

# KALAMAZOO HISTORIC DISTRICT COMMISSION

Agenda - TUESDAY, February 19, 2019

5:00 pm

## Kalamazoo City Hall - Community Room

241 W. South St.

Kalamazoo, MI 49007

- I. Call to Order:
- II. Approval of Absences: (retroactive - November - Jeremy Berg, no meetings in December and January)
- 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.kalamazoo.org/local-historic-districts>

## VII. HEARINGS

**OLD BUSINESS:** None

**NEW BUSINESS:**

- a) 527 West South 5:05pm Owner: Upjohn Institute  
Applicant: Diekema-Hamann Architects  
Style: Colonial Revival Built: 1866, remodeled ca 1910  
Zone: RM-15 Owned since: 10/12/2018  
1. Addition at rear/south, remove porch  
2. Rehabilitate garage to guest cottage  
(PPZ 19-0001) New Application)  
Public Comment then Commission Deliberation

VIII. Approval of Minutes: November 20, 2018 (Item B)

IX. Administrative approvals - November 14, 2018 to February 12, 2019

- a) No building permit required

2018

|            |      |  |
|------------|------|--|
| DuttonW    | 224  | Bike racks in tot lot                      |
| WestnedgeS | 1101 | Bike Racks at SW corner                    |
| SouthW #39 | 471  | New ext door handles-E&W bsmt, S-elev&door |

|             |              |   |
|-------------|--------------|---|
| Grand       | 1213         | Roof over rear mudroom                  |
| <b>2019</b> |              |   |
| ParkS       | 923          | Window-glass block basement - rear/east |
| MichE       | 105 (119-21) | Projecting signs - front and rear       |
| SouthW      | 821          | Door - rear south                       |
| SouthW      | 837          | Door - rear south                       |
| SouthW      | 839          | Door - rear south                       |

**b) Building permit required**

|             |      |   |
|-------------|------|---|
| <b>2018</b> |      |   |
| Elm         | 418  | Roof  |
| North W     | 1008 | Roof  |
| <b>2019</b> |      |   |
| DuttonW     | 128  | Roof, repair windows, exterior wood repair to match |
| ParkS       | 1140 | Roof  |
| WalnutW     | 704  | Roof  |

**X. Other Business**

- a) Historic District Commission training – March 23, 8:30am to 5pm at Fire Station 5, 619 Douglas. (ITEM C)

**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 19, 2019

### REVIEWS: Historic District Commission:

| <b>2019</b>                   | <b>2019</b> | <b>2018</b> | <b>2018 fees</b> |
|-------------------------------|-------------|-------------|------------------|
| ○ 5 no fee                    | \$ 0        | 4 no fee    | \$ 0             |
| ○ 3 bldg permit-\$35*         | \$ 105      | 0           | \$ 0             |
| ○ <u>0 HDC hearing</u> - \$85 | <u>\$ 0</u> | <u>1</u>    | <u>\$ 85</u>     |
| 0 TOTAL                       | \$ 105      | 5           | \$ 85            |

### **Report on Michigan Tax Credit**

Great news: Senate Bill 54 and House Bill 4100 to reinstate the Michigan historic preservation income tax credit were introduced last week! There is strong support on both sides of the aisle for these bills and Governor Whitmer has promised to sign the final bill. The tax credit will be worth 25% of the cost of qualified work on any contributing building in a local historic district. This covers everything inside and outside the house. The owner must spend at least 10% of the current SEV on all projects combined.

Senate Bill 54: Google "Michigan senate bill 54 2019"

House Bill 4100: Google "Michigan house bill 4100 2019"

### **Report on the OLD HOUSE OWNERS WORKSHOPS (OHOW)**

Sponsored by the Historic Preservation Commission, the O'Connor Fund for Historic Preservation in the City of Kalamazoo and the Old House Network. All classes will be held at the Sexton's Lodge on West Main in the Mountain Home Cemetery. Cost is \$15/half day and \$25 full day. Offered first to people who own houses in the city of Kalamazoo.

