

KALAMAZOO HISTORIC DISTRICT COMMISSION
AGENDA - September 15, 2009
5:00pm

Kalamazoo City Hall - City Commission Chambers - 2nd floor
241 W. South St. Kalamazoo, MI 49007

- I. Call to Order:
- II. Approval of Absences: Linda DeYoung
- III. Approval of Agenda:
- IV. Public Comment on non-agenda items
- V. Disclaimer

Chapter 16, Section 22 of the City of Kalamazoo Code of Ordinance states:

Historical preservation is a public purpose. To serve that purpose, the Historic District Commission is hereby charged with the following responsibilities:

- (1) The Kalamazoo Historic District Commission is empowered to regulate Work on the exterior of historic resources and non-historic resources in historic districts in the City of Kalamazoo and shall otherwise have all powers invested in Historic District Commissions pursuant to the Local Historic Districts Act, MCLA § 399.201 et seq. 1970 PA 169, as amended.
- (2) To regulate Work on resources which, by City ordinance, are historic or non-historic resources located within local historic districts, including but not limited to the moving of any structure into or out of, or the building of any structure in, an historic district.

The following documents are available in the Community Development Department located at 445 West Michigan in the Development Center. These documents will help assist property owners in understanding the responsibilities of owning property in a local historic district, MCLA § 399.201 et seq. 1970 PA 169 as Amended 1992 (Michigan Local Historic District Act); Code of Ordinances City of Kalamazoo, Michigan (Chapter 16 - Historic District); Secretary of the Interiors Standards for Rehabilitation & Guidelines for Rehabilitating Historic Buildings, 1990; Standards and Guidelines for Kalamazoo Historic Districts, and maps of Kalamazoo Local Historic Districts. These documents and maps are also available on the city of Kalamazoo website at www.kalamazoo.org/localhistoricdistricts .

VI. OLD BUSINESS

5:05 pm

A. 609 Elm

Style: Craftsman

Replace five windows in the southwest second floor (master bedroom)

(IHA 09-0127

Owners: Jean Baraka-Love & Paul Love

Contractor: Frank Mumford, Sir Home Improvement

Built: 1926

Old Application)

NEW BUSINESS

5:15 pm

B. 203 East Michigan

Style: Craftsman

Renovate 3 facades: south/front, west/alley and north/rear.

(IHV 09-0374

Owner: Derek Wisner

Architect: Nelson Nave

Year Built: 1885 + 1910

New Application)

VII. Approval of Minutes: August 18, 2009 (available at meeting)

VIII. Administrative Approvals (All work to Standards NH = NON HISTORIC))

- | | |
|---|--|
| 1. 712 Academy - steps (358) | 14. 925 W. Lovell - rail waiver (362) |
| 2. 1503 Academy - dormers (344) | 15. 925 W. Lovell - repair siding (364) |
| 3. 809 W. Cedar - window (359) | 16. 810 Normal Ct - rail waivers (371) |
| 4. 806 Davis - storm doors (373) | 17. 810 Normal Ct - rails (370) |
| 5. 708 Dutton Pl - rail waivers (351) | 18. 209 Old Orchard - windows (365) |
| 6. 710 Dutton Pl - rail waivers (352) | 19. 1105 S. Park - gutters (347) |
| 7. 411 Eldred - rails (356) | 20. 629 W. South - porch/siding repairs,
remove BF ramp (367) |
| 8. 411 Eldred - side door (368) | 21. 705 W. South - porch/siding (366) |
| 9. 204 Elm Place - rail waiver (346) | 22. 812 W. Vine - repair wood (357) |
| 10. 204 Elm place - fence (372) | 23. 837 W. Walnut - roof (349) |
| 11. 1518 Henderson - deck (361) | 24. 1324 S. Westnedge - rear deck (345) |
| 12. 722 W. Kalamazoo - rail waivers (353) | 25. 712 W. Willard - garage repairs (360) |
| 13. 1032 W. Kalamazoo - roof (369) | |

IX. RENEWALS - address - work (date of original COA)

- | | |
|------------------------------------|-------------------------------------|
| 1. 512 Douglas - repairs (08/2008) | 2. 428 Woodward - repairs (03/2008) |
|------------------------------------|-------------------------------------|

X. AMENDMENTS

- | | |
|---|--------------------------------------|
| 722 W. Kalamazoo - rail waivers (09-0064) | 321-3 Stuart - rail waiver (08-0470) |
|---|--------------------------------------|

XI. VIOLATIONS: See attached violation report

XII. Other Business:

A. FYI report

IX. Adjournment

Question and comments regarding this agenda or the Kalamazoo Historic District Commission should be directed to the Historic Preservation Coordinator at 337-8804.

*** RETROACTIVE REVIEWS**

In fairness to other applicants who have submitted their projects for review before undertaking work as required by Chapter 16 of the city of Kalamazoo Code of Ordinance, and to preserve the integrity of the historic district standards for decision-making, the case will be heard as if it had not been constructed, and the review will be based upon the project's merits in relationship to Historic District Standards and Guidelines. Hardship of the applicant's own making by proceeding without the necessary approvals will not be a factor in the review and decision.

A note on quorum:

City of Kalamazoo Code of Ordinance – Chapter 16 – Historic District Commission – section 19 states:

“A majority of the members of the Commission shall constitute a quorum. A majority of the members is required to take action on all matters not of an administrative nature, but a majority of a quorum may deal with administrative matters.” All applicants should be aware that the minimum of four of the commissioners must vote for a motion for a decision to be made in all actions. Applicants have the choice to postpone their review to the next regularly scheduled meeting of the commission before the commission begins their deliberations if fewer than seven commissioners are present. The postponement form is available from the coordinator and must be filled out and signed before the applicant leaves the meeting.



**Community Planning and Development
Historic District Commission**
Development Center, 445 West Michigan
Kalamazoo, MI 49007
Telephone: (269) 337-8804; FAX (269) 337-8513
ferraros@kalamazoo.org

**Postponement of Review - Historic District Commission
Wednesday, August 19, 2009**

OWNER:

**LOVE, PAUL
609 ELM ST
KALAMAZOO, MI 49007**

APPLICANT:

**Sir Home Improvements
Frank Mumford
12849 US 131
Schoolcraft, MI 49087**

Property Address: 609 ELM ST

CASE #IHA 09-0127

At the August 18th, 2009 meeting of the Historic District Commission the project application was reviewed for work to be done at 609 Elm St. After a presentation by Frank Mumford of Sir Home Improvements and Dave Kiley representing Marvin Windows, a motion was made to approve the replacement of the five specified windows:

A motion by Nelson Nave, seconded by Bob Oudsema to accept replacement windows as presented with all exterior trim to remain in place unaltered with the exception of the additional small sill. The motion failed with three commissioners voting in favor and two opposed.

According to the Code of Ordinance of the City of Kalamazoo:

Chapter 16 – Historic District Commission, Section 19

A majority of the members of the Commission shall constitute a quorum. A majority of the members is required to take action on all matters not of an administrative nature, but a majority of a quorum may deal with administrative matters.

In order to pass a motion with five appointed members present, a quorum of the appointed members (four) is required. Thus the motion failed. The outcome was neither a denial of the proposed work nor approval. At that point a commissioner could have made a new motion to deny, but they chose to make a motion to invite the applicant to present the case again, without prejudice, at the next Historic District Commission meeting on Tuesday September 15, 2009.

This review will be the first item on the agenda for the September 15th meeting, unless we hear from the owner or contractor asking the coordinator to remove the project from the agenda.

For your convenience, at the end of this letter I have also appended a list of qualified companies from the HDC contractors list.

If the decision is made not to pursue this project, please call the coordinator and it will be cleared off the system.

Please call the Historic Preservation Coordinator at 337-8804, Monday through Friday, 8 AM to 5 PM, if

you have any questions.



Sharon Ferraro, Historic Preservation Coordinator

Wednesday, August 19, 2009
Date

cc: property file

Phone (269) 337-8804 FAX (269) 337-8513 email: ferraros@kalamazocity.org

WINDOWS

Blackberry Windows	6477 West KL Ave	(269) 353-8844
Mike Shields	Kalamazoo, MI 49009	
(Restores wood windows)		

Old Home Rehab	225 Parsons	(269) 806-8551
Peter Carroll	Kalamazoo, MI 49007	
Repair of wooden windows and frames, stripping paint, putty, sash weights. oldhomerehab@mac.com		

Window Replacement Systems	Richard Spigelmyer	(269) 385-8214
(Restores wood windows)		

STORM WINDOWS

All Season Window	812 Bryant	(269) 385-4475
Art and Sherry Larson	Kalamazoo, MI 49001	fax (269) 385-1810



APPLICATION for CERTIFICATE of APPROPRIATENESS - GENERAL

Kalamazoo Historic District Commission
Community Planning & Development Department
445 W. Michigan Avenue, Suite 101
Kalamazoo, MI 49007
Phone (269) 337-8804
Fax (269) 337-8513
cpd@kalamazoo-city.org

See instructions on second page. Always apply for and obtain your Certificate of Appropriateness BEFORE purchasing materials for your project.

Property Address 609 Elm St Historic District K-700

OWNER: Name Jeanne Baraka-Love & Paul Love
Address 609 Elm St
City, State, Zip Kalamazoo, MI 49007
Phone 2693451534 Cell _____
Fax _____ Email ambuyai18@gmail.com

APPLICANT: Name SIR Home Improvements
Address 12849 US 131
City, State, Zip Scharlachcraft, MI 49087
Phone 18007480002 ext 2693818000
Fax 2696792407 Email www.SIRHOME.com

PROPOSED WORK: (Please be as specific as possible including a complete description of the part of the structure where work will be done. See examples on next page. Use additional sheets to describe work if necessary.)

wood ultimate insert double hung - 5 double hung marvin windows - 4 to go in upstairs master bed south & west side, 1 in upstairs hallway. - wood inside - wood exterior (to be painted) with SDC grids & spacer bar & clear glass

CHECKLIST:

- Drawings 11 x 17 or smaller
- Existing building measurements
- Measurements of addition/change
- Materials list
- Site plan with north arrow
- Other _____

Please initial to verify at least one working smoke detector in each dwelling unit. As required by state law, this item must be initialed for the application to be considered complete.

IMPORTANT:

A project is not ready for review by the HDC until the Checklist is complete. Submissions received by the Community Planning & Development Department by 5:00pm on the second Tuesday of the month will be considered the following Tuesday at the HDC's monthly meeting. Electronic submissions are preferred; hard copy submissions are acceptable.

Applicant's Signature [Signature] Date 4 / 9 / 09
Owner's Signature _____ Date / /

Staff use only:	Case number	_____	Application complete	_____ / _____ / _____
Administrative	Staff review date	_____ / _____ / _____	COA issued	_____ / _____ / _____
HDC	Meeting Date	_____ / _____ / _____	Approval in Concept	_____ / _____ / _____
	Letter mailed	_____ / _____ / _____		
Final HDC Action	Action date	_____ / _____ / _____		

Approve Site Visit Approve with conditions Denial Postpone Withdrawn Notice to proceed

WINDOW ELEMENT measurements

#2 GLASS SIZE	existing width		#7 SASH FACE	existing distance	
	proposed width	22		proposed	5/16
	existing height		#8 PROFILES	existing	
	proposed height	22 9/16		proposed	1 3/4
#5 MOUNTING	existing distance		#9 INSET	existing	
	proposed	7/8		proposed	3/8
#6 CASING	exist. width		#8 PITCH	existing	
	proposed width	NA		proposed	Same
	exist. depth		THICKNESS	existing	
	proposed depth	NA		proposed	NA

Prepared By: _____ Date: _____
 Signature: _____

Owner Jean Baraka-Lour.

Applicant Frank Mumford Owner _____

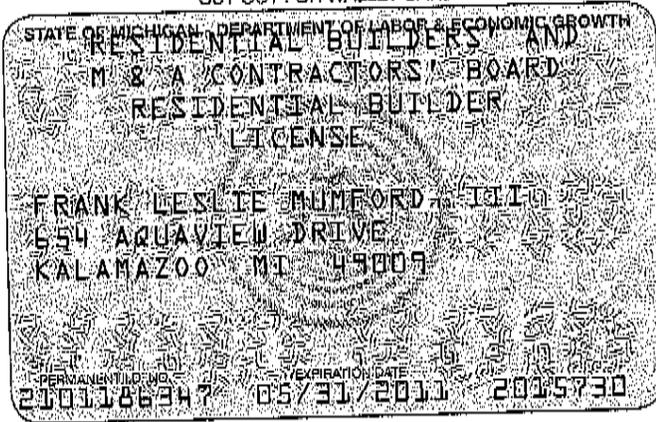
Property Address 609 Elm

Window manufacturer Marvin

Coordinators use only: Case # IHA 09-0127

M210331 067 R -001

CUT OUT FOR WALLET CARD



Inquiries Regarding this License

Please provide your license number on all correspondence, and when contacting the Department.

www.michigan.gov/commerciallicensing

Bureau of Commercial Services
Department of Labor & Economic Growth
P.O. Box 30018
Lansing, MI 48909

BOARD OF RES BUILDERS AND
M&A CONTRACTORS
1-517-241-9288

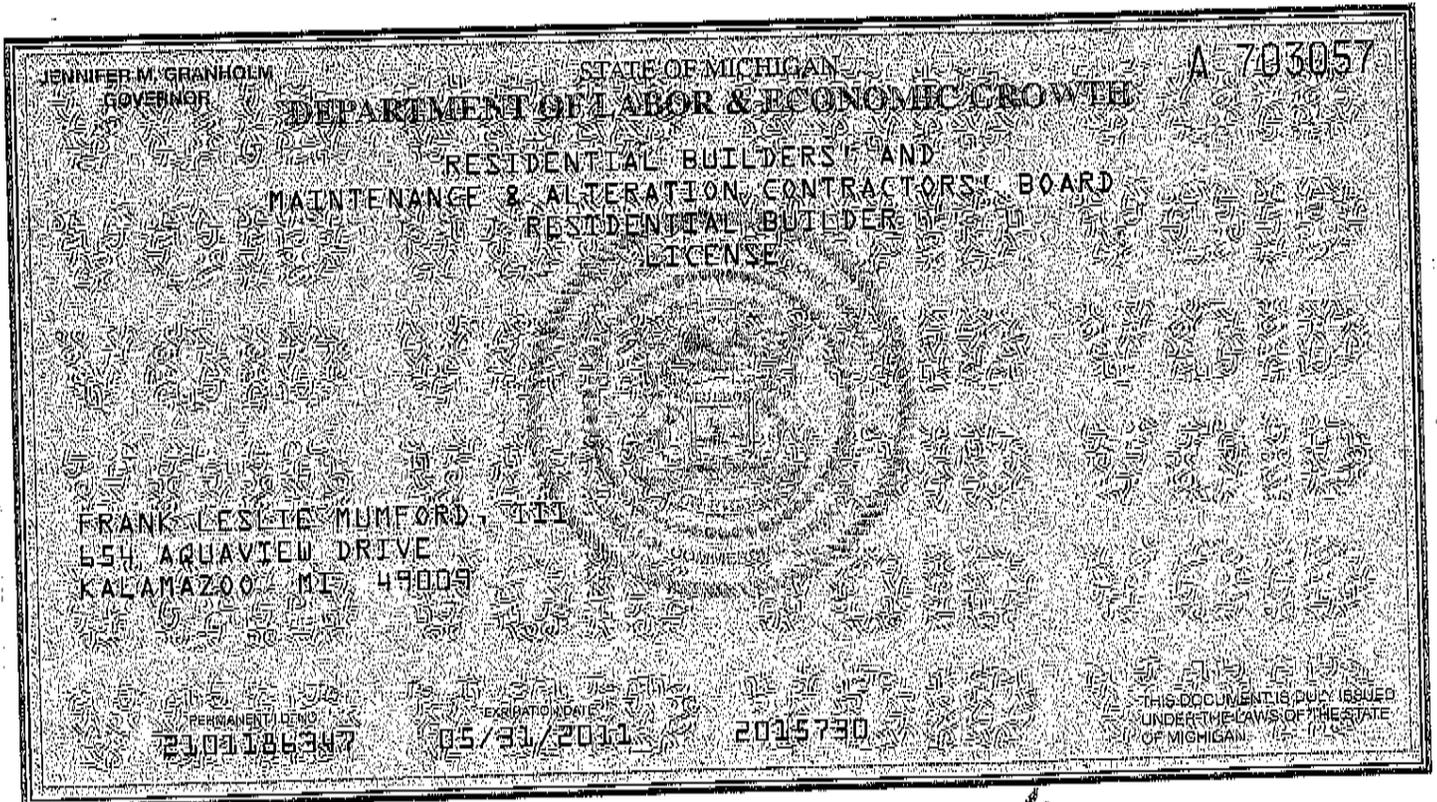
Complaint Information

The issuance of this license or permit should not be construed as a waiver or dismissal of any complaints or violations pending against the licensee, its agents, employees or qualifying officer.

Decorative State of Michigan Wall Certificate

An optional decorative wall certificate is available for a fee. To obtain a certificate contact the vendor, Impact Solutions, at www.impactsolution.net or 800-289-2494.

YOUR LICENSE MUST BE DISPLAYED IN A PROMINENT PLACE.
REVERSE SIDE OF LICENSE CONTAINS IMPORTANT INFORMATION.





IHA 09-0127

ROOFING • SIDING • GUTTERS • DOORS • WINDOWS / SUNROOMS

12849 US 131 • Schoolcraft, MI 49087
(269) 381-8000 • 1-800-748-0002



License No. 2102118492

Job No. 8455

ITEM A

This AGREEMENT made this 30 day of March 20 09, by and between SIR HOME IMPROVEMENT hereinafter referred to as Contractor, and Scann Burke - Love Hereinafter referred to as Owner(s), the parties hereto, hereby agree that the Contractor shall furnish all labor and material according to the following specifications and contract terms, on the premises located at 609 Elm St in the Village, Township and City Kalamazoo State MI Home Phone 269 343-1534 Township: _____ Zip 49007 Work Phone _____

Sir Home Improvements, Inc. proposes to furnish materials and labor, described below or described in any drawing, plans or specifications attached:

Windows: Best Better Good

- # 5 Double Hung
- # _____ 2 Lite Sliding Window
- # _____ 3 Lite Sliding Window 1/4 1/2 1/4 or 1/3 1/3 1/3
- # _____ Picture Window
- # _____ Casement Window Single, Double, Triple
- # _____ Awning Window
- # _____ Hopper Window
- # _____ Bay Window
- # _____ Bow Window 3Lt 4Lt 5Lt
- # _____ Garden Window _____
- # _____ Grids - Draw Style Below
- # _____ Patio Door: _____ 5' _____ 6' _____ 8' _____ 9' _____ 12'
- _____ Window Color to be _____

Window Glass Options

- _____ Low E, Argon, Sunclean
- _____ Double Low E, Argon, Sunclean
- _____ Triple Pane Low E, Krypton
- _____ Obscure

Doors

_____ Entry Door(s) _____ Storm Door(s) - See attached form(s).

Sir Home Improvement's Consumer Protection Package

- Workers Compensation Insurance
- Property Damage Insurance
- Personal Injury Insurance
- Lifetime Labor Warranty
- _____ Fuel Savings Pledge (only on full house of SIR Windows)
- 1 Yr. Anniversary Inspection
- 90 - Day Price Guarantee
- Money Back Guarantee

Installation Includes:

- Premium Silicone Caulk
- Non-expanding foam insulation around each window
- Deluxe Alum. Capping. Color To Match existing
- 1/2 screens on all moveable windows
- SIR to remove existing windows and doors as required
- New units to be installed in existing jambs, headers and sills
- (All exceptions to be listed below)
- Clean-up and haul away all job related debris

Special Instructions: 5 Double Hung Marvin Windows with exterior to March 4 to go in upstairs master bed South + west side + 1 in upstairs hall way. Full attic of E-shed

Do not do:

NOTICE UNDER MICHIGAN SOLICITATION SALES ACT

(Applicable only if contract was solicited or executed at your residence)

You the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. You should see the attached Notice of Cancellation form on the reverse side of your copy of this agreement for an explanation of this right.

