



CITY OF THE VILLAGE OF CLARKSTON

**Historic District Commission**

## **Memorandum of Administrative Approval**

**October 21, 2019**

Plans for: 37 East Church Street  
Applicant/Building Representative: Richard Bisio – owner

On Thursday, October 17, I noticed work under way at this location in the Historic District. It appeared to be prep work prior to repainting the home. On Friday, October 18, I noticed that railings, posts and two of the historic porch columns had been removed. In addition, framing (bottom plate, top plate and studs) had been erected at the east end of the porch.

The City offices were closed on that day, and, I assumed, the Building Department as well. Another Historic District Commissioner, Melissa Luginski, visited the site and reported via text message: "Closing one side. Posts don't look like replacement but framing? I'd doubt a like for like repair. Yes agreed it needs to be addressed."

I contacted Eric Haven and Jonathan Smith, asking for their intervention. With the assistance of the City Clerk, the site was visited by Mike Speagle of the DPW for verification, then Craig Strong was alerted. He assigned inspector Jeff Shafer to evaluate the work for compliance with the Clarkston Historic District ordinance, and Jeff issue a Stop Work order.

Susan Bisio did not have my contact information, so she called Cory Johnston, who called me. I asked Cory to encourage one of the Bisos to contact me directly, which he did.

Richard Bisio called and we discussed the following:

- He was under the impression that, since this was a repair, he did not have to file an Application for Work Permit within the Clarkston Historic District. I explained that this was true as long as the work was limited to repainting. But, once the rotted columns were discovered, the project became a repair/restoration project and was subject to the criteria of the ordinance.
- He stated that the goal was to repair/restore the columns to be exactly the same as the original profiles. I offered my assistance to accomplish that, as well as the assistance of other HDC commissioners as required. He pointed out that his contractor was well-qualified to do this well. This claim was borne out later that day when I visited the site and discovered that the contractor had located exact duplicates of the rotted balusters.

- I asked that he file an Application online as soon as possible, and promised that the HDC would assist him in lifting the Stop Work order so his crew could resume their work before the weather changed. Mr. Bisio did this, and the HDC received the application on Saturday, October 19.
- Upon examination of the Application, it became clear that the project objectives needed to be more specific. I redlined the Application and sent a scanned copy to Mr. Bisio. He approved adoption of my wording, initialed the changes, and returned the file to me.
- Around noon on Saturday, I vacated the Stop Work order via email. The homeowner removed the sticker and returned it to Craig Strong.

The Historic District Commission will prepare a Certificate of Appropriateness for review at the November 6 monthly meeting, at which time a motion will be made and a vote will be taken on this matter.

*Jim Meloche*

Chair

Clarkston Historic District Commission

**Jim Meloch**

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**From:** Jennifer Speagle <speaglej@villageofclarkston.org>  
**Sent:** Saturday, October 19, 2019 10:49 AM  
**To:** Jonathan Smith; James meloche  
**Subject:** Re: Online Form Submittal: HDC Application for Work Permit within the Clarkston Historic District

Thank Jonathan for sending this my phone was giving me a hard time. Have a safe trip back

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**From:** Jonathan Smith <[smithj@villageofclarkston.org](mailto:smithj@villageofclarkston.org)>  
**Sent:** Saturday, October 19, 2019 10:43:52 AM  
**To:** James meloche <[jim.meloche.tmc@gmail.com](mailto:jim.meloche.tmc@gmail.com)>  
**Cc:** Jennifer Speagle <[speaglej@villageofclarkston.org](mailto:speaglej@villageofclarkston.org)>  
**Subject:** FW: Online Form Submittal: HDC Application for Work Permit within the Clarkston Historic District

Hi Jim,

Below is Richard Bisio's HDC application and attached photo.

I will also forward to you a separate email he sent this morning and asked that I send along to you.

If you need to talk to me, please call before 3:00 or after 7:30 (Detroit time) as I will be on a plane in between those times.

Thank you,

***Jonathan Smith***

City Manager, City of the Village of Clarkston  
375 Depot, Clarkston, MI 48346  
Email: [smithj@villageofclarkston.org](mailto:smithj@villageofclarkston.org)  
Office: (248) 625-1559  
Cell: (248) 909-3380

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com) <[noreply@civicplus.com](mailto:noreply@civicplus.com)>  
**Sent:** Saturday, October 19, 2019 9:38 AM  
**To:** Jonathan Smith <[smithj@villageofclarkston.org](mailto:smithj@villageofclarkston.org)>; Susan Weaver <[sweaver@cescode.com](mailto:sweaver@cescode.com)>; Jennifer Speagle <[speaglej@villageofclarkston.org](mailto:speaglej@villageofclarkston.org)>  
**Subject:** Online Form Submittal: HDC Application for Work Permit within the Clarkston Historic District

HDC Application for Work Permit within the Clarkston Historic District



**Step 1**

**City of the Village of Clarkston**  
*Application for a Work Permit within the Clarkston Historic District*

Date 10/19/19

For Rapid Processing Your Completed Application should include: *Field not completed.*

Applicant First Name Richard

Last Name Bisio

Street Address 37 Church Street

City Clarkston

State MI

Zip 48346

Phone Number 2487405698

Email Address [rbisio@sbcglobal.net](mailto:rbisio@sbcglobal.net)

Property Owner's Name: (if different) Richard and Susan Bisio

Mailing Address ( if different) *Field not completed.*

City *Field not completed.*

State *Field not completed.*

Zip *Field not completed.*

Phone Number *Field not completed.*

Email Address *Field not completed.*

Architect/Engineer/Contractor (if Applicable): JR's Creative Painting, Inc.

Architect/Engineer/Contractor (Address): 3128 Mann Rd.

City Clarkston

State MI

Zip 48346  
Phone Number 2486255638  
Email Address [irscreativepainting@gmail.com](mailto:irscreativepainting@gmail.com)

### Description of Original Structure

Description of Original Structure: House  
Architectural Style of Original Structure: Gothic Revival  
Year Built: circa 1870  
Siding: *Field not completed.*  
Foundation: *Field not completed.*  
Windows: *Field not completed.*  
Trim: *Field not completed.*  
Shingles: *Field not completed.*  
Porch: *Field not completed.*  
Roof: *Field not completed.*  
Other important Characteristics: *Field not completed.*

### Project Information

Architectural Style Chosen: *Field not completed.*  
Reason for Proposed Project: Replace deteriorating and rotting wood before painting  
Description of proposed Project: Replace deteriorating and rotting wood before painting  
Upload Drawings, Historic Photos, Full façade photos: [Home picture.docx](#)  
*Repair/restore deteriorating and rotting porch columns and railings.*

*DR*  
*siding, trim and balusters*  
*DR*

### Relevant Project Materials chosen:

Foundation: None  
Siding: Wood replacement siding as needed identical to current  
Windows: None

Trim: Wood replacement as needed identical to current

Porch: Wood replacement as needed identical to current

Roof: None

**Electronic Signature**

A Work Permit is not a Building Permit.  
*Applicants may need to meet with other Commissions and/or Contact the City office Building Department to proceed with project.*

Electronic Signature Agree

1/8/16

Email not displaying correctly? [View it in your browser.](#)