- July 13 – Building Assessment (MHPN) – half day 9:30-12:30 with coffee & donuts for early arrivals
- July 20 – General Maintenance (MHPN) – half day 9:30-12:30 with coffee & donuts for early arrivals
- July 27 – Windows (local) – probably Marc Ferraro – full day – hands on - 9:00-5:00 with coffee & donuts for early arrivals, and lunch
- August 3 – Masonry (local) – Blair Bates – full day – hands on - 9:00-5:00 with coffee & donuts for early arrivals, and lunch

**NEW OWNERS in Historic districts\* Letters sent December 11, 2018,  
January 7 and February 11 2019:**

**Yellow highlight is owner occupied and NEZ eligible, pink is foreclosure**

| Date     | Street w #     | HD  | previous owner   | current owner w address   |
|----------|----------------|-----|--|---|
| 10/15/18 | Village Ct 832 | SV  | MCCARTHY, KRISTY K<br>1526 HILLSIDE DR<br>OKEMOS, MI 48864             | MILLER, PRECIOUS & DEREK<br>832 VILLAGE CT<br>KALAMAZOO, MI 49008                     |
| 10/18/18 | SouthW 530     | SV  | LARRY FULLER & KRISTINE SKANDIS<br>Mortgage Foreclosure                | JP MORGAN CHASE BANK NA<br>3415 VISION DR<br>COLUMBUS, OH 43219                       |
| 10/25/18 | Eleanor 718    | ST  | MORIN, ELIZABETH E<br>718 ELEANOR ST<br>KALAMAZOO, MI 49007            | RAFALSKI, BRADLEY C<br>718 ELEANOR ST<br>KALAMAZOO, MI 49007                          |
| 10/29/18 | WestS 1020     | SV  | MCCLEES, SUSAN<br>54069 WILBUR RD<br>THREE RIVERS, MI 49093-8809       | MCCLEES, SUSAN REV TRST<br>558 WATERSEDGE<br>VICKSBURG, MI 49097                      |
| 10/29/18 | Bellevue 938   | SV  | HOPKINS ASSOCIATES LLC<br>8628 PLOVER DR<br>KALAMAZOO, MI 49009        | HICKOK, KEITH & ANDREA<br>PO BOX 19382<br>KALAMAZOO, MI 49019                         |
| 10/30/18 | Osborne 941    | SV  | BLACKEN, TYLER & NICHOLAS<br>941 OSBORNE ST<br>KALAMAZOO, MI 49001     | BATES, RANDALL & ANTHONY<br>941 OSBORNE ST<br>KALAMAZOO, MI 49001                     |
| 10/30/18 | DuttonW 433    | SV  | DUTTON ST PROPERTIES, LLC<br>5258 GREEN PINE LN<br>KALAMAZOO, MI 49009 | JANDA, ROBERT & REBECCA<br>2510 VANDERBILT LN UNIT B<br>REDONDO BEACH, CA 90278       |
| 10/31/18 | VineW 829      | SV  | SHIPLEY, S. & WHITE, A<br>829 W VINE ST<br>KALAMAZOO, MI 49008         | SARVER, JADE<br>829 W VINE ST<br>KALAMAZOO, MI 49008                                  |
| 10/31/18 | Oak, 513       | SV  | LUKEMAN PROPERTIES LLC<br>10708 WILDWOOD DR<br>RICHLAND, MI 49083      | ANDERSON, DAVID<br>27798 49TH AVE<br>MATTAWAN, MI 49071                               |
| 10/31/18 | DuttonW 409    | SV  | WILKE, GARY S & DEBORAH D<br>411 W DUTTON ST<br>KALAMAZOO, MI 49007    | DUTTON STREET LLC<br>1900 AVERILL RD<br>GENEVA, IL 60134                              |
| 11/02/18 | Wheaton 808    | SV  | BALINSKI, STEVE & BARBARA<br>2829 KEVIN ST<br>ST JOSEPH, MI 49085      | WHITMORE, JOSHUA & BEATRIZ<br>808 WHEATON AVE<br>KALAMAZOO, MI 49008                  |
| 11/08/18 | DuttonW 429    | SV  | DUTTON ST PROPERTIES, LLC<br>5258 GREEN PINE LN<br>KALAMAZOO, MI 49009 | VAN DEN AKKER, WILLIAM G<br>429 W DUTTON ST<br>KALAMAZOO, MI 49007                    |
| 11/21/18 | Elm 601        | ST  | BOLITHO, ASHLEY<br>601 ELM ST<br>KALAMAZOO, MI 49007                   | BLAKELY, SHANNON & DANIELLE<br>601 ELM ST<br>KALAMAZOO, MI 49007                      |
| 12/03/18 | Monroe 416     | WMH | KIEWIET, MICHAEL H<br>34352 SHARON AVE<br>PAW PAW, MI 49079            | MATTSON, MIEGHAN<br>BARRERA-REGALADO, RODRIGO<br>412 MONROE ST<br>KALAMAZOO, MI 49006 |

