



HISTORIC DISTRICT COMMISSION APPLICATION FOR WORK APPROVAL

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

APPLICATION ID

HDC2025-00596

PROPERTY INFORMATION**ADDRESS(ES):** 4314 W. Vernor Hwy**HISTORIC DISTRICT:** Hubbard Farms**SCOPE OF WORK: (Check ALL that apply)**

- | | | | | | |
|---|--|--|---|---|--------------------------------|
| ☒ Windows/
Doors | ☒ Walls/
Siding | ☐ Painting | ☐ Roof/Gutters/
Chimney | ☐ Porch/Deck/Balcony | ☐ Other |
| ☐ Demolition | ☐ Signage | ☐ New
Building | ☐ Addition | ☐ Site Improvements
(landscape, trees, fences,
patios, etc.) | |

BRIEF PROJECT DESCRIPTION:

The main objective of the new window design is to enlarge the opening and bring natural light into the space, creating a façade that provides continuity while improving ambience and enhancing the flow and alignment of historic elements.

APPLICANT IDENTIFICATION**TYPE OF APPLICANT:** Architect/Engineer/Consultant**NAME:** Timothy Flintoff Jr.**COMPANY NAME:** 4545 Architecture**ADDRESS:** 2761 E. Jefferson Ave, Ste 302**CITY:** Detroit**STATE:** MI**ZIP:** 48207**PHONE:** +1 (248) 320-6098**EMAIL:** tim.flintoff@4545architecture.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.

DocuSigned by:

Timothy Flintoff Jr.

4545 Architecture

09/15/2025

SIGNATURE

2761 E. Jefferson Ave, Ste 302

DATE

Detroit

MI

48207

+1 (248) 320-6098

tim.flintoff@4545architecture.com

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

NOTE: Based on the scope of work, additional documentation may be required. See 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)	NA
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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.")	
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.)	
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.")	
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

6. WINDOWS/DOORS Detailed photographs of window(s) and/or door(s) proposed for replacement showing the condition of the interior and exterior of the window(s) and/or door(s)	

Architect of records:
Tim Flintoff

4545
architecture

Design Architect:

 Design
Think
Tank

4314
W Vernor

New
Facade



Preliminary
Proposal



The proposal aims to recover the building's historic essence while revitalizing it with a contemporary language. By highlighting original elements—*such as the cornice, window proportions, and commercial base*—the design balances tradition and modernity.

The main storefront is reopened with central double doors and larger glass panels to maximize transparency and strengthen the connection to the street, reinforcing both commercial activity and pedestrian interaction. The material palette combines natural brick and wood with vibrant accents in emerald green or cobalt blue, evoking the cultural identity of Mexicantown.

Lighting, integrated signage, and street-level planters create a welcoming frontage that honors the memory of the place while projecting new urban vitality.





- Current Photographs 1
- Existing Conditions 2
- Description of the project 3
- Detailed scope of work 4
- Brochure /cut sheets 5



Current Photographs Facades



South Facade
Front



Vernor St Scope

Existing Conditions First Floor

Corner View South & East Walls



*South Facade
Front*



The main objective of the new window design is to enlarge the opening and bring natural light into the space, creating a façade that provides continuity while improving ambience and enhancing the flow and alignment of historic elements.

The Project

First Floor

Renovation Areas: New Window



The project incorporates a new steel structure to support the existing wall while replicating the proportions and details of the front façade window, using materials such as wood, glass, and matching paint finishes.

Front View South Wall



Detailed Scope of Work

First Floor

4

Proposal

Horizontal & Vertical Base



1. Structural Support
2. Façade Restoration & Continuity
3. Windows & Doors
4. Materials & Finishes
5. Cornice & Architectural Details
6. Street-Level Interventions
7. Integration with Context

