

KALAMAZOO HISTORIC DISTRICT COMMISSION
AGENDA - March 16, 2010
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: Bob Cinabro, Linda DeYoung
(See footnote 2 at end of agenda about quorum and Historic District Commission decisions.)
- 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 - None

NEW BUSINESS

5:15 pm

- A. 1013 Oak Owner: CAR Partners LLC (Chris Grimes)
Style: Vernacular duplex Year Built: 1904
Replace windows with all wood historic windows on north, east and south sides (not front/west side) See Footnote 1 RETROACTIVE REVIEWS at end of agenda
(IHV 10-0001 Violation - retroactive review)

- B. 608 Oak Owner: Pat Palus
Agent: Jim Kindle
Style: Four Square Year Built: 1910
Install glass block in 2 north facing basement window openings
(IHA 10-0041 New Application - modified application from 2006)

C. 806 Davis

Owner: Tim & Kim Van Order

Style: Vernacular

Year Built: 1895

Build new garage on site of demolished garage (built in 1961 and razed with HDC review in June 2008) Final review of details

(IHA 10-0014

New Application)

**VII. Approval of Minutes: November 17, 2009 (revised) ITEM E
January 19, 2010 ITEM F**

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

- | | |
|---|---|
| 1. 206 Allen Blvd - rail waivers (025) | 18. 729 S. Rose - window repair (009) |
| 2. 936 Bellevue - rail waiver denied (022) | 19. 705 W. South - rails (034) |
| 3. 945 Bellevue - rail waiver (021) | 20. 705 W. South - rail waivers (036) |
| 4. 530 W. Cedar - window repair (023) | 21. 828 W. South - rails (017) |
| 5. 406 Ingleside - storm door (015) | 22. 415 Sprague - rails (039) |
| 6. 806 Davis - garage (016) | 23. 440 W. Vine - rail waiver (037) |
| 7. 230 S. Kalamazoo Mall - storefront (014) | 24. 440 W. Vine - grip rail (038) |
| 8. 1211 W. Lovell - siding repair (008) | 25. 708 W Vine - rail waiver (interior OK, exterior denied (024) |
| 9. 616 Oak - NH rear door (012) | 26. 447 W. Walnut - satellite dish (028) |
| 10. 209 Old Orchard - rail waiver (007) | 27. 814 W. Walnut - NH-windows (036) |
| 11. 225 Old Orchard - door (026) | 28. 827 W. Walnut - bsmt entry (011) |
| 12. 1021 Park Pl - satellite dish (027) | 29. 504 S. Westnedge - window (013) |
| 13. 609 Pearl - rail waivers (033) | 30. 535 S. Westnedge - garage door (018) |
| 14. 613 Pearl - rail waivers (031) | 31. 816 S. Westnedge - awning (030) |
| 15. 617 Pioneer - post fire repairs (029) | 32. 323 Woodward - grip rails (016) |
| 16. 618 Potter - rail waiver (010) | |
| 17. 620 Potter - rail waivers (040) | |

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

1. 230 S. Kalamazoo Mall - façade 1st floor - (09/23/2008)

X. AMENDMENTS - none

XI. VIOLATIONS: See attached violation report

XII. Other Business:

A. FYI report

B. Approve Annual Report (Item D)

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.

*** Footnote 1 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.

Footnote 2 - A note on quorum and Historic District Commission decisions:

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.



REC'D FEB 17 2010

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: 1013 OAK ST
Applicant: CHRIS GRIMES
Mailing Add: 615 WHEATON AVE
City State & Zip: KALAMAZOO, MI 49008
Phone: 269-998-8311
Historic District: VINE
Owner: CAR PARTNERS, LLC
Mailing add: 4125 VAN HORN RD
City, State Zip: JACKSON, MI 49201
Phone:
Fax:
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
REPLACE WINDOWS WITH ALL WOOD HISTORIC WINDOWS.

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: 2/17/10
Owner's Signature: Date: / /
(if different)

-For Historic Preservation Coordinator's Use Only-

Case Number: IHV 10-0001 Date Received*: 2/17/10
Complete application / /

REFERRED TO:
COMMISSION
Meeting Date: 3/16/10
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



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

HISTORIC DISTRICT Unapproved Work Violation

02/12/2010

PROPERTY ADDRESS: 1013 OAK ST

CASE #: IHV -IHV10-0001

PLEASE let us know if you no longer own this property. (337-8804)

**OWNER:
CDR PARTNERS, LLC
4125 VAN HORN RD
JACKSON, MI 49201**

Rental Agent:
Chris Grimes
618 Wheaton
Kalamazoo, MI 49008

Dear: CDR PARTNERS, LLC

Work done on the exterior of buildings located within the boundaries of the local historic district must be reviewed and approved before work begins. It has been reported to the Community Development Inspection Services Division of the City of Kalamazoo and the Historic Preservation Coordinator that unpermitted and/or unapproved work has been done on the property at 1013 OAK ST including but not limited to:

- 1) Replacement of all the windows on the north, east and south sides of the house without the required review and approval of the Historic District Commission.

Kalamazoo Historic District Commission Standards and Guidelines for Rehabilitation require that:

- 1) An Application for Project Review should be submitted to the coordinator before work begins. *(80% of the applications are approved administratively by the coordinator in less than one business day)*
- 2) STATE HOW WORK SHOULD HAVE BEEN DONE

PROPOSED REMEDY

1) An Application for Project Review is enclosed and must be submitted within Thirty (30) days of this notice. Once the **retroactive** application has been received, reviewed and approved, work must be completed within 30 days or a plan of work must be agreed with the coordinator. **Failure to submit the application is a code violation which will result in an enforcement letter being issued which generates an automatic charge of \$70.00.** This project *will* be referred to the Historic District Commission for review at their regular meeting on the third Tuesday of each month.

STEPS TO REMEDY VIOLATION:

1. Submit an Application for Project Review with proposed work to be approved by the coordinator OR the Historic District Commission - the application must be received within **thirty (30) days** from the date of this letter. **Failure to submit the application is a code violation which will result in an enforcement letter being issued which generates an automatic charge of \$70.00.** This project *will* be referred to the Historic District Commission for review at their regular meeting on the third Tuesday of each month.

PROPOSED WORK TO REMEDY VIOLATION:

- 1) The owner may remove the replacement windows then rehabilitate and re-install the original windows if they still exist.
- 2) Once the proposed remedy is approved the work must be complete **within 60 days of the approval date or a date mutually agreed between the owner and the Historic District Commission.**

Work performed on the exterior of any structure located within the boundaries of the historic districts is subject to review and approval of the Kalamazoo Historic District Commission as specified in Chapter 16 of the City of Kalamazoo Code of Ordinances. An application for Project Review is to be completed and submitted to the Historic Preservation Coordinators Office **in advance of the commencement of work or purchase of materials.** Once the application has been reviewed by the coordinator or the full commission at its regularly scheduled monthly meeting, a Certificate of Appropriateness will be issued if the proposed work meets the Historic District Standards and Guidelines. At this point, a building permit application may be made, if necessary. *Please call me at 337-8804 if you have any further questions or for assistance in completing the application.*

A copy of this letter has also been sent to the tax payer of record and the agent of record if applicable.

IMPORTANT: Historic District Commission approval does NOT constitute a blanket approval to begin work. It is the owner's responsibility to obtain all necessary Building Permits, site plan review or Housing (rental inspections) approval for the proposed work. It is HIGHLY RECOMMENDED that the owner or applicant call 337-8026 to inquire about building permits, or, if this is a rental property, contact your inspector.

I look forward to hearing from you soon.

Sincerely,



enclosed:

Sharon R. Ferraro
Historic Preservation Coordinator
Phone (269) 337-8804 FAX (269) 337-8513 email: ferraros@kalamazoo-city.org

Project Review - App & Instructions
Historic District Info sheet
applicable standards

P.S. There are Michigan Historic Preservation Income Tax Credits available for the appropriate rehabilitation of houses in Kalamazoo's historic districts. Please refer to the enclosed flyer for more information or call the coordinator at 337-8804.

