

HISTORIC DISTRICT COMMISSION
Minutes
May 20, 2008
DRAFT

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

Members Present: Fred Decker, Vice Chair (Acting Chair); Linda DeYoung; Nelson Nave; Bob Oudsema; James Tribu

Members Excused: Lisa Poole-Woldring, Chair; Jay Bonsignore

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

CALL TO ORDER

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

APPROVAL OF ABSENCES

Mr. Oudsema, supported by Mr. Tribu, moved approval of the absences of Ms. Poole-Woldring and Mr. Decker. The motion carried by unanimous voice vote.

AGENDA (April, 15, 2008)

There were no changes to the agenda.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Mr. Kim Cummings, Chair of the Gateway Coalition, spoke regarding the Spaman Jewelers sign at 813 W. South St. Mr. Cummings read into the record a letter from the Gateway Coalition expressing concern about the sign. The letter indicates that some of the residents of W. South Street have expressed concern about the sign's "...disproportionate size and its inattention to historic aesthetics and detail." It also refers to the denial by the HDC of the owners' request to keep the sign in its current location, and inquires, "What is being mandated by the HDC concerning this sign?"; "What arrangements have been made to guarantee compliance, and what is the timeline for remediation." The letter offers help from the Gateway Coalition regarding this matter.

Mr. Oudsema advised that the sign is to be relocated. However, there was no consensus at the last HDC meeting regarding the suggested changes to the sign. Certain language and hours currently on the sign were not approved by the HDC. Mr. Oudsema commented that HDC enforcement districts are governed by voluntary compliance. He

stated that he is not aware of any action taken by the City of Kalamazoo that is court driven regarding noncompliance with HDC decisions. There are issues more egregious than this, and no formal action has been taken to correct them. If the language on the sign is changed, that will probably happen through another board/commission. The decision will likely be based on whether the applicant is running a business at that location or if he is just taking appointments.

Ms. Ferraro advised that the sign is a zoning issue. City staff will check the original application to see if the hours were included on the sign that was proposed. At the HDC meeting in April, the owner was given 60 days (June 20th) to relocate the sign to the approved location. If the sign hasn't been moved by that date, city staff has the option of sending the owner a maximum of three violation letters. If necessary, this matter can be referred to the City Attorney's office for further action. The text issue on the sign will be pursued through the city's zoning department. Ms. Ferraro advised that she would provide a written response to Mr. Cumming's letter.

Mr. Cummings inquired about the language originally requested on the sign. Mr. Oudsema advised that the hours were not on the sign that was originally requested.

Mr. Cummings inquired if the owner could be fined for noncompliance with the HDC's request. Ms. Ferraro advised that the City Attorney's office could impose fines for non-compliance, but they may not be willing to prosecute. The attorney's office has sent compliance letters to property owners in the past.

Mr. Oudsema inquired as to when the City Attorney's office has been involved in any of the HDC cases. Ms. Ferraro referred to the case regarding 531 Eleanor St. and the Catholic Diocese. She stated that she would check to see if there are any discrepancies in the application that was submitted to the HDC compared to what was submitted to the Zoning Board of Appeals.

Mr. Cummings requested that Ms. Ferraro include in her letter, reference to the language on the sign. He requested verification that Mr. Oudsema was indicating that people can safely ignore the wishes of the HDC. Mr. Oudsema confirmed that statement, and indicated that there has been a history of applicants ignoring what the HDC has instructed them to do.

Mr. Cummings commented that fines are potentially a significant response to violations. He inquired as to the time table for enforcement if the 60-day time limit is not met. Ms. Ferraro advised that if the violation isn't corrected by the 20th, a violation letter could be sent to the property owner on the 21st; another violation letter could be sent 30 days after that. If the violation is not remedied at that point, the matter could be referred to the City Attorney's office for further action.

William Coombs, 806 W. South Street, advised that he was present at the April HDC meeting. He provided copies of information regarding 813 W. South St., which was

distributed to the HDC. At the April HDC meeting, some of the commissioners indicated that the decision in June 2007 may have been made in error regarding the sign at 813 W. South Street. Legally, Spaman Jewelers is a non-retail business at the request of the owners. If there is an appeal, it could become a commercial office. There is a question of timing; the HDC should not have granted the sign before the legal status of the property was determined. Mr. Coombs commented that if there are other cases more egregious, the neighbors may have to live with the sign.

