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 Interior’s 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: None

   NEW BUSINESS: None

VIII. Consultation - 828 West Lovell – Jon Scott – 4 bay concrete block garage in north/rear yard

IX. Approval of Minutes: October 16, 2018 (Item B)

X. Administrative approvals - October 10, 2018 to November 13, 2018

   a) No building permit required

      Dutton Pl 714 Handrail for front steps
      ParkS 711 Handrail for front steps

   b) Building permit required

      BurdickS 724 Repairs to fire damaged house
      Oak 816 Roof
      Pearl 424 Roof
      Elmwood 418 Roof

XI. Other Business

   Meet applicants for HDC vacancies - Michael Hussar and Daniel Kastner
XII. **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 – November 20, 2018**

**REVIEWS: Historic District Commission:**

<table>
<thead>
<tr>
<th>2018</th>
<th>2017</th>
<th>2017 fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>77 no fee</td>
<td>65 no fee</td>
<td>0</td>
</tr>
<tr>
<td>43 bldg permit–$35*</td>
<td>39</td>
<td>$1365</td>
</tr>
<tr>
<td>21 HDC hearing - $85</td>
<td>17</td>
<td>$1445</td>
</tr>
<tr>
<td>141 TOTAL</td>
<td>121</td>
<td>$2810</td>
</tr>
</tbody>
</table>

