



- Fence on east Property line (Admin)  
SOUTH SIDE (rear) (Photo Page B)  
 5. Remove and side over small square, 2<sup>nd</sup> floor south side window near rear  
STAIRWELL (southwest corner) (Photo Page B)  
 6. Replace the small window in the stairwell with a larger panel and  
 7. Raise the small stained glass window in the west wall of the stairwell above the roof  
FRONT PORCH (Photo Page C)  
 8. Replace front entry doors to replicate original dimensions  
 9. Rebuild and repair front porch steps  
SIDE PORCH (north) (Photo Page C)  
 10. Replace post and rails on side porch to complement existing historic rails.  
 (PPZ 16-0048 New Application)  
 Public Comment then Commission Deliberation

VIII. **Approval of Minutes:** November 15, 2016 (Item C)

IX. **Administrative approvals - November 9 to December 13, 2016**

a) **No building permit required**

Village	623	Rail - guards rail - replace missing
ParkS	916	Rails - handrails for front steps
Oak	918	Gutters & downspouts
DuttonPl	728	Door on rear
WestS	802	Signs - graphics on door and windows
WestS	1321	Sign
Elm	603	Restore steps and bolster
Elm	603	Roof - fr porch + flat roofs front and rear

b) **Building permit required**

Stuart	617	Roof
--------	-----	------

X. **Other Business**

a) Consideration of applications to fill 2 seats on the HDC **(Item D)** 3 applications

b) Old outstanding violations - HDC Review and advise **(Item E)**

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

**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 appointed 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 may choose 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**

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.

- Out of respect for business being conducted during the meeting, turn off all cell phones and pagers prior before the meeting.
- Citizens have opportunities to address the Historic District Commission at the following times during a meeting:
- 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.
- 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.

**Historic District Commission FYI - December 20, 2016**

**REVIEWS:**

**Historic District Commission:**

✓ HDC cases to 11/08/16 – 125 total      Fees total to date, 2016 ..... \$ 2422

**2016 Reports - :**

<b>2016</b>	<b>2016</b>	<b>2015 (07/05)</b>	<b>2015 fees</b>
o 79 no fee	\$ 0	80 no fee	\$ 0
o 31 bldg permit-3@\$34/rest@\$35	\$ 1047	43	\$ 1268
o <u>15 HDC hearing - \$85*</u>	<u>\$ 1375</u>	<u>21</u>	<u>\$ 1843</u>
125 <b>TOTAL</b>	<b>\$ 2422</b>	<b>104</b>	<b>\$ 3111</b>

\* No HDC meeting in January, April and September

**NEW OWNERS in Historic districts\* Letters sent December 4, 2016:**

<b>Date</b>	<b>Street w #</b>	<b>HD</b>	<b>previous owner</b>	<b>current owner w address</b>
11/22/16	426 Monroe	WMH	ROELANDT, JOHN & GLORIA	ROELANDT, ALEXANDER 426 MONROE ST KALAMAZOO, MI 49006
11/14/2016	1016 Oak	SV	SCHMITT, RANDY S 2341 W ADDISON ST, #L2 CHICAGO, IL 60618	JANDA, ROBERT & REBECCA 2510 VANDERBILT LN UNIT B REDONDO BEACH, CA 90278
11/14/2016	810 Normal Ct	SV	VANMETER, CHRISTOPHER W 2408 GLENWOOD DR KALAMAZOO, MI 49008	JANDA, ROBERT & REBECCA 2510 VANDERBILT LN UNIT B REDONDO BEACH, CA 90278
11/11/2016	419 Locust	SV	WOLDHUIS, BETTY L 230 N CLARENDON ST KALAMAZOO, MI 49006	GRPM LLC 1943 PORTER SW WYOMING, MI 49519
11/8/2016	226 W. Walnut	SV	COLLEGE TOWN PROPERTIES, LLC 48801 GYDE RD CANTON, MI 48187	SOUTH STREET PROP. & BLDS LLC 813 W SOUTH ST KALAMAZOO, MI 49007
11/4/2016	828 W. North	ST	WILLIAMS MGMT CO., LLC 505 WOODWARD AVE KALAMAZOO, MI 49007	NEESON, CHRIS & NICOLE H 5841 JORDEN CIR ANCHORAGE, AK 99504
11/4/2016	836 W. North	ST	WILLIAMS MANAGEMENT CO., LLC 505 WOODWARD AVE KALAMAZOO, MI 49007	NEESON, CHRIS & NICOLE H 5841 JORDEN CIR ANCHORAGE, AK 99504
11/3/2016	708 S. Park	SV	HALLDORSON, STEVEN MATTHEW 708 S PARK ST KALAMAZOO, MI 49007	BASSETT, GRANT 1065 CLOPTON BRIDGE DR ROCHESTER HILLS, MI 48306
11/3/2016	438 Woodward	ST	TATAREWICZ, SUZANNA M 438 WOODWARD AVE KALAMAZOO, MI 49007	ULLOA, HECTOR & COURTNEY 438 WOODWARD AVE KALAMAZOO, MI 49007
11/2/2016	410 Park Place	SV	SHREVE, AMY E 410 PARK PL KALAMAZOO, MI 49001	FOWLER, JOHN 410 PARK PL KALAMAZOO, MI 49001
11/1/2016	745 McCourtie	SV	ALBRIGHT, JANIE S 1201 GREENWOOD AVE APT 102 KALAMAZOO, MI 49006	HANSEN, ALLEN D 524 H AVE CORONADO, CA 92118
11/1/2016	914 Oak	SV	ALBRIGHT, JANIE S 1201 GREENWOOD AVE APT 102 KALAMAZOO, MI 49006	HANSEN, ALLEN D 524 H AVE CORONADO, CA 92118
11/1/2016	526 Oak	SV	ALBRIGHT, JANIE S 1201 GREENWOOD AVE APT 102 KALAMAZOO, MI 49006	VANDENAKKER, WM HANSEN, AMY 3674 LOUISIANA ST SAN DIEGO, CA 92104
10/29/16	421 Sprague	WMH	OLAFSSON, ALEXANDER D 421 SPRAGUE AVE KALAMAZOO, MI 49001	BAKER, VICTORIA & TAYLOR 421 SPRAGUE AVE KALAMAZOO, MI 49006
10/17/16	809 W. Vine	SV	VINE NEIGHBORHOOD HOMES, LLC 42143 KYLE DR CLINTON TWP, MI 48038	BAKER, WESLEY J & RACHER E 809 W VINE ST KALAMAZOO, MI 49008
10/13/2016	936 W. Lovell	SV	936 W LOVELL STREET, LLC 6341 CHERRYWOOD ST PORTAGE, MI 49024	MCVEIGH, BENJAMIN E 936 W LOVELL ST KALAMAZOO, MI 49007



Department of Community Planning and Development
Kalamazoo Historic District Commission
415 E. Stockbridge - Kalamazoo, Michigan 49001
Telephone (269) 337-8804 - FAX (269) 337-8513
ferraros@kalamazoo-city.org

ADDITION TO EXISTING NON-HISTORIC BUILDING 12/20/16
APPLICATION FOR PROJECT REVIEW - Historic District Commission Hearing

COMPLETE Applications for review at the Historic District Commission meeting including payment of the \$85 hearing fee must be received by NOON on the 2nd Tuesday of the month- the meeting is on the 3rd Tuesday of the month. (PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 827 South Westnedge, Kalamazoo, MI.
Historic District: [X] South/Vine [ ] Stuart [ ] West Main Hill [ ] Rose Place [ ] Haymarket
Applicant: Diane Kim Owner: Diane Kim
Mailing Add. 827 S. Westnedge Mailing add 827 S. Westnedge
City State & Zip: Kal, MI 49008 City, State Zip Kal, MI 49008
Phone: 269-345-6355 Phone: 269-345-6355
Email dianekim@juno.com Email dianekim@juno.com

Contractor:

( ) Work to be done by owner

Contractor Molnar Construction, L.L.C.