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From Chapter 16, City of Kalamazoo Code of Ordinance:

§ 16-27. Failure to comply with certificates of appropriateness. [Added 3-3-1986 by Ord. No. 1371; amended 3-23-1992 by Ord. No. 1527; 1-18-2005 by Ord. No. 1780]

- C. When work has been done upon a resource without a permit, and the Commission finds that the work does not qualify for a certificate of appropriateness, the Commission may require an owner to restore the resource to the condition the resource was in before the inappropriate work or to modify the work so that it qualifies for a certificate of appropriateness. If the owner does not comply with the restoration or modification requirement within a reasonable time, the Commission may seek an order from the circuit court to require the owner to restore the resource to its former condition or to modify the work so that it qualifies for a certificate of appropriateness. If the owner does not comply or cannot comply with the order of the court, the Commission or its agents may enter the property and conduct work necessary to restore the resource to its former condition or modify the work so that it qualifies for a certificate of appropriateness in accordance with the court's order. The costs of the work shall be charged to the owner, and may be levied by the local unit as a special assessment against the property. When acting pursuant to an order of the circuit court, a Commission or its agents may enter a property for purposes of this section.



**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

**Notice of Application Received
PROPERTY ADDRESS: 1013 OAK ST**

Wednesday, February 17, 2010

Owner:
CDR PARTNERS, LLC
4125 VAN HORN RD
JACKSON, MI 49201

Applicant: Chris Grimes, 618 Wheaton Ave., Kalamazoo, MI 49008

Case #: IHV10-0001

Historic District: South St - Vine Area

Your Application for Project Review for retroactive approval of the window installation has been received by the Historic Preservation Coordinator and has been placed on the agenda for the March 16th, 2010 meeting. The coordinator will take photographs of the property and the project area. You will receive a letter from the coordinator before the meeting which will include a copy of your application, any drawings or additional materials you submitted and a copy of the photographs that the Historic District Commissioners receive in their packets.

You will need to provide the following additional information for the commission before the meeting deadline of March 9th, 2010 at 5:00 pm:

1. *Specific details on the windows used - dimensions, materials and manufacturer*
2. *The coordinator also needs to make an interior site visit and inspection of the remaining windows that have not been replaced and the replacement windows. She will need to take photographs. Please call to schedule a site visit **BEFORE** March 9th.*

For the work to be done according to the Kalamazoo Historic District Commission's Standards and Guidelines for Rehabilitation, it is recommended that:

No recommendations at this time.

Please do **NOT** begin work or purchase materials before the commission has reviewed your application at the meeting. If you have any questions about the application and review process, the meeting itself or any other topic about the Kalamazoo Historic Districts, please call the coordinator at 337-8804.

Information is also available about Michigan's Historic Preservation Income Tax Credits. These credits are available to all historic structures in a local historic district if the work done is equal to or greater than 10% of the State Equalized Valuation of the property and if done according to the Secretary of the Interior's Standards for Rehabilitation. The credit is worth 25% of the cost of the work.

Sincerely,

Sharon Ferraro, Historic Preservation Coordinator
enc: applicable Standards

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

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SITE VISIT NOTES

SITE VISIT DATE 7 28 09 Next meeting 8 18 09

Deadline for application for next meeting 11 09

(A complete application should include an "Application for Project Review" including details and drawings or samples to illustrate the proposed work for the commission. After review and approval by the commission at its monthly meeting or by the coordinator, a Certificate of Appropriateness will be issued. A COA must be issued BEFORE applying for a building permit.)

Applicant/owners name Will Gruber Contact phone # _____

Address of site 314 Oak 1013 Oak Year Built (ca.) _____

Site visit for: Pre-application review [] -- with HDC [] with Coordinator*** []

HDC after meeting [] VIOLATION [] Violation Correction []

Commissioners present: _____

Recommended for: Administrative Approval [] Commission Review []

Coordinators Initials _____ Applicant/owner's initials _____

HDC

- reconfigure porch Trash 337-8026
- roof to improve drainage ask for Rachel
- change bathroom window - possibly large

Admin Approval

porch railst repair

reconfigure rear 2 story stair to T

Or not reconfigured roof can be Admin

*** Review of proposed work with the Historic Preservation Coordinator or the HDC committee at a site visit DOES NOT constitute approval to begin work. Proceed at your own risk.

HISTORIC PRESERVATION COORDINATOR
Development Center - 445 West Michigan
Phone (269) 337-8804; FAX 337-8513; ferraros@kalamazoocity.org

| Location of Window | #/# Lites | Frame header | Frame stiles | Frame stool | Frame sill | Frame stops | Frame parting | Sash^ frame | Sash^ putty | Sash glass | <u>SASH</u> <u>LOCK</u> | SashV frame | SashV putty | SashV glass | Sash Ropes |
|--|-----------|--------------------|--------------------|-------------|-------------------|-------------|---------------|-------------|-------------|------------|--|---------------|-------------|----------------|-----------------------------|
| 1. Front, 1 st floor, south | 1/1 | Ext-OK Int-gone | Ext-OK Int-gone | Int-gone | Very poor | fair | fair | fair | Needs work | replaced | | poor | fair | Sound, not old | Pins-no ropes |
| 2. Front, 1 st floor, north | 1/1 | Ext-OK Int-gone | Ext-OK Int-gone | Int-gone | Very poor - split | fair | fair | fair | Needs work | replaced | original | Poor-L-plates | fair | Sound, not old | Pins-no ropes |
| 3. Front, 2 nd floor, south | 1/1 | Ext-OK Int-gone | Ext-OK Int-gone | Int-gone | Severe damage | fair | fair | fair | Needs work | replaced | | poor | fair | Sound, not old | Pins-no ropes |
| 4. Front, 2 nd floor, north | 1/1 | Ext-OK Int-gone | Ext-OK Int-gone | Int-gone | Severe damage | fair | fair | fair | Needs work | replaced | | poor | fair | Sound, not old | Pins-no ropes |

Case # IHV 10-0001 Address 1013 Oak HDC mtg date 03/_16/_10

Site visit 03-10-10: These four windows above are the only original windows left in the house. All the windows except the six on the west/front of the house have been replaced with all wood windows that are a close match for the replaced windows. Two or three of the new windows replaced vinyl windows installed by the previous owner.

The owner would like to replace 4 of the remaining un-replaced windows to match the rest of the house. The two windows in the vestibule flanking the front door will not be replaced.



- 1. 1013 Oak – Photo – July 2009 ^^ SW corner
- 2. w July 2009 NW corner

A

- 3. March 2010 – new windows – 1st floor, south side
- 4. March 2010 NW corner





- 1. BEFORE – Photos of interior June 2009 Front 2nd floor North
- 2. BEFORE – Photos of interior June 2009 Front 2nd NW corner



B

- 3. AFTER – Photos of interior March 2010 Front 2nd floor North
- 4. Ground floor sill – West, 1st floor south window





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: 608 Oak St. _____ Historic District: Vine Area _____
Applicant: Jim Kindle _____ Owner: Pat Palus _____
Mailing Add: 1517 S. Park St. _____ Mailing add: 315 Bailey ~~Place~~ Road _____
City State & Zip: Kalamazoo, MI 49001 City, State Zip: Bryn Mawr, PA 19010
Phone: 269-217-9081 _____ Phone: 313-610-0602 _____
Fax: 269-552-6053 _____ Fax: _____
Email Jim@KalamazooHomeTeam.com Email: PatPalus@gmail.com _____

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

Proposed Work: Use additional sheets to describe work if necessary:
Remove and replace two old basement windows as they are rotten and falling apart. They are on the North side of home where they are between buildings, in window wells and hidden from sight. We propose to replace with glass block for durability and security reasons. The two windows on the South side of home will be replaced with like wooden windows.

