Redacted]

Cell: [Redacted]

Address: [Redacted]

City: [Redacted]

State: [Redacted]

Zip: [Redacted]

SIGN HERE X

[Signature]

DATE 03 APR 2026

Property owner signature (Required)

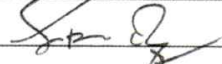
APPLICATION CONTINUED ON NEXT PAGE

SEE ATTACHED

Aluminum gutter. Black.

Required Review

Signature and submission of this application by Owner and/or Agent:
1) Authorizes the City and/or its representative(s) to enter upon the property and take any photos or undertake any inspections necessary for review and action on this application; and
2) Signifies that Owner/Agent understands that the Historic Preservation Code applies to exterior work to this property and all properties in East Lansing Historic Districts; and
3) Certifies that the property now has or will have before the proposed project completion date, a fire alarm system or 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; and
4) Certifies that the property owner has reviewed the U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, as set forth in 36 CFR 67.

SIGN HERE X  **DATE** 4/3/26

Required Items for a Complete Application. Check all that apply:

To obtain a Certificate of appropriateness, an applicant shall file an application in writing on a form furnished by the City. Prior to acceptance, every application shall:

- Identify and describe the work to be authorized by the Certificate of Appropriateness
- Describe the land on which the proposed work is to be done by legal description, street address, mortgage survey or similar description.
- Be accompanied by scaled plans, elevations, diagrams, photographs and other similar documents necessary to demonstrate that the proposed work is in compliance with this Chapter. Plans shall be drawn to scale upon substantial paper and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that the proposed work shall conform to the requirements of this Chapter.
- Be signed by the owner of record and any contractor performing the work.
- Be accompanied by other data and information as may be necessary to demonstrate compliance with the requirements of this Chapter.

* Please note the commission may determine at the time of the meeting if the application is complete or incomplete

SIGN HERE X  **DATE** 03 APR 2026

Office Use Only

Review		
Date:	Building permit required? <input type="checkbox"/> YES <input type="checkbox"/> NO	Application Complete? <input type="checkbox"/> YES <input type="checkbox"/> NO

Staff Action:		
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	<input type="checkbox"/> Refer to Historic District Commission	Permit #
Signature X		

Historic District Commission:		
Meeting Date:		Letter Date:
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	Extension requested:	Date:
Signature X		

Final Inspection	
<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED

Conditions of Approval (if applicable):	
Conditions provided in letter dated:	Conditions provided in permit #

Certificate of Appropriateness– Project Information Description

Job Address: 336 University Drive, East Lansing, MI 48823

Homeowner: John Beres

Contractor: Elieff Brothers Roofing – [REDACTED]

Describe Project & Changes:

- Tear off & replacement of flat roof EPDM 1.5square + Flat Roof Decking on rear balcony
- Rear Balcony - Replace the railing system that was previously there with new 4x4 railing system - painted white by homeowner
- Rear Balcony - Tapcon screw a 2x6 to eve of flat roof where there is currently cement
- BLACK 5" K-STYLE aluminum gutter to be attached to the 2x6 and the back run of BLACK 5" K-STYLE aluminum gutter to be completed (about 20 feet of gutter)
- Attaching photos of OLD railing system and the photos of the NEW railing that homeowner painted for us to install - we provided him the material for him to paint
- Railing will be installed separately after the Flat EPDM Roof on rear balcony
- Homeowner has signed contract and certificate of appropriateness - Also attached
- Attaching photos of old railing that has been removed by homeowner - new railing system that we provided to homeowner to paint - the flat roof and where the gutters will be going

Reason for Changes:

- Flat Roof needs replacement & Flat Roof Decking needs replacement
- Railing was old and rotted- needs replacement to meet code
- Gutter to be replaced to black color - Kstyle 5" aluminum