NO ORAL REPRESENTATIONS SHALL BECOME PART OF THIS AGREEMENT. THIS AGREEMENT; Total Cash Price 6905.15 Finance _____



WOOD ULTIMATE INSERT DOUBLE HUNG

PRODUCT SPECIFICATION

SECTION 08 52 00

WOOD ULTIMATE INSERT DOUBLE HUNG WINDOW

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Wood ultimate insert [double hung] [single hung] and related [picture] [transom] window complete with hardware, glazing, weather-strip, [insect screen] [removable grille] [simulated divided lite] [authentic divided lite] [grilles-between-the-glass] and standard or specified anchors, trim and attachments.

1.2 RELATED SECTIONS

- A. Section 01 33 23-Submittal Procedures: Shop Drawings, Product Data, and Samples
 B. Section 01 62 00-Product Options
 C. Section 01 65 00-Product Delivery
 D. Section 01 66 00-Storage and Handling Requirements
 E. Section 01 71 00-Examination and Preparation
 F. Section 01 73 00-Execution
 G. Section 01 74 00-Cleaning and Waste Management
 H. Section 01 76 00-Protecting Installed Construction
 I. Section 06 22 00-Millwork: Wood trim other than furnished by window manufacturer
 J. Section 07 92 00-Joint Sealants: Sill sealant and perimeter caulking
 K. Section 09 90 00-Paints and Coatings: Paint or stain other than factory applied finish

1.3 REFERENCES

- A. American Society for Testing and Materials (ASTM):
 1. E 283: Standard Test Method for Rate of Air Leakage Through Exterior Windows, Curtain Walls, and Doors.
 2. E 330: Standard Test Method for Structural Performance of Exterior Windows, Curtains Walls, and Doors by Uniform Static Air Pressure Difference.
 3. E 547: Standard Test Method for Water Penetration of Exterior Windows, Curtain Walls, and Doors by Cyclic Static Air Pressure Differential.
 4. E 774: Specification for Sealed Insulated Glass Units.
 5. C 1036: Standard Specification for Flat Glass.
 B. American National Standards Institute / National Wood Window and Door Association NWDA: I.S.4: Industry Standard for Water Repellent Preservative Treatment for Millwork.
 C. American Architectural Manufacturers Association / Window and Door Manufacturers Association (AAMA / WDMA): ANSI / AAMA / NWWDA 101 / I.S.2-97 Voluntary Specifications for Aluminum, Vinyl (PVC) and Wood Windows and Glass Doors and 101 / I.S.2 / NAFS-02 Voluntary Performance Specification for Windows, Skylights and Glass Doors.
 D. Window and Door Manufacturers Association (WMDA): 101 / I.S.2 WDMA Hallmark Certification Program.
 E. Sealed Insulating Glass Manufacturers Association / Insulating Glass Certification Council (SIGMA / IGCC).
 F. American Architectural Manufacturers Association (AAMA): AAMA 2605 Voluntary Specification for High Performance Organic Coatings on Architectural Extrusions and Panels.
 G. National Fenestration Rating Council (NFRC): 100: Procedure for Determining Fenestration Product Thermal Properties.

1.4 SYSTEM DESCRIPTION

- A. Design and Performance Requirements:
 1. Window Units shall be designed to comply with ANSI / AAMA / WDMA I.S.2-97 and 101 / I.S.2 / NAFS-02.
 a. Double Hung: H-LC30 up to 44 X 77.608 Inside Opening.
 b. Transom: TR-LC30 up to 44 X 23.051 Inside Opening.
 c. Picture: F-LC30 up to 68 X 77.608 Inside Opening.
 2. Air leakage shall not exceed the following when tested at 1.57 psf according to ASTM E 283: 0.30 cfm per square foot of frame.
 3. No water penetration shall occur when units are tested at the following pressure according to ASTM E 547: H-LC-30, TR-LC-30, and F-LC30 - 4.5 psf.
 4. Window assembly shall withstand the following positive or negative uniform static air pressure difference without damage when tested according to ASTM E 330: H-LC30, TR-LC-30 and F-LC30 - 45 psf.

1.5 SUBMITTALS

- A. Shop Drawings: Submit shop drawings under provisions of Section 01 33 23.
 B. Product Data: Submit catalog data under provisions of Section 01 33 23.
 C. Samples:
 1. Submit corner section under provisions of Section 01 33 23.
 2. Include glazing system, quality of construction, and specified finish.
 D. Quality Control Submittals: Submit manufacture's certifications indicating compliance with specified performance and design requirements under provisions of Section 01 33 23.



WOOD ULTIMATE INSERT DOUBLE HUNG

PRODUCT SPECIFICATION

1.6 QUALITY ASSURANCE

- A. Regulatory Requirements: Emergency Egress or Rescue: Comply with requirements for sleeping units of [IBC International Building Code] [BOCA Basic Building Code] [Southern Building Code] [Uniform Building Code] [_____].

1.7 DELIVERY

- A. Comply with provisions of Section 01 65 00.
B. Deliver in original packaging and protect from weather.

1.8 STORAGE AND HANDLING

- A. Prime or seal wood surfaces, including surface to be concealed by wall construction, if more than thirty (30) days will expire between delivery and installation.
B. Store window units in an upright position in a clean and dry storage area above ground and protect from weather under provisions of Section 01 66 00.

1.9 WARRANTY

- A. Windows shall be warranted to be free from defects in manufacturing, materials, and workmanship for a period of ten (10) years from purchase date.
B. Insulating glass shall be warranted against visible obstruction thru the glass caused by a failure of the insulating glass air seal for a period of twenty (20) years from the date of original purchase.

PART 2 PRODUCTS

2.1 MANUFACTURED UNITS

- A. Description: Wood Ultimate Insert [Double Hung] [Single Hung] [Stationary] units as manufactured by Marvin Windows and Doors, Warroad, Minnesota.

2.2 ALUMINUM CLAD WOOD ULTIMATE INSERT DOUBLE HUNG MATERIALS

- A. Frame: Finger jointed edge-glued pine head and side jambs with clear pine interior veneer [finger jointed edge glued mahogany head and side jambs with clear mahogany interior veneer] [finger jointed edge glued vertical grain Douglas fir head and side jambs with clear vertical grain Douglas fir interior veneer]. Finger jointed [clear] sill, kiln dried to a moisture content no greater than twelve (12) percent at the time of fabrication. Water repellent preservative treated in accordance with WDMA I.S.4. Frame thickness: 1 1/16 inch (17 mm) head and side jambs, 1 inch (25 mm) sill, 8 degree bevel, 1-7/16 inches (37 mm) flat sill available. Frame width: 4-9/16 inches (116 mm).
- B. Sash: Clear pine [mahogany] [vertical grain Douglas fir] kiln dried to a moisture content no greater than twelve (12) percent at the time of fabrication. Water repellent preservative treated in accordance with WDMA I.S.4. Sash thickness: 1-5/8 inches (41 mm) for double hung, 1-5/8 inches (41 mm) or 2 inches (51 mm) for picture units. Removable exterior glazing stops. Corners slot and tenoned. Operable sash tilt to interior for cleaning or removal.
- C. Glazing: Select quality complying with ASTM C 1036. Insulating glass SIGMA/IGCC certified to performance level CBA when tested in accordance with ASTM E 774.
1. Glazing method: [Insulating glass] [Altitude adjusted] [single glass]
 2. Glass type: [Clear] [Bronze] [Gray] [Reflective bronze] [Low E II] [Argon gas] [Tempered] [Obscure] [Laminated]
 3. Glazing seal: Silicone bedding, exterior and interior.
- D. Finish:
1. Interior / Exterior: [Treated bare wood] [Latex prime coat, white - available for pine wood species only].
- E. Hardware:
1. Balance system: Coil spring block and tackle with nylon cord and fiber filled nylon clutch.
 2. Jamb track: Vinyl extrusion. Color: [Beige] [White].
 3. Lock: High pressure zinc die-cast [solid brass] cam lock and keeper. Finish: Phosphate coated and electrostatically painted Satin Taupe [Bronze] [White] [Brass] [Satin Chrome] [Satin Nickel] [Antique Brass] [Oil rubbed Bronze].
- F. Weather-strip: Unit is weather-stripped at jambs with a foam type material for added long-term performance to seal against both the bottom sash and top sash stiles. The bottom sash has a weather-strip to seal against the sill, the top check rail has a weather-strip to seal against the bottom check rail, and the top rail seals against a weather-strip on the head-jamb parting stop. Stationary units: Continuous, bulb weather-strip at perimeter of sash, concealed slotted bulb weather-strip on exterior of sash, pile weather-strip on interior of blind stop, dual durometer bulb weather-strip at bottom rail. Color: Beige.



WOOD ULTIMATE INSERT DOUBLE HUNG

PRODUCT SPECIFICATION

- G. Insect Screens: Field installed [half screen] [full screen]. Half screen covers bottom sash opening. Screen cloth, 18 X 16 mesh; Charcoal fiberglass [Charcoal aluminum wire] [Black aluminum wire] [Bright aluminum wire] [Bright bronze wire]. Aluminum frame finish: Fluoropolymer modified acrylic topcoat applied over primer. Meets or exceeds AAMA 2605 requirements. Standard color: [Stone White] [Bronze] [Bahama Brown] [Pebble Gray] [Evergreen]. [Select color: [Ebony] [Arctic White] [Sierra White] [French Vanilla] [Desert Beige] [Wineberry] [Coconut Cream] [Cashmere] [Cadet Gray] [Cumulus Gray] [Sherwood Green] [Hampton Sage] [Cascade Blue] [Cobalt Blue]]. [Custom color - contact your Marvin representative]. Optional Charcoal High Transparency screen mesh (CH Hi-Tran) 20 x 20 fiberglass.
- H. Removable Grilles: [3/4 X 15/32 inch (19 mm X 12 mm)] [1-1/8 X 15/32 inch (29 mm by 12 mm)] Pine only.
1. Pattern: [Rectangular] [Custom lite layout].
 2. Finish: Match interior sash finish.
- I. Authentic Divided Lites (ADL): [7/8 inch (22 mm) single glaze pine [mahogany] [vertical grain Douglas fir] muntin] [1-11/16 inches (43 mm) insulating glass pine [mahogany] [vertical grain Douglas fir] muntin].
1. Pattern: [Rectangular] [Custom lite layout].
 2. Finish: Match sash finish.
- J. Simulated Divided Lites (SDL): [7/8 inch (22 mm) wide] [1 1/8 inch (29 mm) wide] [with internal spacer bars] pine [mahogany] [vertical grain Douglas fir] adhered to glass with double coated acrylic foam tape.
1. Pattern: [Rectangular] [Custom lite layout].
 2. Finish: Match sash finish.
- K. Grilles-between-the-glass (GBG): 11/16 inch (17 mm) white contoured aluminum bar. Optional flat aluminum spacer bar, contact your Marvin representative.

2.3 ACCESSORIES AND TRIM

- A. Installation Accessories:
1. Package of installation hardware consisting of:
 - a. Two 5/16 inch - #10 x 2 1/2 inch jamb jack screws
 - b. Four #7 x 2 inch Phillips pan head installation screws
 - c. Two jamb liner check rail pads
 - d. Four wood flat head plugs (interior)
 - e. Screen grommet(s)
 2. Sash lifts: High pressure zinc die-cast. Color: Satin Taupe [Bronze] [White] [Brass] [Satin Chrome] [Satin Nickel] [Antique Brass] [Oil Rubbed Bronze].
 3. Exterior trim

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verification of Conditions: Before installation, verify openings are plumb, square, and of proper dimension as required in Section 01 71 00. Report frame defects or unsuitable conditions to the General Contractor before proceeding.
- B. Acceptance of Conditions: Beginning of installation confirms acceptance of existing conditions.

3.2 INSTALLATION

- A. Comply with Section 01 73 00.
- B. Assemble and install window unit according to manufacture's instructions and reviewed shop drawings.
- C. Install sealant and related backing materials at perimeter of unit or assembly in accordance with Section 07 82 00 Joint Sealants. Do not use expansive foam sealant.
- D. Install accessory items as required.

3.3 CLEANING

- A. Remove visible labels and adhesive residue from glass according to manufacture's instructions.
- B. Leave windows and glass in a clean condition. Final cleaning as required in Section 01 74 00.

3.4 PROTECTING INSTALLED CONSTRUCTION

- A. Comply with Section 01 76 00.
- B. Protect windows from damage by chemicals, solvents, paint, or other construction operations that may cause damage.



WOOD ULTIMATE INSERT DOUBLE HUNG

EGRESS / NFRC VALUES

MINIMUM EGRESS REQUIREMENTS	
Inside Opening Width	Inside Opening Height
26	84 1/16 (2135)
28	78 (1981)
30	72 15/16 (1853)
32	68 9/16 (1741)
34	64 3/4 (1645)
36	61 7/16 (1561)
38 or greater	58 7/16 (1484) or greater

International Building Code - 2000

Section 1009 Emergency Escape and Rescue

1009.2 Minimum size: Emergency escape and rescue openings shall have a minimum net clear opening of 5.7 square foot (0.53m²). Exception: The minimum net clear opening for emergency escape and rescue openings on the ground level at grade is 5.0 square foot (0.46m²).

1009.2.1 Minimum dimensions: The minimum net clear opening height dimension shall be 24 inches (610 mm). The net clear opening width dimension shall be 20 inches (508 mm). The net clear opening dimensions shall be the result of normal operation of the opening.

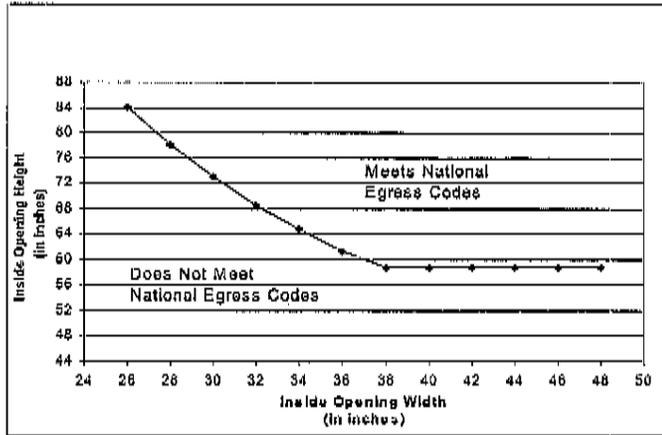
1009.3 Maximum height from the floor: Emergency escape and rescue opening shall have the bottom of the clear opening not greater than 44 inches (1118 mm) measured from the floor.

1009.4 Operational constraints: Emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools. Bars, grilles, grates, or similar devices are permitted to be placed over emergency escape and rescue openings provided the minimum net clear opening size complies with Section 1009.2 and such devices shall be releasable or removable from the inside without the use of a key, tool, or force greater than that which is required for normal operation of the escape and rescue opening.

Code restrictions may vary depending on your local building codes.

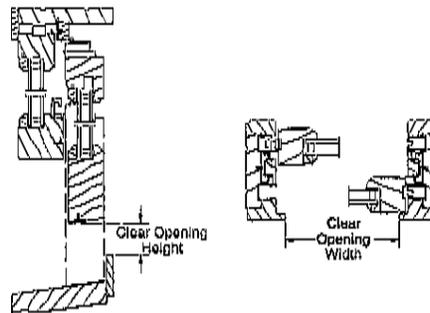
Note: Refer to page 2.1 for inside opening illustration.

WINDH EGRESS GUIDELINES



* When installed in accordance to recommended measuring and installation guidelines, these sizes meet national egress codes for fire evacuation. Local codes may differ.

WINDH EGRESS MEASUREMENTS



CERTIFIED NFRC UNIT VALUES					
WOOD ULTIMATE INSERT DOUBLE HUNG	U-FACTOR	R-VALUE	SHGC	VLT	ENERGY STAR
WOOD ULTIMATE INSERT DOUBLE HUNG / SINGLE HUNG					
Size Tested	47 x 59	47 x 59	47 x 59	47 x 59	
Insulating glass	0.46	2.17	0.35	0.56	-
Insulating glass - SDL	0.46	2.17	0.46	0.51	-
Insulating glass - SDL with spacer bars	0.46	2.17	0.46	0.51	-
Insulating Low E II glass	0.33	3.03	0.30	0.51	N, NC, SC, S
Insulating Low E II glass - SDL	0.33	3.03	0.27	0.45	N, NC, SC, S
Insulating Low E II glass - SDL with spacer bars	0.34	2.84	0.27	0.45	N, NC, SC, S
Insulating Low E II glass - Argon	0.30	3.33	0.29	0.51	N, NC, SC, S
Insulating Low E II glass - Argon, SDL	0.30	3.33	0.26	0.45	N, NC, SC, S
Insulating Low E II glass - Argon, SDL with spacer bars	0.31	3.23	0.26	0.45	N, NC, SC, S

Product Values are determined using the National Fenestration Rating Council Procedures for determining fenestration product values.
 U-Value: (Btu/h-ft²-°F) Lower the U-value, the greater the resistance to heat flow and better its insulating value.
 R-Value: (U-Value) higher the R-Value, the greater the resistance to heat flow and better its insulating value.
 VLT: Visible Light Transmittance - Percentage of visible light transmitted through the unit.
 SHGC: Solar Heat Gain Coefficient: The lower a window's SHGC, the less solar heat it transmits, and the greater its shading ability.
NOTE: Capillary tubes are required for IG units at high elevations. Argon will not be furnished in units with capillary tubes.
 Contact the Architectural Department Hotline at (800-346-3363) for additional NFRC Values.



WOOD ULTIMATE INSERT DOUBLE HUNG

OPERATOR GUIDELINES / WINDH MEASUREMENT CONVERSIONS

Glazing Type	Operator Size Guidelines				Glass Size Maximum Square Feet per Sash
	Inside Opening Width		Inside Opening Height		
	Minimum	Maximum	Minimum	Maximum	
Insulating Glass	13 3/4" (349)	48" (1219)	23 21/32" (601)	85 19/32" (2174)	10 sq. feet (.93) sq. meters

Note: Units with 3/16" tinted glass have a 9 (.84) sq. ft. maximum glass size per sash.

Note: Some restrictions may apply. Contact your Marvin representative.

WINDH Measurement Conversions		
From Daylight Opening to:	Width	Height
Bottom Sash OM	+3 17/32" (90)	+5 11/16" (144)
Top Sash OM	+3 17/32" (90)	+3 7/8" (99)
Glass OM	+1 1/16" (27)	+1 1/16" (27)
Screen OM	+4 31/32" (126)	DLO + DLO +9 9/32" (236)
Grille	order by DLO	order by DLO

WINDH Measurement Conversions			
From Inside Opening to:	Width	*Height Flat Bottom Frame	*Height 8 Degree Frame Bevel
Bottom Sash OM	-3 9/32" (89)	-10 9/32" (261) ÷ 2 + 5 11/16" (144)	-9 27/32" (250) ÷ 2 + 5 11/16" (144)
Top Sash OM	-3 9/32" (89)	-10 9/32" (261) ÷ 2 + 3 7/8" (99)	-9 27/32" (250) ÷ 2 + 3 7/8" (99)
Daylight Opening	-6 13/16" (173)	-10 9/32" (261) ÷ 2	-9 13/16" (249) ÷ 2
Glass OM	-5 3/4" (146)	-8 5/32" (207) ÷ 2	-7 23/32" (196) ÷ 2
Screen OM	-1 27/32" (47)	-1" (25)	-9/16" (14)
Frame OM @ Interior	-3/8" (10)	-1/4" (6)	-1/4" (6)
Frame OM @ Exterior	-3/8" (10)	-1/4" (6)	+3/16" (5)

* If the existing sill is less than 8 degrees the replacement unit will be manufactured with a flat bottom. If the angle of the existing sill is 8 degrees or greater the unit will be made with an 8 degree frame bevel.



