



# HISTORIC DISTRICT COMMISSION APPLICATION FOR WORK APPROVAL

City of Detroit - Planning & Development Department  
2 Woodward Avenue, Suite 808  
Detroit, Michigan 48226

**APPLICATION ID**

HDC2025-00440

## PROPERTY INFORMATION

**ADDRESS(ES):** 4373 Glendale Street

**HISTORIC DISTRICT:** Russell Woods-Sullivan

## SCOPE OF WORK: (Check ALL that apply)

- |  |   |  |  |   |                                |
|--|---|--|--|---|--------------------------------|
| <input type="checkbox"/> Windows/<br>Doors | <input type="checkbox"/> Walls/<br>Siding | <input type="checkbox"/> Painting        | <input checked="" type="checkbox"/> Roof/Gutters/<br>Chimney | <input type="checkbox"/> Porch/Deck/Balcony   | <input type="checkbox"/> Other |
| <input type="checkbox"/> Demolition        | <input type="checkbox"/> Signage          | <input type="checkbox"/> New<br>Building | <input type="checkbox"/> Addition                            | <input type="checkbox"/> Site Improvements<br>(landscape, trees, fences,<br>patios, etc.) |                                |

## BRIEF PROJECT DESCRIPTION:

Tear off and replace existing asphalt roof and gutters.

## APPLICANT IDENTIFICATION

**TYPE OF APPLICANT:** Contractor

**NAME:** Jeremy Ingram

**COMPANY NAME:** Ingram Roofing

**ADDRESS:** 390 South Street

**CITY:** Rochester

**STATE:** MI

**ZIP:** 48307

**PHONE:** +1 (248) 299-6225

**EMAIL:** cheryl@ingramroofing.com

## I AGREE TO AND AFFIRM THE FOLLOWING:

- ☒ I understand that the failure to upload all required documentation may result in extended review times for my project and/or a denied application.
- ☒ I understand that the review of this application by the Historic District Commission does not waive my responsibility to comply with any other applicable ordinances including obtaining appropriate permits (building, sign, etc.) or other department approvals prior to beginning the work.
- ☒ I hereby certify that the information on this application is true and correct. I certify that the proposed work is authorized by the owner of record and I have been authorized to make this application as the property owner(s) authorized agent.

Signed by:

Jeremy Ingram

Ingram Roofing

*Jeremy Ingram*

06/26/2025

SIGNATURE

DATE

390 South Street

Rochester

MI

48307

+1 (248) 299-6225

cheryl@ingramroofing.com

Questions? Contact us at [hdc@detroitmi.gov](mailto:hdc@detroitmi.gov) or (313)224-1762

**NOTE: Based on the scope of work, additional documentation may be required. See [www.detroitmi.gov/hdc](http://www.detroitmi.gov/hdc) for scope-specific requirements.**

## PROJECT DETAILS – TELL US ABOUT YOUR PROJECT

**Instructions: Add project details using the text box in each section. If your details exceed the space provided, attach the details via the attachment icon for that section.**

### ePLANS PERMIT NUMBER:

(only applicable if you've already applied for permits through ePLANS)

N/A

## GENERAL

### 1. DESCRIPTION OF EXISTING CONDITION

*Please tell us about the current appearance and conditions of the areas you want to change. You may use a few sentences or attach a separate prepared document on the right. (For example, "existing roof on my garage is covered in gray asphalt shingles in poor condition.")*

Existing roof is a three layer roof with gray/reddish shingle color on the top layer. The decking is cedar shake. The existing gutters are white 5" K style with round downspouts in the front and 2 x 3 downspouts in the rear. The soffit is rotted in multiple areas and the fascia is rotted in multiple areas.

### 2. PHOTOGRAPHS

*Help us understand your project. Please attach photographs of all areas where work is proposed.*



### 3. DESCRIPTION OF PROJECT

*In this box, tell us about what you want to do at the areas described above in box #1. (For example, Install new asphalt shingle roofing at garage.)*

Tear off and replace existing asphalt roof, repair rotted fascia and fascia with primed 1 x 8 and primed wood soffit. Replace existing gutters with white 5" K style gutters.



### 4. DETAILED SCOPE OF WORK

*In this box, please describe all steps necessary to complete the work described in box #3. (For example, "remove existing shingles, replace wood deck as necessary, replace wood eaves, install roof vents, replace rotted fascia boards, paint, clean worksite.")*

Remove existing shingles  
replace wood deck as necessary  
replace rotted fascia boards  
replace rotted soffit boards  
Install new asphalt shingles, ridge vent, can vents for intake, counter flashing and drip edge and gutters.  
Please see attached form from Renew Detroit.