New railing system that will be installed on rear balcony



Where the gutters are being replaced - KSTYLE BLACK 5" ALUMINUM GUTTERS ~20ft



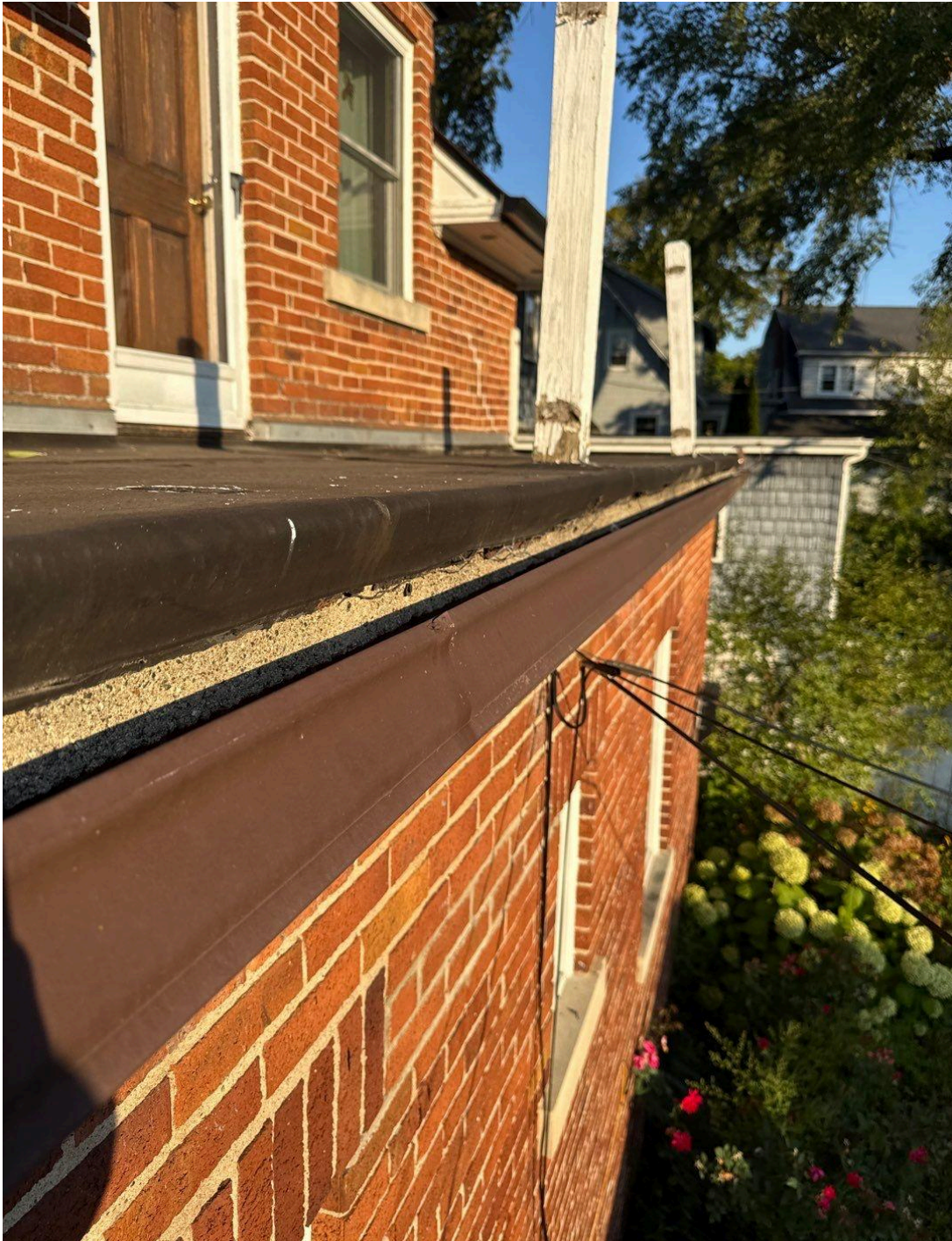
Flat roof that is being replaced – Homeowner already took down the railing - you can see posts



Flat roof that is being replaced – Homeowner already took down the railing - you can see posts



Flat roof that is being replaced – Homeowner already took down the railing



Where the 2x6 is going



Where the 2x6 is going

















Historic District Commission **AGENDA ITEM REPORT**

To: Historic District Commission

Subject: A public hearing to receive and discuss consideration of a Certificate of Appropriateness from Emmalee Tellier on behalf of Elieff Brothers Roofing located at 604 Sunset Lane. The applicant request is to replace aluminum siding and trim with cement fiber board.

Meeting: Historic District Commission - 14 May 2026

Department: Planning, Building, and Housing

Staff Contact: Alycia Reiten, Senior Planner

ATTACHMENTS:

[604 Sunset siding staff report 5.14.26](#)
[604 Sunset combined application Redacted](#)
[Alice D. support for 604 Sunset Lane](#)
[Aron S. support for 604 Sunset Lane](#)



Department of Planning,
Building & Development

STAFF REPORT

Address	604 Sunset Lane
Applicant	Emmalee Tellier
Historic District	Oakwood Historic District
Type of Case	Public Hearing
Staff person	Alycia Reiten
HDC hearing date	May 14, 2026

Overview

To replace the existing aluminum siding and trim with cement fiber board.

EXISTING CONDITIONS

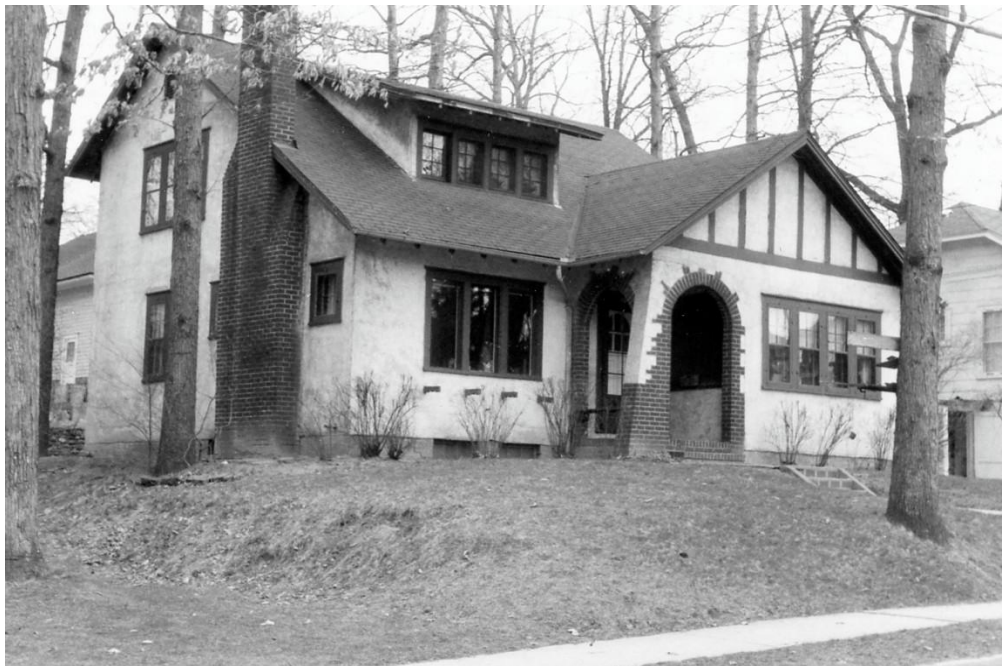
The property is located in the Oakwood Historic District between Forest Street and Oakhill Avenue. The property was built in 1921 in the Arts and Crafts style with Tudor influence. The structure is a contributing resource with little of the original features remaining.