WOOD ULTIMATE INSERT DOUBLE HUNG

TRANSOM GUIDELINES / WINDT MEASUREMENT CONVERSIONS

Glazing Type	Transom Size Guidelines				Glass Size Maximum Square Feet
	Inside Opening Width		Inside Opening Height		
	Minimum	Maximum	Minimum	Maximum	
Insulating Glass	13 3/4" (349)	48" (1219)	13 1/8" (333)	23" (584)	5 sq. feet (.46) sq. meters

Note: Some restrictions may apply. Contact your Marvin Representative.

WINDT Measurement Conversions		
From Daylight Opening to:	Width	Not affected by sill type
		Height
Sash OM	+3 17/32" (90)	+4 11/32" (110)
Glass OM	+1 1/16" (27)	+1 1/16" (27)
Grille	order by DLO	order by DLO

WINDT Measurement Conversions			
From Inside Opening to:	Width	*Height Flat Bottom Frame	*Height 8 Degree Frame Bevel
Sash OM	-3 9/32" (83)	-2 11/32" (60)	-1 29/32" (48)
Daylight Opening	-6 13/16" (173)	-6 11/16" (170)	-6 1/4" (159)
Glass OM	-5 3/4" (146)	-5 5/8" (143)	-5 9/16" (132)
Frame OM @ Interior	-3/8" (10)	-1/4" (6)	-1/4" (6)
Frame OM @ Exterior	-3/8" (10)	-1/4" (6)	+3/16" (5)

* If the existing sill is less than 8 degrees the replacement unit will be manufactured with a flat bottom. If the angle of the existing sill is 8 degrees or greater the unit will be made with an 8 degree frame bevel.



WOOD ULTIMATE INSERT DOUBLE HUNG

PICTURE GUIDELINES / WINDP MEASUREMENT CONVERSIONS

Glazing Type	Picture Size Guidelines				Glass Size Maximum Square Feet
	Inside Opening Width		Inside Opening Height		
	Minimum	Maximum	Minimum	Maximum	
Insulating Glass 1" (25)	13 5/8" (346)	68" (1727)	14 7/32" (361)	85 19/32" (2174)	34 sq. feet (3.16) sq. meters

Note: Some restrictions may apply. Contact your Marvin Representative.

WINDP Measurement Conversions		
From Daylight Opening to:	Width	Not affected by sill type
		Height
Sash OM	+4 7/8" (124)	+5 21/32" (144)
Glass OM	+1 3/16" (30)	+1 3/16" (30)
Grille	order by DLO	order by DLO

WINDP Measurement Conversions			
From Inside Opening to:	Width	*Height Flat Bottom Frame	*Height 8 Degree Frame Bevel
Sash OM	-1 15/16" (49)	-2 1/4" (57)	-1 13/16" (46)
Daylight Opening	-6 13/16" (173)	-7 29/32" (201)	-7 15/32" (190)
Glass OM	-5 5/8" (143)	-6 23/32" (171)	-6 9/32" (160)
Frame OM @ Interior	-3/8" (10)	-1/4" (6)	-1/4" (6)
Frame OM @ Exterior	-3/8" (10)	-1/4" (6)	+3/16" (5)

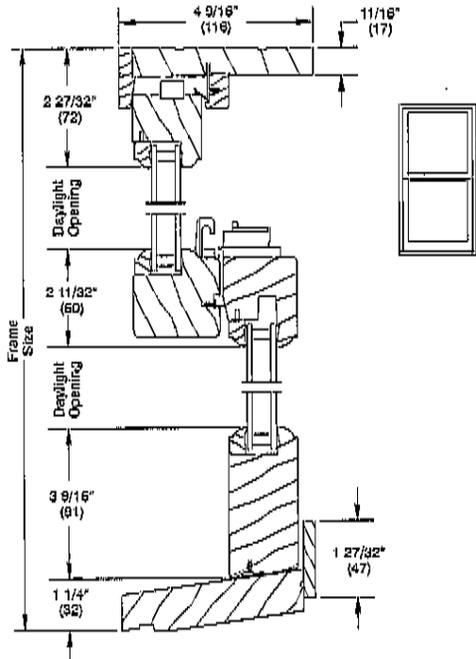
* If the existing sill is less than 8 degrees the replacement unit will be manufactured with a flat bottom. If the angle of the existing sill is 8 degrees or greater the unit will be made with an 8 degree frame bevel.



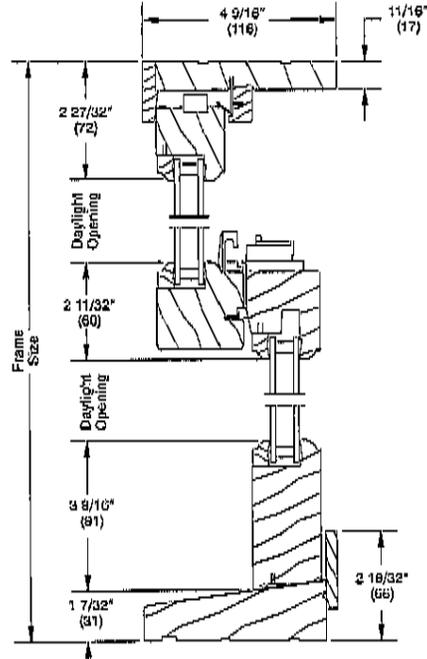
WOOD ULTIMATE INSERT DOUBLE HUNG

SECTION DETAILS: OPERATOR

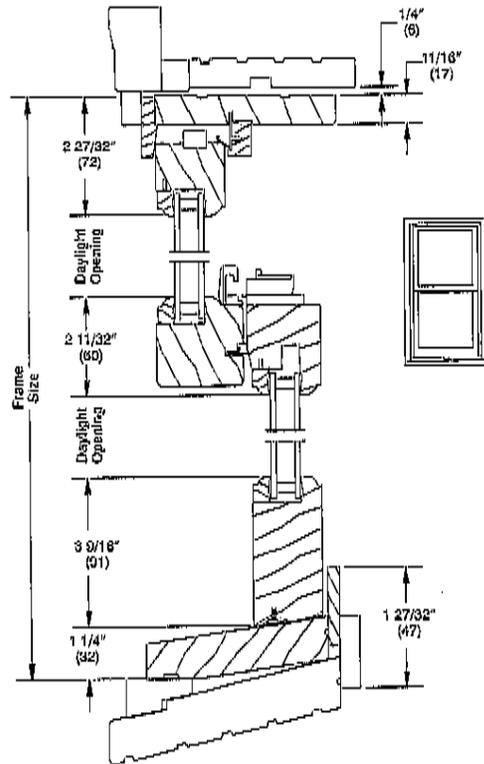
SCALE: 3" = 1' 0"



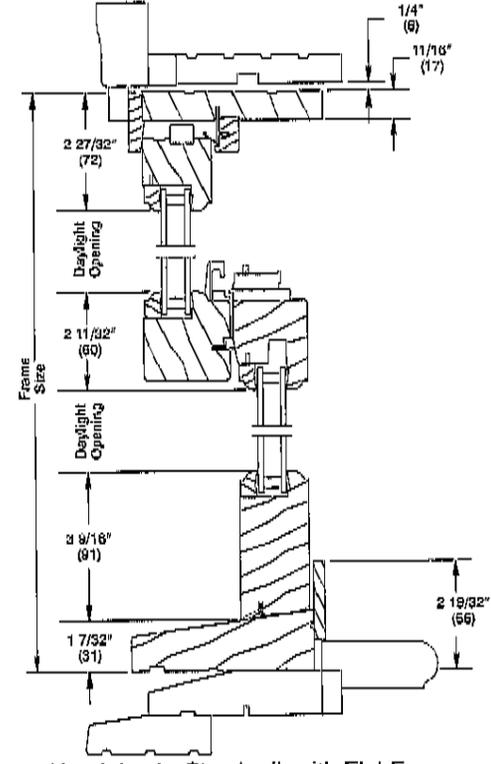
Head Jamb, Checkrail, with Beveled Frame



Head Jamb, Checkrail, with Flat Frame



Head Jamb, Checkrail, with Beveled Frame installed in existing frame



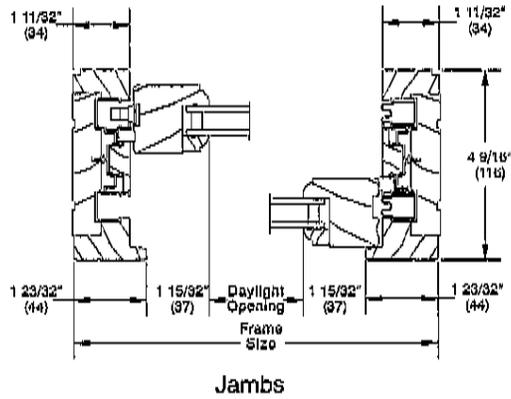
Head Jamb, Checkrail, with Flat Frame installed in existing frame



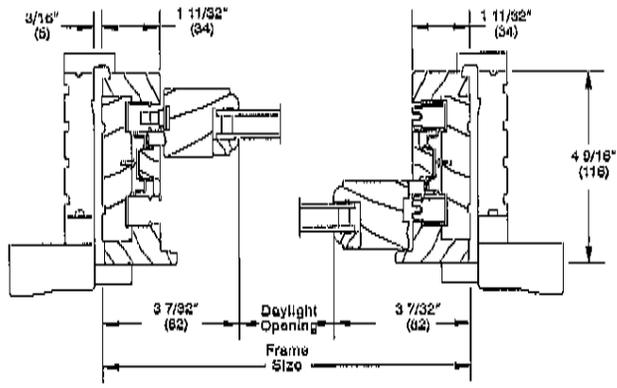
WOOD ULTIMATE INSERT DOUBLE HUNG

SECTION DETAILS: OPERATOR

SCALE: 3" = 1' 0"



Jambs



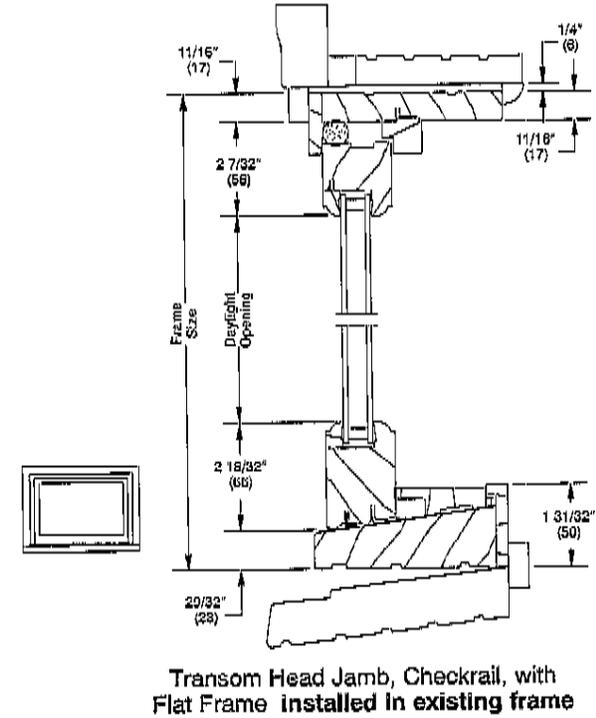
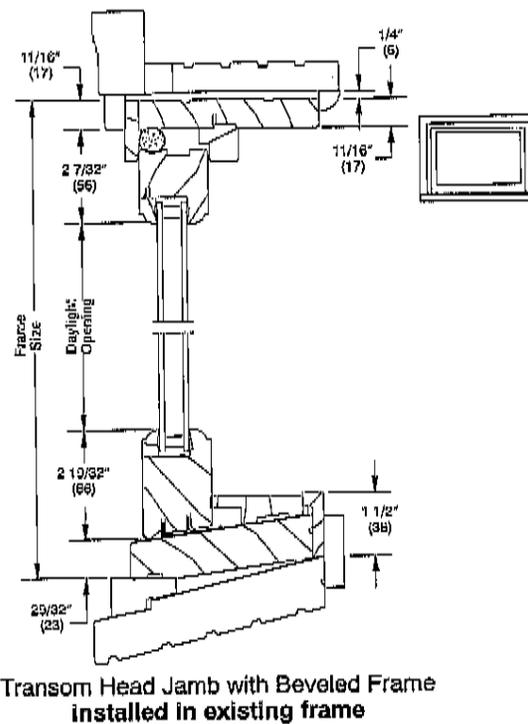
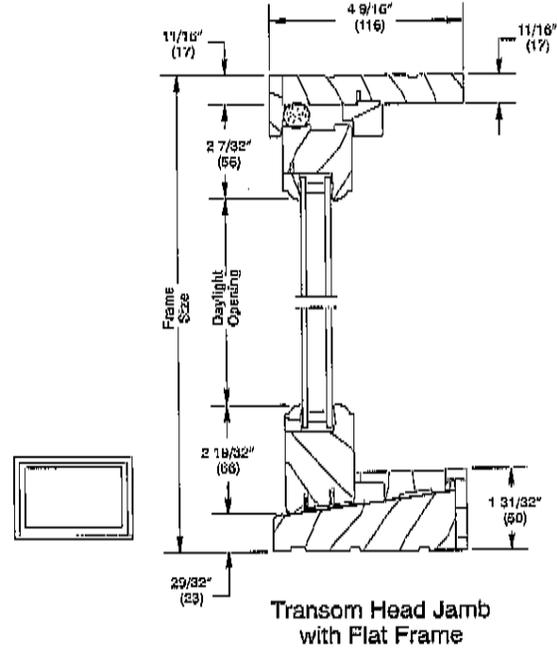
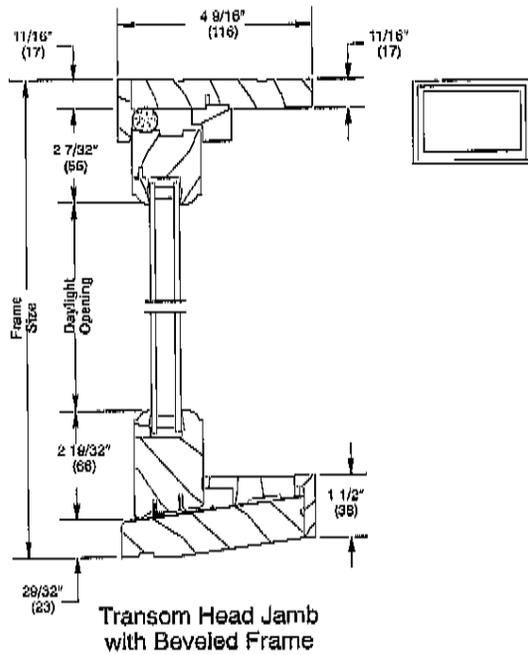
Jambs installed in existing frame



WOOD ULTIMATE INSERT DOUBLE HUNG

SECTION DETAILS: TRANSOM

SCALE: 3" = 1' 0"

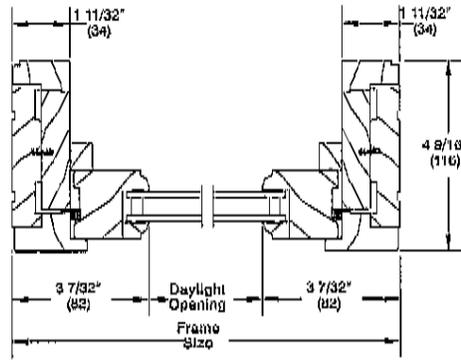




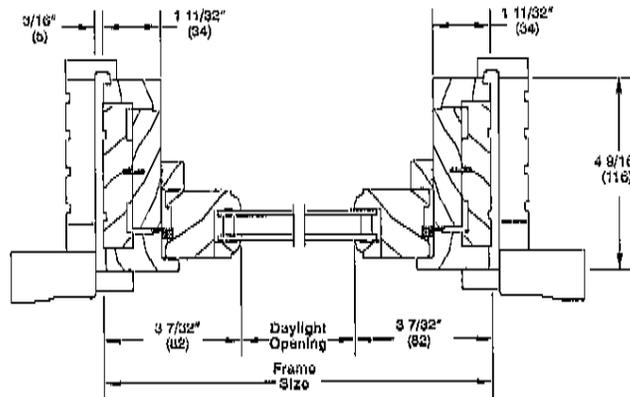
WOOD ULTIMATE INSERT DOUBLE HUNG

SECTION DETAILS: TRANSOM

SCALE: 3" = 1' 0"



Transom Jamb



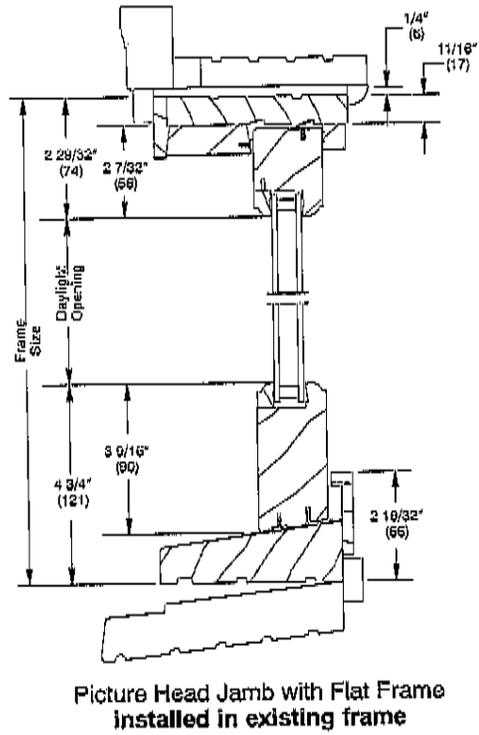
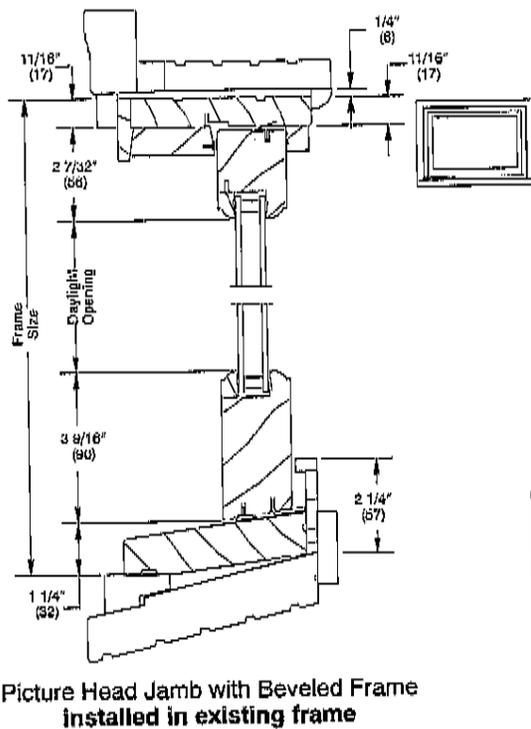
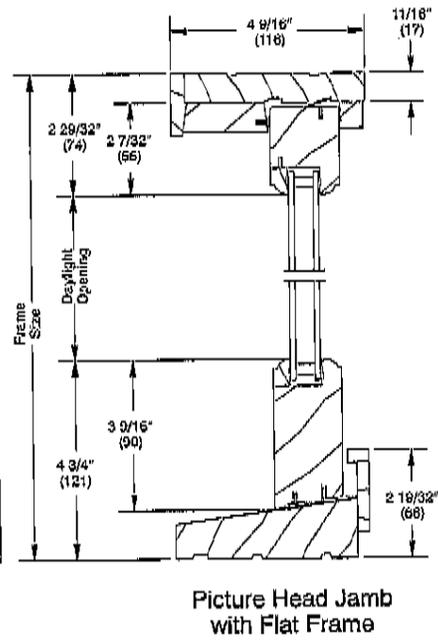
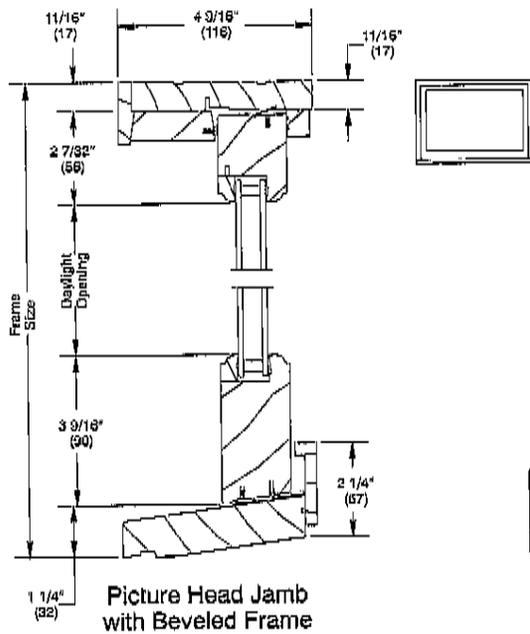
Transom Jamb installed in existing frame



