

# KALAMAZOO HISTORIC DISTRICT COMMISSION

Agenda - TUESDAY, March 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:
- 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:

- a) 527 West South 5:05pm Owner: Upjohn Institute  
Applicant: Diekema-Hamann Architects  
Randy Case, Katie Potts, Norm Hamann  
Built: 1866, remodeled ca 1910  
Owned since: 10/12/2018  
Style: Colonial Revival  
Zone: RM-15  
1. Addition at rear/south, remove porch  
(PPZ 19-0001)  
Public Comment then Commission Deliberation  
Old Application - approved in concept)

### NEW BUSINESS:

- b) 350 East Michigan 5:20pm Owner: Columbia 12 LLC  
Applicant: Mac Waldorf  
Built: ca 1900  
Owned since: 07/19/2007  
Style: Classical Revival  
Zone: CCBD  
1. Replace glass in rear/south stair tower  
2. Replace concrete ramp stairs and landing with new concrete and steel framed railing system  
3. Replace rear entry canopy with steel framed free-standing structure  
(PPZ 19-0002) New Application) Public Comment then Commission Deliberation

c) 714 West South 5:30pm Owner: Dawn and Reed Shilts  
Applicant: owners  
Style: Italianate Built: 1865  
Zone: RM-15 Owned since: 06/08/2011  
1. Custom design metal stair rails for the front steps  
(PPZ 19-0003) New Application) Public Comment then Commission Deliberation

d) 614 Forest 5:40pm Owner: Arch Limited LLC  
Applicant: Jim Pejka  
Style: Italianate Built: 1870  
Zone: RM-15 Owned since: 12/27/2018  
1. Restore front porch based on paint shadows, east and north porches  
2. Re-install east side porch rail (original found in basement)  
3. Install 2 blind windows on the east side, 1<sup>st</sup> and 2<sup>nd</sup> floor  
4. Rebuild pent roof around east bay window  
5. Restore caps on all windows on the front half of the house to match original window  
6. Replace existing front door with salvaged door to original height (32" x 92")  
(PPZ 19-0004) New Application) Public Comment then Commission Deliberation

VIII. Approval of Minutes: February 19, 2019 (Item E)

IX. Administrative approvals - February 13 to March 12, 2019

a) No building permit required

b) Building permit required

Prospect Hill	1442	Roof
Forest	614	Replica windows to match, remove vinyl windows

X. Other Business

- a) Review and revise 2018 annual report to city commission (ITEM F)
- b) Historic District Commission training – March 23, 8:30am to 5pm at Fire Station 5, 619 Douglas. (ITEM G) 5 Spaces left

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.

**NEW OWNERS in Historic districts\* Letters sent March 6, 2019:**

**Yellow highlight is owner occupied and NEZ eligible**

<b>Date</b>	<b>Street w #</b>	<b>HD</b>	<b>previous owner</b>	<b>current owner w address</b>
<b>2/6/19</b>	<b>Davis 819</b>	<b>SV</b>	ORR, BOBBE V 630 W SOUTH ST APT 3 KALAMAZOO, MI 49007-4689	FULLER, JASON M 819 DAVIS ST KALAMAZOO, MI 49008
<b>1/25/19</b>	<b>Osborne 919</b>	<b>SV</b>	CGM INVESTMENTS LLC 4196 WINDING WAY KALAMAZOO, MI 49004	WALL STREET LLC 919 OSBORNE ST KALAMAZOO, MI 49001
<b>1/18/19</b>	<b>Elm 505</b>	<b>ST</b>	WOODIN, MARK LESTER WOODIN, AMANDA MARIE 8741 NEWHOUSE ST PORTAGE, MI 49024	PELAEZ, JOHN 505 ELM ST KALAMAZOO, MI 49007
<b>12/17/18</b>	<b>Academy 1624</b>	<b>WMH</b>	TERRANELLA PROPERTIES, LLC 1616 ACADEMY ST KALAMAZOO, MI 49006	SHERMAN, NICHOLAS L 1624 ACADEMY ST KALAMAZOO, MI 49006

## Historic District Commission FYI - March 19, 2019

### REVIEWS: Historic District Commission:

<u>Through March 12, 2019</u>		<u>Through March 13, 2018</u>	
<b>2019</b>	<b>2019</b>	<b>2018</b>	<b>2018 fees</b>
○ 5 no fee	\$ 0	7 no fee	\$ 0
○ 4 bldg permit-\$35*	\$ 140	2	\$ 70
○ <u>4 HDC hearing</u> - \$85	<u>\$ 340</u>	<u>3</u>	<u>\$ 255</u>
0 TOTAL	\$ 480	5	\$ 325

### **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

### **Report on new historic district process: at meeting**



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

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: [x] 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

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

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

[ ] \$85 for HDC hearing & review fee - (to be paid after receiving invoice)

( 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: [Signature] Date: 2/12/19

Owner's Signature: [Signature] Date: 2/12/19
(if different)

-For Historic Preservation Coordinator's Use Only-

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

Zoning Year built Complete application 02/12/2019

Owned since / /

COMMISSION

Meeting Date: 02/19/2019 03/19/2019

Hearing fee paid \$85 \$85 / /

COMMENTS:

Approve in Concept Date: 02/19/2019 Letter mailed 02/21/2019

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

Case#PPZ 19-0001  
EXISTING - SITE

UPJOHN INSTITUTE 527 W. SOUTH STREET RENOVATION  
03.12.2019

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.

