

KALAMAZOO HISTORIC DISTRICT COMMISSION
AGENDA - November 17, 2009
5:00pm

IMPORTANT - The meeting will take place at Mayor's Riverfront Park at 251 Mills Street in the meeting room. Map included in packet!!

I. Call to Order:

II. Approval of Absences:

III. Approval of Agenda:

IV. Public Comment on non-agenda items

Welcome visitors from the Holland Historic District Commission.

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. 5:05 pm

OLD BUSINESS -

A. 425 Oak

Owner: Govinder Singh

Applicant: Jason Farmer (architect)

Year Built: 1910

Style: Storefront

Reconfigure exterior and store front. (Approved in concept 10/10/2009)

(IHA 09-0438

Old Application)

Presentation by applicant, citizen comment, commission discussion and action.

VII. NEW BUSINESS

5:15 pm

B. 814 W. South

Applicant: Kevin Osborne

Year Built: ca 1875

Style: Italianate

Construct two bay hipped roof garage directly behind house - doors opening to east.

(IHA 09-0464

New Application)

Presentation by applicant, citizen comment, commission discussion and action.

VIII. Approval of Minutes: October 20, 2009

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

1. 222 Douglas - rail waiver (446)
2. 420 Douglas - mail box bracket (451)
3. 316 W. Dutton - roof (459)
4. 432 W. Dutton - storms (439)
5. 127 Elm - handrail (448)
6. 223 Elm - roof (445)
7. 818 Hoffman Place - rail waiver (447)
8. 627 Locust - light (440)
9. 711 Minor - rebuild chimney (455)
10. 517 Oak - grip rail (453)
11. 620 Oak - rail waiver (454)
12. 1004 Osborne - roof (442)
13. 618 S. Rose - roof (463)
14. 630 W. South - front steps (449)
15. 705 W. South - roof garage (458)
16. 723 W. South - roof garage (457)
17. 839 W South - steps & garage roof (456)
18. 504 Sprague - fire damage, fr door (450)
19. 826 Vine Pl. - remove porch roof (462)
20. 311 W. Vine - fence (452)
21. 447 W. Walnut - rail infill (461)
22. 704 W. Walnut - rail waiver (443)
23. 1204 S. Westnedge - repair brick (460)
24. 437 Woodward - roof (444)

X. RENEWALS - address - work (date of original COA) - none

XI. AMENDMENTS - none

XII. VIOLATIONS: See attached violation report

XIII. Other Business:

A. Report from committee reviewing applications for open seat on HDC in January - We will need to make a decision in November so the City Commission can approve our recommendation at the end of December.

B. 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.

GUIDELINES FOR PUBLIC PARTICIPATION AT HISTORIC DISTRICT COMMISSION MEETINGS

Welcome to the Kalamazoo Historic District Commission meeting, and thank you for your participation in Kalamazoo local government. The Historic District Commission recognizes that citizens who make the effort to attend a Commission meeting often feel passionately about an issue. The following guidelines are not meant to discourage individual expression; rather, they exist to facilitate the orderly conduct of business and to ensure that all citizens who wish to address the Historic District Commission are able to do so in an atmosphere of civility and respect.

1. Out of respect for business being conducted during the meeting, please turn off all cell phones and pagers prior to the start of the meeting.
2. Citizens have opportunities to address the Historic District Commission at the following times during a meeting:
 - a. Address Non-agenda items at the beginning of the meeting. If you wish to speak about a specific review, please wait until that review comes to the commission.
 - b. Consideration of Regular Agenda items. Citizens are permitted to speak to the Commission on project reviews after the applicant has made their presentation and prior to the Historic District Commission discussion. The Chair will call for comments from the public.



Department of Planning and Community Development
Kalamazoo Historic District Commission

Development Center - 445 West Michigan
Kalamazoo, Michigan 49007
Telephone (269) 837-8804
FAX (269) 837-8513
ferraros@kalamazoo-city.org

APPLICATION FOR PROJECT REVIEW

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 425 Oak St.
Applicant: Jason Farmer
Mailing Add. P.O. Box 42
City State & Zip: Marshall, MI, 49068
Phone: 269-788-7974
Fax: 269-789-0323
Email JFarmer19@Netzero.com

Historic District: _____
Owner: Govinder Singh
Mailing add 112 Abbington Circle
City, State Zip Battle Creek, MI, 49015
Phone: 269-209-9409
Fax: _____
Email _____

Proposed Work: Use additional sheets to describe work if necessary

See plans

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 checked="" type="checkbox"/>	Site plan including north arrow
<input type="checkbox"/>	Other

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

Applicant's Signature: Jason Farmer Date: 10/8/09
Owner's Signature: [Signature] Date: 10/8/09
(if different)

-For Historic Preservation Coordinator's Use Only-

Case Number: _____ Date Received*: _____
Complete application _____

REFERRED TO:
COMMISSION
Meeting Date: _____
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 _____

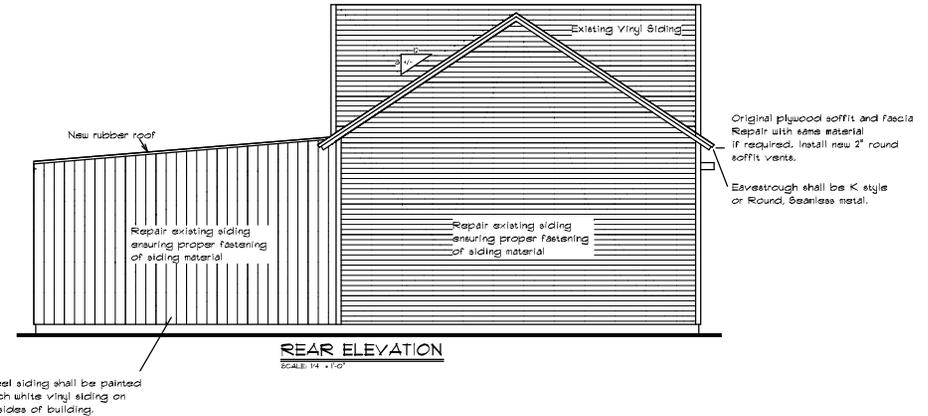
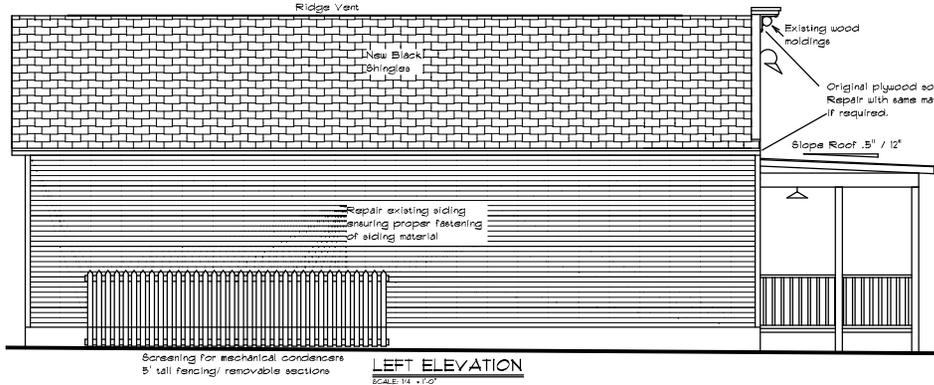
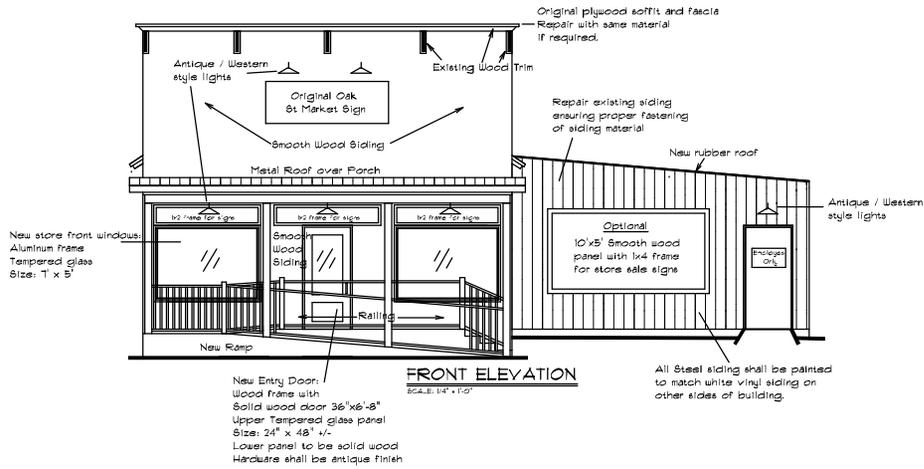


1. **425 Oak** (Oak St. Market) Oct. 14, 2009 ^^ North side, NW corner
2. South side, south shed roof addition

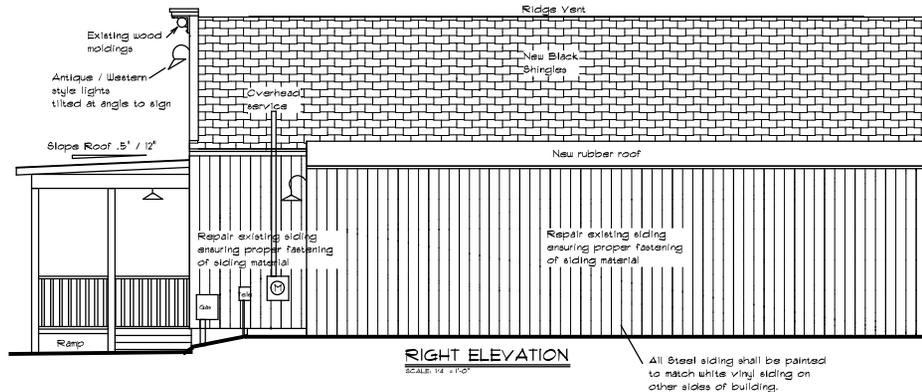


3. ^^ South side, SW corner, south shed roof addition
4. SW corner showing front addition ca 1965





*Exterior of building shall be power washed and cleaned
for all sidings that are not being replaced or painted.*

