

KALAMAZOO HISTORIC DISTRICT COMMISSION

Agenda - TUESDAY, January 16, 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: Bob Oudsema, Sally Reynolds

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. HEARINGS

OLD BUSINESS:

- | | | |
|--|--|------------------------|
| a) 218 Allen Blvd. | 5:05pm | Owner: G&G Enterprise |
| Style: Classical Revival | | Built: 1910 |
| Zone: RM-15 | | Owned since: 4/14/2010 |
| Barrier free ramps to front and rear doors on north side of house. | | |
| (PPZ 17-0018 | Old Application - original application was incomplete) | |
| Public Comment then Commission Deliberation | | |

NEW BUSINESS:

- | | | |
|--|------------------|-------------------------|
| b) 617 Douglas Ave. | 5:15pm | Owner: Gabriel Giron |
| Style: Vernacular | | Built: ca 1880 |
| Zone: CO | | Owned since: 09/26/2017 |
| 1. Shorten 2 nd floor kitchen window - west/rear - to add counter space | | |
| 2. Replace non-historic front/east 1 st floor picture window with 3 windows, 2 double hung, 1 fixed | | |
| (PPZ 18-0001 | New Application) | |
| Public Comment then Commission Deliberation | | |

VIII. **Approval of Minutes: November 21, 2017 (Item C) No meeting on 12/20/2017**

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

a) **No building permit required**

Locust	718	Porch repairs, deck & column footings
WestnedgeS	802	Sign- graphics on entry glass
WestnedgeS	723	Rail above parapet on NH addition at front of house.
MichiganE	320	Storefront windows & doors
Stuart	611	grip rail front steps
Burnham	214	sliding door to windowsx2 = wood repairs to match
ParkS	917	Storm windows

b) **Building permit required**

Osborne	1012	Roof
Grand	1615	Roof + soffit/fascia repairs, gutters
Academy	753-5	Roof - east side
ParkS	917	Roof

X. **Other Business**

- a) Comments on Bellevue Place entry signs (Item D)
- b) New commission applications - Denise Koning (Item E) and Andrew Grayson (Item F)
- c) Schedule annual HDC training

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 – January 16, 2018

REVIEWS:

Historic District Commission:

✓ HDC cases to 01/02/18 – 01 total	Fees total year to date, 2018 \$85		
2018	2018	2017	2017 fees
○ 0 no fee	\$ 0	0 no fee	\$ 0
○ 0 bldg permit-\$35*	\$ 0	0	\$ 0
○ <u>1 HDC hearing - \$85</u>	<u>\$ 85</u>	0	<u>\$ 0</u>
0 TOTAL	\$ 0	\$0	\$ 0