WOOD ULTIMATE INSERT DOUBLE HUNG

SECTION DETAILS: PICTURE

SCALE: 3" = 1' 0"

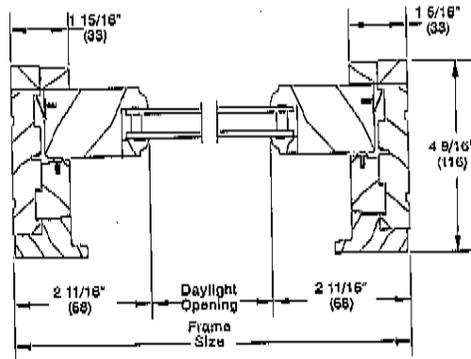




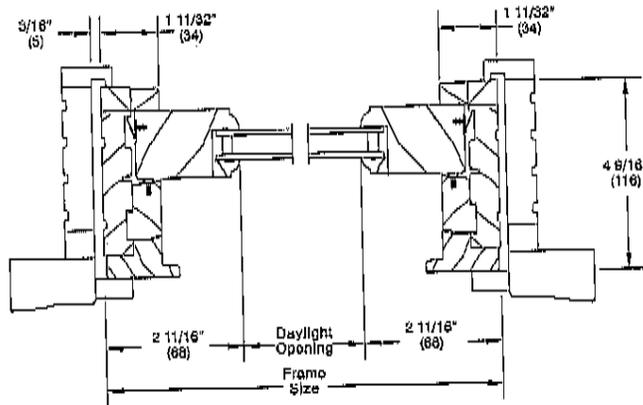
WOOD ULTIMATE INSERT DOUBLE HUNG

SECTION DETAILS: PICTURE

SCALE: 3" = 1' 0"



Picture Jamb

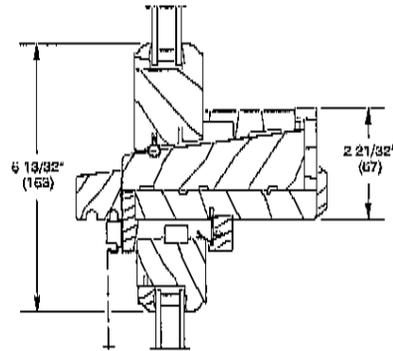


Picture Jamb installed in existing frame

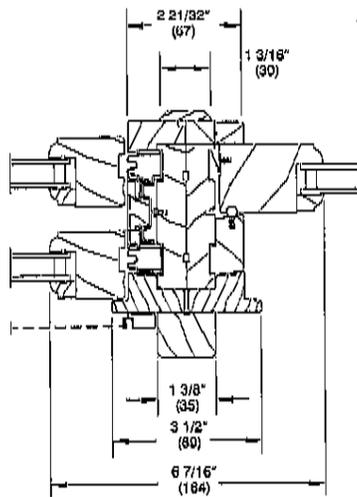


WOOD ULTIMATE INSERT DOUBLE HUNG

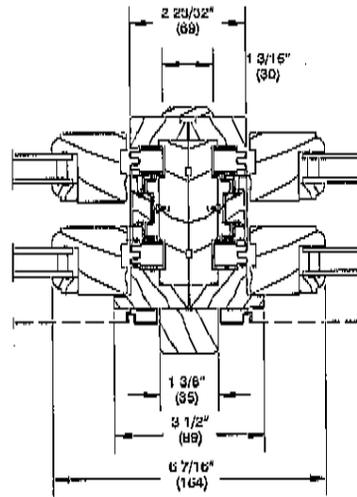
SECTION DETAILS: MULLIONS NOT TO SCALE



TRANSOM/OPERATOR
WINDH Horizontal Mullion



OPERATOR/PICTURE
WINDH Vertical Mullion



OPERATOR/OPERATOR
WINDH Vertical Mullion

NOTE:

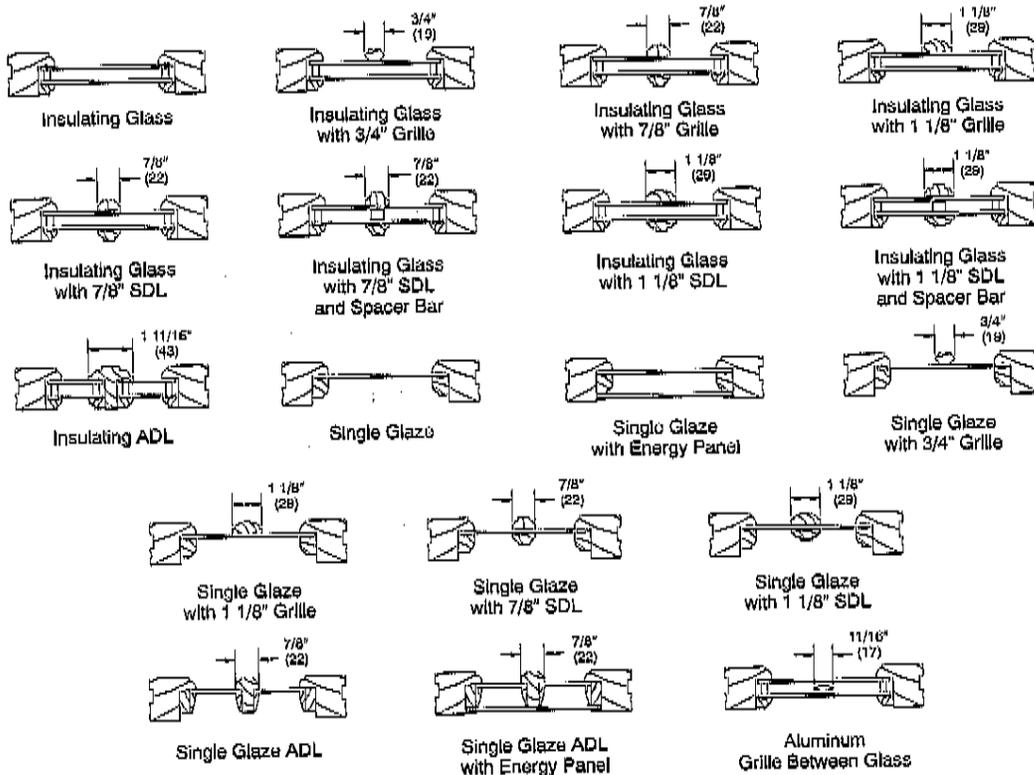
Factory mulling options available for multiple assemblies up to inside opening sizes of 72" (1829) x 72" (1829). Contact your Marvin representative for additional information or special requests.



WOOD ULTIMATE INSERT DOUBLE HUNG

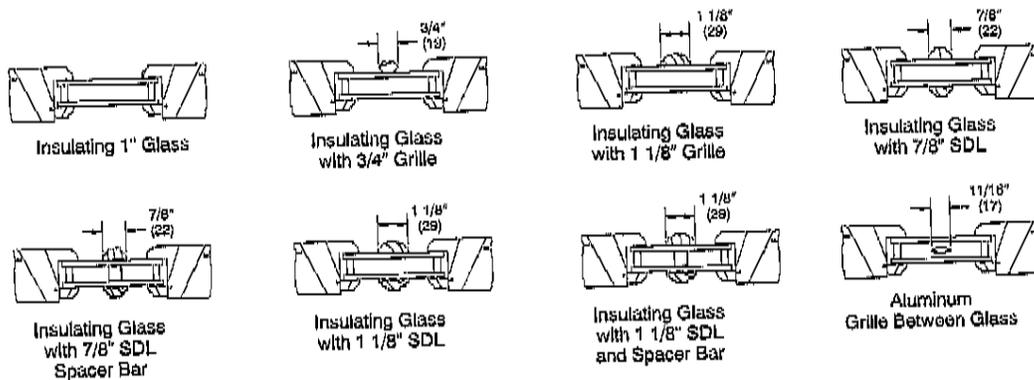
SECTION DETAILS: DIVIDED LITE OPTIONS NOT TO SCALE

Operator and Transom



Picture Sash

NOTE:
Picture sash available in 1-5/8" and 2" sash thickness (2" picture sash not available in ADL).

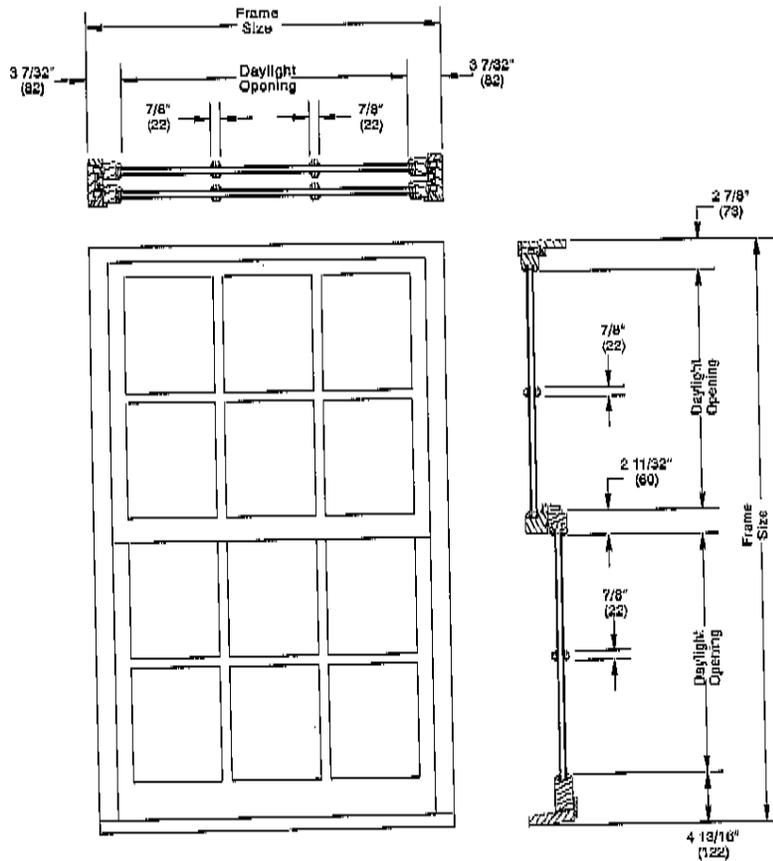


NOTE:
Grille = Removable interior divider
SDL = Simulated divided lite



WOOD ULTIMATE INSERT DOUBLE HUNG

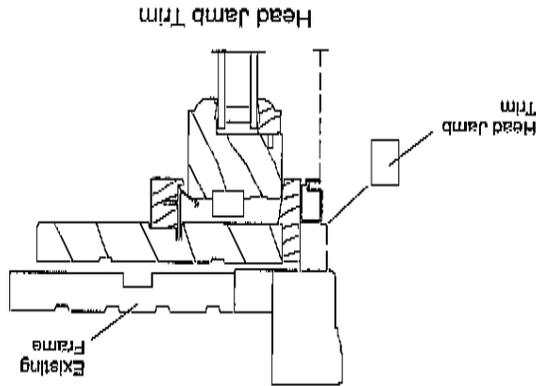
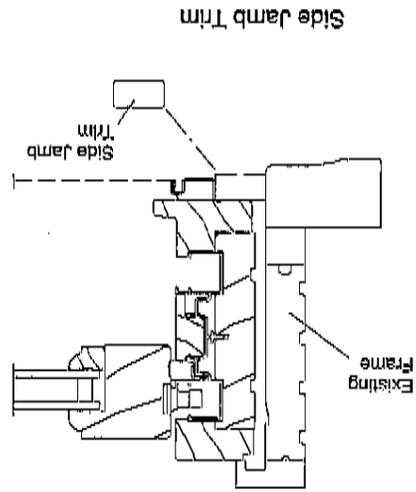
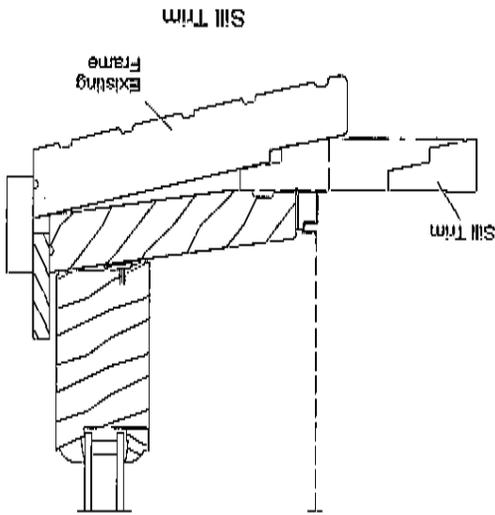
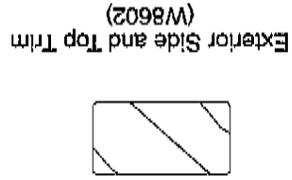
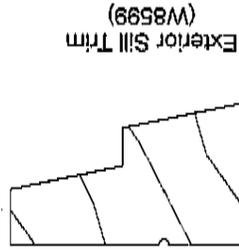
DAYLIGHT OPENING CONVERSIONS NOT TO SCALE



NOTE:
For additional information on individual daylight openings please contact your Marvin representative.

37.18

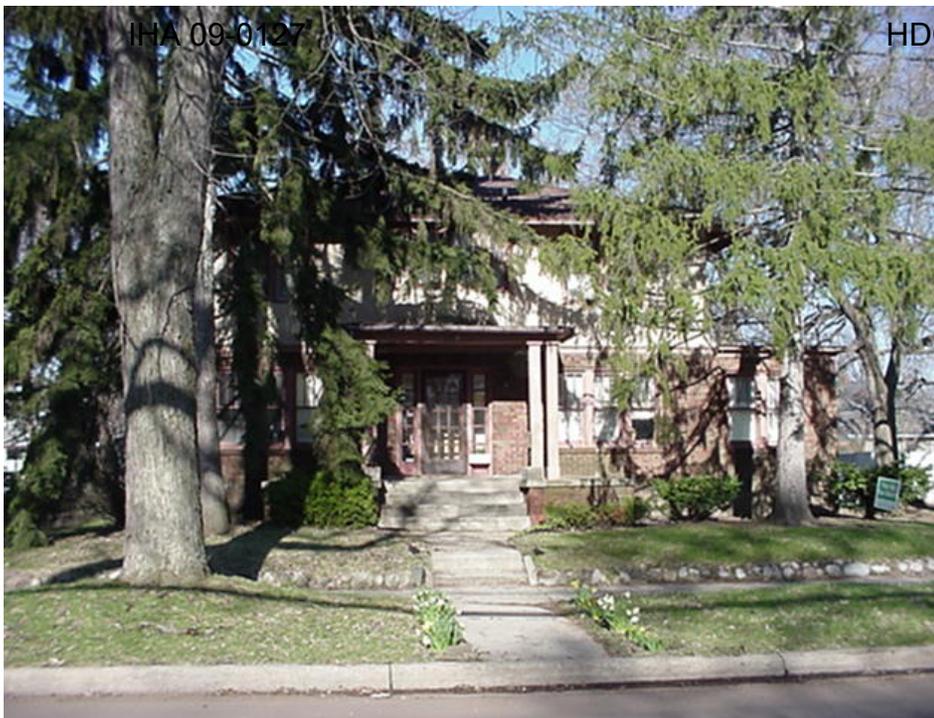
11/03



TRIM KIT
NOT TO SCALE



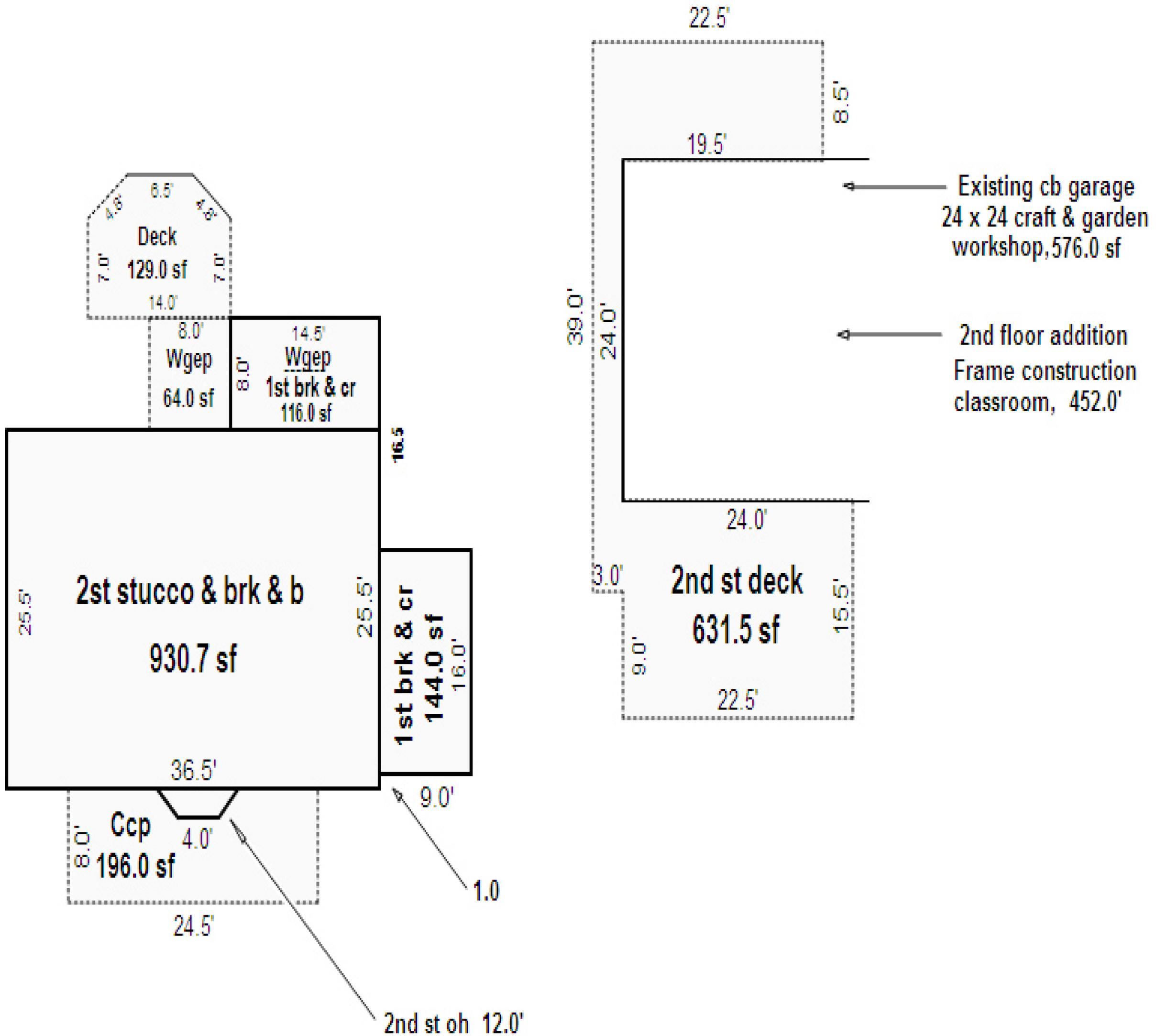
WOOD ULTIMATE INSERT DOUBLE HUNG



- 1. **609 Elm** – April 16, 2009 ^^ Front/east
- 2. South end – first & second floors

- 3. Southwest corner, second floor
- 4. West side, south end, second floor







1. **609 Elm** – (photos April 27, 2009)
2. Hall window – single second floor window in photos 3 & 4

3. Left window of the pair or windows in photo 3 & 4
4. Hall window without sliding screen





**Community Planning and Development
Historic District Commission**

Development Center
445 West Michigan
Kalamazoo, MI 49007
Telephone: (269) 337-8804
FAX (269) 337-8513

July 22, 2009

Sir Home Improvements
Attn: Frank Mumford
12849 US 131
Schoolcraft, MI 49087

Frank,

First let me thank you for attending the Historic District Commission meeting on Tuesday July 21st. Dr. Baraka-Love has contacted me by telephone today and the review of her proposed window replacement will take place at the Historic District Commission meeting on Tuesday August 18th, 2009. The meeting begins at 5:00 pm and her review hearing is first on the agenda.