|          |                    |     |  |  |
|----------|--------------------|-----|--|--|
| 12/10/18 | Village 904        | SV  | VERBEKE, DONALD C<br>1515 E VINE ST<br>KALAMAZOO, MI 49001           | ALEXANDER, TERESSA L<br>3108 DEERING BAY DR<br>NAPERVILLE, IL 60564          |
| 12/12/18 | Pearl, 424         | SV  | MCCLELLAND, JONATHAN L   | ADAMS, LEE A<br>2516 BENTON AVE<br>KALAMAZOO, MI 48009                       |
| 12/14/18 | VineW 408          | SV  | KAHN III, A CLARK<br>408 W VINE ST<br>KALAMAZOO, MI 49001            | SMITH, DOUGLAS JR & LINDA<br>693 N KRUMMICH RD<br>MANISTIQUE, MI 49854       |
| 12/15/18 | VineW 812          | SV  | VAN DEN AKKER, WILLIAM<br>3674 LOUISIANA ST<br>SAN DIEGO, CA 92104   | VAN DEN AKKER, WM<br>3674 LOUISIANA ST<br>SAN DIEGO, CA 92104                |
| 12/17/18 | Dutton W 318       | SV  | SUPPES, ROGER H & JANE A<br>PO BOX 122<br>SUTTONS BAY, MI 49682      | HARTIG, THOMAS & LYNEA<br>2127 SKYLINE DR<br>KALAMAZOO, MI 49006             |
| 12/17/18 | Elm 423            | ST  | WILLIAMS, THOMAS R   | BRIGHT HORIZON PROPERTIES<br>LLC<br>2315 TREEHAVEN DR<br>KALAMAZOO, MI 49008 |
| 12/17/18 | Burrows 415        | WMH | Dunbar, Robert   | CLYSDALE, NED S<br>415 BURROWS RD<br>KALAMAZOO, MI 49007                     |
| 12/21/18 | VineW 217          | SV  | TERHOFTER, TIM & ELIZABETH<br>2453 PORTSIDE AVE<br>PORTAGE, MI 49002 | VINE DISTRICT LLC<br>601 EMERALD NE STE 2<br>GRAND RAPIDS, MI 49503          |
| 12/24/18 | Forest 615         | SV  | BIRKHOOLD, RALPH & LOIS, FAMILY                                      | O'BRIEN, PAT & MARY<br>527 S WESTNEDGE AVE<br>KALAMAZOO, MI 49007            |
| 12/27/18 | Forest 614         | SV  | LAUERMANN, EDWARD C<br>8607 ROUNDHILL CT<br>SALINE, MI 48176         | ARCH LIMITED, LLC<br>JAMES PEJKA<br>11902 YORKSHIRE<br>RICHLAND, MI 49083    |
| 1/7/19   | Ranney, 422        | SV  | ALLEN, ANTWAIN<br>422 RANNEY ST<br>KALAMAZOO, MI 49001               | LEE, ERIKA L<br>422 RANNEY ST<br>KALAMAZOO, MI 49001                         |
| 1/14/19  | Davis 828          | SV  | RUTGERS, SHAUN M<br>828 DAVIS ST<br>KALAMAZOO, MI 49008              | WALL STREET LLC<br>828 DAVIS ST<br>KALAMAZOO, MI 49008                       |
| 1/15/19  | Allen Blvd 121     | ST  | Kernell, Briant<br><br>Quit Claim                                    | PARISH, LAURA<br>2215 MILES AVE<br>KALAMAZOO, MI 49001                       |
| 1/15/19  | ParkS 1140         | SV  |  | BARSTOW, RACHEL<br>1140 S. PARK<br>KALAMAZOO, MI 49008                       |
| 1/15/19  | WestnedgeS<br>1008 | SV  | FRIEL, WESLEY<br>12861 52ND ST<br>GRAND JUNCTION, MI 49056-<br>8103  | NICOLE CROSSMAN<br>30004 HURON MEADOW DR.<br>ROCKWOOD MI 48173               |

|          |              |    |  |   |
|----------|--------------|----|--|---|
| 1/21/19  | Village, 527 | SV | ROHS, ERIC<br>527 VILLAGE ST<br>KALAMAZOO, MI 49008            | SQUIBBS, KEN & GAYLA<br>527 VILLAGE ST<br>KALAMAZOO, MI 49008 |
| 1/24/19  | KalW 821     | ST | GARCIA, RAUL<br>5232 MAPLERIDGE DR<br>PORTAGE, MI 49024        | ENGERER, DENNIS<br>821 W KALAMAZOO<br>KALAMAZOO, MI 49007     |
| 01/28/19 | VineW 912    | SV | DANEFF, MARK & DOREEN<br>143 APPLE LN<br>EAST JORDAN, MI 49727 | CLOYD, CHELSEA<br>912 W VINE ST<br>KALAMAZOO, MI 49008        |