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

Date	Street w #	HD	previous owner	current owner w mailing address
1. 12/13/17	WalnutW 808	SV	OPAL RENTALS, LLC PO BOX 19515 KALAMAZOO, MI 49019	MTP CRIBS LLC 812 W WALNUT ST KALAMAZOO, MI 49007
2. 12/13/17	WalnutW 810	SV	OPAL RENTALS, LLC PO BOX 19515 KALAMAZOO, MI 49019	MTP CRIBS LLC 812 W WALNUT ST KALAMAZOO, MI 49007
3. 12/13/17	WalnutW 812	SV	OPAL RENTALS, LLC PO BOX 19515 KALAMAZOO, MI 49019	MTP CRIBS LLC 812 W WALNUT ST KALAMAZOO, MI 49007
4. 12/08/17	CedarW 718	SV	WHITE, PANOREA B 1200 N. JUNE ST, APT 509 LOS ANGELES, CA 90038	O'NEILL, MATTHEW OLECK, DOMINIC 216 OLD ORCHARD PL KALAMAZOO, MI 49007
5. 12/05/17	McCourtie 739	SV	KALAMAZOO COUNTY TREASURER 201 W KALAMAZOO AVE KALAMAZOO, MI 49007	KALAMAZOO COUNTY LAND BANK 2017 COUNTY TAX FORECLOSURE 1523 RIVERVIEW DR STE A KALAMAZOO, MI 49004
6. 11/22/17	CedarW 527	SV	HP SEVEN ENTERPRISES LLC 2685 HUNTERS PTE KALAMAZOO, MI 49048	DTH RENTALS LLC 2685 HUNTERS PTE KALAMAZOO, MI 49048
7. 11/17/17	Burnham 214	SV	KNHS, INC 1219 S PARK ST KALAMAZOO, MI 49001	ROSE STREET PTRS 1322 CHERRY ST KALAMAZOO, MI 49008
8. 11/15/17	CedarW 722	SV	DEAN, JAMES A JR & CAROL F 8400 S 24TH ST KALAMAZOO, MI 49048	KALAMAZOO VALLEY HABITAT FOR HUMANITY INC 1126 GULL RD KALAMAZOO, MI 49048
9. 11/15/17	Locust 427	SV	MATUSIAK, YU SUN PO BOX 2405 PORTAGE, MI 49081-2405	KALAMAZOO VALLEY HABITAT FOR HUMANITY INC 1126 GULL RD KALAMAZOO, MI 49048
10. 11/14/17	Stuart 305	St	MERVYN, RALPH & DAWN 4545 ELLIS RD FOWLerville, MI 48836	OLIVER, MARK ROBBINS, KATHY 305 STUART AVE KALAMAZOO, MI 49007
11. 11/14/17	RosePl 223	RP	KEUSCH, GREGORY J & LESLIE 522 1/2 S BURDICK ST KALAMAZOO, MI 49007	LEIBOLD, THOMAS R DELUCA, JULIE 2018 WAITE AVE KALAMAZOO, MI 49008
	Address		REALTOR LETTER	REALTOR LETTER

	NONE			
	NO LETTER			
12/11/17	Bulkley 121	WMH	Parzyck, Rodger	Parzyck, Rodger & Gaggino, Jeanette
11/22/17	ParkS 922	SV	H.P. SEVEN ENTERPRISES, LLC 2685 HUNTER'S POINT KALAMAZOO, MI 49048	DTH RENTALS LLC 2685 HUNTER'S POINT KALAMAZOO, MI 49048
11/22/17	ParkS 922	SV	H.P. SEVEN ENTERPRISES, LLC 2685 HUNTER'S POINT KALAMAZOO, MI 49048	DTH RENTALS LLC 2685 HUNTER'S POINT KALAMAZOO, MI 49048



Case# 17-0018

Att. Ms. Sharon Ferraro

RECEIVED SEP 12 2017 11:46 am BE ITEM A

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

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: 218 Allen Blv., Kalamazoo, MI 49007
Historic District: [] South/Vine [X] Stuart [] West Main Hill [] Rose Place [] Haymarket
Applicant: G&G Enterprise (Dr. Gagnon) G&G Enterprise LLC
Mailing Add. 218 Allen Blv Mailing add 218 Allen Blv.
City State & Zip: Kalamazoo City, State Zip Kalamazoo, MI 49007
Phone: 269-903-5887 Phone: 269-903-5887
Email @ Email @

Contractor:

(X) Work to be done by owner

Contractor

Proposed Work: Use additional sheets to describe work if necessary
See attached sheets Ramp for wheel chair Access

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

Applicant's Signature: Gagnon for G&G Enterpr Date: 9/10/17
Owner's Signature: G&G Enterprise LLC Date: 9/10/17
(if different)

Application Checklist:
(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
[] 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

-For Historic Preservation Coordinator's Use Only-

Case Number: PPZ 17-018 Date Received*: 9/12/2017
Zoning RM-15 Year built 1910 Complete application 9/12/17
Owned since April 14, 2010

COMMISSION Hearing fee paid \$85 yes
Meeting Date: September 19, 2017 Check # 1087

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

Revised April 26, 2017



Historic Preservation Coordinator
KALAMAZOO HISTORIC DISTRICT COMMISSION

APPLICATION FOR PROJECT REVIEW
STAFF COMMENTS

Property address 218 Allen Blvd
Applicant Gado Ongwela
Owner G&G Enterprise
Received Sept 12, 2017

CASE # PPZ 17-0018
Year built: 1910
Owned since 04/14/2010
Meeting date: Jan. 16, 2018

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

1991 – Fraternity sign erected without permit (V)
 1993 – Installation of new door & trim after break-in without COA (V)
 1996 – Install 2nd floor railing on rear upper porch without COA (V)
 1997 - Modify existing non-compliant rail to meet HDC standards. (HDC)
 2000 – Redeck front porch (Admin)
 2001 – Roof to standards (Admin)
 2002 – Remove 2nd floor rear deck, convert doors back to windows (HDC)
 2003 – Storm windows (Admin)
 2017 - Sept incomplete application for barrier free ramp to front door.

