

KALAMAZOO HISTORIC DISTRICT COMMISSION

Agenda - TUESDAY, February 20, 2018

5:00 pm

Kalamazoo City Hall - Community Room - 2nd floor
241 W. South St. Kalamazoo, MI 49007

- I. Call to Order:
- II. Approval of Absences:
- III. Approval of Agenda:
- IV. Introduction of Guests:
- V. Public Comment on non-agenda items
- VI. 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:

- 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, MCLA § 399.201 et seq. 1970 PA 169, as Amended 1992.
- 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, an historic district.

The following documents are available in the Community Development Department located at 415 East Stockbridge. 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 <http://www.kalamazoocity.org/local-historic-districts>

- VII. Election of officers
- VIII. HEARINGS

OLD BUSINESS:

- a) **735 McCourtie** **5:05pm** **Owner: David Noteboom**
Style: Vernacular **Built: 1875**
Zone: RM-15 **Owned since: ca 2004**
 1. Reconfigure front porch, add front steps back in a center position, add handrail
 2. Retroactive approval of new cladding on front porch rail.
 3. Front porch guardrail has been shortened(EN 17-3124 Old Application - Violation remedy)
Public Comment then Commission Deliberation

NEW BUSINESS:

- b) **152 Prairie** **5:15pm** **Owner: Ann Lindsay**
Style: Craftsman **Built: ca 1922**
Zone: RS-5 **Owned since: 05/22/2004**
 1. Build addition to kitchen with new screened porch at rear/east side of house
 2. Build new garage in northeast corner of the lot
 3. Raze existing garage(PPZ 18-0002 New Application)

Public Comment then Commission Deliberation

- c) 1128 West Michigan 5:30pm Owner: David Bartels
Style: Modern Non-contributing Built: 1990
Zone: CC Owned since: 01/06/2016
Add illuminated pylon sign
(PPZ 18-0003 New Application)
Public Comment then Commission Deliberation

VIII. Approval of Minutes: January 16, 2018 (Item D)

IX. Administrative approvals - November 14, 2017 to January 9th, 2018

a) No building permit required

WestnedgeS	802	Sign-Word clouds on display windows facing Westnedge & Vine
SouthW	714	Porch trim-replace deteriorated to match
SouthW	714	Steps - replace cracked front steps to match existing
Minor	725	Steps – remove NH 2nd fl rear egress steps
McCourtie	510	Storm doors, front and side

b) Building permit required NONE

X. Other Business

- a) Kevin Brandes - discussion of infill housing utilizing shipping containers. (10 minutes)
- b) Review and approve HDC annual report to the city commission. (Item E)
- c) Annual HDC training - 90 minutes

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 - February 20, 2018

REVIEWS:

Historic District Commission:

✓ HDC cases to 02/13/18 – 07 total	Fees total year to date, 2018 \$170		
2018	2018	2017	2017 fees
○ 5 no fee	\$ 0	7 no fee	\$ 0
○ 0 bldg permit-\$35*	\$ 0	1	\$ 35
○ <u>2 HDC hearing</u> - \$85	<u>\$ 170</u>	0	<u>\$ 0</u>
7 TOTAL	\$ 170	8	\$ 0

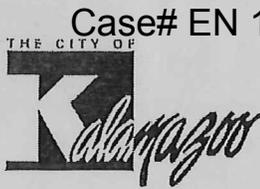
NEW OWNERS in Historic districts* Letters sent February 9, 2018:

Date	Street w #	HD	previous owner	current owner w mailing address
				Owner occupied
1. 1/22/18	Duffield 815	SV	GERBER, SETH D 5129 LANDS END KALAMAZOO, MI 49009	TARASEV, OLGA 815 DUFFIELD CT KALAMAZOO, MI 49007
2. 1/19/18	Axtell 730	SV	RINOCK, ANGIE 728 AXTELL ST KALAMAZOO, MI 49008	BUCHANAN, SARA M BUCHANAN, DUANE D 730 AXTELL ST KALAMAZOO, MI 49008
3. 01/16/18	McCourtie 510	SV	ROHS, JOHN D & ELIZABETH A 5118 S 4TH ST KALAMAZOO, MI 49009	BROWN, STEVEN 510 MC COURTIE ST KALAMAZOO, MI 49008
4. 1/16/18	Oak 718	SV	HUNTER, MARGARET 2528 RAMBLING RD KALAMAZOO, MI 49007	MCPHERSON, REGINA 5235 MISTY CREEK DR KALAMAZOO, MI 49009
5. 1/12/18	Minor 510	SV	PARRAN, MICHAEL & JUDITH 510 MINOR AVE KALAMAZOO, MI 49008	RINAL, HOLLY 510 MINOR AVE KALAMAZOO, MI 49008
6. 1/11/18	ParkS 1119	SV	COOK, LEE C 1450 PROSPECT HILL KALAMAZOO, MI 49006	DOTY, JANAE 1119 S PARK ST KALAMAZOO, MI 49001
7. 1/10/18	VineW 107	SV	JONES, FRED L 2525 WAITE AVE KALAMAZOO, MI 49008	SINDA SONS LLC 5595 GULL PRARIE WAY KALAMAZOO, MI 49048
8. 1/4/18	ParkS 718	SV	OWENS, PAMELLA 718 S PARK ST KALAMAZOO, MI 49007	BARNUM, ASHLEY M 718 S PARK ST KALAMAZOO, MI 49007
9. 12/29/17	Forest 722	SV	WARD, TROY D 722 FOREST ST KALAMAZOO, MI 49008	WARD, TROY D 722 FOREST ST KALAMAZOO, MI 49008
10. 12/29/17	ParkPI 409	SV	DAVIS, MARIAH F PO BOX 345 OSHTEMO, MI 49077	MOK, MARSHALL 316 DARROW AVE EVANSTON, IL 60202

11. 12/28/17	KalW 716	St	UNION CIRCLE INVESTMENT GROUP, LLC	GREASA, REMONDA ADEL RIZKALLAH 716 W KALAMAZOO AVE KALAMAZOO, MI 49004
12. 12/28/17	VineW 430	SV	SLEVATS, ANTHONY PO BOX 603 COMSTOCK, MI 49041	BAAMBRICH LLC 430 W VINE ST KALAMAZOO, MI 49001
13. 12/22/17	Prairie 119	WMH	MJS 41759 REV TRST/SPAULDING, MARTI	GRUPP, AMY Z 119 PRAIRIE AVE KALAMAZOO, MI 49006
14. 12/20/17	KalW 726	St	SCHRANTZ, DENNIS S 726 W KALAMAZOO AVE KALAMAZOO, MI 49007	MCNULTY, PATRICIA ORR, GREGORY 726 W KALAMAZOO AVE KALAMAZOO, MI 49007
15. 11/30/17	Davis 1011	SV	SNEIDERS, JANIS A & KAREN C \$146,433 Mortgage foreclosure	BANK OF AMERICA NA 7105 CORPORATED DR TX2-928-0303 PLANO, TX 75027
16. 11/17/17	Locust 413	SV	413 LOCUST STREET LLC	GLUNK, MICHAEL 29175 HISTEAD DR EVERGREEN, CO 80439

530 West South goes to a foreclosure auction at the county courthouse on Feb 22.





RECEIVED OCT 10 2017

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: 735 McCourtie
Historic District: [] South/Vine [] Stuart [] West Main Hill [] Rose Place [] Haymarket
Applicant: David Neteboom Owner:
Mailing Add. 735 McCourtie Mailing add
City State & Zip: Kal. MI 49008 City, State Zip
Phone: 269-271-7022 Phone:
Email @ Email @

Contractor:

(X) Work to be done by owner

Contractor

Proposed Work: Use additional sheets to describe work if necessary

See attached sheets Install front steps handrails. Change opening where stairs attach to middle of front porch. Retrospective approval of new porch rail and skirt with vertical tongue and groove boards

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

Applicant's Signature: David Neteboom Date: 10/10/17
Owner's Signature: Date:
(if different)

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
[] \$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

EN 17-3124 -For Historic Preservation Coordinator's Use Only-

Case Number: XXXXXXXXXXXXXXXXXXXX Date Received*: 10-10-17
Zoning RM-15 Year built 1875 Complete application 10-10-17
Owned since before 2004

COMMISSION FEBRUARY 20, 2018 Hearing fee paid \$85 10-10-17
Meeting Date: XXXXXXXXXXXXX Check # 1394

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



Community Planning and Development
Historic District Commission
415 E. Stockbridge
Kalamazoo, MI 49001
Telephone: (269) 337-8804; FAX (269) 337-8513
ferraros@kalamazoo.org

HISTORIC DISTRICT Unapproved Work Violation

08/29/2017

**PROPERTY ADDRESS: 735 MC COURTIE ST
Parcel # 06-21-475-106**

CASE #: EN 17-3124

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

**OWNER:
NOTEBOOM, DAVID E
735 MC COURTIE ST
KALAMAZOO, MI 49008-1329**

**Responsible Party (If different than owner): same
NOTEBOOM, DAVID E
735 MC COURTIE ST
KALAMAZOO, MI 49008-1329**

Dear: NOTEBOOM, DAVID E

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 735 MC COURTIE ST including but not limited to:

- 1) Removed front steps,
- 2) Boarded front door
- 3) Removed access to front porch and re-clad front porch railing and skirt with vertical tongue and groove boards
- 4) Added metal cattle gate on east side of house

Kalamazoo Historic District Commission Standards and Guidelines for Rehabilitation require that 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)*



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 and an enforcement letter will be issued which generates an automatic charge of \$74.00.** This project *may* 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) Re-install front steps and handrails to comply with HDC standards (enclosed)
- 2) Uncover front door – if replacement is necessary, the new door should comply with HDC standards for front doors (door standard enclosed)
- 3) Apply for retroactive approval of the new porch rail and skirt with vertical tongue and groove boards
- 4) Replace the metal cattle gate on east side of house with a gate that complies with HDC standards (fence standard enclosed)

2) Once the proposed work is approved the work must be complete **within 60 days of the approval date.** 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.***

[] Historic District Commission review at a regularly scheduled monthly meeting may be required for this project which generates a \$85 hearing fee.