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-city.org](mailto: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 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: 527 W. South Street

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

Applicant: Diekema Hamann Arch. Owner: W.E. Upjohn Institute

Mailing Add. 612 S Park St W, Mailing add 300 S Westnedge Ave,  
 City State & Kalamazoo, MI 49007 City, State Kalamazoo, MI 49007

Phone: (269) 251-9096 Phone: (269) 385-0439

Email kpotts @ dhae.com Email Edgerly @ upjohn.org

**Contractor:** Diekema Hamann Architecture

**Work to be done by owner**

**Contractor** Breezy Construction(anticipated - currently helping with budget)

**Proposed Work:** Use additional sheets to describe work if necessary \_\_\_\_\_

See attached sheets

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

Applicant's Signature: Don Edgerly Date: 2/12/19

Owner's Signature: Kate Potts Date: 2/12/19  
 (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 –  
 (to be paid after receiving invoice)

**-For Historic Preservation Coordinator's Use Only-**

Case Number: PPZ 16-19-001 Date Received\*: 02/12/2019

**Zoning** \_\_\_\_\_ **Year built** \_\_\_\_\_ Complete application 02/12/2019

**Owned since** \_\_\_/\_\_\_/\_\_\_

**COMMISSION**

Meeting Date: 02/19/2019

**Hearing fee paid \$85** \$85 / \_\_\_/\_\_\_

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 \_\_\_\_\_

# EXISTING - SITE

UPJOHN INSTITUTE 527 W. SOUTH STREET RENOVATION  
02.12.2019

W. SOUTH STREET

527

## PROPOSED WORK:

REMOVE AND, IF POSSIBLE, SALVAGE EXISTING PORCH THAT IS LOCATED ON THE SOUTH SIDE OF THE EXISTING STRUCTURE. THE 'CARVED OAK ARCHES, BANNISTER AND STAIRS WERE PREVIOUSLY IN THE PEOPLE'S CHURCH' - KALAMAZOO GAZETTE, 1973

BUILD A NEW CONTEMPORARY AND CONTEXTUAL ENTRY BAY ADDITION ON THE SOUTH SIDE OF THE EXISTING STRUCTURE. THE PROPOSED ADDITION INCLUDES METAL CLAD WINDOWS, WOOD TRIM AND A METAL ROOF. PLEASE SEE THE ELEVATION THAT IS PROVIDED FOR A LIST OF MATERIALS.

CONVERT THE EXISTING GARAGE INTO AN ADA ACCESSIBLE GUEST COTTAGE. THE PRE-EXISTING WINDOWS AND SERVICE DOOR WILL BE REHABILITATED. THE PROPOSED DESIGN INCLUDES INSTALLING A FIXED CARRIAGE HOUSE GARAGE DOOR AND ARCHED TRANSOM WINDOW. PLEASE SEE THE ATTACHED ELEVATION FOR A LIST OF MATERIALS.

COLONIAL FRONT WAS ADDED IN 1910 (OUR DATE OF INTERPRETATION)

1866

1890s

1890s

UNKNOWN

MID 1960S OR LATER

REMOVE AND, IF POSSIBLE, SALVAGE THE EXISTING PORCH

1920s

CONVERT GARAGE INTO ADA ACCESSIBLE GUEST COTTAGE

DEMOLISH EXISTING FENCE AND CREATE A WELCOMING ENTRY FROM PARKING LOT TO SOUTH SIDE OF THE PROPERTY



SCALE:  
3/32" = 1'-0"