Historic District Stuart Area

Zoning RM-15 Residential, Multi-Dwelling

Additional Permits required – building permit

Rental History: Adult Foster Care Home – recently licensed, 1-6 residents, exempt from local zoning.

Proposed Work:

Build barrier free ramp along north side of house to serve the front door and a second ramp to serve the back door. Basement door egress must remain unobstructed, necessitating two ramps.

Observations:

- *Adult Foster Care regulations require that two entrances to the first floor be served by a barrier free ramp to allow the home to accept residents that rely on wheelchairs or have limited mobility.*
- *Minimum width of a barrier free ramp is 44” to comply with the building code*
- *The entrance to the rear door is not original to the house.*

Applicable Criteria

(1) Secretary of the Interior Standards for Rehabilitation

#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.

(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.

#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 barrier free ramp is proposed to be built from wood. Material for the rails is not specified in the application.

COMMISSION ACTIONS (Motions):

- a. Approve the construction of both barrier free ramps in the position proposed on the northwest corner of the house and the north side to the east serving the rear door. The installation of the ramp must not alter the wing walls or porch. The rail should be a pipe rail at code height, with a secondary pipe rail halfway between the ramp deck and the upper rail. The apron board on the ramp should extend above the deck of the ramp by at least 3". The vertical apron board and supporting posts should be painted. The deck of the ramp may be painted as the owner's option. The plan substantially complies with Secretary of the Interior Standards #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 on:
 - i. the appearance of the guardrails
 - ii. The applicant will need to be present for review at the next scheduled Historic District Commission meeting. If the applicant is not present, the commission will make a decision.
- c. The commission could deny, based on Secretary of the Interior Standards #1 and #2.

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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# 17-0018



(1) 218 Allen Blvd (photos 01/09/18) View from north
(3) North side of house - looking east



HDC Mtg 01/16/2018

ITEM A



(2) Front (west) porch and door **FRONT RAMP** Steps - cast in place
(4) Front door and threshold



Page 4 of 7

Case# 17-0018



(1) 218 Allen Blvd (photos 01/09/18) View from north
(3) North side of house - looking west



(2) Rear (northeast) non-historic porch and door **REAR RAMP**
(4) Looking south down alley behind house



HDC Mtg 01/16/2018



Page 5 of 7

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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) 337-8513
ferraros@kalamazoo-city.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: 611 Douglas Ave, Kalamazoo, MI 49007
Historic District: [] South/Vine [X] Stuart [] West Main Hill [] Rose Place [] Haymarket
Applicant: Gabriel Giron Owner:
Mailing Add: 616 Market place Blvd Mailing add
City State & Zip: Kalamazoo, MI 49001 City, State Zip
Phone: (269) 806-3139 Phone:
Email gabe@kinetic.affect.com Email @

Contractor:

(X) Work to be done by owner

Contractor

Proposed Work: Use additional sheets to describe work, if necessary
See attached sheets Replace upstairs back window with shorter wood window, to be able to utilize more kitchen counter space.
Replace front downstairs large picture window w/ 3 windows so as to be able to open windows and add ventilation.
(X) 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: 1/8/17
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

-For Historic Preservation Coordinator's Use Only-

Case Number: PPZ 18-0001 Date Received*: 01/09/2018
Zoning CO Year built ca 1880 Complete application 01/09/2018
Owned since 09/26/2017

COMMISSION Hearing fee paid \$85 Yes
Meeting Date: 01/16/2018 Check # 2528
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 Preservation Coordinator
KALAMAZOO HISTORIC DISTRICT COMMISSION