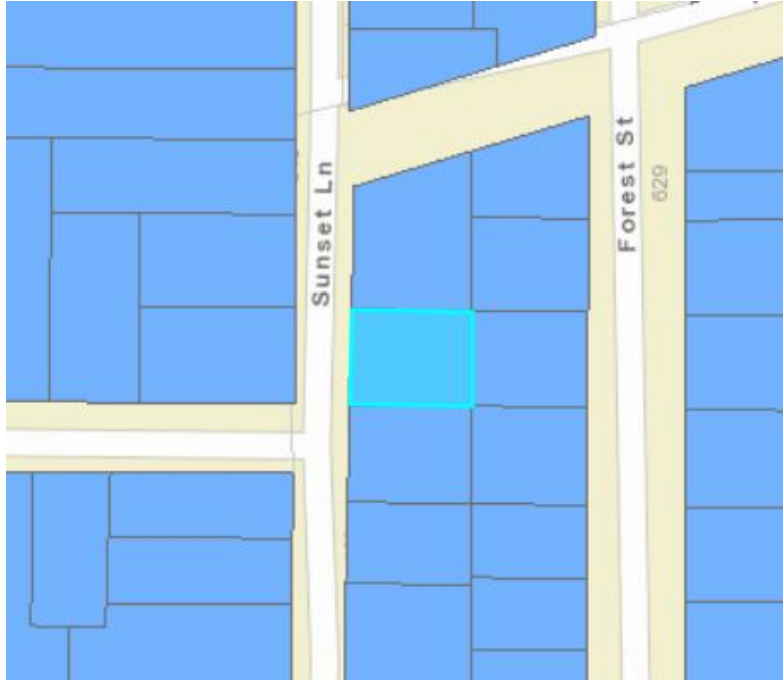
Staff photo



Staff photo



Assessors 1957 photo



R-2 Medium Density Single-Family Residential District



HISTORICAL INFORMATION

City of East Lansing Historic District Study Committee, Final Report of March 1988 describes the Oakwood Historic District as the following:

“The Oakwood area, like “hill” areas in many communities, was home to many prominent local figures: Chace Newman, Judge Charles Collingwood, Wilbur Hedrick, Ward Giltner, Ernest Anthony, Lloyd Emmons, Benjamin Faunce, and Jacob Schepers, to cite just a few examples. Many of the homes still exist today, with relatively few alterations.

The Architecture of the Oakwood District is perhaps the most intact of any of the older neighborhoods. Bungalows, Foursquares, Dutch Colonials, Craftsman and Prairie styles are most prominent in this area.”

The Significant Figures in the History of East Lansing lists Harry H. Musselman - Professor of Agricultural Engineering (1927,31,40); Head of M.S.C. farm mechanics department.

APPLICANT PROPOSAL

The applicant request is to replace the aluminum siding and trim with cement fiber board.

CHAPTER 20 HISTORIC PRESERVATION

Article III. - Certificates of Appropriateness, Review Procedures, Fees and Inspections
Sec. 20-63. - Review process for certificate of appropriateness.

(c) Standards for decisions. In reviewing applications for a certificate of appropriateness, the commission shall base its decision only on the Secretary of the Interior's Standards for Rehabilitation, the preservation guidelines stated in section 20-101, and on any additional preservation guidelines adopted by the historic district commission and approved by the city council, and 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) Recommendations from the historic preservation officer, the building official, the design assistance team, and any affected neighborhood association.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

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 historic 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 archeological 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.

STAFF REVIEW

In accordance with Chapter 20 of the City of East Lansing code and consideration of the Secretary of the Interior Standards, the following are most relevant to this application.

Standard #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.

Comment: The original exterior of the building was stucco and half timber with brick details and an arched entrance. Little of the original fabric remains. The proposal to remove the aluminum siding and trim and replace it with a cement fiber board is a better option than aluminum but the ideal would be to repair / replace the original stucco.

Standard # 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.

Comment: The original stucco has been covered with aluminum. Until the aluminum siding is removed, there is no way to know the condition of the original stucco. Ideally the stucco would be repaired / replaced, however using a cement fiber board to replace the siding is a better option than the aluminum siding.

STAFF COMMENTS

There is little of the original fabric of this building remaining. It vaguely resembles what it used to look like. The proposal to replace the aluminum siding and trim with cement fiberboard is a better option than the aluminum but restoration of the original stucco would be ideal (not mentioned or offered by the applicant – who may not even know it was stucco underneath).

CERTIFICATE OF APPROPRIATENESS

The Historic District Commission may approve or deny the CoA application for historic buildings.

Move to **(approve or deny)** the replacement of the aluminum siding and trim with cement fiber board located at 604 Sunset Lane. The Historic District Commission has found that the proposed siding and trim replacement **(will or will not negatively)** impact the essential form and integrity of the historic neighborhood or its environment **(consistent or not consistent)** with Standards 2 and 6 of The Secretary of the Interior Standards for Rehabilitation.



Date Stamp:

Department of Planning Building and Development
City of East Lansing Historic District Commission
410 Abbot Road - East Lansing, Michigan 48823
Telephone (517) 319-6930 - Fax (517) 337-1607
coehistoricdistricts@cityofeastlansing.com

Certificate of Appropriateness

There is no fee to go to the Historic District Commission
(Please print clearly - See instruction on reverse side)
An incomplete application will not be accepted

Overview

In 1989, the City adopted its Historic Preservation Code to support Historic Neighborhoods that contain architecturally significant structures. The City also established a Landmark Historic District, which encompasses the most significant structures, regardless of location.

Construction in a Historic District

New construction or alterations of existing structures are not prohibited in Historic Neighborhoods; however, the construction or alteration is expected to be done in a historically appropriate manner. Applicants are encouraged to direct any construction to the rear of a structure, not visible from a public street. Additionally, materials used for new construction should be compatible with existing historic materials.