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

Applicant's Signature: Jim Kindle Date: 3/09/10
Owner's Signature: Patrick Palus Date: 03/07/10
(if different)

-For Historic Preservation Coordinator's Use Only-

Case Number: IHA 10-0041 Date Received*: 3/9/10
Complete application 3/9/10

REFERRED TO:

COMMISSION
Meeting Date: 3/16/10
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: _____

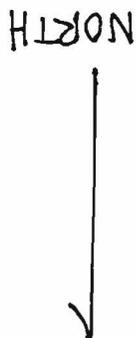
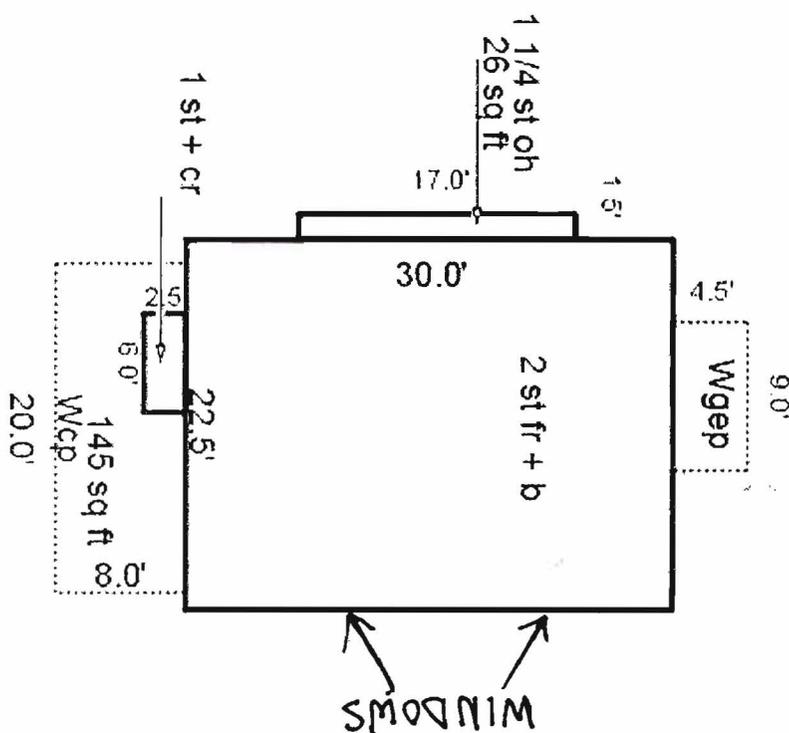
Historic Preservation Coordinator _____ Date _____

Image/Sketch for Parcel: 06-21-241-007

[Back to Non-Printer Friendly Version] [Send To Printer]

Caption: R001

SECTION OF APPLICABLE...



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Windows from inside
photos supplied by owner/agent
IHA 10-0041
HDC meeting March 16, 2010



- 1. **608 Oak** – North side – March 11, 2010
- 2. Front north side window and window well

- Mar 2010** 3. ^^ North side showing window well behind fence
- 4. Rear north side window and window well



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THE CITY OF



FEB 09 2010

Department of Planning and Community Development
Kalamazoo Historic District Commission

Development Center - 445 West Michigan
Kalamazoo, Michigan 49007
Telephone (269) 337-8804
AX (269) 337-8513
errors@kalamazoo-city.org

APPLICATION FOR PROJECT REVIEW

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 806 Davis Historic District: Vine
Applicant: Tim + Kimberly VanOrder Owner: same
Mailing Add: 806 Davis Mailing add: same
City State & Zip: Kalamazoo 49008 City, State Zip: _____
Phone: 382-2799 Phone: same
Fax: _____ Fax: _____
Email: littlemoonshadow@hotmail.com Email: same

Proposed Work: Use additional sheets to describe work if necessary
We would like to build a garage in place of the
garage we previously demolished.
(Additional sheets attached)

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

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

Applicant's Signature: Kimberly VanOrder Date: 2/8/10
Owner's Signature: Tim VanOrder Date: 2/8/10
(if different)

-For Historic Preservation Coordinator's Use Only-

Case Number: JHA10-0014 Date Received*: 2/8/10
Complete application 2/8/10

REFERRED TO:

COMMISSION
Meeting Date: 2/16/10
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 _____

We would like to use the attached design with a few changes. We chose this design because the dormers will match the dormers that are on our house. We would build it on the same footprint of the old garage.

Garage size 28 x 28

2 garage doors with windows in them. 9 x 8 each.

Instead of the entry door on the front, we would like one on each side of the garage (east and west side).

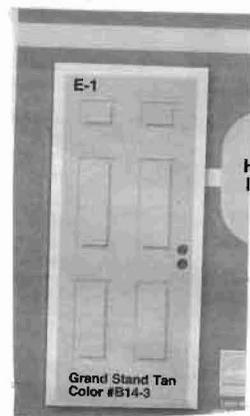
A window in each dormer, but no windows on the east and west sides of the upstairs like pictured.

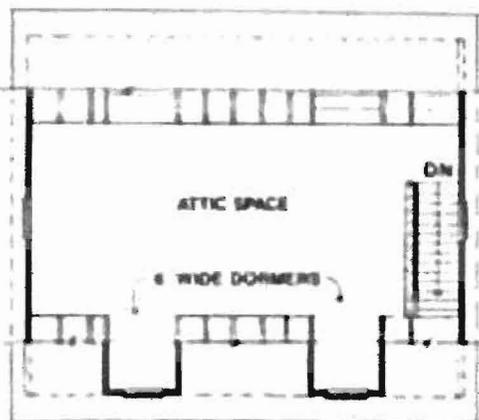
We would like to use 4" hardy board smooth lap siding. Around the windows, doors and at the corner we will trim with 1 x 4 stock.

Pictures of the garage door and entry door below. For windows we would use double hung windows.

We are planning on finally painting our house this coming summer and will paint the garage a matching color.

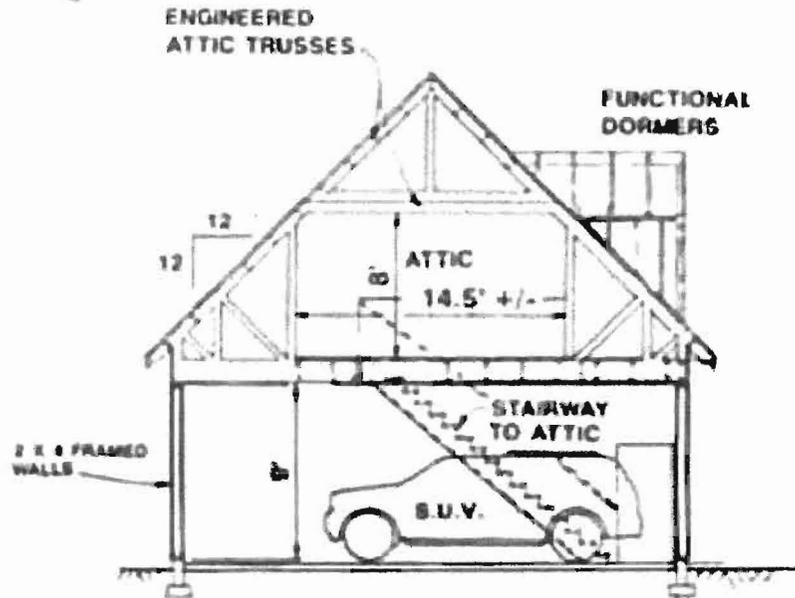
We will use shingles that match the new black shingles on the green house.