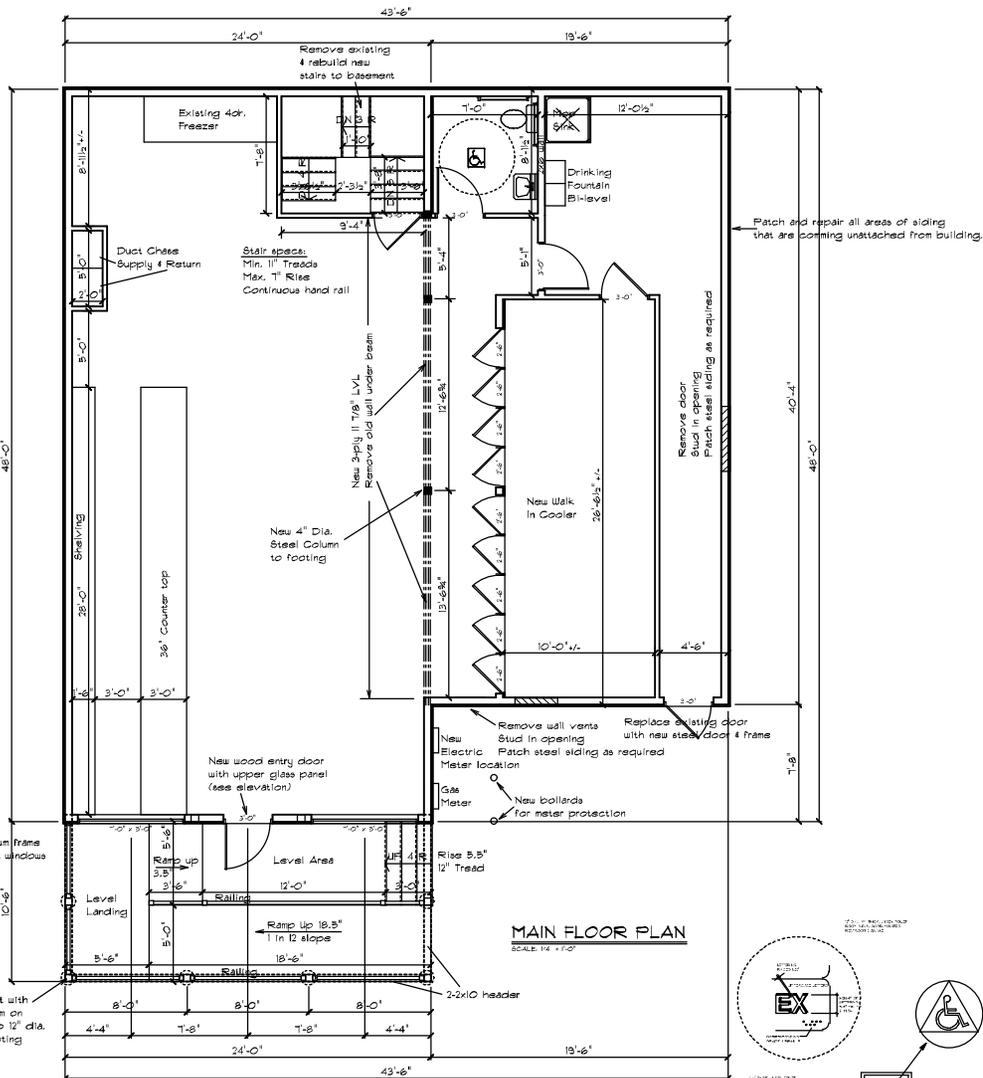


Oak St. Market
425 Oak St.
Kalamazoo, MI.

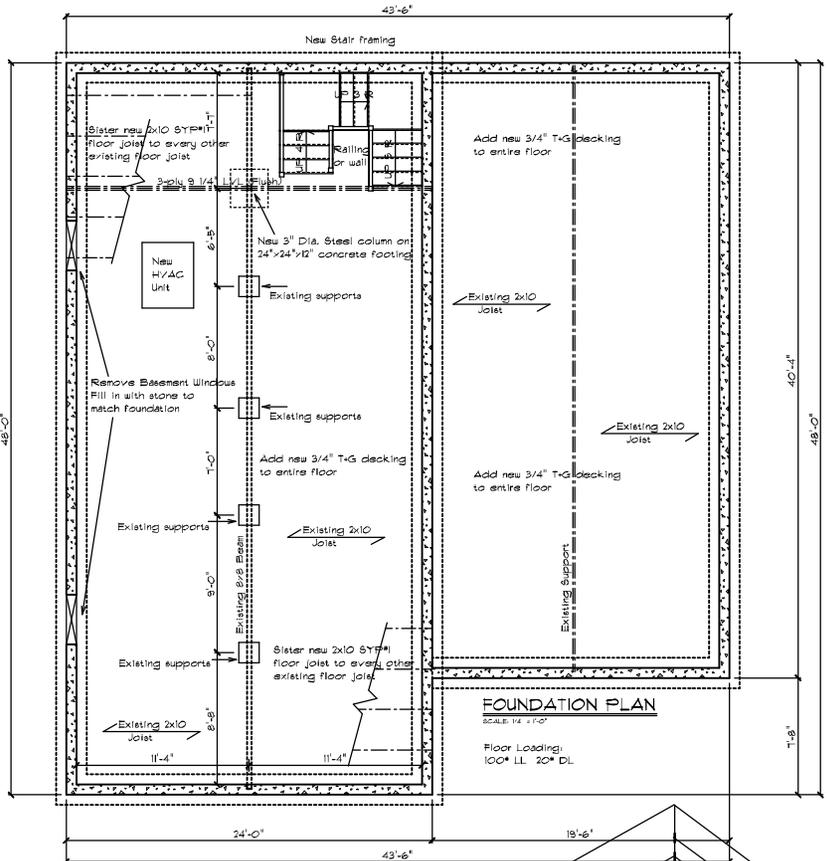
425 Oak St.

FRANK MASON AND ASSOCIATES
23482 BEACH TRAIL ATLANTA, MICHIGAN 49109
(269) 788-1914 (269) 209-8842

Date
11/10/09
Scale
1/4" = 1'-0"
Sheet
A-1

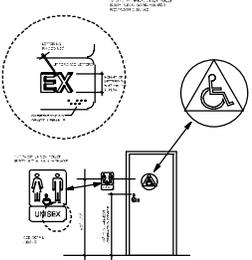


MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

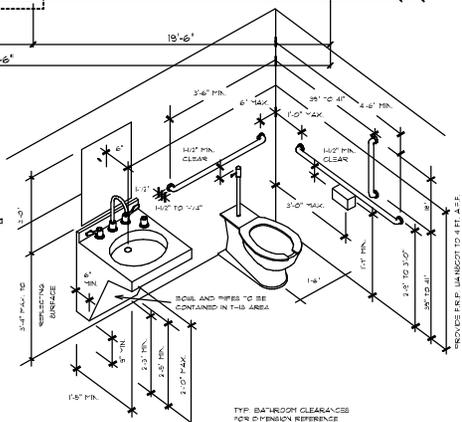


FOUNDATION PLAN
SCALE: 1/2" = 1'-0"

Floor Loading:
100' LL, 20' DL



- General Notes:**
- Dimensions are approximate
 - All work including Mechanical, Plumbing, Electrical and Building shall be performed by a licensed contractor
 - Proper permits must be pulled for all work done
 - Install new bollard for gas & electric meter protection in parking area
 - All unused piping shall be removed
 - New wood entry door with glass to be installed
 - Install new roof hingles on building. Repair any roof decking to damaged roof areas
 - Repair exterior siding and mounting of siding this includes steel siding, wood siding, and vinyl siding
 - Install new ramp to comply with current ANSI building guidelines
 - Remove and resculd stairs to basement
 - Install new barrier free restroom
 - Remove all unused electrical equipment and wiring
 - GFCI protection as required
 - Install new lighting and wiring through out building
 - Install new security camera system inside and outside building



TYP. BATHROOM CLEARANCE FOR DIMENSION REFERENCE

RESTROOM SIGNAGE

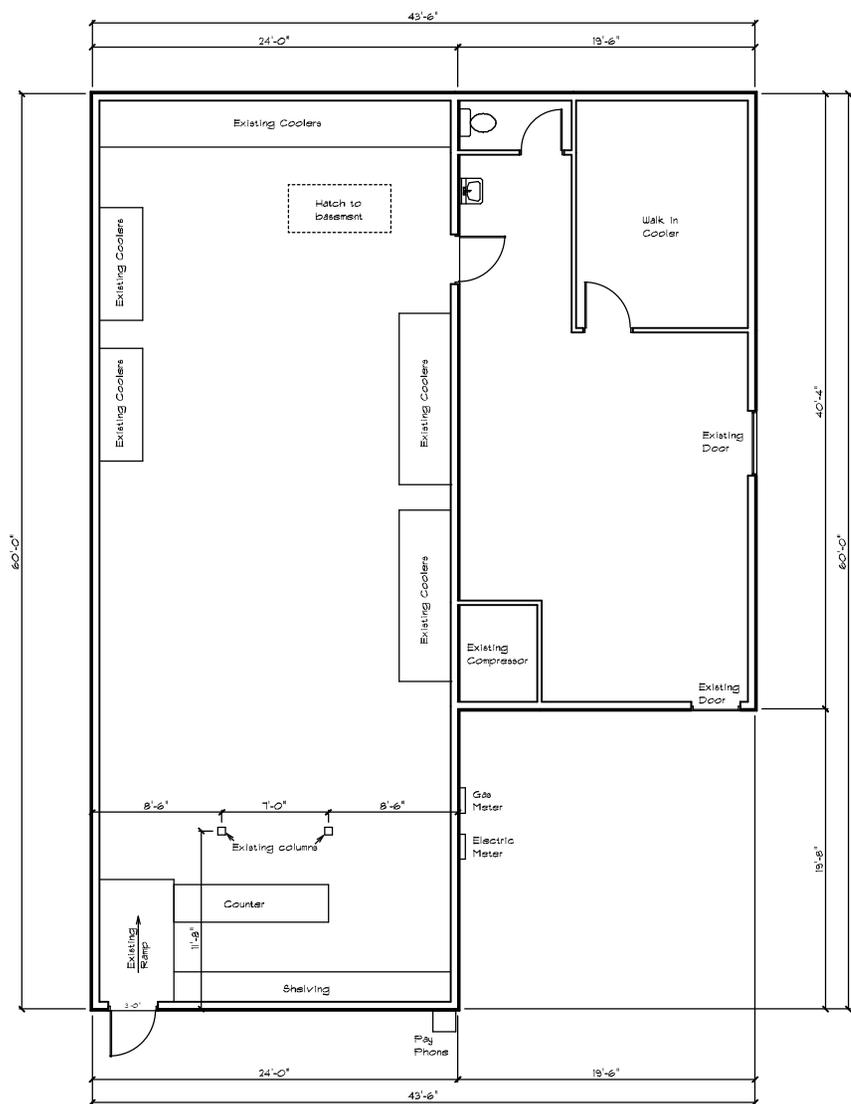
Oak St. Market
425 Oak St.
Kalamazoo, MI.