**NEW OWNERS in Historic districts**

Yellow highlight is owner occupied and NEZ eligible

<table>
<thead>
<tr>
<th>Date</th>
<th>Street w #</th>
<th>HD</th>
<th>previous owner</th>
<th>current owner w mailing address</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/26/18</td>
<td>Douglas 612</td>
<td>ST</td>
<td>CTP FUNDING LLC DBA CAPSTONE FINANC 18451 N DALLAS PKY STE 100 DALLAS, TX 75287</td>
<td>CTP FUNDING LLC DBA CAPSTONE FINANC 18451 N DALLAS PKY STE 100 DALLAS, TX 75287</td>
</tr>
<tr>
<td>10/22/18</td>
<td>Grand 1623</td>
<td>WMH</td>
<td>ECKERT, JAMES A &amp; PAULA L 1623 GRAND AV KALAMAZOO, MI 49006</td>
<td>ROBERTSON, JED &amp; LYNN 3700 W DICKENS AVE CHICAGO, IL 60647</td>
</tr>
<tr>
<td>10/19/18</td>
<td>LovellW 623</td>
<td>SV</td>
<td>JW RENTALS LLC 8161 S 24TH ST KALAMAZOO, MI 49048</td>
<td>ANDERSON, CHRISTOPHER B 19125 LAKE CHABOT RD CASTRO VALLEY, CA 94546</td>
</tr>
<tr>
<td>10/19/18</td>
<td>Douglas 314</td>
<td>ST</td>
<td>MOSKAL, MITCHELL A</td>
<td>BARRERA-REGALADO, RODRIGO</td>
</tr>
<tr>
<td>Date</td>
<td>Street</td>
<td>Name</td>
<td>Address</td>
<td>Company/Individual</td>
</tr>
<tr>
<td>----------</td>
<td>------------</td>
<td>---------------------------</td>
<td>------------------------------</td>
<td>---------------------------------------------</td>
</tr>
<tr>
<td>10/12/18</td>
<td>SouthW 527</td>
<td>SV</td>
<td>314 DOUGLAS AVE</td>
<td>314 DOUGLAS AVE KALAMAZOO, MI 49007</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>KALAMAZOO, MI 49007</td>
<td>BARRERA-REGALADO, MEGHAN</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>314 DOUGLAS AVE KALAMAZOO, MI 49007</td>
</tr>
<tr>
<td>10/11/18</td>
<td>Pearl 619</td>
<td>SV</td>
<td>HOSPITAL HOSPITALITY HOUSE</td>
<td>UPJOHN, W.E UNEMPLOYMENT TRSTE CORP</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>527 W SOUTH ST</td>
<td>300 S WESTNEDGE AVE KALAMAZOO, MI 49007</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>KALAMAZOO, MI 49007</td>
<td>SHORT SOUTH REALTY GROUP INC</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2714 CASCADE RD SE EAST GRAND RAPIDS, MI 49506</td>
</tr>
<tr>
<td>10/11/18</td>
<td>Grand 1403</td>
<td>WMH</td>
<td>TWO PI R, LLC</td>
<td>BURKHOLDER, ALEX J</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2012 LA CHELLE DR ST LOUIS, MO 63146</td>
<td>112 W VINE ST KALAMAZOO, MI 49001</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>300 S WESTNEDGE AVE KALAMAZOO, MI 49007</td>
<td>BADGLEY, MICHOLAS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MYERS, LINDSAY KALAMAZOO, MI 49006</td>
</tr>
<tr>
<td>10/08/18</td>
<td>Ferris Ct 817</td>
<td>ST</td>
<td>GARCIA, RAUL</td>
<td>OVERDIER, MICHAEL &amp; ROXANA</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5232 MAPLERIDGE DR PORTAGE, MI 49024</td>
<td>1105 SNYDER AVE ANN ARBOR, MI 48103</td>
</tr>
<tr>
<td>10/04/18</td>
<td>Oak 636 MT Lot- gar</td>
<td>SV</td>
<td>MCGUE, WM JR &amp; MARIETTA</td>
<td>MCGUE, BRIAN L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7733 FOREST BEACH RD WATERVLIET, MI 49098</td>
<td>5442 KEYES DR PARCHMENT, MI 49004</td>
</tr>
<tr>
<td>10/3/18</td>
<td>VineW 112</td>
<td>SV</td>
<td>KRINER, PAUL</td>
<td>BURKHOLDER, ALEX J</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>112 W VINE ST KALAMAZOO, MI 49001</td>
<td>112 W VINE ST KALAMAZOO, MI 49001</td>
</tr>
<tr>
<td>9/24/18</td>
<td>Osborne 1007</td>
<td>SV</td>
<td>INVESTMENT ASSOCIATES, LLC</td>
<td>MOORE, ERIC &amp; CITINO, LAURA</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>522 1/2 S BURDICK ST</td>
<td>1007 OSBORNE ST KALAMAZOO, MI 49001</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>KALAMAZOO, MI 49007</td>
<td></td>
</tr>
<tr>
<td>9/24/18</td>
<td>WalnutW 303</td>
<td>SV</td>
<td>KEKO LLC</td>
<td>PARSONS-HEINE, T.R. &amp; MOLLIEBETH</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2201 FREDERICK AVE KALAMAZOO, MI 49007</td>
<td>303 W WALNUT ST KALAMAZOO, MI 49007</td>
</tr>
<tr>
<td>9/24/18</td>
<td>Locust 624</td>
<td>SV</td>
<td>MC CANN, SHAWN C PORTAGE RD PORTAGE, MI 49002</td>
<td>FLACH, CHRISTOPHER M 624 LOCUST ST KALAMAZOO, MI 49007</td>
</tr>
<tr>
<td>9/21/18</td>
<td>Axtell 732</td>
<td>SV</td>
<td>STROVEN, CHRISTOPHER M</td>
<td>REED, NATHAN</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>732 AXTELL ST KALAMAZOO, MI 49008</td>
<td>732 AXTELL ST KALAMAZOO, MI 49008</td>
</tr>
<tr>
<td>8/31/18</td>
<td>Village 614</td>
<td>SV</td>
<td>COBB, BAYLESS E IV TRSTEE</td>
<td>COBB, BAYLESS E IV TRSTEE BAYLESS E COBB IV GSTT NE TRST</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3033 5TH AVE STE 300</td>
<td>3033 5TH AVE STE 300 SAN DIEGO, CA 82103</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>SAN DIEGO, CA 82103</td>
<td>SAN DIEGO, CA 82103</td>
</tr>
</tbody>
</table>

K:\COMDEV\HDC\HDC Agendas\2018 HDC Agendas\2018-11-20 HDC agenda.doc 3 of 4
Blank for packets
I. CALL TO ORDER

Mr. Fletcher called the meeting to order at 5:03 p.m.