Proposed Work: Use additional sheets to describe work if necessary
Proposed New 4,416 sq. ft. single story, slab on grade, wood frame, multiple tenant retail structure. Hardie bevel siding boards & trim, sloped membrane roof, clad windows with clear glass, canopies w/ down lighting, and site improvements. See attached Site Plan & Exterior Elevations

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

Applicant's Signature: Diane S Kim Date: 11/17/16
Owner's Signature: Date:
(if different)

Application Checklist:
(Incomplete applications will be held until the next review hearing.)
[X] Drawings 11x17 or smaller with dimensions
[X] Materials list
[X] Site plan including north arrow
[X] Other
Site Plan & Exterior Elevations
[X] \$85 for HDC hearing & review fee - must be paid in advance to be placed on agenda - include WITH application - Check payable to: City of

-For Historic Preservation Coordinator's Use Only-

Case Number: PPZ 16-0050 Date Received\*: 11-8-16
Zoning CN1 Year built ca 1980 Complete application 11-8-16
Owned since 3-1-1990

COMMISSION

Meeting Date: 11-15-16 12/20/16
COMMENTS:

Hearing fee paid \$85 yes
Check # 3798

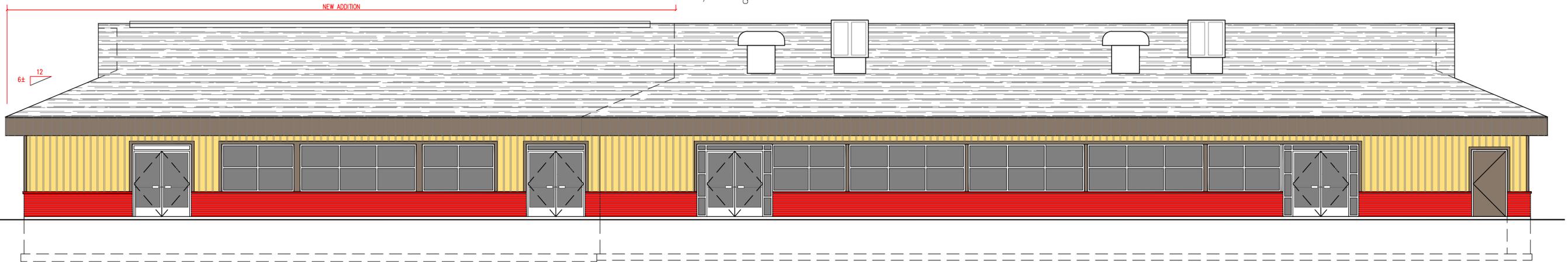
Approve in Concept Date: Letter mailed

FINAL ACTION

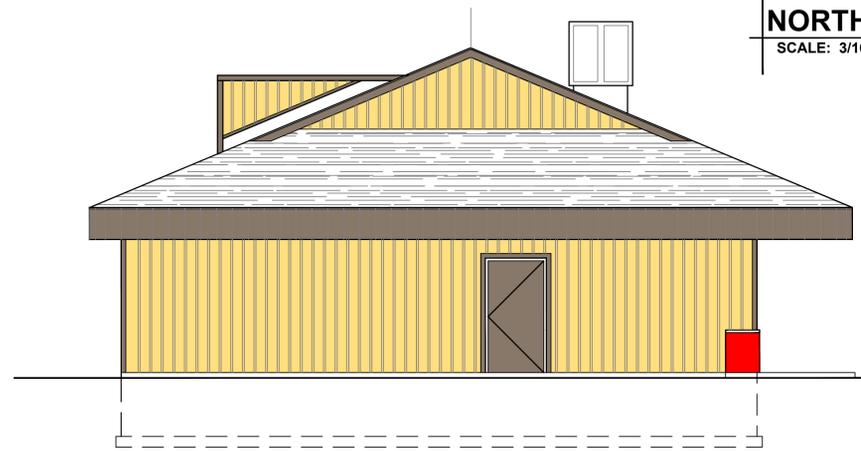
[ ] Approve [ ] Site Visit [ ] Approve w/Conditions [ ] Deny [ ] Postpone [ ] Withdrawn
ACTION DATE

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

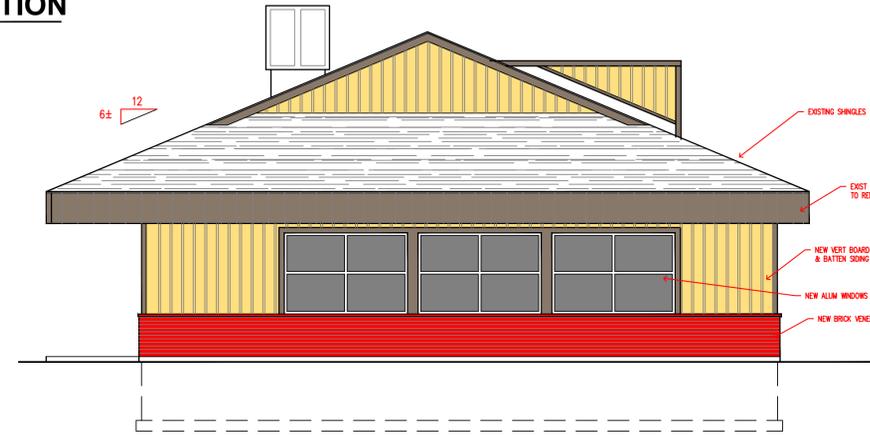
PHASE I - COMMERCIAL DEVELOPMENT  
 Old Central Center  
 827 South Westnedge Ave.  
 Kalamazoo, Michigan



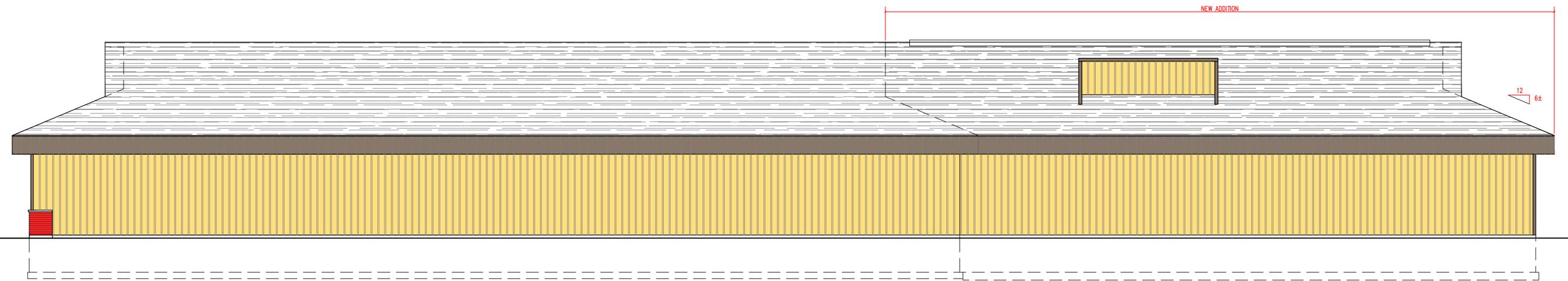
**NORTH ELEVATION**  
 SCALE: 3/16" = 1'-0"



**EAST ELEVATION**  
 SCALE: 3/16" = 1'-0"



**WEST ELEVATION**  
 SCALE: 3/16" = 1'-0"



**SOUTH ELEVATION**  
 SCALE: 3/16" = 1'-0"

PHASE I - EXTERIOR ELEVATIONS

PROPOSED COMMERCIAL DEVELOPMENT  
**Old Central Center**  
 827 SOUTH WESTNEDGE  
 KALAMAZOO, MICHIGAN

**BATES** ARCHITECTS  
 8001 EAST HULL AVE. KALAMAZOO, MICHIGAN 49008  
 TELEPHONE 269/349-3314 FAX 269/349-3448

12/08/16

A1a

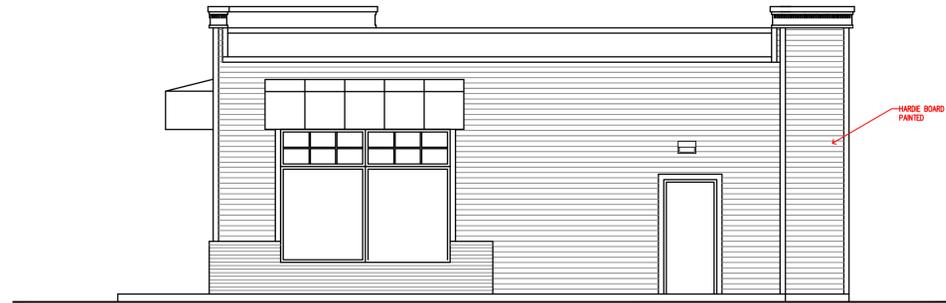
1601C

© 2016

PHASE II COMMERCIAL DEVELOPMENT  
**Old Central Center**  
 827 SOUTH WESTNEDGE  
 KALAMAZOO, MICHIGAN



**SOUTH ELEVATION**  
 SCALE: 3/16" = 1'-0"



**EAST ELEVATION**  
 SCALE: 3/16" = 1'-0"



**WEST ELEVATION**  
 SCALE: 3/16" = 1'-0"



**NORTH ELEVATION**  
 SCALE: 3/16" = 1'-0"

PRELIMINARY – NOT FOR CONSTRUCTION  
 12/08/16

© 2016 DRAWINGS & SPECIFICATIONS AS INSTRUMENTS OF SERVICE ARE AND SHALL REMAIN PROPERTY OF THE ARCHITECT. THEY ARE NOT TO BE USED ON OTHER PROJECTS OR EXTENSIONS TO THIS PROJECT EXCEPT BY AGREEMENT AND WITH APPROPRIATE COMPENSATION TO THE ARCHITECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONFIRMING AND CORRELATING DIMENSIONS AT THE PROJECT SITE. THE ARCHITECT WILL NOT BE RESPONSIBLE FOR MEANS, METHODS, SEQUENCES, PROCEDURES, OR FOR SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE PROJECT.