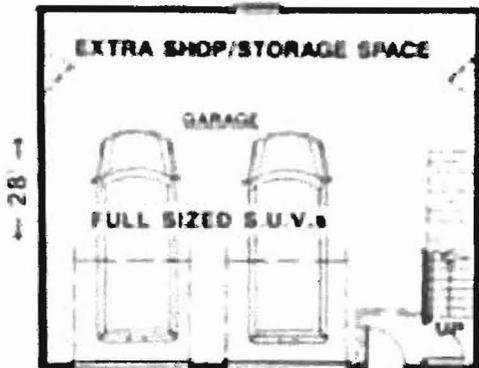


ATTIC FLOOR PLAN

← 28' →



CROSS-SECTION



6' W. X 8' H. GARAGE DOORS 3' DOOR

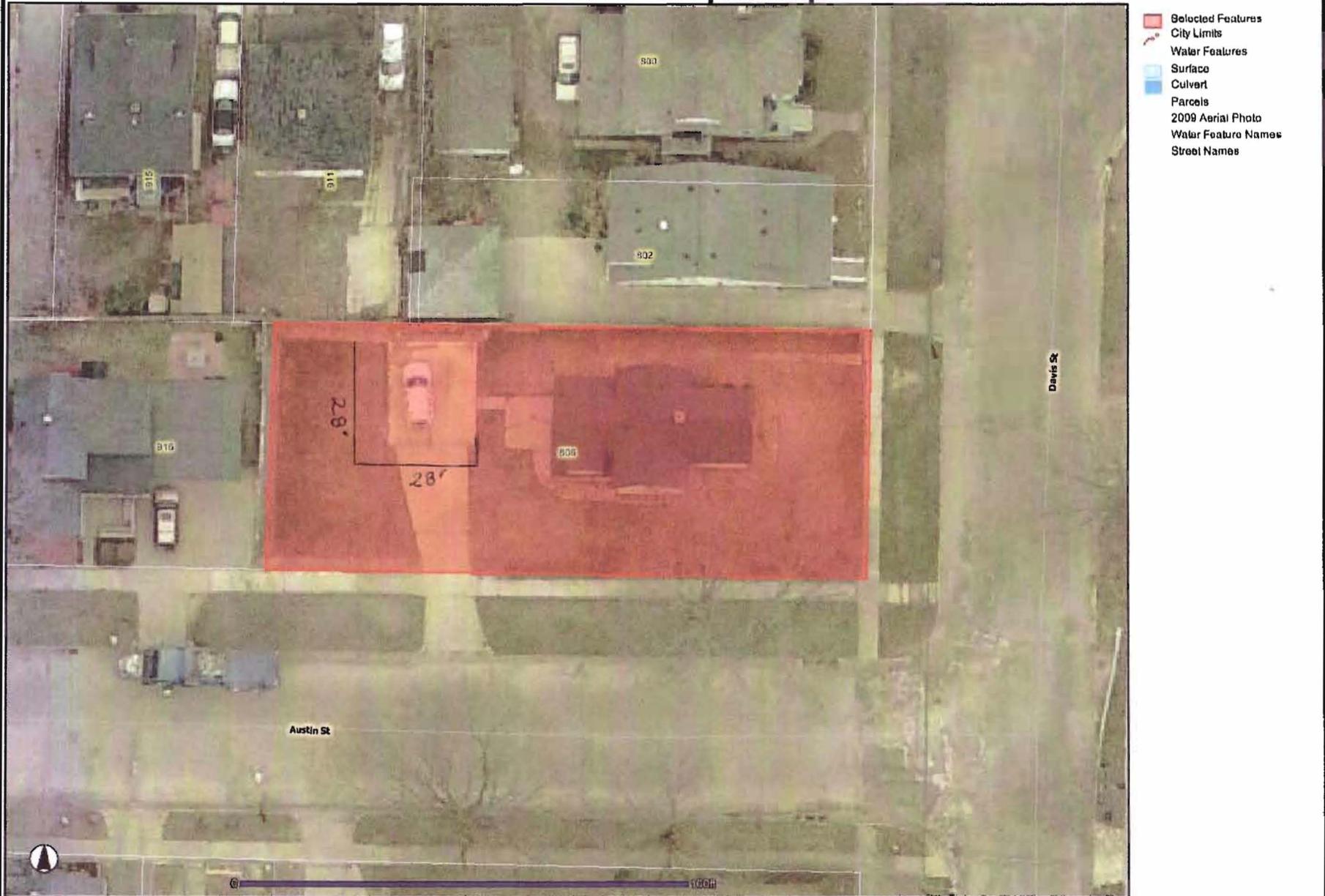
FIRST FLOOR PLAN



| |
|-------------------------------------|
| WIDTH: 28' |
| DEPTH: 28' |
| 869 sf + 496 sf FLOOR AREA: 1392 sf |

| |
|-------------|
| PLAN No. |
| 1476-4 |
| Page 3 of 5 |

806 Davis - site plan map



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.



- 1. **806 Davis** – 2005 ^^ - Northeast corner
- 2. Southwest corner – garage would be to the LEFT of the house

- 3. ^^ South east corner
- 4. Site of former garage – proposed site for new garage.



| |
|---|
| <p>CITY OF KALAMAZOO HISTORIC DISTRICT COMMISSION ANNUAL REPORT 2009</p> |
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Introduction

In 2009, the Kalamazoo Historic District Commission (HDC) received 498 project applications for the 2,075 historic resources located in Kalamazoo's six locally designated historic districts. This represented a slight decrease from the previous year. Meetings take place every third Tuesday at 5:00 p.m. in the Commission Chambers.

History and Purpose

Chapter 16 Section 22 of the City of Kalamazoo Code of Ordinances, outlines the responsibilities of the HDC as follows:

- (a) 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, MCL 399.201 et. seq. 1970 P.A. 169, as amended. (Adm. Code § A229.2)
- (b) 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, a historic district.

Meetings

To fulfill its charge, the HDC convened 11 regular meetings in 2009. Altogether, 53 applications for a Certificate of Appropriateness were reviewed. Of these, 53 were approved and 11 were denied. In the case of the denials, two were proposed demolitions and two were asking for retroactive approval of completed work.

In addition to the HDC's 45 application reviews, the Historic Preservation Coordinator reviewed and administratively approved 445 applications for a total of 498 applications reviewed. Almost 70% of the administrative applications came from the Vine Area - South Street historic district, 14% from the Stuart area and 14% from West Main Hill. The HDC and the Coordinator approved over 98% of the applications submitted which compares well with the national average of 95%.

Membership

The HDC enjoyed a full roster of members throughout 2009:

| <u>Member</u> | <u>Position</u> | <u>Term</u> |
|----------------|-----------------|------------------|
| Jay Bonsignore | Chair | First full term |
| Linda DeYoung | | Second full term |

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| Nelson Nave | Licensed architect | Second full term |
| Bob Oudsema | | Second full term |
| Bob Cinabro | | First full term (appointed in July 2008) |
| James Tribu | | Second full term |
| Erin Seaverson | | First full term |

Newsletter

For the third year, the HDC published its newsletter covering historic district information and emphasizing the availability of the Michigan Historic Preservation Income Tax Credit. This year, two issues of the newsletter were mailed to almost 1,400 property owners in the six districts. The newsletter has been an immensely successful tool for increasing awareness of the historic districts and encouraging compliance as well as allowing homeowners to claim thousands of dollars in historic tax credits.

Tax Credit Information Sessions

In 2009, the HDC provided monthly informational sessions on the Michigan Historic Preservation Income Tax Credit. The sessions were held on the fourth Tuesday of each month at The Development Center. The number of tax credit applications originating with Kalamazoo ranks second only to Detroit in Michigan.

New Initiatives Undertaken

At three meetings in 2009, the commission welcomed contractors and suppliers to present new materials and services available for historic buildings. The presentation this year was from a company marketing an insulating paint. The contractors and suppliers are given 20 minutes at the end of the meeting, after all the applications have been reviewed.

The Historic District Commission strongly supported the Preservation Trades – Window Rehabilitation Training Workshop held in July 2009. Twelve contractors from all over Michigan participated in the two week long workshop, funded by a grant-in-aid from the National Park Service through the Michigan Historic Preservation Office (SHPO). At the completion of the training, they were familiar with techniques to rehabilitate wooden double hung windows including repair and replacement of work parts as needed and installing weather stripping. In the fall of 2009, SHPO asked Kalamazoo to host an additional two workshops in the first quarter of 2010 and awarded a grant to cover the costs without a city match. These three workshops will make a dozen contractors available in Kalamazoo to rehabilitate windows, keeping sound material out of landfills and preserving the character of historic homes.

Summary

2009 was a busy and successful year for the HDC. Staff expects that 2010 will be similarly busy.

HISTORIC DISTRICT COMMISSION
Minutes
November 17, 2009
DRAFT

Mayors' Riverfront Park, Conference Rm.
251 Mills Street, Kalamazoo, MI 49007

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

Members Excused: Bob Oudsema

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

Guests: Pat McCarthy; Richard Emig; Members of the Holland Historic District Commission

I. CALL TO ORDER

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

II. APPROVAL OF ABSENCES

Mr. Oudsema informed city staff that he would not be present for the November HDC meeting.

Mr. Cinabro, supported by Mr. Tribu, moved approval of Mr. Oudsema's absence from the November 19, 2009 HDC meeting. With a voice vote, the motion carried unanimously.

III. APPROVAL OF AGENDA

Ms. Ferraro requested the addition of a discussion under item C (other business) regarding the possibility of scheduling a training session for the HDC members in late winter or early spring.

Ms. DeYoung, supported by Mr. Nave, moved approval of the November 17, 2009 HDC agenda as amended. With a voice vote, the motion carried unanimously.

IV. PUBLIC COMMENT ON NON-AGENDA ITEMS

Welcome to visitors from Holland, Michigan Historic District Commission.

V. DISCLAIMER

Ms. Ferraro read the disclaimer into the record.

VI. OLD BUSINESS

A. 425 Oak (Case #: IHA 09-0438)

Jason Farmer, architect, and Govinder Singh, owner, were present to discuss the application.