II. APPROVAL OF ABSENCES

Mr. Oudsema made a motion to approve the absence of Andrew Grayson from the October 16, 2018 Historic District Commission meeting. The motion was seconded by Mr. Mitchell and passed unanimously.

III. APPROVAL OF AGENDA

Ms. Underwood, supported by Mr. Oudsema, made a motion for approval of the agenda for the October 16, 2018 Historic District Commission meeting. With a unanimous vote, the motion carried.

IV. PUBLIC COMMENT ON NON-AGENDA ITEMS

None

V. DISCLAIMER

Ms. Ferraro read the disclaimer into the record.
VI. HEARINGS

OLD BUSINESS

None

NEW BUSINESS

a) 520 Axtell Street    Owner: Scott LaDere (STD Mgmt)
Style: Craftsman    Built: 1900
Zone: RM-15    Owned since: 5/11/18
1. Remove east side, 1” floor bathroom window (small – close to NE corner)
2. Replace window with glass block
(PPZ 18-0015           New Application)
Public Comment then Commission Deliberation

Bonnie Granado was present as the manager of the property. The project involves removing the first floor bathroom window on the east side of the home (located in the shower) and replacing the window with glass blocks. The glass blocks are designed to offer a smooth surface and to provide protection while allowing light to come through. Mr. Oudsema suggested installing ½ glass block on the inside of the opening, while leaving the outside window covering to maintain the current appearance. The original wood window is rotted through.

A motion was made by Mr. Mitchell, supported by Mr. Oudsema, to approve the replacement of the east side, first floor bathroom window with glass block, with all exterior casing to remain unaltered or replicated to match. A frosted glass storm window or a false screen should be installed over the glass block. The plan substantially complies with Secretary of the Interior Standards #1 through #6. The Commission approves a Certificate of Appropriateness for this project. Approval of any final details is delegated to the Historic Preservation Coordinator. The motion was approved unanimously in a roll call vote.

b) 415 Sprague Avenue    Owner: Adam Hestera
Style: Italianate    Built: 1890
Zone: RM-5    Owned since: 7/15/16
1. Remove coffin door on north wall of front porch
2. Side over with wooden clapboard to match existing
(PPZ 18-0016           New Application)
Public Comment then Commission Deliberation

Austin and John Hestera were present as the representatives of the property. The project involves removing the coffin door on the north wall of the front porch and then siding over the section of all with wooden clapboard to match the existing siding. The owners
have already been given approval to rebuild the porch. The door on the north wall will be removed and replaced by a window, identical to the other front window overlooking the porch. All shutters will be removed. The door, which is not original to the home, is bolted shut. Given that the house has already been modified extensively, and may have been moved to its present site in the 1950’s, Ms. Ferraro does not see any issue with the proposed alterations. Mr. Berg would like to ensure that it is framed in such a way that the coffin door could be replaced at some point in the future if desired by the property owner.

Mr. Oudsema, supported by Mr. Shell, moved to approve the removal of the north door on the front porch. The door will be replaced with a wooden window to match the existing window on the east wall in size, placement and exterior casing. The plan substantially complies with Secretary of the Interior Standard #1 as a minimal change for a new use. The Commission approves a Certificate of Appropriateness for this project. Approval of any final details is delegated to the Historic Preservation Coordinator. The motion was approved unanimously in a roll call vote.

c) 219 Woodward Avenue          Owner: Lauren & Peter Smirniotopoulos
Style: Italianate                Built: 1860
Zone: RM-15                      Owned since: 6/29/18
1. Open up front porch to restore original appearance (salvage triple window on east façade)
2. On northwest garage and sleeping porch addition:
   • Install salvaged tripled window from front porch into former garage door opening on east face of the first floor, stucco to match below new windows.
   • Remove former door on second floor of east face. Add a window to match the existing windows on the left and right.
   • Remove a small double hung window and sliding patio doors on the west face of the first floor. Open up wall and install a Nanawall.
   • Remove a small double hung window on the south wall. Open up wall and install a Nanawall.
3. On the rear/west small entry porch into the kitchen near the southwest corner, move the existing door to the left (north).
   (PPZ 18-0017           New Application)
Public Comment then Commission Deliberation