425 Oak St.

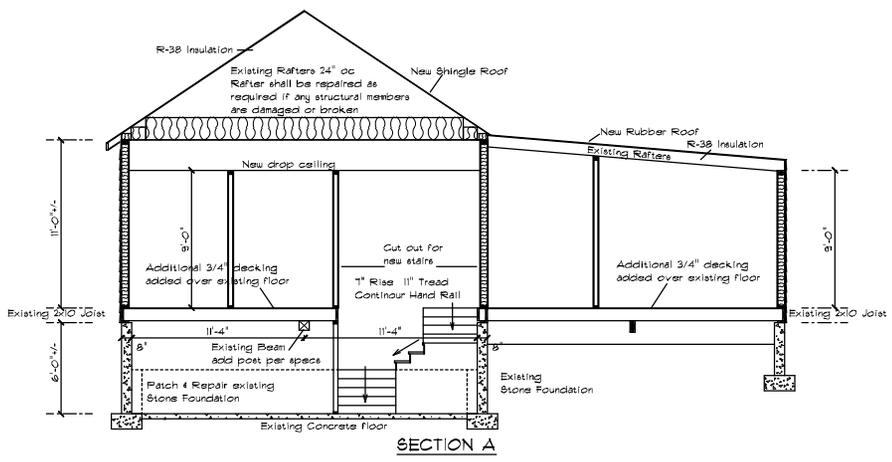
FRANK MASON AND ASSOCIATES
23482 BEACH TRAIL ATLANTA, MICHIGAN 49108
(269) 788-1914 (269) 209-8842

Date
11/10/08
Scale
1/4" = 1'-0"
Sheet

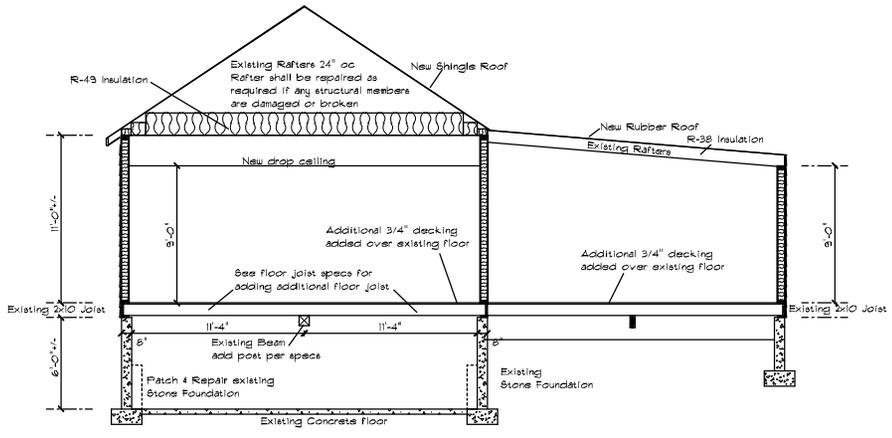
A-2



Existing Floor Plan



SECTION A



SECTION B

Oak St. Market
425 Oak St.
Kalamazoo, MI.

425 Oak St.

FRANK MASON AND ASSOCIATES
23482 BEACH TRAIL ATLANTA, MICHIGAN 48108
(269) 788-1914 (269) 209-8842

Date 11/10/08

Scale 1/4" = 1'-0"

Sheet A-3

CONSTRUCTION DOCUMENTS

OAK STREET MARKET

425 OAK STREET MARKET
KALAMAZOO, MICHIGAN 49001

OWNER

HARINDER SINGH
12 ABBINGTON CIRCLE
BATTLE CREEK, MI 49015

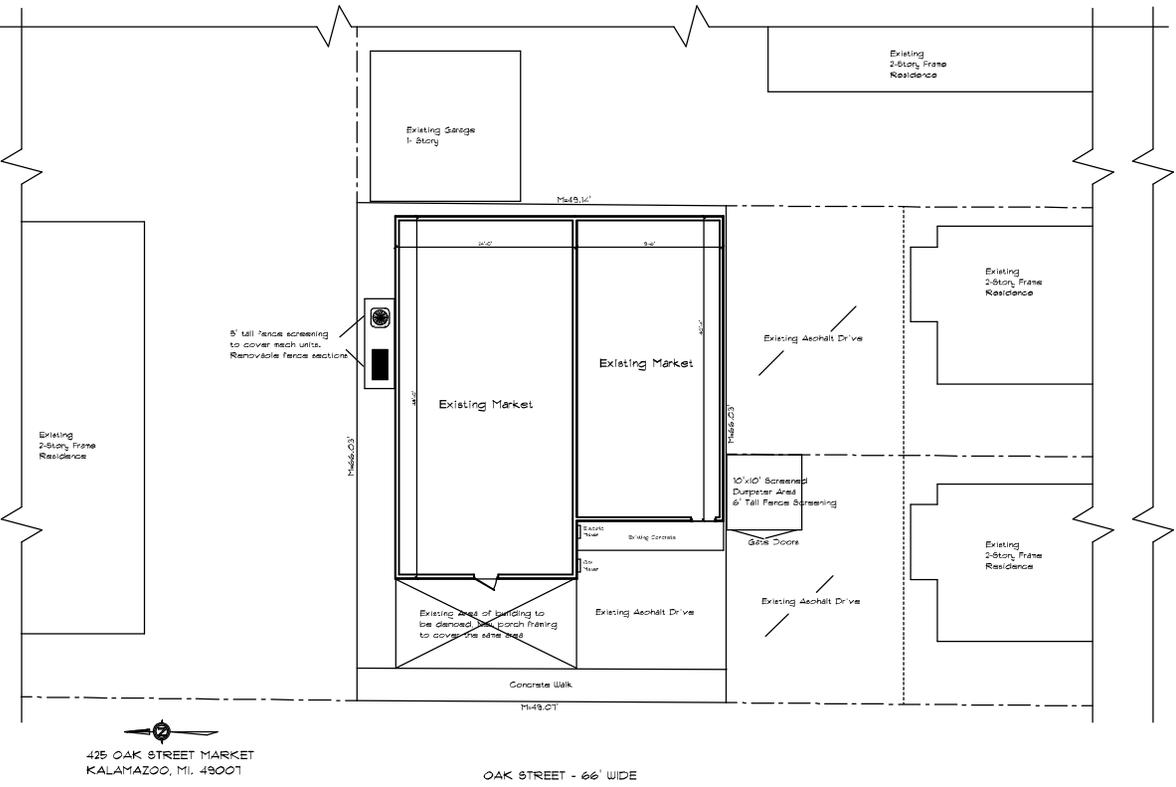
ARCHITECT

FRANK MASON AND ASSOCIATES
23482 BEACH TRAIL
ATLANTA, MICHIGAN 49109
(269) 788-1914 - (269) 209-5842

PROJECT DESCRIPTION

SCOPE: RENOVATE RETAIL SPACE, INCORPORATING NEW B.F., RESTROOM, RAFF & PORCH
RETAIL AREA FOR SALE OF MARKET MERCHANDISE
JURISDICTION: CITY OF KALAMAZOO, MICHIGAN
BUILDING CODE: MICHIGAN BUILDING CODE 2006
MICHIGAN REHABILITATION CODE 2006 WHERE APPLICABLE
BUILDING USE GROUP: SECTION 303, MERCANTILE GROUP "M", RETAIL
PARKING: EXISTING PARKING LOT / EXISTING SITE
MEANS OF EGRESS: 2 REQUIRED, 2 PROVIDED.
TYPE OF CONSTRUCTION: 1/8

PLUMBING FIXTURE COUNT:
WATER CLOSETS: 1 PROVIDED
LAVATORIES PROVIDED: 1 PROVIDED
DRINKING FOUNTAIN: 1 BELIEVE PROVIDED
SERVICE SINK: 1 PROVIDED



425 OAK STREET MARKET
KALAMAZOO, MI. 49001

OAK STREET - 66' WIDE

WEST CEDAR STREET - 66' WIDE

PROJECT GENERAL NOTES

1. THE INTENT OF THESE DOCUMENTS IS TO PROVIDE FOR THE CONSTRUCTION OF THIS PROJECT, COMPLETE AND FUNCTIONAL IN ALL RESPECTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THIS RESULT. THE OMISSION OF EXPRESS REFERENCE TO WORK NECESSARY AND REASONABLY INCIDENTAL FOR THE COMPLETE CONSTRUCTION OF THE PROJECT SHALL NOT BE CONSIDERED AS RELINQUISHING THE CONTRACTOR FROM HIS RESPONSIBILITIES.
2. THE CONTRACTOR SHALL VERIFY ALL EXISTING DIMENSIONS, CLEARANCES AND CONDITIONS TO THE ARCHITECT PRIOR TO COMMENCEMENT OF WORK. FAILURE TO DO SO CONSTITUTES ACCEPTANCE AND RESPONSIBILITY FOR ALL EXISTING CONDITIONS. THE CONTRACTOR WILL NOT BE ALLOWED ADJUSTMENTS IN "TIME OR MONEY" REQUIRED TO RECTIFY THE SITUATION.
3. DO NOT SCALE DRAWINGS. GIVEN DIMENSIONS SHALL GOVERN. LARGE SCALE DRAWINGS SHALL GOVERN OVER SMALL SCALE DRAWINGS.
4. THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OF ALL PURCHASED, FABRICATED AND FINISHED ITEMS FOR REVIEW BY THE ARCHITECT UNLESS WAIVED BY THE SAME.
5. ALL EQUIPMENT, MATERIALS AND ARTICLES INCORPORATED INTO THE PROJECT SHALL BE NEW AND UNDAUNAGED. ALL WORKMANSHIP SHALL BE WITHIN INDUSTRY STANDARDS.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIR AND REPLACEMENT OF DAMAGE TO AREAS CAUSED BY HIS WORK AT NO ADDITIONAL COST TO THE OWNER.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SAFETY CONDITIONS RELATING TO JOB CONSTRUCTION INCLUDING A SAFE ENVIRONMENT FOR OCCUPANTS OF AREAS ADJACENT TO THE WORK AREA.
8. THE CONTRACTOR SHALL PAY ALL FEES FOR PERMITS NECESSARY FOR PROPER COMPLETION OF WORK, UNLESS NOTED OTHERWISE.
9. SHOULD THE CONTRACTOR OBSERVE ERRORS, DISCREPANCIES OR OMISSIONS IN THE CONTRACT DOCUMENTS, HE SHALL PROMPTLY NOTIFY THE ARCHITECT REQUESTING CLARIFICATION. THE CONTRACTOR SHALL NOT PROCEED WITH WORK AFFECTED BY SUCH ERRORS, DISCREPANCIES OR OMISSIONS WITHOUT RECEIVING CLARIFICATIONS. ADJUSTMENTS INVOLVING SUCH CONDITIONS MADE BY THE CONTRACTOR WITHOUT PRIOR CLARIFICATION BY THE ARCHITECT SHALL BE AT THE CONTRACTOR'S OWN RISK. COMPLICATIONS ARISING FROM PROCEEDING WITHOUT CLARIFICATION SHALL BE RESOLVED AT THE CONTRACTOR'S EXPENSE.
10. ALL WORK PERFORMED ON THIS PROJECT SHALL COMPLY WITH ALL APPLICABLE LOCAL, STATE AND NATIONAL CODES, LAWS AND ORDINANCES.
11. ANYTHING IN THE CONTRACT DOCUMENTS NOT WITHSTANDING, THE CONTRACTOR ACCEPTS THE RESPONSIBILITY OF CONSTRUCTING A WEATHERTIGHT, WEATHER TIGHT PROJECT.
12. CONTRACTOR SHALL PROVIDE BACKING BLOCKING AT ALL WALL MOUNTED EQUIPMENT OR ACCESSORIES.