Mr. Farmer advised that the HDC was provided with the revised drawings after the meeting last month. The design of the roof over the front porch has been revised. Mr. Farmer is proposing a 4/12 metal shed roof over the front porch. The applicants had proposed to locate the HVAC on the roof, but they have now chosen an alternate location on the north side of the building at ground level towards the rear in the least visible spot on the property where they will be screened with a fence.

Mr. Nave inquired about the location of the 10 x 10 dumpster area. Mr. Farmer stated that the dumpster used to sit in front of the building. It was a highly visible area with no screening. It will be moved to the south end of the building and screened.

Mr. Nave inquired as to how the canopy in front would be built. Mr. Farmer advised that the canopy would have a post frame construction with concrete tubes for footings. The ramp and the railing will be wood with wood headers and a metal roof. The ramp and steps will be under the front roof. The entire surface around the building will be paved except the north side, where there is a small amount of grass adjacent to the neighbor's gravel drive.

Gutters may be installed across the north and south eaves to prevent run-off on the condensers. Mr. Nave requested that half round, aluminum K-style gutters be installed. The ends could be left open; the gutters should extend over the mechanical equipment.

Ms. Seaverson inquired as to how tall the mechanical equipment is versus the height of the fence. Mr. Farmer advised that residential sized units are being installed. The largest residential unit available is a five-ton air conditioning condenser. It will be approximately 3' to 3 ½' tall and about 3' square, but that can vary slightly depending on the make and model. The other condensing cooler over the walk-in cooler would typically be a little shorter and longer. The 5' tall screening will completely conceal the mechanical units. There will be no gates on the screening, it will be screwed on and can be removed for servicing the mechanical equipment.

Mr. Bonsignore inquired how far the mechanical units would be from the house to north. Mr. Farmer estimated that the distance would be 20 to 24 feet. The five foot tall screening will direct the noise upward. The high efficiency units should be as quiet as standard residential units.

Mr. Nave inquired if there was a zoning requirement for fencing between the residential and commercial parking on the north and south sides of the property. Mr. Farmer stated that there is a solid wood, stockade fence behind the house. There is nothing by the east side of the dumpster. Having a fence there would block the asphalt drive for the neighbor. Mr. Nave inquired if there is a fence behind the house to the south; Mr. Farmer responded in the affirmative.

Mr. Farmer advised that he is proposing to install 6 x 6 Cedar posts to support the front roof. Turned columns would not be in keeping with the era of the building. The posts could be wrapped if the HDC prefers that they not be exposed. Ms. Ferraro advised that rough sawn lumber should not be used. The columns should be painted. Ms. Ferraro expressed concern that the columns might not hold up in a relatively high impact setting. She suggested using turned Cedar posts, which could be obtained for a reasonable cost. The applicants could be given the choice between solid Cedar and a simple turned post.

Mr. Bonsignore stated that he would like more detail, not just a square or rectangular post. He suggested chamfered corners with a cap detail. Mr. Farmer advised that he is proposing to put a couple of molding pieces where the post meets the header. It would be a simple detail to tie in with the rest of the building. Mr. Nave suggested that a 6 x 6 turned post would be appropriate. Ms. Ferraro cautioned against adding conjectural features such as brackets, which might jeopardize the tax credit.

Mr. Nave, supported by Mr. Cinabro, moved approval of the application for 825 Oak Street. The siding on the vertical surface (west/front) if patched, should match the existing siding under the existing vinyl siding. The trim on the edge and at the top should either match the existing siding or it should be wood trim. The material below the glass should be plywood with framed panels. The wood soffits, rafter tails and fascia on the rear should remain or be repaired. The posts in front should be 6 x 6 turned posts with treated bases. The rails and deck should be constructed to historic district standards. Half-round gutters should be used if new ones are to be installed. A dark drip edge should be used on the roof. With a roll call vote, the motion carried unanimously.

Ms. Seaverson mentioned that the application states that the exterior of the building would be power washed and cleaned. Mr. Farmer advised that if there was any damage to the siding, it would be repaired. The building currently has vinyl siding on the north side of the building, the rear/east gable, and on the parapet. The siding on the west will be torn off and replaced with smooth wood siding. Ms. Ferraro mentioned that the original siding may still be underneath the vinyl siding. Ms. Seaverson was concerned that if the existing siding was wood, it might be damaged if it were power washed. Mr. Farmer advised that there is no exposed wood siding at this point.

Public Comment

Richard Emig stated that he owns property around the corner from the applicant's property. He is hoping that the applicant's business will be well run and not a problem like it has been in the past. Also, the signage should be appropriate; that issue has not yet been discussed. Ms. Ferraro advised that the sign that has been there since the 1950's will be remounted, and a goose neck lamp will be installed to illuminate the sign.

VII. NEW BUSINESS

B. 814 W. South (Case #: IHA 09-0464)

Kevin Osborne was present to represent the property. The application requests the construction of a two-bay, hipped roof garage directly behind the house. The garage doors will open to the east.

Mr. Osborne advised that he attended the October HDC meeting and he is returning with a more detailed plan. Mr. Osborne is trying to create a historically accurate garage at this address. The picture provided shows a rough idea of what the garage will look like. It will have a hip roof and frieze board. Mr. Osborne requested ideas for the soffit material and the roofing. He suggested that the roof have a 12" overhang. He would like to use fiber cement siding, the reveal will depend on what the HDC feels is appropriate. The siding on the house has a 3 1/4" reveal. Last month some concern was expressed that the garage should not match the house.

Mr. Bonsignore advised that the smallest fiber cement siding is 5 1/4", which would have a 4" reveal if it is installed in the standard fashion. Ms. Ferraro advised that the new garage should not match the 1860's house. The original garage, now missing, was likely built in the 1920's. Mr. Osborne mentioned that the fiber cement siding is available in a Dutch Lap style, but he was not sure if it was smooth siding. Ms. Ferraro stated that a 12" to 16" overhang and a hip roof would be appropriate to echo the details of the house.

Ms. Ferraro advised that the biggest question is where the garage should be placed on the property. The applicants would like to have the garage behind the property rather than at the end of the driveway, where the original garage was located. Either location would be acceptable in the historic district. Ms. Ferraro inquired as to the HDC's preference. Mr. Osborne advised that the ZBA expressed a preference for having the garage located in the back yard. Mr. Nave commented that locating the garage behind the house would provide more parking space for other cars.

Ms. Seaverson mentioned that the slab is still there from the previous garage. Mr. Tribu inquired if there was room for a turn around if the garage were built behind the house. Mr. Osborne responded in the affirmative, and stated that the garage would be used more

for storage than for parking vehicles. Mr. Tribu and Mr. Cinabro were in favor of locating the garage behind the house.

Mr. Nave, supported by Mr. Tribu, moved approval of the application for 814 W. South as presented (garage behind the house) with the following conditions:

- 1. The frieze boards should be 1 x 8.**
- 2. The corner boards should be 1 x 4;**
- 3. The trim around the doors (3) should be 1 x 4;**
- 4. The siding should be 4" smooth fiber cement or Dutch Lap;**
- 5. The drip edge should be dark;**
- 6. The fascia and soffit should be wood. The soffit can be plywood with a continuous vent about 1" wide; trim to hold the plywood can be added at the building and at the fascia.**
- 7. If gutters are installed, they should be ½ round.**

Discussion followed with regard to the style of garage doors to be used. Mr. Osborne suggested using simple garage doors as shown in the picture or a carriage barn-type door. The doors may have windows at the top, but the owner has not expressed a preference at this point. Ms. Ferraro advised that she would work with Mr. Osborne regarding the details of the windows. She advised that the windows should be square rather than curved; there should be four windows, or the appearance of four windows, in each of the garage doors.

Ms. Seaverson expressed a preference for having the garage in the previous location.

The motion was amended to allow Ms. Ferraro to work out the details of the garage doors with the contractor and the applicants. With a roll call vote, the motion carried unanimously.

VIII. APPROVAL OF MINUTES (October 20, 2009)

Ms. DeYoung requested the following changes: Page 10, paragraph 2, line 5, and paragraph 5, line 1 should be Mr. Osborn. Ms. Seaverson requested the following changes: Page 1 at the bottom, Karen Leys was **not** present at the beginning of the meeting; that paragraph should be removed. Page 3, 2nd paragraph from the bottom, Ms. Seaverson was inquiring if the original siding was exposed where the chimney was removed, and the approximate age of the previous chimney (2nd line). Page 4, paragraph 3, add to the motion, "The joints are to be flashed and covered with trim."