[x] A separate building permit **is** required for the front steps – there will be an additional administrative review fee of \$35 in addition to the building permit fee. Work should not begin until the building permit is issued and the fees are paid.

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,



Coordinator

cc: property file

enclosed
Project Review - App & Instructions
Sharon R. Ferraro
Historic District Info sheets – applicable standards

Phone (269) 337-8804 FAX (269) 337-8429 email: ferraros@kalamazoo.org

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From Chapter 16, City of Kalamazoo Code of Ordinance:

§ 16-27. Failure to comply with certificates of appropriateness.

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.

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

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The following documents are available in the Community Development Department located at 415 E. Stockbridge 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.

Case# EN 17-3124



(1) 735 McCourtie (07/14/17) NW corner
 (3) East side of house (10/10/17)



(2) Front (north) porch and door (05/19/09)
 (4) Northeast corner of the house (05/19/09)



HDC Mtg 02/20/2018



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Historic Preservation Coordinator
KALAMAZOO HISTORIC DISTRICT COMMISSION

APPLICATION FOR PROJECT REVIEW
STAFF COMMENTS

Property address 735 McCourtie
Applicant David Noteboom
Owner same
Received 10/10/2017

CASE # EN 17-3124
Year built: 1875
Owned since ca 2003
Meeting date: Nov 21, 2017

Previous reviews (HDC = commission meeting; Admin = administrative approval): **NONE**

Historic District South Street – Vine Area
Zoning RM-15 (Residential, Multi-Dwelling)
Additional Permits required – building
Rental History: Owner Occupied

Proposed Work (Retroactive):

1. Reinstall front steps in center of porch – new brick walk being laid
2. Retroactive approval of vertical cladding of original battered porch base and rails

Observations:

- Existing front door has been boarded over. Owner has agreed to remove the board on the door.
- The shape of the porch base predates the historic district in 1990.

Applicable Criteria

The Secretary of the Interior's 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. 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.
4. 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.

The property continues in its use as a single family residence. Removing the steps to the front porch and the opening in the porch rail is a substantial and inappropriate change to the front porch.

COMMISSION ACTIONS (Options):

- a. Approve opening the front porch rail to accommodate steps in the [ORIGINAL?] and/or [CENTER?] position. Steps to be built to comply with HDC standards. Complies with Standards 1 through 4.
- 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 HDC meeting.
- c. The commission could deny, based on Secretary of the Interior Standards

(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.

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.

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.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
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.

Case# EN 17-3124



(1) 735 McCourtie – N-front 2009
 (3) Feb 13, 2018

ITEM A



(2) Sept 2017
 (4) Feb 13, 2018



HDC Mtg 02/20/2018



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Department of Community Planning and Development
Kalamazoo Historic District Commission
415 E. Stockbridge - Kalamazoo, Michigan 49001
Telephone (269) 337-8804 - FAX (269) 337-8429
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 \$83 hearing fee must be received by 4:30 pm 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: 152 Prairie Ave
Historic District: [] South/Vine [] Stuart [x] West Main Hill [] Rose Place [] Haymarket
Applicant: Ann Lindsay Owner: (same)
Mailing Add: 8325 E. DE Ave Mailing add
City State & Zip: Richland, MI 49093 City, State Zip
Phone: 269-762-9041 Phone:
Email lindsay.annie@yahoo.com Email @

Contractor: Michael Petersen, Petersen Constr & Restoration

() Work to be done by owner

Contractor

Proposed Work: Use additional sheets to describe work if necessary

See attached sheets see attached

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 work description survey zoning approval
[x] \$83 for HDC hearing & review fee - must be paid in advance to be placed on agenda - include WITH application

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

Applicant's Signature: Ann Lindsay Date: 2/9/2018
Owner's Signature: Date: / /

-For Historic Preservation Coordinator's Use Only-

Case Number: PPZ 16x 18-0002 Date Received*: 02 / 12 / 2018
Zoning RS-5 Year built 1922 Complete application / /
Owned since 05 / 21 / 2003

COMMISSION

Meeting Date: 02 / 20 / 2018

Hearing fee paid \$83 / /

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

Historic District Commission Project Review
Ann Lindsay Residence
152 Prairie Ave, Kalamazoo, MI 49006
2-9-2018

Goals of Project

1. Allow aging in place by increasing functionality of first floor: a) create bathroom and laundry room on first floor by remodeling existing kitchen; b) build addition for new kitchen and larger screened porch.
2. Create a usable back yard by removing existing garage, which is currently located directly behind house.
3. Build slightly larger garage in new location to allow for two cars, yard equipment and standard height vehicle door.

Proposed Work Description

1. Build new kitchen and screened porch addition on east side (rear) of existing house. This addition will be wood framed, with painted cedar lap siding with exposure of 8" on the kitchen portion and painted cedar frames and trim at screened porch. The roof on this addition will be hipped, with asphalt shingles on slope to match slope on existing sun porch.
2. Add painted cedar awning with standing seam metal roofing over north (side) entrance to house.
3. Build new two car garage near northeast corner of lot, with 3' setback from north and east property lines as allowed by the City of Kalamazoo Zoning Ordinance. The garage will be 16' high maximum, wood framed with painted cedar lap siding with 8" exposure, carriage-style overhead door, plus person door and clad wood window on the south side.
4. Demolish existing garage and concrete paving as needed to accommodate new driveway layout. Demolish small rear screened porch to accommodate addition of kitchen and larger screened porch.
5. Existing roofing to be replaced with new asphalt roofing by Certainteed, Landmark series in Burnt Sienna.
6. New paving to be concrete. New pavers to be porous.

Historic District Commission Project Review
Ann Lindsay Residence
152 Prairie Ave, Kalamazoo, MI 49006