APPLICATION FOR PROJECT REVIEW
STAFF COMMENTS

Property address 617 Douglas
Applicant Gabriel Giron
Owner Gabriel Giron
Received January 9, 2017

CASE # PPZ 18-0001
Year built: ca 1880
Owned since 09/26/2017
Meeting date: Jan. 16, 2018

Previous reviews (HDC = commission meeting; Admin = administrative approval):
 1995 – Retroactive application for 2nd floor, front picture window – denied (HDC)
 1996 – Approval to replace inappropriate picture window with pair of 2H windows (HDC)
 1998 – Roof and gutters approved,
 1999 - Windows and vinyl siding denied (HDC)
 2002 – Replace NH rear door (Admin)

Historic District Stuart Area

Zoning CO Commercial, Office

Additional Permits required – building permit

Rental History: Certified through January 30, 2019 – New owners do not plan to rent

Proposed Work:

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 in center. Brick planter may also be removed.

Observations:

- Current cladding is Transite (cement asbestos).

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.

The house has changed over time with the original front entry shifted to the south side, an additional entry installed at the north side front corner and the massive picture window. The proposed change to the front picture window will be a more

(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.

appropriate window configuration. Shortening the second floor window for the counter in the kitchen is a minimal change to accommodate a contemporary use.

COMMISSION ACTIONS (Motions):

- a. Approve the installation of 3 windows on the front 1st floor to replace the non-historic picture window with owner’s choice to remove the brick planter and repair the siding below the window. Also approved shortening the 2nd floor rear kitchen window to accommodate a counter. The plan substantially complies with Secretary of the Interior Standards #1 through #4. 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 #6..

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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.
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- 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.
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(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#18-0001



(1) 617 Douglas – SE cor (01/09/2018)
 (3) Front picture window - EXTERIOR



HDC Mtg 01/16/2018

ITEM B



(2) ca 1906
 (4) Front picture window - INTERIOR



Picture window on the EXTERIOR is true divided lites. INTERIOR glass is one HUGE sheet of glass held in place with mirror clips.



- (1) 617 Douglas – SE cor (01/09/2018)
- (3) Rear/west – window to be shortened is upper left

- (2) 1998 – May – owner required to reinstall 2H windows
- (4) 2nd floor rear kitchen window - INTERIOR



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**City of Kalamazoo
HISTORIC DISTRICT COMMISSION
Minutes
October 17, 2017 - FINAL**

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

Members Present: Grant Fletcher, John Mitchell, Bob Oudsema, BJ Shell, Max Tibbitts, and

Members Excused: Jeremy Berg, Sally Reynolds

City Staff: Sharon Ferraro, Historic Preservation Coordinator; Carmela Hostiguin,
Recording Secretary

Guests: Dana Underwood, Nicole Sabel

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. Oudsema, made a motion for the approval of the absences for the November 21, 2017 Historic District Commission meeting.

With a unanimous vote, the motion to approve the absences carried.

III. APPROVAL OF AGENDA

Changes to Agenda: Consultation for 615 West Kalamazoo added

Mr. Oudsema, supported by Mr. Fletcher, made a motion for the approval of agenda for the November 21, 2017 Historic District Commission meeting.

IV. INTRODUCTION OF GUESTS

Dana Underwood, Nicole Sabel – both applicants to the HDC

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) **735 McCourtie** **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.
- (EN 17-3124 New Application – Violation remedy)

Mr. Noteboom was not present to speak for the application. Ms. Ferraro outlined the changes to the front porch, removing the front steps and making the front rail taller. She noted that the former rail was sloped (battered) but was shorter. The commission noted that the taller enclosure of the porch was inappropriate. Ms. Ferraro suggested postponing until next month so the applicant can work on a more appropriate remedy. Mr. Tibbitts pointed out the 60 day rule that requires the commission to make a decision on an application within 60 days from the complete application submission. Without a decision the application is considered approved automatically. The application was submitted on October 10.

Public Comment: None

Commissioner Comment: None

Mr. Oudsema, supported by Ms. Fletcher, made a motion to deny the application as presented. The proposal does not comply with any of the Secretary of Interior Standards.

