

**HISTORIC DISTRICT COMMISSION**

Minutes

October 21, 2008

***DRAFT***

City Commission Chambers  
2<sup>nd</sup> Floor, City Hall  
241 W. South St., Kalamazoo, MI 49007

Members Present: Jay Bonsignore, Chair; Bob Cinabro; Linda DeYoung; Nelson Nave; Bob Oudsema; James Tribu

Members Excused: Lisa Poole-Woldring

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

**CALL TO ORDER**

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

**APPROVAL OF ABSENCES**

**Mr. Nave, supported by Mr. Cinabro, moved approval of Ms. Poole-Woldring's absence from the October 21, 2008 HDC meeting. With a voice vote, the motion carried unanimously.**

**AGENDA (October 21, 2008)**

Ms. Ferraro requested that a discussion regarding window replacement at 938 Osborn be added to the end of the agenda.

**Mr. Nave, supported by Ms. DeYoung, moved approval of the October 21, 2008 HDC agenda as amended. With a voice vote, the motion carried unanimously.**

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

**DISCLAIMER**

Ms. Ferraro read the disclaimer into the record.

**OLD BUSINESS**

**520 Axtell (Case #: IHA 08-0362)**

Owner Brian Benson represented the property. The application requests demolition of the deteriorated garage, which was originally built in 1925 with additions circa 1960.

Mr. Nave mentioned that the applicant had approval on a prior occasion to demolish the garage. Mr. Oudsema added that the prior approval for demolition was contingent upon the applicant building another garage in that location. He inquired if Mr. Benson was still willing to replace the existing garage with another one. Mr. Benson advised that he could not give an exact date as to when a replacement garage could be built, and that he considered the possibility of not replacing the existing structure. The current garage is 6" to 8" below grade and infested with termites. It would need to be jacked up and have blocks put under it.

Mr. Bonsignore advised that Lee Larson, Building Inspector for the City of Kalamazoo, thought the garage could be repaired. Mr. Benson stated that he didn't recall that being part of the conversation with Ms. Ferraro and Mr. Larson. Mr. Bonsignore inquired as to why the applicant had considered not rebuilding the garage. Mr. Benson stated that he is experiencing financial hardship.

Mr. Oudsema inquired as to how many bedrooms are in each apartment. Mr. Benson stated that there are two bedrooms downstairs and one bedroom upstairs. Mr. Oudsema inquired as to the age of the garage. Ms. Ferraro advised that the older part of the garage was constructed in 1925, and the new portion appears to have been constructed in the 1950's or 1960's. The east bay is the older bay and you can see some of the old siding on the dividing wall. There are three or four different types of siding on the garage. The house was built around 1900.

**Mr. Oudsema, supported by Mr. Nave, moved approval of the demolition of the existing two-car garage at 520 Axtell. With a roll call vote, the motion carried by a majority vote.**

**Ayes: Nave, Bonsignore, DeYoung, Oudsema, Cinabro, Tribu**

**Nays: Bonsignore**

Mr. Oudsema stated that demolition has been denied for other structures in worse shape. However, history suggests that the owner won't do anything with the structure, and this issue will likely return to the HDC again in the future. The garage is not original to the house. Accordingly, it may be appropriate to proceed with the demolition. At some point in the future, someone may construct a new garage that is sympathetic to the style of the house. Garages add value for rent, but the timing does not seem to be appropriate at this point to advise the owner that he can proceed with demolition of the existing garage only if he can come up with funds to build a new one.

Mr. Bonsignore expressed concern about the HDC putting their stamp of approval on “demolition by neglect.” There was a plan earlier to demolish the garage and replace it, but that plan was abandoned. Ms. Ferraro stated that the owner did obtain administrative approval to repair the garage and some repairs were made to the roof and east wall about three years ago.

Ms. Ferraro advised that the applicant would be receiving a letter allowing him to pull a demolition permit. The demolition permit needs to be pulled separately in order for the building to be removed from the tax rolls.

**908 Village (Case #: IHA 08-0378)**

Owner Charles Perkins was present to represent the property. The application requests installation of a metal roof on the rental property. Mr. Perkins provided a sample of the roof he is proposing to use; he would prefer either charcoal gray or green.