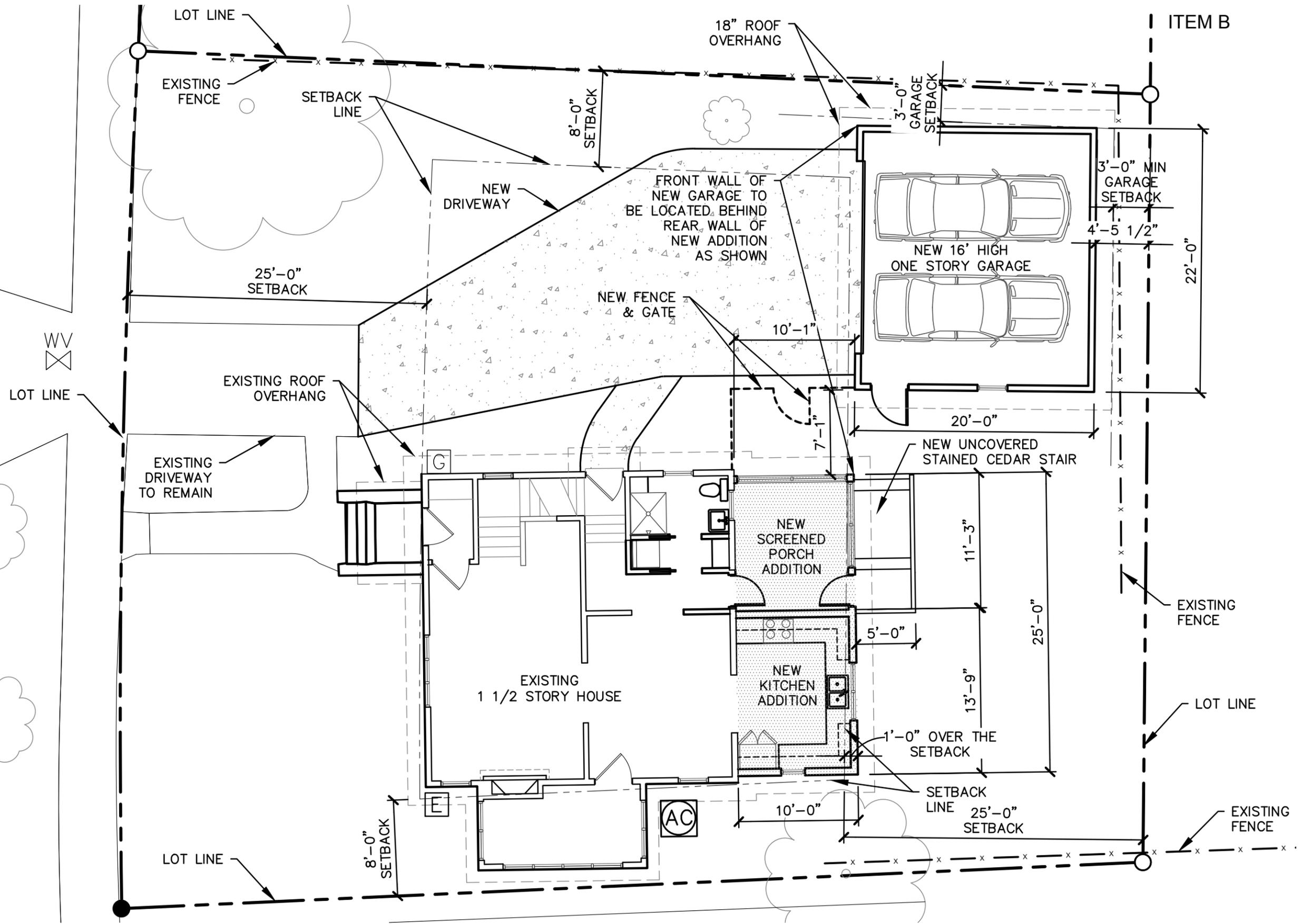
Materials List

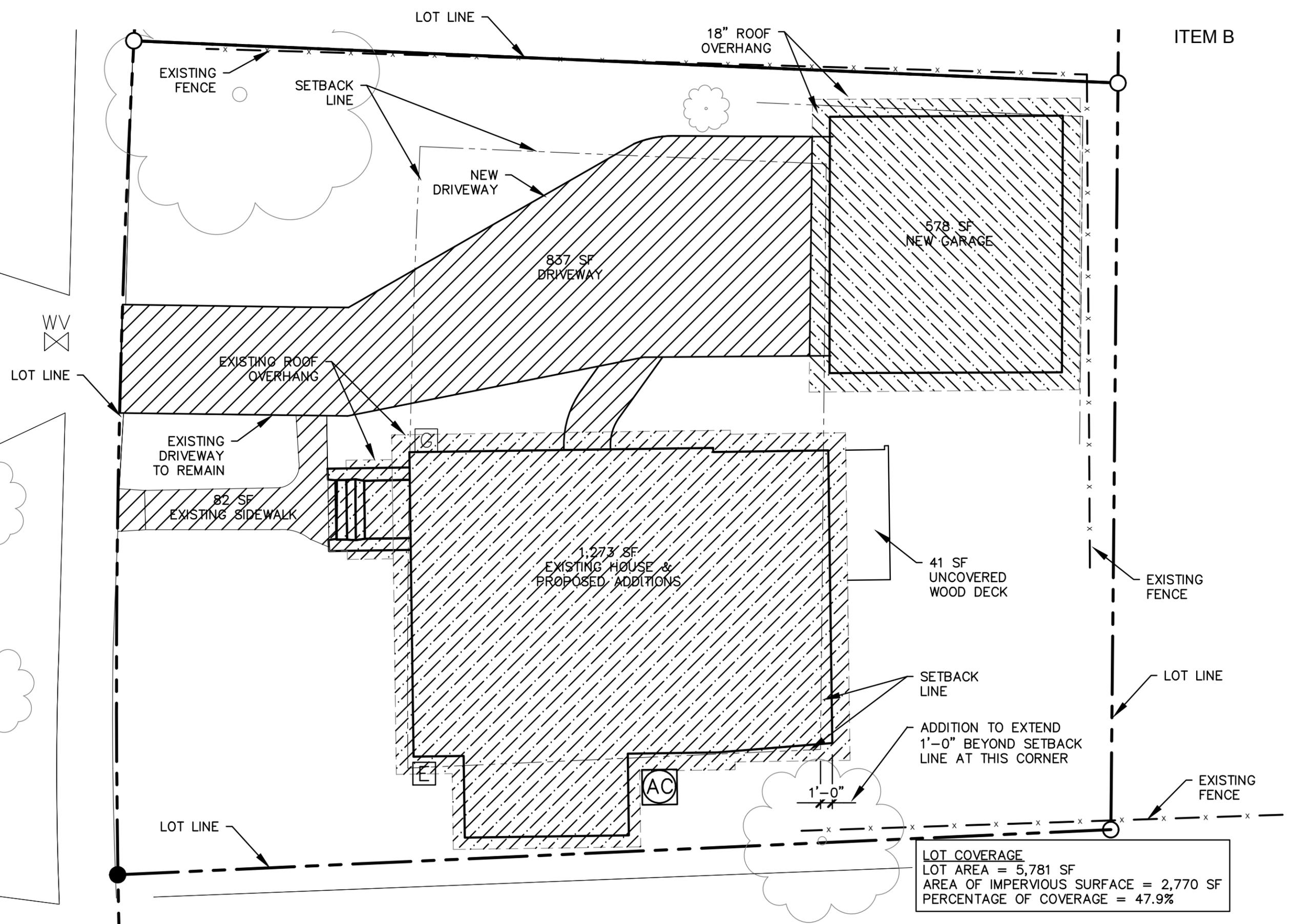
- Asphalt Roofing: Asphalt shingles by Certainteed, Landmark series, Burnt Sienna.
- Metal Roofing: Standing seam metal roofing by McElroy or equal, Colonial Red or similar color.
- Siding: Painted cedar lap siding with 8" exposure.
- Trim: Painted cedar 1x trim with profile similar to existing.
- Windows: Clad wood windows by Anderson, Marvin or Pella, in double hung or casement; refer to drawings for locations of different style windows.
- Exterior Doors: Existing front and side entry doors to remain. Existing front and side storm doors to be replaced. Will review specific storm door choices with the Coordinator.
- Overhead Door: 16' wide x 7' high painted carriage style door by Clopay, Coachman Collection, or equal. Will review specific door choice with the Coordinator.
- Fencing: 4' painted wood fencing and gate. Will review specific choices with the Coordinator.