Peter Smirniotopoulos was present as the representative of the property. All Nanawalls can be frameless, steel framed, or wooden framed. Although the Nanawall is historically incongruent, it will be located to the rear and not visible. When discussing the proposed French doors facing the front of the home, the owner stated that they would be very functional, as well as being placed at the back of a fairly deep porch and partially covered by the front porch kneewall/ railing. Following the modifications, the front porch will match the existing side porch and the stairs to the porch will remain in the same location.
The following motions were approved as a group within one motion, by roll call vote. The motion was made by Mr. Oudsema and supported by Mr. Shell.

- Approve the restoration of the front porch as specified. The plan substantially complies with Secretary of the Interior Standards #1 through #6. The Commission approves a Certificate of Appropriateness for this project. Approval of any final details is delegated to the Historic Preservation Coordinator.

- Approve the reconfiguration of the east wall of the northwest garage/sleeping porch addition as specified with stucco to match existing. The plan substantially complies with Secretary of the Interior Standards #1 through #6. The Commission approves a Certificate of Appropriateness for this project. Approval of any final details is delegated to the Historic Preservation Coordinator.

- Approve the removal of two small windows and a sliding patio door on the first floor of the garage/sleeping porch addition and the installation of the Nanawalls as specified. The plan substantially complies with Secretary of the Interior Standards #1 through #6, as well as #9 and #10. The Commission approves a Certificate of Appropriateness for this project. Approval of any final details is delegated to the Historic Preservation Coordinator.

- Approve the relocation of the west facing kitchen door as specified. The plan substantially complies with Secretary of the Interior Standard #1 as a minimal change. The Commission approves a Certificate of Appropriateness for this project. Approval of any final details is delegated to the Historic Preservation Coordinator.

Nathan Bailey was present as the representative of the property. The project involves removing the failing porte cochere on the west wall of the residence. There was some discussion about whether it was an original feature of the home, with the Historic Preservation Coordinator believing that it is. The Commissioners were in agreement that the house would be improved by the removal of the porte cochere. The proposed project includes sealing the door shut, but keeping the doorway so that a future owner could rebuild the porch feature if they chose. The property owner would like to use this as a rental property, but the rental housing inspector will not approve the certification with the currently failing porch. Ms. Ferraro advised that the property owner will need to obtain a demolition permit to remove the porch.

Mr. Shell made a motion, seconded by Mr. Berg, to approve the removal of the west balcony as specified. The plan complies with the requirements of Chapter 16-23 (G) (1) “The resource constitutes a hazard to the safety of the public or to the
occupants”. The Commission approves a Notice to Proceed for this project. Approval of any final details is delegated to the Historic Preservation Coordinator. In a roll call vote, every Commissioner voted “aye” with the exception of Mr. Mitchell, who voted “nay”.

VIII. APPROVAL OF MINUTES

A motion was made by Mr. Mitchell, supported by Mr. Berg, to approve the minutes for the September 18, 2018 Historic District Commission meeting. The motion passed unanimously.

IX. ADMINISTRATIVE APPROVALS

No building permit required:

a) 1219 Grand – Windows – 8 NH attic windows
b) 719 Wheaton – Barn door – install overhead – store old doors inside
c) 520 Axtell – Bathroom window
d) 610 South Rose – Satellite disk
e) 534 Woodward – Storm window and sill repair
f) 723.5 Village – Windows – replace 2 large NH
g) 1623 Grove – Repairs
h) 423 West Dutton – Door – replace back door
i) 412 Douglas – New door – retro approval
j) 213 West Vine – Garage door on NH garage
k) 628 South Park – Steps and handrail, front

Building permit required:

a) 1626 Grove – Roof
b) 1521 Academy – Roof
c) 713 Minor – Remove rear second floor stairs, repair porch roof, small window
d) 832 Oak – Roof
e) 611 Oak – Roof
f) 606 West Walnut – Roof
g) 817 Ferris – Roof
h) 704 Oak – Roof
i) 618 Forest – Roof
j) 628 South Park – Steps and handrail

There were no questions or comments from Commission members regarding these agenda items.
X. OTHER BUSINESS

Ms. Ferraro pointed out the list of new property owners that have moved into the Historic Districts.