Construction Approval

Generally, any work on the exterior of a structure requires approval from the Historic Preservation Officer or the Historic District Commission through the submission and approval of a Certificate of Appropriateness Application.

Project Information

In accordance with Article III, Section 20-61(a) of Chapter 20 (Historic Preservation Code) of the City of East Lansing, I hereby apply for review of the following proposed change(s):

Describe changes proposed for the structures exterior. Include plans, photographs and other information as required by Section 20-62 Chapter 20 (Use separate sheet if necessary, please be specific): Remove 13 square of Aluminum Siding where house was damaged by tree falling on it. 14 square of underlayment. White Aluminum entry door wrap. 52 foot drip cap (white), 1x3, 1x4 and 1x6 Hardie Board Siding - Architrave 1x3-trim, 1x4 - Frieze board + corner posts, 1x6 - corner posts, Hardie plank lap - 7.25" Board

Reason for Change: House was hit by tree + Hardie board Siding looks more traditional and matches the original wood Siding look than Aluminum Siding was damaged

Property Information

Property Address: 604 Sunset Lane, East Lansing, MI 48823

Is this property a rental? [] YES [X] NO

Applicant Information

Who is applying for the Certificate of Appropriateness?
[] OWNER [] AGENT [X] CONTRACTOR (Signature Required)

Name: Elieff Brothers Roofing Cell: [Redacted]

Address: [Redacted] City: [Redacted] State: [Redacted] Zip: [Redacted]

SIGN HERE x [Signature] DATE 4/6/26

Applicant signature (Required)

Property Owner: [] Check box if same as above

Name: Renee Roath Email: [Redacted] Phone: [Redacted] Cell: [Redacted]

Address: [Redacted] City: [Redacted] State: [Redacted] Zip: [Redacted]

SIGN HERE x [Signature] DATE 4-6-26

Property owner signature (Required)

APPLICATION CONTINUED ON NEXT PAGE

Required Review	
Signature and submission of this application by Owner and/or Agent: 1) Authorizes the City and/or its representative(s) to enter upon the property and take any photos or undertake any inspections necessary for review and action on this application; and 2) Signifies that Owner/Agent understands that the Historic Preservation Code applies to exterior work to this property and all properties in East Lansing Historic Districts; and 3) Certifies that the property now has or will have before the proposed project completion date, a fire alarm system or 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; and 4) Certifies that the property owner has reviewed the U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, as set forth in 36 CFR 67.	
SIGN HERE <input checked="" type="checkbox"/>	DATE 4/6/26

Required Items for a Complete Application: Check all that apply:	
To obtain a Certificate of appropriateness, an applicant shall file an application in writing on a form furnished by the City. Prior to acceptance, every application shall:	
<input checked="" type="checkbox"/> Identify and describe the work to be authorized by the Certificate of Appropriateness <input checked="" type="checkbox"/> Describe the land on which the proposed work is to be done by legal description, street address, mortgage survey or similar description. <input checked="" type="checkbox"/> Be accompanied by scaled plans, elevations, diagrams, photographs and other similar documents necessary to demonstrate that the proposed work is in compliance with this Chapter. Plans shall be drawn to scale upon substantial paper and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that the proposed work shall conform to the requirements of this Chapter. <input checked="" type="checkbox"/> Be signed by the owner of record and any contractor performing the work. <input checked="" type="checkbox"/> Be accompanied by other data and information as may be necessary to demonstrate compliance with the requirements of this Chapter.	
* Please note the commission may determine at the time of the meeting if the application is complete or incomplete	
SIGN HERE <input checked="" type="checkbox"/>	DATE 4/6/26

Office Use Only

Date:	Building permit required? <input type="checkbox"/> YES <input type="checkbox"/> NO	Application Complete? <input type="checkbox"/> YES <input type="checkbox"/> NO
-------	--	--

<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	<input type="checkbox"/> Refer to Historic District Commission	Permit #
Signature X		

Meeting Date:	Letter Date:
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	Extension requested: _____ Date: _____
Signature X	

<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED
-----------------------------------	---------------------------------

Conditions provided in letter dated: _____	Conditions provided in permit # _____
--	---------------------------------------

Revised 1/2022

Certificate of Appropriateness– Project Information Description

Job Address: 604 Sunset Lane, East Lansing, MI 48823

Homeowner: Renee Roath

Contractor: Elieff Brothers Roofing – [REDACTED]