W.E. UPJOHN INSTITUTE  
PARKING LOT

# PROPOSED DESIGN - 1ST LEVEL

UPJOHN INSTITUTE 527 W. SOUTH STREET RENOVATION  
02.12.2019



PROPOSED ENTRY BAY ADDITION

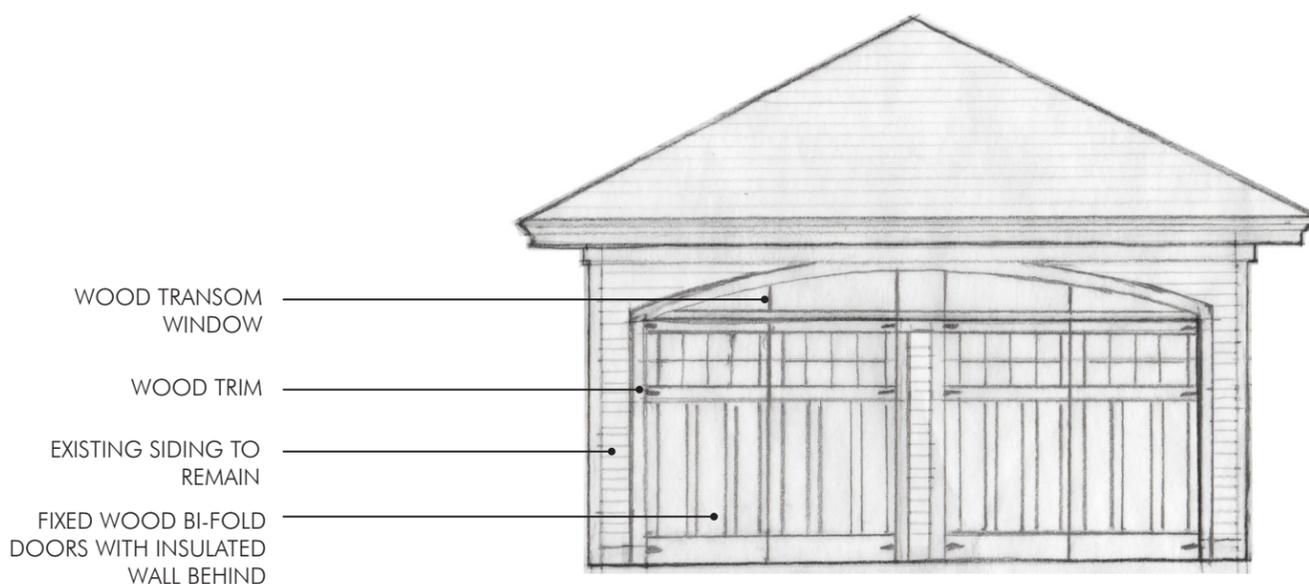
PROPOSED FIXED CARRIAGE HOUSE DOOR WITH TRANSOM WINDOW

REHAB. WINDOWS AND SERVICE DOOR



N  
SCALE:  
3/32" = 1'-0"

# PROPOSED DESIGN - GARAGE ELEVATION - NORTH



SCALE:  
3/16" = 1'-0"



SOUTH



PORCH - SOUTH



PORCH - WEST

PORCH - EAST



## GARAGE - EAST



## GARAGE - NORTH



## GARAGE - WEST





Historic Preservation Coordinator  
KALAMAZOO HISTORIC DISTRICT COMMISSION

## APPLICATION FOR PROJECT REVIEW STAFF COMMENTS

**Property address** 527 West South  
**Applicant** Diekema Hamann  
**Owner** Upjohn Institute  
**Received** 02/12/2019

**CASE #** PPZ 19-0001  
**Year built:** 1866, remodeled 1910  
**Owned since** 10/12/2018  
**Meeting date:** 02/19/2019

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

- 1986 – roof (HDC)
- 1989 – handrails for front steps, garage door (HDC)
- 1992 – sign (HDC)
- 1996 – repair and modify front porch bolsters (HDC)
- 1996 – reroof garage, remove non-functioning chimney (admin)
- 1999 – Barrier free lift at rear, storms on rear porch (HDC)
- 2000 – Three storm doors (HDC)
- 2005 – exterior storm windows (Admin)
- 2006 – re-deck & reroof, repair exterior woodwork, garage windows (Admin)
- 2007 – Storm windows (Admin)
- 2011 – small rear roof, re-deck front porch (Admin)

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

### Proposed Work:

1. Remove existing south/rear porch (ca 1969)
2. Build new entry bay with elevator
3. Convert existing garage (ca 1925) into ADA accessible guest cottage

### Observations:

- Originally built in 1880 as a bracketed Italianate, the house was converted to Colonial Revival around 1910 with a new owner.
- The maps show that the rear/south wing was originally much larger than it is today.
- The rear porch, with the tracery ornament and sturdy turned rails was built between 1968 and 1973, using pieces salvaged from the Peoples Church formerly located on the southeast corner of West Lovell and South Park. The church was demolished in 1968. The historic district was established in 1973.

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

*Applicable Criteria*

(1) Secretary of the Interior Standards for Rehabilitation - #1 through #6 (see next page), #9 and #10.

