

**KALAMAZOO HISTORIC  
PRESERVATION  
COMMISSION MINUTES**

**April 10, 2007  
Third Floor Conference Room  
241 W. South St.  
Kalamazoo, MI 49007**

Members Present: Chris Wright; Norman Jung; Erin Seaverson;  
Linda Gentry Bennett; Josh Willson; Claire Milne

Members Absent:

City Staff: Sharon Ferraro, Historic Preservation Coordinator  
Karleen Steppenwolf, Recording Secretary

City Commission: Barbara Miller

**Call To Order**

Ms. Bennett called the meeting to order at 7:02 pm.

**Approval Of Absences**

None

**Agenda**

Addition of item IX. E. Fountain of the Pioneers Issues Resolution Group update.  
Addition of item XI. 3. Procedure for Historic Preservation Committee as a Historic District Study Committee.

**Mr. Wright, supported by Ms. Milne, moved to approve the April 10, 2007 agenda as amended. With a voice vote the motion carried unanimously.**

**Minutes**

Corrections:

There were minor corrections on page 2 & 3.

**Mr. Jung, supported by Ms. Seaverson, moved to approve the March 13, 2007 minutes as amended. With a roll call vote the motion carried unanimously.**

**Introduction Of Guests**

Pam O'Connor – former commissioner, author of Kalamazoo: Lost and Found

### Citizen Comments

Ms. O'Connor urged the HPC to write a letter to legislators regarding the threat to the Historical Rehabilitation Tax Credit. The Historic Rehabilitation Tax Credit is not included in two of the three proposed replacements for the Michigan Single Business Tax.

Ms. O'Connor had a sample resolution supporting the Historic Rehabilitation Tax Credit that she read to the commission. Ms. O'Connor would like the HPC to submit the resolution to the City Commission for consideration.

### Correspondence

None

### Financial Report

City: No comments, on track.

O'Connor Fund: The fund has received a \$50.00 contribution from a loyal supporter.

Lost and Found Book Project: Ms. O'Connor is looking for volunteers to help with the book sale during the KSOL downtown homes tour May 12 & 13.

Wild Goose Chase has a delinquent account. Ms. O'Connor will generate a letter for Ms. Bennett to sign.

Fervor book sales: an approval is needed for the new sales rate at Fervor at a 45% Fervor, 55% KHPC split.

**Ms. Seaverson, supported by Mr. Jung, moved to approve the book sales to Fervor with a split of 45% Fervor and 55% KHPC. With a roll call vote the motion carried unanimously.**

### Action Items/Discussion Items

- A) Fervor/KHPC rate split – approved (see above).
- B) Affirm decision of Preservation Awards Committee – After some discussion the nominations will stand as listed. Ms. Milne will present the Residential awards and Mr. Willson will present the Commercial/Institutional/Government Properties/Programs, the Interior Rehabilitation and the Individual awards.

**Mr. Jung, supported by Mr. Willson, moved to accept the nominations as listed. With a roll call vote the motion carried unanimously.**

- C) Write/Review letter to Kalamazoo Representatives regarding the Historic Preservation Tax Credit – The HPC Board reviewed the letter and everyone agreed to sign it.

**Mr. Wright, supported by Mr. Jung, moved to sign and send the letter to the Kalamazoo Representatives. With a roll call vote the motion carried unanimously.**

Ms. Bennett will write a cover letter to go with Ms. O'Connor's resolution to the City Commission. Ms. Bennett will send a copy to everyone to review. The letter needs to be to Ms. Ferraro by April 20 in order to be included in the April 30 City Commission meeting.

- D) Preservation Month – The presentation of awards will be May 7 at the City Commission meeting. The presenters at the ceremony will be Ms. Milne and Mr. Willson. Ms. Ferraro will forward a script to each to review before the meeting.
- E) Fountain of Pioneers update – Mr. Jung had attended a meeting April 9, 2007. The Task Force has come up with a purpose statement that will be submitted to the City and County Commission.

#### Committee Reports

None

#### City Reports

1. Lead Remediation and EPA grant
2. Questions from City Commission to be answered before Public Hearing for new West Main Hill Local Historic District on April 30th: Why was the Triangle included, why was Kalamazoo College excluded and are new material being considered as acceptable in the historic district?

#### Commissioner Comments

None

Adjournment 9:16 pm.

**Mr. Jung, supported by Mr. Wright moved to adjourn the meeting at 9:16 pm. By voice vote the commission unanimously passed the motion.**

**Submitted by (Karleen Steppenwolf)**

**Reviewed by (Sharon Ferraro)**

**Approved by (Linda Gentry Bennett)**