REVISIONS  
 PHASE II – EXTERIOR ELEVATIONS

PROPOSED COMMERCIAL DEVELOPMENT  
**Old Central Center**  
 827 SOUTH WESTNEDGE  
 KALAMAZOO, MICHIGAN

**BATES**  
 BATES ARCHITECTS  
 801 EAST HILL AVE. KALAMAZOO, MICHIGAN 49008  
 TELEPHONE 269/349-3314 FAX 269/349-3448

12/08/16

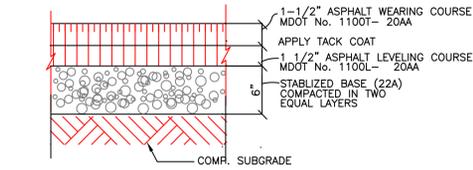
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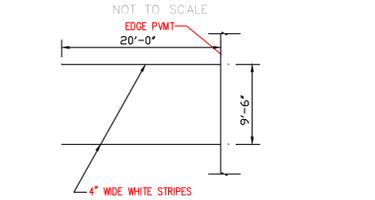
# COMMERICAL DEVELOPMENT PHASE I & II

## Old Central Center

827 South Westnedge Ave.  
Kalamazoo, Michigan



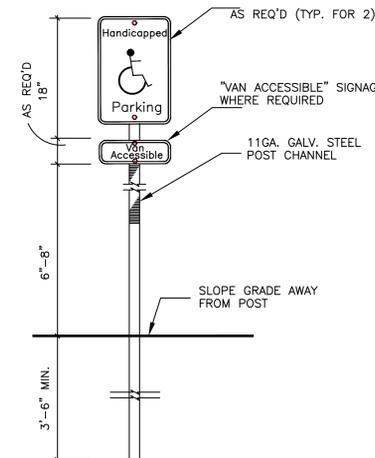
STANDARD PAVING DETAIL



AUTO PARKING STRIPING

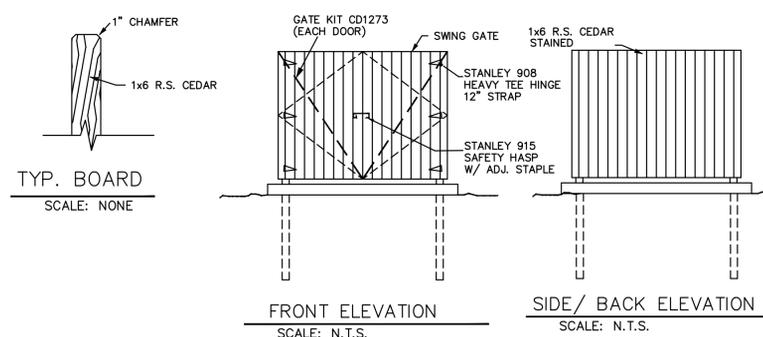
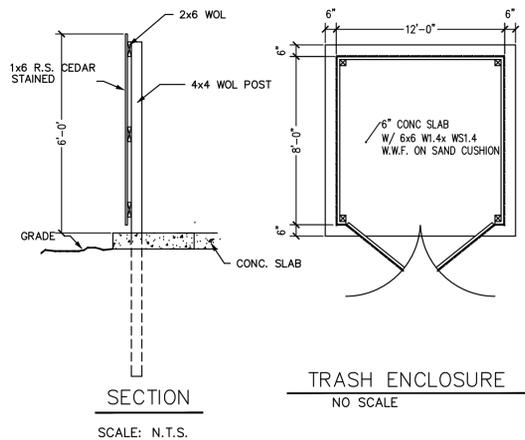


ONE WAY SIGN

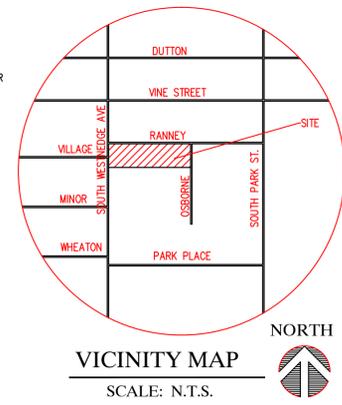


BARRIER FREE PARKING SIGNS

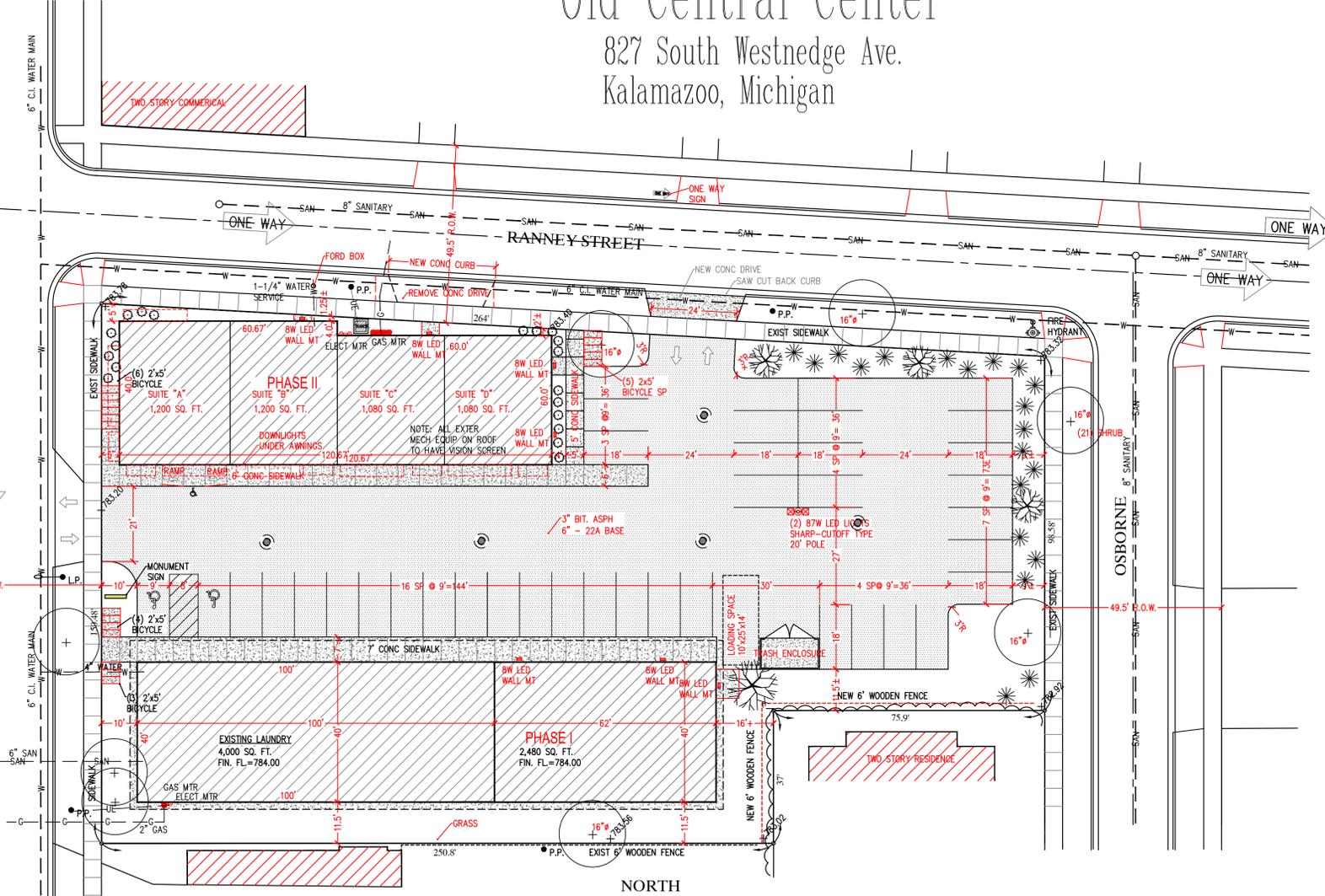
NOT TO SCALE  
PER MICHIGAN BARRIER FREE DESIGN GRAPHICS MANUAL 1993



STOCKADE FENCE



VICINITY MAP



SITE PLAN

SCALE: 1" = 20'



NOTE: All utilities shown are approximate locations should not be interpreted as exact locations nor should they be assumed to be the only utilities in the area.

- ### SITE DATA
- Property Owner: YE OLD CENTRAL LAUNDRY, 827 South Westnedge Ave. Kalamazoo, Michigan 49008, 269-345-6355
  - Diane Kim
  - Property Address: 827 South Westnedge Ave. PPN #06-22-160-008
  - Architect: BATES/ ARCHITECTS, 8921 East M.L. Ave. Kalamazoo, Michigan 49048, Tel: 269-349-3314, Cell: 269-744-2787, Email: art@bates-arch.com
  - Legal Description: Ranney's Addition, Lots 7, 8, & 9; also lots 586, exc South 37 ft. also exc that part in Osborne St. PA 255 8783042.
  - Property Size: 35,010 sq. ft, 0.8 Acres.
  - Present Zoning: CN-1 "Commercial Neighborhood" Adjacent Zoning: RM-36 "Residential, Multi-Dwelling"
  - Soil Type Classification: GW - sandy loam
  - Zoning Requirements: "CN-1" Maximum Building Height: 35 ft. Setbacks: Front Yard - 0-0 ft., Side Yard - 15 ft., Rear Yard - 15 ft.
  - Building Code: Michigan 2012 Building Code.
  - Occupancy Use Group: "M" - Merchandise
  - Building Construction Type: 5b-non sprinkled
  - Proposed Building Roof Height: 24'-0"±
  - Land Usage: Building = 4.2%, Pavement = 49.0%, Green Space = 46.8%
  - Parking Requirements: Mercantile: (1) sp per 305 sq. ft. GFA, 6,480 sq ft / 305 = 22 spaces, 4,826 sq ft / 305 = 16 spaces, Required = 38 spaces. Parking provided: -(37) @ 9'x 18', (2) A.D.A. @ 9'x 18' + 8' aisle, Total Parking Spaces = 39
  - Bicycle Parking- 1 sp/1000 sf. + 1sp/5 employee, 11,306 s.f./1000= 12 spaces, 30 employee/5= 6 spaces, Bicycle Park provided - (18) 2'x5'
  - Loading Area Required: (1) spaces 10'x25'x14'H
  - All Storm Water to remain on site.
  - All floor drains to be connected to Sanitary Sewer.
  - All Pavement markings & Traffic Signs shall conform to "MMUTCO", Current Ed.
  - Erosion & Sediment "SESC" Control work shall comply with Standards and Specifications of City of Kalamazoo.
  - This Site is not located in a Flood Plain.
  - Signs: All Signs shall conform to City of Kalamazoo Zoning Code. A separate sign permit required prior to installation of any signs.
  - Site Lighting: Exterior lighting shall be as shown wall & pole fixtures (sharp cut-off type) complying with City of Kalamazoo Zoning Ordinance.
  - Landscaping: Shall conform to City of Kalamazoo Zoning requirements.
  - Appropriate Permits to be obtained from City of Kalamazoo prior to commencement of any work.
  - All public sidewalks removed/ damaged for during construction shall be replaced per City of Kalamazoo Standards at no cost to City.