Mr. Oudsema inquired if the applicant had considered the noise implication of the metal roof. Mr. Perkins advised that another material would be installed under the roof and that would act as a buffer. Originally, the plan was to do a tear-off and use 3-in-1 shingles. The contractor talked about doing a metal roof, which has a life expectancy of about 50 years. The branches of a nearby tree extend over the roof and when the limbs drop, they punch holes in the existing roof. The metal roof would be stronger and incur less damage.

Mr. Nave mentioned that the proposed metal roofing material is thin. Traditional shingles come with a minimum 25-year warranty. Mr. Perkins stated that contractors have told him that traditional shingles will probably not last that long. Mr. Tribu advised that the life of the roofing material would depend on the conditions it is exposed to and the amount of heat in the attic, etc.

Mr. Bonsignore advised that if there are already two layers of shingles, they will all need to be removed before a new layer can be put on. Mr. Perkins stated that he thought there was only one layer. The contractor patched holes on the roof, but there are still areas which leak.

Ms. DeYoung inquired as to the cost of the proposed roofing. Mr. Perkins stated that there would be a few hundred dollars difference between the metal roofing and the asphalt shingles. Mr. Nave commented that the HDC doesn't have standards on metal roofing. Ms. Ferraro stated that the HDC has approved one metal roof in the last 7 years. However, that was a standing seam metal roof, which was installed on the rear wing of

805 S. Park Street. She advised that she is not aware of any roofing material of this type in the historic district. Mr. Nave advised that the house across from his property at 611 West South has a shingle metal roof approved by the HDC. Larry Burns, who was in the audience waiting for review of his application, advised that John Meyers installed a standing seam metal roof on his house on South Burdick outside the historic district.

Mr. Nave stated that the fasteners will penetrate the metal roof and would leak eventually, and roof tar would need to be applied to every one of them. Mr. Perkins advised that the contractor told him lead washers would be used in the roof construction because they last longer. Mr. Nave expressed concern that the inexpensive metal roofing material was not appropriate for the historic district. He suggested disapproving the metal roofing material and using shingles instead. Ms. Ferraro stated that she did an administrative approval for the asphalt roofing.

Mr. Oudsema advised that he also had concerns regarding the proposed roofing. He suggested deferring the decision on this application for one month to allow time for the applicant to provide more information regarding the proposed material, and to allow the contractor to build a case for using the metal roofing material. Mr. Perkins stated that the contractor would have been present, but he is out of town. Mr. Oudsema suggested that Mr. Perkins provide examples of residential properties where this roofing material has been used. There are reservations about using the stock material. Mr. Perkins advised that other material would be more expensive so he was not inclined to use it. On a standing seam roofing the screws are covered.

Mr. Tribu expressed concern with regard to the quality of the proposed roofing material. It appears to be more suitable for use on a pole barn. He inquired if the metal roof would be cut to the appropriate length and installed with screws every four feet. Mr. Perkins responded in the affirmative. He advised that he was proposing to install the metal roof on top of the existing asphalt shingles.

**Mr. Oudsema, supported by Mr. Nave, moved to defer the decision regarding the metal roofing proposed for 908 Village until the next regularly scheduled HDC meeting. The applicant is to return with the contractor and more detailed information regarding the proposed roofing material. With a roll call vote, the motion carried with five ayes and one abstention. Mr. Cinabro abstained from voting.**

Mr. Tribu inquired if this was the only metal roofing material Mr. Perkins was considering. Mr. Perkins confirmed that statement to be correct and advised that the standing seam roofing is substantially more expensive.

Mr. Bonsignore stated that he would vote against using the proposed metal roofing because it is not appropriate for the house or the neighborhood.

Mr. Cinabro advised that he would abstain from voting on the motion because he knows the applicant personally, and Mr. Perkins has done work for him.

Mr. Perkins stated that he knows of a property in Schoolcraft that has the metal roofing material he is proposing to use. Mr. Oudsema suggested that the applicant provide the HDC with the addresses of other buildings where this material was used.