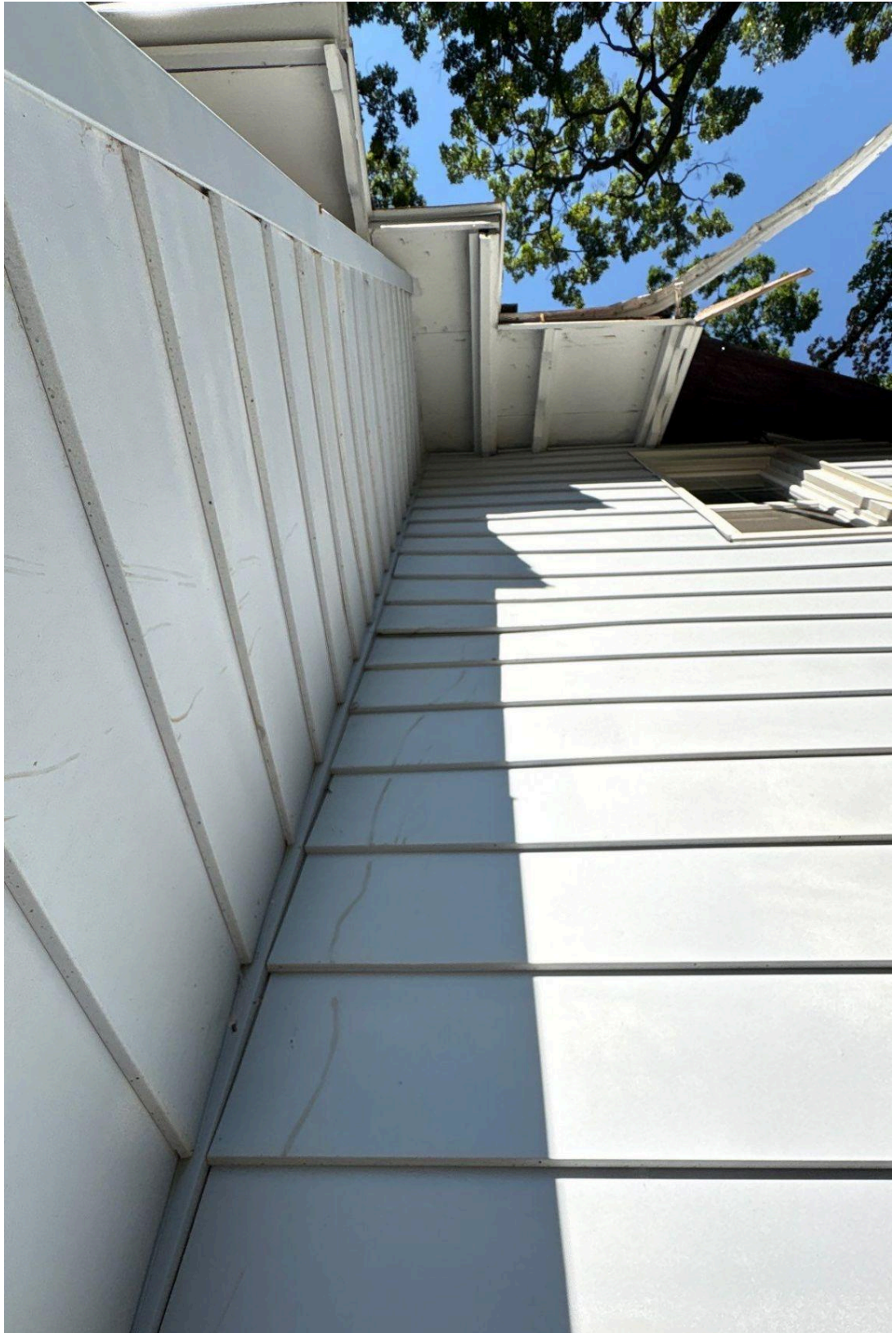
Describe Project & Changes: HOUSE WAS HIT BY A TREE

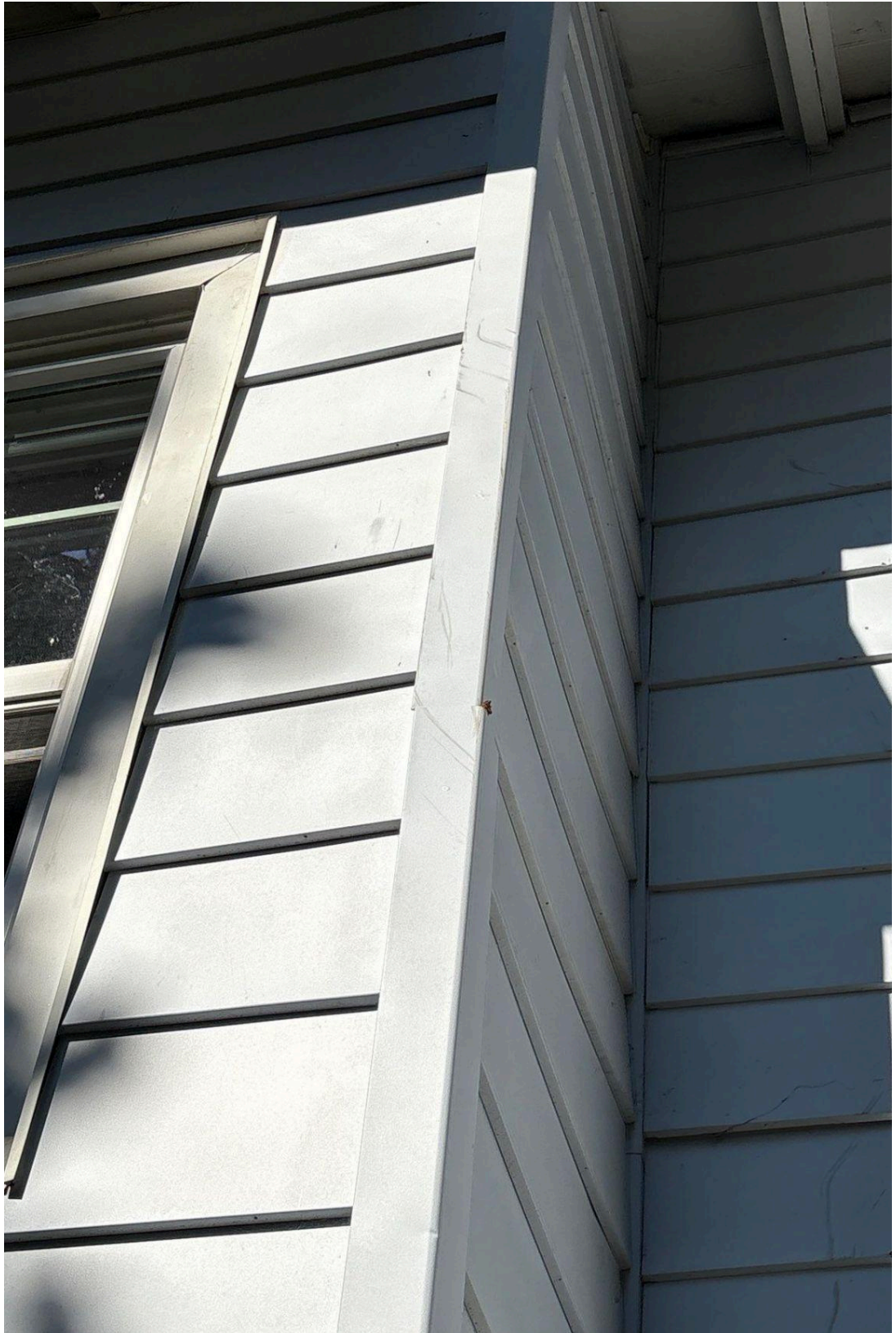
- Siding Style: hardie plank lap siding statement collection 14square
- Siding Brand:james hardie
- Siding Profile: 7.25" lap siding
- Siding Color: boothbay blue
- Siding Accessories colors: arctic white
- Siding wraps/trims colors: white
- Soffit/Fascia colors: painted white (not by elieffs)
- Removal of Aluminum siding (13 square)
- 14 square of underlayment
- White aluminum - custom bent for entry door wrap
- 1x3 hardie prefinished - trims around openings - arctic white
- 1x4 hardie pre finished - frieze board & corner posts - Arctic white & boothbay blue
- 1x6 Hardie pre finished - corner posts - arctic white
- Caulk- arctic white & boothbay blue
- 77 foot of 5" aluminum KSTYLE gutters where current gutters are damaged - white
- 90 foot of 2"x3" downspouts aluminum to be replaced where currently damaged - white

