City of Kalamazoo
HISTORIC DISTRICT COMMISSION
Minutes
July 17, 2018 - FINAL

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

Members Present:	Grant Fletcher, John Mitchell, Andrew Grayson, Dana Underwood, B.J Shell and Jeremy Berg
Members Absent:	Bob Oudsema
City Staff:	Sharon Ferraro, Historic Preservation Coordinator; Kerrie LeClercq, Recording Secretary
Guests:	Nicole Sabel, Cecilia Ringo, Matt Bartz (Applicant), and Charles Mercadal (Applicant)

I. CALL TO ORDER

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

II. APPROVAL OF ABSENCES

A motion to approve the absence of Mr. Oudsema for the July 17, 2018 Historic District Commission meeting was made by Mr. Mitchell, and supported by Mr. Shell. With a unanimous vote, the motion carried.

III. APPROVAL OF AGENDA

Ms. Ferraro requested the addition of a discussion regarding the construction of a shed by Habitat for Humanity at 722 West Cedar Street under the "Other Business" agenda heading. Mr. Grayson, supported by Ms. Underwood, made a motion for the approval of the agenda as amended for the July 17, 2018 Historic District Commission meeting. With a unanimous vote, the motion carried.

IV. PUBLIC COMMENT ON NON-AGENDA ITEMS

None

V. DISCLAIMER

Ms. Ferraro read the disclaimer into the record.

VI. HEARINGS

OLD BUSINESS

a) **521 Stuart Avenue** **Owner: Charles Mercadal**
Style: Foursquare **Built: 1905**
Zone: RM-15 **Owned since: March 5, 2009**
Revised plans for a new garage
(IHA 18-0008 Old Application)
Public Comment then Commission Deliberation

Mr. Mercadal was present as representative for the property. The proposed building project is a follow-up to a request presented earlier in 2018 to build a small carport. Instead of this project, the owner has determined that building a full-sized 2-car garage would be a better long term solution. The garage would be situated at the rear (west) end of the lot. The lot is 33' wide, and will be divided such that 4 ½' of space is open from the edge of the garage to the neighbors' property lines to the north and south. The plans call for a sliding window assembly; rather than this, however, a fixed window with two DS panes of glass will be used. There will be one division in the light from top to bottom, with the sill constructed of treated lumber and glazed and painted to match the trim. The door construction is not specified in the plans, but will be a paneled, wood exterior door with windows near the top for added visibility.

Commission members asked several questions to determine exactly where on the property the shed would be located and to further specify details regarding the proposed windows and door. When asked, Ms. Ferraro indicated that she is in agreement with the plan as presented, including proposed materials, pitch of the roof, etc. She also stated that she will be reviewing the final list of materials used.

Mr. Berg made a motion to approve the new 2-car garage as complying with Secretary of the Interior Standards #9 and #10, with final approval of the details delegated to the Historic Preservation Coordinator. The motion was supported by Ms. Underwood and passed unanimously in a roll-call vote.

NEW BUSINESS

b) **805 South Park Street** **Owner: Matt Bartz**
Style: Italianate **Built: 1864**
Zone: RM-36 **Owned since: August 21, 1998**
Replace roof on house with a standing seam metal roof (In 2007, HDC approved a standing seam metal roof for the east rear wing of the home)
(PPZ 18-0013 New Application)
Public Comment then Commission Deliberation

Mr. Bartz was present as the representative for the property. The project involves replacing the existing low pitched roof with a standing seam metal roof. The current roof is extremely low pitched and is barely visible from the public right-of-way. In 2007, the Historic District Commission approved the replacement of the roof on the rear (east) wing of the home with a standing seam metal roof. That work was never completed. There were no questions from members of the Commission regarding the proposal.

Mr. Mitchell made a motion to approve the standing seam metal roof as specified. The plan substantially complies with Secretary of the Interior Standard #6. Approval of any final details is delegated to the Historic Preservation Coordinator. Ms. Underwood seconded the motion and it was unanimously approved in a roll call vote.

VII. APPROVAL OF MINUTES

Mr. Mitchell, supported by Ms. Underwood, moved to approve the minutes for the June 19, 2018 Historic District Commission meeting. The motion passed unanimously.

VIII. ADMINISTRATIVE APPROVALS

No building permit required:

a) 528 Wheaton – Fence
b) 1213 Grand – Window & exterior wood repairs as needed
c) 926 Osborne – Add storm door on rear NH addition. Replace window
d) 1006 Oak – Rebuild north deck on top of sunroom
e) 145 Prairie – Repairs to rear second floor deck on bungalow + EWR
f) 729 West South – Charging station for electric car-rear
g) 708 West South – Storm windows
h) 603 Elm – Install missing attic window on north to match south
i) 603 Elm – Install missing kitchen window
j) 603 Elm - Shed
k) 720 South Park – Exterior stair: rebuild on northwest corner

Building permit required:

a) 712 Eleanor – Repairs to exterior wood and rear porch, gutters
b) 822 Elmwood – Roof
c) 730 South Rose – Roof
d) 528 Wheaton – Roof
e) 611 West Vine – Exterior stair in southeast corner
f) 416 Monroe – Roof

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

IX. OTHER BUSINESS

a) Ms. Ferraro presented a plan by Habitat for Humanity to build an 8' x 14' garden shed at 722 West Cedar Street. She was seeking the Commission's consent to grant administrative approval for the project. The Commission agreed, with no motion being required.

X. ADJOURNMENT

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

The meeting adjourned at 5:20 p.m.

Submitted by: Kerri LeClerc — Date: 9/18/18
Recording Secretary

Reviewed by: Sharon Rew — Date: 5-20-2019
Preservation Coordinator

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