Mr. Tribu requested details on how the eaves and raking edge of the gables will be treated. He also inquired as to the pitch of the porch roof. Ms. Ferraro stated that the porch roof has a 4/12 pitch. Mr. Oudsema requested more information as to whether or not the metal roof should be installed over the asphalt shingles. Mr. Tribu also suggested finding out how the hip roof of the porch flashes to the house.

### **NEW BUSINESS**

#### **502 Woodward Case #08-0407**

Owner Nancy Arcadipone was present to represent the property. The application requests the addition of an awning over the front door and possibly the south side and rear/east doors.

Ms. Arcadipone advised that a previous owner removed the original porch and porch roof on this rental property. She is contemplating the purchase of an awning from B & H Awning. The awning would help protect the occupants of the house from inclement weather, and it would also add some architectural interest to the house. The awning would be scalloped on the bottom, and it would be large enough to be appropriate for the scale of the building. The awning would be centered over the doorway. Ms. Arcadipone advised that she would like to restore the porch on the house, but that isn't possible for her right now. She is considering the awning as a short-term solution.

Mr. Nave confirmed that the siding is aluminum and commented that it takes a considerable amount of paint to cover it. Ms. Ferraro advised that this project will be eligible for the tax credit even if it is painted. Ms. Arcadipone is hoping to take the siding off, but that has not been financially feasible so far.

Mr. Nave advised that the original siding was probably cedar shingles that extended over the brick. Ms. Arcadipone advised that the house next door is a twin to her house. It is in better condition and has many of the original details. The house next door has wood siding, but she has never looked underneath the siding. Mr. Nave inquired if the awning extends over to the south facing adjacent wall; Ms. Arcadipone advised that it does not. There is a space between the wall and the awning of about 4 or 5 inches.

Ms. Arcadipone stated that there is an apartment in the back and she would like a matching awning for the rear entrance. There are three other entrances into this house.

The one on the north side goes directly into the basement. There is also an entrance in the

back and one to the side. The tenants use the entrance in the back that opens into the kitchen. Ms. DeYoung inquired if the applicant intends to put awnings over just two of the entrances. Ms. Arcadipone responded in the affirmative and advised that the awnings are pricey and that is why she only proposing to purchase two awnings at this time.

Mr. Tribu inquired if the HDC had approved awnings for residential applications. Ms. Ferraro advised that the HDC has approved awnings for doors and windows on residential buildings. Mr. Nave mentioned that the house he purchased on South Street had approximately 15 awnings on the windows and over a door.

Mr. Bonsignore inquired as to the applicant's definition of "temporary". Ms. Arcadipone advised that she was unsure as to how long the awnings would remain in place. Mr. Nave commented that the material is estimated to last seven years. However, the frame would likely last longer than that. Ms. Arcadipone stated that she had an awning installed in the back of a house she owned on South Street over a back entrance. She recalled that the HDC approved that awning, which was installed by the same company.

Ms. Ferraro commented that if the applicant decides to reconstruct the porch at a later date, the awning could be removed with minimal damage.

**Mr. Nave, supported by Ms. DeYoung, moved approval of the proposed awnings for 502 Woodward. With a roll call vote, the motion carried unanimously.**

Mr. Oudsema inquired as to the probability of the applicant removing the siding on top and installing something more permanent. Ms. Arcadipone advised that she would probably not replace the siding until she could afford to replace the entire porch. The cement planters would all have to come out and it would be an extensive job. One contractor quoted a price of \$40,000.

Mr. Bonsignore inquired as to the purpose of the awnings. Ms. Arcadipone advised that the awnings will provide protection from the weather for her tenants. Also, the house is very tall and flat and the awnings would help break up the scale of the house. Mr. Bonsignore mentioned that the water will be coming down onto the steps. Ms. Arcadipone stated that ice already forms on the steps because the porch has been removed.

Mr. Bonsignore inquired if the awnings would be a solid color or striped. Mr. Nave advised that he didn't have a preference.

Owner Larry Burns was present to represent the property. The application requests installation of a code height rail around the front upper balcony.

Mr. Burns apologized for proceeding with the work prior to receiving HDC approval. He advised that he has samples but did not bring them to the meeting. Mr. Burns also owns 906 W. Lovell, the property next door.