Reason for Changes:

- HOUSE WAS HIT BY A TREE - Damaged Siding, Door wrap & Corner posts
- Homeowner would like hardie board siding instead of aluminum so it matches the original traditional look of the home and the siding color will match





















8/15/2025, 4:18 PM





Aug 22, 2025 at 10:26:43 AM
42.739510° N 84.486505° W



Aug 22, 2025 at 10:26:54 AM
42.739517° N 84.486493° W

From: [Alice Dreger](#)
To: [Alycia Reiten](#)
Cc: [Aleece Hodges](#)
Subject: support for HDC application - 604 Sunset Lane
Date: Thursday, April 23, 2026 12:05:25 PM

CAUTION: This message originated from an email address outside of the organization. Please use caution before clicking any links or responding. Verify that you know and trust this sender prior to proceeding.

Dear Alycia,

I am writing to support the application to replace aluminum siding and trim with cement fiber board at 604 Sunset Lane, up for a HDC hearing on May 14. Please be sure to include this unsolicited letter of support in the packet.

We have owned a house less than half a block away for 28 years, and we have used cement fiber board on our own HDC Oakwood house. It is a really good product for our historic district — long-lasting, well insulating, and non-toxic in fires. It is also resistant to pests, and it looks great and holds paint well for many years.

Please approve. Thank you.

Alice Dreger
co-owner of 621 Sunset Lane

From: [Aron Sousa](#)
To: [Alycia Reiten](#)
Cc: [Aleece Hodges](#); [Alice Dreger](#)
Subject: support for HDC application - 604 Sunset Lane
Date: Thursday, April 23, 2026 12:33:23 PM

[You don't often get email from sousa.aron@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

CAUTION: This message originated from an email address outside of the organization. Please use caution before clicking any links or responding. Verify that you know and trust this sender prior to proceeding.

Dear Alycia,

I served on the East Lansing HDC for almost 10 years, and I appreciate the work of the commission and its goals.

I am writing to support the application to replace aluminum siding and trim with cement fiber board at 604 Sunset Lane, up for a HDC hearing on May 14. Please be sure to include this unsolicited letter of support in the packet.

We have owned a house less than half a block away for 28 years, and we have used cement fiber board on our own HDC Oakwood house. It is a really good product for our historic district — long-lasting, well insulating, and non-toxic in fires. It is also resistant to pests, and it looks great and holds paint well for many years.

Please approve. Thank you.

Aron Sousa
co-owner of 621 Sunset Lane



Historic District Commission
AGENDA ITEM REPORT

To: Historic District Commission

Subject: A public hearing to receive and discuss consideration of a Certificate of Appropriateness from Timothy and Ayako Breitenback located at 847 Huntington Road. The applicant request is to replace broken bricks and masonry on the front stoop with thin brick on 4"cmu and matching masonry.

Meeting: Historic District Commission - 14 May 2026

Department: Planning, Building, and Housing

Staff Contact: Alycia Reiten, Senior Planner

ATTACHMENTS:

[847 Huntington report 5.14.26](#)
[847 Huntington combined app_Redacted](#)



Department of Planning,
Building & Development

STAFF REPORT

Address	847 Huntington Road
Applicant	Timothy and Ayako Breitenbach
Historic District	Chesterfield Hills Historic District
Type of Case	Public Hearing
Staff person	Alycia Reiten
HDC hearing date	May 14, 2026

Overview

To replace broken and spalled brick on the front stoop with thin 4" CMU (Concrete Masonry Unit) brick and repair the foundation masonry in kind.