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

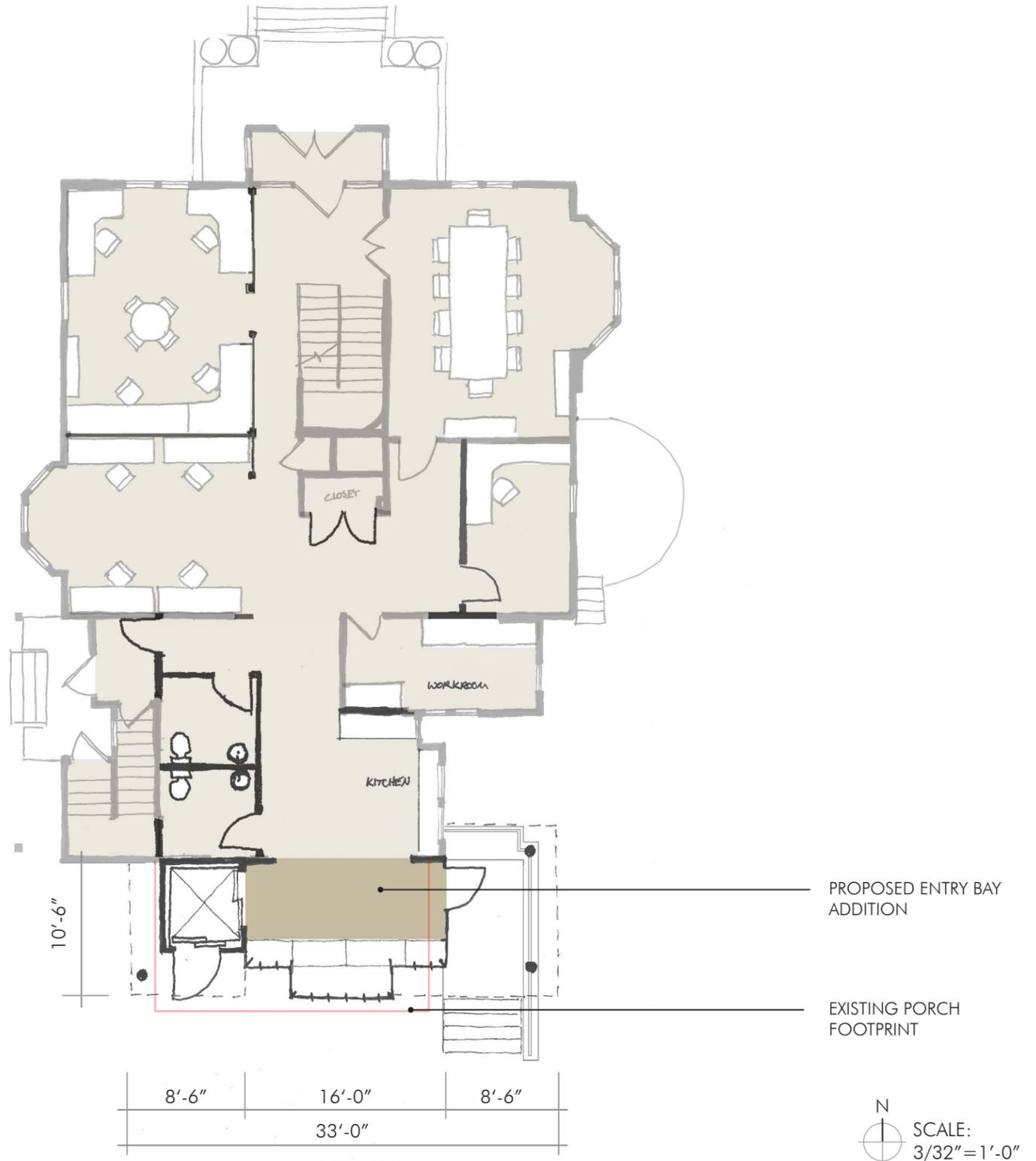
1920s

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

W.E. UPJOHN INSTITUTE  
PARKING LOT

Case#PPZ 19-0001  
**PROPOSED DESIGN - 1ST LEVEL**

UPJOHN INSTITUTE 527 W. SOUTH STREET RENOVATION  
 03.12.2019



**PROPOSED DESIGN - 2ND LEVEL**

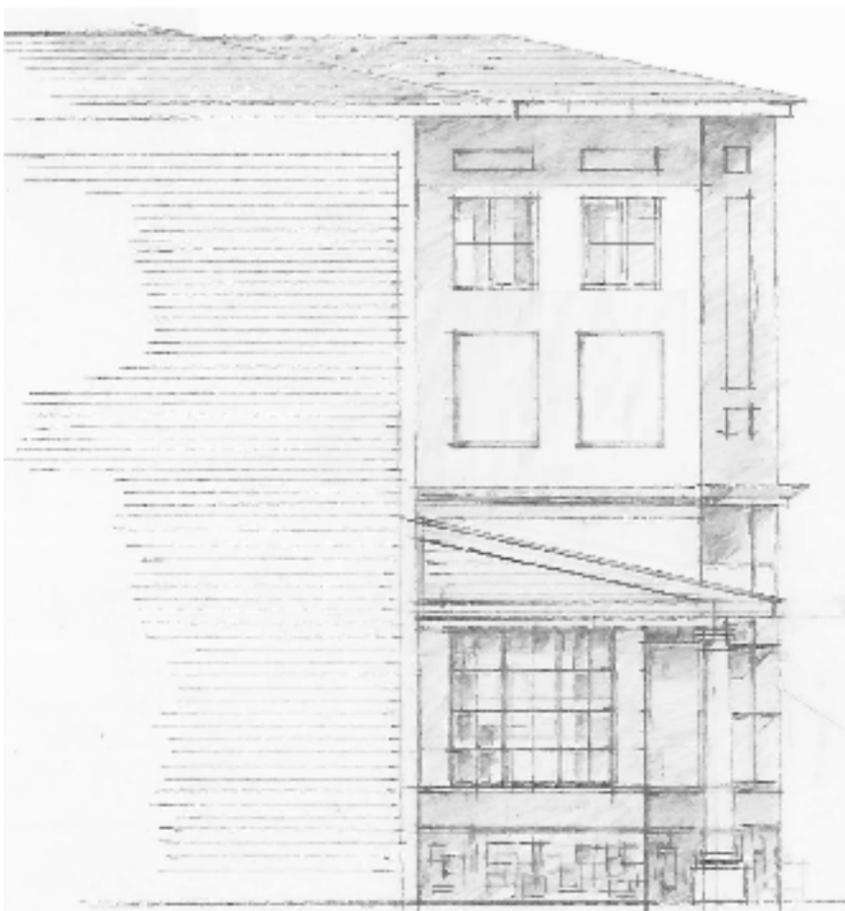


# SOUTH



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

# WEST



# EAST



UPJOHN INSTITUTE 527 W. SOUTH STREET RENOVATION  
03.12.2019

## PERSPECTIVE FROM SOUTH



## PERSPECTIVE FROM SOUTHWEST



## PERSPECTIVE FROM SOUTHEAST



# 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.

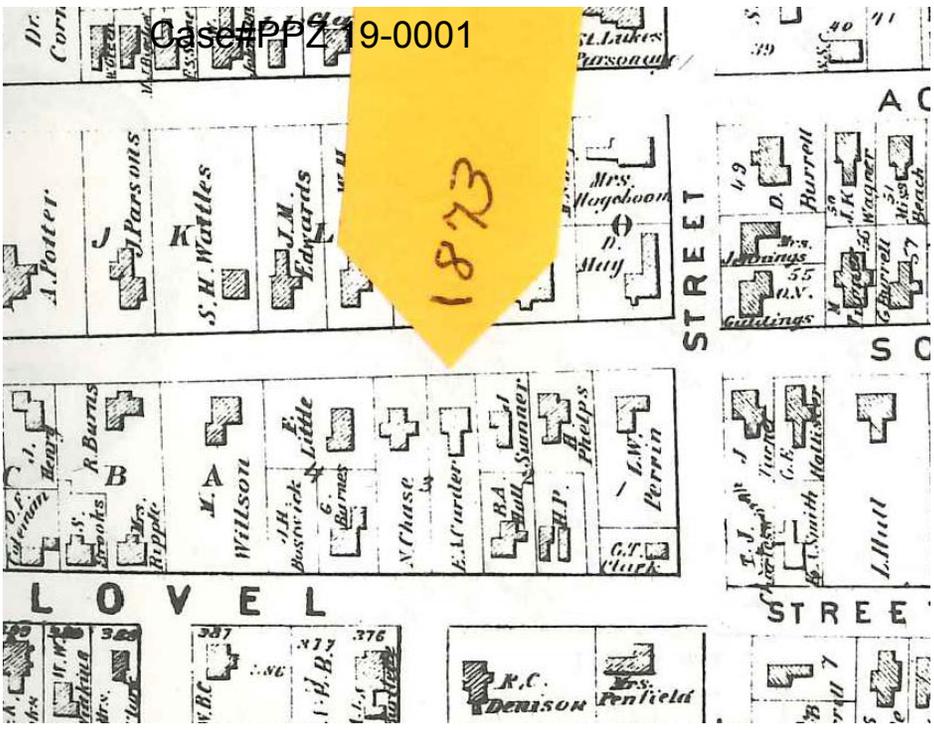
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**Secretary of the Interior's Standards for Rehabilitation**

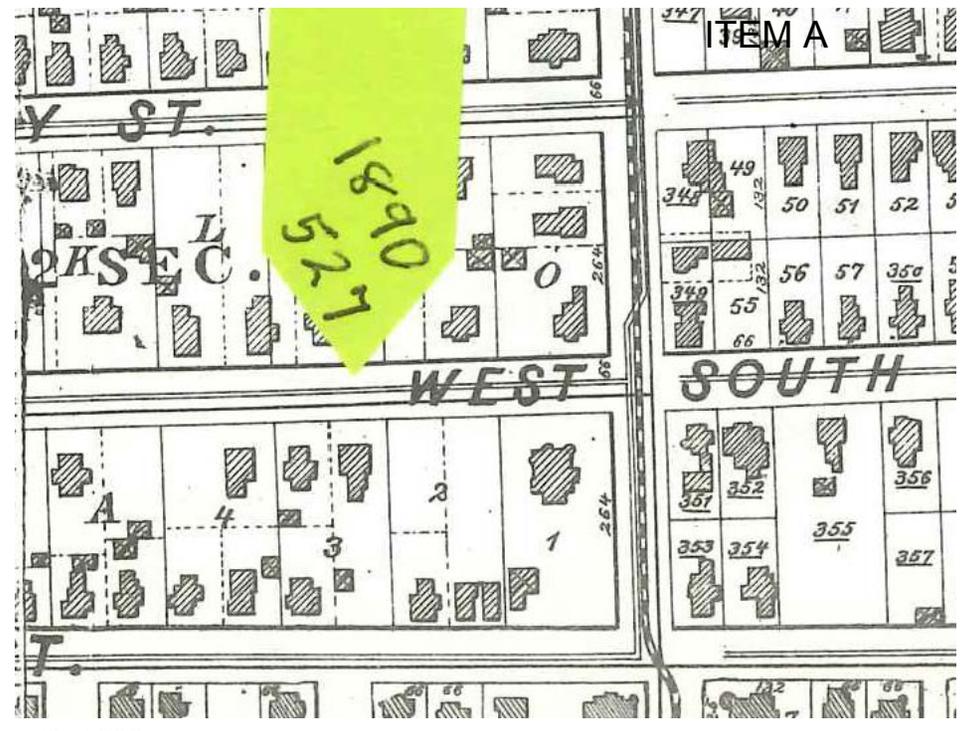
*The Secretary of the Interior's Standards for Rehabilitation are ten basic principles created to help preserve the distinctive character of a historic building and its site, while allowing for reasonable change to meet new needs. The Standards are applied to projects in a reasonable manner, taking into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

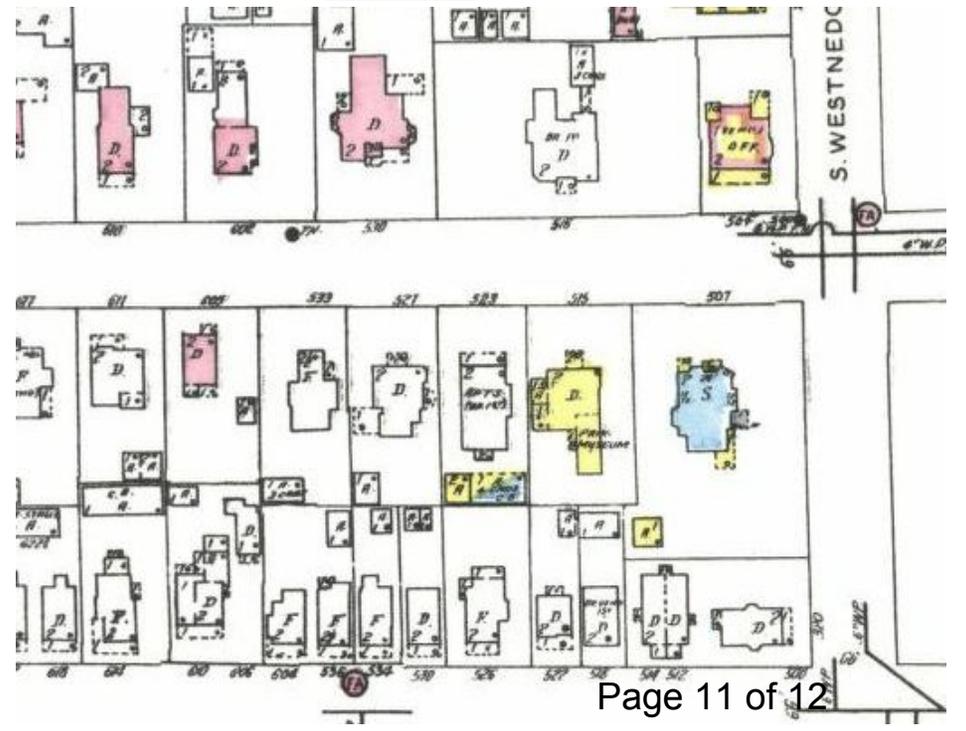
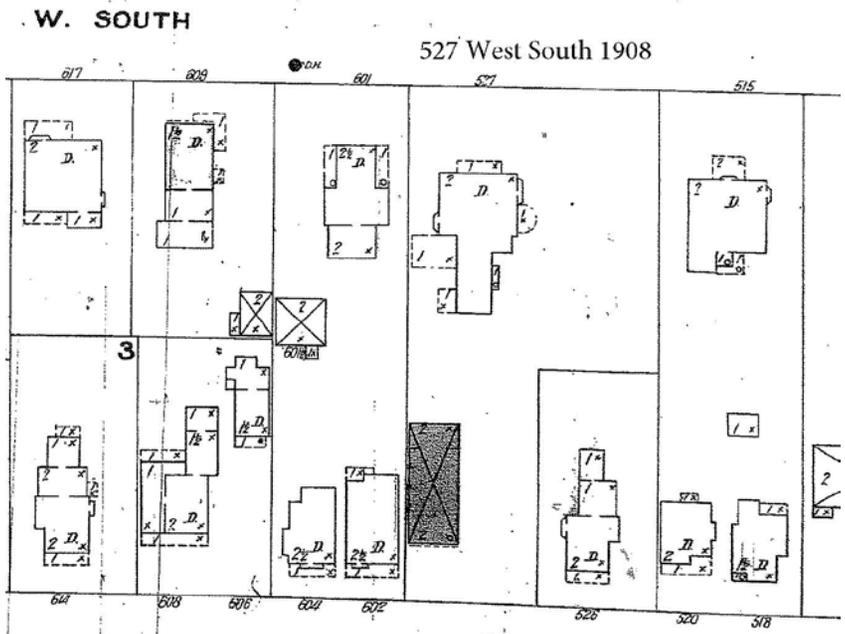