Architect and Contractor

Mary Whittaker Duncan
Inform Architecture, Kalamazoo

Michael Petersen
Petersen Construction & Restoration, Kalamazoo





NEW ONE-STORY WOOD
FRAME GARAGE

SHED-STYLE DORMER
TO MATCH EXISTING
HOUSE

NEW 4' HIGH PAINTED
WOOD FENCE AND GATE

NEW WOOD FRAME
SCREENED PORCH WITH
PAINTED WOOD TRIM

PAINTED CEDAR AWNING WITH
METAL ROOF

PAINTED CEDAR LAP
SIDING WITH 8" EXPOSURE



NORTH ELEVATION



LINDSAY RESIDENCE

152 PRAIRIE AVE.
KALAMAZOO, MI 49006
6/23/18

NDC Mtg



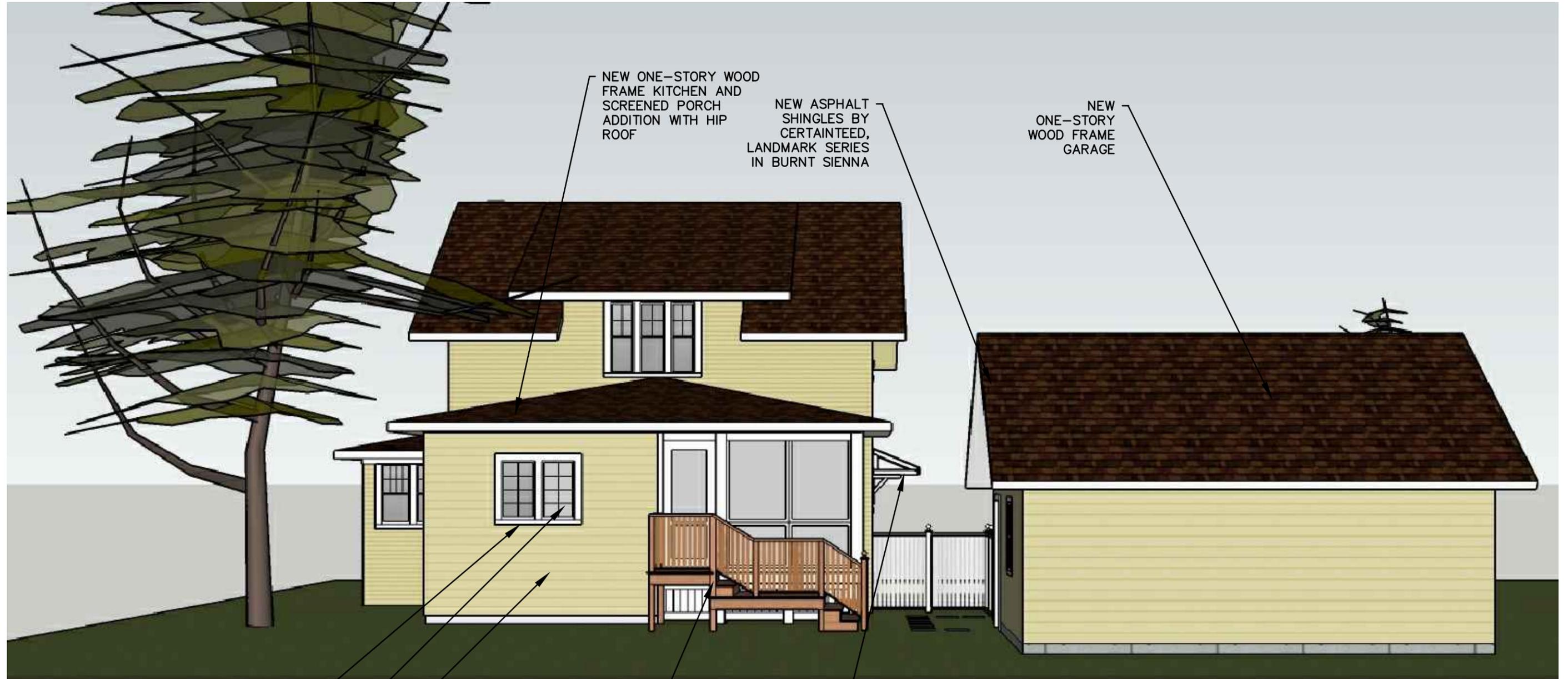
SOUTH ELEVATION



LINDSAY RESIDENCE

152 PRAIRIE AVE.
KALAMAZOO, MI 49006
623.18/2018

NDC Mtg 2.13.18



NEW ONE-STORY WOOD
FRAME KITCHEN AND
SCREENED PORCH
ADDITION WITH HIP
ROOF

NEW ASPHALT
SHINGLES BY
CERTAINTEED,
LANDMARK SERIES
IN BURNT SIENNA

NEW
ONE-STORY
WOOD FRAME
GARAGE

PAINTED CEDAR TRIM TO
MATCH EXISTING ON
ORIGINAL HOUSE

CLAD WOOD CASEMENT
WINDOWS

PAINTED CEDAR LAP SIDING
WITH 8" EXPOSURE

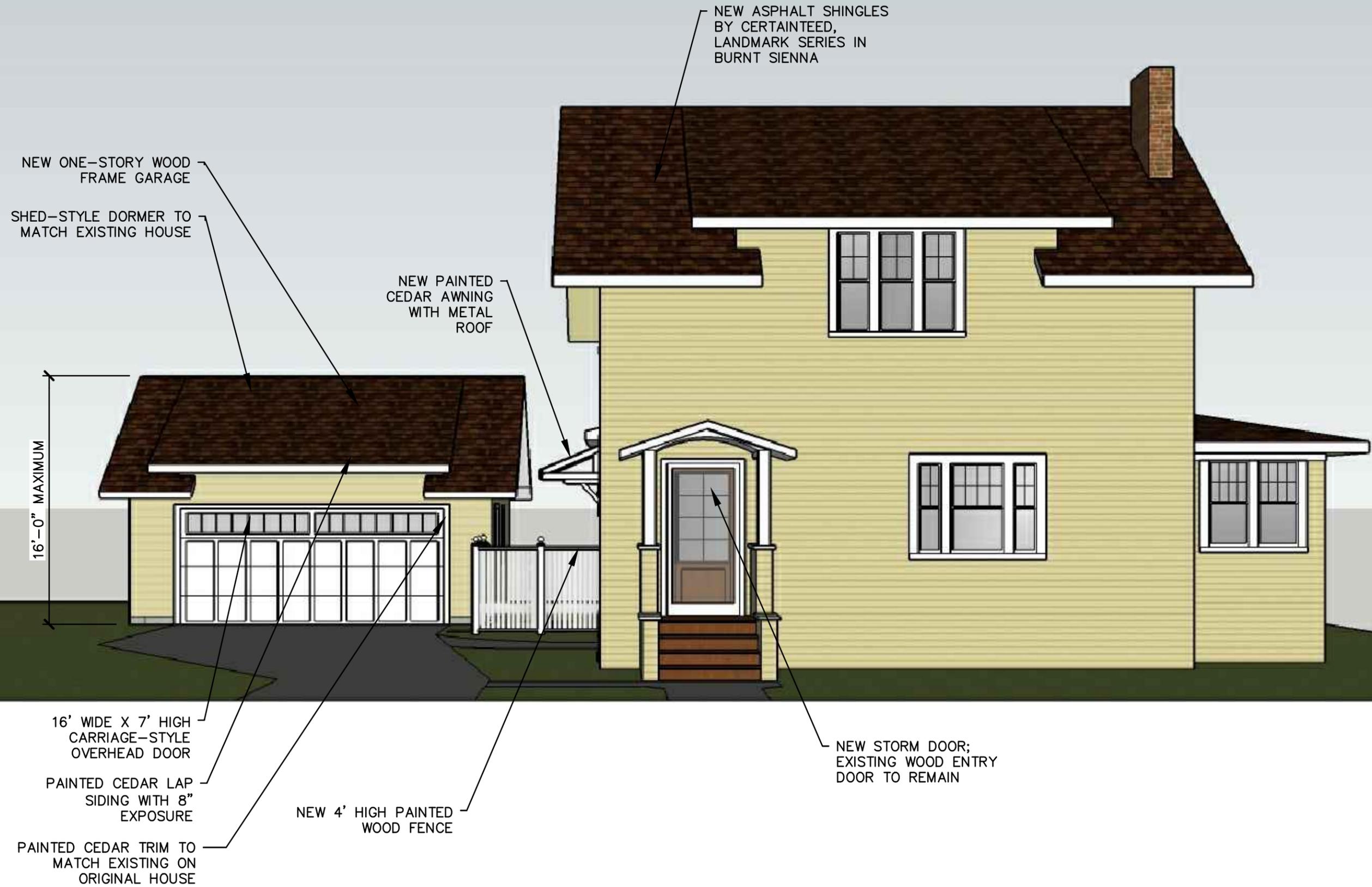
STAINED CEDAR
DECK/STAIRS

PAINTED CEDAR
AWNING
WITH METAL ROOF

LINDSAY RESIDENCE

152 PRAIRIE AVE.
KALAMAZOO, MI 49006
2.13.18

EAST ELEVATION



LINDSAY RESIDENCE

152 PRAIRIE AVE.
KALAMAZOO, MI 49006
6/23/18

NDC Mtg 2.13.18

WEST ELEVATION



LINDSAY RESIDENCE

152 PRAIRIE AVE.
KALAMAZOO, MI 49006

HDC Mtg

6/23/2018

VIEW FROM NORTH



LINDSAY RESIDENCE

152 PRAIRIE AVE.
KALAMAZOO, MI 49006

HDC Mtg

2/13/18

VIEW FROM SOUTHEAST

IN•FORM architecture

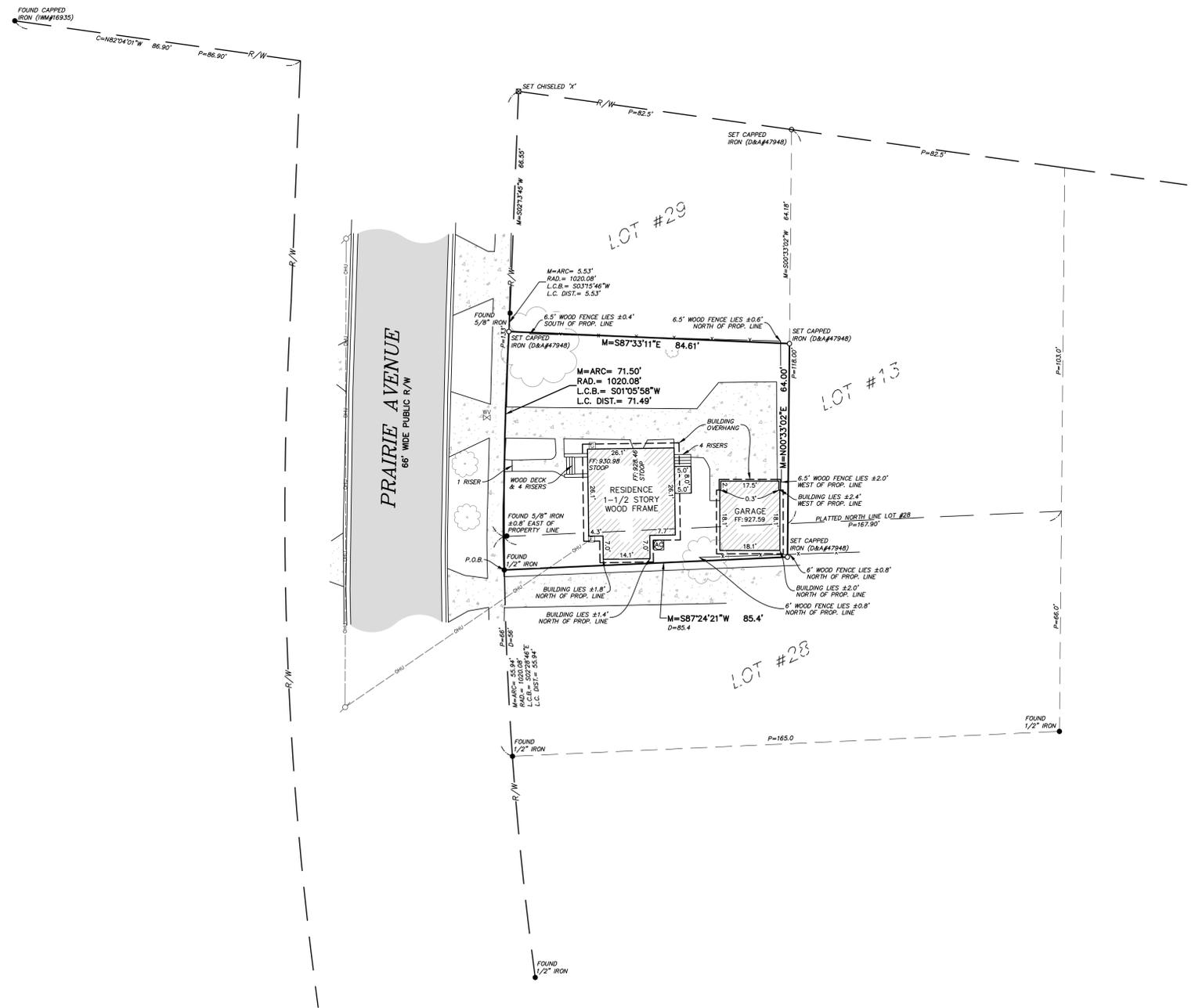
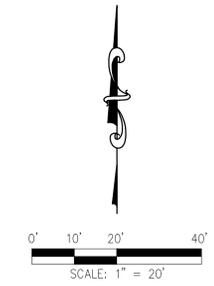
401 e michigan ave Kalamazoo, MI 49007 2018 ©2018

BOUNDARY SURVEY

WARRANTY DEED DESCRIPTION (PROVIDED BY CLIENT) DATED MAY 21, 2003

COMMENCING AT A POINT ON THE EAST LINE OF PRAIRIE AVENUE 56 FEET NORTH OF THE SOUTHWEST CORNER OF LOT 28, REVISED PLAT OF HENDERSON PARK, ACCORDING TO THE PLAT THEREOF AS RECORDED IN LIBER 5 OF PLATS ON PAGE 40, KALAMAZOO COUNTY RECORDS; THENCE EAST PARALLEL WITH THE SOUTH LINE OF SAID LOT 28 85.4 FEET; THENCE NORTH 39 1/3 FEET TO A POINT ON THE EAST LINE OF LOT 29 OF SAID PLAT; THENCE WEST TO A POINT ON THE EAST LINE OF PRAIRIE AVENUE, 44 1/3 FEET NORTH OF THE PLACE OF BEGINNING; THENCE SOUTH ALONG THE EAST LINE OF PRAIRIE AVENUE 44 1/3 FEET TO THE PLACE OF BEGINNING.

ALSO, THE SOUTH 1/2 OF THE FOLLOWING; COMMENCING AT A POINT ON THE EASTERLY LINE OF PRAIRIE AVENUE 44 1/3 FEET SOUTHERLY FROM THE NORTHWEST CORNER OF LOT 29, REVISED PLAT OF HENDERSON PARK, ACCORDING TO THE PLAT THEREOF AS RECORDED IN LIBER 5 OF PLATS ON PAGE 40, KALAMAZOO COUNTY RECORDS; THENCE SOUTHERLY ALONG THE EASTERLY LINE OF SAID AVENUE 54 1/3 FEET; THENCE EASTERLY TO A POINT IN THE EAST LINE OF SAID LOT 88 2/3 FEET SOUTHERLY FROM THE NORTHEAST CORNER OF SAID LOT; THENCE NORTHERLY ALONG THE EASTERLY LINE OF SAID LOT 49 1/3 FEET; THENCE WESTERLY TO THE PLACE OF BEGINNING. PIN: 06-16-316-030



LEGEND

EXISTING	← BM #1
BENCHMARK	□
SET CONCRETE MONUMENT	■
MONUMENT FOUND	●
SET CAPPED REBAR #47948	○
FOUND IRON	⊙
SET CHISELED "X"	⊗
FOUND CHISELED "X"	⊘
CONTROL POINT	▲
PLATTED	P=
DESCRIBED	D=
MEASURED	M=
RECORD	R=