EXISTING CONDITIONS

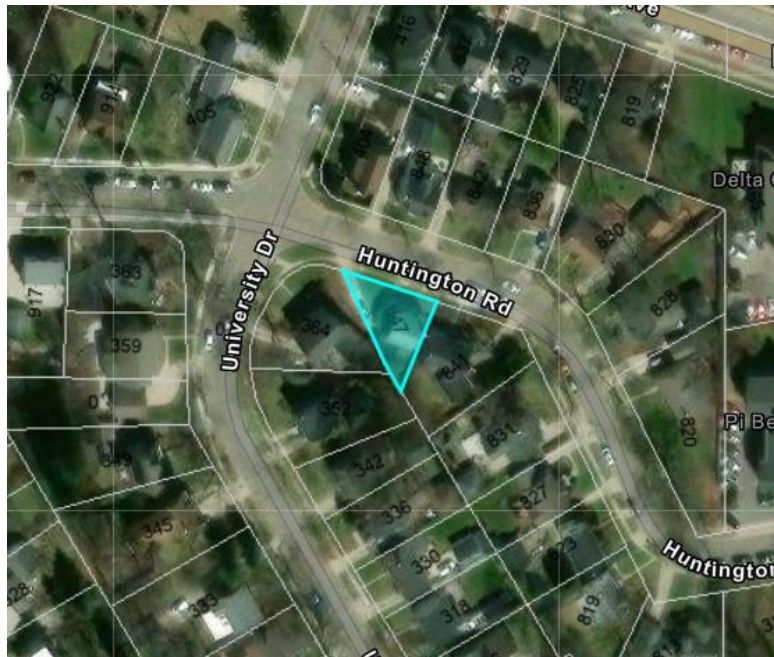
The property is located in the Chesterfield Hills Historic District between University Drive and Harrison Road. The property was built in 1927 in the Colonial style and retains most of its original features. The house is a contributing resource.

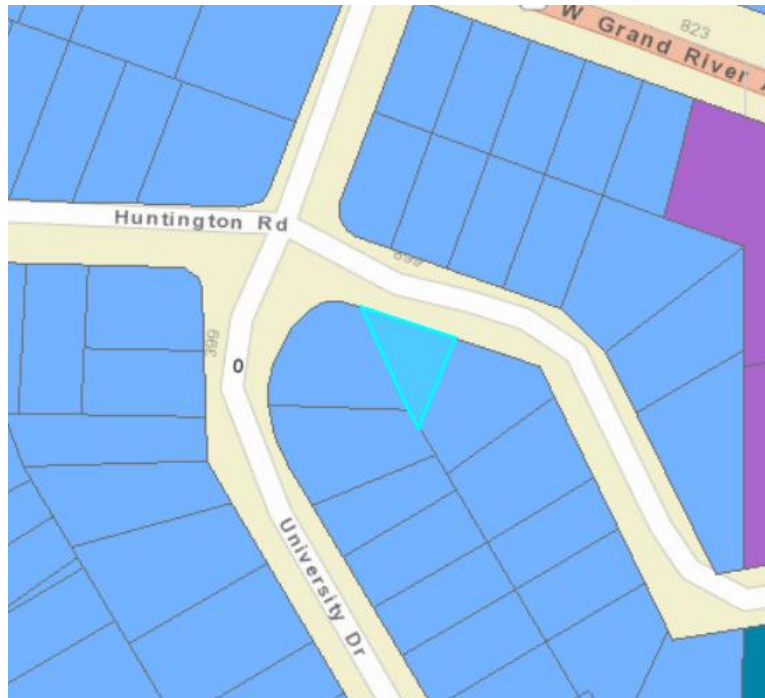


Staff photo



Assessors 1957 Photo





R-2 Medium Density Single-Family Residential District

HISTORICAL INFORMATION

There are 220 properties in the Chesterfield Hills Historic District. 176 of these (80%) were constructed between 1900 and 1929 according to city records. At least 195 (89%) are 50 years or older in age.

The *City of East Lansing Historic District Study Committee, Final Report of March 1988*, states the following historic description for the Chesterfield Hills District:

“This district is composed of primarily of the Chesterfield Hills I and II Subdivisions, platted in 1916 and 1923, respectively by Ehinger Realty. The winding streets and irregular lots are a perfect adaptation to the rolling terrain; the streetscape is dominated by hundreds of mature maples. Most of the houses were built in the 1920’s and 1930’s and contain a splendid collection of architectural styles popular during this period. Dutch Colonial, Bungalow, Tudor and Prairie styles are found here, along with a few post WWII Cape Cod and ranch houses. Exterior colors and materials are equally diverse; brick, stucco, clapboard, aluminum and shingles. Asphalt, wood and tile roofs are all present.

Despite, or perhaps because of the architectural diversity, Chesterfield Hills has a unified character. Different styles, materials, and building volumes sit next to each other comfortably and without discord, producing a unified character, much as a mosaic is formed by disparate elements.”

The *Significant Figures in the History of East Lansing* lists Randall E. Loudenslager -1940, Manager, Personal Finance Company of Lansing (1931,1940), Agent Bankers National Life Insurance Co (1931).

APPLICANT PROPOSAL

The applicant request is to replace broken and spalled brick on the front stoop with thin 4” CMU (Concrete Masonry Unit) brick and repair the foundation masonry in kind.

CHAPTER 20 HISTORIC PRESERVATION

Article III. - Certificates of Appropriateness, Review Procedures, Fees and Inspections
Sec. 20-63. - Review process for certificate of appropriateness.

(c) Standards for decisions. In reviewing applications for a certificate of appropriateness, the commission shall base its decision only on the Secretary of the Interior's Standards for Rehabilitation, the preservation guidelines stated in section 20-101, and on any additional preservation guidelines adopted by the historic district commission and approved by the city council, and 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) Recommendations from the historic preservation officer, the building official, the design assistance team, and any affected neighborhood association.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

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 historic 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 archeological 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.

STAFF REVIEW

In accordance with Chapter 20 of the City of East Lansing code and consideration of the Secretary of the Interior Standards, the following are most relevant to this application. Comments are provided:

Standard #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.

Comment: This property has historic brick. The proposed CMU thin face brick should be verified for compatibility with the brick that will remain. The mortar should be Type N composition. The proposed concrete foundation is proposed to be replaced in kind which is appropriate.

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

Comment: The front stoop is original to the structure. Replacement brick should match the original in design, color, texture, and other visual qualities. A sample of the proposed CMU should be provided to verify its compatibility with the original brick.

Standard #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.

Comment: The original brick should be replaced with new brick that matches the old in design, color, texture and other visual qualities. The applicant indicates in the application that individual brick is not available in such a small quantity. The proposed CMU should be verified for compatibility with the existing brick.