XI. ADJOURNMENT

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

The meeting adjourned at 6:15 p.m.

Submitted by: _________________________________ Date: _______________________
Recording Secretary

Reviewed by: _________________________________ Date: _______________________
Preservation Coordinator

Approved by: _________________________________ Date: _______________________
HDC Chair
Daniel R Kastner
Application created: 10/17/2018

I would like to serve on the following board(s) or commission(s):
1. Kalamazoo Historic District Commission

Education and Experience

<table>
<thead>
<tr>
<th>Occupation</th>
<th>Small Business Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company name</td>
<td>Factory Coffee</td>
</tr>
<tr>
<td>Availability details</td>
<td>Open availability</td>
</tr>
</tbody>
</table>

BFA WMU in Fine Art Ceramics

Entrepreneur with an interest in community building.

Moped Army - Organization Co-Founder 1998 - Present
Rocket Star Cafe - Owner Founder 2003 - 2007
1977 Mopeds - Owner Founder -2003 - Present
Indigan Mopeds - Owner Founder 2011 - Present
Reality Factory Communal Workspace 2012 - Present
Factory Coffee - 2015 - Present
The Reality Factory was an abandoned former casting pattern shop, that we rehbabed into a usable space. I have a strong passion for local history, and am firmly in the realm of an amateur historian.

**Qualifications**

**Must be a City Resident (General Requirement, Multiple Boards)**

**Applicant:** History minded, leadership, pragmatic, and optimism are the things that would make me a good candidate for this position.

**Contact Information**

**Email**  
dan@factorycoffee.co

**Cell**  
(415) 990-4076

**Address**  
904 S. Rose St.  
Kalamazoo MI, 49001

**Diversity Information**

{LIST Applicant.Details}

**Current Appointments to City of Kalamazoo Boards/Commissions**

**Attachments**
Michael Hussar
Application created: 10/17/2018

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

1. Kalamazoo Historic District Commission

Education and Experience

<table>
<thead>
<tr>
<th>Occupation</th>
<th>Realtor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company name</td>
<td>Berkshire Hathaway Home Services MI Real Estate</td>
</tr>
<tr>
<td>Position</td>
<td>Realtor</td>
</tr>
<tr>
<td>Availability details</td>
<td>Available for sure</td>
</tr>
</tbody>
</table>

- 2002 WMU BA in General Management with a minor in Economics
- Four Years of Experience as a Barter Broker at Midwest Business Exchange
- Four Years of Paralegal Experience. 3 in Consumer Bankruptcy, 1 in Personal Injury
- Four Years of Marketing Director Experience. 3 in Consumer Bankruptcy, 1 in Home Improvement.
- 3.75 years of experience as a Realtor in the Kalamazoo area. 72 deals closed since February 2015 with 75 clients.
- Raised in Kalamazoo. Kalamazoo Central c/o 1997. I've lived in three different locations in the Vine Neighborhood

Qualifications

Must be a City Resident (General Requirement, Multiple Boards)

Applicant: Earnest, motivated, altruistic, open-minded, big-picture-oriented.
Contact Information
Email  mihuussar@gmail.com
Cell   (404) 984-7006
Business (269) 488-0162
Home   (404) 984-7006
Address  1120 1/2 Burdick Street
          Kalamazoo MI, 49001

Diversity Information

{LIST Applicant.Details}

Current Appointments to City of Kalamazoo Boards/Commissions

Kalamazoo Historic District Commission

Attachments