VICINITY MAP



Oak St, Market
425 Oak St.
Kalamazoo, MI.

425 Oak St.

FRANK MASON AND ASSOCIATES
23482 BEACH TRAIL ATLANTA, MICHIGAN 49109
(269) 788-1914 (269) 209-5842

Date
11/10/09

Scale
1/8" = 1'-0"

Sheet

SITE



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@kalamazoo-city.org

APPLICATION FOR PROJECT REVIEW

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 314 W. South St Historic District: South St. Vine
Applicant: OSBORNE CONSTRUCTOR Owner: Muelle Enterprises, LLC
Mailing Add: 421 S. 1st Street Mailing add 421 S. 1st Street
City State & Zip: KALAMAZOO MI 49009 City, State Zip KALAMAZOO MI 49009
Phone: 269-998-3539 Phone: 269-998-3539
Fax: Hotmail.com Fax: _____
Email OSBORNECONSTRUCTION@HOTMAIL.COM Email _____

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

Proposed Work: Use additional sheets to describe work if necessary

Building of 24 X 24 GARAGE

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

Applicant's Signature: _____ Date: 11 / 8 / 09
Owner's Signature: _____ Date: / /
(if different)

-For Historic Preservation Coordinator's Use Only-

Case Number: IHA 09-0464 Date Received*: 11 / 12 / 09
Complete application 11 / 12 / 09

REFERRED TO:

COMMISSION
Meeting Date: 11 / 17 / 09
COMMENTS: _____

ADMINISTRATIVE
Staff Review Date: / /
COMMENTS: _____

Approve in Concept Date: / /
Letter mailed / /

COA issued / /

FINAL ACTION

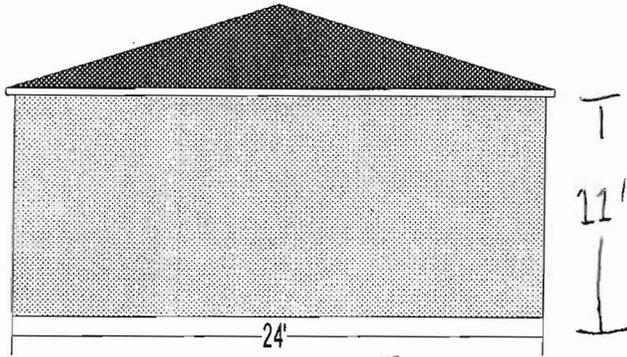
Approve Site Visit Approve w/Conditions Deny Postpone Withdrawn
ACTION DATE / /

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

Historic Preservation Coordinator _____ Date _____

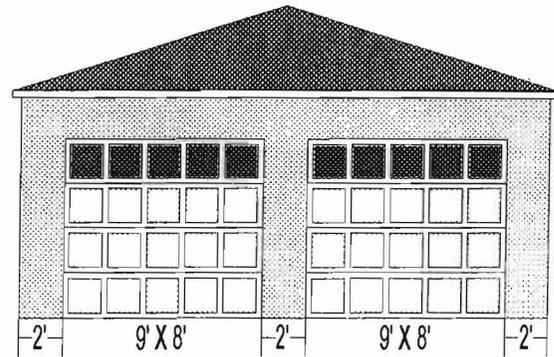
*** Here are the wall configurations for your design.

Illustration May Not Depict All Options Selected



Gable Front View

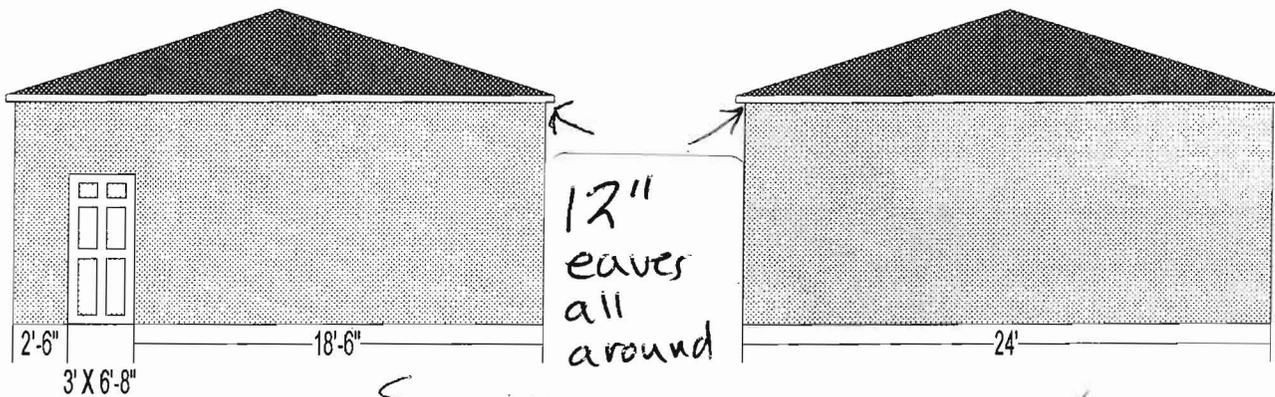
North



Gable Back View

(2) - WHT R/P PLAIN LITE M4RSF 9X8 EZSET TORSN

East



Eave Front View

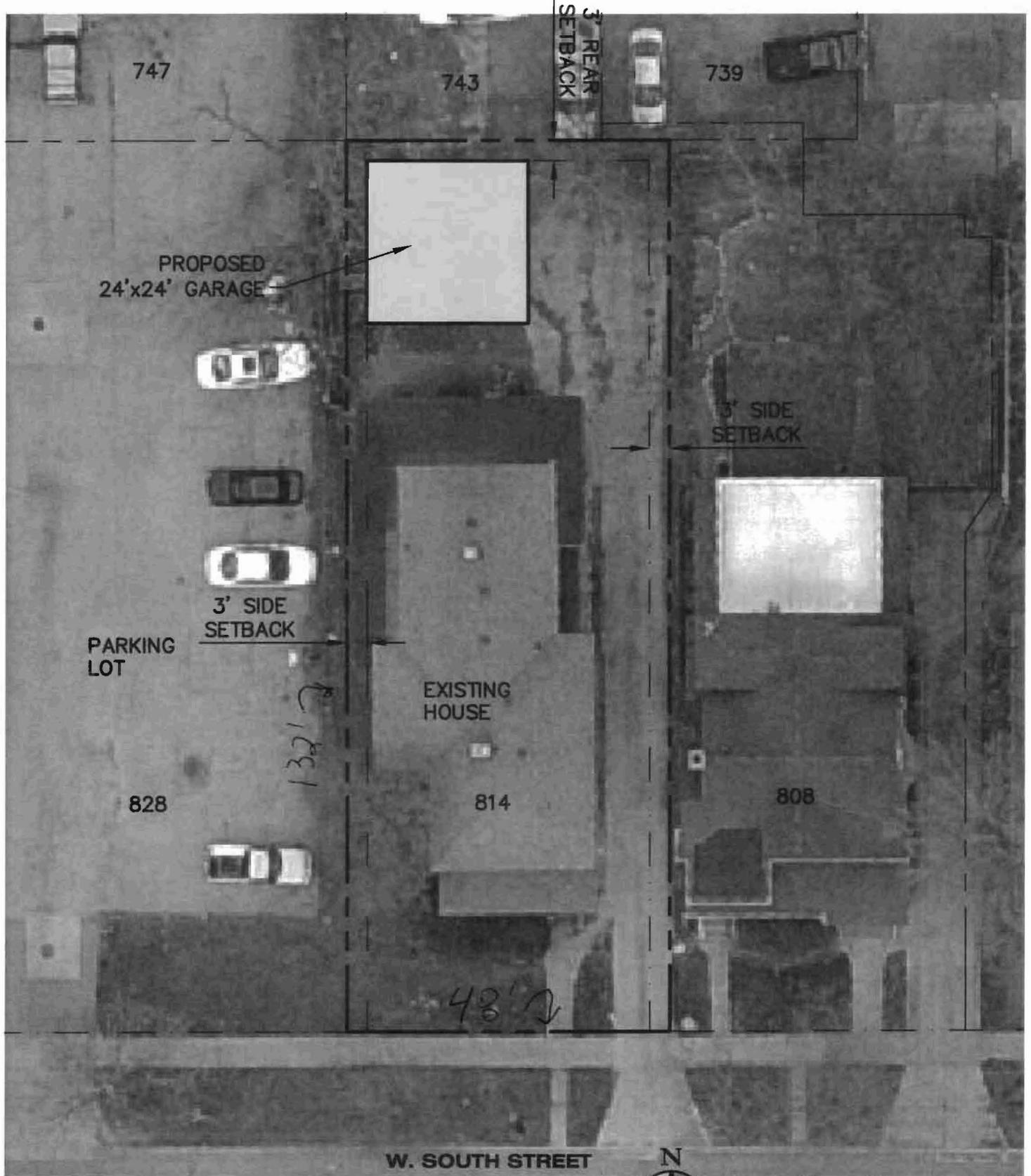
(1) - CM1 6-PANEL STEEL DOOR PH36X80 LH SB

South

Eave Back View

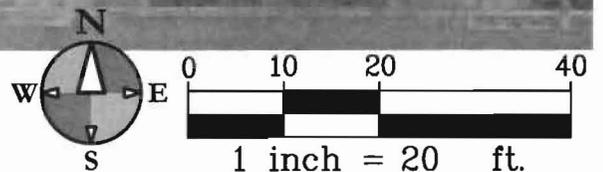
West facing parking lot.

IHA 09-0464
814 W South



NOTE:
PROPERTY LINES FROM
CITY GIS SYSTEM.

IHA 09-0464



hurley & stewart, llc
 2800 south 11th street
 kalamazoo, michigan 49009
 269.552.4960 fax 269.552.4961
 www.hurleystewart.com

Job No.: 09-041D
 Date: 11/08/09
 Scale: AS NOTED
 P.M.: TDH
 Dft: BG
 QA/QC: 11/08/09

Title: **GARAGE ADDITION**
 Project: **814 SOUTH GARAGE ADDITION**
 Client: **OSBORNE CONSTRUCTION**

Drawing No.