**COMMISSION ACTIONS (Motions):**

1. Approve the **removal (and, if possible, salvage) of the rear/south porch and construction of a new two story entry bay** as specified. The plan substantially complies with Secretary of the Interior Standards #9 and #10. The commission approves a Certificate of Appropriateness for this project. Approval of any final details to be delegated to the historic preservation coordinator.
2. Approve the **rehabilitation of the garage and conversion to an ADA accessible cottage**
  - a. With approval of the curved wood transom window over the front/north garage doors
  - b. Without the curved wood transom window over the front/north garage doors
  - c. The remainder of the window openings will be repaired in the existing openings.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 to be delegated to the historic preservation coordinator.
3. 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:
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_

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

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

(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.

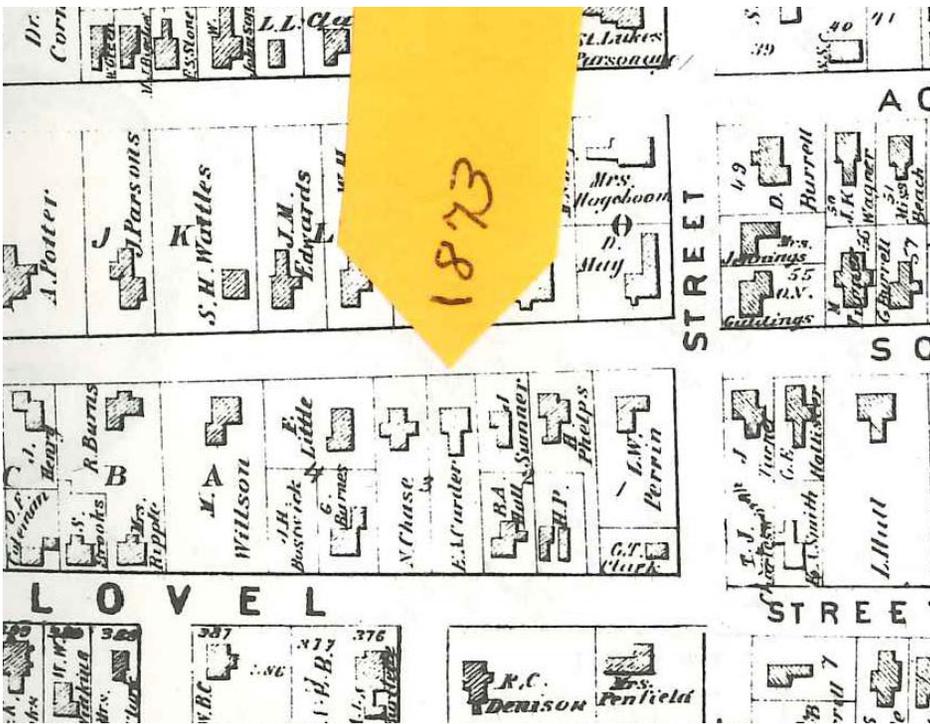
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**Secretary of the Interior's Standards for Rehabilitation**

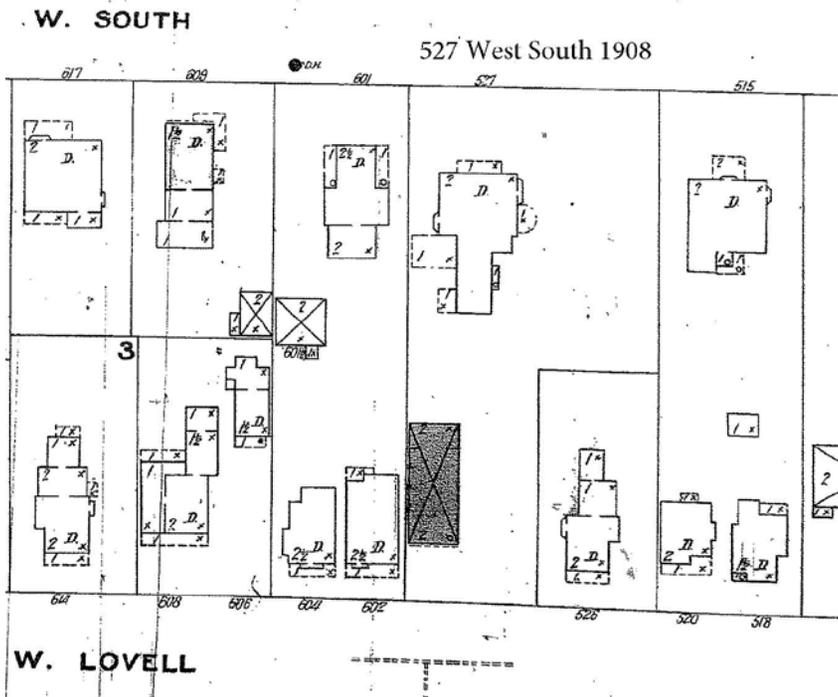
*The Secretary of the Interior's Standards for Rehabilitation are ten basic principles created to help preserve the distinctive character of a historic building and its site, while allowing for reasonable change to meet new needs. The Standards are applied to projects in a reasonable manner, taking into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