Ms. Seaverson, supported by Ms. DeYoung, moved approval of the October 20, 2009 HDC minutes as amended. With a roll call vote, the motion was approved unanimously.

XIII. OTHER BUSINESS

A. Report from committee reviewing applications for open seat on HDC in January.

Mr. Bonsignore advised that the subcommittee is recommending Chris Roussi to fill the HDC seat to be vacated by Mr. Oudsema. Ms. Ferraro mentioned that there will be another vacant seat on the HDC in January 2011.

Ms. DeYoung, supported by Mr. Cinabro, moved to recommend to the City Commission that Chris Roussi be appointed to fill the seat on the Historic District Commission that will be vacated by Bob Oudsema due to term limits. With a roll call vote, the motion carried unanimously.

Ms. Ferraro advised that Ms. Seaverson and Mr. Bonsignore are eligible for another term. She will contact the City Clerk's office about the reappointments.

B. FYI Report

Ms. Ferraro advised that the reports were sent to the state with regard to having the 100 block of E. Michigan designated as a separate local historic district. The State Preservation Office advised that the 100 block should be an addition to the Haymarket local historic district, rather than an individual district. The building at 141 E. Michigan is to be included in the expanded district, but it is a non-contributing building. The owners of 141 E. Michigan are willing to be included in the historic district. The historic designation will have minimal impact for the non-contributing building.

Ms. Ferraro advised that she attended the appeal in Lansing regarding 609 Elm. Assistant City Attorney John Kneas; Frank Mumford from Sir Home Improvement; and the owners of the property were also present at the hearing. Ms. Ferraro estimated that there is a 1 in 4 chance that the HDC's decision might be over turned.

The De Novo hearing regarding 609 Elm took place in front of an administrative law judge, who will make a recommendation to the State Historic Preservation Review Board. The parties were allowed to introduce new evidence at the hearing. The judge will make a proposal for a decision, which is a written document containing the evidence presented. The State Historic Preservation Review Board will review the documentation and the judge's recommendation. The review board will make the final decision when they meet on January 15th, 2010. Ms. Ferraro may be present at that meeting.

The HPC has requested that the HDC members attend commissioner training in February or March of next year. The Michigan Historic Preservation Network offers training at its annual conference, which will be in Ann Arbor next year. The training will be on the first or second Saturday in May. The National Alliance for Preservation may also be

offering training in July. Another possibility is for the HDC to host their own training and maybe invite commissioners from the Holland, Battle Creek, Saugatuck or Grand Rapids HDC. Ms. DeYoung, Ms. Seaverson, and Mr. Cinabro expressed a preference for an evening training session rather than Saturday. The training will likely take place in City Commission Chambers at city hall on an evening other than Tuesday. Dinner will be provided. The HPC is willing to find an instructor to provide the training. Ms. Ferraro suggested contacting Kristine Kiddorf to provide the training, which may include information about how to handle issues regarding replacement windows.

Ms. Ferraro stated that a 45 minute video was produced in conjunction with the last window workshop. That video should be available in the next few months. Also available is a three-minute promotional video aimed at contractors to encourage them to add this training to their skill sets.

One of the Commissioners from the Holland HDC suggested a road trip to Holland for training, or the Holland HDC members could attend a training session in Kalamazoo.

Mr. Tribu requested an update regarding East Campus. Ms. Ferraro stated that she attended a tour of East Campus. There are problems with the roof leaking, less so in Vander Cook Hall than in North Hall. The task force has been meeting every month since April and they have some good ideas about what to do with the buildings on East Campus, and there is hope that progress will be made over the next couple of years. The university has not designated any funds for updates to those buildings. They are willing to have a long-term lease with a developer as long as the proposed use is compatible with the university.

East Campus is a National Register Historic District and if East Campus is added as a local historic district, they could receive the 40% enhanced tax credit. The university wants to have a new building to house their archives facility. Nothing has been ruled out regarding the East Campus buildings except demolition.

Ms. Seaverson requested an update regarding the 100 block of E. Michigan. Ms. Ferraro advised that the National Register Nomination will probably not be approved at the state level until May. There will be a public hearing for the new local historic district, and the final report will be submitted to the City Commission, but that will not happen until after the closing, which is scheduled for mid to late January. The public hearing in front of the City Commission will likely take place in February. Also, the ordinance will likely be updated at that time to include the proposed noticing procedures for the HDC, and the proposed updates to the demolition ordinance. The updates to the demolition ordinance will require notification of property owners within 300 yards of the property proposed for demolition. The notices will be sent two weeks prior to the meeting, and there will be costs associated with mailing the notices.

IX. ADJOURNMENT

Ms. DeYoung, supported by Mr. Cinabro, moved to adjourn the November 17, 2009 HDC meeting. With a voice vote, the motion carried unanimously.

The meeting adjourned at 6:12 p.m.

Submitted by: _____ Dated: _____
Recording Secretary

Reviewed by: _____ Dated: _____
Historic Preservation Coordinator

Approved by: _____ Dated: _____
HDC Chair

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| <p>HISTORIC DISTRICT COMMISSION Minutes January 19, 2010 DRAFT</p> |
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City Hall, Community Room, 2nd Floor
241 W. Michigan Ave., Kalamazoo, MI 49007

Members Present: Erin Seaverson, Acting Chair; Bob Cinabro; Linda DeYoung; Nelson Nave; Chris Roussi; James Tribu

Members Excused: Jay Bonsignore, Chair

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

Guests: Jerome Kisscorni, Executive Director of Economic Development, City of Kalamazoo; Steve Deisler, Downtown Kalamazoo, Inc.; Eastern Michigan University Student; Chris Wright, Historic Preservation Commission Chair

Ms. Ferraro advised that a Vice Chair had not yet been appointed for the HDC. Therefore, the HDC would need to appoint one of their members to run the meeting during the Chairperson's absence. Ms. Seaverson volunteered to chair the meeting.

I. CALL TO ORDER

Ms. Seaverson called the meeting to order at 5 p.m.

II. APPROVAL OF ABSENCES

Mr. Bonsignore advised city staff that he would not be in attendance at the January 2010 HDC meeting.

Mr. Cinabro, supported by Ms. DeYoung, moved approval of Mr. Bonsignore's absence from the January 19, 2010 HDC meeting. With a voice vote, the motion carried unanimously.

III. APPROVAL OF AGENDA

There were no changes to the agenda.

Ms. DeYoung, supported by Mr. Nave, moved approval of the January 19, 2010 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. NEW BUSINESS

A. 100 block of East Michigan – update on historic designation.

Mr. Dally stated that his company initially purchased 232 W. Michigan Ave. He later inquired about other opportunities in the area and was advised that the 100 block of E. Michigan was available. Mr. Dally was informed of the history of the buildings and the past attempts to save and redevelop the property. He decided to hire consultants to assess the buildings and determine if redevelopment was feasible or if they should be demolished. The decision was made to save the buildings. Mr. Dally presented drawings showing the footprint of the buildings in the 100 block, along with a proposed streetscape, and streetscape improvements to lot #9. The streetscape design on the mall will be carried through to the back of the properties in the 100 block. This will provide a “green” access point rather than just asphalt.

Mr. Dally provided pictures showing the front and back facades of the buildings in the 100 block as they appeared in the 1890’s. The buildings are being referred to as the Metropolitan Center. They were originally very ornate and will be returned to a more ornate look with limestone trim and detailed facades. He hopes to restore the retail areas as close as possible to what is shown in the pictures. Where allowed by the tax credit, Gingerbread details will be added to the façade. Details on the upper façade of building #2 had disappeared over the years, but historic photos provide evidence as to what was once there. Mr. Dally’s staff spent months on the Internet finding supplies that will help recreate the details shown in the photos.

Originally, there were plans to construct an addition on the back. This would have created a connection between the buildings and they would have been treated as one building. Those plans have changed and the decision was made to treat them as four separate buildings. The existing stairwells will be saved. Ms. Ferraro advised that the building code made it easier to provide egress if the buildings were not treated as one unit. Mr. Dally has been working with Building Inspector, Lee Larson, who has provided approval through code review for this project. Patios and balconies will be offered for the rear façades. Some of the details are not visible on the drawings, including the grade level, down spout collection boxes and details on the decks. One of the buildings will have a 20-foot deck. A “green” roof will be installed by a local company called Terra Roof ??????. Brick work and lead abatement will be part of the restoration process.