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PROSED COMMERCIAL DEVELOPMENT  
**Old Central Center**  
827 SOUTH WESTNEDGE  
KALAMAZOO, MICHIGAN

**BATES**  
BATES/ ARCHITECTS  
8921 EAST M.L. AVE. - KALAMAZOO, MICHIGAN 49048  
TELEPHONE 269/349-3314 FAX 269/349-3448

12/08/16

C1

1601C



**Historic Preservation Coordinator**  
**KALAMAZOO HISTORIC DISTRICT COMMISSION**

**APPLICATION FOR PROJECT REVIEW – New  
 construction/alteration**

**STAFF COMMENTS**

<b>Property address</b>	827 S. Westnedge	<b>CASE #</b>	PPZ 16-0050
<b>Applicant</b>	Diane Kim	<b>Year built:</b>	(existing laundromat) 1980
<b>Owner</b>	Diane Kim	<b>Owned since</b>	March 1, 1990
<b>Received</b>	November 8, 2016	<b>Meeting date:</b>	December 20, 2016

**Previous reviews** (HDC = commission meeting; Admin = administrative approval):

**2016, Nov** – approval of new building (4 bay storefronts) on north property line

**Historic District** South Street-Vine Area

**Zoning** CN-1 (Commercial, (Local) Neighborhood)

**Additional Permits required** – building, site plan  
 review **Rental History:** NA

**PROPOSAL**

- A. Renovate existing laundromat building
- B. Add windows on west end
- C. Extend same design as existing building to the east – 2 additional storefronts.
- D. Add brick base and fresh vertical boards and batten siding

**OBSERVATIONS**

Proposed alteration would have windows facing west onto South Westnedge

Existing building is non-contributing (non-historic)

**1) Secretary of the Interior Standards for Rehabilitation:**

(Standards 1-8 do not apply to new construction)

**#9:** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

**#10:** New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

*The proposed addition is differentiated from the nearby commercial storefronts and historic houses by materials and design.*

*The existing non-historic building does not abut or join any other historic resource in the area.*

(Chapter 16) (d) When reviewing plans, the Historic District Commission shall consider: 1)The Secretary of Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings"; (2) Local design guidelines; (3) The historical or architectural value and significance of the structure resource and its relationship to the historical value of the surrounding area; (4) The relationship of the exterior architectural features of such structure resource to the rest of the structure resource and to the surrounding area; and (5) The general compatibility of exterior design, arrangement, texture and materials proposed to be used; (6) Any other factor, including aesthetic, which it deems to be pertinent.

(2) Local Design Guidelines: Kalamazoo Historic District Commission Standards and Guidelines (pages 50 and 51) state:

Infill construction within a historic district should complement the other structures in the neighborhood in scale and design. Placement on the lot is very important in maintaining the rhythm of the streetscape.

- *The new storefronts continue the north facing façade of the existing non-historic building and complies with the HDC Standards and Guidelines for new construction.*

(3) *The addition to the existing non-historic commercial building will have a minimal visual impact on the historical value of the surrounding area.*

(4) *The construction of the existing non-historic commercial building will have a minimal visual impact on the on the architectural character of the surrounding area.*

(5) *The design of of the existing non-historic commercial building will be a compatible exterior design for a historic district including location on the site, arrangement of the features, texture of the exterior cladding and materials proposed to be used are compatible with the surrounding historic district;*

(6) Any other factor, including aesthetic, which it deems to be pertinent.

**COMMISSION ACTIONS (Options):**

1. Approve as complying with Secretary of the Interior Standards 9 & 10 with approval of final details delegated to the historic preservation coordinator.
2. The commission could postpone with the applicants consent, to ask for more details or to prepare a revised plan. The revised plan should include the following changes:

1. \_\_\_\_\_
2. \_\_\_\_\_

If the applicant does not consent to a postponement, the commission must make a decision at this meeting to comply with the 60 day rule.

3. The commission could deny, based on Secretary of the Interior Standards #9 & #10.

+++++

**Secretary of the Interior's Standards for Rehabilitation**

*The Secretary of the Interior's Standards for Rehabilitation are ten basic principles created to help preserve the distinctive character of a historic building and its site, while allowing for reasonable change to meet new needs. The Standards are applied to projects in a reasonable manner, taking into consideration economic and technical feasibility.*

9. .New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

(Chapter 16) (d) When reviewing plans, the Historic District Commission shall consider): 1)The Secretary of Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings"; (2) Local design guidelines; (3) The historical or architectural value and significance of the structure resource and its relationship to the historical value of the surrounding area; (4) The relationship of the exterior architectural features of such structure resource to the rest of the structure resource and to the surrounding area; and (5) The general compatibility of exterior design, arrangement, texture and materials proposed to be used; (6) Any other factor, including aesthetic, which it deems to be pertinent.



(1) 827 South Westnedge – north façade of laundromat  
(3) West end of laundromat



(2) – looking due east – laundromat on right  
(4)





RECEIVED DEC 13 2016 Department of Community Planning and Development
Kalamazoo Historic District Commission
415 E. Stockbridge - Kalamazoo, Michigan 49001
Telephone (269) 337-8804 - FAX (269) 337-8513
ferraros@kalamazoo.org

APPLICATION FOR PROJECT REVIEW – Historic District Commission Hearing

COMPLETE Applications for review at the Historic District Commission meeting including payment of the \$85 hearing fee must be received by NOON on the 2nd Tuesday of the month- the meeting is on the 3rd Tuesday of the month.

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 324 Woodward
Historic District: [ ] South/Vine [X] Stuart [ ] West Main Hill [ ] Rose Place [ ] Haymarket
Applicant: MICHAEL & CATRY McMINN Owner: SAME
Mailing Add: 9167 GUERUSEY LK RD Mailing add
City State & Zip: DELTON MI 49046 City, State Zip
Phone: (269) 491-6406 Phone:
Email mmemin @mei.net Email @

Contractor:

(X) Work to be done by owner

Contractor

Proposed Work: Use additional sheets to describe work if necessary

See attached sheets

Application Checklist:
(Incomplete applications will be held until the next review hearing.)

- [ ] Drawings 11x17 or smaller with dimensions
[ ] Materials list
[ ] Site plan including north arrow
[ ] Other

[X] \$85 for HDC hearing & review fee – must be paid in advance to be placed on agenda – include WITH application – Check payable to: City of Kalamazoo

( ) 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: 12/12/16
Owner's Signature: Date:
(if different)

-For Historic Preservation Coordinator's Use Only-

Case Number: PPZ 16-0051 Date Received\*: 12-13-16
Zoning RM-15 Year built 1885 Complete application 12-13-16
Owned since 9-9-2016

COMMISSION

Meeting Date: 12-20-16 Hearing fee paid \$85 yes
Check # 6686

COMMENTS:

Approve in Concept Date: Letter mailed

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

EXTERIOR STAIRWAY ENTRANCE TO BASEMENT @ SE CORNER  
AT REAR OF HOUSE TO PROVIDE COMMON, SECURE, SAFE ACCESS TO  
LAUNDRY & STORAGE FACILITIES AND TO ELECTRICAL PANEL.

REBUILD REAR PORCH AT EAST SHORTENED TO 6'  
FROM EXISTING 14' TO PROVIDE OFF STREET PARKING: DUPLICATING  
THE ORIGINAL SKIRT IN MEDIUM DENSITY OVERLAY KRAFT-FACED EXTERIOR  
PLYWOOD AND DUPLICATING THE RAIL IF POSSIBLE.