Please allow me a moment to review the state law and local ordinance that the Kalamazoo Historic District Commission operates under:

1. Historic districts in Michigan are established under Public Act 169 originally passed into law in 1970 and amended in 1992. Kalamazoo's first historic district was established in 1973 on West South Street. Today there are 2075 historic properties located in Kalamazoo's six neighborhood historic districts and nine properties listed as single resource historic districts (one to two buildings)
2. PA 169 requires every Historic District Commission in Michigan to base their decisions on the Secretary of the Interior's Standards for Rehabilitation (See the attached page) In addition the City of Kalamazoo Code of Ordinance requires the same standards be used for decision making.
 - a. The Secretary of the Interior's Standards state in Standard #2: *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
 - b. The Secretary of the Interior's Standards state in Standard #6: *"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."*

The Kalamazoo Historic District Commission is charged with preserving the historic character of the locally designated historic districts by reviewing all changes to the exterior of buildings. The Standards and Guidelines are available on the City website at www.kalamazoocity.org/localhistoricdistricts . The section of the Kalamazoo Historic

District Standards and Guidelines for Rehabilitation dealing with windows is also in this packet. (Along with the extra "Sir Home Improvement folders)

The Historic District Commission is expected to review the proposed work on a designated historic resource. To do this they need a complete application defining the existing conditions – which includes the enclosed two-page window replacement worksheet. I have the photos I took when I visited the Baraka-Love home in late April. If you could forward the digital photos you took to me at ferraros@kalamazoo-city.org , I would appreciate it.

Enclosed with this letter are some reading material for you on replacement windows as they are viewed by the preservation community. I think the Lawrence Livermore study is especially interesting.

Sincerely,

Sharon Ferraro
Historic Preservation Coordinator

Ferraro, Sharon

From: Baker, Rhonda [RBaker@ci.grand-rapids.mi.us]
Sent: Wednesday, August 19, 2009 2:56 PM
To: Ferraro, Sharon
Subject: RE: Window replacement in Cherry Hill

Hi Sharon,

The house in question is in the Fairmount Square Local Historic District. The house in question was also a tax credit project so it received SHPO review as well.

They were approved to replace all the windows by both SHPO and HPC as the current condition of the existing windows required nearly all of them be replaced. The new windows had to replicate the existing in design, dimensions, profiles and materials (they could be double paned).

We did not require storms, it was their choice to install the hybrid wood storms. The replacement windows were to match the existing so there is no need hide them. The owner brought forward a request to install the new quasi wood storm windows and the HPC found them to be appropriate.

Rhonda Baker
Historic Preservation Specialist
City Planning Department
616-456-3451
rbaker@grcity.us

-----Original Message-----

From: Ferraro, Sharon [mailto:ferraros@kalamazoocity.org]
Sent: Wednesday, August 19, 2009 8:57 AM
To: Baker, Rhonda
Subject: Window replacement in Cherry Hill

Hi - at yesterday's HDC meeting a representative of Marvin Windows brought a photo of a house he identified as being in the Cherry Hill historic district in Grand Rapids. (attached) Since neither the Marvin rep or the contractor proposing to install the windows understood the difference between a local historic district and a National Register Historic District - or just an old house - I was hoping you could clarify the matter for me.

(The motion failed on a technicality so the applicant will be back next month.)

So is this house in Cherry Hill and if it is, did the commission put any conditions on the installation of replacement windows- like requiring wooden screens/storms?

Thanks

Sharon

CONFIDENTIALITY NOTICE: This email message and any attachments are for the sole use of the intended recipients and may contain proprietary and/or confidential information which may be privileged or otherwise protected from disclosure. Any unauthorized review, use, disclosure or copying/distribution is prohibited. If you are not the intended recipient (nor agent-for, or employee-of intended recipient), please advise the sender by reply email and destroy the original message and any versions of the message as well as any attachments to the message.

IHA 09-0127

HDC 09/15/09

ITEM A

*GR histaint
rental*

*insert into
wood
storm*



IHA 09-0127

HDC 09/15/09

ITEM A

Ferraro, Sharon

From: Richard Neumann [r.neumann.arch@sbcglobal.net]
Sent: Friday, August 21, 2009 9:30 AM
To: Ferraro, Sharon
Subject: Re: Marvin Replacement windows in the Gas Light district??

Hi Sharon -

Yes, it is the former Ray and Martha Bay house, neighbors of mine, just one block down the street! After he passed away she sold the house to a builder / developer who has renovated it as professional office space (it is just across the street from the county courthouse); he did a good job - and it did win a Heritage award in the annual Petoskey Regional Chamber of Commerce Architectural Awards Program. The windows (or at least most of them) were replaced with Marvin aluminum clad units - they departed from the original window configurations a little, but generally it was well done. They did use Marvin's replacement window system - ie. removed sashes and stops, then popped new units in the openings (so the new glass area is slightly smaller). The building is in a National Register historic district, not a local district (as Petoskey is not a CLG and has not created a historic district commission). So, there were no standards the renovation had to meet.

I hope this helps - Rick

From: "Ferraro, Sharon" <ferraros@kalamazoocity.org>
To: r.neumann.arch@sbcglobal.net
Sent: Wednesday, August 19, 2009 10:27:58 AM
Subject: Marvin Replacement windows in the Gas Light district??

Hi Rick - at last night's Historic District Commission meeting the installation of Marvin replacement windows in the historic district was postponed on a technicality. The owner and contractor will be back next month to try again (the motion failed - there was no actual denial)

At that meeting the Marvin windows rep showed the commission photos of a house he identified as being in the Gas Light historic district in Petoskey. Amy Arnold suggested I contact you and see what you can tell me about the window installation. Since neither the Marvin rep or the contractor proposing to install the windows understood the difference between a local historic district and a National Register Historic District - or just an old house - I also want to verify what kind of district the house is in and if the commission placed any conditions on the installation.

Can you give me a little background? The Marvin rep said that the rehabilitation of this house - which he stated was slated for demolition - received an award from the Chamber of Commerce. I have attached a photo of the house.

Thanks!!

Sharon Ferraro
 Historic Preservation Coordinator
 Downtown Design Review Coordinator
 City of Kalamazoo Development Center
 445 West Michigan, Suite 101
 Kalamazoo, MI 49007
 (269) 337-8804 phone
 (269) 337-8513 fax
ferraros@kalamazoocity.org
www.kalamazoocity.org

CONFIDENTIALITY NOTICE: This email message and any attachments are for the sole use of the intended recipients and may contain proprietary and/or confidential information which may be privileged or otherwise protected from disclosure. Any unauthorized review, use, disclosure or copying/distribution is prohibited. If you are not the intended recipient (nor agent-for, or employee-of intended recipient), please advise the sender by reply email and destroy the original message and any versions of the message as well as any attachments to the message.

Ferraro, Sharon

From: Amy Arnold [ArnoldA@michigan.gov]
Sent: Wednesday, August 19, 2009 9:53 AM
To: Ferraro, Sharon
Subject: Re: Contact info for the Petoskey Historic District

According to our records, Petoskey does not have a historic district ordinance. I remember working with a student from Chicago Art Institute, Amanda Norcross, who was from Petoskey and was using HP/LHD for her final project. That was in 2006. From my emails she seemed to think that there was little interest in LHD designation and more interest in an overlay zone. I do not know the outcome but have no ordinance on file. I checked sites on line and did not see anything on a residential or Gas light HD either. Your best bet might be to contact the Petoskey planning office or Richard Neuman who I think advises the city in HP issues. r.neumann.arch@sbcglobal.net

Amy L. Arnold
Preservation Planner
Michigan Historical Center-SHPO
702 W. Kalamazoo
Box 30740
Lansing, MI 48909-9240
ArnoldA@michigan.gov
Phone: 517-335-2729
FAX: 517-335-0348
www.michigan.gov/shpo

MAINTENANCE IS PRESERVATION

Stretch your summer by visiting our Pure Michigan destinations and the special Roadside Attractions exhibit in Lansing. Discover your connections at www.michiganhistory.org.

>>> "Ferraro, Sharon" <ferraros@kalamazoocity.org> 8/19/2009 9:05 AM >>>

Hi Amy - at last night's Historic District Commission meeting the installation of Marvin replacement windows in the historic district lost on a technicality. The owner and contractor will be back next month to try again (the motion failed - there was no actual denial)

At that meeting the Marvin windows rep showed the commission photos of a house he identified as being in the Gas Light historic district in Petoskey. I would like to contact the folks in Petoskey and find out if/when the replacements were approved. Since neither the Marvin rep or the contractor proposing to install the windows understood the difference between a local historic district and a National Register Historic District - or just an old house - I also want to verify what kind of district the house is in and if the commission placed any conditions on the installation.

So can you get me contact info for Petoskey? I have attached a photo of the house.

Sharon Ferraro
Historic Preservation Coordinator
Downtown Design Review Coordinator
City of Kalamazoo Development Center
445 West Michigan, Suite 101
Kalamazoo, MI 49007
(269) 337-8804 phone
(269) 337-8513 fax
ferraros@kalamazoocity.org
www.kalamazoocity.org

CONFIDENTIALITY NOTICE: This email message and any attachments are for the sole use of the intended recipients and may contain proprietary and/or confidential information which may



From Robb McKay, Michigan State Historic Preservation Office
(Architectural Historian) 08-17-09

If we could, let's step back a moment and reflect on the larger context within which "The Standards" are applied and exactly which standards we are applying. By law SHPO's through out the country (and the NPS) are obligated to apply the Secretary of the Interiors Standards for Rehabilitation (here after referred to as The Standards) 36CFR67. The Standards are ten broadly worded statements of philosophy. For the most part they do not stipulate specific actions, but rather specific decision-making processes. No one of them is more important than the other. Each carries equal weight.

The next critical issue to keep in mind is that there is a legal definition of "Rehabilitation." As with The Standards, SHPO's and the NPS are obligated to live by this definition. 36CFR67.2 provides that:

"Rehabilitation means the process of returning a building or buildings to a state of utility, through repair or alteration, which makes possible an efficient use while preserving those portions and features of the building and its site and environment which are significant to its historic, architectural, and cultural values as determined by the Secretary."

Several key points to keep in mind are that:

- 1) Rehabilitation is a process not a static activity.
- 2) Both repair and alteration are expected.
- 3) The building is being returned to a state of efficient utility.
- 4) We must look at the building and its site and environment.
- 5) The Secretary of the Interior's is the ultimate authority.
- 6) The National Park Service has been charged with disseminating the determinations of the Secretary.

Windows are only one of the components that create the over all character of a building. Their treatment is reviewed against The Standard in the context of the entire building, its overall character, condition and significance. While they are important they cannot and should not be "the" issue that drives the decisions about a project.

The NPS has made it very clear that they will accept window replacement as a component of a certified rehabilitation project.

Like it or not, right or wrong, for good or for bad, replacement has been, is, and will continue to be, a part of an overall rehabilitation strategy. Whether it is windows, plaster, mechanical systems, roofing materials, interior or exterior finish materials, the goal of the rehabilitation must be to maintain the character of the property and those characteristics with make it eligible for listing in the National Register.

Rather than getting all wrapped up in one specific detail of a project, we need to make sure we are not accepting other compromises to the detriment of the building in particular or preservation as a movement.

Respectfully Yours, Robbert McKay, Historical Architect
State Historic Preservation Office, Michigan Historical Center
Department of History, Arts and Libraries P.O. Box 30740
702 W. Kalamazoo St., Lansing, MI 48909-8240 Phone: (517) 335-2727
e-mail: McKayR@Michigan.gov URL: www.michigan.gov/shpo



Department of Planning and Community Development
Kalamazoo Historic District Commission

Development Center - 445 West Michigan
Kalamazoo, Michigan 49007
Telephone (269) 337-8804
FAX (269) 337-8513
ferraros@kalamazoozcity.org

APPLICATION FOR PROJECT REVIEW

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 203 E. MICHIGAN
Applicant: NEVION NAVE, AM. AVE
Mailing Add: 100 N. EDWARDS ST.
City State & Zip: KALAMAZOO MI
Phone: 269-240 49007
Fax: 262-298 1258
Email: nave-nave@a.com

Historic District: HAM MARKET
Owner: DEBBY WISSNER
Mailing add: 203 E. MICHIGAN
City, State Zip: KAZOO 49007
Phone: 344-2404
Fax: WWW.
Email: MICHIGAN EVENING NEWS.COM

Application Checklist: (Incomplete applications will be held until the next review meeting.)	
<input checked="" type="checkbox"/>	Drawings 11x17 or smaller.
<input checked="" type="checkbox"/>	Measurements of existing building work location
<input checked="" type="checkbox"/>	Measurements of addition/change
<input checked="" type="checkbox"/>	Materials list
<input type="checkbox"/>	Site plan including north arrow
<input type="checkbox"/>	Other

Proposed Work: Use additional sheets to describe work if necessary
RENOVATE 3 FACADES: SOUTH, WEST (ALLEY), & NORTH: ADD
RETRIM WITH WINDOWS TO MODERN PICTURE, RENOVATE BRICK WALL, ADD
CONCRETE ON SOUTH, CLEAN UP NORTH, ADD A BALCONY, ADD A 4' FENCE,
FIX BRICK & STUCCO.

This property has at least one working smoke detector for each dwelling unit.
(Owner or applicant's initials) (Required) * see back

Applicant's Signature: [Signature] Date: 9/9/09
Owner's Signature: _____ Date: / /
(if different)

-For Historic Preservation Coordinator's Use Only-

Case Number: IHA 09-0374 Date Received*: 9/9/09
Complete application 9/9/09

REFERRED TO:
COMMISSION
Meeting Date: 9/15/09
COMMENTS: _____

ADMINISTRATIVE
Staff Review Date: / /
COMMENTS _____

Approve in Concept Date: / /
Letter mailed / /

COA issued / /

FINAL ACTION

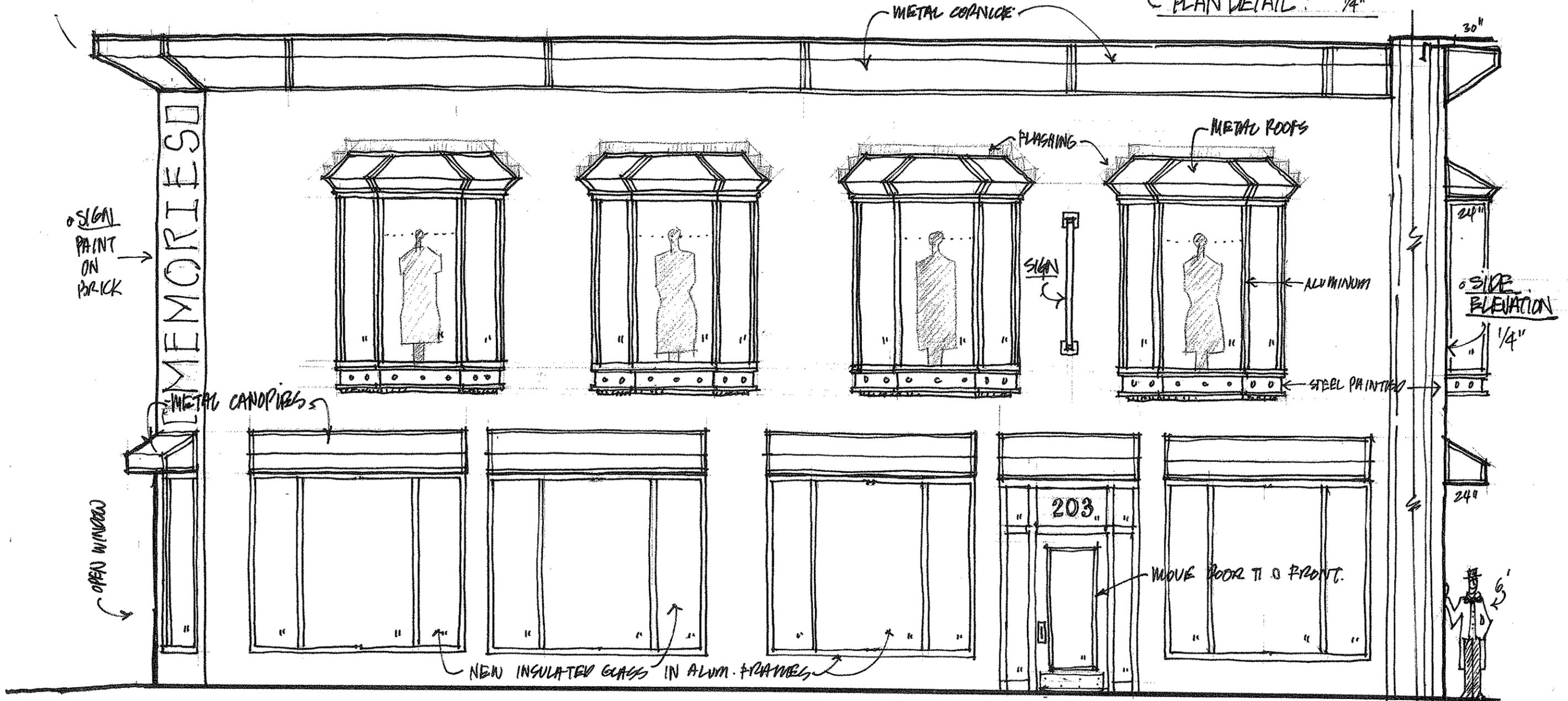
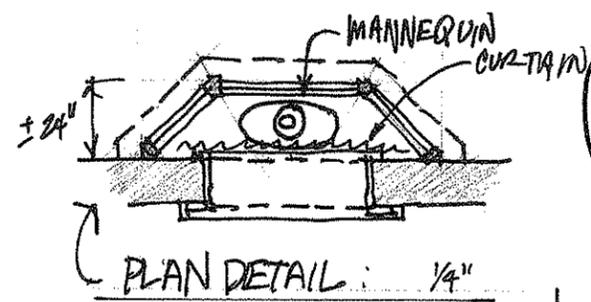
Approve Site Visit Approve w/Conditions Deny Postpone Withdrawn
ACTION DATE / /

Certificate of Appropriateness Issued / /
Notice of Denial with appeals information / /
Notice to Proceed / / Comments _____