On the east elevation of the building, there is a 20-foot deck area off the back of lot #9, which faces the Argos East building. The west elevation faces the Radisson. Part of the plan is to recreate the building sign and seven-foot diameter clock that are shown in the historic photos. There were unique features on all four buildings that Mavcon hopes to recreate.

The building closest to A-1 Printing and the Argos East building has many original details, but most of the original windows have been removed over the years. A combination of round and square ornate columns will be installed. Ms. Ferraro advised that this building is a twin of the Gazelle Sports building. She has photos of the Gazelle Sports building circa 1900, which shows details of the façade at the ground floor level.

Mr. Dally advised that the entryways will be tiled. Period-correct fixtures and hardware will be used. The two center buildings will be red limestone. A supplier has been located to provide the finials. The windows will be trimmed in stone. There are plans for back lighting similar to what has been installed at the Food Dance Restaurant. Mr. Dally met with representatives of a foundry and they will recast ????? in aluminum. The first building (the one closest to KVCC and the Radisson) has had the most alternations over the years. The six-foot-long windows will be restored. The brick is in great shape, but the center mullions were removed to create large, square windows. It will have red brick with black trim and gold leafing. The first floor will be all retail. The second and third floors will be studio apartments and one-bedroom and two bedroom apartments. One building could be completed early and opened as a model. A 13-month construction period was proposed but it is likely that

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an extension will be requested. Construction is scheduled to start at the beginning of the second quarter (May). A major percentage of the approvals have already been obtained. This project will be out for bid ????? prior to the closing on the property.

Mr. Tribu inquired if this would be the first green roof in the city. Ms. Ferraro advised that the NACD (Northside Association for Community Development) has a green roof on their building. Mr. Dally stated that the deck area on top of the building will have a gazebo, an arbor and a vestibule. Mavcon is seeking a second project in Kalamazoo to pursue.

Mr. Dally advised that the apartments and retail areas will be market rate. Ms. Ferraro mentioned that there is a 2% vacancy rate in downtown Kalamazoo.

Ms. Nave suggested that the HDC should review materials and details on the new windows, doors and store fronts. Mr. Daly advised that the three wood cornices would be reused.

Mr. Nave inquired if the proposed sign conformed to the city's sign ordinance. Mr. Dally responded in the affirmative. He advised that it is a building sign not a billboard. Mr. Nave expressed concern that the proposed sign is too large. It will be right next to the hotel. He pointed out that the blue, lighted sign for Chase Bank is visible from the hotel. The bank sign is huge but it is smaller than the sign proposed for the 100 block project. The bank sign looks like a billboard.

Mr. Nave suggested that the windows on the sides of the buildings need a stone sill. Mr. Dally advised that the historic tax credit requires that the existing features be restored. He suggested that Mr. Nave send an e-mail with suggestions on what could be done on that part of the building. Ms. Ferraro mentioned that the comments from the HDC are advisory at this point because the 100 block is not yet an established historic district.

Mr. Nave inquired if the buildings in the 100 block would be sprinkled. Mr. Dally stated that the attic areas would be sprinkled, but not the other areas of the building.

Mr. Dally advised that replacement wood windows will be installed. They will look the same as the original windows but they will be more energy efficient. A platinum LEED (Leadership in Energy and Environmental Design) rating is a goal for this project. Some of the old transoms and skylights are still there. The third building has a skylight, which is approximately 12' x 25'. Ms. Ferraro stated that the skylight was a light source for the cigar company that was located in that building. Mr. Dally advised that the roof built over the skylight will be removed. Ms. Ferraro commented that most of the original windows were replaced but there is evidence to show what they looked like. Mr. Dally advised that Mavcon will remain as the owner of the building. He will provide further information to the HDC regarding the products they want to use for this project.

Mr. Cinabro inquired if the 100 block historic district would abut the Haymarket Historic District. Ms. Ferraro advised that it will be an extension of the Haymarket district. The extension will include the Argos East building, which will be a non-contributing building in the Haymarket Historic District.

Ms. DeYoung suggested that a museum should have the Stanwoods Luggage sign that is still on the back of one of the buildings in the 100 block. Mr. Daly stated that he could have the sign taken down so that Ms. DeYoung could donate it to the museum. Mr. Deisler advised that the son of the owner of Stanwoods would like to have the sign.

Mr. Nave inquired if the replacement windows would have a simulated divided light with a grill. Mr. Daly advised that he plans to install true divided lights.

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Discussion followed with regard to a timeline of events pertaining to this property. Mr. Dally advised that the closing is scheduled to occur during the first quarter. Ms. Ferraro stated that the public hearing to establish the historic district is scheduled for February 25th. Comments from the public hearing will be integrated into the final report, which will be forwarded to the City Commission. After the closing on the property, this matter will be placed on the City Commission agenda for approval of the addition to the Haymarket historic district. Mr. Dally inquired if the hearing in front of the City Commission could take place prior to closing on the property. Ms. Ferraro advised that there is a 30-day public comment period after the public hearing. This matter can be placed on the City Commission agenda any time after the public comment period.

Ms. Ferraro mentioned that while excavating for the new drainage basin for the parking lot behind 232 W. Michigan, a hole was discovered that was filled with old bricks. The bricks are in excellent condition and can be used to repair the buildings in the 100 block. The bricks are likely from the building that was torn down in the 1960's to make way for the building that currently sits at 232 W. Michigan. The bricks appear to be more than 100 years old, and they are of the right era to be used in the restoration process. Mr. Dally advised that the bricks are worth about \$4.00 to \$5.00 a piece. He estimated the total value of the bricks at \$8,000 to \$9,000. Mr. Dally stated that he would identify the proposed products for the 100 block project and set up a meeting to discuss the details. He advised that anyone with ideas for the project could send him an e-mail with their suggestions.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS**B. 411 Locust (Case #: IHA 09-0479)**

Steve Stayner, Home Marketing System, was present to represent the property on behalf of the owners, Paul and Jayne Zak. The application requests installation of a solar powered light fixture on the exterior stair to illuminate the rear (NE) door.

Mr. Stayner stated that the owner is proposing to install the solar-powered lights at the back of the house. Ms. Ferraro advised that the housing inspectors are firm about having lights at the exterior entrances to rental properties.

Mr. Stayner advised that the stucco complicates the process of getting power to the area where the light is required. A solar light would be a good alternative. There is already a light at the side door, but it is not a solar fixture. Mr. Roussi commented that the solar panel and the wire are inconspicuous. Mr. Nave indicated that he didn't have any objections since the light is mounted on the stairway, which is non-historic. If the fixture were to be mounted on the house, it should be more traditional.

Ms. Ferraro suggested having a conversation about how solar lighting should be dealt with in the historic districts. It might wind up being very situational. Mr. Cinabro inquired as to how this issue has been handled in the past. Ms. Ferraro advised that there hasn't been an issue in the past because the solar lights are a relatively new product. They cost about \$40 per fixture and they meet the requirements of the housing code. There is some uncertainty as to whether or not the fixtures will fulfill the requirements requested by the housing inspectors. Mr. Stayner advised that the inspector suggested using the solar lights.

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Ms. Seaverson inquired as to how lighting requirements have been dealt with in the past. Ms. Ferraro advised that issues with lighting are not often reviewed by the HDC because very few applicants are requesting that light fixtures be added. In this case, the lights could be considered an addition and Secretary of the Interiors Standards and Guidelines numbers 9 and 10 would apply. Kalamazoo has no specific regulations regarding the addition of light fixtures because there are varying opinions about what is appropriate.

Mr. Nave inquired as to when the first lights would have been installed on houses in Kalamazoo. Ms. Ferraro stated that the gas lights and porch lights would probably have been installed in the early 1900's. Side lights were less common. Mr. Nave mentioned that many of the houses in Kalamazoo's historic districts are older than 1900. The first lights on many of those houses weren't installed until the 1920's or later. A house built in the 1880's might have a light fixture from the 1920's. Mr. Nave suggested looking at each situation separately unless standards are created to advise what would be acceptable.

Ms. Ferraro suggested exploring this topic as part of the revisions to the standards and guidelines. She will look at the solar lights that are available to find out if there are fixtures that look historic. If appropriate light fixtures are available, they could be approved administratively. Otherwise, the HDC may prefer to review each case.

Mr. Nave inquired if some of the electricity was charged to the property owner. Mr. Stayner advised that houses in the historic district are usually zoned single-family residential. Each bedroom may be rented to a different tenant, usually students. The electric bill is generally charged to the tenants. The house is currently unoccupied but it used to be a student rental.