A



HISTORIC DISTRICT COMMISSION
Minutes
October 20, 2009
DRAFT

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

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

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

Guests: Peter Carroll, Richard Emig and Chris Roussi, applicants for HDC

I. CALL TO ORDER

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

II. APPROVAL OF ABSENCES

Mr. Nave had not arrived at the meeting, but was expected shortly. The other commissioners were present.

III. APPROVAL OF AGENDA

There were no changes to the agenda.

Mr. Oudsema, supported by Ms. DeYoung, moved approval of the October 20, 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

None

VII. NEW BUSINESS

A. 439 Woodward (Case #: IHA 09-0410)

Karen Leys was present to discuss the application. The application requests the addition of a mudroom to the west/rear door, similar in design to the mudroom on the west face of the north addition next to the driveway.

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

B. 824 W. Kalamazoo (Case #: IHA 09-0436)

Ric Wiessner, Falco Corp., was present to discuss the application. The application requests that the open deck at the rear northeast corner of the house be enclosed.

Mr. Wiessner stated that the house is a licensed adult foster care home. The home recently became a non-smoking facility. They are required by state law to provide a structure or area that is outside but out of the weather for the residents who smoke.

Mr. Oudsema commented that he is typically not enthused about add-ons. However, the proposed enclosure is at the back of the house. He stated that he walked in back of the properties that are adjacent to 824 W. Kalamazoo. There are similarities to what is being proposed for the subject property and what already exists at 808, which is two houses away. The enclosure the applicant is proposing is in keeping with the neighborhood.

Mr. Nave commented that there are two nice original elements that that are still showing, the turned legs under the bay window and the small side porch that faces the driveway – both on the east side. It appears that what the applicant is proposing will destroy most of the original porch. Mr. Nave recommended matching the existing 8” aluminum siding rather than the wood siding. Ms. Ferraro stated that it is important to consider what would happen if the owner decides to strip the aluminum siding off the rest of the house. If aluminum siding is used on the addition, the owner would have to add wood siding to the addition when the rest of the house is restored. Based on other houses in the area, there is likely 3” or 4” wood siding under the aluminum.

Mr. Bonsignore pointed out that the application is for 8” wide horizontal siding. Mr. Wiessner stated that the intention was to match the size of the existing siding.

Mr. Nave stated that the trim should match the original trim on the house. Mr. Nave inquired if another door would be installed leading into the smoking porch. Mr. Wiessner stated that the existing entry door on the house will remain. After stepping up to the porch, you will turn right and enter the enclosed smoking porch through an opening without a door. The original porch will be unaltered. The deck that was added onto the porch will be enclosed. The post to the right of the east steps will remain.

Mr. Bonsignore stated that the drawing provided shows some of the original porch being enclosed. Mr. Wiessner indicated that the drawing does not correctly depict that detail. Mr. Bonsignore questioned how the roof over the entrance to the basement tied in with the rest of the house. It appears to have a different pitch. Mr. Wiessner stated that it will follow the existing pitch up to meet the porch roof.

Ms. Seaverson referred to the slope over the back door on the north/rear elevation. She inquired if the applicant would be matching that slope or the slope of the existing porch roof. Mr. Wiessner advised that both slopes are the same.

Ms. Seaverson, supported by Mr. Cinabro, moved approval of the application for 824 W. Kalamazoo Ave. with regard to enclosing the open deck at the rear, northeast corner of the house, based on Secretary of the Interior's Standards and Guidelines numbers 9 and 10. With a roll call vote, the motion carried unanimously.

Mr. Wiessner advised that the enclosed space will not be heated. The foundation under the posts will remain. The wall will connect to the column by the right of the door and be flashed around the end. A 2 x 4 will be screwed onto the post and built out from that point.

Discussion followed with regard to the siding. It was suggested that selection of siding be left to the discretion of the builder, as long as the siding is not vinyl.

C. 909 Oak (Case #: IHA 09-0437)

Andrew Thompson, owner, was present to discuss the application. The application requests the addition of a wood framed chimney on the north side of the house.

Mr. Thompson stated that the boxed in chimney would replace the brick chimney that was failing and was removed from the north side of the house. The plan is to construct a box sided with cedar clapboards to enclose the galvanized furnace vent.

Mr. Nave inquired if the chimney is required or if it could be vented to the outside through the sill or apron board without a chimney. Mr. Thompson stated that he would like to vent it to the outside (through the wall rather than the chimney). The furnace and water heater would be vented through the chimney. The furnace is 80% efficient and there is a requirement that it be vented through the chimney. Mr. Nave suggested installing a furnace that would not require venting through a chimney. Mr. Thompson stated that he had considered that. However, since this is a two unit, he would need to replace one furnace with two furnaces and redo the duct work.

Mr. Nave expressed concern that the 4" lap siding would not be appropriate. Ms. Ferraro stated that the cement asbestos siding is very hard to find, unless you go with the GAF replica siding that is available. Mr. Thompson indicated that he was not sure when/if the siding would be removed. It was suggested that cement fiber Hardie board could be used. It would look similar to the existing siding but there is no asbestos in it. Mr. Nave suggested that 4' x 8' flat panels could be used so that it looks like an addition, rather than extending the lap siding all the way up.

Ms. Seaverson inquired if the original siding is under the asbestos siding, and Mr. Thompson responded in the affirmative. She inquired as to the approximate age of the chimney. Ms. Ferraro stated that the chimney predates the siding, and the chimney does not appear to be original to the house. There is no chimney inside the house; it was attached to the outside of the house. It was constructed of wire-cut brick, which dates from the early 20th century, probably the teens or 1920's. Mr. Thompson stated that the only place the chimney was attached was with flashing at the roof.

Mr. Tribu inquired if Mr. Thompson had looked in the basement to find where the chimney originally came up through the house. Mr. Thompson stated that if there was a chimney, it is completely gone. There doesn't appear to be a chase through the middle of the house to provide venting. He also considered venting the furnace out the back of the house, but the distance is too long for that to be feasible.

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Mr. Bonsignore inquired as to how high above the roof the chimney would be constructed. Mr. Thompson stated that Matt Kuiper did the drawing and he determined that the chimney would be 3 feet above the roof. That can be adjusted as necessary. Ms. Ferraro advised that Frank Springer, Building Inspector, and Butch Hays, Plumbing/Mechanical Inspector, were also consulted. Mr. Nave mentioned that a cricket should be installed on the south side of the chimney to shed water on either side of the chimney, where the chimney intersects the roof.

Ms. Seaverson expressed support for using the smooth cement-fiber siding as Mr. Nave suggested. She suggested determining if the brick chimney has its own historic significance. It is not original to the house, but it is still in the period of significance for the South Street district. Ms. Ferraro stated that the brick chimney was not a character defining feature or a change that acquired significance over time. This was a plain, straight chimney with no embellishment and no cap.

Mr. Nave, supported by Ms. Seaverson, moved approval of the application for 909 Oak with the siding to be flat Hardie-type fiber-cement siding, painted and with 1" x 4" trim of the same material. The joints are to be covered with the trim. An appropriately sized cricket is to be installed to shed water around the chimney. The chimney should be the width of the existing chimney and a minimum depth to accommodate the flue. It should be trimmed against the existing house. With a roll call vote, the motion carried unanimously.

Mr. Tribu inquired as to the dimensions of the new chimney. Mr. Thompson stated that he wants it to be the same dimensions as the previous chimney, which was 20" across with a 6" flue. The chimney will be the minimum size to accommodate the dimension of the flue.

D. 425 Oak (Case #: 09-0435)

Jason Farmer, architect, was present to discuss the application. The application requests reconfiguration of the exterior and the store front.

Mr. Farmer advised that the building had been condemned. It was used for a market and the owners are trying to reopen it. The exterior of the building is in bad shape and needs updates.

Drawings were provided with the application. A barrier-free ramp and steps will be added to the front to meet code requirements. One option is to leave the front of the building as is and build the ramp and stairs inside. Another option is to remove the ramp and stairs and add a covered porch with a flat roof and have an open ramp (exposed to the air) so the space would not have to be heated.

There is horizontal vinyl lap siding on the original building and vertical steel siding on the south addition. The entire building needs new roofing. The size of the building will not be increased, the footprint will remain the same. Many renovations need to be done on the inside, including updates to the restrooms, floor joists and electrical service to bring the building up to code.

Mr. Nave asked when the building was condemned. Mr. Farmer stated it occurred in May of 2009. Ms. Ferraro stated that if there is no action taken on the part of the owner to remedy the conditions cited in the condemnation, the zoning would revert to single-family after 12 months, and the non-conforming commercial use would be gone.

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Mr. Nave inquired as to the purpose of the deck-like structure on the roof of the south addition. Mr. Farmer advised that the intention is to install the mechanical units on the roof deck instead of in the basement. The railing is screening for the mechanical units.

Ms. Seaverson referred to the letter from Pete Eldridge that was included in the packet. She inquired if this matter needs zoning approval before it is reviewed by the HDC. Ms. Ferraro stated that this property has an existing, non-conforming zoning designation and does not require zoning approval at this point. The multi-family residential zoning designation stays in effect as long as the business is active or if they are doing repairs.

Ms. Seaverson inquired if this is a contributing building to the district. Ms. Ferraro stated that is probably is because so much of the original appearance remains and it is very similar to at least to other buildings in the district. Mr. Bonsignore mentioned that it has a false front, which indicates that it has been a commercial building for a long time.

Mr. Cinabro inquired if the owners would need approval from the zoning board if the building were demolished and rebuilt. Ms. Ferraro confirmed that to be true. The applicants would also need design approval from the HDC. Mr. Cinabro commented that it was his understanding that the applicants wouldn't need to go to the ZBA if the application is approved by the HDC. Ms. Ferraro confirmed that to be correct.

Mr. Nave inquired if the vertical front would be restored, and Mr. Farmer responded in the affirmative. There is vinyl siding on the front of the building. The intention is to tear off the existing siding and install wood siding or smooth fiber composite siding to match the historic time period when it was built. The railing around the top of the roof over the entrance is for aesthetics. It is intended to tie in the screening around the mechanical units on the roof of the south addition.

Ms. Seaverson referred to the existing gable front addition and inquired if that was all to be taken off. Mr. Farmer advised that is one of the options. The two front elevations depicted show how the building would look with or without the front addition. The right elevation shows how the building would look if the gabled roof were to remain. The elevation on the left shows how the building would look with the entire front addition removed back to the original wall. The deck underneath and the steps would be open to the air with a new foundation to support the porch roof. Ms. Ferraro commented that the pattern on the floor inside indicates there was originally a centered front entrance and the left elevation would be closer to the original configuration.