STORM SEWER MANHOLE	⊕
CATCH BASIN	⊖
SANITARY SEWER MANHOLE	⊗
CLEANOUT	⊘
WELL HEAD	⊙
FIRE HYDRANT	⊕
SPRINKLER CONTROL VALVE	⊖
SPRINKLER HEAD	⊗
VALVE (WATER & GAS)	⊘
GAS METER	⊙
UTILITY RISERS	⊕
UTILITY POLE	⊖
LIGHT POLE	⊗
GLY ANCHOR	⊘
TRANSFORMER	⊙
HAND HOLE (ELECTRIC)	⊕
ELECTRIC METER	⊖
GROUND MOUNTED LIGHT	⊗
SIGN	⊘
SOIL BORING	⊙
BOLLARD POST	⊕
POST	⊖
GATE	⊗
FENCE LINE	— X — X —
OVERHEAD UTILITIES	— OHU —
UNDERGROUND ELECTRIC	— UGE —
COMMUNICATIONS	— UGC —
TELEPHONE	— TEL —
FIBER OPTIC	— FO —
GAS LINE	— GAS —
EXISTING WATER LINE	— W —
EXISTING STORM SEWER	— ST —
EXISTING SANITARY SEWER	— SAN —
BITUMINOUS SURFACE	▒
CONCRETE SURFACE	▒
GRAVEL SURFACE	▒
CONIFEROUS TREE	★
DECIDUOUS TREE	☼
ORNAMENTAL BUSH	✱

SURVEYOR'S NOTES

- UTILITIES SHOWN ARE APPROXIMATE LOCATIONS DERIVED FROM ACTUAL FIELD MEASUREMENTS AND AVAILABLE RECORDS. THIS MAP IS NOT TO BE INTERPRETED AS SHOWING EXACT LOCATIONS OR SHOWING ALL UTILITIES IN THE AREA.
- NOTE TO CONTRACTORS: THREE WORKING DAYS BEFORE YOU DIG - CALL MISS DIG AT 811.

ALAN E. DAHL
PROFESSIONAL SURVEYOR
No. 47948
P.S. NO. 47948

DRIESEN & ASSOCIATES, INC.
Engineering • Surveying • Testing
www.driesen.com
Kalamazoo, MI - 269-544-1455
Detroit, MI - 734-368-9463

REVISIONS

1	
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152 PRAIRIE AVENUE
SEC. 16, T02S, R11W CITY OF KALAMAZOO, K-200 CO.
ANN LINDSAY
152 PRAIRIE AVENUE
KALAMAZOO, MICHIGAN 49006
BOUNDARY SURVEY

Designed By: VEF
Drawn By: VEF
Checked By: VEF Date: 01-2-2018
Plot: 1750882.5A
Job No.: 1750882.5A
Sheet No.: V-101
1 of 1



Administrative Adjustment Request and Approval

The proposed project requires two administrative adjustments from the City of Kalamazoo Zoning Ordinance, as described below.

Approval from the Community Planning & Development Dept. was received via email on 2-6-2018. The formal approval letter is in progress.

Property: 152 Prairie Ave. Kalamazoo, MI 49006
Owner/Applicant: Ann Lindsay 269-762-9041 lindsay_annie@yahoo.com
Mailing address: 8325 E. DE Ave. Richland, MI 49083

Administrative Adjustments requested -- both are within 10% of standard:

1. A dimensional adjustment from Chapter 5, Section 5.1 of 1 foot to allow the expansion of a legal nonconforming dwelling to be located 24 feet from the rear property line where 25 feet is the required rear yard setback. Note that the 1 foot adjustment is needed at the southeast corner of the addition; the extension of the addition into the setback diminishes as you go north.
2. A dimensional adjustment from Chapter 5, Section 5.1 for exceeding the 45% impervious coverage standard. Total impervious coverage is approximately 8.7% over allowed coverage (ie, within 10% of the standard). Please refer to Lot Coverage plan for details. Note: 5781 sf overall lot area is determined from survey.

Subject: 152 Prairie Ave - Administrative Adjustment Approval

From: EldridgeP@kalamazoocity.org

To: lindsay_annie@yahoo.com

Date: Tuesday, February 6, 2018, 9:12:24 AM EST

Ann,

Your two requests have been approved. The formal approval letter is being prepared today.

