

**City of Kalamazoo  
HISTORIC DISTRICT COMMISSION  
Minutes  
February 20, 2018 - FINAL**

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

Members Present: Grant Fletcher, John Mitchell, BJ Shell, Bob Oudsema, Andrew Grayson, Dana Underwood and Jeremy Berg

Members Excused: None

City Staff: Bobby Durkee, Zoning Inspector; Kerrie LeClercq, Recording Secretary

Guests: Peter Eldridge, Ann Lindsay, David Bartels, and two other interested citizens

**I. CALL TO ORDER**

Mr. Fletcher called the meeting to order at 5:01 p.m.

**II. APPROVAL OF ABSENCES**

There were no member absences to approve.

**III. APPROVAL OF AGENDA**

**Changes to Agenda: Under Other Business on the Agenda, there was to be no annual training and no presentation by Kevin Brandes.**

**Ms. Underwood, supported by Mr. Berg, made a motion for the approval of the agenda as amended for the February 20, 2018 Historic District Commission meeting. With a unanimous vote, the motion carried.**

**IV. INTRODUCTION OF GUESTS**

Peter Eldridge – Zoning Administrator for the City of Kalamazoo, Ann Lindsay from 152 Prairie, David Bartels from 1128 West Michigan, and two other interested parties were present.

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

None

**VI. DISCLAIMER**

Mr. Durkee read the disclaimer into the record.

## VII. ELECTION OF OFFICERS

**Mr. Mitchell nominated Mr. Fletcher as Chairperson of the Kalamazoo Historic District Commission. The motion was supported by Mr. Shell and approved unanimously. Mr. Mitchell nominated Mr. Berg as Vice Chairperson of the Kalamazoo Historic District Commission. The motion was supported by Mr. Shell and approved unanimously.**

## VIII. HEARINGS

### OLD BUSINESS

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

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

### NEW BUSINESS

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

Ann Lindsay and a representative from Peterson Construction were present. Mr. Durkee provided a brief introduction regarding the property. The proposed addition is on the rear of the structure, with a demolition of the existing garage and a new garage constructed at the northeast corner of the lot. The owner would like to create a laundry room and bathroom on the first floor where the kitchen is currently located; relocate the existing kitchen; replace the current porch with a larger, more usable screen porch; create a fenced-in back yard, and put a small awning over the side entry to the residence to protect from the weather. She is seeking approval to move forward with permitting and construction. The owner has been working closely with Historic Preservation



As the representative for this property remained absent, Mr. Durkee offered a brief overview of the work that was done to the porch and a general discussion ensued regarding those changes. A decision was required at this meeting because it was already postponed once due to the absence of the property representative. The work was done without approval from the Historic District Commission. The Commission members were unsure if the applicant could re-apply or appeal if the Commission denied the proposal.

**Mr. Oudsema made a motion, supported by Mr. Shell, to deny the proposal based upon Secretary of the Interior Standards 9 & 10. A roll-call vote confirmed the motion unanimously.**

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

**Mr. Mitchell, supported by Mr. Berg, moved to approve the minutes for the January 16, 2018 Historic District Commission minutes. The motion passed unanimously, with Commission members Mr. Oudsema, Mr. Grayson, and Ms. Underwood abstaining.**

#### **IX. ADMINISTRATIVE APPROVALS**

No building permit required and no action required:

- a) 802 South Westnedge – Sign word clouds on display windows were approved
- b) 714 West South – Porch trim and cracked front steps were replaced
- c) 725 Minor – Non-historic second floor rear egress steps were removed
- d) 510 McCourtie – Storm doors, front and side were replaced

Building permit required: None

#### **X. OTHER BUSINESS**

- a) Kevin Brandes – Discussion of infill housing utilizing shipping containers. This item was removed from the meeting agenda.
- b) Review and Approval of HDC annual report to the city commission – Corrections needed: Ms. Underwood pointed out that Max Tibbitts is from the Stuart Neighborhood rather than the West Main Hill Neighborhood. Mr. Berg stated that the total fees generated, listed on page 2, did not add up 2640.

**Mr. Oudsema made a motion, supported by Mr. Grayson, to approve the Annual Report after making the correction regarding Max Tibbets and verifying the fee totals. The motion was unanimously approved.**

- c) Annual HDC Training – This item was removed from the meeting agenda.

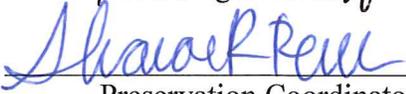
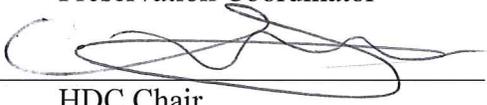
Mr. Mitchell asked for a brief explanation of the issue with shipping container homes. Mr. Durkee explained that someone had inquired about the feasibility of using shipping containers (long corrugated boxes that have been modified) as housing, but he did not know if it involved a property located within the historic district. This was simply an introduction of the idea.

The Commission formally welcomed Mr. Grayson and Ms. Underwood as new members.

**XI. ADJOURNMENT**

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

The meeting adjourned at 5:49 p.m.

Submitted by:	 Kerrie DeClercq Recording Secretary	Date:	<u>3/20/18</u>
Reviewed by:	 Shaouk Penn Preservation Coordinator	Date:	<u>5-30-2019</u>
Approved by:	 HDC Chair	Date:	<u>2-18-2020</u>