### 5. BROCHURES/CUT SHEETS

*Please provide information on the products or materials you are proposing to install. For example, a brochure on the brand and color of the shingles proposed.*

**ADDITIONAL DETAILS**




## Renew Detroit Historic Property Template

Historic District Name:

Property Address:

Renew Detroit Construction Manager: Brittney Drake [renewdetroitcontractors@detroitmi.gov](mailto:renewdetroitcontractors@detroitmi.gov)

Contractor Company Name: INGRAM ROOFING, INC.

Contractor Company Address: 390 South Street, Rochester, MI 48307

Contractor Company Phone: (248)299-6225

Contractor Company Email: [mike@ingramroofing.com](mailto:mike@ingramroofing.com)

Access applicable color charts via this link: [HDC Color Charts](#)

### Contractor Requirements for the HDC Application

#### Scope of Work:

Contractor will remove and/or repair existing roof tiles and install new roof deck or deck repairs. Roof will be built and/or repaired in accordance with the Michigan Residential Code and Historical District Commission staff. This includes installation of flashing, felt, ice and water shield, shingles, drip edges, and required attic ventilation, as well as installation and/or repair of gutters, inclusive of draining to downspouts and leak free joints, at the work Address described above. Contractor will provide, all necessary labor, material, and equipment required for proper system installation and/or repair as outlined.

- **Roof:**

- Shingles will be Owens Corning Oakridge , color is Brownwood  
Drip Edge - White 1 1/2" aluminum drip edge  
Iceguard - 6' on all eaves and edges. 3' in valleys, around all penetrations and rake edges.  
Synthetic felt on rest.  
Ridge vent for the ridge and 750 can vents for intake.  
Counter flashing will be Royal Brown

- **HDC Color Chart –**   
Circle One: A B C D E F

- **Gutter System:**

- New gutters to be White 5" K style gutters with 2" x 3" downspouts

- **HDC Color Chart –**   
Circle One: A B C D E F



- **Fascia, Soffit, Etc:**

- Fascia is 1 x 8 and rotted in multiple areas. Will be replaced with primed 1 x 8. Wood soffit rotted in multiple areas will be replaced with primed wood soffit. Please see attached photos.

**Description of existing conditions and statement on why this scope of work is necessary:**

This project is for a property that has been selected to participate in the Renew Detroit Essential Home Repair Program. Phase 1 of Renew Detroit provides the selected resident with a roof replacement. Because this home is in a local historic district, the roof replacement and/or repair must also meet Historic District Commission guidelines.

The existing roof and/or gutters:

The existing roof is a three layer roof with gray/reddish shingles on the top layer. Decking is cedar shake.  
Existing gutters are white 5" K style with round downspouts in the front and 2 x 3 downspouts in the back.

Roof - HDC Color Chart –

**D**

Circle One: A B C D E F

Gutters - HDC Color Chart –

**D**

Circle One: A B C D E F

**Additional Information (if applicable):**

**Photographic Evidence & Description**

**Include clear photographs of all 4 sides of the home along with a description of each side.**

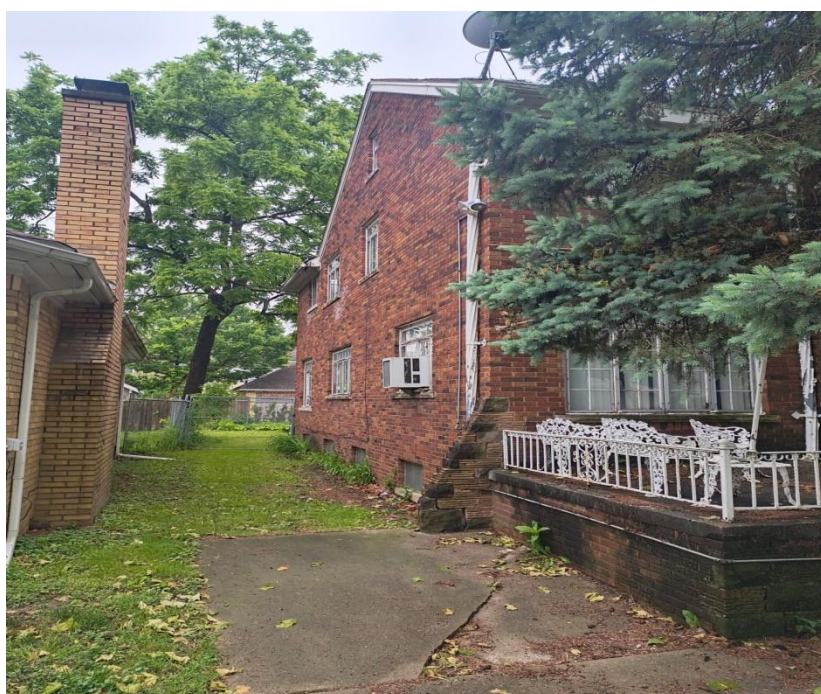


**Description: Side A of Property. Front.**



**Description: Side B of Property.**





**Description: Side C of Property.**





**Description: Side D of Property. Rear**



**Photos of the rotted wood.**





**Photos of the rotten wood.**

Renew Detroit Bid Template - Ingram Roofing 6006456	
1	Contracted Address 4373 GLENDALE
2	Roof Pitch Under 8/12
3	Eagleview or Similar Aerial View Attached? Yes - Proceed
4	Squares per Eagleview/similar 15.33
5	Squares to be bid by contractor (cannot exceed 115% + 1) 19
6	Hazardous or Environmental Material Identified? No hazardous or environmental materials identified or suspected
7	If yes to #6, include proposed measures to properly abate or encapsulate in OTHER - MISCELLANEOUS category below.