Thank you for your patience.

Peter C. Eldridge, AICP

Zoning Administrator

Community Planning & Development Dept.

City of Kalamazoo

415 Stockbridge Avenue

Kalamazoo, MI 49001

PH: 269-337-8806

FAX: 269-337-8513

EMAIL: eldridgep@kalamazoocity.org

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Case#18-0002



(1) 152 Prairie (photos 10/2017) Northwest corner
(3) Northeast corner of house and garage



ITEM B

(2) Southwest corner
(4) Northwest corner of garage

A



HDC Mtg 02/20/2018



Page 15 of 18

Case#18-0002



(1) 152 Prairie (photos 10/2017) Northwest corner
(3) East side of garage – fence belongs to this house

ITEM B



B (2) Southwest corner
(4) South side of garage – neighbors fence



HDC Mtg 02/20/2018



Page 16 of 18



Historic Preservation Coordinator
KALAMAZOO HISTORIC DISTRICT COMMISSION

APPLICATION FOR PROJECT REVIEW – New construction STAFF COMMENTS

Property address 152 Prairie
Applicant Ann Lindsay
Owner Ann Lindsay
Received February 12, 2018

CASE # PPZ 18-0002
Year built: 1922
Owned since May 21, 2003
Meeting date: February 20, 2018

Previous reviews (HDC = commission meeting; Admin = administrative approval):
2011 – Front and side storm doors, side door light fixture (Admin)
2013 – Fence – north side yard (Admin)

Historic District West Main Hill
Zoning RS-5 (Commercial, (Local) Neighborhood)
Additional Permits required – building, site plan review
Rental History: NA

PROPOSAL

- A. Build one story addition on the rear/east side
- B. Build a new garage in the northeast corner of the lot
- C. Demolish the existing garage

OBSERVATIONS

1. Proposed addition will be entirely behind the house
2. Garage will be visible looking east up the driveway, but set behind the house.

1) Secretary of the Interior Standards for Rehabilitation: (Standards 1-8 do not apply to new construction)

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.

The proposed addition has simulated 8 lite casement windows, different from the 4/1 or 6/1 double hung windows in the historic house.

The lap exposure on the addition is wider than on the historic house.

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

(3) The one-story addition and the new garage will have a minimal visual impact on the historical value of the surrounding area.

(4) The one-story addition and the new garage will have a minimal visual impact on the on the architectural character of the surrounding area.

(5) The design of one-story addition and the garage is 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.

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Department of Community Planning and Development

Kalamazoo Historic District Commission

415 E. Stockbridge - Kalamazoo, Michigan 49001

Telephone (269) 3378804 - FAX (269) 3378513

ferraros@kalamazoo-city.org

Case#PPZ 18-0003

ITEM C

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: 1128 West Michigan - Jimmy Johns

Historic District: [X] South/Vine [] Stuart [X] West Main Hill [] Rose Place [] Haymarket

Applicant: David Bartels Owner: Volk Ventures LLC

Mailing Add. 3314 Bronson Mailing add 3302 Bronson City

State & Zip: MI 49008 City, State Zip MI 49008

Phone: 269.352.5112 Phone: 269.352.5112

Email DJKB1229@gmail.com Email djkb1229@gmail.com

Contractor: _____

() Work to be done by owner

Contractor Sign Art

Proposed Work: Use additional sheets to describe work if necessary

See attached sheets Sharon has proposed sign information!

(yes!) 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: 2.12.18

Owner's Signature: _____ Date: _____

(if different)

For Historic Preservation Coordinator's Use Only

Case Number: PPZ 18-0003 Date Received*: 02/13/2018

Zoning CC Year built 1990 Complete application 2/13/18

Owned since 01/06/2016

COMMISSION Hearing fee paid \$85 _____

Meeting Date: 02/20/2018 Check # _____

COMMENTS: _____

Approve in Concept Date: _____ Letter mailed _____

FINAL ACTION

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

ACTION DATE _____

APPLICATION CHECKLIST:

Include all these items are in your submission. Incomplete applications will be held until the next review hearing.

[X] Drawings 11x17 or smaller with dimensions

[] Materials list

[X] Site plan including

north arrow – for additions or new construction

[] 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



Historic Preservation Coordinator
KALAMAZOO HISTORIC DISTRICT COMMISSION

APPLICATION FOR PROJECT REVIEW – New construction STAFF COMMENTS

Property address	1128 West Michigan	CASE #	PPZ 18-0003
Applicant	David Bartels	Year built:	1990
Owner	Volk Ventures LLC	Owned since	01/06/2016
Received	February 13, 2018	Meeting date:	February 20, 2018

Previous reviews (HDC = commission meeting; Admin = administrative approval): **NONE**

Historic District West Main Hill
Zoning CC (Commercial, Community)
Additional Permits required – sign
Rental History: NA

PROPOSAL

1. Add double faced illuminated pylon sign

OBSERVATIONS

1. This modern building originally was on West Michigan before the roads were reconfigured. There are two houses adjacent. One is uphill and completely above this building – literally on top of a high retaining wall. The light from this sign might shine into the basement windows. The other house is a modern duplex built around 2000. This building is no longer the entrance to Michigan Avenue but is tucked away almost out of sight.

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 sign is a compatible design for the non-contributing building

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

Not permitted in the historic district are:

- Plastic, fiberglass, and internally lit signs.

(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.

- However, the double faced illuminated pylon sign does not meet the HDC standards for use with a historic building.

(3) The installation of the double faced illuminated pylon sign will have a moderate visual impact on the historical value of the surrounding area.

(4) The installation of the double faced illuminated pylon sign will have a moderate visual impact on the on the architectural character of the surrounding area.

(5) The design of the double faced illuminated pylon sign is compatible design for a non-contributing building on a cul-de-sac in the West Main Hill 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.

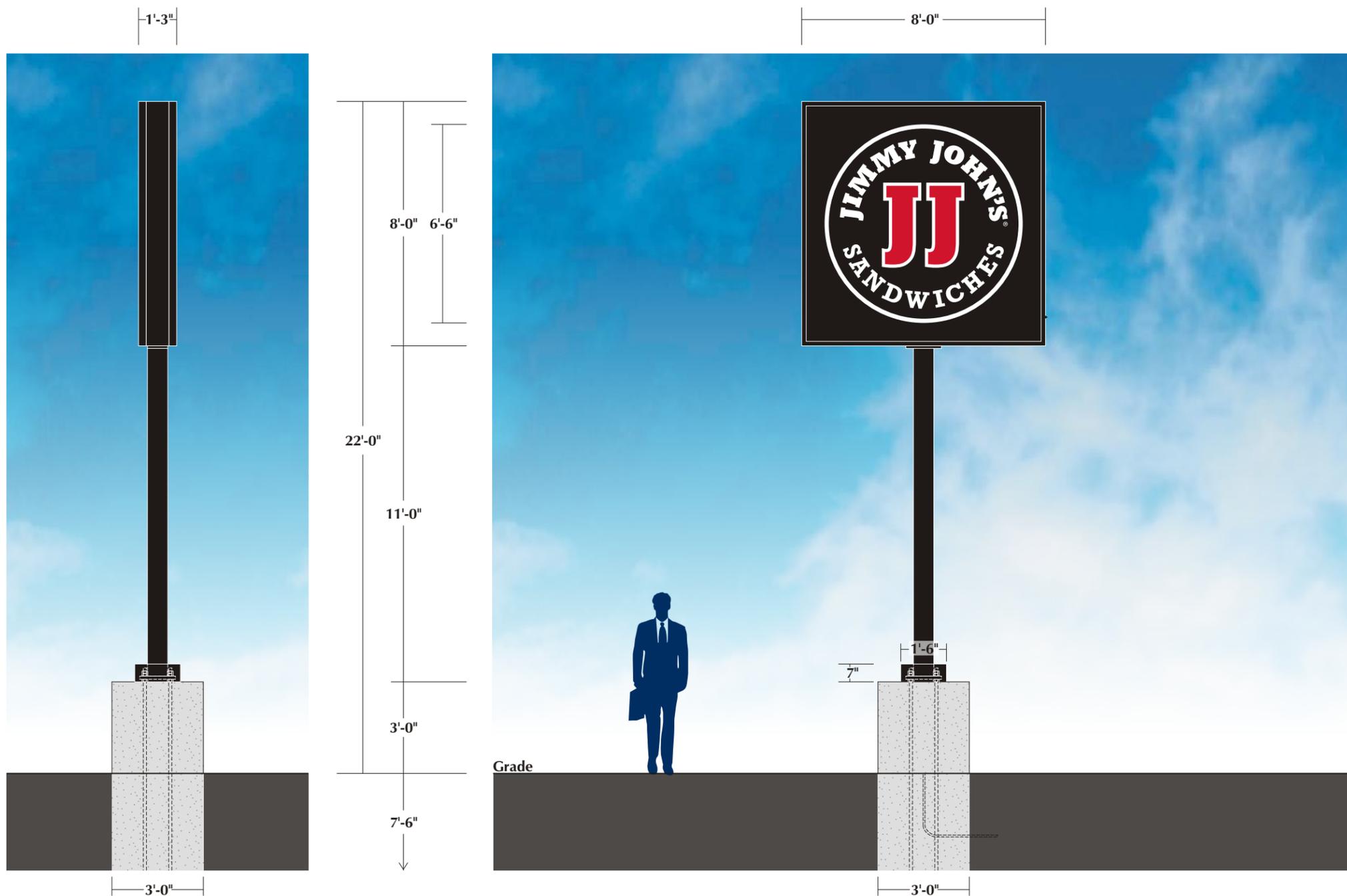
3. The commission could deny, based on Secretary of the Interior Standards #9 & #10.