Mr. Burns stated that 910 W. Lovell was inspected by the city's housing inspector. There were live wires, mold in the basement and other disrepair. The previous owner concealed the leak by installing paneling the full length of the roof. There are several 2 x 6's that form the roof joists on either side of the dormer; they are continuous pieces that measure 28' long. The water flowed to the soffits and caused damage. Mr. Burns advised that he de-constructed the bad roofing job and discovered that the leak happened in two ways. First of all, OSB was used as sheathing on the roof. The OSB acted like a sponge and everything under it became rotten. Also, the porches are problematic in many ways; they are not functional because of the bad design. With the exception of a very intricate metal pan to put in that location, there's not much that can be installed in that location except a rubber roof. Mr. Burns installed a rubber roof and also found rubber mats to install that help provide protection. There are 12-17 layers of shingles, flashing, tar, etc. on the side wall. Mr. Burns provided samples of the material he used.

Mr. Burns stated that he would prefer to install a metal railing, which would last a long time, but it would not have been appropriate for this house. His second choice would be cypress or a similar material. The materials for the railing are costly. The construction of the roof was done poorly and the membrane was raised to the bottom of the shingles. Mr. Burns stated that he removed everything and restructured and re-sheathed both sides of the wall so that he could bring the rubber membrane up both sides of the wall, on top of ice and water shield. The problem is that a standard railing would penetrate the membrane. Mr. Burns advised that he tried several different designs for the rail. The rail is 42" to meet code, but it would be preferable to not attach anything to the lower portion since that would compromise the rubber membrane and water could leak through.

Mr. Burns stated that he found a wood/plastic composite that holds paint very well and stands up to weather. Mr. Burns provided an example of the top rail and what will be underneath it. The bottom rail is screwed in through the bottom into pre-cut pieces, and that is covered completely. A stainless steel "L" bracket was used at the edge. A twelve foot metal plate was added for structural stability. The metal plate was cut to 11 feet, and a groove was added to accommodate the rail structure, which was cleaned and primed. The reason for building it as a box was to create more structural stability. The durable material is structurally augmented and has minimal piercings. A side railing has also been installed.

Mr. Burns approached the dais to provide further explanation of the railing examples. The spindles are square and are either 1/2" or 1 5/8". The wood composite material is a material being used for park equipment.

**Mr. Oudsema, supported by Mr. Nave, moved approval of the proposed code height railing around the front upper balcony at 910 W. Lovell. With a roll call vote, the motion carried with five ayes and one abstention. Mr. Bonsignore abstained from voting.**

Mr. Nave mentioned that the HDC has approved several projects with the composite material Mr. Burns is suggesting. Mr. Burns advised that the material is made of wood chips and plastic chips that are formed with heat.

Mr. Oudsema commented that since the subject property is in the historic district, the railing didn't have to be 42" high. Mr. Burns expressed concern that the various city inspectors who have visited the property have had different opinions about the required railing height. He advised that he didn't want to change the guardrail later on. A guardrail waiver doesn't necessarily matter when dealing with the inconsistent approach by the City of Kalamazoo.

**403-405 Park Place (Case #: IHA 08-0448)**

No one was present to discuss the application and the HDC moved to the next agenda item.

**1014 Davis (Case #: IHV 08-0446)**

Ms. Ferraro was present to discuss the application for her property. The application requests replacement of the double-hung, vinyl windows on the second floor.

Ms. Ferraro stated that prior to the establishment of the historic district, a previous owner replaced all of the upstairs windows with vinyl and the replacement windows failed. They are literally falling out of their frames. When the vinyl windows were installed, the openings became too narrow for the combination storms and screens to be removed for cleaning and repair, so the outside windows have not been washed in 20 years. At one time, all of the upstairs windows were casements. One of the upstairs windows was disassembled and it was discovered that they had pulleys at one time so there had been double-hung windows in that location. The current set of vinyl windows appears to be the third set of windows on this house.