- (1) 527 West South – 1873
- (3) 1908

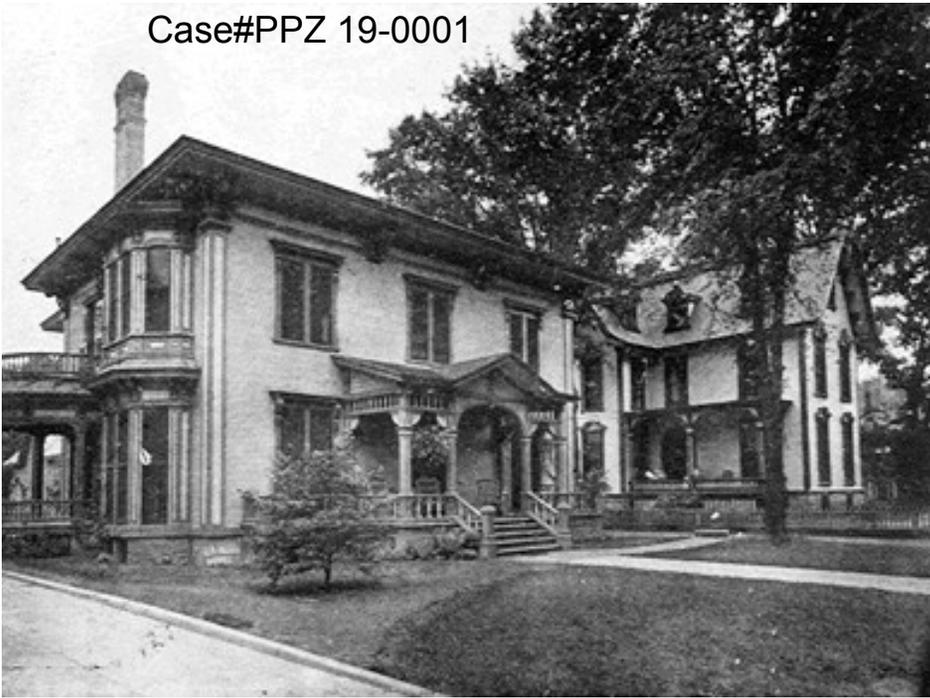


- (2) 1890
- (4) 1932-57

527 vv



Case#PPZ 19-0001



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

ITEM A



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



HDC Mtg 03/19/2019



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

APPLICATION FOR PROJECT REVIEW – Historic District Commission Hearing

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

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 350 E. Michigan Avenue, Kalamazoo MI 49007

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

Applicant: Mac Waldorf

Owner: Columbia 12 LLC

Mailing Add. Same as above

Mailing add: Same as above

City State & Zip: \_\_\_\_\_

City, State Zip\_ \_\_\_\_\_

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

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

Email mac.waldorf@gmail.com

Email \_\_\_\_\_@\_\_\_\_\_

Contractor: \_\_\_\_\_

APPLICATION CHECKLIST:
Include all these items are in your submission. Incomplete applications will be held until the next review hearing.
[X] Drawings 11x17 or smaller with dimensions
[X] Materials list
[X] Site plan including north arrow - for additions or new construction
[X] 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

( X ) Work to be done by owner

Contractor \_\_\_\_\_

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

See attached sheets: Replace framing and glass of rear stairtower. New framing and glass to be consistent with what's currently installed. Replace concrete ramp, stairs and landing along with brick hipwalls with new concrete and steel framed railing system per drawings. Replace rear entry roof canopy with steel framed free-standing structure. Steel beams to support a Kalwall roof consistent with common area roof structure.

( \_\_\_CMW\_\_\_ ) This property has at least one working smoke detector for each dwelling unit.

(Owner or applicant's initials) (Required) \* see back

Applicant's Signature: \_\_\_\_\_ Date: 3/5/19

Owner's Signature: \_\_\_\_\_ Date: 3/5/19
(if different)

-For Historic Preservation Coordinator's Use Only-

Case Number: PPZ 19-0002
Zoning CCBD Year built ca 1900
Owned since 07/19/2007

Date Received\*: 03/05/2019
Complete application \_\_\_\_\_

COMMISSION Meeting Date: March 19, 2019
COMMENTS: \_\_\_\_\_

Hearing fee paid \$85 \_\_\_\_\_
Check # \_\_\_\_\_

Approve in Concept Date: \_\_\_\_\_ Letter mailed \_\_\_\_\_

FINAL ACTION

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

ACTION DATE \_\_\_\_\_



**QUOTATION**

To: Columbia Plaza  
350 E. Michigan Avenue  
Kalamazoo, MI 49007

Attention: Mac Waldorf

Date: 2/22/19

Job: Miscellaneous Pricing

Pages: 2

Scope: Provide and install new framing and glass at stair tower enclosure

Framing: Tubelite 400 series curtainwall (6" overall)

Doors: Tubelite narrow stile w/10" bottom rail

Finish: Dark Bronze anodized

Glass: 1" tempered insulated using 1/4" bronze outboard lite with low-E #3

Hardware: Hinges 1 pair butt hinges per leaf  
Closer Standard stock ANSI Grade 1  
Pull Standard Mfg. 1" diameter offset 8" c-c  
Locking Standard Mfg. CVR exit devices  
\*Re-use existing mag lock on LHR leaf\*  
Coordinate cylinder/keying with owner  
Threshold Standard Mfg saddle threshold - 1/2" x 5 1/4"  
Other Standard Mfg. weather-strip and sweep

Includes: Demolition of existing  
New brake metal flashing (see notes below)  
Taxes



Notes: We have included new brake metal flashing at the exterior to mitigate potential leak areas. However, if the water leaks are coming from the masonry or roof, this will not solve the issue. If existing steel beams are damaged from water leakage, repair of the beams will be by others.

For Kalwall walkway cover please see ~~XXXX~~ (see attached information)  
- Please note this is a long lead item and we will need to move quickly to get the ball rolling

Please call with any questions

Thank You,  
Jeff Ragan

Authorized to Proceed: \_\_\_\_\_ Date: \_\_\_\_\_

# StructuresUnlimited

ENGINEERING DAYLIGHT

February 12, 2019

RE: **Columbia Plaza -Kalamazoo, MI**

We are pleased to give you budget prices on one (1) of our structural canopies, per the scope and intent of the information transmitted to us on February 11, 2019. This price is subject to Structures Unlimited, Inc. standard construction details and specification for the following:

## FREE STANDING SHED CANOPY WITH WIDE COLUMN SPACING

- Nominal Size: 12'0" wide x 20'0" long (240 sq. ft. covered area, 245 sq. ft. surface area).
- Quantity: one (1) unit.
- Eave/Knee Heights: 9'8" and 12'2", as we sit on 12" x 12" (minimum) structural concrete piers by others. Structural concrete piers must be designed to withstand the thrust from the Structures Unlimited, Inc. canopy system.
- Structural System: 4" x 8" Aluminum box beam.
- Nominal Bay Spacing: columns at 19'8" on center, rafters at 6'7" on center.
- Roof: 2 3/4" Kalwall translucent, insulated, structural sandwich panels for the entire roof.

## WARRANTY

- Limited five (5) year warranty on materials from date of manufacture of the canopy.
- Standard five (5) year limited warranty on the corrosion resistant finish against cracking, peeling, and adhesion failure from date of manufacture of the canopy.

## TECHNICAL DATA

- Live Load: 20 PSF
- Snow Load: 31 PSF (root)
- Wind Load: 25 PSF
- Drift Load: 69.83 PSF tapering to 0 PSF, Wd = 14.55'
- Roof Pitch: 11.77° (2 1/2" in 12")
- Insulation: .53 panel U-factor (NFRC Certified System U-factor = 56)
- Exterior Face: .070 crystal or white Type A
- Interior Face: .045 crystal Type A
- Metal Finish: Our standard colored, factory applied, corrosion resistant finish with clear coat
- Grid: 12" x 24" shoji
- The price does not include any applicable Michigan State and/or Local Sales Tax that may be required.
- Prices must be refigured after 90 days.
- Price is not valid if loads are greater than those listed above.

## ITEMS NOT INCLUDED

Please note that this proposal does not include anchor bolts, structural piers/foundations, modification of existing piers/foundations, metal flashing or counter-flashing, field fasteners, bed caulking, electrical work, plumbing, HVAC, or any state or local taxes, bonds, permits, licenses, etc.