Front View

South Wall



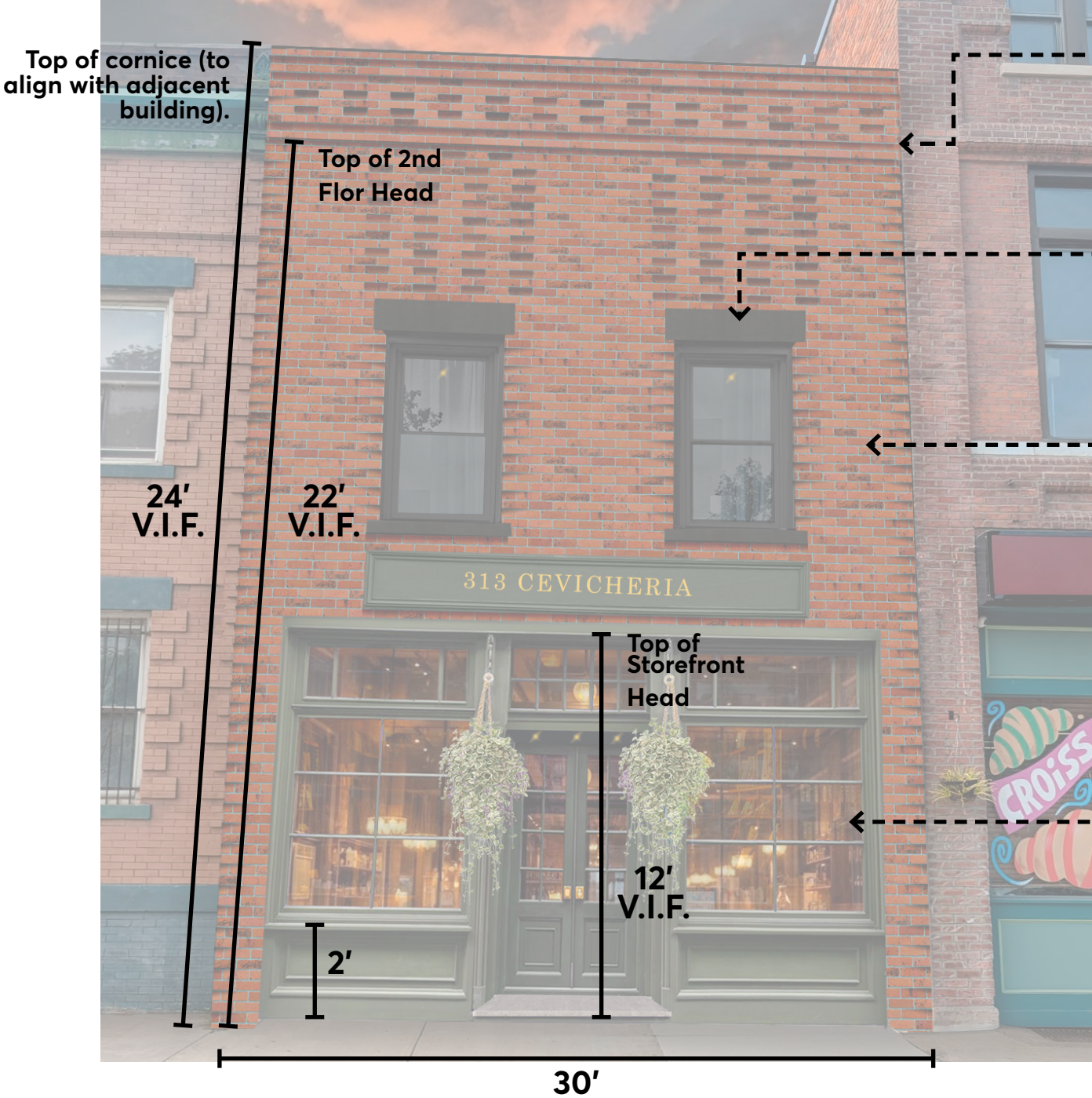
Detailed Scope of Work

Facade

4

Front View

South Wall



Cornice

- New cornice to replicate historic profile and dimensions.

Windows – Second Floor

- New windows Andersen E-Series, black finish.
- Dimensions to match existing openings (verify on site).
- Refer to window schedule for details.

Brick / Masonry

- Complete façade construction with new red brick.
- Brick type, size, and color to be confirmed per material board.

Windows – Ground Floor

- New Andersen Architectural Series wood storefront windows, green finish.
- Dimensions to match existing openings (verify on site).
- Align with provided cut sheets.