With a unanimous roll call vote, the motion to deny the application was adopted.

- b) **827 South Westnedge** **Owner Diane Kim**
Applicant: Nelson Nave AIA
Style: Commercial (non-historic) **Built: ca 1980**
Zone: CN1 **Owned since: March 1, 1990**

Architect Nelson Nave represented the project. The commission approved a slightly different design last November and a change in plans last December. The new plan is a single story building which includes three storefronts – the west one facing both South Westnedge and the parking lot and the other two facing the parking lot. All have exit doors at the rear. The east end

of the lot will be a retention pond for the parking lot, probably fenced on three sides. The large Oak tree at the corner of Westnedge and Ranney will be cut down for the project.

The bulkhead on the storefronts and nearest the ground all around the building will be cementitious board with 10" of cypress below to take the brunt of winter snow.

Public Comment:

Mr. Fletcher, supported by Mr. Oudsema, made a motion for to approve the single story building with includes three storefronts as presented.

With a unanimous roll call vote, the application was approved.

Consultation for 615 West Kalamazoo – the project was represented by Bill Murphy and Phil Reed. The applicants thanked the commission for adding their project to the agenda. They plan to buy the site of Rorick Brothers Body Shop at 615 West Kalamazoo Ave. The building is severely deteriorated and will be demolished. On the lot – and an adjacent lot on Eleanor Street, they plan to build two, three-story mixed use buildings with three offices on the first floor of each building and seven apartments on the upper floors. They have consulted with Michigan DEQ about flood plain issues in this location. They plan to move their law offices to the building on Kalamazoo Avenue. The commissioners all engaged in a discussion on materials, elevators, fire sprinkling, landscaping and other issues. Overall the commission felt this was a good project, may require zoning variances and they would welcome an application with more complete details when the applicants are ready.

VIII. APPROVAL OF MINUTES

Mr. Mitchell noted that at the bottom of page 3, his comment should be changed from Chapter 17 of the Building Code to Chapter 17 of the Housing Code.

Mr. Fletcher, supported by Mr. Oudsema, moved approval of the October 17 Historic District Commission minutes as corrected.

With a roll call vote, the motion carried unanimously.

IX. ADMINISTRATIVE APPROVALS

X. OTHER BUSINESS

The commissioners invited two of the three applicants for vacant seats, Dana Underwood and Nicole Sobel to come to the table and engaged in about 20 minutes of discussion and questions and answers. The applicants were asked to leave before further discussion. The commissioners felt that they would like to hear from the third applicant at the December meeting. Ms. Ferraro will contact her.

Public Comment: None

Historic District Commission Minutes

November 21, 2017

Page 4 of 4

XI. ADJOURNMENT

Mr. Fletcher, supported by Mr. Oudsema, made a motion to adjourn.

The meeting adjourned at 6:10 p.m.