Following is information from the letter of April 23, 2008 that Mr. Coombs provided to the HDC: In November 2007, the ZBA voted 4 to 2 to approve the Spaman Jeweler's operation at 813 W. South Street. At that time, there was indication that the business was not primarily retail. However, the sign indicates that Spaman continues to operate as a retail business. Mr. Coombs requested that the letter be made part of the official record. He stated that he also sent a copy of the letter to the Director of the Michigan Historic Preservation Office in Lansing. He stated that it is his understanding that matters which end in a tie vote at the local HDC might be referred to Lansing on appeal. Mr. Coombs stated that at the April 15, 2008 HDC meeting Mr. Emig agreed that the sign was improperly placed near the sidewalk and that he would move it to the distance required by the historic district commission. He then referred to the deadline mentioned by Ms. Ferraro.

Mr. Oudsema advised that he was not suggesting that the HDC is pleased that the City of Kalamazoo hasn't pursued these cases. Applicants have chosen to ignore the HDC. Unless the City of Kalamazoo is willing to take action, these matters are based on voluntary compliance. He stated that he was not endorsing the current system, just pointing it out. Mr. Coombs commented that Mr. Oudsema had instructed him but not comforted him.

Ms. Ferraro advised that as a policy the HDC can hold its review until zoning and planning approvals are in place. However, at the time the HDC received the application, in early June 2007 there was no reason to think this was an issue. Also, issues regarding the use at 813 W. South Street are not within the purview of the HDC. The HDC can only rule on whether or not the sign was appropriate for the historic district. Ms. Ferraro advised that she does review the zoning before proceeding and there should be records for each property the permit system database, which pertains to that information. However, it isn't possible for city staff to anticipate every problem in advance. She stated that city staff is still working on the problem; the sign was just installed at the end of March. Ninety-five percent of HDC applications are approved. If an application is not approved, issues can be resolved. However, the process takes time and the changes are not instantaneous. Ms. Ferraro advised that she would try to provide Mr. Coombs with the information he requested. She added that there is no reason to think that the HDC's instructions will not be carried out by the applicant.

DISCLAIMER

Ms. Ferraro read the disclaimer into the record.

OLD BUSINESS

230-232 S. Kalamazoo Mall (Case #: IHA 06-0094)

The application requests façade rehabilitation to the front and back of the 2nd and 3rd floors only, not the storefront.

The applicant was not present and the HDC proceeded to the next agenda item.

NEW BUSINESS

821 W. South Street (Case #: IHA 08-0170)

Richard Emig, applicant, and Brian Bishop, contractor, were present to discuss the application. The application requests the installation of bolsters/planters flanking the front steps to comply with the housing code.

Mr. Emig advised that Housing Inspector, Tim Collins, was the first inspector to cite the lack on infill on the front steps. There are both commercial and residential uses at this location. Mr. Emig advised that Inspector Collins suggested either raising the ground height on both sides or proposing a more suitable replacement handrail. Mr. Bishop drew a sketch showing a planter on the east and west side of the steps to satisfy the inspector's request and to be consistent with the style of the house. Inspector Collins has approved the proposed remedy.

Ms. Ferraro advised that there are two requirements for any set of steps that lead to a dwelling place: #1. There must be a grip rail for people to hold on to when they are going up and down the steps. #2. If there are more than three steps and four risers, there should also be a guardrail to keep people from sliding off the end of steps. This rule applies if the steps are over 30" in height from the grade to the porch floor. To remedy this situation, the inspector might suggest raising the ground level to fulfill the technicality. In this instance, there is a concrete pad under the steps and on both sides of the steps. Accordingly, the dirt can't be piled up in that location. Inspector Collins is on an extended leave of absence, and Ms. Ferraro advised that she was not sure if the suggestions in the sketch would fulfill the requirements. Mr. Emig advised that Inspector Collins approved the proposed changes in the sketch. Mr. Emig requested a 30-day extension since the work was to have been completed by May 25th.

Ms. Ferraro referred to a historical photo of the house, which shows a low, triangular wing-wall on each side of the steps. The wing-walls were likely constructed of wood since there is no other concrete used structurally on the house. The current steps are masonry. If the new box were constructed in a similar shape it wouldn't necessarily have to be a planter box, but would serve as wing walls on the sides. If such a structure were installed it could have a permanent rail waiver since it would be a restoration of a missing historic feature.

Mr. Tribu inquired if there is a width requirement. Ms. Ferraro suggested getting as close as possible to the structure shown in the photograph, which appears to be about a foot wide. Such a structure should fulfill the code requirements, particularly if it is built to replicate the structure shown in the photo.