PITCH UNDER 8/12	PRICE	UNIT	QUANTITY	TOTAL
Remove 1 layer, install three deminsional shingles	\$600.00	Per Square		\$ -
Remove 2 layer, install three deminsional shingles	\$650.00	Per Square		\$ -
Cost for each additional layer of shingle removal after first two	\$50.00	Per Square		\$ -
Remove 1 layer shingles along with a layer of cedar shake and re-sheath roof with	\$825.00	Per Square		\$ -
Remove 2 layer shingles along with a layer of cedar shake and re-sheath roof with	\$875.00	Per Square	17	\$ 14,875.00
Cost for each additional layer of shingle removal after first two	\$50.00	Per Square	17	\$ 850.00
Subtotal				\$ 15,725.00

PITCH 9/12 OR 10/12	PRICE	UNIT	QUANTITY	TOTAL
Remove 1 layer, install three deminsional shingles	\$650.00	Per Square		\$ -
Remove 2 layer, install three deminsional shingles	\$700.00	Per Square		\$ -
Cost for each additional layer of shingle removal after first two	\$50.00	Per Square		\$ -
Remove 1 layer shingles along with a layer of cedar shake and re-sheath roof with	\$875.00	Per Square		\$ -
Remove 2 layer shingles along with a layer of cedar shake and re-sheath roof with	\$925.00	Per Square		\$ -
Cost for each additional layer of shingle removal after first two	\$50.00	Per Square		\$ -
Subtotal				\$ -

PITCH 11/12 OR 12/12	PRICE	UNIT	QUANTITY	TOTAL
Remove 1 layer, install three deminsional shingles	\$700.00	Per Square		\$ -
Remove 2 layer, install three deminsional shingles	\$750.00	Per Square		\$ -
Cost for each additional layer of shingle removal after first two	\$50.00	Per Square		\$ -
Remove 1 layer shingles along with a layer of cedar shake and re-sheath roof with	\$925.00	Per Square		\$ -
Remove 2 layer shingles along with a layer of cedar shake and re-sheath roof with	\$975.00	Per Square	2	\$ 1,950.00
Cost for each additional layer of shingle removal after first two	\$50.00	Per Square	2	\$ 100.00
Subtotal				\$ 2,050.00

ROOFING AND RELATED COSTS--MISCELLANEOUS	PRICE	UNIT	QUANTITY	TOTAL
Repair and install flat roof (cost per sq. ft.)	\$12.00	Per Square Foot		\$ -
Cost per linear foot to remove and replace gutters and downspouts	\$12.00	Per Lineal Foot	295	\$ 3,540.00
Cost per linear foot to remove and replace fascia	\$15.00	Per Lineal Foot	60	\$ 900.00
Cost per linear foot to remove and replace sheathing	\$6.00	Per Lineal Foot		\$ -
Paint fascia	\$5.00	per Lineal Foot	60	\$ 300.00
Paint soffit	\$5.00	per Lineal Foot	40	\$ 200.00
Install foot siding	\$8.00	Per Square Foot		\$ -
Cost per truss to remove and replace rafters (or any framing)	\$20.00	Per Lineal Foot		\$ -
Cost to remove chimney	\$500.00	Per Removal		\$ -
Cost per square foot to rebuild chimney	\$100.00	Per Square Foot		\$ -
Cost to install chimney liner	\$1,200.00	Per Installation		\$ -
Cost per square foot to tuck point	\$100.00	Per Square Foot		\$ -
Cost per square to tarp	\$250.00	Per Square		\$ -
Aluminum Trim	\$9.00	per Lineal Foot		\$ -
Vinyl Soffit	\$12.00	Per Square Foot	40	\$ 480.00
Subtotal				\$ 5,420.00

OTHER--MISCELLANEOUS /CONTINGENCY	PRICE	UNIT	QUANTITY	TOTAL
NOTE: Vinyl soffit item above to be wood soffit per historic guidelines				\$ -
				\$ -
				\$ -
				\$ -
Total Bid Amount				\$ 23,195.00

CONTRACTOR SIGN OFF	
<i>Christopher Ingram</i> Contractor Name	June 10, 2025 Date

CITY OF DETROIT - RENEW DETROIT SIGN OFF	
<i>Marilyn Morant</i> City/CD Representative Name	6/26/2025 Date





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