Mr. Bonsignore inquired about the siding to be used. Mr. Farmer stated that he is proposing to repair the vinyl siding on the north, east and south facades (front, back and left). The west (front) façade of the original building would be composite or wood siding. There are a couple of doors in the south addition that are no longer needed for the floor plan. The doors would be removed and those areas would be filled in and painted to match.

Ms. Seaverson stated that she liked the idea of removing the existing front and opening it up. She suggested steering the applicants toward one option and asking for more details as that is developed.

Mr. Nave suggested installing a metal canopy sloping slightly toward the street rather than having the railing. Mr. Farmer indicated that was a possibility. The existing drawing shows a ¼" slope with some "2 x" material underneath for a frame and a rubber roof on top. The pitch could be

raised a little and a metal roof could be installed. Mr. Nave mentioned that many historic buildings in other cities have a sloped canopy for people to walk under. He mentioned Omaha, Nebraska has examples of that in their historic district. Ms. Ferraro advised that a plain canopy without the proposed decorative rail would be preferable because it would not be adding a conjectural historic feature. It would be similar to what we know was there. It would also be less expensive.

Mr. Nave moved approval of the application for 425 Oak, with the existing front elevation to be removed back to the vertical, western-style front, which is to be restored as close to original as possible, with wood siding, trim and brackets; the siding and trim are to be repaired on the other three sides. A sloped metal roof (shed roof) is to be installed, with a slope as low as 6 inches per 12 feet. The ramp is to be installed to historic district standards. The air conditioning enclosure/railing should be done to historic district standards (painted wood). The roof should be done to historic district standards with a dark drip edge. The soffits should be as close to original as possible. Details are to be worked out with the Historic Preservation Coordinator. The motion died for lack of support.

Mr. Nave inquired as to the type of siding that was originally on the building. Mr. Farmer advised that there is board and batten siding on the front addition. It is visible in some of the photographs. It is rotten along the bottom and it all needs to be replaced. Mr. Nave inquired as to the type of siding behind the extended front, on the original western façade. Mr. Farmer advised that there may be wood siding under the vinyl siding but he is not sure what condition it is in. Mr. Nave suggested continuing down with the four inch lap siding and using a twelve inch batten on center.

Discussion followed with regard to the roof. Mr. Farmer stated that he thought the roof was 1" x 6" planks with home built trusses.

Mr. Oudsema inquired if Mr. Nave intended to allow the applicants to put the mechanical equipment on the roof. Mr. Oudsema suggested that the mechanicals be installed at the back of the building. Ms. Ferraro advised that there is not enough land in the back of the building to accommodate the mechanicals, the fence is up against the back of the building. Mr. Oudsema suggested that the applicants come up with a different plan. The neighborhood views this property as a nuisance, even when it was operating. The applicants should do a proper restoration of the building. The HDC wouldn't allow other applicants to place mechanical equipment on their roof.

Ms. Ferraro advised that the HDC has allowed some equipment to go on the roof, but in the least visible location possible. The area proposed by the applicant is a visible location and it is in a residential area. The mechanicals will need to be screened in an appropriate way. Mr. Nave mentioned that there appears to be some land on the north side of the building. Mr. Farmer advised that there is only about three feet of land in that location. The applicants are proposing to have one unit for heating and cooling. Mr. Bonsignore suggested putting the mechanical equipment inside of a dormer on the roof.

Ms. Seaverson mentioned that an air handler on the roof would create noise. That issue may not be under the jurisdiction of the HDC but it could become a problem. It should be enclosed in some fashion that would address the view and the noise. Discussion followed with regard to the best way to conceal the mechanical equipment. Putting the mechanical equipment on the ground

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in front of the vertical sided south addition would make it vulnerable to vandalism and it would take up one of the parking spaces. It could be placed on the roof behind the false wall that's at the front of the building, but it would not be totally concealed. The mechanical equipment could be placed in the attic with extensive venting.

Ms. Seaverson suggested matching the siding on the western front if there is evidence showing what was there.

Ms. Seaverson, supported by Mr. Cinabro, moved approval in concept of the removal of the existing front structure at 425 Oak back to the front vertical wall. The applicants are to return to the HDC with further details. With a roll call vote, the motion carried with a majority vote. Mr. Oudsema was the only dissenting vote.

Mr. Bonsignore requested that the applicants provide architectural drawings when they return to the HDC.

Public Comment

Pat McCarthy, Vine Neighborhood Association, stated that this building and its condition have been a problem for the neighborhood for an extended period of time. The Vine Neighborhood Association would like to encourage the HDC to protect the historic nature of the neighborhood. The Neighborhood Association would like to see this building come back as something attractive, clean, well lit and not disruptive. There have been comments about the mechanical equipment being located on the roof and the noise issue that creates.

Mr. Bonsignore inquired if Ms. McCarthy had any comments about the suggestions and options that have been discussed during the meeting. Ms. McCarthy stated that as a resident of the Vine Neighborhood, she has concerns about the mechanical equipment being on the roof because of the noise. This is a residential area, but there have been small commercial buildings in the neighborhood in the past. Commercial buildings should be appropriate, fit into the neighborhood well, and respect the historic nature of the neighborhood.

Mr. Oudsema commented that the operation of this facility in the past five years has been nothing but a nuisance for the neighborhood. It appears that the ownership has not changed hands during that time. It would be nice to see improvements in the condition and operation of the building so that it becomes something the neighborhood can be proud of.

Mr. Nave stated that he has been viewed unfavorably when he worked on several of these projects in other neighborhoods. It is a question for the neighborhood if zoning or other approval is needed where there is a choice. Legally, this building can be fixed up as is, with approval from the HDC regarding exterior restoration.

Mr. Oudsema stated that he didn't have a problem with the property being fixed up and put back in service. He commented that the current owners put themselves in this position. If they had operated their business differently and held their business to a different standard, they wouldn't be here at all. The reason they are here is that this property was condemned and the business was closed. There is no reason to be accommodating with regard to reopening the business, unless the owners want to make the appropriate repairs to the building.

Ms. Ferraro advised that there is about three weeks before the deadline for the next meeting. She offered to meet with the applicants to discuss the details of the project.

E. 921 Walwood (Case #: IHA 09-0435)

Andrew Gyorkos, owner, was present to discuss the application. The application requests replacement of the existing soffits with aluminum to make the roof edge more consistent.

Mr. Gyorkos stated that he was in the process of fixing soffits on the house when he discovered that the previous owner made repairs to the roof and not all elements of that repair were lined up correctly. There is not enough space to put another board in between the drip edge and the fascia. Mr. Gyorkos referred to the #2 picture provided, which shows existing aluminum fascia. The third level has soffit and fascia wrapped in aluminum. Mr. Gyorkos doesn't want to wrap the soffits, he just wants an L piece of aluminum between the drip edge and the wood fascia to cap it. There is a gap and the air goes to the soffit and the attic.

Mr. Gyorkos is suggesting an L-style type of fascia to close the gap, which will extend downward and wrap the outer portion. Mr. Nave suggested having the fascia come down an inch. Mr. Gyorkos stated that some of the fascia would have to be revealed in order to nail it.

Mr. Tribu suggested removing the existing fascia and replacing it. Mr. Gyorkos stated that the fascia was already removed and fixed. He built it back to where it should be. There was already fascia in place, they just left enough room to tuck the aluminum into the space. When Mr. Gyorkos built it back and removed the rotten wood, he installed the 1" x 8". Mr. Bonsignore inquired as to what would prevent the applicant from cutting the wood to fit in the same way they are proposing to install the aluminum. Mr. Gyorkos advised that one part of the house didn't need to be redone, and by the time they got to that corner it became an issue. The material is nailed in place now and they don't want to tear it out.

Mr. Nave inquired as to when the front door was replaced. Mr. Gyorkos stated that the door was replaced prior to the time he purchased the property in May of 2009.

Mr. Nave suggested using the L-shaped piece of aluminum and pushing it up to meet the bottom of the plywood and that should close the gap. Mr. Gyorkos is asking to face nail the piece of aluminum from the bottom so the outer most part is wrapped. The fascia is aluminum. The two windows on the roof are fully wrapped and have aluminum soffit. One side is aluminum and he is asking to put the aluminum back on the sides that were repaired. He estimated that the roof will probably last another ten years, and he hopes to redo it correctly when the time comes. He doesn't have the funds to put a roof on it now.

Ms. Seaverson inquired if the aluminum fascia was there when the project began. Mr. Gyorkos responded in the affirmative. He stated that the east side of the house is still wrapped in aluminum. Ms. Ferraro stated that the aluminum predates the historic designation in 1997.

Mr. Bonsignore suggested taking a piece of aluminum, folding the bottom edge, installing it with a consistent reveal, and trim it to fit without having it cover the fascia. There would be a hem at the bottom and it should lay flush. Mr. Gyorkos questioned how that would look with the east side which is still intact. Mr. Bonsignore mentioned that Mr. Gyorkos would have to create the piece of aluminum he intends to install. The commercial fascia has creases in it, but this would have a smooth face. It would be rolled out and painted white to match the trim.

Mr. Nave, supported by Mr. Tribu, made a motion to finish the soffits on three sides to match the existing east side regarding 921 Walwood. With a roll call vote, the motion carried unanimously.

A. 439 Woodward (Case #: IHA 09-0410)

Karen Leys was present to discuss the application. The application requests the addition of a mudroom to the west/rear door. Similar in design to the mudroom on the west face of the north addition next to the driveway.

Ms. Leys stated that the house currently has four units, it had six units when she bought it. She referred to the drawings that were provided in the packet and pointed out the location of the dog doors. She would like to add the mud room so she can control the wind coming in her kitchen. She has a number of house doors stored in her barn that have been removed from the house at various times so she is hoping that the builder can use one of those. It will either be a five horizontal panel door with two panels cut out for windows, or it would be a five panel door with the mid-horizontal with the top verticals removed for a window.

The historic photos show a mud room/porch in that location. Ms. Leys stated that she didn't have any details regarding the materials to be used. She will use whatever is required. She is hoping to get approval for a metal roof, which would be easier than installing shingles in that location.

Mr. Nave, supported by Ms. DeYoung, moved approval of the application for the mudroom at 439 Woodward, with materials to match the house. The doors are to match historic district standards, the trim should match the house or the historic photo. A thin metal roof can be installed over the mudroom to shed water. Details are to be worked out with the Historic Preservation Coordinator. With a roll call vote, the motion carried with six ayes and one abstention. Mr. Bonsignore abstained.