Mr. Nave mentioned the following options: 1. The HDC could vote to leave the front step configuration as is because it is a historic property. Ms. Ferraro confirmed that the housing code would allow for that if the HDC ruled that the steps could remain as is. 2. The HDC could approve the historic-looking wing wall as discussed. Mr. Nave noted that there are some newel posts at the top that are attached with short pieces of ornate rail to the posts supporting the porch roof that would still be missing with this plan. 3. The applicant could replicate the guardrail on the porch and extend it down the steps. Mr. Nave advised that he didn't have any objections to the planter boxes the applicant is suggesting.

Mr. Nave mentioned the 10" and 36" dimensions that were given. He inquired if that was above the treads. Mr. Bishop stated that it is 36" to the deck; a longer wing would set on top of it and give the look of a barrier from the side.

Mr. Emig advised that he had a site visit with Sharon Ferraro and they discussed extending the ornate wooden porch guardrail to a handrail on the steps. Ms. Ferraro commented that she would be hesitant about adding the handrails because they weren't there originally. The existing grip rail is there to satisfy the code requirements. The HDC could approve a matching handrail or a bulkhead.

Mr. Nave mentioned that in the recent past, pipe rails have been designed for houses that didn't already have a guardrail. The rail was designed so that it would not detract from the house. Ms. Ferraro advised that the existing rail was probably put in place for that reason, but the applicant would like to have a more substantial guardrail by the steps. Mr. Emig advised that he would like to keep the rail as is, but he is trying to satisfy the concerns raised by Inspector Collins. He stated that the planters would require constant monitoring, but he is agreeable with adding a wing wall.

Ms. Ferraro suggested a motion stating that the HDC prefers that the railing not be changed, but if the housing code requires a guardrail, the HDC prefers that the original wing walls be replicated.

Mr. Oudsema inquired if the HDC were to approve the guardrail then the inspection staff would have to accept that decision. Mr. Nave confirmed that to be true, and Ms. Ferraro advised that she has done over 100 guardrail height waivers, which is acceptable as long as the material is appropriate. Mr. Oudsema mentioned that it was his understanding that such a decision would be acceptable if the house is owner occupied, but not if it is a rental property. Ms. Ferraro advised that there is one line in the housing code, which states that historic district standards may apply, and this provides substantial leeway in the HDC's decision-making process.

Mr. Nave, supported by Mr. Oudsema, moved to deny the application for 821 W. South Street and to approve the existing hand/pipe rail because it is an existing feature on a historic property.

Mr. Emig advised that if the wing wall were installed, it would cover the cement.

Mr. Nave, supported by Mr. Oudsema, amended the motion to state that the applicant has the option of adding wing walls to match the historic photo. The details would be worked out with the Historic Preservation Coordinator and/or Nelson Nave. With a roll call vote, the motion carried unanimously.

1105 S. Park St. (Case #: IHA 08-0171)

No one was present to represent the property, and the HDC proceeded to the next agenda item.

302 W. Walnut (Case #: IHA 08-0188)

James Dykman was present to represent the property. The application requests the addition of a rear, second floor deck. There is already an existing, historic door.

Mr. Dykman advised that he would like to build a balcony over the existing garage. There are 10 people living in the house and they would like to have the extra space.

Mr. Decker inquired if the applicant would be making the existing opening bigger. Ms. Ferraro stated that the door already exists and, according to housing code, it must open into/onto something. Accordingly, there must be a rail around it. Ms. Ferraro approved a temporary rail last November with the understanding that the applicants would appear in front of the HDC with a proposal for this space.

Mr. Dykman stated that he would like to have a deck over the garage, which is 13 x 15 feet, and have a rail around the deck. There is a housing cooperative at this address and 10 people are living in the house. The residents are also hoping to grow food in this outdoor space.

Mr. Oudsema inquired if an engineer has looked at the structure to determine if it is sound enough to support the additional weight. Mr. Dykman advised that he spoke with Nelson Nave about nine months ago. Mr. Nave suggested having approval for the proposed changes before investing time and money in the project. There is a three foot, concrete foundation wall under that section of the building. Ms. Ferraro suggested applying for a building permit and requesting that a building inspector approve the structure for the requested use before proceeding. Mr. Nave indicated that the building would only need minor alterations to make it structurally stable.

Mr. Oudsema suggested that the door be removed. Mr. Nave stated that the residents would like more community space. Ms. Ferraro commented that there may have been a porch in that location in the past. The hope is to avoid removing the original door.

