

**City of Kalamazoo
HISTORIC DISTRICT COMMISSION
Minutes
May 15, 2018 - FINAL**

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

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

Members Absent: B. J. Shell

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

Guests: Nicole Sabel and Bob Noble (applicant)

I. CALL TO ORDER

Mr. Fletcher called the meeting to order at 4:57 p.m.

II. APPROVAL OF ABSENCES

Mr. Oudsema made a motion to approve B. J Shell's absence for the May 15, 2018 Historic District Commission meeting. The motion was supported by Ms. Underwood and passed unanimously.

III. APPROVAL OF AGENDA

Ms. Ferraro asked that a discussion of the drawings for 218 Allen Boulevard be added to the agenda under Other Business. Mr. Mitchell, supported by Mr. Grayson, made a motion for the approval of the agenda, as amended, for the May 15, 2018 Historic District Commission meeting. With a unanimous vote, the motion carried.

IV. PUBLIC COMMENT ON NON-AGENDA ITEMS

None

V. DISCLAIMER

Ms. Ferraro read the disclaimer into the record.

VIII. APPROVAL OF MINUTES

Mr. Oudsema, supported by Mr. Berg, moved to approve the minutes for the April 17, 2018 Historic District Commission meeting. The motion passed unanimously.

IX. ADMINISTRATIVE APPROVALS

No building permit required:

- a) 320 East Michigan – Mail box, doors on storefronts
- b) 1213 Grand – Chimney repairs and new cap
- c) 1324 West S – Fence on west property line
- d) 602 McCourtie – Fence on east property line
- e) 447 West South – Roof- Flat on read addition
- f) 471 West South – Repointing
- g) 824 South Westnedge – Remove canopy, clean façade, add canister down lights
- h) 715 Eleanor – Fence extension
- i) 225 West Walnut – Stair guardrail on front porch
- j) 206 Woodward – Repair exterior wood to match before painting
- k) 1535 Grand – Reconfigure NH rear windows on the first floor
- l) 445 Forest – Signs – Window graphics
- m) 907 West South - Gutters

Building permit required:

- a) 120 West Dutton – Roof, wood and window repairs, porch, gutters
- b) 124 West Dutton – Roof, wood & window repairs, porch rebuild, gutters
- c) 128 West Dutton – Roof, wood & window repairs, gutters
- d) 100 Monroe - Roof

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

X. OTHER BUSINESS

- a) Ms. Ferraro requested that this item be added to the agenda. She presented the latest plans for the proposed ramp at 218 Allen Boulevard. Mr. McNutt, Kalamazoo City Building Official, did not approve the original ramp drawing as presented. These new plans now show a massive rear ramp involving three switchbacks. At the April 2018 HDC meeting, the ramp was approved with the final details being left to the discretion of the Historic Preservation Coordinator and that the building official needed to approve the landing size and other details to comply with the building code for barrier free ramps. However, the new plans are so enlarged that Ms. Ferraro felt she needed to bring it back to the Commission for further review. The consensus was that, if the new plans are approved by Mr. McNutt, Ms. Ferraro can move forward with approval of the details, unless she feels at any time that there is a compelling reason to bring the property owner back in front of the Commission.

XI. ADJOURNMENT

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

The meeting adjourned at 5:41 p.m.

Submitted by: Merrie LeClercq Date: 6/18/18
Recording Secretary

Reviewed by: Shavak Rao Date: 5-20-2019
Preservation Coordinator

Approved by: [Signature] Date: 2-18-2020
HDC Chair