FENCE AT EAST PROPERTY LINE

REPLACE 2 SHABBY 2ND STORY REPLACEMENT WINDOWS WITH  
LESS TALL PERIOD WINDOWS TO RAISE SILLS ABOVE ROOF LINE

REPLACE THE SMALL WINDOW IN THE STAIRWELL WITH A  
LARGER PANEL

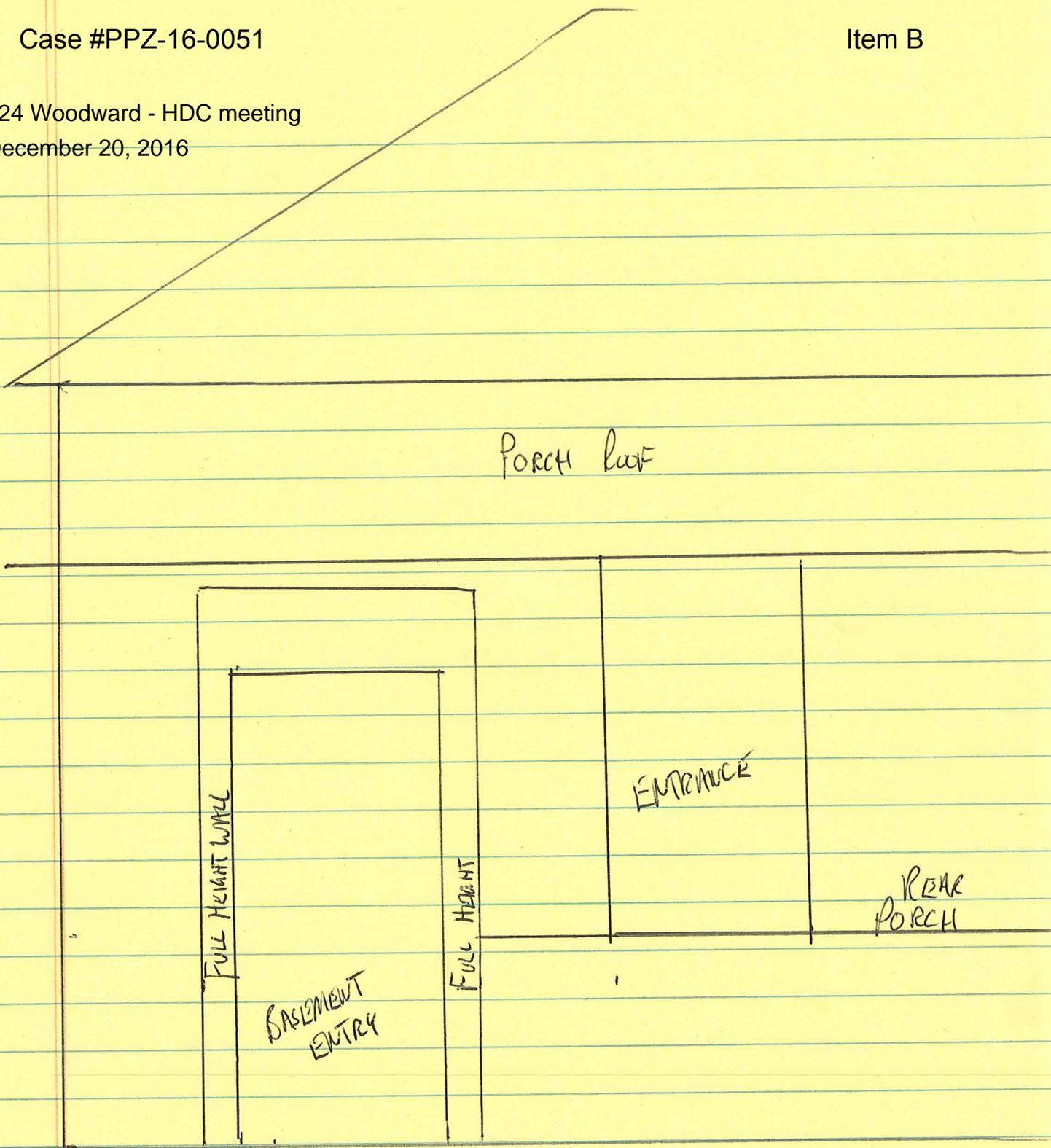
RAISE THE SMALL STAINED GLASS WINDOW AT WEST WALL  
OF STAIRWELL TO FRIEZE ABOVE TO RAISE ABOVE ROOF LEVEL

REMOVE FLOOR LEVEL WINDOW ON 2ND STORY @ SOUTH SIDE  
BETWEEN 374 & 318 WOODWARD AND RESIDE TO MATCH EXISTING

REBUILD FRONT & REAR STEPS

REPLACE POST & RAIL ON SIDE PORCH TO COMPLEMENT EXISTING

324 Woodward - HDC meeting  
December 20, 2016



I'LL BRING MORE DETAILED DRAWINGS ON 12/30



(1) 324 Woodward – NW corner  
(3) East side – upper windows shortened and replaced



(2) East rear – porch – new basement entrance here  
(4) East side – make rear porch less deep by 6', restore skirt

A





(1) 324 Woodward – NW corner  
(3) Small staircase window south side



**B**

(2) South side – remove small, NH 2<sup>nd</sup> floor window  
(4) East side – make rear porch less deep by 6', restore skirt





- (1) 324 Woodward – NW corner
- (3) Repair/rebuild front porch steps and rails



- C (2) Replace front door to replicate original dimensions
- (4) Replace post and rails to complement existing historic rails





**Historic Preservation Coordinator**  
**KALAMAZOO HISTORIC DISTRICT COMMISSION**

**APPLICATION FOR PROJECT REVIEW**  
**STAFF COMMENTS**

**Property address** 324 Woodward  
**Applicant** Michael & Cathy McMinn  
**Owner** same  
**Received** December 13, 2016

**CASE #** PPZ 16-0051  
**Year built:** 1885  
**Owned since** September 9, 2016  
**Meeting date:** December 20, 2016

**Previous reviews** (HDC = commission meeting; Admin = administrative approval):  
 2005 – Picket fence, east property line (Admin)  
 2015 – Rail height waiver – front/west, side/north and rear/east porches (Admin)

**Historic District** Stuart Area  
**Zoning** RM-15 (Residential, Multi-Dwelling)  
**Additional Permits required** – building permit  
**Rental History:** lapsed/new owner (expired 12/02/16)

**Proposed Work:**

REAR FACADE– porch and entrance (**Photo Page A**)

1. Add exterior entry to basement at rear – SE corner
2. Rebuild rear porch to be less deep by 6', replicate original porch skirt
3. Replace 2 second floor windows over rear porch and shorten
4. Rebuild rear porch steps

Fence on east Property line (Admin)

SOUTH SIDE (rear) (**Photo Page B**)

5. Remove and side over small square, 2<sup>nd</sup> floor south side window near rear
- STAIRWELL (southwest corner) (**Photo Page B**)
6. Replace the small window in the stairwell with a larger panel and
  7. Raise the small stained glass window in the west wall of the stairwell above the roof

FRONT PORCH (**Photo Page C**)

8. Replace front entry doors to replicate original dimensions
9. Rebuild and repair front porch steps

SIDE PORCH (north) (**Photo Page C**)

10. Replace post and rails on side porch to complement existing historic rails.

**Observations:**

- #2 above – these are replacement windows, not original to house.
- #5 above – this window is not original to the house – interior trim on this window is not found anywhere else on the house.

(Chapter 16) (d) When reviewing plans, the Historic District Commission shall consider: 1)The Secretary of Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings"; (2) Local design guidelines; (3) The historical or architectural value and significance of the structure resource and its relationship to the historical value of the surrounding area; (4) The relationship of the exterior architectural features of such structure resource to the rest of the structure resource and to the surrounding area; and (5) The general compatibility of exterior design, arrangement, texture and materials proposed to be used; (6) Any other factor, including aesthetic, which it deems to be pertinent.

*Applicable Criteria*

**(1) Secretary of the Interior Standards for Rehabilitation**

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
  - *The proposed changes to windows will prevent further damage caused by window sills being level with the roof.*
  - *The new basement entry and the smaller rear porch will improve the utility of the house as a multi-family residence and will be a minimal change to the rear of the historic house in the least visible corner.*

**COMMISSION ACTIONS (Motions):**

- a. Approve the work as specified. The plan substantially complies with Secretary of the Interior Standards #1 through #6, #9 and #10. Approval of the final details to be delegated to the historic preservation coordinator.
- b. The commission could postpone with the applicants consent, to ask for more details. The applicant will need to be present for review at the next scheduled Historic District Commission meeting.
- c. The commission could deny, based on Secretary of the Interior Standard #2.

+++++

**Secretary of the Interior's Standards for Rehabilitation**

*The Secretary of the Interior's Standards for Rehabilitation are ten basic principles created to help preserve the distinctive character of a historic building and its site, while allowing for reasonable change to meet new needs. The Standards are applied to projects in a reasonable manner, taking into consideration economic and technical feasibility.*

(Chapter 16) (d) When reviewing plans, the Historic District Commission shall consider: 1)The Secretary of Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings"; (2) Local design guidelines; (3) The historical or architectural value and significance of the structure resource and its relationship to the historical value of the surrounding area; (4) The relationship of the exterior architectural features of such structure resource to the rest of the structure resource and to the surrounding area; and (5) The general compatibility of exterior design, arrangement, texture and materials proposed to be used; (6) Any other factor, including aesthetic, which it deems to be pertinent.

**City of Kalamazoo  
HISTORIC DISTRICT COMMISSION  
Minutes  
November 15, 2016  
Draft**

Item C

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

Members Present: Peter Carroll, Grant Fletcher, Jason Novotny, Bob Oudsema, Sally Reynolds, Max Tibbitts

Members Excused: B.J. Shell

City Staff: Sharon Ferraro, Historic Preservation Coordinator; Wendee Mayes, Recording Secretary

Guests: Commissioner Jack Urban

**I. CALL TO ORDER**

Mr. Carroll called the meeting to order at 5:02p.m.

