

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

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

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.

**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**



**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