Mr. Oudsema expressed concern about the possibility of numerous people consuming alcohol on the proposed deck, and the potential for injuries under those circumstances. Ms. Ferraro advised that a deck this size would be allowed at ground level. Mr. Decker added that he was hesitant to approve this project unless there is confirmation that the building is sound.

Mr. Tribu suggested approval in concept, and Ms. Ferraro stated that she would consult with the building inspector. Ms. DeYoung questioned the approval in concept. Ms. Ferraro advised that other options would be to deny the current application, or wait for further information.

Mr. Tribu inquired if the neighbors would be able to see the back of the property. Mr. Dykman advised that there are trees in the back yard, so the deck would be less visible during the summer months.

Mr. Nave, supported by Mr. Tribu, moved approval in concept of the proposed second floor, rear deck at 302 Walnut, as long as the deck meets historic district standards and the applicants apply for a building permit. With a roll call vote, the motion failed with a three to two vote.

Ayes: Nave, Tribu

Nays: Oudsema, DeYoung, Decker

Mr. Oudsema advised that he would be voting no because he is concerned about issues arising in the future. Also, this would set a precedent for the approval of second floor decks. Ms. DeYoung agreed with Mr. Oudsema and stated that she had safety concerns about the current proposal. Ms. Ferraro advised that it is not within the purview of the HDC to determine the safety issues regarding this project. She advised adhering to the historic district standards.

Discussion followed with regard to other second story decks that have been approved in the historic district. Reference was made to similar projects on Woodward near Kalamazoo Ave. and another project on Walnut Street. It was suggested that the applicant return to the HDC with more information about the structural capability of the walls. It was also suggested that the applicant get feedback from the neighbors about the proposed project. A site visit was suggested as a means of obtaining more information.

Mr. Tribu inquired as to the applicant's budget for this project. Mr. Dykman advised that he doesn't have a budget at this point; he wants to start working with the contractor first. Mr. Tribu indicated that the suggested changes could be expensive.

1319 Grand Ave. (Case #: IHA 08-0189)

Becky MacKenzie, owner, and Peter Carroll, Old House Rehab, were present to discuss the application. The application requests replacement of the fire-damaged windows on the rear, second floor sun porch.

Ms. Ferraro advised that there is a slight difference in the configuration of the new windows. Mr. Carroll stated that the main difference is that the sight lines from the first floor will be replicated on the second floor. There is currently a collection of sashes joined together on the second floor, and they were not in alignment with anything on the first floor. The new casement windows will be operable with the exception of the two fixed windows in the corners. The new windows will have six individual divided lights.

Mr. Nave, supported by Mr. Decker, moved approval of the proposal for replacement of the fire-damaged windows on the second floor, rear sun porch at 1319 Grand Ave. With a roll call vote, the motion carried unanimously.

1105 S. Park (Case #: IHA 08-0171)

The applicant was not present. The application requests the installation of a sign in the southwest corner of the yard.

Ms. Ferraro suggested that the HDC consider this application even though the applicant was not present.

Mr. Nave commented that the front yard is miniscule. The sign looks bigger than the masonry sidewall going up the stairway. The sign is 3' x 5' and looks a little big for the space. Ms. Ferraro advised comparing the size of the sign to the size of the house. The applicants are proposing to place the sign near the knee wall and on an angle to the street. The sign will be located on a one-way street. This property is the first thing you see when you're coming up the hill.

Ms. DeYoung mentioned that the sign looks too close to the sidewalk. She would like to have more details about the sign. Ms. Ferraro advised that the sign is more than two feet from the sidewalk, and that is what the code requires.

Mr. Oudsema commented that this part of Park Street is under stress. These applicants have made substantial improvements to the property. He encouraged the other commissioners to vote in favor of the application.

Mr. Tribu observed that the sign appears to be mounted on one 4 x 4 post. He questioned how they would hang the sign, and if it would look smaller when installed. Ms. Ferraro advised that there are no details in the application regarding how many columns will be used. Concern was expressed that if the sign was mounted on only one post, it would probably get knocked over.

Mr. Nave inquired about a barrier-free access. Ms. Ferraro advised that there is room in the backyard for a handicap access.

Mr. Nave, supported by Ms. DeYoung, moved approval of the proposed sign for 1105 S. Park Street.

Mr. Tribu suggested that the motion be amended to state that two posts are to be used to support the sign. Mr. Nave and Ms. DeYoung approved the amendment. With a roll call vote, the amended motion was approved unanimously.