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

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Double Faced Illuminated Pylon Sign

I.D. Sign Cabinet

S.A. Double filler with 1 1/4" retainers.
Paint with GripGard EFX semi-gloss enamel.

Faces

Flat translucent white polycarbonate.
Applied pressure sensitive vinyl.

Electrical/Illumination

White LEDs powered by low voltage power supplies.
Toggle disconnect.
1" Rigid electrical conduit.

Base

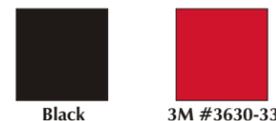
3'-0" Ø Sonotube formed 3'-0" above grade.
Custom fabricated aluminum base plate cover.
Paint with GripGard EFX semi-gloss enamel.

Support/Foundation

8" x 8" x .250 Square steel support tube.
8" x 1'-2" x 1" Steel top companion plate.
1'-2" x 1'-2" x 1 1/4" Steel base plate.
1 1/4" Anchor bolts (10" spacing)
Paint with GripGard EFX semi-gloss enamel.
3'-0" x 7'-6" Deep augered concrete footing.

Sign #1 — Double Faced Illuminated Pylon Sign

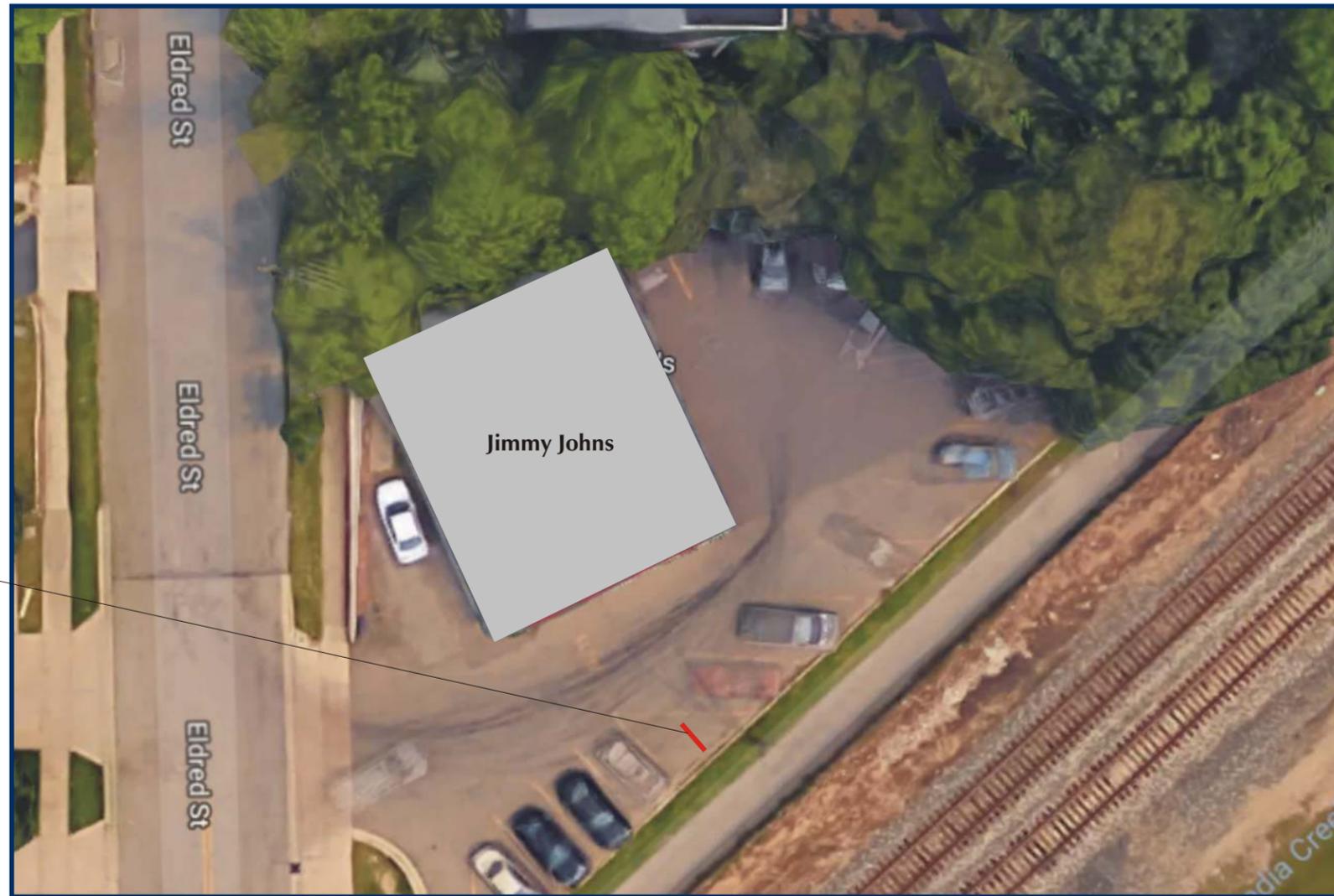
Scale: 1/4" = 1'-0"



This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

Square Footage	
Sign #1	8'-0" x 8'-0" = 64.00 Sq.Ft.

Notes:



Sign #1

Site Plan

Scale: None



Case#PPZ 18-0003



(1) 1128 West Michigan
 (3) 2005

ITEM C



(2) 1999
 (4) Barn After



HDC Mtg 02/20/2018

**City of Kalamazoo
HISTORIC DISTRICT COMMISSION
Minutes
January 16, 2018 - DRAFT**

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

Members Present: Grant Fletcher, John Mitchell, BJ Shell, Max Tibbitts, and Jeremy Berg

Members Excused: Bob Oudsema, Sally Reynolds

City Staff: Sharon Ferraro, Historic Preservation Coordinator; Kerrie LeClercq,
Recording Secretary

Guests: Dana Underwood, Nicole Sabel, Andrew Grayson, Gabriel Giron

I. CALL TO ORDER

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

II. APPROVAL OF ABSENCES

Mr. Fletcher, supported by Mr. Shell, made a motion for the approval of absences for the January 16, 2018 Historic District Commission meeting. With a unanimous vote, the motion carried.

III. APPROVAL OF AGENDA

Changes to Agenda: The addition of a review of window graphics for 802 South Westnedge Avenue was requested by Ms. Ferraro under Other Business.

Mr. Fletcher, supported by Mr. Berg, made a motion for the approval of the agenda as amended for the January 16, 2018 Historic District Commission meeting. With a unanimous vote, the motion carried.

IV. INTRODUCTION OF GUESTS

Dana Underwood, Nicole Sabel, Andrew Grayson - applicants to the HDC, and Gabriel Giron.

V. PUBLIC COMMENT ON NON-AGENDA ITEMS

None

VI. DISCLAIMER

Ms. Ferraro read the disclaimer into the record.

VII. HEARINGS

OLD BUSINESS

- a) **218 Allen Blvd.** **Owner: G&G Enterprise**
Style: Classical Revival **Built: 1910**
Zone: RM-15 **Owned since: 04/14/2010**

Barrier free ramps to front and rear doors on north side of house.
 (PPZ 17-0018)
 Public Comment then Commission Deliberation

A representative for this property was not present at the time the agenda item was called. It was decided that the Commission would proceed to New Business to give the representative an opportunity to arrive and would afterward recall this agenda item.

NEW BUSINESS

- b) **617 Douglas** **Owner: Gabriel Giron**
Style: Vernacular **Built: ca 1880**
Zone: CO **Owned since: 09/26/2017**

1. Shorten 2nd floor kitchen window – west/rear – to add counter space
2. Replace non-historic front/east 1st floor picture window with 3 windows, 2 double hung, 1 fixed
 (PPZ 18-0001)
 Public Comment then Commission Deliberation

Mr. Gabriel Giron, the property owner, was present to address the Commission. A local nonprofit organization will be moving into the space and they would like to have functioning windows. Mr. Giron will be speaking with Chris Troff regarding the proposed alterations, which include raising the front picture window by a few inches and the replacement of the existing single window with a fixed window in the center, flanked by two windows that can be opened to promote ventilation on either side of the central pane. In the proposed plans, the two outer windows will be double-hung and the fixed window will have a divider to give the appearance that it is double-hung, as well. The total dimensions of the new window opening will remain the same as the current dimensions. Mr. Giron proposed that a window in the upstairs kitchen space at the rear of the home be raised to allow for increased counter space. When asked about his plans regarding the planter at the front of the home, Mr. Giron advised that he would discuss it with Mr. Troff. Mr. Berg stated that he would like to see the window sills align as they originally did, which would require being raised by approximately 18". Mr. Giron inquired as to the type of material he can use to fill in beneath the new window and Mr.