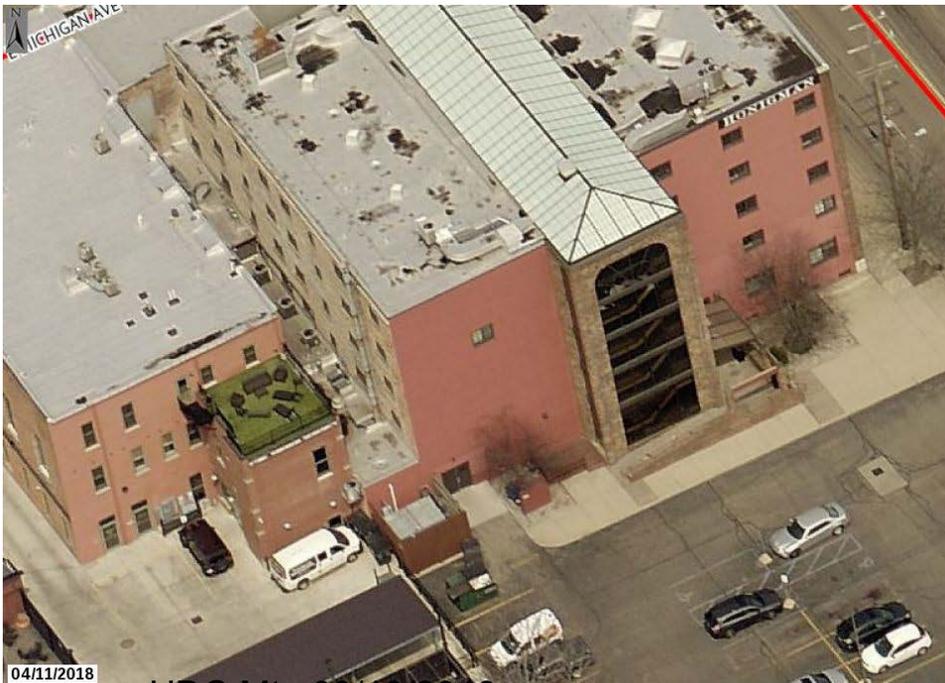
Should the drawings be required to bear the stamp of a professional engineer, registered in the State of Michigan it will be the responsibility of others. Structures Unlimited, Inc. is not responsible for providing stamp or reimbursement of any fees for same.



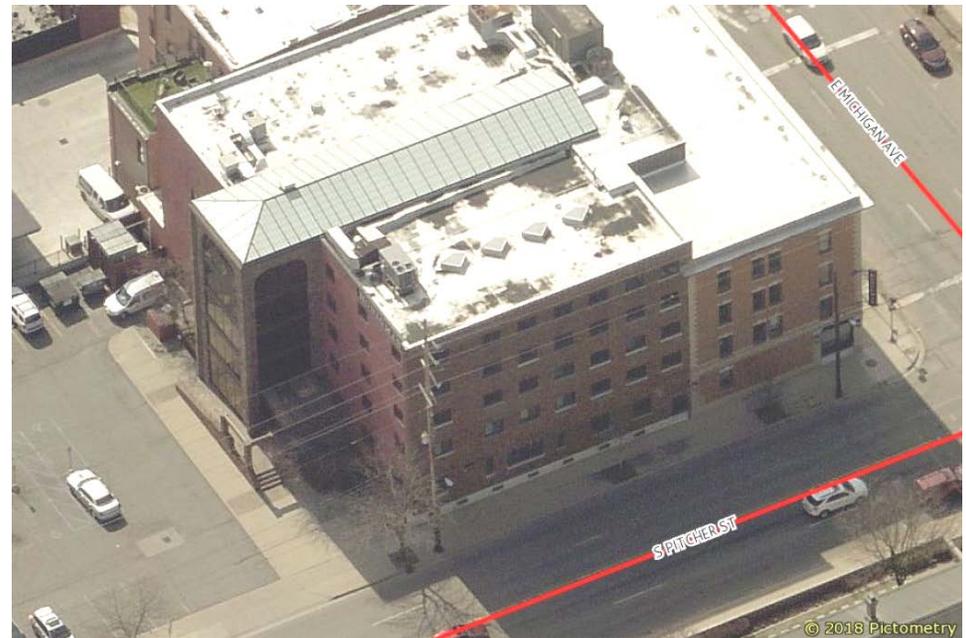
(1) 350 East Michigan - View from north  
 (3) Photo 2018 – SW corner Pictometry



(2) South rear - distance  
 (4) Photo 2018 – SE corner Pictometry



HDC Mtg 03/19/2019





Historic Preservation Coordinator  
KALAMAZOO HISTORIC DISTRICT COMMISSION

## APPLICATION FOR PROJECT REVIEW STAFF COMMENTS

**Property address** 350 East Michigan  
**Applicant** Mac Waldorf  
**Owner** Columbia 12 LLC  
**Received** 3/12/2019

**CASE #** PPZ 19-0002  
**Year built:** 1906  
**Owned since** 07/19/2007  
**Meeting date:** 3/19/2019

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

2001 – New front awning (Admin)

2007 – Replace windows, doors, balcony repair, lights, awning, flags, repointing (HDC)

2009 – New sign on NE cor Building (HDC)

2013 – Replace NH double doors with wider single door & sidelite; Sign (Honigman) painted at top of rear – east side (Admin)

2014 – Projecting sign & window graphics for Sarkozy Bakery (Admin)

2016 – Replace east side flat utility door to match existing (Admin)

**Historic District** Haymarket

**Zoning** CCBD

**Additional Permits required** – building

**Rental History:** NA

### Proposed Work:

1. Replace glass in rear/south stair tower
2. Replace concrete ramp stairs and landing with new concrete and steel framed railing system
3. Replace rear entry canopy with steel framed free-standing structure

### Observations:

- This tower was built in the 1980s

### Applicable Criteria

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

### COMMISSION ACTIONS (Motions):

4. Approve the **replacement of the glass in the Non-Historic rear/south stair tower, replace the Non-Historic concrete ramp, stairs and landing with new concrete and steel framed railing system and replace the rear entry canopy with steel framed free-standing structure 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.

(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. 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 April 16 meeting to comply with the 60 day rule.

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

+++++

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

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

- 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.
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RECEIVED  
MAR 11 2019

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

**APPLICATION FOR PROJECT REVIEW – Historic District Commission Hearing**

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

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: **714 W. South St.**  
Historic District:  South/Vine [ ] Stuart [ ] West Main Hill [ ] Rose Place [ ] Haymarket  
Applicant: **Reed Shilts** Owner: **same**  
Mailing Add. **714 W. South St.**  
City State & Zip: **Kalamazoo, MI, 49007**  
Phone: **269-532-1702**  
Email : **reed@shilts.org** and **dawn@shilts.org**

**Contractor: Eric W. Pott**  
 Work to be done by owner  
 Contractor: **Eric W. Pott**

**Proposed Work:** Use additional sheets to describe work if necessary  
Stair railings on each side of the front entry steps. The upper part of the railings will be attached to the porch column, and the lower part attached to the concrete walkway. The railings will be steel, powder-coat painted, but textured rather than modern smooth.  
The color will either be black or possibly a mottled bronze-and-black color (still TBD). In short, we want to avoid the HomeDepot 'modern smooth steel' look.  
The design in the railings will evoke a couple design elements in the porch itself, especially the 'stretched circle' that is part of the porch woodwork

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

Applicant's Signature: *Reed Shilts* Date: 9-Mar-2019  
Owner's Signature: *-same-* Date: \_\_\_\_\_

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

- Drawings 11x17 or smaller with dimensions
- Materials list
- Site plan including north arrow – for additions or new construction
- 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

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

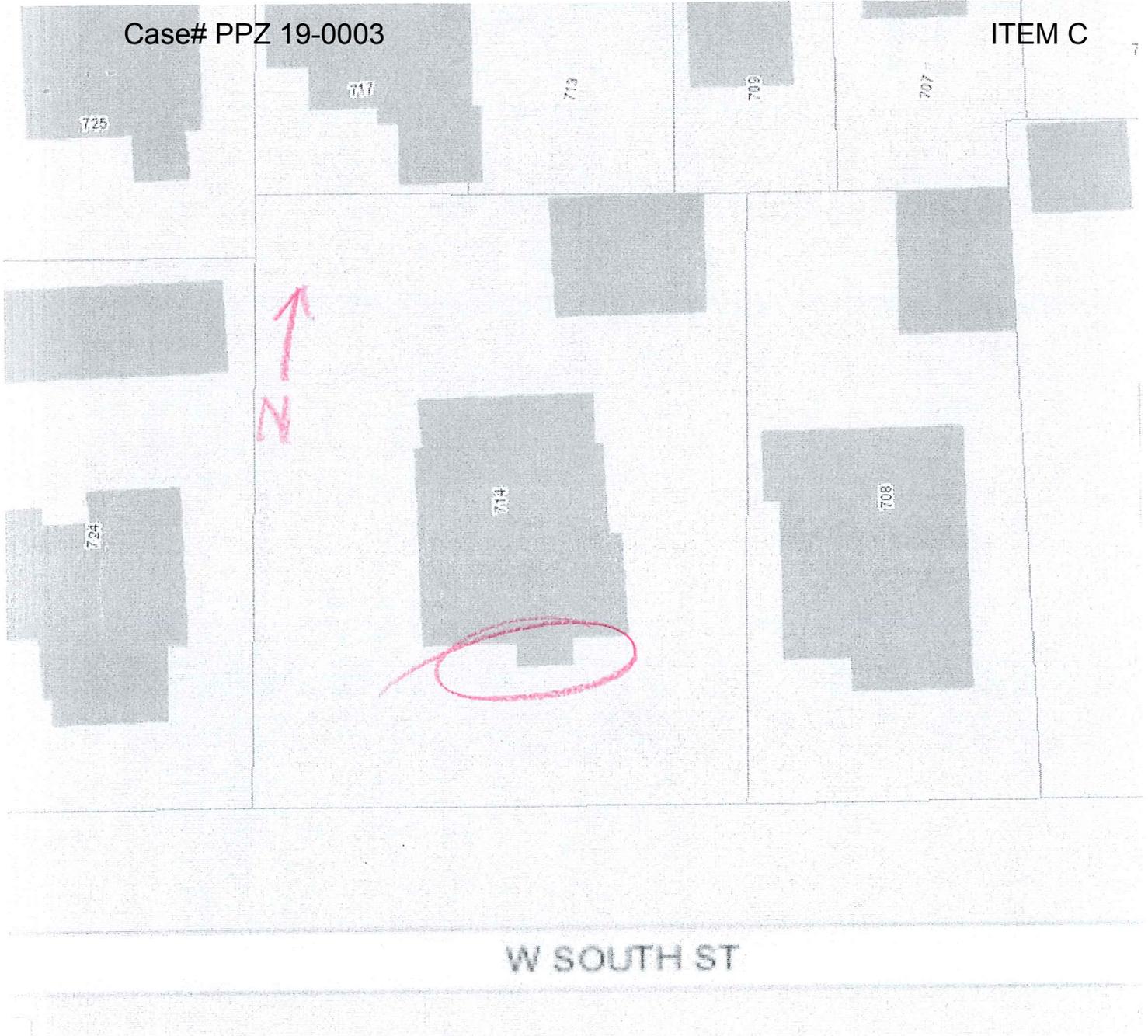
Case Number: PPZ -19-0003 Date Received\*: ~~3~~ 3-12-2019  
Zoning RM-15 Year built 1865 Complete application 3-12-2019  
Owned since 6/8/2011  
COMMISSION Hearing fee paid \$85 3-12-2019  
Meeting Date: 3-19-2019 Check # 1438  
COMMENTS: \_\_\_\_\_