OTHER BUSINESS

Presentation by Doug Walsh and Ken Henderson, RBK Building Materials, 3601 Lake Street

Mr. Walsh and Mr. Henderson brought samples of windows from Kolbe and Kolbe. There are a variety of window options available from this company, including the heritage glass (the old-style wavy single-pane glass), true divided lights, and performance divided lights and a variety of wood species available. Mr. Henderson referred to the double-hung window and casement window that he brought. The casement windows are constructed using heavy-duty, stainless steel and friction hardware that can be adjusted for heavy winds. There are two different screen options available: A wood-framed screen which is hinged to the side jamb and opens to the inside, and a retractable screen that rolls up like a window shade. Both screen options would allow for the beauty of the wood window to show at all times.

Mr. Nave inquired if there are different quality windows available. Mr. Henderson stated that Kolbe primarily makes mid to high-end quality products. One of the products is a step down because it has fewer options not because of reduced quality. There is an extruded aluminum product available, which is architecturally correct regarding the sash

detail. There is a 30-year finish warranty on Kolbe products. Historic replication is one of Kolbe's specialties. Wood or aluminum-clad windows are available. The sample window presented was made of mahogany. Kolbe makes the factory applied finish on the outside, which comes in 32 colors and has a 10-year warranty. Custom colors are also available.

Ms. Ferraro inquired regarding the origin of the mahogany. Mr. Henderson advised that it is African mahogany, but he was uncertain as to whether or not it was plantation grown.

Mr. Henderson stated that the 32 colors are available in wood or aluminum. The standard windows are constructed of Pine, and the wood is processed with a preservative treatment. The brochure provides further details on the finish, which is done at the factory. Mr. Henderson advised that the average cost would be about \$700 per window opening. No other brand of windows has as many options as Kolbe.

Mr. Nave commented about the appearance of the double-hung window; the jamb liner isn't noticeable from a few feet away. Mr. Henderson stated that traditional double-hung window is made with a compression jamb liner along the side. Some competitors have windows with a concealed jamb liners, but most windows show a 7/8" plastic strip. Kolbe offers a line of windows that show no plastic on the inside or outside. It is also a high performance product, which can provide modern technology such as low-e glass, weather stripping, and easy clean glass in a historic looking window. The Sterling product doesn't show the plastic jamb liner, and you can either paint it at the job site or order it with the factory finish.

Ms. Ferraro inquired if double-paned glass is available. Mr. Henderson advised that the divided lights are available with insulated glass. The 7/8" glass is not available with the true divided light. However, the standard 9/16" glass is insulated. Mr. Henderson advised that the cost increases with a six-light sash, but the single pane with false muntins and the appearance of divided lites is sometimes acceptable to historic groups.

Mr. Nave mentioned that some window manufacturers install the grill between the panels of glass. Mr. Walsh commented that it is easier to change the whole sash. There are many possibilities of failure with true divided lights. Mr. Henderson stated that Kolbe and Kolbe can make any size window that is needed. Most companies make a single divided light that has a 7/8" SDL bar, but Kolbe and Kolbe makes a 5/8" performance divided light that most companies don't offer. Kolbe and Kolbe can do any pattern of divided light that is requested. The price is determined by the number of lights; the division of lights does not affect the price. Kolbe offers a wood, removable grill that looks like a true divided light. About 80% of Kolbe's windows are being manufactured with that grill. Another option is available with the grill permanently glued to the inside of the glass. Kolbe can match the shade of wood that has been aged, but that would add a significant amount to the price of the window (\$1,000 range). Heritage glass, which

mimics the look of wavy glass in old windows, is also available. Ms. Ferraro mentioned the Arcus Foundation as an example where heritage glass has been installed.

Mr. Henderson explained that a low-e coating would be applied to surface #2. The factory color is also applied to the trim, which can be copied with a shaper. Custom extrusions can be done but they are generally done for larger, commercial applications. He also mentioned that Kolbe can make windows with the opening size of the appropriate dimensions for existing glass to be inserted. This can be helpful when preserving old stained glass windows.

Ms. Ferraro inquired as to how often Kolbe windows are approved for the historic preservation tax credit. Mr. Henderson advised that a brochure is available, which lists 40 or 50 historic projects with Kolbe windows. The brochure is called commercial capabilities, but it also provides information regarding historic projects. Kolbe can also replicate double-hung windows with a curved sill and a flat sash.