**II. APPROVAL OF ABSENCES**

Mr. Tibbitts, supported by Mr. Novotny, moved approval of the absence of Mr. Shell from the November 15, 2016 meeting of the Historic District Commission. With a voice vote, the motion carried unanimously.

**III. APPROVAL OF AGENDA**

Ms. Reynolds supported by Mr. Tibbitts, moved approval of the November 15, 2016 agenda. With a voice vote, the motion carried unanimously.

**IV. INTRODUCTION OF GUESTS**

Commissioner Jack Urban attended the meeting.

**V. PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

**VI. DISCLAIMER**

Ms. Ferraro read the disclaimer into the record.

## **VII. HEARINGS**

### **OLD BUSINESS**

None

### **NEW BUSINESS**

#### **A. 338 (336) E Michigan Ave, PPZ16-0048**

Ms. Ferraro presented for applicant who was not available. Bimbo's Pizza wants to put two balconies on the west side of the building, one on the second floor and one on the third floor, each with a door onto the two residential units that are only one story. The Historic District Commission did approve a similar outdoor balcony for the third floor approximately two years ago, located at the rear of the building above the elevator and stair addition on the south side. These balconies will be simple. The windows will have to be made a little taller to accommodate the doors which will probably entail cutting into the brick a little bit. Ms. Reynolds asked for clarification of the final look of the balcony as they will be very visible. Ms. Ferraro responded that the pictures show it to be very simple with spindle rails. The doors will be full view glass, probably about two thirds glass. Mr. Oudsema stated that it is hard to do this type of housing without balconies and it makes the building more viable. Mr. Tibbitts agreed.

**Mr. Fletcher, supported by Mr. Oudsema, moved to approve the installation of two exterior balconies and converting two windows into doors as specified. The plan substantially complies with Secretary of the Interior Standards #1, #9 and #10. Approval of the final details is to be delegated to the historic preservation coordinator. With a voice vote, the motion carried unanimously.**

#### **B. 320 E Michigan Ave, PPZ16-0049**

Mr. David Lambright and Ms. Michele Fabi presented the application. This is a three story building with a basement. Currently Alfred E. Bike store is on the first floor. Originally built as a boarding hotel and operated as such for about 30-35 years. Since then the second and third floors have been used as storage. The plan is to put two apartments on each the second and the third floor. A third apartment on each floor was considered but the decision was for the two apartments with larger square footage. Also considered some office space on the second floor however the second floor structure is not strong enough for a commercial load. The goal is to have long term tenants. The apartments will each be 950-1850 square feet.

The exterior windows will be period style windows, similar to Bimbo's next door. Mr. Tibbitts asked what material the windows will be made of. Mr. Lambright stated that they would look like wood but would be made of a different material. He did not have the specifics of the window materials with him. Mr. Novotny wanted more

information on the material for the windows. Mr. Lambright stated that he believes the material to be a wood looking aluminum. Ms. Ferraro stated that as long as they replicate the wood look they are allowed. Mr. Carroll added that it would be an easy replication and they would have a better longevity. They want to take the boarding off of windows throughout the building and restore them to the original look. The double doors on the first floor which lead to the staircase to the upper floors cannot be saved and are too small for current building code as entry doors. The current plan does not include replacing the storefront glass.

On front of building, there is a concept plan on adding eight flower boxes with a drip irrigation system at the base of the windows. Ms. Ferraro pointed out that the ledge where Mr. Lambright would like to put them is terra cotta. Mr. Tibbitts pointed out that they need to be mindful of keeping the terra cotta dry. Mr. Lambright agreed and added that there would be an intricate irrigation system to keep the flowers watered and the terra cotta dry. Wants to redo the Ritz Hotel sign on the front similar to how Bimbo's did the sign on their building. Not sure if they want to repaint the red portion of the east wall or strip it back to the original brick.

The plan also calls for adding an elevator to the outside on the back of the building. There will be an eight foot wide concrete area for the elevator with a four and a half foot wide breezeway. There will be a private door for entrance into the elevator. It will stop at both the second and the third floor with another small breezeway leading to entrances to the apartments. The elevator will extend all the way to the property line. Mr. Novotny wanted more information on the exterior cladding material being used between the elevator shaft and the balconies, it appears to be board and batten. Why would you switch materials from the elevator, to the breezeway and again to the building? Why not the same material? Mr. Lambright agreed that it is a good question; it probably should be the same material. Ms. Ferraro asked about the elevator shaft. Mr. Lambright commented that it is split base block and that they want to color match the building as close as possible. Ms. Ferraro stated that they would prefer that a complimentary color of brick but not to match. This helps to differentiate the old part of the building with the new part. Mr. Novotny questioned the decision to use split face. Mr. Lambright responded that split face block was because it never has to be painted and never needs to be replaced.

Wants to add balconies on the back of the building for each apartment. The decks on the second floor will come out fourteen feet, the same as the elevator. The third floor balconies will only come out seven feet so that they do not completely block the sun for the second floor balconies. The elevator will come up between the decks. Mr. Novotny asked what will be holding up the outside of the decks because the plans do not show anything. Mr. Lambright stated that they want to take out the current chain-link fence. Then build an actual wall with split face concrete and on the corners of the wall will be columns that go up to the top of the deck. Mr. Tibbitts questioned if the decks will have a mesh floor. Mr. Lambright answered that he does not want a mesh

floor that would have things falling down from the balconies. He is planning a solid floor with a channel system to direct drainage.

They do not want to put the air conditioning units on the roof so the plan is to put them on the inside of the block wall. Mr. Tibbitts mentioned that you really can't see anything from the back because of the wall that has been erected by the District Square.

Mr. Oudsema asked about the parking situation. Mr. Lambright answered that they currently have nine parking spaces. This is a tight location and there is no room to add any more. Currently, most people back out and he is not sure that they can change that. Ms. Ferraro added that it is a tight area for getting in and out. Also that it would not be a good idea to park large vehicles there.

Mr. Oudsema asked what the plan for the first floor is. Mr. Lambright stated that he is hoping to keep Alfred E. Bike shop there. That lease will be up this spring and they are not sure if the shop will remain or if the owner may be retiring. Mr. Novotny asked if there were any maintenance work planned on the front façade. Mr. Lambright answered that he believes the front to be in fairly good condition and at the moment he is more focused on the structural issues within the building. Ms. Ferraro added that there was only one spot with a little bit of damage where she felt that there was any concern. There might be a little terra cotta work to be cosmetically restored and the building needs to be cleaned. Mr. Lambright agreed that the cleaning should be done and stated that he is not going to pressure wash but hand scrub instead.

Mr. Tibbitts asked about the skylight, if there would be any changes. Ms. Fabi stated that the skylight is one of the first things that drew her to the building, it is absolutely gorgeous. They will be putting a new skylight in as it is cracked and several panes have significant damage. The plan is to have it look a lot like the current skylight. Mr. Lambright added that they will have the new skylight pre-made. Then they can take the current one off and place the new one right in its place.

Ms. Reynolds asked if there were any other plans for the front of the building such as a panel between the two front retail doors the exterior door that is black. At this point the applicants have not looked at what is behind that particular panel. The plans at this moment are not to do any additional work on the storefront. The current plan is to clean up the storefront, uncover the prismatic transom glass, replacing windows, putting in the elevator and replacing the skylight.

Mr. Oudsema asked if they would have to come back before the commission for the final approval of the windows. Ms. Ferraro did state that there was precedence to leaving it up to the Historic Preservation Coordinator; it was done this way with Bimbo's and Coney Island.

**Mr. Tibbitts, supported by Mr. Fletcher, moved to approve the plans for rehabilitation as specified, including window replacement, balconies, windows converted to doors on the south side to serve the balconies, replacing the skylight, uncovering and repairing the transom glass on the storefront and replacing the double door serving the 2<sup>nd</sup> and 3<sup>rd</sup> floors. The plan substantially complies with Secretary of the Interior Standards #1 to #6 and #9 and #10. Approval of the final details is to be delegated to the historic preservation coordinator. With a voice vote, the motion carried unanimously.**

### **C. 827 S Westnedge Ave, PPZ16-0050**

Mr. Art Bates, architect and Ms. Diane Kim, owner were present. Mr. Bates stated that they have already met with the Planning Commission and Ms. Ferraro on this proposal. The planning commission in April 2016 was to change the zoning of the east lot to commercial. The new building will be 4,600 square feet, fronting on Westnedge Avenue. It is currently in site plan review. Ms. Kim, the owner of Ye Olde Laundry and a long term member of the neighborhood. She is looking for an investment to enhance the neighborhood. The intention is to get tenants that will not compete with the surrounding businesses and to add lacking business areas to the neighborhood. Parking will be in the back. Site plan is close to being finalized, still working on a little screening and landscaping. It will have different colors on it and not be drab. There will be brick on the lower wainscot portion. Smooth surfaced Hardie board will be installed as clapboards on the front and will be painted. If any graffiti happens it can be soda blasted and cleans up better. The back and the north side will not have any brick. There will be small LED downlights over the doors for security. Front will have canopies which will vary depending on the tenants. Entrances will be illuminated. The back lot will have a light pole. There will be evergreens. Ms. Ferraro suggested that they may want to consider something other than Hardie board because of the snow. Mr. Tibbitts stated that they have seen problems with Hardie board where the snow lays against it after about four years. Mr. Bates stated that it will be installed according to the manufacture instructions and they will have to honor the warranty if anything happens to it.