Mr. Cinabro commented that the installation of the solar light fixture does not appear to be a violation of standards #9 or #10.

Mr. Cinabro, supported by Mr. Nave, moved approval of the installation of a solar powered light fixture on the exterior stair at 411 Locust to illuminate the rear (NE) door. With a roll call vote, the motion carried unanimously.

Mr. Tribu mentioned that there might be a problem mounting the solar light to the house if the staircase wasn't there. He inquired if the stair railing would need to be updated. Mr. Stayner advised that the staircase and railings meet code. There is a grip rail on the side of the house.

Mr. Stayner commented that from the owner's standpoint, it makes sense to install the solar light. Solar lights are approximately \$30 to \$40 each and it only takes about an hour to install one. An electric light fixture would cost about \$300 to \$500 and it would cost about \$75 to get a permit to install it.

Ms. Ferraro advised that some locations don't have enough sun exposure to power solar lights. The solar collector could be mounted on the roof to be inconspicuous. At this point, it might be advisable to have the HDC review applications for solar lights until a precedent can be established.

Mr. Nave cautioned against using solar fixtures that look like colonial lanterns. Mr. Roussi mentioned that most of the historic-looking solar lights he's found look like carriage lanterns but none of the houses in Kalamazoo's historic districts are of that vintage. There are kits available to retrofit fixtures with an LED light.

Discussion followed with regard to the pros and cons of the solar powered lights. Many of the houses in the historic district are only about 15 feet apart and there is not much sun light during the winter months, which may

inhibit the proper functioning of the lights. However, the solar lights are not permanent, and they can be mounted in an acceptable way. Ms. Ferraro suggested that solar panels/lights should not be approved on the front of houses in the historic district, but it might be acceptable to install them on the side or back of historic homes. The cost of the fixture is not to be taken into consideration, just the appearance.

It might be necessary for the applicants to prove how difficult it would be to install a hardwired light fixture. There may be alternate methods for installing the light that have not been explored. Bringing the property up to code is part of the cost of being a landlord. The main issue is the appearance of the fixture. Standards #9 and #10 should be the guide when making decisions about the installation of light fixtures. The general consensus among the HDC members was that issues regarding solar lights should be reviewed on a case by case basis. The housing inspectors need to make it clear to landlords that they need to fill out an application for HDC review, or call the Historic Preservation Coordinator to discuss the addition of light fixtures.

Concern was expressed that the lights might not be working properly after they are installed. There should be further investigation into this issue. Mr. Roussi mentioned that the batteries in the solar lights don't hold a charge after a year or two. He expressed concern about the possibility of a large number of them being installed in the historic district just because they are easy to install.

Mr. Nave inquired as to how he could follow up regarding the size of the proposed sign for the 100 block project. Ms. Ferraro advised that the DDRC approved the work on the buildings, but they have not reviewed the sign. She suggested that Mr. Nave send an e-mail to her stating his concerns. She will forward the information to Mr. Dally, the DDRC and DKI. The proposed sign is 30 feet in diameter. DKI would like to use it for advertising events. Ms. Ferraro was uncertain if Brian Winkleman, the historic architect for the project, would approve the sign since the original sign was installed after the period of significance (1912-1915). Approval would be necessary in order to qualify for the 40% tax credit, which is an integral part of this project.

Ms. Ferraro mentioned that true divided lights might not provide the desired energy savings. There would be some energy savings with the false muntins. The energy savings begins 3" in from the edge of the window. The LEED certification process may not consider that issue. The third building from the Dewing building had divided lights, the other three buildings had one over one windows.

Mr. Nave commented that the last violation letters went out in October of 2008. He inquired if more letters would be sent. Ms. Ferraro advised that some of the violations may have been corrected. She is hoping to propose remedies for the remaining violations over the summer of 2010. Mr. Roussi requested information about the violations at 530 W. South Street. Ms. Seaverson suggested providing the update after approval of the minutes.

IX. APPROVAL OF MINUTES (November 17, 2009)

(The December 15, 2009 meeting was cancelled due to a lack of applications.)

Ms. DeYoung requested the following changes: Page 3, paragraph 1 pertaining to the explanation regarding the ownership of the asphalt dr. It was suggested that paragraph be deleted.

Mr. Nave, supported by Mr. Cinabro, moved approval of the November 17, 2009 HDC minutes as amended.

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Ms. Seaverson requested the following changes: Page 4, the vote regarding the motion on 425 Oak was inadvertently omitted from the minutes. The general consensus was that the vote had been unanimous. Page 5, before the approval of minutes, move the discussion regarding preference before the vote. Page 6, with regard to the De Novo hearing, add "609 Elm" to the second paragraph to indicate that the discussion was not about a separate case.

After a brief discussion, it was decided to defer approval of the minutes until the next meeting in order to verify the vote on 425 Oak.

Mr. Nave, supported by Mr. Cinabro, withdrew the original motion.

Mr. Nave, supported by Mr. Cinabro, moved to postpone approval of the November 17, 2009 HDC minutes until the vote regarding 425 Oak can be verified. With a voice vote, the motion carried unanimously.

XIV. OTHER BUSINESS

Ms. Ferraro advised that many properties in the historic district have changed hands, including the property on Bellevue. Some of the properties are in foreclosure and others are for sale. Ms. Ferraro will send letters when appropriate and restart the process. She is hoping to have the owners of 530 W. South on the HDC agenda again. Violations at that property have been an issue since 2003. The owners of the property had the wall/fence built without a permit. They wanted the fence to be 8 feet tall to block the view of the neighbor's hot tub. Six months later the hot tub was removed. The wall/fence should be shortened by at least 8 courses of brick. The contractor took the iron that is supposed to be on top of the brick. Ms. Ferraro will draft a letter regarding the violations at 530 W. South St. for Assistant City Attorney John Kneas to review and send out with his signature.

Mr. Tribu inquired as to how new home owners become aware of the existing violations on their properties. Ms. Ferraro advised that she provides notices to the banks, and advises that they should make the new owners aware of the violations.

Mr. Nave mentioned that Waldos Bar was supposed to have a sloped roof with a big "W." Now it has a flat roof. Ms. Ferraro will review the plans to determine what has been changed. This is a non-contributing building.

Mr. Nave advised that the Potter House is for sale. A Special Use Permit was approved for that house so that it could be rented to groups for meetings. Also, the English Tudor next to 530 W. South St. has developed issues with some of the repairs that were made and it needs maintenance. Ms. Ferraro stated that the previous owner installed the MDF (medium-density fibreboard). Mr. Nave suggested that it be re-stained or painted.

A. FYI report

Ms. Ferraro advised that there are 12 spaces available for the window rehab workshop to be held in February. Lowes will be providing the supplies. Help is needed for food preparation for the workshop attendees.

Assistant City Attorney Mike Miller is looking into procedures for demolition and window rehab (Chapter 16). The ordinance changes should allow the HDC to make changes to their procedures in the future.

IX. ADJOURNMENT

Ms. DeYoung, supported by Mr. Roussi, moved to adjourn the January 19, 2010 meeting of the Historic District Commission. With a voice vote, the motion carried unanimously.

The meeting adjourned at 6:27 p.m.

Submitted by: _____ Date: _____
Recording Secretary

Reviewed by: _____ Date: _____
Staff Liaison

Approved by: _____ Date: _____
HDC Chair

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 11/13/09 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 | Tedarial Edwards | 721 | Forest | Chain link fence | Letter 10/02/08 \$70 |
| 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 |
| 10/07/08 | 1 | Member First Mortgage LLC | 817 | Normal Ct | Handrail | Foreclosure |
| 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 |
| 11/12/09 | 1 | Chris Bridges | 623 | Vine W | Steps – open – no risers | Letter 11/12/09 |
| 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 & windows | HDC approve in concept 11/18/08 |
| 09/09/1999 | 1 | Matthew Kuiper | 612 | Wheaton | Side porch rails & steps | Letter 10/02/08 \$70 |
| 02/12/10 | 1 | CDR Partners LLC | 1013 | Wheaton | Replaced ¾ of windows | Letter 02/12/10 No charge On HDC agenda 03/16/10 |
| 09/03/2009 | 1 | Donald Dexter | 712 | Willard W | Front steps & rails | Letter 09/03/09 |
| 04/05/2005 | 3 | Lola Atkinson | 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

HDC VIOLATIONS

Current

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