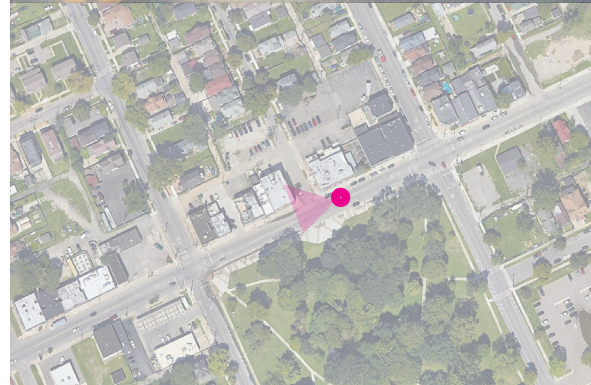
Detailed Scope of Work Site Strategy

4

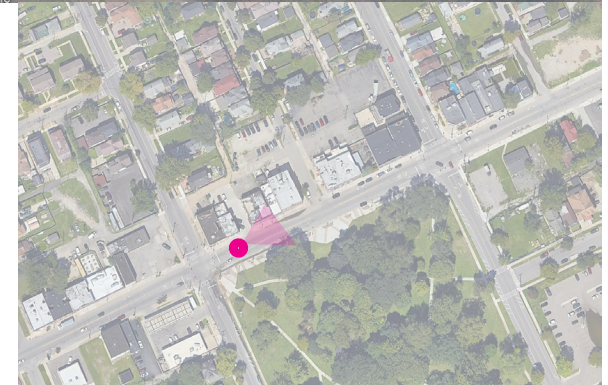
View looking West



View looking East

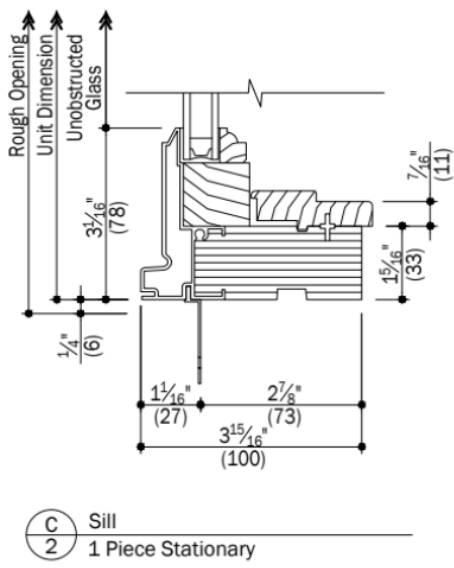
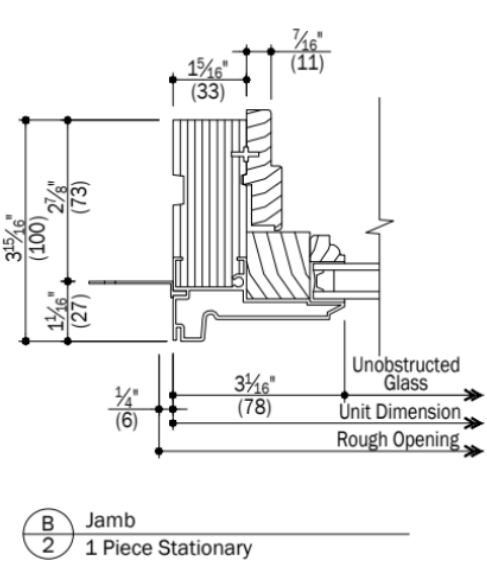
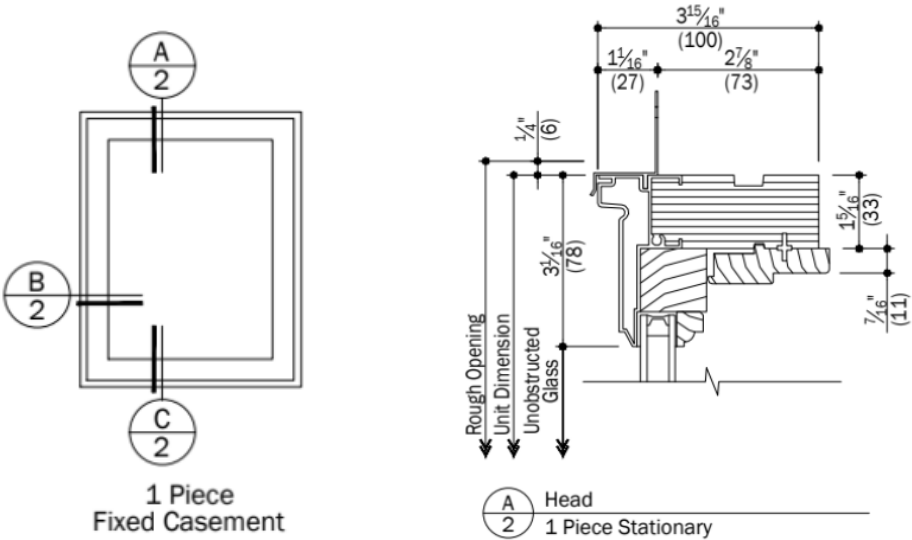


Proposed new frontage that honors the memory of the place while projecting new urban vitality.

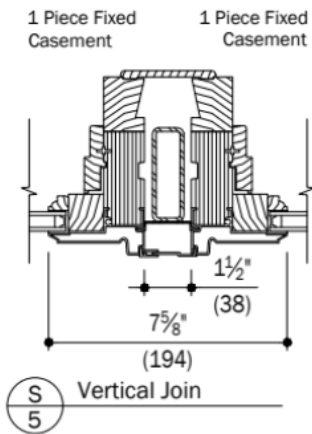




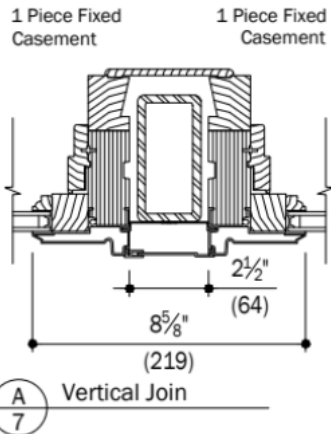
Casement & Awing field applied joins:



1"x3" Field applied steel reinforced join:



Vertical Join Section Detail Lookup Chart	Awning				
	Awning	Casement	French Casement	Stationary Casement	Auxiliary
Awning	J/5				T/5
Casement	K/5	M/5			U/5
French Casement		N/5	Q/5	V/5	
Stationary Casement	L/5	P/5	R/5	S/5	A/6



Vertical Join Section Detail Lookup Chart	Awning				
	Awning	Casement	French Casement	Stationary Casement	Auxiliary
Awning	N/6				B/7
Casement	P/6	R/6			C/7
French Casement		S/6	U/6	D/7	
Stationary Casement	Q/6	T/6	V/6	A/7	B/7