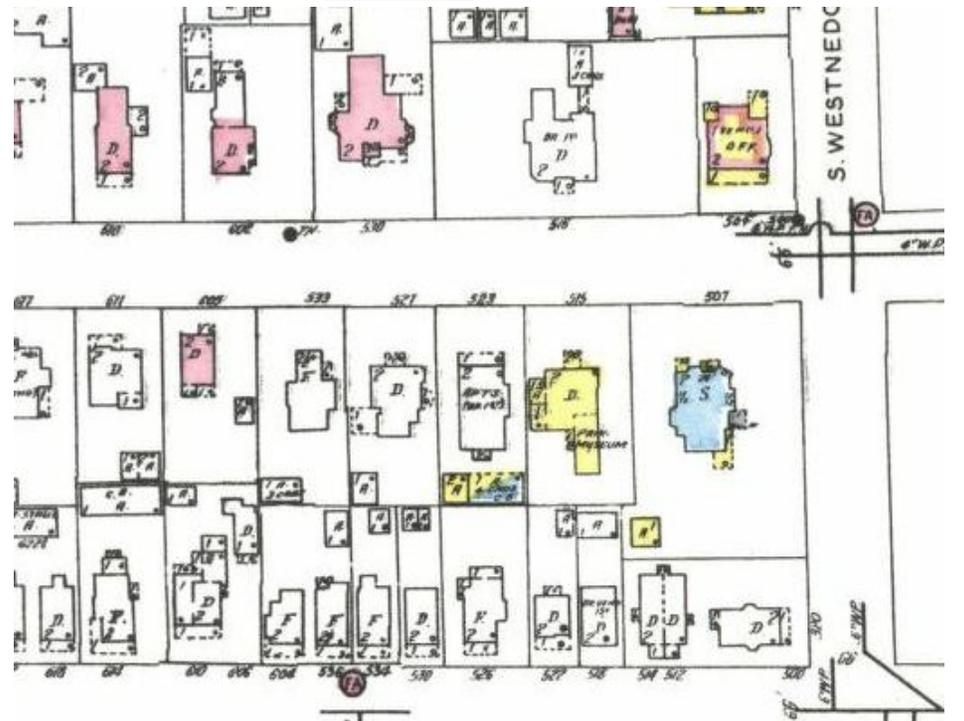


- (1) 527 West South – 1873
- (3) 1908



- (2) 1890
- (4) 1932-57

527 vv





(1) **527 West South – NE corner 1909**  
(3) Photo 2014 – SW corner closer



(2) NW corner - garage to rear on right  
(4) North side of the house



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**City of Kalamazoo  
HISTORIC DISTRICT COMMISSION  
Minutes  
November 20, 2018 - DRAFT**

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

Members Present: Grant Fletcher, John Mitchell, Bob Oudsema, Dana Underwood, B.J Shell and Andrew Grayson

Members Absent: Jeremy Berg

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

Guests: Jon Scott and Daniel Kastner

**I. CALL TO ORDER**

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

**II. APPROVAL OF ABSENCES**

Mr. Berg had not provided advanced notification of his absence, so no motion was made to approve his absence.

**III. APPROVAL OF AGENDA**

**Mr. Oudsema, supported by Mr. Grayson, made a motion for approval of the agenda, as presented, for the November 20, 2018 Historic District Commission meeting. With a unanimous vote, the motion carried.**

**IV. INTRODUCTION OF GUESTS**

Mr. Jon Scott was in attendance, representing the property at 828 West Lovell Street. Mr. Daniel Kastner introduced himself as an applicant for the open Historic District Commission membership position.

**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**

None

## **VIII. CONSULTATION**

Mr. Jon Scott was present to discuss potential future plans for the 4-bay concrete block garage located in the north/rear section of the yard at 828 West Lovell Street. It is a cinderblock garage with a low pitched shed roof behind parapets, behind the home to the southwest. Each bay has an independent overhead door. Some of the cinderblocks are out of plumb and cracks have formed. When standing within the garage, it is possible to see daylight through the mortar joints at the west end of the structure. The roof is simply a lean-to, so it is sloped, and one section of one of the garage doors is almost broken out.