Ms. Ferraro stated that she would like to install double-hung windows. She referred to an adjacent house up the hill on Wheaton, which is a twin of the subject property, except for the cladding and the front door. That house has one over one, double-hung windows. The intention is to start with replacing the upstairs windows, and eventually replacing the downstairs windows.

Mr. Tribu inquired if the old-style storm windows will be installed, and Ms. Ferraro stated that she hoped to do that. Marc Ferraro and Peter Carroll are working on a slightly different version of what they installed on 711 W. South Street, and Ms. Ferraro stated that she hopes to eventually have those storm windows installed in her house. Due to financial constraints, only the windows will be installed at this point.

Mr. Bonsignore inquired as to the style of windows to be installed in the house. Ms. Ferraro advised that she had considered one over one, double-hung windows but also looked into whether the house might have originally had ribbon windows, which would also be historically appropriate. There are no original windows remaining in the house, and there is no evidence that the house originally had ribbon windows.

**Mr. Tribu, supported by Ms. DeYoung, moved approval of the six proposed wooden, one over one, double-hung windows and three casement windows to be installed on the upper floor at 1014 Davis Street. The wooden windows are to replace the existing vinyl windows. With a roll call vote, the motion carried unanimously.**

**403-405 Park Place (Case #: IHA 08-0448)**

The applicant, Steve Senesi, had not arrived to represent the property and the HDC proceeded with a discussion of the application. The application requests removal of the north facing door on the west side and replacement with a window. The applicant would also like to add a small gabled roof over the west side entry door.

Ms. Ferraro advised that the applicant finished the kitchen some time ago and the door no longer functions as a door. Accordingly, the applicant would like to turn that space into a window. He would also like to construct a roof over the west side entrance.

Mr. Nave suggested that the new window should match the full-size window beside the door. The applicant is suggesting matching the new window to the one that is just beyond the door, but that window is quite small. Ms. Ferraro advised that the size of the window requested relates to the height of the counter inside. The interior trim will remain.

Mr. Nave referred to the addition on the side porch, and stated that the columns should match the columns on the street side. The columns should have a wooden base and the trim on the porch should match the trim on the rest of the house.

**Mr. Oudsema, supported by Mr. Nave, moved approval for removal of the north facing door on the west side of 403-405 Park Place and replacement of the door with a window. A small gable roof is to be added over the west side entry door with columns to match, as closely as possible, the existing columns on the front porch. The trim detail is to match the existing trim on the house. With a roll call vote, the motion carried unanimously.**

Ms. Ferraro suggested to the applicant that the posts should be set back slightly. The drawing doesn't show any eaves. Ms. Ferraro stated that she would talk with the owner to clarify what has been approved.

**MINUTES (September 16, 2008)**

Ms. DeYoung referred to page 6, under 310 Elm, "installed" should be "install."

Mr. Bonsignore referred to the motions on page 2 and page 10, and advised that the vote on the motion was reported in the minutes prior to the discussion, rather than after the discussion as it actually happened at the meeting. The recording secretary advised that she had been instructed to record the motion and the vote together, even when the vote occurs after a discussion. The City Clerk's office advised that this is the correct way to record the motion according to Robert's Rules.

**Ms. DeYoung, supported by Mr. Nave, moved approval of the September 16, 2008 HDC minutes as amended. With a voice vote, the motion carried unanimously.**

**938 Osborn**

Ms. Ferraro stated that Mr. Tribu advised her of the window replacement at 938 Osborn. The owner's granddaughter has elevated blood lead levels, possibly as a result of the lead dust that can be created during remodeling. The replacement wood, double-hung windows are appropriate and they fit the existing openings. Ms. Ferraro advised the owner to not remove any of the ornamental windows. She inquired if the HDC would prefer to review this matter or if she could approve it administratively. The owner has been cooperative, and he has also restored the porch.

Mr. Oudsema inquired if Ms. Ferraro was comfortable doing an administrative approval for this project. Ms. Ferraro stated that she reviewed the lead hazard report from the Kalamazoo County department of Community Health and she is agreeable with doing an administrative approval. She advised that she convinced the owner to not replace the front door. There was consensus among the HDC members to allow Ms. Ferraro to proceed with the approval.