Mr. Carroll asked for clarification as to if there is a setback between the two buildings on the north elevation. Mr. Bates stated that there is a setback and it should have shown up on the plans. The building will almost butt up to the sidewalk. Ranney is set at a slight south angle, so there will be a little triangular greenspace between the rear of the building and the sidewalk. There could be enough space for a little outdoor café area if a restaurant moves in to the front (west) storefront. Mr. Carroll asked about some spots on the north. Mr. Bates stated that those are a potential area for the air conditioners. Mr. Fletcher felt that the two buildings facing each other seemed a little awkward. Mr. Bates answered that the front of the building has to face inward because of being on a residential street and in a residential area. Mr. Novotny asked of the north elevation could have an echo of the façade instead of a blank wall.

Mr. Bates agreed that it would be easy to add a couple of parapet walls. Mr. Fletcher stated that it looks good as long as something can be done to the big blank wall on the north. Ms. Reynolds stated that she wants the parking lot to be landscaped well. Mr. Bates stated that there are a lot of restrictions on screening because it abuts a residential area. Ms. Ferraro added that she thinks it looks nice. There are standards required for site plan review, including planting some evergreens. They had originally planned on a fence but have decided to use the evergreens instead.

Mr. Tibbitts added that he is excited for this project. Mr. Oudsema is excited in terms of the use and such but is a little concerned about the elevation presentation on the east and north side. Mr. Bates stated that they would do what they could but money is tight on the project and the bank loan has already been approved. If they run too far over budget the fourth unit may have to be built at a later date. Mr. Tibbitts suggested that a mural on the flat wall would be amazing.

Mr. Oudsema asked if they compared a commercial project to a residential project. Mr. Bates and Ms. Kim stated that this is for her retirement and she does not want to become a landlord. When she retires she would like to move to California where her children and grandchildren are. She has been considering this for many years and wants to make it work even as others have tried to talk her out of it. Just trying to make the neighborhood nicer.

**Mr. Novotny, supported by Ms. Reynolds, moved to approve as complying with Secretary of the Interior Standards 9 & 10 with approval of final details delegated to the historic preservation coordinator. In addition the north face should be articulated between the storefronts and a raised parapet be added to the northeast corner. Mechanical equipment is to be placed on the roof. With a voice vote, the motion carried unanimously.**

#### **VIII. APPROVAL OF MINUTES**

Change the word of into off on the second page. Change Ms. to Mr. for Tibbitts and Carroll on the next to last page.

**Mr. Carroll, supported by Ms. Reynolds, moved approval the October 18, 2016 Historic District Commission minutes as amended. With a voice vote, the motion carried unanimously.**

#### **IX. ADMINISTRATIVE APPROVALS**

Ms. Ferraro stated that approvals are way down from the last couple of years. However in previous years the Neighborhood Enterprise Zone has had only three or four and this year they are up to twelve. This means more owner occupied homes in the Historic District.

**X. OTHER BUSINESS**

Mr. Tibbitts asked if there was any word on the Bellevue properties. Ms. Ferraro answered that it is on her calendar to go out and look to see if any work has begun. If no progress has been made she will start the process of having the City make the necessary corrections.

Mr. Langeland has been out of town since sending in the letter that Ms. Ferraro talked about at the last meeting. Per a request by City Administration Ms. Ferraro will be writing a response letter stating that if Mr. Langeland would like to present a proposal that is within the scope of what the Historic District is asking for, he is welcome to submit a new plan.

Ms. Ferraro stated that 722 W. Cedar St. will be demolished soon. There was a small financial issue as well as some unrecorded land contracts discovered by the title company that need to be recorded before moving forward.

Mr. Tibbitts asked if there will be any money available to the Historic District Commission out of the Foundation for Excellence funds. Ms. Ferraro responded that as soon as there is more clarification as to how the money will be distributed she will notify the commission on the process that will be involved in advocating for some of the funds.

Ms. Ferraro commented that she is still looking for applicants for the two commission seats that will be vacant at the end of this year. She has one architect that she will be meeting with who lives on Maple St. She asked the commissioners to please put out feelers for additional applicants. It would be nice to have some names by the next meeting to approve and submit to the Mayor.

Mr. Tibbitts asked where the State Historic Bill (HB 5232) stands. Ms. Ferraro answered that they are getting close to the lame duck session and she will notify the commission if the status of the bill changes.

**XI. ADJOURNMENT**

The meeting adjourned at 6:34 p.m.

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_  
Recording Secretary

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Preservation Coordinator

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
HDC Chair

THE CITY OF



BOARD AND COMMISSION APPLICATION

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

\_\_\_\_\_

2. Name: \_\_\_\_\_  
(First) (Middle) (Last)

3. Home Address: \_\_\_\_\_  
(Street Address) (City) (Zip Code)

4. City Resident: Yes \_\_\_\_\_ No \_\_\_\_\_ 5. Neighborhood: \_\_\_\_\_

6. Home Phone: \_\_\_\_\_ 7. E-mail Address: \_\_\_\_\_

8. Occupation: \_\_\_\_\_ 9. Employer: \_\_\_\_\_

\_\_\_\_\_  
(Employer 's Street Address) (City) (State) (Zip Code)

10. Business Phone No: \_\_\_\_\_ 11. Home/Business Fax: \_\_\_\_\_

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

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.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
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 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
<b>DISABLED</b>	<input type="checkbox"/> Pacific Islander	<input type="checkbox"/> 45-54 years
<input type="checkbox"/> Yes	<input type="checkbox"/> Hispanic or Latino	<input type="checkbox"/> 54-64 years
<input type="checkbox"/> No	<input 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? \_\_\_\_\_

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) 337-8792 or email [cokcityclerk@kalamazoocity.org](mailto:cokcityclerk@kalamazoocity.org).

**For office use only:**

Date Received in Clerk's Office: \_\_\_\_\_

Date Distributed: \_\_\_\_\_

Distributed to: \_\_\_\_\_

Disposition: \_\_\_\_\_

THE CITY OF



BOARD AND COMMISSION APPLICATION

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

< select board > KALAMAZOO HISTORIC DISTRICT COMMISSION

2. Name: JOHN T MITCHELL  
(First) (Middle) (Last)

3. Home Address: 2206 BROADWAY KALAMAZOO 49008  
(Street Address) (City) (Zip Code)

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

6. Home Phone: 373 8867 7. E-mail Address: John@MITCHELLCONSTR.COM

8. Occupation: CARPENTER 9. Employer: MITCHELL CONSTRUCTION  
744 E. WALNUT KALAMAZOO MI 49007  
(Employer's Street Address) (City) (State) (Zip Code)

10. Business Phone No: 349-9119 11. Home/Business Fax: \_\_\_\_\_

12. How would you prefer to receive communications from the city (fax, e-mail, home/business phone, etc.)? e-mail or mobile phone 269-207-7361

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.

Licensed Builder for 23 yrs. Extensive Knowledge  
OF KALAMAZOO Housing Stock, especially in The Historic District. Familiar with  
Historic Guidelines AND Methods, materials for preservation + restoration.

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.  
I have applied for project Approval in Historic District in past. May have cause to do work  
in Historic District in Future. I would also disclose any conflicts.

15. References (Non-Family)

Name: PETER CARROLL Phone: 269 806-8551  
Address: 225 PARSONS KAL, MI 49007

Name: NELSON NAVE Phone: 343-0040  
Address: 100 N. EDWARDS KAL, MI 49007

16. John Mitchell 11 NOV 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**

Female  
 Male

**DISABLED**

Yes  
 No

**RACE OR ETHNIC BACKGROUND**

Black or African-American  
 American Indian or Alaskan Native  
 Asian  
 Pacific Islander  
 Hispanic or Latino  
 White

**AGE**

16-21 years  
 22-34 years  
 35-44 years  
 45-54 years  
 54-64 years  
 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? General Knowledge

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) 337-8792 or email [cokcityclerk@kalamazoocity.org](mailto:cokcityclerk@kalamazoocity.org).

**For office use only:**

Date Received in Clerk's Office: \_\_\_\_\_

Date Distributed: \_\_\_\_\_

Distributed to: \_\_\_\_\_

Disposition: \_\_\_\_\_

NOV 09 2016

Kalamazoo City Clerk



BOARD AND COMMISSION APPLICATION

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

< select board > KALAMAZOO HISTORIC DISTRICT COMMISSION

2. Name: NELSON B. NAVE (First, Middle, Last)

3. Home Address: 610 W. SOUTH ST. KALAMAZOO MI 49007 (Street Address, City, Zip Code)

4. City Resident: Yes [X] No [ ] 5. Neighborhood: SOUTH ST.

6. Home Phone: 207-3063 7. E-mail Address: nave-nia@mindapony.com

8. Occupation: ARCHITECT 9. Employer: SELF

100 N. EDWARDS ST. KALAMAZOO MI 49007 (Employer's Street Address, City, State, Zip Code)

10. Business Phone No: 343-1040 11. Home/Business Fax: 343-1259

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.

