



RoyalOak  
**HISTORIC DISTRICT  
STUDY COMMITTEE**

**Royal Oak Historic District Study Committee  
Minutes – March 17, 2022**

City Hall - 203 South Troy Street, Conference Room 116, Royal Oak, MI 48067

1. Call to Order - 7:02 pm
2. Roll Call - Patrick Andras, Tammis Donaldson, Rob Duchene, Chris Kraska, Eric Romain, Leslie Snow, Lillian Wilson  
Guests: City Commissioner Patricia Paruch, Carol Schwanger (Executive Assistant Office of the Mayor and City Manager)
3. Approval of Agenda – March 17, 2022 - Patrick Andras made a motion to approve the agenda, seconded by Chris Kraska. APPROVED
4. Public Comment -
  - a. City Commissioner Patricia Paruch shared with the group historical materials in connection with her house and the Vinsetta Park neighborhood which she hopes may be useful for the Vinsetta Bridges project. Carol Schwanger will scan the materials and also provide copies to the Historical Museum.
  - b. Memorial for Ruth Cleaveland - Carol Schwanger shared that plans are being developed or a memorial for Ruth that will hopefully take place some time in May.
5. Approval of Minutes: February 24, 2022 - Rob Duchene made a motion to approve the minutes from February 24, seconded by Leslie Snow. APPROVED
6. Historical Commission Report (P Andras) - Patrick Andras reports that the Orson Starr House open house on March 13 was moderately attended. Projects for the spring at the include possibly painting the main porch.
7. Unfinished Business
  - a. Study Reports Update
    - i. List of Historic District
      1. Royal Oak Savings Bank Building Historic District
      2. Hilzinger Block Building Historic District
      3. B & C Grocery Store Historic District
      4. Royal Oak Woman's Club Historic District
      5. McDowall House Historic District
      6. Orson Starr House Historic District
      7. George and Anna Hilzinger House Historic District
      8. Stauch House Historic District
      9. Hermann's Bakery Historic District
      10. The Baldwin Theatre Historic District
      11. Knowles House Historic District
      12. Fleming Goodrich House Historic District
      13. L.A. Young Historic District
      14. Royal Oak Farmers Market – not in the ordinance yet
    - ii. Copies to Historical Museum and Library (C Kraska) - Chris Kraska reports that all hard copies of study reports that we had were dropped off to the Historical Museum. Electronic copies of reports need to be printed and dropped off. Carol Schwanger will work on printing the electronic reports.
    - iii. Hardbound Copies of All Reports - Carol Schwanger will print all existing study reports and bind them.

- iv. Status of Woman's Club Report – The HDSC is still waiting to hear if the report can be located.
  - b. Certified Local Government (CLG) Update (C Schwanger) - Carol Schwanger reports that the CLG application has been submitted to SHPO and we are waiting to hear back on the status.
  - c. Writing Study Reports Update (L Snow) - Leslie Snow shared information with the group regarding accessing and using the new HDSC Google Drive account for file sharing and report writing. Helpful documents relating to writing study reports is located on this drive, as well as a report template.
- 8. New Business
  - a. Vinsetta Bridges
    - i. City Commission response - The City Commission granted the request of the HDSC to study the Vinsetta Bridges at the March 14 City Commission meeting.
    - ii. Information still needed - Rob Duchene discussed with the group what information is still needed for the report and what gaps need to be filled in. HDSC members will continue to search for this information. Patrick Andras will look into other bridges that are designated to look for precedents.
  - b. 1999 Windshield Survey
    - i. Email to City Commissioners (completed 12/20/2021) - No response to this and the HDSC will be looking for ways to better bring this to their attention.
    - ii. Review Elaine Robinson Email Response (Author of the Windshield Survey)
      - 1. Possible Certified Local Government Grant - Tammis Donaldson recapped that the original author of the Windshield Survey (Elaine Robinson) noted that the survey is still very good. Discussion ensued regarding whether CLG money could be used to update the survey, or whether to request budget monies from the Historical Commission. Patrick Andras made a motion to have Tammis Donaldson first request a quote from Elaine Robinson, seconded by Rob Duchene.  
APPROVED
  - c. City of RO Master Plan and Historic Preservation Participation (C Schwanger) - Carol Schwanger reported that the City is in the process of revamping the Master Plan and will bring up the issue of including historic preservation in a more significant way.
  - d. Windmill House – Property for Sale
    - i. Instigated by the HDSC Preliminary Voluntary Research (C Kraska and R Duchene) - Chris Kraska shared a brief history of the property and that the property had been taken off the market, but unsure as to why.
- 9. Committee member comments - None
- 10. Adjournment - Rob Duchene made a motion to adjourn, seconded by Leslie Snow.  
APPROVED. Meeting adjourned at 9:11 pm.

Next meeting: Thursday, April 21, 2022 at **6:00 pm (dinner provided)** in City Hall Conference Room 116

Minutes recorded by Leslie Snow