Historic Preservation Coordinator _____ Date _____

①

①



SOUTH ELEVATION

203 E. MICHIGAN AVE.

SCALE: 1/4" = 1'-0" · 8-30-09 · N. NAVELAND ARCHITECT

①

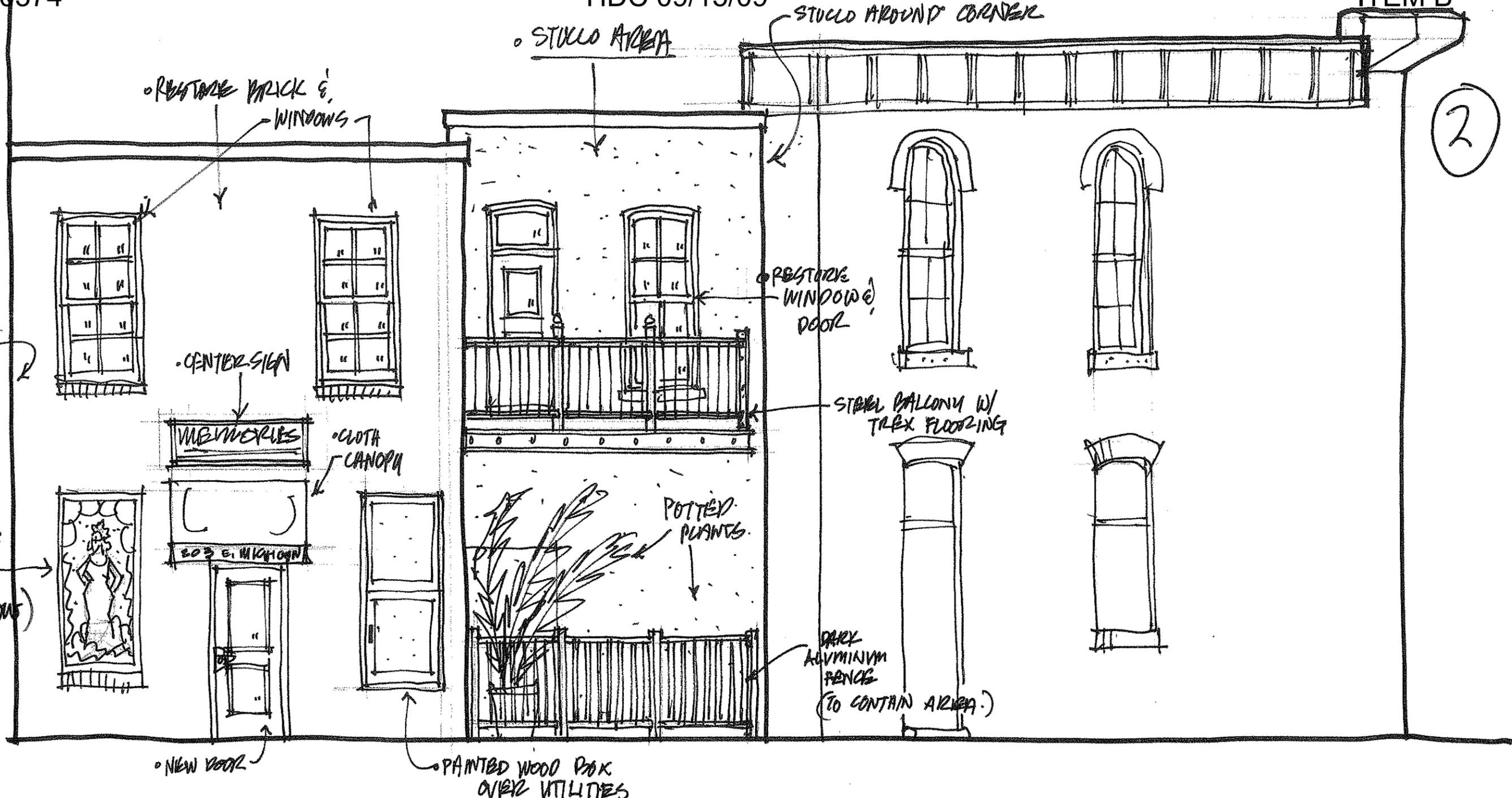
①

2

2

PAINT STUCCO WALL OF BANK

CHANGING POSTERS (OLD WINDOW)



NORTH ELEVATION

203 E. MICHIGAN AVE'

SCALE: 1/4" = 1'-0"

8.30.09

N. NAVAJA, ARCHITECT.

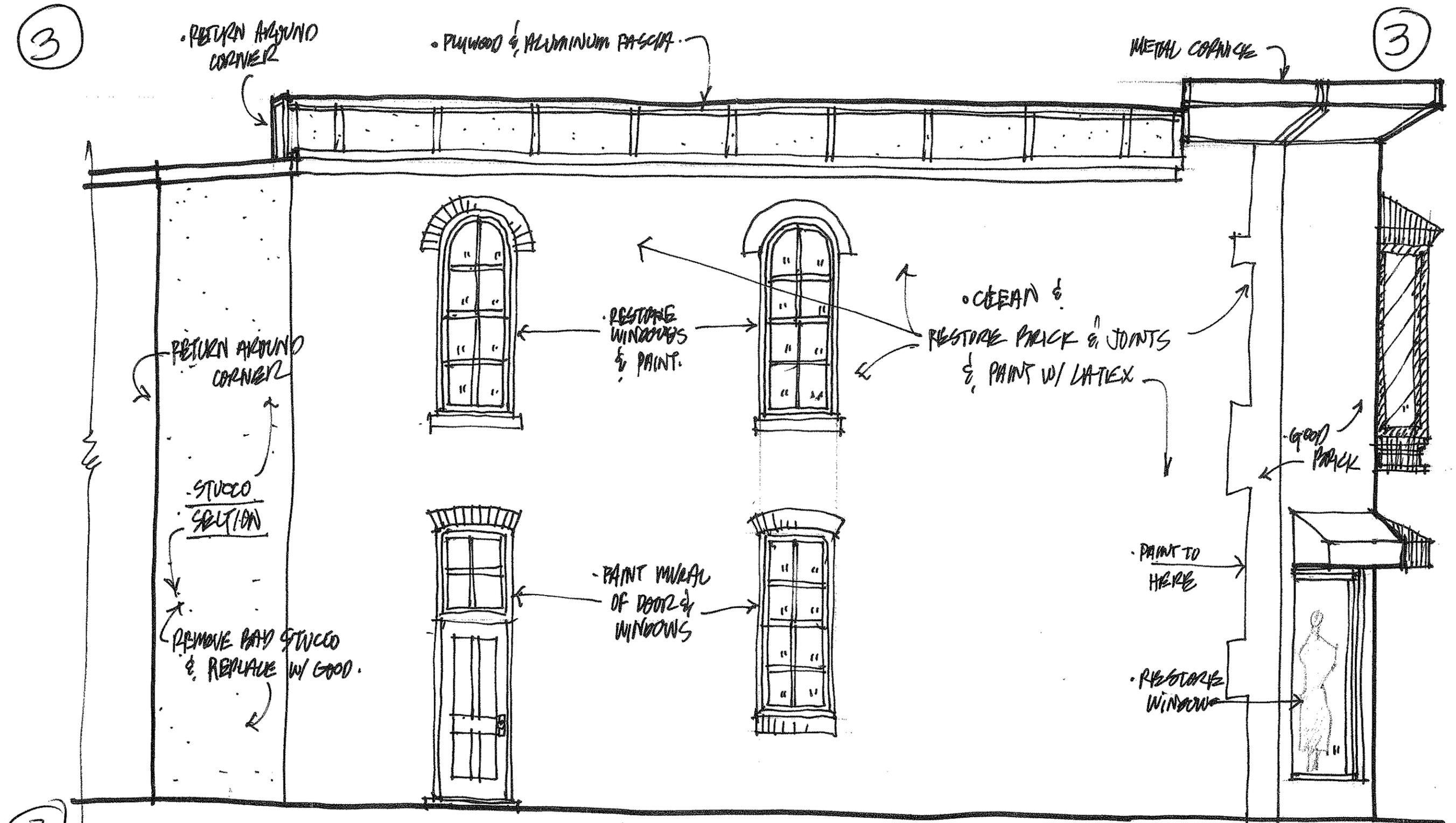
left

center

right

2

2

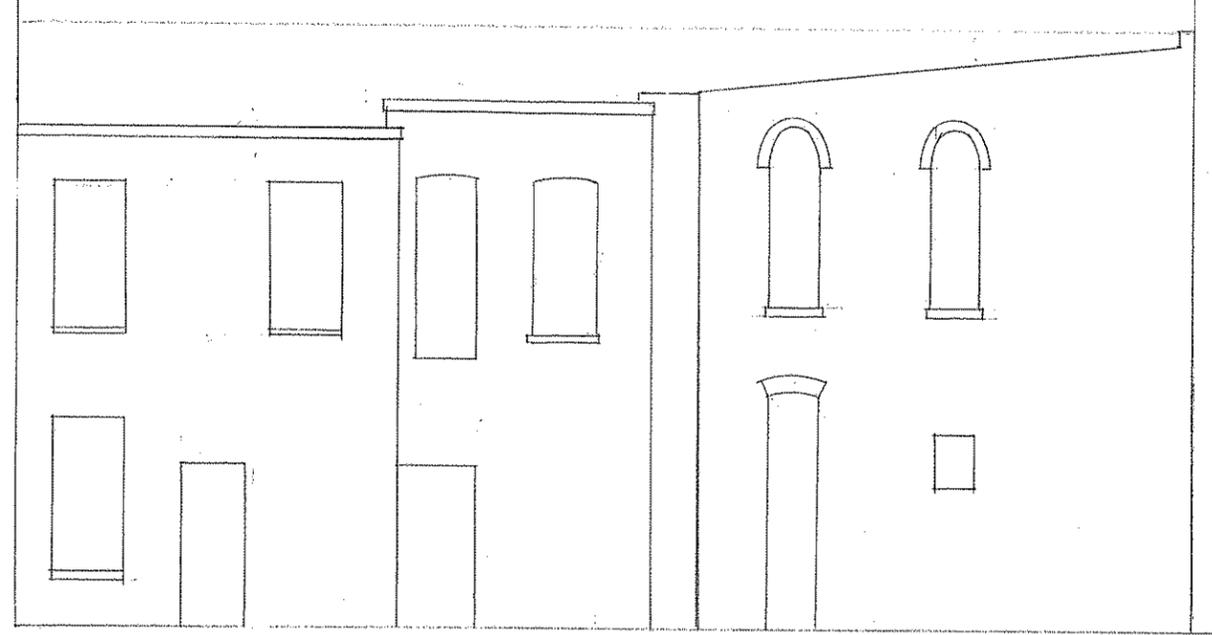


N-WEST ELEVATION

203 B. MICHIGAN AVE'

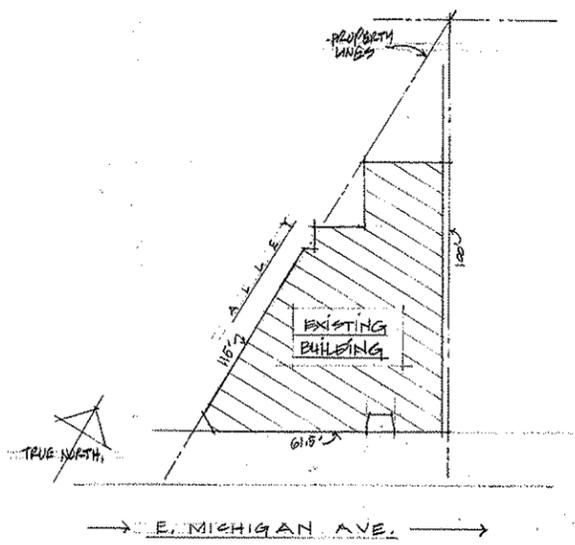
SCALE: 1/4" = 1'-0" . 8.30.09 . N. NAME / P.A. / ARCHITECT.

4

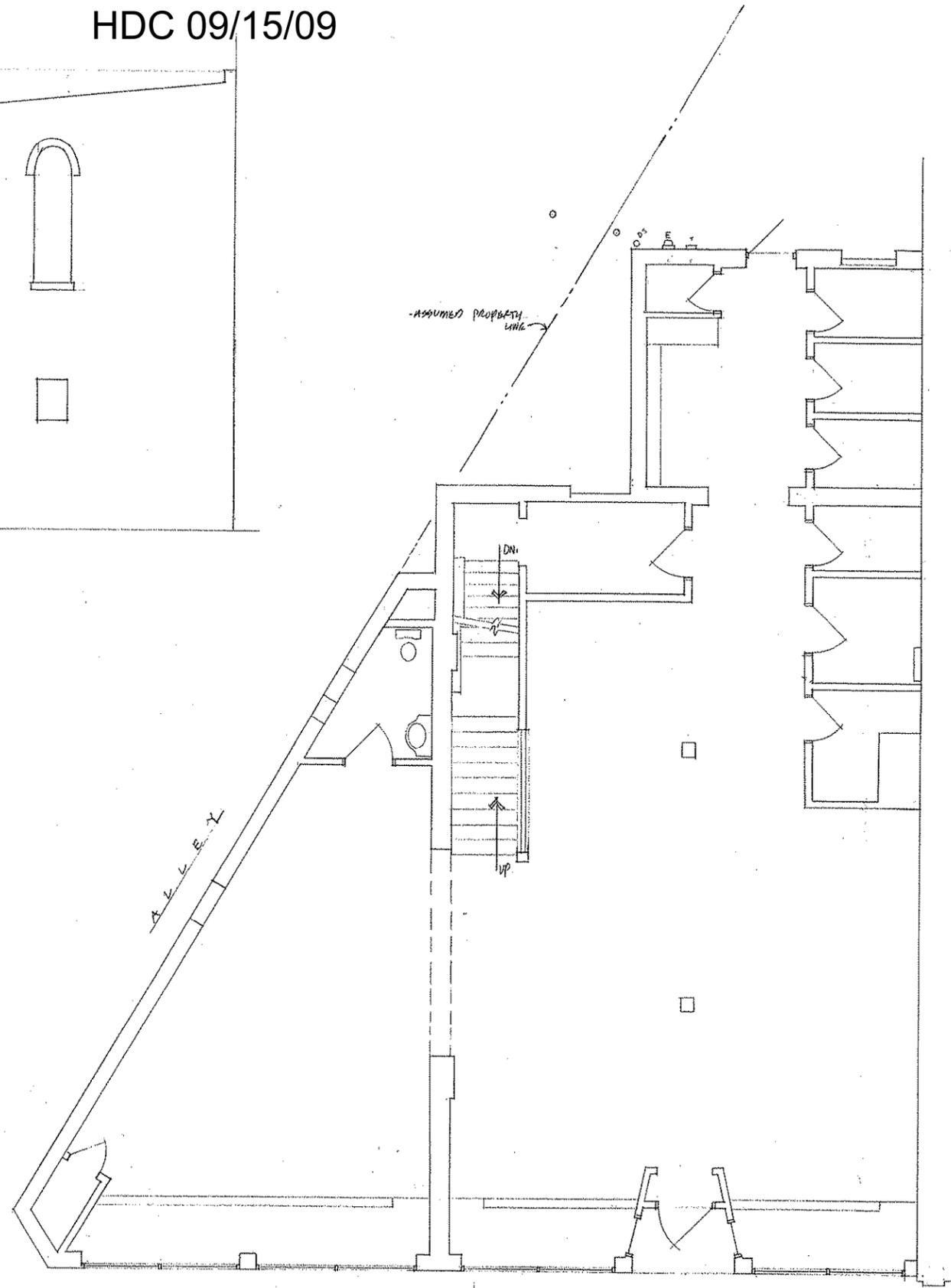


NORTH ELEVATION

4



SITE PLAN
SCALE 1/8"=1'-0"



FIRST FLOOR PLAN

4

4

EXISTING & DEMOLITION DRAWINGS

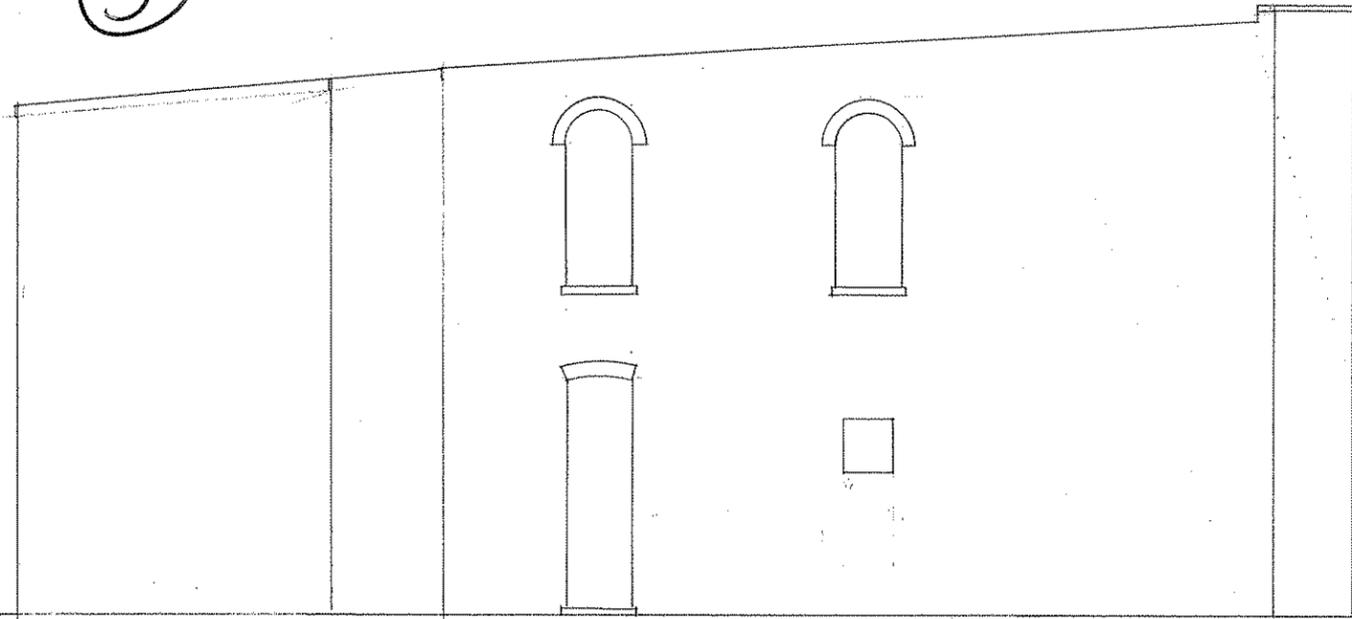
NELSON
BREECH
NAVE, AIA
ARCHITECT
KALAMAZOO,
MICHIGAN

AN HISTORIC REMODELING OF:
MEMORIES BRIDAL & EVENING WEAR,
203 EAST MICHIGAN AVENUE, KALAMAZOO MI 49007

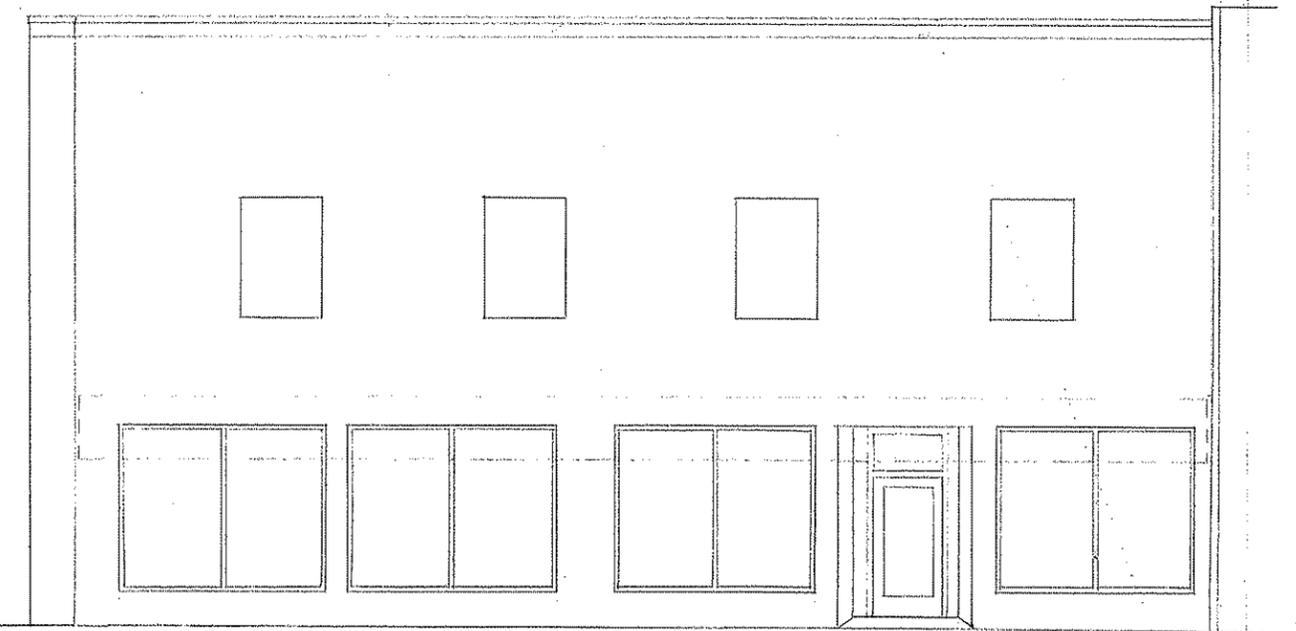
	8-20-09
NORTH	DATE
JOB	SHEET
# 09-0374	5 of 8