FORMER MEMBER OF HDC; LIVE IN AN HISTORIC DISTRICT; HISTORIC ARCHITECT

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 [X]. If yes, please explain.

IF I HAD A JOB/PROJECT IN THE DISTRICT I WOULD NOT VOTE ON THE PROJECT.

15. References (Non-Family)

Name: ROGER PARZYCK Phone: 501-4140 Address: 150 N. EDWARDS ST., 49007

Name: RICK LIGHT Phone: 267-0931 Address: JRUGHT@AOL.COM (NEW HOUSE?)

16. [Signature] 11-7-16 (Signature of Applicant, Date)

-continued on second page-

**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="radio"/> Female	<input type="checkbox"/> Black or African-American	<input type="checkbox"/> 16-21 years
<input checked="" type="radio"/> 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
<b>DISABLED</b>	<input type="checkbox"/> Pacific Islander	<input type="checkbox"/> 45-54 years
<input type="radio"/> Yes	<input type="checkbox"/> Hispanic or Latino	<input type="checkbox"/> 54-64 years
<input type="radio"/> No	<input checked="" type="checkbox"/> White	<input checked="" 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? FROM FORMER MEMBER OF HDC.

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

Yes  No  If yes, which Board/Commission?

Kalamazoo Construction Board of Appeals

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

For further information, call the Clerk's Office at (269) 337-8792 or email [cokcityclerk@kalamazoo.org](mailto:cokcityclerk@kalamazoo.org).

**For office use only:**

Date Received in Clerk's Office: _____
Date Distributed: _____
Distributed to: _____
Disposition: _____

**HDC VIOLATIONS REVIEW**

Current (Dec. 20, 2016)

Date Original	V#	Owner	Prop Add	Prop street	Violation	Comment, Action, Response	Next step
<b>STUART</b>		<b>STUART</b>		<b>STUART</b>	<b>STUART</b>	<b>STUART</b>	
1. 03/22/16 Rent cert expired-hold	3	Rod O'Brien	220	Elm	1-story garage roof – light gray	Letter #1 EN 16-1139 2016 taxes \$2091.83, No delinquent taxes <i>Rental certificate on hold</i>	
2. 10/01/13 Owner occ-	1	Matthew Baldwin-Wilson	117	Allen Blvd	Rear upper porch Historic EN 13-5039	Housing enforcement EN 14-1659 Delinquent taxes \$4177.06 2016 taxes \$2229.05	
3. 07/06/10 VACANT	3	Briant Kernell	121	Allen Blvd	Front porch deck w bsmt windows EN 14-2289	09/04/15 – no work, not even weeds and growth Delinquent taxes \$10,266.15 2016 taxes \$3765.63	
4. 09/30/13 Owner occ- renovation	3	Sal Ali (Danny Knox)	428	Douglas	Roof-flashing EN 13-5017	V#3 Ltr 09/04/15 <u>next step - appearance ticket</u> Mr. Ali purchased on 05/29/2015 2016 taxes \$1928.65	
<b>VINE</b>		<b>VINE</b>		<b>VINE</b>	<b>VINE - SOUTH</b>	<b>VINE-SOUTH</b>	
5. 10/01/13739 Certified thru 1/29/2018	3	Birdx4	739	Academy	NH - Porch rail replaced w/o COA – new is too tall	LETTER 09/04/15 – Enforcement HOLD till 1/15/16 – Owner checking with insurance whether they will accept a shorter rail with a pipe or some other solution	
6. 05/27/08 <u>Rental cert thru 6/13/2017</u>	Atty	SMC Ventures LLC	614	McCourtie	RW - new owner SMC IHV 11-0006	<u>LETTER 09/08/15</u> <u>Taxes current</u>	
7. 09/08/15 VACANT	1	John Schwartz	723	McCourtie	New front door, missing NW cor porch post	Ltr to owner of record, taxpayer & realtor 11/17/15 - \$13,381.65 in delinquent taxes 2016 taxes \$1336.46	
8. 09/08/15 VACANT	DV1	KNHS (new owner)	207	W. Vine	Removed chimney	New owner – KNHS – Reminder letter – need a plan by October	
9. 06/30/2008 VACANT	PEND	Twala Lockett – new owner	1201	WestnedgeS	Replaced garage doors w/siding & windows IHV 08-0022	Extend deadline for application to Jan 31, 2016 – new doors by end of summer. (12/22/15) TAXES CURRENT	



**117 Allen Blvd – Front/east (Photo 08/26/13)**  
**North eaves (Photo 08/26/13) – concern NOT violation**



**West 2<sup>nd</sup> floor – 1<sup>st</sup> floor + roof approved (IHA 11-0089)**  
**Porch ceiling, north end (Photo 08/26/13) – concern NOT violation**



HDC 12/20/2016



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(1) 121 Allen Blvd - 2013  
(3) Blocked basement windows (most)



(2) NE cor 2015  
(4) Deteriorated siding north side near front – and elsewhere





(1) **428 Douglas** – Nov 30, 2016 NW corner  
(3) **428 Douglas** – Nov 30, 2016 SW corner



(2) South side roof flashing 08-28-2015  
(4) Ice and water shield to cover gap in return cornice



HDC 12/20/2016





(1) 220 Elm  
(3) 1 story addition



(2) Carriage Barn  
(4) This face of the roof is now a very light gray



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(1) 739 Academy – 2014 NE corner – replacement porch rail  
(3) 2014 New handrail



Item E

(2) Previous guardrail  
(4) 2010 – previous hand rail



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(1) **614 McCourtie** – SW corner – no windows have been replaced  
(3) SW corner



(2) SE corner  
(4) This front/south window is the only one with a screen over it





(1) **723 McCourtie** – NE corner – 2000  
(3) NW corner 2015



(2) NE corner 2015  
(4) North/front 2015



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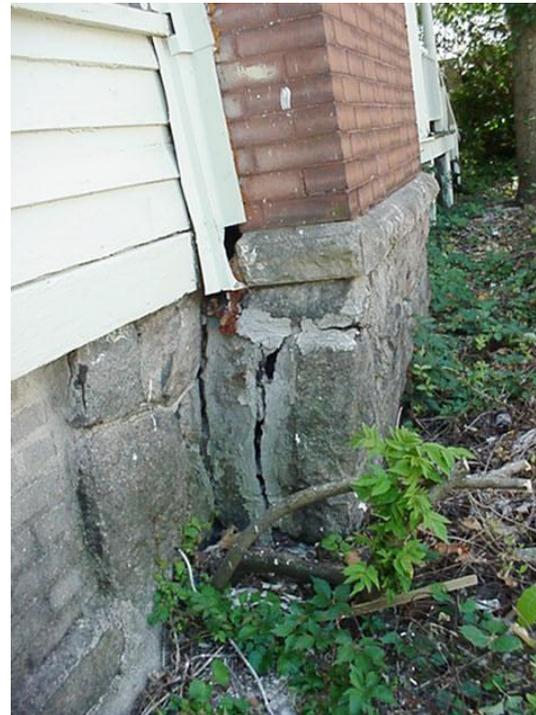


(1) 207 West Vine – NW corner – 5/12/2014  
(3) Chimney in place 2012



Item E

(2) Gap between house and chimney 2012  
(4) Chimney foundation failing 2012

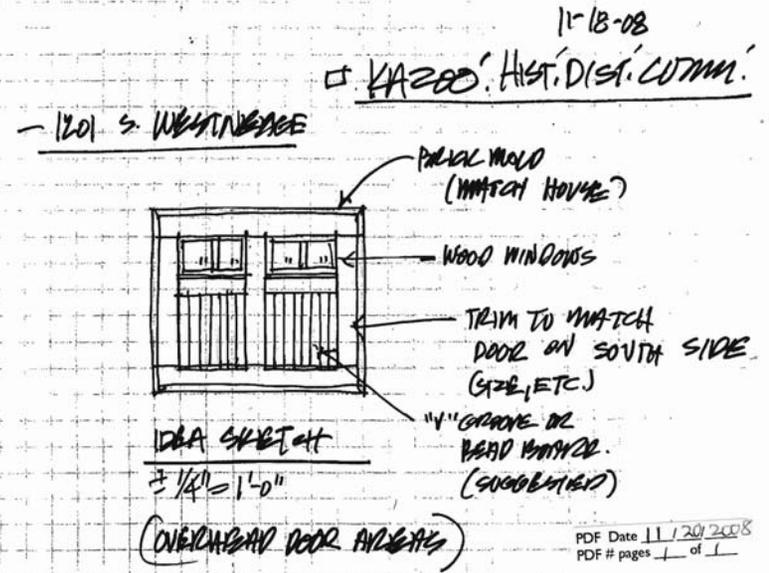




(1) 1201 S. Westnedge – West/front  
 (3) West/ Front of garage – doors replaced

**The Kalamazoo Group** OFFICE  
**Nelson Breech Nave, AIA, Architect**  
 Architecture, Planning, Interiors, Project Management, Development, Design, and Antiques  
 Location: The Edwards Block • 100 N. Edwards Street • Kalamazoo, MI 49007  
 (269) 343-0040, (fax) 343-1259, (E) nave-aia@mindspring.com  
 An Office of Independent Architects and Designers

Item E



(2) Nelson Nave drawing of possible replacement doors  
 (4) Southwest corner of garage



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