Tibbitts responded that he has a supply of asbestos siding that can be used for that purpose. Ms. Ferraro advised the Commission that she would be happy to work with Mr. Giron on the project, should the Commission approve it.

A motion was made by Mr. Fletcher, supported by Mr. Mitchell, to approve the installation of three windows on the front first floor to replace the non-historic picture window, repair the siding below the window, and shorten the second floor rear window in the kitchen to accommodate the counter, as the plan substantially complies with Secretary of the Interior Standards 1 – 4. Additionally, the owner may choose to remove the planter and approval of the final project details are to be worked out with the Historic Preservation coordinator. A roll-call vote was called and the motion passed unanimously.

Recall of: OLD BUSINESS

- | | |
|---------------------------------|----------------------------------|
| c) 218 Allen Blvd. | Owner: G&G Enterprise |
| Style: Classical Revival | Built: 1910 |
| Zone: RM-15 | Owned since: 04/14/2010 |

Barrier free ramps to front and rear doors on north side of house.
 (PPZ 17-0018
 Public Comment then Commission Deliberation

As the representative for this property remained absent, Ms. Ferraro presented a summary of the plans and pictures. To accept residents that are disabled, the owner is required to have a ramp for both the front and back doors and the door to the basement may not be completely blocked. The plans for the ramp include a deck that would cover the wing walls on the front porch and another set of steps that would come off the front of the deck toward the sidewalk. In this manner, there will not be alterations to the original porch and wing walls. Mr. Berg pointed out that a site plan with a north arrow was not included in the plans, making it difficult to review the project. Ms. Ferraro advised the Commission that this meeting marked the first complete application that had been submitted, so the clock had just begun and a decision could be postponed to the February 2018 meeting.

A motion was made by Mr. Berg to postpone a decision regarding this property to the February 2018 meeting and to encourage the owner to be present at that time and to bring in all documentation, including a site plan with a north arrow. This was seconded by Mr. Fletcher and unanimously approved with a roll call vote.

VIII. APPROVAL OF MINUTES

Mr. Fletcher, supported by Mr. Mitchell, moved to approve the minutes for the November 21, 2017 Historic District Commission minutes. The motion passed unanimously.

IX. ADMINISTRATIVE APPROVALS

None

X. OTHER BUSINESS

- a) Bellevue Place Entry Signs - Ms. Ferraro presented two options for the entry sign on Bellevue Place for Commission consideration. The example uses the title “Bellevue Court”, but that will be changed to the correct title of “Bellevue Place”. The general consensus was that the gold lettering was preferable, as it was easier to see, and they were pleased with the addition of the “date established”.
- b) 802 S. Westnedge Avenue - Ms. Ferraro advised the Commission that the owners of this property would like to add graphic printing to window panels of their building, a technique called “word clouds”. The name of the business is not on the panels, so it is not considered a sign, but more of an art mural. The Commission confirmed that the printing would be transparent and felt that the writing was positive and inspirational.
- c) Schedule Annual HDC Training – The training is usually held in February or March. The Commission decided to hold the training during the February 2018 meeting, with the understanding that if new Commission members had not yet been formally appointed, the meeting was open and they would still be able to attend.
- d) New Commission Applications – Applicants for the open Commission positions were invited to address the Commission and to answer inquiries from Commission members.
 - 1) Andrew Grayson – Currently lives at 228 Douglas Avenue, Unit #1. Mr. Grayson has lived in the Stuart neighborhood for five years and may be moving to another historic neighborhood within the City of Kalamazoo. He would like to serve on the Commission because he has enthusiasm for the character of Kalamazoo’s historic neighborhoods and enjoys interacting with professionals in the areas of architecture and design. He would like to increase his involvement in the community and give of his time. He also believes that he can perform the role of “devil’s advocate” and bring a different perspective to the Commission’s deliberations, as well as offering attention to detail and his organizational abilities. He has served on small, nonprofit boards in the past.
 - 2) Dana Underwood – Ms. Underwood previously submitted her application to the Commission for one of the open positions. She stated that she understands that the Commission perspective is to find the person most qualified and most able to fit the current needs of the Commission. She asked that, in the event she is not recommended for membership, the Commission provide feedback regarding any ways that she can continue to build her skill set and fitness for the role. She

advised that she will continue to be interested in becoming a member of the Commission in the future, even if she is not chosen at this juncture.

- 3) Nicole Sabel – Ms. Sabel also submitted her application on a previous occasion, but wished to reiterate her love of historic buildings and interest in marrying the needs of today with the design aesthetics of the past in the most effective manner possible.

Mr. Tibbitts thanked each of the applicants and asked that they retire from the Commission meeting room to allow Commission members to discuss the potential candidates and determine their ultimate recommendations.

During the closed discussion period, each Commissioner expressed their views on the suitability of each candidate and what they believed each candidate would be able to bring to the Commission if they were to serve as a member. All Commissioners felt that each candidate was a strong choice and would be able to offer many positive contributions. They understood that the ultimate choice would lie with the Mayor of Kalamazoo, Bobby Hopewell. Ms. Ferraro advised the Commission members that she will be writing up a report and detailing, point by point, the relevant attributes of each candidate. Ms. Ferraro also stated that new officers will be elected at the February 18 meeting and Mr. Fletcher requested that Ms. Ferraro bring information about each Commission member's term length to that meeting.

XI. ADJOURNMENT

Mr. Fletcher moved to adjourn the meeting, supported by Mr. Shell and approved unanimously.

The meeting adjourned at 5:53 p.m.

Submitted by: _____ Date: _____
Recording Secretary

Reviewed by: _____ Date: _____
Preservation Coordinator

Approved by: _____ Date: _____
HDC Chair

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**CITY OF KALAMAZOO
HISTORIC DISTRICT COMMISSION
ANNUAL REPORT
2017**

Introduction

In 2017, the Kalamazoo Historic District Commission (HDC) received 126 project applications for the 2,070 historic resources located in Kalamazoo's five locally designated historic districts raised \$2535 from fees instituted in February 2013. This represents an increase of about 6% from 2016 (125). The previous two years had seen an average 10-15% decrease in historic district cases and activity. Meetings take place every third Tuesday at 5:00 p.m. in the Community Room at City Hall.

On February 20th, 2017, the Michigan Historic Preservation Network issued a new report – “Local Historic Districts and Property Values in Michigan Neighborhoods”. Kalamazoo was one of three cities studied along with Bay City and Grand Rapids comparing the Vine historic district (NOT including South Street) with part of the Edison neighborhood. Both areas included a small commercial district and a public elementary school. The conclusion summarizing the findings in Kalamazoo stated:

“In Kalamazoo the statistical analysis showed that in 2000, local historic district designation added 12.6% to property values in the local historic district when compared to property values of similar houses outside the district. In 2010, local historic district designation added 10.6% to the property values in the district and in 2015, local historic district designation added 16% to property values in the district when compared to property values of similar properties outside it.”

History and Purpose

Chapter 16 Section 22 of the City of Kalamazoo Code of Ordinance, 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 10 regular meetings and reviewed 15 applications for a Certificate of Appropriateness. One project was denied. (94% approved by the commission) The commission also received training in defensible decision making at their March meeting.

APPROVED – The projects approved included a set of new storefronts in the South Street-Vine Area historic district across from the Olde Central laundromat and the construction of a new house at 411 Stone.

DEMOLITIONS: In 2017, the HDC approved demolition of following structures:

1. 731 Pioneer (South Street-Vine Area) – the owners of this small Civil War era house requested demolition. There are no funds to rehabilitate. The commission approved the demolition in June of 2017. The house was razed in October 2017.

- | | | |
|-------------------|------------------|---------|
| 6. Sally Reynolds | Second full term | Vine HD |
| 7. Bob Oudsema | First full term | Vine HD |

Newsletter

One newsletter was published in 2017. The newsletter included an illustrated quick reference foldout covering the basics of Historic District Commission review.

New Owners – using the Assessors database on the city website, new owners have received a small packet of materials describing the benefits and responsibilities of owning property in a historic district. About 186 new owners received letters in 2017. New owners in owner occupied homes in the Vine Neighborhood NEZ also received information about the NEZ and an application.

Summary

Kalamazoo's local historic districts are a point of pride in our community. Kalamazoo has more historic properties per capita than any other city in Michigan. (Grand Rapids population is 210,000 with 2300 historic properties – Kalamazoo has a population of 75,000 with 2075 historic properties.)

Respectfully submitted,



Sharon Ferraro, Historic Preservation Coordinator