Approve in Concept Date: \_\_\_\_\_ Letter mailed \_\_\_\_\_

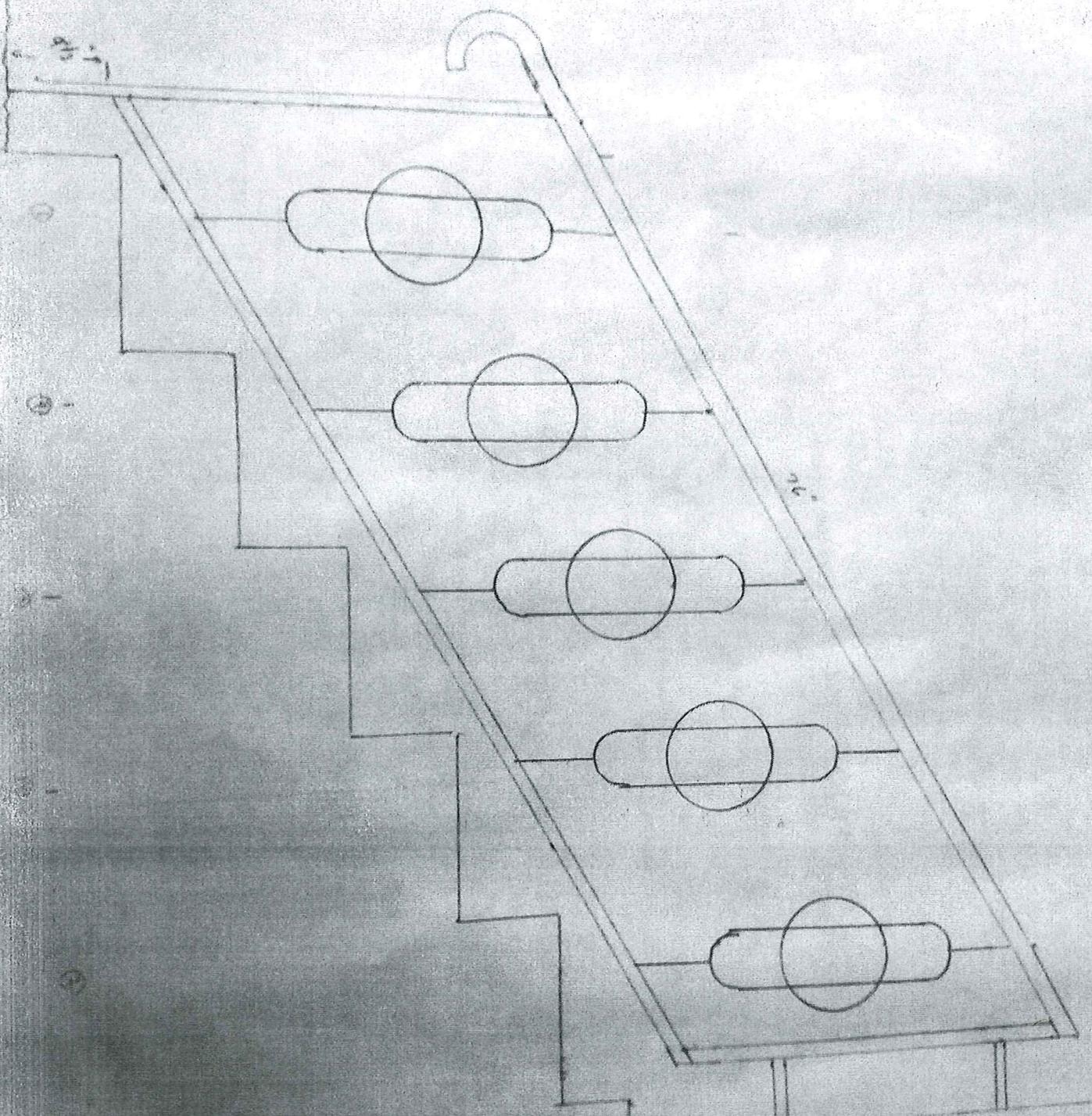
**FINAL ACTION**

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 \_\_\_\_\_





up ↑

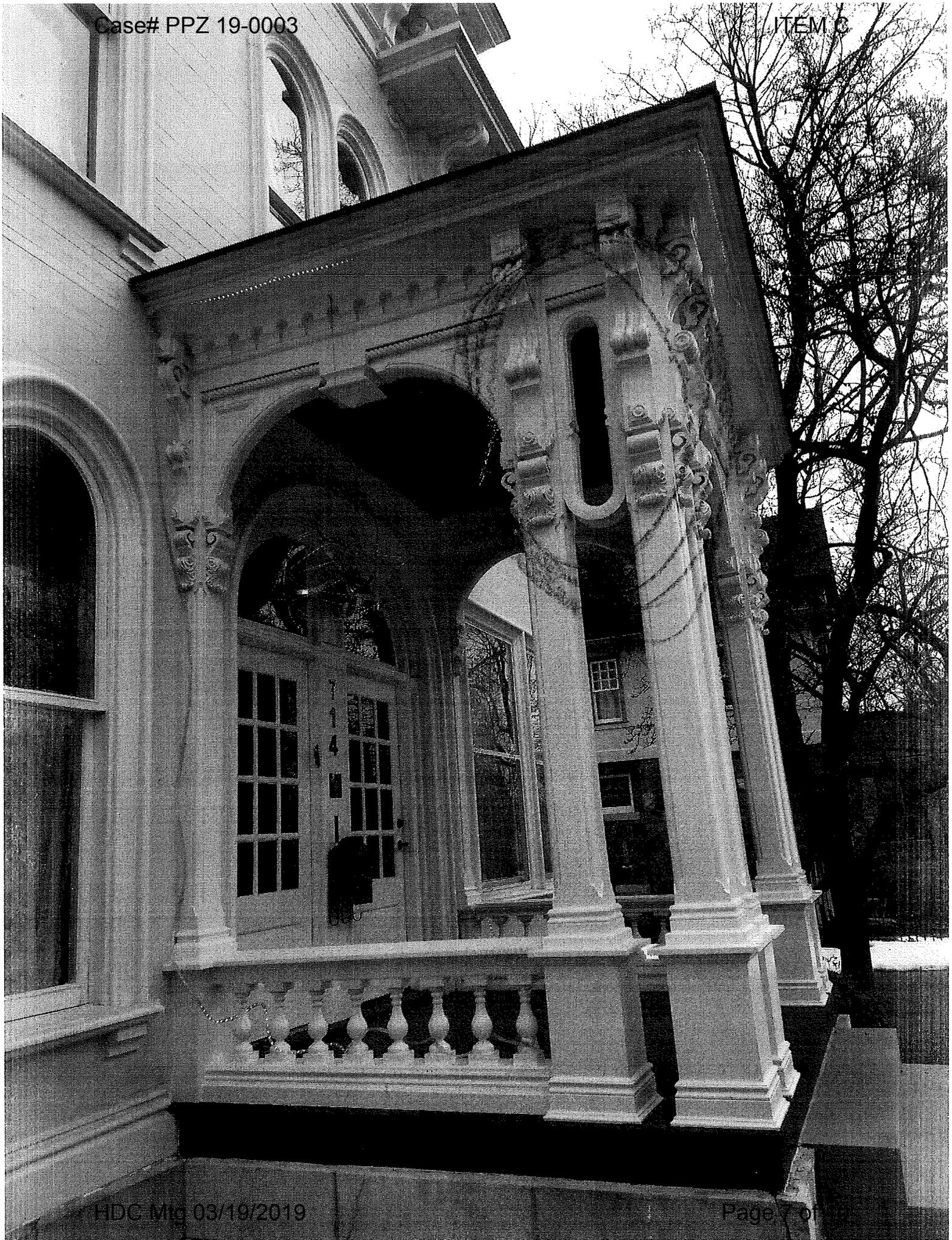


Post Column

House







Case# PPZ 19-0003



(1) 714 West South - View from South  
(3) Front walk and steps



(2) Front steps  
(4) Photo by Balthazar Korab



HDC Mtg 03/19/2019



Page 8 of 10



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

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

**Property address** 714 W. South  
**Applicant** Dawn & Reed Shilts  
**Owner** Dawn & Reed Shilts  
**Received** 3/12/2019

**CASE #** PPZ 19-0003  
**Year built:** 1865  
**Owned since** 06/08/2011  
**Meeting date:** 3/19/2019

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

2000 – Replace & repair porch trim, re-roof garage (Admin)

2004 – Replace & repair porch trim – carpenter ants (Admin)

2012 – Replicate basement windows, roof repairs, dryer vent, low retaining wall near front basement windows (Admin)

2013 – Sun porch window repairs (Admin)

2016 – Repair siding; storm windows; replace NH E/side & N/rear doors; replicate ca 1925 front doors; replace garage doors (Admin)

2018 – Replace porch trim with cypress; replace cracked front limestone steps with matching material and configuration (Admin)

**Historic District** South Street – Vine Area

**Zoning** RM-15

**Additional Permits required** – none

**Rental History:** NA

**Proposed Work:**

Custom designed metal stair guardrail and handrail for front/south steps

**Observations:**

- This is the Allen Potter House. Before this home, Potter built and lived in the Octagon House on South Westnedge.

