

HISTORIC DISTRICT COMMISSION
Minutes
December 21, 2004

City Commission Chambers
2nd Floor, City Hall
241 W. South Street
Kalamazoo, MI 49007

Members Present: Bill Snyder, Chair; Lisa Poole-Woldring, Vice Chair; Linda DeYoung; Bob Oudsema; James Tribu

Members Excused: Rob Chamberlin

Members Absent: Nelson Nave

City Staff: Sharon Ferraro; Historic Preservation Coordinator; Amy Thomas, Recording Secretary

CALL TO ORDER

Mr. Snyder called the meeting to order at 5:00 p.m.

APPROVAL OF AGENDA (December 21, 2004)

There were no changes to the agenda.

Mr. Oudsema, supported by Ms. Poole-Woldring, moved approval of the December 21, 2004 Historic District Commission agenda. With a voice vote, the motion carried unanimously.

PUBLIC COMMENT

None

DISCLAIMER

Ms. Ferraro read the disclaimer into the record.

OLD BUSINESS

None

NEW BUSINESS

812 S. Westnedge (Case No.: IHV 04-0092)

No one appeared to represent the property. The application requests retroactive approval of the installation of a non-conforming sign (Klein's Bagels).

831 West Lovell (Case No.: IHA 04-0414)

Bill Snyder appeared to discuss the application. The application requests the installation of a stockade style privacy fence on the east property line from the NE corner of the Greenbriar Apartments fence to the midpoint of the east side of 831 W. Lovell. The six-foot tall wooden fence continues to the SE corner of the lot on top of a two-foot tall retaining wall.

Ms. Ferraro reminded Mr. Snyder that the decision must be unanimous among the other four commissioners in order for the proposed work to be approved. Ms. Ferraro commented that she could administratively approve a 4-foot tall fence but Mr. Snyder is requesting a 6-foot tall fence.

Discussion followed with regard to the exact dimensions of the proposed fence. Mr. Snyder clarified that he wanted a six-foot tall fence on top of a two-foot tall retaining wall. The two-foot tall retaining wall will block the car lights and provide a stronger fence. Ms. Ferraro advised that having the 6-foot tall fence closer to the road should not be a problem.

Mr. Snyder advised that there have been problems with the tenants from the Greenbriar Apartments being on his tenants' front porch. The new fence would not be constructed until spring. Mr. Snyder expressed concern that he would lose his tenants if something wasn't done to remedy the situation. There is already a 6-foot tall fence at the rear of the property which will remain.

Mr. Oudsema, supported by Ms. Poole-Woldring, moved approval of a six-foot-tall wooden, stockade fence at 831 W. Lovell, commencing at the northeast corner of the property and continuing to the midpoint of the east side of the house at which point there will be a six-foot tall fence on top of a 2-foot tall retaining wall. With a roll call vote, the motion carried unanimously. Mr. Snyder abstained.

Minutes (November 16, 2004)

Mr. Snyder requested the following changes to the minutes:

Page 2, paragraph 2, under 530 W. South St., the hot tub was installed on the northwest corner of the property. Ms. Ferraro confirmed that hot tubs are permissible in the Historic District. Put a period after "Larry Koenig" and strike the rest of the sentence. The next sentence should read, "She informed him that the project, the new wall height, would need to appear in front of the HDC to get approval." Page 2, paragraph 3, 2nd sentence, insert a period after "fence." In the following sentence, delete "it" and insert, "the fence next door." The last sentence of paragraph 3 should read as follows: "Mr. Snyder stated that Ms. Ferraro has the ability to grant administrative approval for specific types of work in the historic district. Administrative approval is not Historic District Commission approval, which is required for the current work at 530 W. South Street."

Page 3, second line, insert "W." before South. Page 3, 1st complete paragraph, the last sentence should read, "He further added that he was concerned about the safety of his pets." Page 3, the sentence after the motion should read, "Mr. Chamberlin stressed the need for better communications all around." Page 4, paragraph 1, the last sentence should end, "...between the two properties under discussion." Page 4, under 820 W. Main, the second sentence should read, "The application requests removal of two basement windows on the east side basement with in-fill siding to match existing."

Mr. Oudsema, supported by Ms. Poole-Woldring, moved approval of the November 16, 2004 Historic District Commission Minutes as amended. With a voice vote, the motion carried unanimously.

812 S. Westnedge

Discussion followed with regard to the sign that has been installed at this location. Ms. Ferraro commented that this is a contributing building. The sign inspector was new to the job and was uninformed about historic district requirements. Ms. Ferraro added that there was no indication on the application that this property was in the historic district. Ms. Ferraro advised that she'd provide a copy of her list of historic properties to the individuals who deal with sign permits. She further commented that the Historic District Commission can't regulate signs inside of buildings. Mr. Oudsema expressed concern that signs for businesses should be visible to traffic going 35 mph down Westnedge.

Mr. Oudsema, supported by Ms. Poole-Woldring, moved that the sign at 812 S. Westnedge be removed and that the business owner come forward with a new sign proposal. This motion is based on the Secretary of Interior's Standards and Guidelines #9. With a roll call vote, the motion carried unanimously.

MISCELLANEOUS

Ms. Ferraro advised that she has compiled the annual report detailing activities of the Historic District Commission. If there are no comments with regard to the report, it will be submitted to the City Clerk's office on December 22, 2004.

So far, there are 425 applications and certificates for 2004, compared to 349 applications and certificates for 2003. A portion of this increase pertains to rail waivers and satellite dishes.

The latest copy of the Historic District Newsletter was provided to the HDC for comment. Ms. Ferraro advised that she would be sending the newsletter to the City Manager's office for approval and that she hoped to have it in the mail in the early part of January.

Mr. Oudsema inquired about the postponement of the decision regarding the 530 W. South Street project and if a motion would be necessary at this point. Ms. Ferraro

responded in the affirmative and stated that the owners of the property were scheduled to be at the HDC meeting in January.

Mr. Oudsema, supported by Ms. Poole-Woldring, moved to postpone the decision on 530 W. South Street until the January 2005 Historic District Commission meeting. With a voice vote, the motion carried unanimously.

Mr. Snyder inquired about the change to the housing code which pertains to windows. Ms. Ferraro stated that, as an example, a dining room that had been converted to a bedroom and the dining room only had a long, narrow window set four feet about the floor. If the HDC denied replacement of the window with something that conformed to a bedroom egress use, it would allow the housing inspector to require that the room be vacated as a sleeping area.

Mr. Snyder inquired if the rule would be passed regarding double-sash requirements. Ms. Ferraro answered in the affirmative. She explained that this would allow the entire rough opening of the window to be counted, rather than just the sash that opens. Ms. Ferraro advised that the revised Historic District Ordinance should be on the City Commission agenda for January 18, 2005 for final approval.

Ms. Ferraro inquired if the HDC would be interested in attending a retreat with the Historic Preservation Commission in the spring. Interest was expressed in proceeding with such an event. Suggestions were made to hold the meeting at the Ladies' Library Association, the Park Club building or the space over Sandwich Express on the downtown Kalamazoo mall.

ADJOURNMENT

The meeting adjourned at 5:55 p.m.

Submitted by: _____ Dated: _____

Reviewed by: _____ Dated: _____

Approved by: _____ Dated: _____