STAFF COMMENTS

Replacement of broken and spalled brick is important to maintain the front stoop, however using a thin 4” CMU brick should be verified for compatibility. Mortar for the brick should be Type N using the same tooling as the original. Repairing the foundation with concrete in kind is appropriate.

CERTIFICATE OF APPROPRIATENESS

The Historic District Commission may approve or deny the CoA application for historic buildings.

Move to **(approve or deny)** the request to replace the brick on the front stoop using 4” CMU that matches the old in design, color, texture, and other visual qualities, Type N mortar where needed and repair the concrete in kind, located at 847 Huntington Road. The Historic District Commission has found that the proposed CMU and mortar **(will or will not negatively)** impact the essential form and integrity of the historic neighborhood or its environment **(consistent or not consistent)** with Standards 2, 5 and 6 of The Secretary of the Interior Standards for Rehabilitation.



Date Stamp:

Department of Planning Building and Development
City of East Lansing Historic District Commission
410 Abbot Road – East Lansing, Michigan 48823
Telephone (517) 319-6930 – Fax (517) 337-1607
coelhistoricdistricts@cityofeastlansing.com

Certificate of Appropriateness

There is a \$100 fee for applications to the Historic District Commission

(Please print clearly – See instruction on reverse side)
An incomplete application will not be accepted

Overview

In 1989, the City adopted its Historic Preservation Code to support Historic Neighborhoods that contain architecturally significant structures. The City also established a Landmark Historic District, which encompasses the most significant structures, regardless of location.

Construction in a Historic District

New construction or alterations of existing structures are not prohibited in Historic Neighborhoods; however, the construction or alteration is expected to be done in a historically appropriate manner. Applicants are encouraged to direct any construction to the rear of a structure, not visible from a public street. Additionally, materials used for new construction should be compatible with existing, historic materials.

Construction Approval

Generally, any work on the exterior of a structure requires approval from the Historic Preservation Officer or the Historic District Commission through the submission and approval of a Certificate of Appropriateness Application.

Project Information			
In accordance with Article III, Section 20-61(a) of Chapter 20 (Historic Preservation Code) of the City of East Lansing, I hereby apply for review of the following proposed change(s):			
Describe changes proposed for the structures exterior. Include plans, photographs and other information as required by Section 20-62 Chapter 20 (Use separate sheet if necessary, please be specific):			
Replace broken & spalled brick on front stoop with thin brick on 4" cmu. Match house foundation masonry. Mod-Reason for Change: ular brick that matches not available in small qty. Existing masonry is in poor condition			
Property Information			
Property Address: 847 Huntington Rd, East Lansing, MI 48823			
Is this property a rental? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
Applicant Information			
Who is applying for the Certificate of Appropriateness? <input checked="" type="checkbox"/> OWNER <input type="checkbox"/> AGENT <input type="checkbox"/> CONTRACTOR (Signature Required)		Email: [Redacted]	
Name: Timothy & Ayako Breitenbach		Phone: [Redacted]	Cell: [Redacted]
Address: [Redacted]		City: [Redacted]	State: [Redacted] Zip: [Redacted]
SIGN HERE X <i>[Signature]</i>		DATE 04/06/2026	
Applicant signature (Required)			
Property Owner: <input checked="" type="checkbox"/> Check box if same as above			
Name:		Phone:	Cell:
Address:		City:	State: Zip:
SIGN HERE X <i>[Signature]</i>		DATE 04/06/2026	
Property owner signature (Required)			

APPLICATION CONTINUED ON NEXT PAGE

Required Review	
Signature and submission of this application by Owner and/or Agent:	
1) Authorizes the City and/or its representative(s) to enter upon the property and take any photos or undertake any inspections necessary for review and action on this application; and	
2) Signifies that Owner/Agent understands that the Historic Preservation Code applies to exterior work to this property and all properties in East Lansing Historic Districts; and	
3) Certifies that the property now has or will have before the proposed project completion date, a fire alarm system or 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; and	
4) Certifies that the property owner has reviewed the U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, as set forth in 36 CFR 67.	
SIGN HERE <input checked="" type="checkbox"/>	DATE 04/06/2026

Required Items for a Complete Application. Check all that apply:	
To obtain a Certificate of appropriateness, an applicant shall file an application in writing on a form furnished by the City. Prior to acceptance, every application shall:	
<input checked="" type="checkbox"/> Identify and describe the work to be authorized by the Certificate of Appropriateness	
<input checked="" type="checkbox"/> Describe the land on which the proposed work is to be done by legal description, street address, mortgage survey or similar description.	
<input checked="" type="checkbox"/> Be accompanied by scaled plans, elevations, diagrams, photographs and other similar documents necessary to demonstrate that the proposed work is in compliance with this Chapter. Plans shall be drawn to scale upon substantial paper and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that the proposed work shall conform to the requirements of this Chapter.	
<input checked="" type="checkbox"/> Be signed by the owner of record and any contractor performing the work.	
<input checked="" type="checkbox"/> Be accompanied by other data and information as may be necessary to demonstrate compliance with the requirements of this Chapter.	
* Please note the commission may determine at the time of the meeting if the application is complete or incomplete	
SIGN HERE <input checked="" type="checkbox"/>	DATE 04/06/2026

Office Use Only

Date:	Building permit required? <input type="checkbox"/> YES <input type="checkbox"/> NO	Application Complete? <input type="checkbox"/> YES <input type="checkbox"/> NO
-------	--	--

<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	<input type="checkbox"/> Refer to Historic District Commission	Permit #
Signature X		

Meeting Date:	Letter Date:
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	Extension requested:
Date:	
Signature X	

<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED
-----------------------------------	---------------------------------

Conditions provided in letter dated:	Conditions provided in permit #
--------------------------------------	---------------------------------