*Applicable Criteria*

(1) *Secretary of the Interior Standards for Rehabilitation - #9 and #10 (see next page)*

**COMMISSION ACTIONS (Motions):**

1. Approve the custom designed metal stair guardrail and handrail for front/south steps. 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.
1. 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:

(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.

- a. \_\_\_\_\_
- b. \_\_\_\_\_

If the applicant does not consent to a postponement, the commission must make a decision at this meeting or the April 16 meeting to comply with the 60 day rule.

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

+++++

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

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RECEIVED  
MAR 12 2019

Department of Community Planning and Development  
Kalamazoo Historic District Commission  
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Telephone (269) 337-8804 - FAX (269) 337-8513  
[ferraros@kalamazoo.org](mailto:ferraros@kalamazoo.org)

**APPLICATION FOR PROJECT REVIEW – Historic District Commission Hearing**

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

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 614 FOREST ST.

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

Applicant: JIM PEJKA Owner: ARCH Limited, LLC

Mailing Add. 11902 YORKSHIRE Mailing add 11902 YORKSHIRE

City State & Zip: RICHLAND MI 49083 City, State Zip RICHLAND, MI 49083

Phone: (269) 720-0599 Phone: (269) 720 0599

Email pejka1 @ yahoo.com Email pejka1 @ yahoo.com

**Contractor:**

Work to be done by owner

Contractor \_\_\_\_\_

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

See attached sheets SEE ATTACHED

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

Applicant's Signature: James Goggin Date: 3/11/19

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(if different)

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

- Drawings 11x17 or smaller with dimensions
- Materials list
- Site plan including north arrow – for additions or new construction
- 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

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

Case Number: PPZ

Date Received\*: \_\_\_\_\_

Zoning \_\_\_\_\_ Year built \_\_\_\_\_

Complete application \_\_\_\_\_

Owned since \_\_\_\_\_

**COMMISSION**

Meeting Date: \_\_\_\_\_

Hearing fee paid \$85 \_\_\_\_\_

Check # \_\_\_\_\_

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 \_\_\_\_\_

614 FOREST ST.

Construct porch deck and roof on South (front) side of 614 Forest St. Dimensions are 18'2" wide by 8' deep. All trim details and sizes are taken from paint lines exposed on house once Insulwood siding was removed. Existing concrete stoop will be removed and gas meters relocated to west side of house. Stair location will remain on the east side of the deck. Decorative brackets will be installed at post/beam intersection that match brackets on east side rear porch. Roofing material will match existing on house. Porch railing size and height taken from shadow on house. 22" (See photos)

Reinstall East side porch railing. Original was found in basement.

Install 2 "blind windows" on East side of house. Original location was revealed once Insulwood siding was removed.

Rebuild rooflet around east side bay as shown by shadow found under old siding. All material/trim/size details to match existing on bay addition. Reinstall panels above bay windows to match panels found under windows. (See photo)

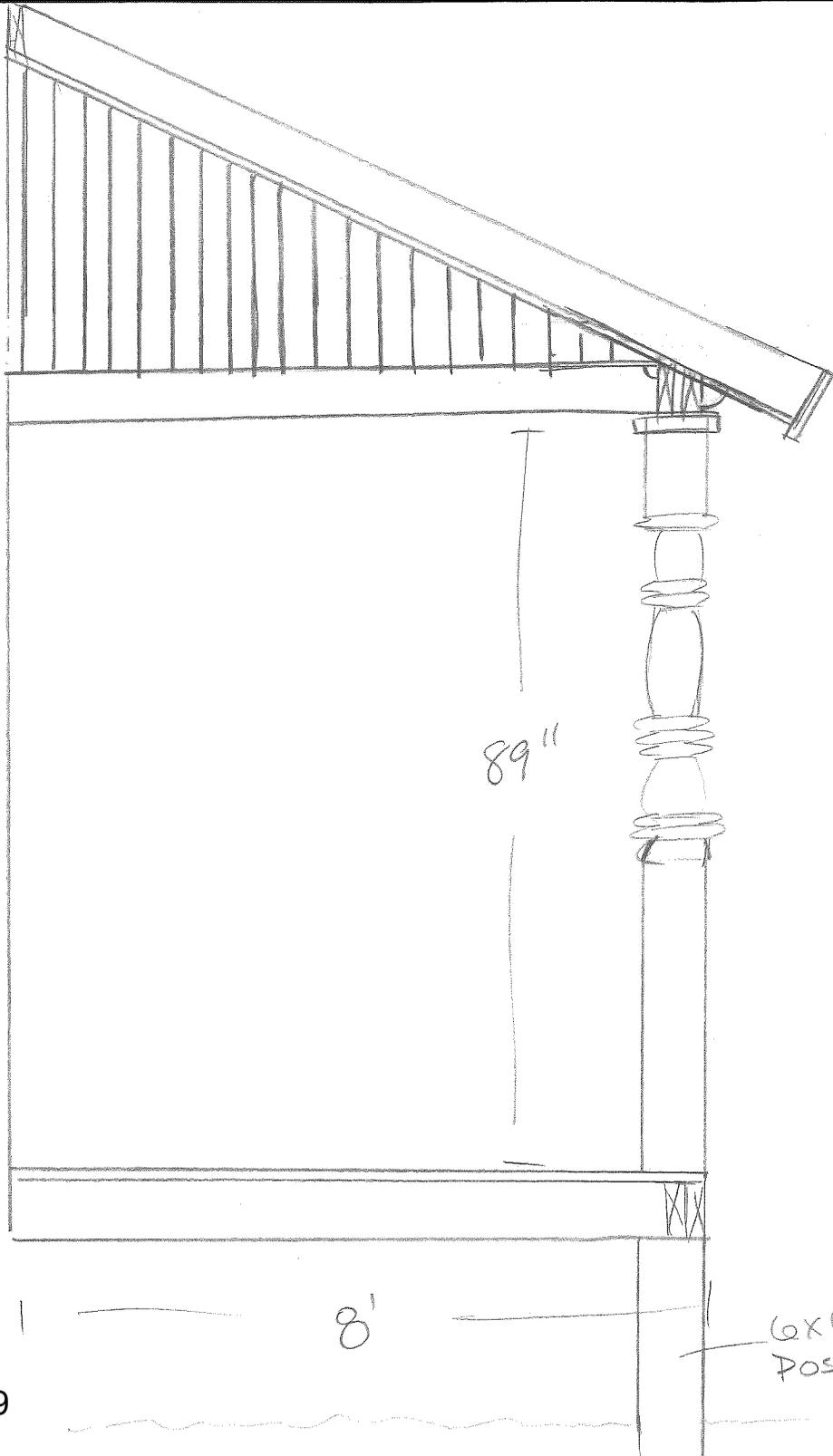
Reinstall all window caps/casing to match original. (See photo)

Replace existing front door with a salvaged door to match original size. Roughly 32" x 92"

Materials:

- 2 x 8 treated lumber deck framing
- 2 x 8 wrapped with 1 x 8 porch beam
- 2 x 6 rafters
- Black architectural asphalt shingles
- 6 x 6 turned wood column porch posts (90")
- 1 x 10 painted wood soffit
- 1 x 4 painted wood fascia
- 1 3/4" painted wood quarter round
- 1 x 4 bead board porch ceiling
- 1 x 4 fir porch flooring

32"