Mr. Tribu inquired if the mudroom will be incorporated into the posts that are supporting the second floor deck or will it be free-standing. Ms. Leys advised that the mudroom will be incorporated into those posts. She suggested that when the framing is built for the wall, the builder will be nailing the inside 2 x 4's to the existing 4 x 4's. Ms. Seaverson expressed concern that the proposed construction would make the roofing difficult. A box inside the box would make it more durable with respect to keeping water out. When installing the roofing, flashing to wood 8 x 8's isn't advisable because it will let water in through the wood.

Mr. Nave suggested that Ms. Ferraro could review any details as the project progresses. The motion was amended accordingly. Mr. Bonsignore advised that he would abstain from voting because he serves on a board with Ms. Leys and he would not be comfortable voting on this matter.

F. 814 W. South Street (discussion only)

Kevin Osborne was present to represent the property. The owners would like to build a one or two-car garage on the lot. The garage may look like a carriage barn. Mr. Osborne is looking for ideas and suggestions.

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Mr. Osborne advised that he would like to construct a 24' x 24' garage in the back yard. He is working with the zoning official. He would like some recommendations from the HDC regarding the design and materials they would prefer. The garage cannot be bigger than 24' x 24' due to the zoning setback limitations. There were two different locations proposed to the zoning official. One suggestion was to construct the garage over the existing driveway – directly north of the street and visible from South Street. Historic pictures indicate that there was a garage in that location on the lot. The second option is to place the garage in the back yard, which would leave a 36% green space, but would be less visible from South Street. The minimum requirement is 40% green space. The second option would require approval by the zoning board.

Mr. Nave inquired if the zoning board would allow a decrease in the setback at the rear of the property. Mr. Osborne stated that someone in the building department advised that the setback is 5 feet from the property line in the back and on the sides. Mr. Nave stated that the code requires 1.5 parking spaces per unit; he inquired if there would be enough room to satisfy the parking requirements. Ms. Osborne stated that he would like to put the garage over the grass so as to not lose the existing parking. The owners have purchased part of the parking lot at 820 West South. There are three units, a one-bedroom, a two-bedroom and a three-bedroom. The one-bedroom is owner occupied.

Ms. Ferraro advised that the house was built in the late 1860's or early 1870's. A garage with the appearance of a carriage house, with a higher roof and a slightly higher pitch would be appropriate. A garage with a shed roof and false front would also be a possibility.

Mr. Nave provided a couple of pictures of a garage that would be appropriate for an Italianate house; the property is owned by Sharon Carlson. Ms. Ferraro stated that the pictures of the original garage at 814 W. South show very little detail. There is a low-pitched, hip roof on the existing house. The garage roof would not necessarily have matched the house, but it would probably have been similar. If the owners decide to construct a story and a half or two story carriage barn, it should be similar in shape and have a roof pitch similar to the house. If they construct a garage with a shed roof, the pitch should also be similar. Many of the houses along West South street have garages with shed roofs.

Ms. Osborne stated that he is looking for ideas to take to the next zoning board meeting. If he can get approval from the zoning board regarding the issue with the green space, he will return to the HDC for design approval. Mr. Bonsignore suggested that two doors would be more appropriate than one large door. Mr. Tribu suggested that Ms. Ferraro provide to the applicants the examples of garages she has from old house catalogs. Ms. Ferraro stated that the examples she had were from the teens, 1920's and 1930's, any of those styles would be appropriate. There are examples of carriage barns in the Stuart Neighborhood and South Street Historic District that would also be appropriate.

Mr. Oudsema suggested that it would be more appropriate to construct the garage or carriage house in a location that is visible from the street. Ms. Ferraro suggested that the style of the structure might determine where it is located. If the owners decide to construct a garage it might make more sense to locate it at the end of the driveway, which is more common for cars. If they prefer to construct a carriage barn, it could be located at the end of the driveway or slightly behind the house. Ms. Seaverson stated that she was in favor of locating the garage where it had been in the past.

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Mr. Nave mentioned that if the parking to the north will take the place of the parking in the back yard, the garage could be located at the end of driveway and the owners could have a nice back yard. Mr. Osborne stated that the owners are still considering their options. They would like to purchase the entire lot next door. The person who used to own it just repurchased it after foreclosure. He doesn't want to sell the entire lot without the buildings that face Academy. At this point, he has only sold three of the parking spaces to the applicants. The parking lot fronts on South Street. The parking lot is currently used for the brick apartment buildings on Academy. The lot sat vacant for about two years, but now all of the units in the apartment building are full so there are no extra spaces to purchase.

Mr. Osborn inquired if the HDC would prefer a hip roof on the garage/carriage barn. Ms. Ferraro stated that due to the age of the house, its location and what has happened around it, there is a wide range of choices available that other homes may not have. It would be appropriate to go with a carriage barn look with a hip roof similar to the house. A garage with a shed roof would also be appropriate or a style similar to what might have been there in the 1920's or 1930's. The biggest question is where to place the garage.

Mr. Bonsignore mentioned that placing a faux historic carriage barn would not be in keeping with the standards. It would not be appropriate to encourage someone to build something that looks like it has been with the house. It would be preferable to have something that is different but complimentary, with details that mimic the house.

Ms. Ferraro suggested a style of garage from the early 20th century, clearly made for cars, would be more appropriate than a carriage barn appearance. Unless pictorial evidence is discovered showing what was actually there.

Mr. Osborne inquired if it would be preferable to side the garage with Cedar or some other suitable wood material, with a four inch lap to match the house. Or would it be more appropriate to use fiber cement? Ms. Ferraro mentioned that garages were often made with car siding and that might be an appropriate material to use for this project. Ms. Ferraro advised that she could meet with Mr. Osborne to further discuss the details.

Mr. Osborne stated that he received a notice that a storm door needs to be installed on the entrance to one of the apartments for ventilation. He inquired what he would be allowed to install in that location off the driveway. Ms. Ferraro advised that a half light window, not a self-storing style, would be preferred. It should be a paneled door with no cross buck. The door must fit the existing opening. Ms. Ferraro can approve the door administratively.

VIII. Approval of Minutes (September 15, 2009)

Mr. Bonsignore requested the following change: Page 10, last paragraph, the sentence referencing, "detailed pictures of the windows" should state, "at 609 Elm Street."

Ms. DeYoung requested the following change: Page 9, under FYI Report, the second line should read, "Ms. Ferraro stated that the window repair workshop for contractors held in July did not utilize all of the grant (delete the "s") funds."

Mr. Oudsema, supported by Mr. Nave, moved approval of the September 15, 2009 HDC minutes as amended. With a voice vote, the motion carried unanimously.

XIII. Other Business

A. Appoint a committee to review applications for open seat on HDC in January

Mr. Oudsema is term limited and will be vacating his seat on January 1, 2010. Three people have applied for his position on the HDC. Ms. DeYoung, Mr. Oudsema, and Mr. Bonsignore volunteered to serve on the nominating subcommittee.

Ms. Seaverson, supported by Mr. Tribu, moved to form a committee to review applications for the seat to be vacated by Mr. Oudsema on the HDC in 2010. With a voice vote, the motion carried unanimously.

Ms. Ferraro advised that the City Commission reviews and approves appointments to commissions once a month during their last meeting of the month. Due to uncertainty of the City Commission’s schedule in December because of the holidays, it would be preferable for the subcommittee to make the recommendation in November so there will be no lapse in membership on the HDC. Also, the January HDC meeting is sometimes cancelled due to a lack of applications. The City Commission will likely approve the recommendation in December.

Ms. Ferraro advised that the subcommittee should contact the applicants to set up an interview. The subcommittee would then make a recommendation at the November meeting, and the HDC would vote on the recommendation at that time.

Ms. Seaverson advised that it would be helpful to have the subcommittee recommendations in the November HDC packets.

IX. Adjournment

Mr. Oudsema, supported by Ms. Seaverson, moved to adjourn the October 20, 2009 meeting of the Historic District Commission. With a voice vote, the motion carried unanimously.

The meeting adjourned at 6:55 p.m.

Submitted by: _____ Date: _____
Recording Secretary

Reviewed by: _____ Date: _____
Staff Liaison

Approved by: _____ Date: _____
HDC Chair



BOARD AND COMMISSION APPLICATION

1. On which Board or Commission would you like to serve?

Historic District Commission

2. Name: Christopher J Roussi
(First) (Middle) (Last)

3. Home Address: 729 W. South St. Kalamazoo 49007
(Street Address) (City) (Zip Code)

4. City Resident: Yes No 5. Neighborhood: South Street

6. Home Phone: 269-342-0658 7. E-mail Address: cjroussi@gmail.com

8. Occupation: Research Scientist 9. Employer: Michigan Tech University
1400 Townsend Houghton MI
(Employer's Street Address) (City) (State) (Zip Code)

10. Business Phone No: 734-913-6843 11. Home/Business Fax: _____

12. How would you prefer to receive communications from the city (fax, e-mail, home/business phone, etc.)? email

13. Please indicate any information (experience, education, community activities, organizations, etc) which you think should be considered for your appointment to a Board or Commission. Use additional paper and include a resume if you wish.

I have restored a Victorian house in Augusta, and had it placed on the State Historic Register. I currently live in a Victorian house. I am a member of the Gateway Coalition. I would like to become more involved in the community, and being on the HDC would help me both preserve, and encourage interest in, the historic neighborhoods in Kalamazoo.

14. Are there any reasons you may have a conflict of interest if you were appointed to a Board or Commission listed above? Yes ___ No . If yes, please explain.

15. References (Non-Family)

Name: Nelson Nave Phone: 269-207-3063
 Address: _____

Name: Sean McCann Phone: 269-207-6963
 Address: _____

16. _____
(Signature of Applicant) (Date)

OPTIONAL INFORMATION

The following Affirmative Action and Equal Opportunity information is requested to help determine whether application information for City Boards and Commissions is reaching all segments of the community. Provision of the following information is optional, and you will not be penalized if you do not complete this section. Please check as appropriate.

GENDER	RACE OR ETHNIC BACKGROUND	AGE
<input type="checkbox"/> Female	<input type="checkbox"/> Black or African-American	<input type="checkbox"/> 16-21 years
<input checked="" type="checkbox"/> Male	<input type="checkbox"/> American Indian or Alaskan Native	<input type="checkbox"/> 22-34 years
	<input type="checkbox"/> Asian	<input type="checkbox"/> 35-44 years
DISABLED	<input type="checkbox"/> Pacific Islander	<input type="checkbox"/> 45-54 years
<input type="checkbox"/> Yes	<input type="checkbox"/> Hispanic or Latino	<input checked="" type="checkbox"/> 54-64 years
<input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> White	<input type="checkbox"/> 64+ years

Please return your application to:

City Clerk's Office
241 W. South Street
Kalamazoo, MI 49007

Fax: (269) 337-8494

How did you learn about the Board and Commission position? city commission meeting

Are you currently serving as an appointee to any other City of Kalamazoo Board/Commission?