Submitted by: _____ Date: _____
Recording Secretary

Reviewed by: _____ Date: _____
Preservation Coordinator

Approved by: _____ Date: _____
HDC Chair

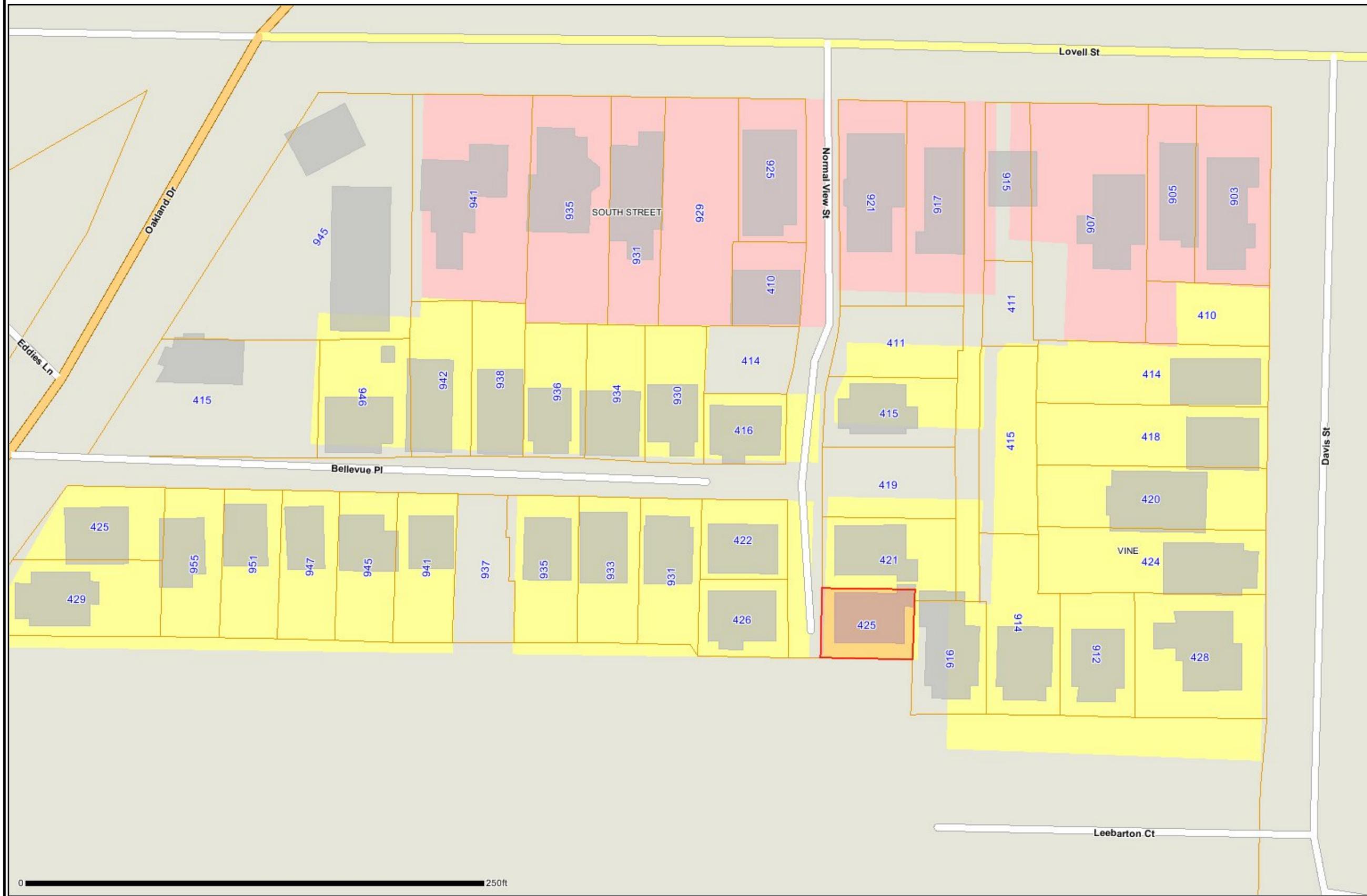
Bellevue is currently missing its standard city street signs at both entrances.

Should be Bellevue Place - these are proposed for the



Bellevue Place

Historic Districts



- Selected Features
- County Boundary
- City Limits
- Construction Sites
- Streets
- Freeway
- Major Arterial
- Minor Arterial
- Ramp
- Trails
- Roads
- Streets
- Freeway
- Major Arterial
- Minor Arterial
- Ramp
- Roads
- Water Features
- Surface
- Culvert
- Water Features
- Parcels
- Structures 2004
- Building
- Foundation
- Municipalities
- Historic Dist.- Local
- HAYMARKET
- LILIENFELD HOUSE
- MARLBOROUGH APTS.
- MICHIGAN TRACTION CO.
- KIRKPATRICK HOUSE
- ROSE PLACE
- SOUTH BURDICK
- SOUTH STREET
- STUART
- VINE
- WEST MAIN HILL
- Streets

0 250ft

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. Map Created: 5/21/2014

Denise M Koning, JD, SPHR

• (email&phone - private)

Career Highlights

- Concurrently perform all HR and Operations Management for 20 months during period of high growth, including 300% revenue increase and doubled workforce.
- Act as chief negotiator for all labor contracts and Act 312 arbitration proceedings.
- Implemented complete county-wide telecommunications upgrade, including municipally-owned wide area network and Wi-Fi.
- Coordinated design and supervised building of \$4.6 million courthouse expansion.
- 21% reduction in benefit costs through successful collective bargaining efforts and employee education.
- Managed county landfill expansion and waste relocation.