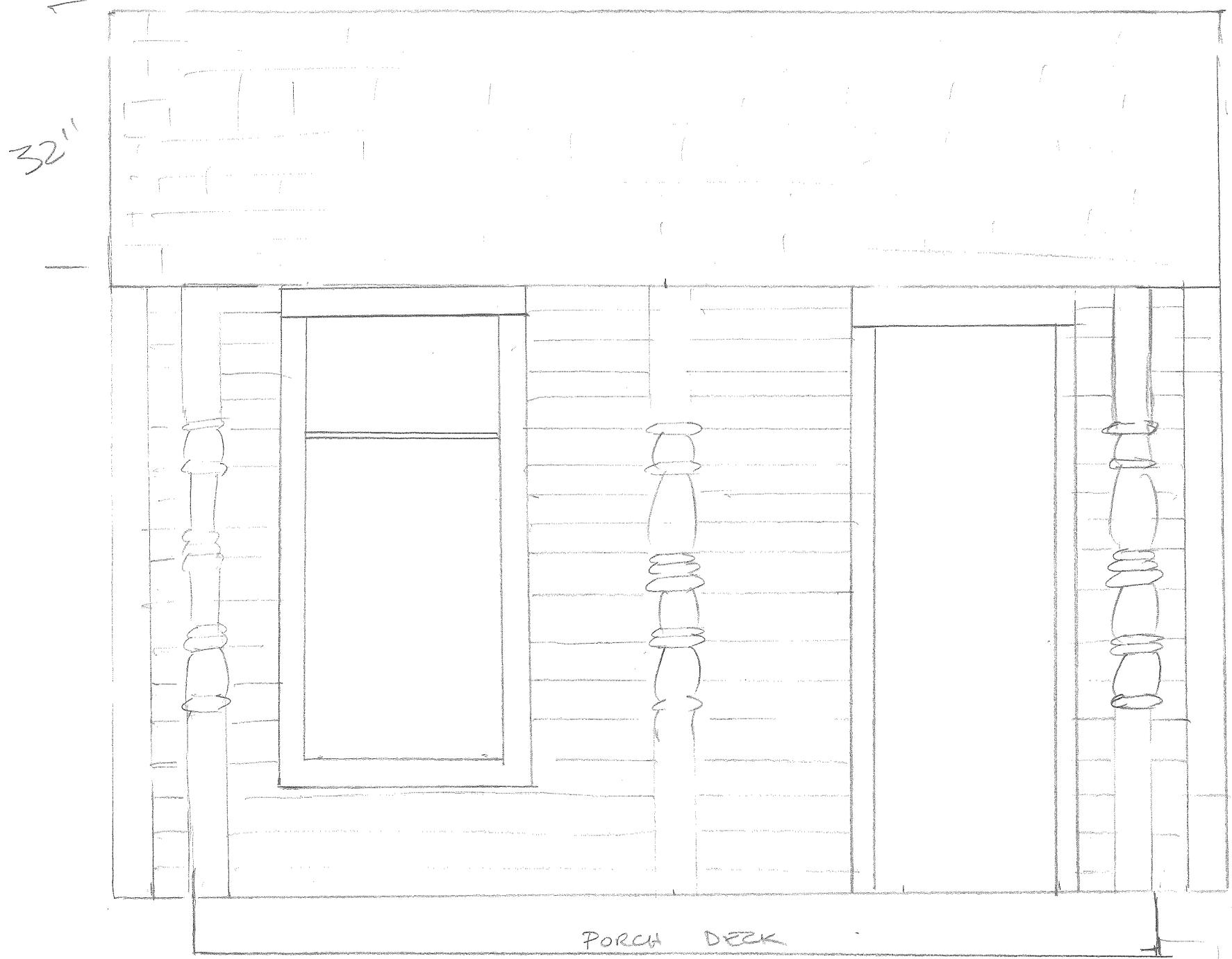


89"

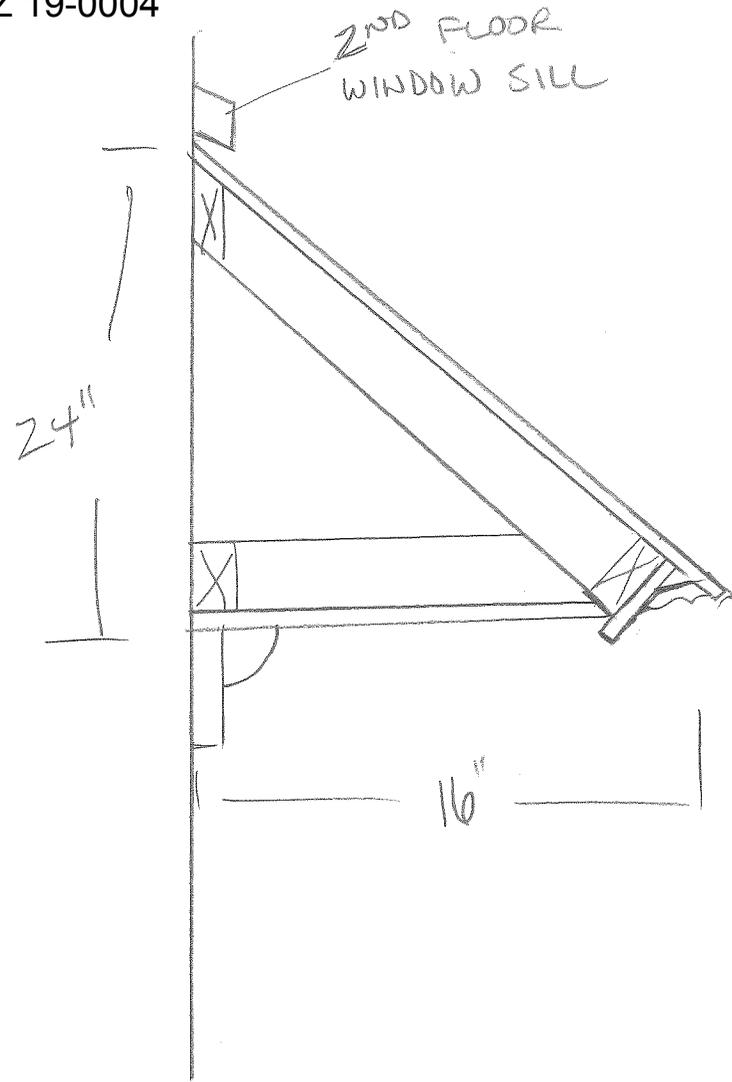
8'

6x6  
POST

- ROOFING,
- \* FASCIA, SOFFIT & QUARTER ROUND TRIM TO MATCH EXISTING
- \* PORCH CEILING TO MATCH EXISTING BEAD BOARDS ON REAR PORCHES
- \* PORCH DECKING TONGUE & GROOVE 1X4 FIR
- \* 5 X 5 TURNED WOOD POST
- \* 12" OVERHANG ON PORCH ROOF TO MATCH "SHADOW LINE" SHOWN FROM ORIGINAL PORCH



# ROOFLET DETAIL



CROWN, QUARTER ROUND, FRIEZE TO MATCH EXISTING ON BAY

ASPHALT SHINGLE ROOFING TO MATCH



Historic Preservation Coordinator  
KALAMAZOO HISTORIC DISTRICT COMMISSION

## APPLICATION FOR PROJECT REVIEW

### STAFF COMMENTS

**Property address** 614 Forest  
**Applicant** Jim Pejka  
**Owner** Arch Limited LLC  
**Received** 3/12/2019

**CASE #** PPZ 19-0004  
**Year built:** 1870  
**Owned since** 12/27/2018  
**Meeting date:** 3/19/2019

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

2000 – temporary ramp (Admin)

2002 – Repair Inselwood siding at SW corner (Admin)

2003 – Replace NH front door with 9 lite wooden door, Replace NH 2d floor west door with wooden 15 lite, add gripail to exterior stairs. (Admin)

2005 – Rail waiver for rear and side porch (Admin)

2012 – Inappropriate handrail for front porch (Violation) cleared 12/16/2015

**Historic District** South Street – Vine Area

**Zoning** RM-15

**Additional Permits required** – building

**Rental History:** Removed from rental registration 05/18/2015

### Proposed Work:

1. Restore front porch based on paint shadows, east and north porches
2. Re-install east side porch rail (original found in basement)
3. Install 2 blind windows on the east side, 1<sup>st</sup> and 2<sup>nd</sup> floor
4. Rebuild pent roof around east bay window
5. Restore caps on all windows on the front half of the house to match original window
6. Replace existing front door with salvaged door to original height (32" x 92")

### Observations:

- The house was covered with green Inselwood siding, the east windows on the two story bay were completely covered on the inside and outside.
- A staircase and doors on the west side have been removed and sided over.
- Owner has also been approved (administrative) to remove and side over 2 vinyl windows.

### Applicable Criteria

(1) Secretary of the Interior Standards for Rehabilitation - #1 to #6 (see next page)

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**COMMISSION ACTIONS (Motions):**

1. Approve the front porch restoration 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 to be delegated to the historic preservation coordinator.
2. Approve the bay window restoration 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 to be delegated to the historic preservation coordinator.
3. Approve the installation of two blind windows on the east side 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 to be delegated to the historic preservation coordinator.
4. Approve the re-installation of the east porch rail 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 to be delegated to the historic preservation coordinator.
5. 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 April 16 meeting to comply with the 60 day rule.
6. The commission could deny, based on Secretary of the Interior Standards #1 through #6.

+++++

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Case# PPZ 19-0004



(1) 614 Forest – South east corner 2014  
(3) South/front with porch paint shadows

ITEM D



(2) 614 Forest – South east corner 03/12/19  
(4) Detail from side porch

A



HDC Mtg 03/19/2019



Page 9 of 12



(1) 614 Forest – Front-south with paint shadows  
(3) Window cap



**B** (2) Complete original model window – E side-2<sup>nd</sup> floor  
(4) Side porch - original rail from basement



Case# PPZ 19-0004



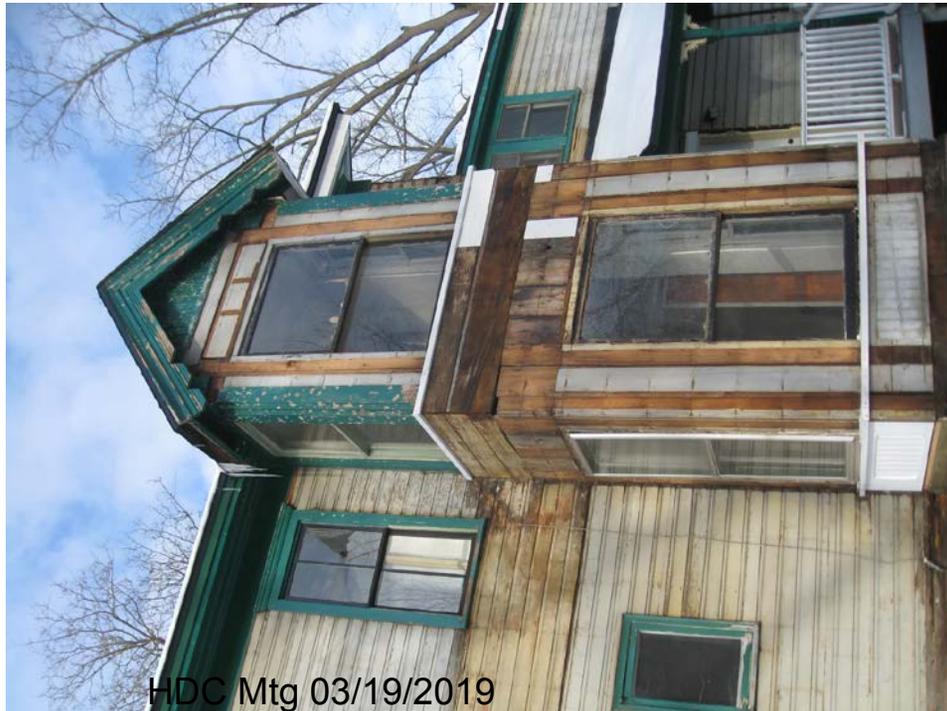
- (1) 614 Forest – northeast corner bay
- (3) Southeast corner of bay