Yes No If yes, which Board/Commission?

Thank you for your interest in serving the City of Kalamazoo.

For further information, call the Clerk's Office at (269) 337-8791. E-mail : borlings@kalamazoo.org

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MAR 26 2008

THE CITY OF



Kalamazoo City Clerk
BOARD AND COMMISSION APPLICATION

1. On which Board or Commission would you like to serve?

Kalamazoo Historic Preservation Commission

2. Name: Peter B. Carroll
(First) (Middle) (Last)

3. Home Address: 141 Prospect St. Kalamazoo, MI 49006
(Street Address) (City) (Zip) (Code)

4. City Resident: Yes No 5. Neighborhood: West Main Hill

6. Home Phone: (269) 344-7804 7. E-mail Address: oldhomerehab@mac.com

8. Occupation: Business owner 9. Employer: Old Home Rehab, Inc
225 Parsons St. Kalamazoo, MI 49007
(Employer's Street Address) (City) (State) (Zip Code)

10. Business Phone No: (269) 806-8551 11. Home/Business Fax: _____

12. How would you prefer to receive communications from the city (fax, e-mail, home/business phone, etc.)? e-mail / business phone.

13. Please indicate any information (experience, education, community activities, organizations, etc) which you think should be considered for your appointment to a Board or Commission. Use additional paper and include a resume if you wish.
Attachment.

14. Are there any reasons you may have a conflict of interest if you were appointed to a Board or Commission listed above? Yes No . If yes, please explain.

15. References (Non-Family)

Name: John Thingstad, President Phone: (269) 345-3311.
Address: Park Trades Center 326 W. Kalamazoo, MI 49007

Name: Phil Cara Phone: (269) 349 8486
Address: Columbia Building, 9th floor, Kalamazoo

16. Peter Carroll 3/18/08
(Signature of Applicant) (Date)

OPTIONAL INFORMATION

The following Affirmative Action and Equal Opportunity information is requested to help determine whether application information for City Boards and Commissions is reaching all segments of the community. Provision of the following information is optional, and you will not be penalized if you do not complete this section. Please check as appropriate.

GENDER	RACE OR ETHNIC BACKGROUND	AGE
<input type="checkbox"/> Female	<input type="checkbox"/> Black or African-American	<input type="checkbox"/> 16-21 years
<input checked="" type="checkbox"/> Male	<input type="checkbox"/> American Indian or Alaskan Native	<input type="checkbox"/> 22-34 years
	<input type="checkbox"/> Asian	<input type="checkbox"/> 35-44 years
<input type="checkbox"/> DISABLED	<input type="checkbox"/> Pacific Islander	<input checked="" type="checkbox"/> 45-54 years
<input type="checkbox"/> Yes	<input type="checkbox"/> Hispanic or Latino	<input type="checkbox"/> 54-64 years
<input checked="" type="checkbox"/> No	<input type="checkbox"/> White	<input type="checkbox"/> 64+ years
	<input checked="" type="checkbox"/>	

Please return your application to:

City Clerk's Office
 241 W. South Street
 Kalamazoo, MI 49007

Fax: (269) 337-8494

How did you learn about the Board and Commission position? From a current Board member.

Are you currently serving as an appointee to any other City of Kalamazoo Board/Commission?

Yes No If yes, which Board/Commission?

Thank you for your interest in serving the City of Kalamazoo.

For further information, call the Clerk's Office at (269) 337-8791. E-mail : borlings@kalamazoo-city.org

For office use only:

Date Received in Clerk's Office:	<u>3/26/08</u>
Date Distributed:	<u>4/2/08</u>
Distributed to:	<u>S. Ferraro & C. Wright</u>
Disposition:	_____

Board And Commission Application Supplement

Peter B. Carroll
141 Prospect St.
Kalamazoo, MI 49006

Education

Bachelors of Science in Business Administration, Bowling Green State University, 1985
Registered Nurse, Mercy Hospital School of Nursing, 1980

Work Experience

Currently the President and Managing Partner of Old Home Rehab, Inc. This company was established in Kalamazoo in 2007 to fill a need to help owner of older & historic properties repair and maintain windows and doors. In this capacity I have had the opportunity to work on many historic structures in Kalamazoo and SW Michigan. From this I was asked to submit this application from current board members.

1990 – 2007 I managed a business unit for Pfizer, Inc. with annual sale exceeding 300 mil. It was in this capacity, which I was relocated from Farmington, MI to Kalamazoo in 2005. My family now resides in Historic West Main Hill Area, of which I supported.

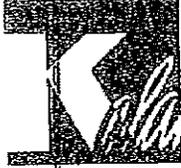
1980-1990 I assumed various nursing and nurse management positions in critical care. Both in Toledo, OH, where I was born and Seattle, WA.

The majority of community experience has been through raising 3 children and a victim of a volunteer zealot of a wife. My children were leaders in school and captains of their swim teams so volunteer opportunity abounded. I have been affiliated with The Boy Scouts of America for 8 years, acting as a Den Leader and Assistant Scout Master. I learned to funnel the energy & enthusiasm of teenage boys into healthy endeavors. In Boy Scouts I was a member of many planning and parent committees.

My home in Kalamazoo is the third old home I have renovated and stewarded. I believe in practical preservation, which I define as preparing the past for the future. Some qualities I believe I offer to The City of Kalamazoo and the Historic Preservation Board are decision-making and goal orientation, ability to work well in groups, and business acumen.

Thank you for the opportunity to apply for a position and potentially serve the community I now call home.

THE CITY OF



BOARD AND COMMISSION APPLICATION

RECEIVED

JAN 15 2008

Kalamazoo City Clerk

1. On which Board or Commission would you like to serve?

Kalamazoo Historic District Commission

2. Name: Richard C. Emig
(First) (Middle) (Last)

3. Home Address: 2100 Winchell Ave. Kalamazoo 49008
(Street Address) (City) (Zip) (Code)

4. City Resident: Yes No 5. Neighborhood: Winchell

6. Home Phone: 345-1559 7. E-mail Address: richardcemig@aol.com

8. Occupation: Jeweler/Landlord 9. Employer: Self / W. M. Spaman & South Street Properties & Bldgs.
813 West South St. Kalamazoo 49007 MI
(Employer's Street Address) (City) (State) (Zip Code)

10. Business Phone No: 345-1689 11. Home/Business Fax: 345-1559

12. How would you prefer to receive communications from the city (fax, e-mail, home/business phone, etc.)? Business phone

13. Please indicate any information (experience, education, community activities, organizations, etc) which you think should be considered for your appointment to a Board or Commission. Use additional paper and include a resume if you wish.
See enclosed letter

14. Are there any reasons you may have a conflict of interest if you were appointed to a Board or Commission listed above? Yes No If yes, please explain.

15. References (Non-Family)

Name: Mr. Tom Huff Phone: 226-6336
Address: 336 S Burdick St.

Name: Mr. Dan Woltersom Phone: 385-8188
Address: 116 West South St.

16. Richard C. Emig
(Signature of Applicant) (Date)

Resubmit on 9/24/09 -continued on second page-

OPTIONAL INFORMATION

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<input checked="" type="checkbox"/> No	<input type="checkbox"/> White <input checked="" type="checkbox"/>	<input type="checkbox"/> 64+ years

Please return your application to:

City Clerk's Office
 241 W. South Street
 Kalamazoo, MI 49007

Fax: (269) 337-8494

How did you learn about the Board and Commission position? Sharon Ferraro

Are you currently serving as an appointee to any other City of Kalamazoo Board/Commission?

Yes No If yes, which Board/Commission?

Thank you for your interest in serving the City of Kalamazoo.

For further information, call the Clerk's Office at (269) 337-8791. E-mail : borlings@kalamazoodcity.org

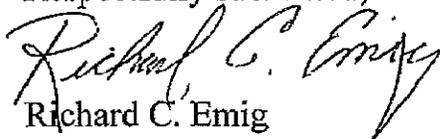
For office use only:

Date Received in Clerk's Office: <u>9/24/09</u>
Date Distributed: <u>9/28/09</u>
Distributed to: <u>S. Ferraro & J. Bonagione</u>
Disposition: _____

Dear Historic District Commissioners;

I completed Historic District Commissioner training this year. In addition, I have personally owned, renovated and/or maintained seven different historic properties on South Street. I just purchased two more on South Street this year. I've been working on historic South Street for the past one & half years speaking with my neighbors on the issues they deal with, in the historic district. I avidly read historic publications and have attended several historic building expos and conferences over the past two decades in an effort to continue expanding my knowledge base. I have served on numerous business and industry related boards during my thirty three years as a local business owner and I believe that these years of experience and service would be an asset to the Kalamazoo Historic District Commission.

Respectfully submitted;


Richard C. Emig

Historic District Commission
FYI – Report From The Coordinator
November 17, 2009

YEAR TO DATE COA's

2009 – 464
2008 - 482

YEAR TO DATE - New Violations

2009 – 5 - **UNCHANGED !!**
2008 - 29

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

PROJECTS:

Coordinator:

Study Committee – 100 block – it looks like the 100 block will NOT be an individual district. It needs to be an addition to the existing Haymarket historic district – as the consultants who wrote the original report recommended in 1989.

Historic District Training: As a Certified Local Government, the City of Kalamazoo is required to offer annual training to the Historic District Commission. Usually the HPC covers the cost and in the past we have imported a trainer and invited other Historic District Commissions to send their members also. The HPC would like to schedule this training for February or March and needs to know whether commissioners prefer a Saturday – which would probably be a 5 hour training (9-3) with a lunch. Or a weekday evening, possibly with dinner – that would be a 3½ hour training (5:30-9)

SITES – ONLY UPDATES WILL BE NOTED.

East Campus – along with the rest of the East Campus Task Force, I toured VanderCook and North Hall. Both appear to need work, but are substantially sound.

MISCELLANEOUS:

Preservation Trades Training – Window rehabilitation – update at the meeting – we will probably be repeating the workshop – with two classes of the same two week training for contractors and people who are unemployed or underemployed in construction trades. We may also have two three day workshops for homeowners from around the state to learn – over a three day weekend – the basics of window repair. At present I am waiting for the SHPO to settle into its new home in the Michigan State Housing Development Authority. We should be moving forward on planning before the end of the year.

Historic District Commission Alternate Meeting Site

Mayor's Riverfront Park - 251 Mills Street



City Limits
 Water Features
 Surface
 Culvert
 Parcels
 Water Feature Names
 Street Names

Mayor's Riverfront Park Parking
 Meeting Room

DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

SOURCES: City of Kalamazoo, Plansight LLC; 2008: Rentals Daily; Dec., Section Lines; Nov., Mowing Properties; Sept., Ownership Info; Jan., Parcels, Zoning, Landuse, Bus Stops, Bus Routes; 2007: October,