City of Kalamazoo
HISTORIC DISTRICT COMMISSION
Minutes
March 19, 2019 - FINAL

2nd 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

Guests: Luis Pena, Cynthia Wittingham

I. CALL TO ORDER

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

II. APPROVAL OF ABSENCES

None

III. APPROVAL OF AGENDA

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

IV. INTRODUCTION OF GUESTS

Luis Pena, the Americorps Volunteer in CP&D and Cynthia Wittingham a property owner in the Stuart neighborhood.

V. PUBLIC COMMENT ON NON-AGENDA ITEMS

None

VI. DISCLAIMER

Ms. Ferraro read the disclaimer into the record.
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VII. HEARINGS

OLD BUSINESS

a) 527 West South Street

Style: Colonial Revival
Zone: RM-15
1. Addition at rear/south, remove porch
2. Rehabilitate garage to guest cottage
   (PPZ 19-0001)

Owner: Upjohn Institute
Applicant: Diekema-Hamann Architects
Built: 1866, remodeled ca 1910
Owned since: 10/12/2018
Old Application – approved in concept

Norm Hamann, Katie Potts and Don Edgerly were present as representatives of the project. Ms. Potts offered a general overview of the additional information the commission had requested in February. She reviewed the additional east side and west side views of the proposed addition.

Mr. Berg moved to approve, the removal (and, if possible, salvage) of the existing rear/south porch and construction of a new two story entry bay as specified. Mr. Shell seconded the motion. The Commission approved a Certificate of Appropriateness for this project. The plan substantially complies with Secretary of the Interior Standards #9 and #10. With a roll call vote the motion passed unanimously.

NEW BUSINESS

b) 350 East Michigan Ave

Style: Classical Revival
Zone: CCBD
   (PPZ 19-0002)

Owner: Columbia 12 LLC
Applicant: Mac Waldorf
Built: ca 1900
Owned since: 07/19/2007

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

The rear stair and elevator tower was added to the south side of the building in 1985 and the structure is not part of the historic Columbia Hotel. The windows as installed have condensed a great deal of moisture. All the frames and windows will be removed and will be replaced with the same style and design of the window walls. The barrier free ramp will have a lower wall on the east side and a cable rail. The roof over the ramp is 12’ x 20’ sitting on six posts. All will be replaced with a translucent double plexiglass material.

John Mitchell moved to approve the project as presented. Dan Kastner seconded the motion. The Commission approved a Certificate of Appropriateness for this project. The
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Plan substantially complies with Secretary of the Interior Standards #9 and #10. With a roll call vote the motion passed unanimously.

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
   Custom design metal stair rails for the front steps (PPZ 19-0003)

   The owners, Dawn and Reed Shilts represented the project. They have repaired and rebuilt the front entry porch rails and the front steps. They feel the steps need a handrail and have a custom rail design that incorporates design details from the house. They plan rails on both sides of the steps.

   **Dana Underwood moved to approve installation of the rail as presented. Andrew Grayson seconded. The Commission approved a Certificate of Appropriateness for this project. The plan substantially complies with Secretary of the Interior Standards #9 and #10. With a roll call vote the motion passed unanimously.**

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, 1st and 2nd 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)

   The owner, Jim Pejka represented the project, essentially a restoration of this house. He has already removed the Inselwood siding covering a lot of detail.

   **John Mitchell moved to approve rehabilitation of the house as presented. B.J. Shell seconded the motion seconded. The Commission approved a Certificate of Appropriateness for this project. The plan substantially complies with Secretary of the Interior Standards #1 through #6. With a roll call vote the motion passed unanimously.**

**VIII. APPROVAL OF MINUTES**

A motion was made by Ms. Underwood, supported by Mr. Grayson, to approve the minutes for the February 19, 2019 Historic District Commission meeting. The motion passed unanimously.
IX. ADMINISTRATIVE APPROVALS

No building permit required:
  Prospect Hill 1442 Roof
Building permit required:
  Forest 614 Replica windows to match, remove vinyl windows

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.

XI. ADJOURNMENT

The meeting was adjourned at 6:10 p.m.

Submitted by: Sharon Ferraro  Date: 1-16-2020
  Recording Secretary – Sharon Ferraro

Reviewed by: Sharon Ferraro  Date: 1-16-2020
  Preservation Coordinator – Sharon Ferraro

Approved by: Grant Fletcher  Date: 1-21-2020
  HDC Chair – Grant Fletcher