Professional Experience***Human Resource Director, October, 2017 – Present*****Kalamazoo Loaves & Fishes**

Direct all HR and strategic planning functions for non-profit organization; manage weekly volunteer force of 400-500 individuals in 24 locations; develop and administer organization-wide policies and procedures; manage all employee benefit plans and vendors; oversee risk management program, including OSHA recordkeeping, safety planning and programs; create performance management tools and staff and volunteer professional development plans and programs; and provide staffing assistance to HR committee and other board-driven committees and projects as directed.

Corporate Director, Human Resources, 2015 – 2016**Basin Material Handling**

Direct all HR functions for world's largest manufacturer of steel material handling products, located in four states and China; strategically leverage human resource consultation services to corporate staff and department heads; manage successful restructuring of employee benefit programs, increasing benefits and options to employees while simultaneously decreasing employer costs; direct and implement paper-free payroll process; integrate multi-language communication tools for non-English speaking employees; and drive inauguration of weekly executive team meetings.

HR Consultant, 2013 – 2017

Perform strategic and task-specific human resource, managerial, and strategic planning tasks for clients, including policy creation and administration, performance management programming and assistance, creation of HRIS system RFPs, and other duties as requested.

Senior Manager of Human Resources, 2011 - 2013**PPMSM**

Managed recruiting, retention, performance management, employee relations, internal investigations and termination processes for 17 locations; administered employee relations programs, including Employee Recognition & Wellness Committees; developed and facilitated training programs; supervised policy development and administration; developed and managed total compensation system; managed HR team; and created regional recruitment strategies.

Human Resources Manager, 2008 - 2010**NOTTAWASEPPI HURON BAND OF THE POTAWATOMI**

Developed and managed first Human Resources office for Tribe while simultaneously developing and administering government operations budget, and managing government operations, medical, environmental and administrative teams; acted as HIPAA Compliance Officer; administered risk management and safety compliance functions; implemented employee training and development program; managed all benefit programs, implemented HRIS and electronic time-keeping; directed facilities management program; participated in land use and emergency management planning; and assisted with Council business.

Administrator, 2003 - 2005**OTSEGO COUNTY**

CEO for municipality reporting to elected Board of Commissioners; negotiated and administered multiple labor contracts, including grievance and termination proceedings; prepared for and participated in Act 312 arbitration; worked with MSU Extension to bring creative and meaningful training programs to employees; developed and managed \$17 million budget; directly supervised 15 department heads and various personnel; acted as media liaison; created town-hall style public meetings for Board; centralized administrative functions; coordinated community-based municipal area fiber-optic network from design phase to financial and operational structure; designed and managed complete telecommunications upgrade for municipality; and advanced finance software package project from concept to completion.

Additional Experience***Administrator, 2001 – 2003*****WEXFORD COUNTY*****Administrative Services Manager, 1996 - 2001***

**CHIEF JUSTICE ELIZABETH A WEAVER, MI SUPREME COURT
TRIAL COURT ASSESSMENT COMMISSION**

Education***West Michigan University Thomas M Cooley Law School, Juris Doctor***

- Dean's List
- Honors Scholarship Recipient
- Certificates of Achievement: Employment Law; Trial Skills; and Wills, Estates, and Trusts

Hope College, Bachelor of Arts in Political Science

- Dean's List
- Student Women in Leadership Award
- Pi Sigma Alpha Honors Society

Certifications

Certified Mediator, State of Michigan
Senior Professional in Human Resources
NNAHRA Indian Country HR Professional

Professional Memberships & Community Involvement

Gryphon Place volunteer • Society for Human Resource Management (SHRM) • Animal Rescue Project volunteer • National Native American Human Resource Association



Board and Commission Application

Andrew Grayson

Application created: 01/04/2018

I would like to serve on the following board(s) or commission(s):

- 1 **Kalamazoo Historic District Commission**

Education and Experience

Occupation	Higher Education Enrollment Management
Company name	Kalamazoo College
Position	Associate Director of Admission
Availability details	January 2018
Education and Experience	

BA in Human Development and Social Relations from Kalamazoo College - June 2010

Associate Director of Admission at Kalamazoo College - 2013 to Present

Research Manager and Finance Associate at several political campaigns 2010-2012

Independent Development Consultant - Contract work - 2010-2013

Qualifications

Must be a City Resident

Applicant: I have been a Kalamazoo Resident for over 10 years.