Ms. Ferraro advised that she did 61 administrative approvals last month.

**OTHER BUSINESS**

Ms. Ferraro stated that there is a federal program called Preserve America, which is associated with substantial grant funds. A community must be prequalified for these grants by submitting an application advising of its historic status. If the application is approved, Kalamazoo would receive Preserve America signs to display around town. This would help provide funds for restoration projects in Kalamazoo, such as the water tower and the Iannelli Fountain.

The process for secure these grant funds began about four years ago. Ms. Ferraro advised that she had a letter of support from Sandy Lipsey while he was still a state representative, but the process was never finalized. Ms. Ferraro will be soliciting other letters of support. The program also requires a letter of support from the local Historic District Commission. She inquired if the HDC would be willing to support this program.

**Mr. Cinabro, supported by Mr. Oudsema, moved to authorize, Mr. Bonsignore, Chair of the Kalamazoo Historic District Commission, to sign the letter of support for the Preserve America program. With a roll call vote, the motion carried unanimously.**

Mr. Nave referred to the property at 516 W. South Street and advised that the permit posted on the window requests replacement of rotted wood on the porch. Ms. Ferraro advised that the permit has been there for awhile. They used MDF on the outside and it is not holding up. The permit was posted last spring but the work has not been done yet.

Mr. Nave advised of problems with a porch roof at 702 W. Lovell. The plywood is showing by the gable, there is no drip edge, and the flashing is silver. Someone is living at this address. Ms. Ferraro stated that the owners purchased the house for their daughter who is a student at WMU. The owner is pursuing rental certification. Ms. Ferraro advised that she would review the work done at this property.

Mr. Nave stated that there are new garage doors at 523 W. South Street; the old garage doors have disappeared. Ms. Ferraro advised that she approved the new garage door because the garage was non-contributing. None of the bi-fold doors worked. Mr. Nave inquired if that was an HDC question. Ms. Ferraro stated that such issues are sometimes reviewed by the HDC. The owners are planning on painting part of the building next year. A request can be made that they paint the garage doors.

Mr. Nave requested an update regarding 530 W. South St. and 813 W. South St. Ms. Ferraro advised that she would send a request to the City Attorney's office requesting an opinion on these matters.

Mr. Nave referred to a house in disrepair near the corner of Cedar and Locust. Ms. Ferraro stated that it is a case of demolition by neglect. The owner applied for KHARP (Kalamazoo Housing Assistance Repair Program) funds. Ms. Ferraro is working with the Anti-Blight team to inform the owner regarding the roof.

Ms. Ferraro stated that she had not spoken with Ms. Poole-Woldring with regard to her attendance at the HDC meetings. She is aware of the issues regarding her absences. Ms. Ferraro suggested considering Erin Seaverson as a replacement for Ms. Poole-Woldring.

Mr. Oudsema stated that he had no issues with Ms. Seaverson. However, he suggested that if Ms. Poole-Woldring is to be replaced, it would be preferable for the new HDC member to live in the historic district. Ms. Ferraro advised that she has two applications for the HDC. Therefore, the HDC subcommittee should make calls to the applicants to set up interviews. Ms. Ferraro stated that she would invite both applicants to the next HDC meeting.

Mr. Nave referred to a property at 1418 South Westnedge with issues regarding the roof. The owner was supposed to replace the roof but has not done so at this time. Ms. Ferraro

advised that this matter has been referred to the anti-blight team for further action. Mr. Nave stated that there is a tractor in the front yard of the property at 1201 S. Westnedge.

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MS. Ferraro stated that an application for the property is tentatively scheduled for the November HDC meeting. Ms. Ferraro commented that the sign replacement is an improvement.

**ADJOURNMENT**

**Ms. DeYoung, supported by Mr. Cinabro, moved to adjourn the October 21, 2008 meeting of the Historic District Commission. With a voice vote, the motion carried unanimously.**

The meeting adjourned at 6:35 p.m.

Submitted by: \_\_\_\_\_ Dated: \_\_\_\_\_

(Recording Secretary)

Reviewed by: \_\_\_\_\_ Dated: \_\_\_\_\_

(Staff Liaison)

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

HDC Chair