Mr. Scott informed the Commission that he believes the garage is unsafe and he would like to demolish the entire structure. He will eventually replace it with a new building, but he does not have any plans in place at this time. He would like feedback from Commission members regarding his options for the building and whether he should apply for a demolition permit or remove the bay doors and repair the structure. Ms. Ferraro presented photos that she had taken of the structure and a general discussion ensued regarding the viability of the garage going forward. Mr. Mitchell volunteered to tour the property with the owner to further discuss the condition of the garage. Mr. Scott will contact Ms. Ferraro to make arrangements to meet with Mr. Mitchell.

## **IX. APPROVAL OF MINUTES**

**A motion was made by Ms. Underwood, supported by Mr. Mitchell, to approve the minutes for the October 16, 2018 Historic District Commission meeting. The motion passed unanimously.**

## **X. ADMINISTRATIVE APPROVALS**

No building permit required:

- a) 714 Dutton Place – Handrail for front steps
- b) 711 South Park – Handrail for front steps

Building permit required:

- a) 724 South Burdick – Repairs to fire damaged house
  
- b) 816 Oak - Roof
- c) 424 Pearl - Roof
- d) 418 Elmwood - Roof

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

**XI. OTHER BUSINESS**

Applicants for Historic District Commission vacancy – Michael Hussar and Daniel Kastner.

Mr. Hussar contacted Ms. Ferraro earlier in the day and explained that he purchased a home in Kalamazoo Township and would no longer be pursuing a position on the Commission.

Mr. Kastner introduced himself to the Commission. He lives on the corner of Rose Place and Rose Street and is very familiar with and interested in the buildings in the Historic District. He has also spent a great deal of time researching the history of Kalamazoo. Commission members asked Mr. Kastner several questions and Mr. Kastner was then informed that the Commission would discuss his candidacy and notify him of their decision. After a brief discussion, **Mr. Shell made a motion, supported by Mr. Mitchell, to recommend to the Mayor that Daniel Kastner be appointed to the Historic District Commission. The motion passed unanimously.**

**XII. ADJOURNMENT**

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

The meeting adjourned at 5:40 p.m.

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

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

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

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## **SHPO SPONSORING FREE HDC TRAINING**

You, your HDCs, and your planners have a rare opportunity to attend free commission training presented by the [National Alliance of Preservation Commissions](#) through its Commission Assistance and Mentoring Program ([CAMP](#)).

**Training is FREE and SHPO will pay for lodging for CLG participants—provided arrangements are made ahead of time.**

### **YPSILANTI**

- **Friday, March 15, 8:00 a.m. to 4:00 p.m.**
- Ypsilanti Freighthouse, 100 Market Place, Ypsilanti
- Lunch will be provided

Register via [Survey Monkey](#) by **March 6**.  
Contact: Joe Meyers, 734-483-9646, [jmeyers@cityofypsilanti.com](mailto:jmeyers@cityofypsilanti.com)

### **KALAMAZOO**

- **Saturday, March 23, 8:00 a.m. to 4:00 p.m.**
- Historic Fire Station No. 5, 619 Douglas, Kalamazoo
- Lunch will be provided

Register by emailing Sharon Ferraro, [ferraros@kalamazoo.org](mailto:ferraros@kalamazoo.org), by **March 14**.  
Send your name, address, telephone number, and dietary restrictions if necessary.  
Contact: Sharon Ferraro 269-337-8804

***IMPORTANT: Please tell Sharon or Joe if you will need lodging so they can pass that on to SHPO.***

The same topics will be covered in both locations:

- Legal Basics
- Review of the Secretary of the Interior's Standards
- Role of the commission and ethics
- Alternative materials and infill construction
- Public outreach
- A design review exercise

CAMP instructors come from throughout the country to provide insight and guidance on issues we face in our local historic districts. **All** Certified Local Government historic district commissioners, staff liaisons, and planners are encouraged to attend one of the CAMPS.

735 East Michigan Ave | PO Box 30044  
Lansing, Michigan | 48909



**Kalamazoo Historic District Commission  
Meeting dates 2019**

Meetings are held the third Tuesday of each month at 5:00 in the community room on the second floor of City Hall – 241 West South Street.

**MEETING  
DATE**

January 15  
February 19  
March 19  
April 16  
May 21  
June 18  
July 16  
August 20  
September 17  
October 15  
November 19  
December 17

**APPLICATION  
DEADLINE at noon\***

January 8  
February 12  
March 12  
April 8  
May 14  
June 1  
July 9  
August 13  
September 10  
October 8  
November 12  
December 10

\* Applications must be received and \$85 hearing fee paid by **NOON** on this date to be placed the agenda for the meeting on the following Tuesday.