ITEM D



C

- (2) NE corner bay, vines, siding & boarding removed
- (4) Shadow of roof that wrapped bay between 1<sup>st</sup> & 2<sup>nd</sup> floors



HDC Mtg 03/19/2019



Case# PPZ 19-0004



(1) 614 Forest – east side – paint shadows of blind windows.  
(3) 522 West Dutton – blind windows



ITEM D

D

(2) NE corner bay, vines, siding & boarding removed  
(4) 224 Elm – blind windows



HDC Mtg 03/19/2019



Page 12 of 12

**City of Kalamazoo  
HISTORIC DISTRICT COMMISSION  
Minutes  
February 21, 2019 - DRAFT**

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

Members Present: Grant Fletcher, John Mitchell, Daniel Kastner, Dana Underwood, B.J Shell, Jeremy Berg and Andrew Grayson

Members Absent: None

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

Guests:

**I. CALL TO ORDER**

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

**II. APPROVAL OF ABSENCES**

Mr. Berg was absent from the last Historic District Commission meeting, however his absence was not excused at that meeting. **Mr. Mitchell made a motion to retroactively excuse Mr. Berg's absence at the November 20, 2019 Historic District Commission meeting. Ms. Underwood supported the motion, which was approved unanimously.**

**III. APPROVAL OF AGENDA**

**Ms. Underwood, supported by Mr. Berg, made a motion for approval of the agenda, as presented, for the February 19, 2019 Historic District Commission meeting. With a unanimous vote, the motion carried.**

**IV. INTRODUCTION OF GUESTS**

Several representatives of the project located at 527 West South Street were present: Mr. Norm Hamann, Ms. Katie Potts, Mr. Don Edgerly and Mr. Randy Case.

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

None

**VI. DISCLAIMER**

Ms. Ferraro read the disclaimer into the record.



**A motion was made by Mr. Mitchell, supported by Mr. Grayson, to approve the rehabilitation of the garage and conversion to an ADA accessible cottage, with approval of the curved transom window over the front/north garage door. 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 approved a Certificate of Appropriateness for this project. Details of the southern elevation windows and doors are to be delegated to the approval of the historic preservation coordinator. The motion was approved unanimously in a roll call vote.**

Following the motion regarding the garage, the Commission held further discussion regarding the proposed plans for the main structure. Mr. Mitchell asked if any Commission member(s) had an objection to the flat roof on the addition. Ms. Ferraro advised that a flat roof is beneficial in this instance because when an addition is built onto an historic building, there must be a differentiation between the historic and new sections of the structure. The flat roof will provide that differentiation. Mr. Shell inquired as to the timeline of the project. The applicants stated that they hope to begin during the summer of 2019 and ideally, the project would be completed by the end of the calendar year. Several Commission members offered their opinion that it would be very helpful to have more detailed plans, particularly side elevations. Mr. Berg stressed that the proposed project result, as conveyed in the documentation before the Commission, is likely to be quite different than the actual outcome of the project in reality.

**Mr. Berg moved to approve, in concept, the removal (and, if possible, salvage) of the existing rear/south porch and construction of a new two story entry bay as specified. The Historic District Commission would like to see east and west side elevation plans prior to giving final approval to the project. The plan substantially complies with Secretary of the Interior Standards #9 and #10. The Commission will approve a Certificate of Appropriateness for this project. Mr. Grayson seconded the motion, which passed unanimously in a roll call vote.**

Ms. Ferraro advised the applicants that letters would be sent out to them the following day and that the project would appear on the agenda for the March 2019 Historic District Commission meeting.

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

**A motion was made by Ms. Underwood, supported by Mr. Grayson, to approve the minutes for the November 20, 2018 Historic District Commission meeting. The motion passed unanimously.**

### **IX. ADMINISTRATIVE APPROVALS**

No building permit required:

(2018)

- a) 224 West Dutton – Bike racks in tot lot
- b) 1101 South Westnedge – Bike racks at SW corner
- c) 471 New exit door handles – E&W basement, S elev&door
- d) 1213 Grand – Roof over rear mudroom

(2019)

- a) 923 South Park – Window – glass block basement – rear/east
- b) 105 (119-21) East Michigan – Projecting signs – front and rear
- c) 821 West South – Door – rear south
- d) 837 West South – Door – rear south
- e) 839 West South – Door – rear south

Building permit required:

(2018)

- a) 418 Elm - Roof
- b) 1008 West North – Roof

(2019)

- a) 128 West Dutton – Roof, repair windows, exterior wood repair to match
- b) 1140 South Park - Roof
- c) 704 West Walnut - Roof

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

### **X. OTHER BUSINESS**

Mr. Berg had to leave the meeting at 5:47 PM.

Ms. Ferraro urged everyone with any interest to register to attend the Historic District Commissioner training on March 23, 2019 at Fire Station #5 at 619 Douglas Avenue in Kalamazoo. The training will run from 8:30 AM to 5:00 PM.

Ms. Ferraro also brought Commission members up to speed on some of the issues that have recently gone before the Historic Preservation Commission, such as the proposed historic districts at Nazareth College and Bronson Park. She advised that there will be a Proposed Local Historic Districts Public Participation Meeting on Tuesday, February 26, 2019 at City Hall at 6:00 PM.

**XI. ADJOURNMENT**

The meeting was adjourned at 6:03 p.m.

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

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

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



**CITY OF KALAMAZOO  
HISTORIC DISTRICT COMMISSION  
ANNUAL REPORT  
2018**

**Introduction**

In 2018, the Kalamazoo Historic District Commission (HDC) received 141 project applications for the 2,070 historic resources located in Kalamazoo's five locally designated historic districts raised \$3280 from fees instituted in February 2013. This represents an increase of about 14% from 2017 (121). This is the second year that the number of cases have increased. Meetings take place every third Tuesday at 5:00 p.m. in the Community Room at City Hall.

In 2018, a bill to reinstate the Michigan Historic Preservation Income Tax Credit was introduced in both houses (Senate Bill 469/ House Bills 5117 and 5178) and passed with a good majority in the senate. By mid-summer, the bill passed out of the house committee but did not make it to the floor. Governor Snyder made it clear that he would not sign the bill. The new bills have been re-introduced in January 2019 (Senate Bill 54 and House Bill 4100) and Governor Whitmer has indicated she will sign the bills. The Michigan Historic Preservation Income Tax Credit can be a powerful tool for encouraging and rewarding historic preservation.

**History and Purpose**

Chapter 16 Section 22 of the City of Kalamazoo Code of Ordinance, outlines the responsibilities of the HDC as follows:

- (a) The Kalamazoo Historic District Commission is empowered to regulate work on the exterior of historic resources and non-historic resources in historic districts in the City of Kalamazoo and shall otherwise have all powers invested in historic district commissions pursuant to the Local Historic Districts Act, MCL 399.201 et. seq. 1970 P.A. 169, as amended. (Adm. Code § A229.2)
- (b) To regulate work on resources which, by city ordinance, are historic or non-historic resources located within local historic districts, including but not limited to the moving of any structure into or out of, or the building of any structure in, a historic district.

**Meetings**

To fulfill its charge, the HDC convened 10 regular meetings and reviewed 21 applications for a Certificate of Appropriateness. Two projects were denied. (91% approved by the commission) The commission also received training in defensible decision making at their March meeting.

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

**DEMOLITIONS:** In 2018, the HDC approved no demolitions. An approval for demolition from September 2014 to demolish the Streetcar Barn at 1301 Cameron was acted on in December 2018.

**DEMOLITION BY NEGLECT:**

The Historic District Commission found that five houses were threatened with demolition by neglect in 2016. Here is the update on those sites:

**DENIED:** None of this year's applications to the Historic District Commission were denied.

**ADMINISTRATIVE REVIEWS:** In addition to the HDC's 15 application reviews, the Historic Preservation Coordinator reviewed and administratively approved 111 applications for a total of 127 applications reviewed. Reviews generated a total of \$2508 in fees:

- 77 no fee \$ 0 (satellite dishes, storm windows, etc)
- 43 building permit -\$35 \$1505 (roof, steps, rails, etc)
- 21 HDC hearing - \$85 \$1785

In 2018, the HDC and the Coordinator approved 100% of the applications submitted which compares very well with the national average of 95%.

**Appeals** - No cases went to the State Historic Preservation Review Board in 2018.

**Membership** - The HDC enjoyed a full roster of members throughout 2018:

Member	Position	Term	Neighborhood
1. Dana Underwood		First full term	Stuart HD
2. Grant Fletcher	Chair	Second full term	Winchell
3. Jeremy Berg	Vice-chair, Licensed architect	First full term	Winchell
4. BJ Shell		Second full term	Vine ND/HD
5. John Mitchell		First full term	Winchell
6. Andrew Grayson		First full term	Stuart HD
7. Bob Oudsema		First full term	Vine HD

#### **Newsletter**

No newsletters were published in 2018.

**New Owners** – using the Assessors database on the city website, new owners have received a small packet of materials describing the benefits and responsibilities of owning property in a historic district. About 181 new owners received letters in 2018. New owners in owner occupied homes in the Vine Neighborhood NEZ also received information about the NEZ and an application.

#### **Summary**

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

Respectfully submitted,



Sharon Ferraro, Historic Preservation Coordinator



## **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