4

5

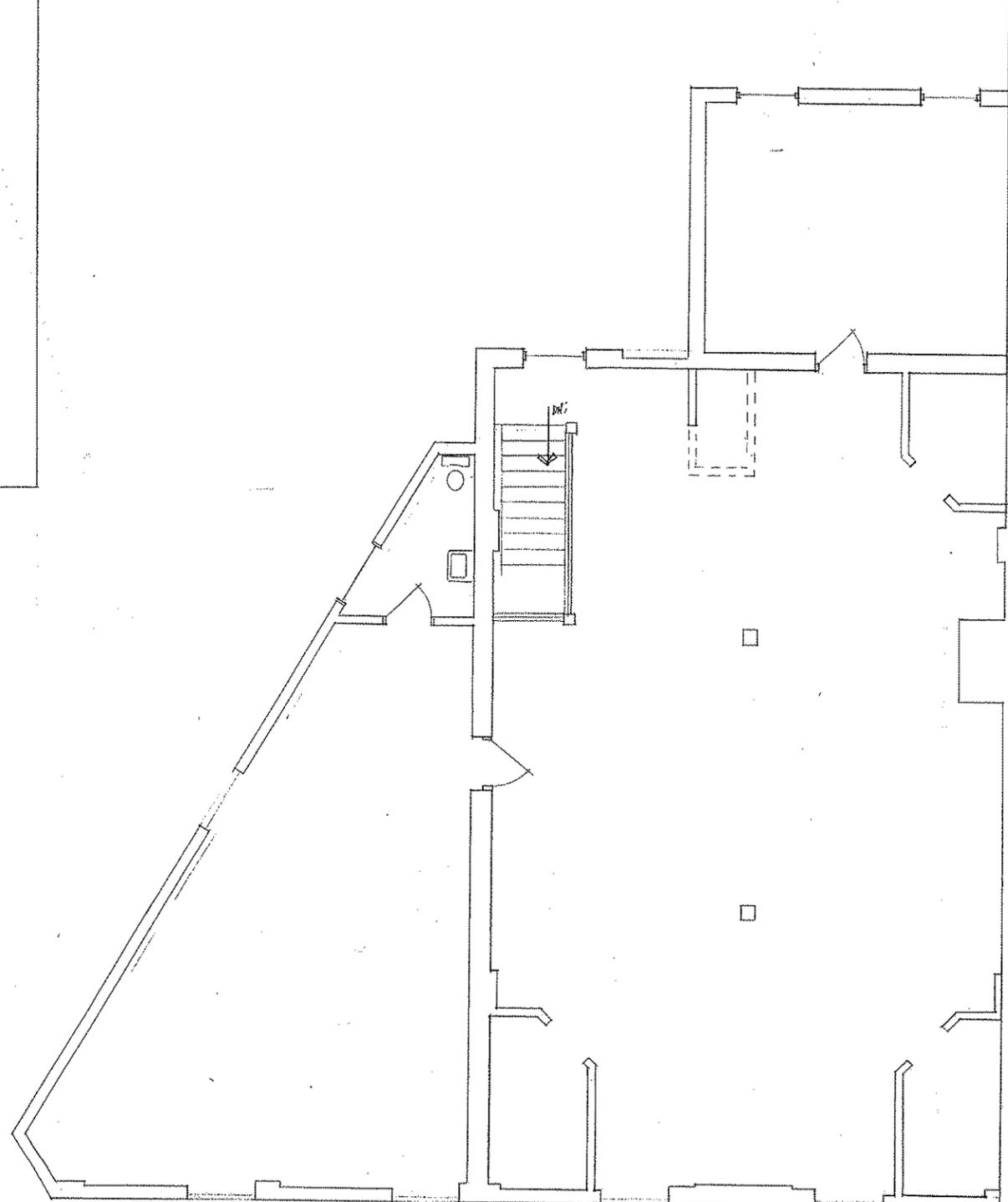


NORTHWEST ELEVATION



5

SOUTH ELEVATION



2ND FLOOR PLAN

5

5

NELSON
BRECH
NAVE, AIA
ARCHITECT
KALAMAZOO,
MICHIGAN

AN HISTORIC REMODELING OF:
MEMORIES BRIDAL & EVENING WEAR,
203 EAST MICHIGAN AVENUE, KALAMAZOO MI 49007

5

EXISTING & DEMO DRAWINGS

	0-20-09
NORTH	DATE
JOB	SHEET
# 7-22-09	A
6 of 8	



203 E. Michigan – front (SOUTH ELEVATION) drawing #1
NORTH ELEVATION – left drawing #2



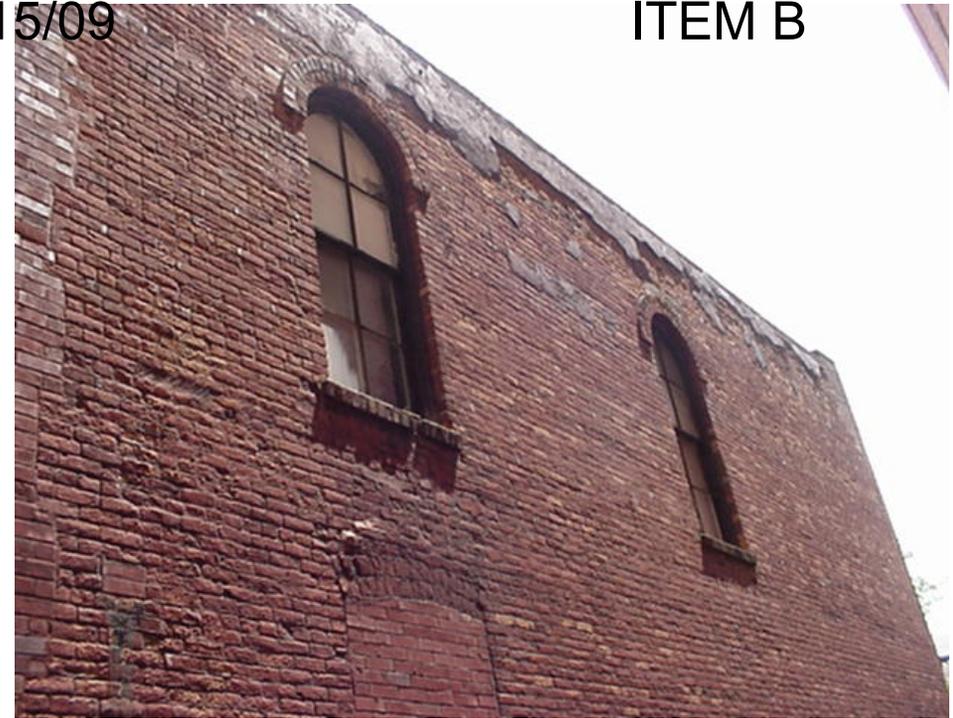
A

front (SOUTH ELEVATION) drawing #1
NORTH ELEVATION - center - drawing #2





203 E. Michigan – (NW ELEVATION) drawing #3
 NORTH ELEVATION – left drawing #2 center – ground level



B

(NW ELEVATION) drawing #3
 NORTH ELEVATION - (NW ELEVATION) drawing #3



Historic District Commission
FYI – Report From The Coordinator
September 15, 2009

YEAR TO DATE COA's

2009 – 373
2008 - 379

YEAR TO DATE - New Violations

2009 - 5
2008 - 29

VIOLATIONS – I apologize, but I have not been able to address violations this month.

PROJECTS:

Coordinator:

Study Committee – we have received a report from SHPO staff on the Study committee reports submitted at the end of July. The final historic districts will be sent to the city commission after the first of the year.

SITES – ONLY UPDATES WILL BE NOTED.

100 block of East Michigan – On September 2, I toured all four buildings (except the two floors occupied by the Fraternal Order of Police).

MISCELLANEOUS:

Historic Homes Tour – *the tour has been cancelled for this year –The Stuart and West Main Hill neighborhoods were not able to find homeowners to participate.*

Preservation Trades Training – Window rehabilitation – update at the meeting – we may be able to repeat the workshop again – possibly two classes of the same two week training!!

HDC VIOLATIONS

Current

Date Original	V#	Owner	Prop Add	Prop street	Violation	Comment, Action, Response
06/23/2007	2	Lobra Mgmt NEW OWNER	425	Bellevue	Block NW porch column	Letter 09/30/08 \$70
06/03/2003	1	Lobra Mgmt NEW OWNER	421	Bellevue	Siding, side door, front handrails	Letter 09/30/08 \$70 Cancel vinyl window – predates HD
10/03/2008	1	St. Francois	523	Cedar W	Steps, replaced W side door	Letter 10/03/08 No charge
11/05/2007	1	St. Francois	809	Cedar W	Basement windows, shutters	Letter 10/02/08 \$70
06/30/2008	2	Moore, Michael	827	Cedar W	Front porch guardrails	Letter 10/01/08 \$70
12/15/2006	2	Zabavski FORECLOSED 06/09	838	Davis	North attic window false muntin	Will do 06/09/08 Letter 10/02/08
08/27/2004	3	Brian Duff NEW OWNER	603	Elm	Front steps	Paint steps (10/01/08)
05/27/2008	1	Tederial Edwards	721	Forest	Chain link fence	Letter 10/02/08 \$70
06/09/09	1	Chunwu Wu	713	KalamazooW	Porch column repairs	Letter 06/09/09 No charge
06/22/2005	3	Laurance James	407	Locust	Front porch	To Anti-Blight Team 10/01/08
05/27/2008	1	Danielle Miller	619	Lovell W	W. side door	NONE
05/27/2008	1	Ken Ladd	719	Lovell W	Rear handrails	NONE
05/27/2008	1	Atlas Universal	925	Lovell W	Front window	Rebuild frame/re-install window
08/01/2008	1	Gary Alkire	936	Lovell W	Rear steps & handrail	COA issued exp 3/26/09
05/27/2008	1	Drew Deters	730	McCourtie	Handrails, front	Letter 10/02/08 \$70
05/27/2008	1	Commerce Real Estate	614	McCourtie	New front door	Sent details of needed work – 06-10-08 No response 07-30-08
10/07/08	1	Member First Mortgage LLC	817	Normal Ct	Handrail	Letter 10/07/08 no charge
05/17/2005	2	Nolan Payne	902	North, W	Front porch – paint	Paint by end of Sept
07/05/2006	3	Fed. Nat'l Mortgage	525	Oak	Porch guardrail	Foreclosed 12/07/07 notice to bank
10/02/2008	1	Gerald Wright	809	Oak	Rear staircase rails	Letter 10/02/08 No charge
08/01/2008	2	Commerce Real Estate	225	Old Orchard	Fence in side yard	Letter 10/01/08 \$70
03/27/2003	3	Fuller/Skandis	530	South W	Wall	To attorney for ticket 06/09/08
06/30/2008	1	David Knibbe	817	Vine Place	Guardrail – front porch	NONE
10/02/08	1	Deutsche Bank	223	Vine W	Unpainted steps & guardrails	New owner will paint
06/03/2008	1	Rodney Hixon/Derick Thomas	224	Vine W	Guardrail, W end fr porch	COA to new owner 12/16/08 Rebuild to HDC standards
12/18/2008	1	Ruth Murphy	817	Westnedge S	New tattoo parlor sign	Letter 12/18/08 No charge
06/30/2008	1	Fabian, Joe	1201	Westnedge S	Replaced garage doors w/siding &	HDC approve in concept

Will disappear from next month's report – work completed satisfactorily

HDC VIOLATIONS

Current

					windows	11/18/08
09/09/1999	1	Matthew Kuiper	612	Wheaton	Side porch rails & steps	Letter 10/02/08 \$70
09/03/2009	1	Donald Dexter	712	Willard W	Front steps & rails	Letter 09/03/09
04/05/2005	3	Lola Atkinson MAY BE FORECLOSED	718	Willard W	W side porch	Updated steps for remedy 07/22/08 due 9/30/08

Will disappear from next month's report – work completed satisfactorily

HISTORIC DISTRICT COMMISSION
Minutes
August 18, 2009
DRAFT

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

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

Members Excused: Robert Cinabro

Members Absent: Erin Seaverson (*see below**)

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

I. CALL TO ORDER

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

II. APPROVAL OF ABSENCES

Mr. Cinabro informed city staff that he would not be present at the August 18th HDC meeting. (**Erin Seaverson informed city staff at the July meeting that she would be on vacation in August.*)

Mr. Oudsema, supported by Ms. DeYoung, moved approval of Mr. Cinabro's absence from the August 18, 2009 HDC meeting. With a voice vote, the motion carried unanimously.

III. APPROVAL OF AGENDA (August 18, 2009)

There were no changes to the Agenda.

Mr. Oudsema, supported by Ms. DeYoung, moved approval of the August 18, 2009 HDC agenda as submitted. With a voice vote, the motion carried unanimously.

IV. PUBLIC COMMENT ON NON-AGENDA ITEMS

None

V. DISCLAIMER

Ms. Ferraro read the disclaimer into the record.

VI. OLD BUSINESS

A. 609 ELM (Case #: IHA 09-0127)

Frank Mumford, owner of Sir Home Improvement, and Dave Kiley, representative from Marvin Windows, were present to discuss the application. The application requests replacement of five windows in the southwest second floor (master bedroom and upper hall).

Mr. Mumford stated that he received information from Ms. Ferraro regarding historic windows. She also included a copy of the Secretary of the Interior's Standards and Guidelines, and advised that it is the responsibility of the HDC, as specified in state law (PA 169) and the City of Kalamazoo Code of Ordinance (chapter 16) to apply the standards.

Mr. Mumford advised that he is not proposing to change the look or color of the home; he is proposing to upgrade the home based on the standards. Standard #1 states that the property shall be used for its historic purpose that requires minimal change to the defining characteristics of the building and its site and environment. The applicants are proposing minimal changes to the building and site. Standard #2 states that the historic character of a property shall be retained and preserved. The removal of historic materials or alterations of features and spaces that characterize a property shall be avoided. Mr. Kiley will be presenting a sample of the proposed window unit and advising why it will maintain the historic look and appeal of the home. Standard #3 states that each property shall be recognized as a physical record of time....” “..... adding conjectural features or architectural elements from other buildings, shall not be undertaken.” The applicants will not be eliminating any features, they want to enhance the property. Standard #5 states, “Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved. Mr. Mumford stated that the muntins and other features of the proposed replacement windows will preserve the look of what is currently there. Standard #6 states that deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Mr. Mumford stated that the applicant will be following the guidelines and, hopefully, the interpretation by the board will be that the guidelines have been followed.

Mr. Mumford advised that he didn't interpret the proposed replacement windows as being an infringement on the standards. He referred to information he received in an e-mail from Ms. Ferraro, which he thought had been forwarded to the HDC. Ms. Ferraro forwarded the e-mail to individuals in other historic districts to inquire as to their opinions regarding this application. It appears that in most cases, other historic districts are in favor of installing replacement windows in some instances. Mr. Mumford quoted

the following e-mail response: "In certain instances, we have allowed replacement windows (most often for earlier replacement windows from the Bicentennial period)." (Erik F. Nelson, Senior Planner, City of Fredericksburg, VA). Marvin Windows were referred to in some instances as being the window of choice. Mr. Mumford quoted another portion of the e-mail as follows: "As is also the case with some Jeld-Wen windows, there are some cases when some Marvin windows work for specific historic rehab tax credit projects, as well. (Kristin E. S. Zapalac, Ph.D., Greensboro, NC). "Our guidelines don't completely rule out replacement windows and we occasionally get applications. Our commission has allowed this specific brand of replacement window on one occasion and similar products on two projects funded by the City's lead grant." (Mike Cowhig, Dept. of Housing and Community Development, City of Greensboro, NC). Robb McKay, Michigan State Historic Preservation Office states as follows: "The NPS has made it very clear that they will accept window replacement as a component of a certified rehabilitation project. Like it or not, right or wrong, for good or for bad, replacement has been, is, and will continue to be, a part of an overall rehabilitation strategy. Whether it is windows, plaster, mechanical systems, roofing materials, interior or exterior finish materials, the character of the property and those characteristics which make it eligible for listing in the National Register."

Mr. Mumford presented pictures showing the window units on 609 Elm Street. Some of the windows are proposed for replacement, others will not be replaced. There are more than just these four or five windows that are in bad shape, there are windows in other areas of the house that are also in bad condition. It is Mr. Mumford's understanding that Ms. Baraka-Love plans to eventually replace all of the windows in the house. She plans on living in the house for a long time and she would like to have the windows taken care of.

Mr. Bonsignore inquired as to which of the windows in the pictures are being replaced. Mr. Mumford advised that he didn't list which windows are being proposed for replacement. Mr. Bonsignore commented that several of the windows appear as though they do not need replacing. He pointed out a specific window in the pictures. Mr. Mumford stated that the applicant had painted the window, but it wouldn't hold paint on the bottom because it was rotting. The window frame would have to be replaced. This picture doesn't show the sill, but it is shown in other pictures. Mr. Bonsignore stated that the sill doesn't need to be replaced. Mr. Mumford advised that the sill would not be replaced with the insert window. The sill would be covered with a new sill over the existing sill as part of the replacement window unit.

Mr. Bonsignore inquired if jamb inserts are part of the new proposal. Mr. Mumford advised that he brought jamb inserts to show the commission. He stated that the window units need to be replaced, and he is proposing to install the Marvin units.

Mr. Nave referred to another set of pictures and inquired if the windows in the photos of the courthouse and the Traverse City house provided by Mr. Mumford had already been replaced. Mr. Mumford responded in the affirmative. He deferred further questions to Mr. Kiley to provide further details.

Mr. Kiley referred to pictures of the historic courthouse in Traverse City Michigan, which has the same type of insert windows the applicant is proposing to install in her house. The exterior casings were removed from the courthouse and replaced with the clad extruded aluminum units that match the lower windows. The same units in wood are being proposed for 609 Elm. Mr. Kiley provided pictures of a house in the Cherry Hill Historic District in Grand Rapids, MI showing all wood insert replacement windows.

Mr. Nave inquired as to the silver line around the window. Mr. Kiley advised that it is a combination storm window in a wood frame. It is a storm over a sash replacement. There is also a wooden storm window and wooden storm screen available.

Mr. Kiley provided pictures of the Grand Traverse light house, showing the double-hung, wood inserts with the replacement storm windows and screens.

Ms. Ferraro mentioned that the Grand Traverse Court house is owned by the County. The light house is owned by the Light House Society. Those are both non-profit entities.

Mr. Kiley provided pictures of the interior of the home in the Cherry Hill Historic District in Grand Rapids, showing the replacement insert. The original trim was restored and placed back on the windows. The side of the window jamb shows the track but mostly the wood is what shows.