Contact Information

Email email

Cell (269)xxx-xxxx
Address XXXXXXXXXXXXXXXXXXXX
Kalamazoo MI, 49007

Diversity Information

{LIST Applicant.Details}

Current Appointments to City of Kalamazoo Boards/Commissions

Attachments

[Andrew Charles Grayson Resume 8-15-2017](#)

Andrew Charles Grayson

XXX Douglas Ave | Kalamazoo, MI | 49007 | 269-xxx-xxxx | email

Education

- BA, Kalamazoo College**, Kalamazoo, MI June 2010
- Major: Human Development and Social Relations
 - GPA 3.5, graduated with Honors and Recognitions
 - Senior Project: “Public Transportation Infrastructure and Health Impacts on Urban Populations”
- Universidad de Extremadura**, Cáceres, Spain Sept. 2008– March 2009
- Studied Spanish Language, History, and Culture

Professional Experience

- Associate Director of Admission**, Kalamazoo College Office of Admission July 2013 – Present
- Represent the College, articulate the value of the liberal arts and sciences, and build meaningful relationships with prospective students, their families, high school and independent counselors, CBOs, alumni to recruit a qualified class and meet strategic enrollment goals
 - Supervise, train, and hire new admission counseling staff
 - Coordinate all staff recruitment travel and strategy
 - Serve as Coordinator for Access and Inclusion, planning the Intercultural Fly In, facilitating trainings, presenting at national and state conferences, launching the Green Dot initiative, and making recommendations for an intentional and socially just approach to bolster and sustain campus diversity
 - Coordinate on-boarding and training of new staff, initiated a skills based approach to new staff interviews, team building, and implementing a “buddy system” to ensure smooth integration into the office culture
 - Manage assigned geographic territory, including intensive and frequent travel
 - Interview and evaluate prospective student candidates for admission and scholarships
 - Collaborate with communications team to retain students and prevent summer melt
- Research Manager & Finance Associate**, Various Political Campaigns January – September 2012
- Supervised directly a team of four in researching prospective donors and funding sources
 - Provided training and evaluation of employees and volunteers
 - Created fundraising campaign plans, made asks for financial contributions, planned fundraising events
 - Developed customer service protocols, problem-solving, and time management to meet tight deadlines
 - Exceeded stated goals, totaling over \$550,000 in contributions
- Independent Development Consultant** July 2010 – December 2011
- Led development of a marketing plan and re-branding strategy for San Juan Diego Academy
 - Launched two non-profit organizations on behalf of Ascension Capital LTD, filed for 501C(3) status
 - Maintained relationships with contractors and clients, ensure timely follow up on project deadlines

Additional Information: StrengthsQuest top strengths are Strategic, Individualization, Communication, Empathy, Learner. Excellent cross-cultural, interpersonal, organizational, and written and oral communication skills. Moderate proficiency in Spanish. Regular volunteer with OutFront and Habitat for Humanity in Kalamazoo.

Honors & Recognitions: Selected to present *Retrofitting Diversity* at the 2017 NACAC Conference, *LGBTQ 101* at the 2014 MACAC Annual Conference, and provide subsequent trainings through MACAC for high school counselors. Facilitated workshop entitled: *How to Make The Most of What You’ve Got* at the 2015 Creating Change National Conference. Received Various undergraduate awards including The Human Development and Social Relations Prize for Leadership, The Catherine A. Smith Prize in Human Rights, The Amy Trenkle Award for Outstanding Contribution to Kalamazoo College Community, The 2010 Senior Leadership Recognition Award