Mr. Oudsema inquired as to the amount of time it would take to manufacture windows with a custom color. Mr. Henderson advised that the custom color adds approximately one week to the manufacturing process, which is normally about three weeks for standard colors. Examples of available products can be viewed online at Kolbe-Kolbe.com under photo gallery. The Kolbe Company is unique because it is still a millwork company and they can probably duplicate what the customer needs.

Discussion of Replacement for Fred Decker

Ms. Ferraro advised that Mr. Decker is moving to the township of Kalamazoo which means that he will no longer be eligible to serve on the city's Historic District Commission. Robert Cinabro, the former City Attorney, has a current application on file with the City Clerk's office. If approved to be on the HDC, Mr. Cinabro would not be available until the July meeting. Ms. Ferraro advised that she thought Mr. Cinabro would be an asset to the HDC. She stated that he could fill the remainder of Mr. Decker's term, which ends in 2010, and he would be eligible to fill two full terms after that.

Mr. Oudsema, supported by Mr. Nave, moved to recommend to the City Commission the approval of Robert Cinabro to fill the remainder of Fred Decker's term on the Historic District Commission. With a voice vote, the motion carried unanimously.

Election of Officers

After a brief discussion, the following motion was made:

Mr. Oudsema, supported by Mr. Nave, moved to recommend to the City Commission the appointment of Jay Bonsignore as the Chair of the Historic District

Commission, and Lisa Poole-Woldring as the Vice Chair of the Historic District Commission. With a voice vote, the motion carried unanimously.

Minutes (April 15, 2008)

Mr. Oudsema requested that approval of the minutes be deferred to the next meeting. Due to the length and detail of the minutes it would be helpful to have the extra time to review them, and to wait for input from the commissioners who are absent.

Mr. Oudsema, supported by Mr. Tribu, moved to defer approval of the April 15, 2008 Historic District Commission minutes until the June meeting. With a voice vote, the motion carried unanimously.

Discussion of concept of digital, electronic billboard on top of the Peninsula Building (Portage and E. Michigan)

The billboard concept is being introduced for discussion only at this point. There is a limit of 99 billboards within the City of Kalamazoo. There are currently 127 billboards within the city limits. The applicant is willing to remove multiple billboards in other neighborhoods in exchange for having the new, digital billboard installed on the Peninsula building.

Mr. Nave advised that flashing lights used to be prohibited because they are considered a dangerous distraction for drivers. Ms. Ferraro advised that the current ordinance states that an image on a sign cannot change more than once every five seconds. The applicant wants an LED sign which, technically, is not internally illuminated which the historic district guidelines prohibit.

Ms. Ferraro advised that the HDC may or may not be reviewing the sign application. The discussion is still ongoing between the Adams Billboard Company, the City Attorney's office, Community Planning and Development and city administration. The billboard already exists. There are 25 or 30 billboards in residential areas, and those signs might be eliminated eventually as a trade-off against allowing the LED billboards.

Discussion of rental management signs being attached permanently to rental properties in the Stuart area Historic District.

"For Sale" and "For Rent" signs may be displayed without a sign permit or HDC review because they are considered temporary signs. The permanent signs are attached directly to the rental property and include contact information for the property managers and/or landlords.

Ms. Ferraro advised that the rental management signs have been nailed to the houses. Such signs would require a sign permit and review by the HDC.

Mr. Oudsema advised that the landlord group says they have the right to post those signs and they will continue to do so. Ms. Ferraro advised that they would still need a sign permit. The zoning ordinance allows city staff to enforce against signs that don't include "for rent" or "for sale" language. Ms. Ferraro advised that she has been asked by the Stuart Neighborhood Association to look into this situation. If the signs don't comply with the ordinance, they can be referred to the zoning department for enforcement action. The positive aspect to having these signs posted is that neighbors would know who to contact if there are problems.

Miscellaneous Items

Mr. Nave mentioned a rental property on Oak Street that had garages approved for demolition – and the demolition is complete. One of the garages was to be restored, but no work has been done yet. Ms. Ferraro advised that the project may be in progress at this point, and that she would check into it.

Ms. Ferraro provided pictures of a garage doors restored by Rob Chamberlain using salvaged wood.

Ms. Ferraro stated that she has received 1/3 more applications this year than average. If this continues, there could be over 600 applications in 2008.

ADJOURNMENT

The meeting adjourned at 7:20 p.m.

Submitted by: _____ Date: _____
Recording Secretary

Reviewed by: _____ Date: _____
Staff Liaison

Approved by: _____ Date: _____
HDC Chair