Mr. Bonsignore inquired if the trim had to be removed in order for the insert to be installed. Normally, the trim is not removed. Mr. Kiley advised that the applicants chose to remove the trim because they wanted to restore the trim and then reinstall it.

Ms. Ferraro commented that it makes a difference if the replacement windows are proposed for a local historic district where there is a strong review.

The applicants provided pictures of a house in Petoskey near the Gas Light district. The house was set to be demolished, but someone purchased and restored the home. It is currently being used as office suites. The owner received a beautification award from the Chamber of Commerce for improving the building but not changing the look of it. The same insert double-hung windows that are being proposed for 609 Elm were installed in the house in Petoskey. The original trim and other details were reused for preserve the historical accuracy. The house is located in a historic district in downtown Petoskey.

The examples shown all used the windows that are being proposed for 609 Elm. Marvin Windows are wood replacement windows. Clad windows are available, but the material underneath is always solid wood. Mr. Kiley provided a demonstration of how the replacement windows are installed in the frame and how they operate. In older homes, the bevel on the sill is usual less (more?) than on modern windows. Marvin can match the bevel on older homes to maintain the historic look. The bevel would be created by adding less than 3/4" to the top of the existing sill. The clad windows are made of extruded

aluminum and they are available in many different colors. The simulated divided lights are divided with spacers between the glass for an authentic look.

Mr. Nave requested clarification regarding the location of the master bedroom where the applicant is requesting the replacement windows. Ms. Ferraro advised that the two windows on upper right side of the house, the two windows in the rear. The single window in the rear (to the left of the pair of windows) is in a hallway. There are three ribbon lites in the upper sash and a single lite below. Those five windows are under consideration for replacement at this time. One of the photos provided by the applicants shows a casement window from the house with muntins dividing the window into four lites. Mr. Kiley advised that the sample window he brought today is smaller than the windows the applicant wants replaced at 609 Elm. Mr. Mumford stated that these Marvin replacement windows qualify for the energy tax credit along with other work being done on the house by Sir Home Improvement.

Ms. Ferraro inquired as to how much difference there will be on the outside of the windows Dr. Baraka-Love has chosen compared to the sample provided. She also inquired if the interior trim would be removed. Mr. Mumford advised that the stops would be removed, and the new unit will fit into the existing opening. The original trim will be reinstalled. The sample is smaller, which makes it look as though it has more frame. When it is actually installed in the opening, there will be a slight decrease in the amount of glass showing (about 2" total on both side).

Ms. Ferraro advised that she would be able to tell the difference from a distance between the original and the replacement windows. In a window with true divided lights there is a slight difference in the reflection of the individual pieces of glass, while a replacement window with a single sheet of glass and false muntins, reflects evenly.

Mr. Bonsignore referred to the spec sheet and inquired if the replacement windows would have half screens. Mr. Mumford advised that the replacement windows come standard with the half screen. Mr. Kiley stated that the half screen sits under the sash. Mr. Bonsignore commented that the location of the half screen would prevent the unit from being used as a double-hung window. Mr. Kiley advised that the screen can be installed on the outside and it would be sealed against the check rail with a weather strip. With that option, the unit would always remain as a double-hung window. Generally, people like the full screen; it could be done either way.

Mr. Bonsignore advised that the specs mentioned deluxe aluminum capping. Mr. Mumford stated that the exterior would normally be wrapped. However, that will not happen in this case, because the unit will be painted. The replacement windows would be consistent with what is currently in the house. The example contract provided to the HDC doesn't necessarily represent what will be happening at 609 Elm. Mr. Bonsignore expressed concern that personal information of the applicant was included on the information presented as part of the public record. Ms. Ferraro advised that she would block out that information before it is made public.

Mr. Nave, supported by Mr. Oudsema, moved to accept the application for 609 Elm as presented. Trim on the outside of the house should match the original trim. This matter is not to be precedent setting. With a roll call vote, the motion failed with a vote of three ayes and to two nays.

Ayes: Mr. Nave, Mr. Oudsema, Ms. DeYoung

Nays: Mr. Tribu, Mr. Bonsignore

Mr. Tribu questioned if the windows really need to be replaced. He inquired as to the cost of the replacement windows. Mr. Mumford stated that the total cost of the replacement windows is \$6,905, including some other weather proofing to done.

Mr. Nave inquired as to the definition of e-shield. Mr. Mumford advised that e-shield is a reflective energy product that goes into the attic space. It is an aluminum foil with insulation. The product is used primarily down south to reflect the sun's rays and help cool the building. It can also be used as insulation in the attic space to reflect heat back into the home.

Mr. Oudsema commented that some home owners will invest time and money to restore existing windows. Other owners may decide to get new, solid wood windows for a similar price that will mimic the characteristics of the existing windows. The heart of the question is to ensure that the wood replacement window is a good quality window that will give the same appearance as the existing window. Mr. Oudsema advised that he thought that would be happening in this case and that is why he seconded the motion.

Mr. Bonsignore referred to standard #6 and inquired as to how Mr. Oudsema would interpret that standard. Mr. Oudsema referred to a statement by Robb McKay, and stated that he agreed that replacement is part of the process, and not everything has to stay original. Certain parts of a structure get replaced as a normal course, such as roofs, siding and porches. Mr. Oudsema advised that he felt the HDC would not be ignoring their reason for existence, which is to see that these houses are maintained and brought forward in a historic, sensible manner, if the replacement windows are approved.

Mr. Bonsignore quoted Secretary of the Interior's Standards and Guidelines #6, "Deteriorated historic features shall be repaired rather than replaced." Mr. Oudsema advised that the issues comes down to a question of whether the windows are repairable or not and, if so, what does repairable really mean? Does it mean that a little time and energy will be invested or does it mean spending a similar amount of money or more for a brand new product. It is a discretionary matter, depending on how you interpret "repair."

Mr. Bonsignore advised that the pictures presented show windows that can be repaired. Mr. Oudsema commented that anything can be repaired, if someone is willing to spend the time and energy to do it. There are approximately 2,000 historic structures under the jurisdiction of the HDC. Not everyone has the capacity or the willingness to go to the

99th percentile. Mr. Oudsema stated that he felt that the applicant's request was reasonable and he is comfortable with it.

Mr. Tribu commented that he didn't have really good pictures of all of the existing windows. The liners and other parts of the replacement windows will break eventually, and will probably be replaced in the near future. The old windows can be fixed. He commented that \$6,500 for five replacement windows seems like a lot of money. It should be possible to rebuild the old windows and maintain the energy efficiency and quality of the old windows for the price that is being quoted for the new windows. Repairing the old windows would seem preferable to discarding them in the dump.

Mr. Nave commented that, in the past, the HDC tried to convince the applicant that other options are available. It appears that she is not pursuing other options. From the street, the replacement windows look the same, and he felt they would be acceptable. Mr. Mumford stated he has a letter from Ms. Baraka-Love that was not included in the HDC packets. The letter was provided to the HDC.

At this point in the meeting, Mr. Bonsignore requested a roll call vote on the motion. The vote was three to two in favor of the motion. Ms. Ferraro explained that the vote failed because a majority of the appointed commissioners must vote in favor of the motion in order for it to pass, not just a majority of the commissioners present. Since there are seven appointed commissioners, four commissioners would need to vote in favor of the motion in order for it to pass.

Mr. Oudsema suggested that the applicant should have been informed of the quorum rule prior to the vote. Ms. Ferraro advised that it has been the habit of the commission to inform the applicants that four votes are needed to pass a motion when there is only a quorum (four members) of the HDC members present. In this instance, with five members present, there is more than a quorum of HDC members present.

Mr. Mumford requested further explanation of the vote so he could advise the homeowner. He questioned how he could receive a majority vote in favor of the motion, but the applicant cannot have the windows she is requesting. Mr. Bonsignore explained that a majority of the total commission must vote in favor of an application in order for it to be approved. Ms. Ferraro advised that the HDC is a seven-member board, two of the commissioners are absent. Mr. Mumford inquired if four commissioners were present and only one voted no, the motion would fail? Ms. Ferraro confirmed that statement to be correct. That is the parliamentary procedure that is written into the city's code of ordinance. However, in the past when there have been similar situations, the applicant is advised that he/she is welcome to attend the HDC meeting next month when the full commission is present.

Mr. Oudsema stated that the applicant should have been offered that option in the beginning. Once an application is acted upon and it fails, it cannot be brought back to the commission unless there are material changes made. It should be made clear to all applicants who appear in front of the HDC that four affirmative votes are required for a

motion to pass. If the applicant is not prepared to take the chance of getting four out of five votes, they are welcome to come back at the following meeting and, hopefully, more HDC members will be present. Ms. Ferraro suggested making a motion offering the applicant the opportunity to come back next month.

Mr. Mumford expressed concern that if he returned to the HDC next month and the same commissioners are present, he would have to return the month after that. Ms. Ferraro stated that two additional commissioners should be present next month. Mr. Mumford commented that he has no way of knowing that the full commission will be present next month; there were supposed to be six commissioners present at the August meeting. Mr. Bonsignore advised that the HDC is comprised of volunteers and there is no way of knowing ahead of time which members will be present.

Mr. Oudsema advised that this is not an easy question. Everyone who serves on the HDC serves out of good will and there will be differences of opinion. The applicant has a cause and a situation that will result in different opinions among the commissioners. The reality is that the applicant needs four affirmative votes. Mr. Mumford advised that he appreciated the opportunity to come back to the HDC. Ms. Ferraro suggested that the commission make a motion to that effect.

Mr. Oudsema, supported by Mr. Nave, moved that the HDC allow the applicant for 609 Elm to reapply at a future HDC meeting of their choice, with no prejudice. With a voice vote, the motion carried unanimously.

Ms. Ferraro advised that she would add information regarding the voting requirements to the disclaimer and the letter that is sent to the applicants.

VII. NEW BUSINESS

B. 753 Academy (Case #: IHV 09-0341)

Dave Marschke was present to represent the property. The application requests rebuilding of the rear first and second floor porches.

Mr. Bonsignore explained to the applicant that he would need four votes in favor of his application in order for it to pass. Mr. Nave will be abstaining from the vote due to his involvement with the application.

Mr. Marschke advised that he wants to clean up the back of the property, and go back to the original configuration. The applicant has sought Mr. Nave's assistance with regard to the architectural details of the staircases. The applicant is also seeking the advice of a structural engineer. Information included in the HDC packets shows the architectural details in a light printing, and the structural details in a darker printing.

The applicant would like to save the existing porch floor, roof, beams, and ceiling. He would also like to save as many of the columns as possible. One of the columns has been

replaced with treated lumber, and the other one doesn't appear to be salvageable. The 2 x members under the porch are sound except for one that is split. The structural engineer shows replacement of the two middle members, with two new posts extending to the ground. The porch is sitting on concrete blocks from the 1920's. The replacement blocks that don't match the age of the house, they were probably wood originally. The replacement column will look like the one above, and there will be a foundation underneath each column. A new railing will be installed on the first floor and on the roof to match historic district standards. The edge of the roof deck will be set back so it won't be seen as much, and it sits on the beam below for structural purposes.

The existing porch can be saved. The railing, the columns underneath, and the top porch deck are newer. The staircases leading to the third floor will be removed, and the staircase leading from the second floor to the ground will also be removed. The first floor steps will be rebuilt to standards.

Ms. Ferraro advised that the porch is split on the first floor to accommodate the basement egress between the porches. Mr. Nave stated that the house had been configured as multiple apartments and the stairs were required as access. The house is now a duplex and doesn't require the same access.

Mr. Oudsema inquired as to what changes would be made at the roof level. Ms. Ferraro stated that the skylights will remain but everything else will be gone.

Mr. Bonsignore inquired if it would be possible to get a waiver for the 42" height requirement for the railing. Ms. Ferraro advised that may not be possible on the second floor of a student rental. There are designs that will minimize the height difference. If the original rail still existed on the second floor it might be possible to issue a waiver, but the original rail is not there. In this instance, the 42" height is acceptable.

Mr. Tribu, supported by Ms. DeYoung, moved approval of the application as submitted with work to standards. Details to be worked out with the coordinator. With a roll call vote, the motion carried with four ayes and one abstention. Mr. Nave abstained.

C. 617 W. South Street (Case #: IHV 09-0342)

Marcia and Jerry Danner were present to represent the property. The application requests removal and repair of the rear/south chimney and repair of the north chimney and roof.

Ms. Danner advised that she spoke with several contractors and they all suggested a different approach. The applicants are seeking advice from the HDC with regard to which approach is acceptable.

Mr. Danner advised that they want a new roof. The contractors have advised that the chimneys might as well be repaired when the roof is installed. The following suggestions have been made:

Historic District Commission Minutes

August 18, 2009

Page 10 of 13

- #1. Tear down both chimneys because they are not used.
- #2. Restore the chimneys with new tuck pointing and new bricks.
- #3 Tear down the small, secondary chimney on the back and reuse the bricks from that chimney to repair the main chimney on the front of the house.
- #4. Rebuild the front chimney in the same style but not as tall.

Some of the roofing contractors have advised that the chimneys are taller than they need to be. Rebuilding the chimney at a lower height would also save money. The applicants are seeking advice on which options are acceptable to the HDC.

Mr. Oudsema advised that his preference would be to have the chimneys rebuilt. This is a lovely home on one of the most historically distinctive streets in the community. This house is all brick and sits on a corner so it is quite visible. He inquired if the applicants received an estimate on rebuilding the chimneys with new materials that would be similar to the existing brick. Mr. Danner stated that he received a quote about two years ago for tearing down the main chimney and rebuilding it. The quote was between \$11,000 and \$12,000 just for the main chimney, and the applicants did not pursue that option. The contractors they have spoken with recently suggested talking with the HDC with regard to what would be acceptable, and then obtaining a quote.

Mr. Nave advised that he lives at 610 West South Street, across the street from the subject property. He had three chimneys rebuild (each 5' to 6' high) and that was about \$4,000 nine years ago. The applicants advised that they spoke with Mark Hanson from Parchment Chimney, Dick O'Day, and Kevin Radke. Mr. Radke provided the highest quote.

Mr. Nave inquired if the larger base on the back chimney is typical. Ms. Ferraro confirmed that it is typical. The back chimney is made of a softer red brick; the front chimney is made from the same glazed brick as the rest of the house. The base of the rear chimney appears to have already been reinforced, and the brick looks different.

Mr. Nave suggested eliminated a foot or two from the height of the front chimney and one foot from the back chimney, and rebuilding them to match. Mr. Oudsema suggested taking down the back chimney since it is not visible. It would be preferable to have the front chimney rebuilt to the same scale. Discussion followed as to the visibility of chimneys from the road. Depending on the time of year, the chimneys are visible from multiple vantage points, although the rear chimney is visible year round from Oak Street..

Mr. Danner stated that one of the contractors advised that the front chimney is made of a soft brick, similar to the brick in the rear chimney. The front chimney has a wide base similar to the one in back. The chimneys could be painted a color that is acceptable to the HDC.

Mr. Bonsignore inquired if any of the fireplaces are hooked up to either of the chimneys. Mr. Danner advised that they are blocked off. They haven't been used in a number of years, the applicants were uncertain as to the exact amount of time.

Mr. Nave suggested installing a metal cap over the top of the chimneys to divert the water. Mr. Bonsignore advised that the chimneys at his property are no longer in use. Dick O'Day put a cement cap on the chimneys to prevent anything from getting into them. Even if the flues are intact and operable, the chimneys need either a concrete or metal cap to prevent water from damaging the flues or the brick. The city must be assured that there is nothing hooked up to the chimney if it is going to be sealed off. Ms. Ferraro suggested getting a quote from Dick O'Day. Mr. Bonsignore advised that the cost of fixing his chimney was much less than \$11,000. Ms. Ferraro mentioned that this project could be eligible for the 25% historic tax credit.

Discussion followed with regard to the visibility of the chimneys. The rear chimney appears to be in better repair than the front chimney, and is visible from Lovell and Oak Streets. Mr. Tribu advised against removing the chimneys because they are prominent features and they add architectural value to the house.

Mr. Oudsema, supported by Ms. DeYoung, moved approval of repair of the existing chimneys at 617 W. South Street, by tuck pointing and replacing brick as needed, provided that the scale and height of the chimneys are not altered, and with the understanding that both chimneys are likely to be painted a color similar to the main paint color used on the home. The owner is to be allowed the choice of capping the chimneys. With a roll call vote, the motion carried unanimously.

Mr. Danner stated that he would not shorten the chimneys if there are to be repaired. They would only be shortened if they were replaced, in order to save money. Mr. Bonsignore advised that if the chimneys are to be painted, it is not necessary to use salvaged bricks. It would probably be less expensive to buy new bricks.

708 Eleanor (Case #: IHV 09-0343)

Ms. Ferraro represented the property at the owner's request. The application requests removal of the existing back porch with extensive carpenter ant damage and wood rot, and replacement with back entry steps to historic district standards.

Ms. Ferraro provided color pictures of the property. The rail is being replaced to historic standards. The owner needs approval to reconfigure the back porch. Ms. Ferraro is 95% certain that the existing porch is not original to the house. You can see through the porch ceiling and the original clapboards still exist along the back of the house. The foundation under the porch is smooth face concrete block, which is of a time period much later than the house. Ms. Ferraro advised that removing the porch would not be huge loss. The applicant would like to replace it with something else at a later date, but right now she just wants to eradicate the carpenter ants. Where the porch is attached to the house, there are gaps from the porch to the attic that are letting in air and wildlife.

Mr. Bonsignore inquired if removal of the porch would include repair of any damaged siding to match the rest of the house. Ms. Ferraro confirmed that the siding would be

repaired, and a 3' x 3' platform and steps will be constructed by the back door to meet historic district standards. There will be no roof over the back steps at this point.

Mr. Nave, supported by Ms. DeYoung, moved to accept the application for 708 Eleanor as submitted. Any damage created by removing the roof and other materials would be repaired to match the existing materials. With a roll call vote the motion carried unanimously.

VII. APPROVAL OF MINUTES.

Ms. DeYoung requested the following changes: Page 3, last paragraph, should read, "if storm doors were to be installed over the wood doors." Page 9, "performance of the material ... "it" may weather differently. Page 13, discussion regarding 609 Elm, it should be noted that Mr. Cinabro left the meeting during the discussion.

Mr. Oudsema, supported by Mr. Tribu, moved approval of the minutes as amended. With a voice vote, the motion carried unanimously.

XII. OTHER BUSINESS:

A. FYI Report

Ms. Ferraro advised that the number of approvals this year is almost identical to the numbers last year. However, more substantial repairs are being requested such as roofs, steps and rails.

Mr. Nave suggested finding another architect to assist with some of these projects. There are very few architects in the city, but they would necessarily need to reside in the city limits to provide assistance with projects. Mr. Oudsema suggested maintaining a list of 4 or 5 architects with contact information to be handed out to applicants when needed. Currently, Mr. Nave is placed in the position of being the only architect on the HDC and applicants seek his advice for the projects they are doing. Mr. Oudsema expressed concern about Mr. Nave appearing in front of the HDC on a regular basis. This could mistakenly convey the message that this is the normal course of action for completing a project.

Ms. Ferraro stated that she has a list of approved contractors. Contractors are eligible to be on the list if they complete a project in the historic district that has been approved. Currently, there are only two architects on the list. It was suggested that Kent DeBoer, Michael Dunn and Brendan Pollard be contacted to find out if they are interested. Mr. Nave stated that he would send an e-mail to a local group of architects to find out if there are people who are interested in being on the list.

IX. ADJOURNMENT

Mr. Oudsema, supported by Ms. DeYoung, moved to adjourn the August 18, 2009 meeting of the Historic District Commission. With a voice vote, the motion carried unanimously.

The meeting adjourned at 6:45 p.m.

Submitted by: _____
Recording Secretary

Date: _____

Reviewed by: _____
Staff Liaison

Date: _____

Approved by: _____
HDC Chair

Date: _____