

KALAMAZOO HISTORIC PRESERVATION COMMISSION

CITY HALL - 241 W. South – Community Room – 2nd floor

TUESDAY, December 11, 2018 – 7:00pm

I. Call to order:

II. Approval of Absences: Beth Timmerman

III. Approval of Agenda:

IV. Introduction of Guests:

V. Citizen Comments on NON-agenda items* & Correspondence:

VI. Financial Report (20 min) (No change since November)

- a. REVENUE March (\$191.76 Oct) YTD (\$4303.80)
- b. EXPENDITURES Oct \$1100 YTD (\$3776.68)
- c. BALANCE REMAINING (\$27,363.32)
- d. RESERVE FUND (\$27,8044.44) (Quarterly reports – Feb., May, Aug, Nov)

VII. Action and Discussion Items - Work Plan Reports from Team Leaders Note any changes to the work plan

- a. Sustainability (SU) – (10 min) (Ferraro) (Hidden Kalamazoo Book)
- b. Preservation Month (PM) (Gorham) (5 min)
- c. Public Education (Gorham) (10 min) (ITEM A)
- d. Operations (O) – Koenig (5 min)
 - i. Elect vice chairperson
 - ii. Email correspondence about Bronson Park Master Plan
- e. Sites (SI) – Robinson & Kohrman (5 min)
- f. Designation (D) – Kohrman (10 min)

VIII. Old/New Business

- a. Discussion and approval of new HPC Workplan – review for proposed completion dates (DRAFT PLAN ITEM B, meeting notes - ITEM C)
- b. Acceptance of Study Committee Report for Nazareth – in packets

IX. Approval of minutes: (5 min)

- a. November 13, 2018 (ITEM D)

X. Coordinators Report on non-agenda items (5 min)

- a. Coordinators monthly report (ITEM E)

XI. Citizen Comments on NON-agenda items*

XII. Commissioner Comments

Adjourn

9:00 PM

The mission of the Kalamazoo Historic Preservation Commission is to educate the public and city leaders on the value of preserving the City's historic resources, and to advise the City Commission accordingly. Questions and comments regarding this agenda should be directed to the Historic Preservation Coordinator at 337-8804. *The Commission's Work Plan is on the reverse side.

* Citizen Comments are limited to four minutes on non-agenda items. During agenda items, citizens are also requested to limit their comments to four minutes unless invited to join in the discussion by the Commission.

This page left blank for packets.

Kalamazoo Reservation Public Education Committee Report

Report to the HPC Dec. 11, 2018

Notes from December 2018 Meeting

The KRPEC met today to talk through next steps for many of the work-plan goals in priority #2 & to that end, we've sort of confirmed the 2019 timing of the street signs & non-destructive archeological survey in Bronson Park. The other goals, including fundraising, at this point has some amorphous timelines since we don't have a sub-committee formed etc. etc. etc.

Regina Gorham

This page left blank for packets.

KALAMAZOO HISTORIC PRESERVATION COMMISSION GOALS FOR 2019-2022

Chair: Josh Koenig Vice-chair: Secretary: Kerri LeClerq Treasurer: Regina Gorham

DRAFT - DRAFT - DRAFT 12/05/18

**PRIORITY GOAL #1 Leader: _____ PROJECT COMPLETE – JULY 2020
RECONNAISSANCE LEVEL HISTORIC RESOURCE SURVEY**

GOAL: Prepare a historic resource survey of all structures and resources within the boundaries of the city of Kalamazoo

- a) Design survey to comply with SHPO and NPS standards
- b) Obtain funding – CLG grant or other sources
- c) Organize public outreach meetings to take place before field work on survey begins.
- d) Begin Survey in Fall 2019 – complete by July 2020

PRIORITY GOAL #2 Leader: Regina Gorham PROJECT COMPLETE – DEC 2021

KALAMAZOO RESERVATION PUBLIC EDUCATION COMMITTEE

After the markers are installed and the program begins, there will be an ongoing care for the markers, updating and maintaining Next Exit History, determining public education projects like speaking and other events.

- a) Non-destructive archaeological survey of Bronson Park & the mound. (2019)
- b) Implement Street Sign placement (April 2019 – Earth Day)
- c) Coordinate Corner Marker & Bronson Park panel design, structure and location with property managers (2020)
- d) Continue requisite fund raising (2020)
- e) Construct and install Reservation Corner markers and Bronson Park panel (2021 – 200th anniversary of reservation)
- f) Evaluate and update Next Exit History + Videopresentations (Ongoing)
- g) Develop policies & procedures for ongoing and endowed public interpretation and programming in Bronson Park (Ongoing)

PRIORITY GOAL #3 LEADER _____ ANNUAL/ONGOING

CREATE A PROGRAM OF HOMEOWNER PRACTICAL PRESERVATION WORKSHOPS FUNDED BY THE O’CONNOR FUND FOR HISTORIC PRESERVATION

- a) Appoint a sub-committee in January 2019 to plan pilot program for 2019
 - a. Both “hands-on” programs and in-seat informational sessions
 - b. Local instructors or MHPN provided
- b) Announce during Preservation Month (May 2019)
- c) All publicity and promotional materials should include the KHPC Logo and note the program is funded by the O’Connor Fund for Historic Preservation
- d) Engage neighborhoods to host or sponsor workshops
- e) Create a digital resource library for reference materials – possibly a web page with resources and links
- f) Explore making instructional videos in cooperation with instructors and KPL Local History.

PRIORITY GOAL #4 LEADER _____ ANNUAL/ONGOING

CEMETERIES - survey grave marker condition and assist city staff in developing a long term plan for repair, cleaning and maintenance in Kalamazoo’s two historic cemeteries, Mountain Home and Riverview. Engage the public in the care of the cemeteries

- a) Establish a sub-committee to outline and plan for cemetery surveys, condition assessment and repairs (February 2019)
- b) Create a condition/inventory program for use on smart phones or tablets
- c) Working with city staff, organize a regular public event for interested people to assist in survey in the spring
- d) Encourage interested people to independently add data to the survey using the program
- e) Research appropriate techniques for repairing and cleaning grave markers
- f) Create long term plan to clean and repair using public volunteers and professionals when necessary

PRESERVATION MONTH & OTHER EVENTS

Leader: Regina Gorham

GOAL: Present a variety of events to celebrate Preservation Month in May**ANNUAL/ONGOING**

1. Committee to develop activities & budgets
2. Schedule & promote/publicize events
3. Revise award categories and new criteria (January 2019)
4. Awards sub-committee to decide awards
5. Create work schedules, recruit & train volunteers
6. Complete events
7. Post event debrief presented to HPC
8. Form committee for next year
9. Create a three year plan for future events to celebrate Preservation Month (August 2019)

DESIGNATION (Preservation Tools/Outreach): Leaders: David Kohrman and _____**ANNUAL/ONGOING**

(See appendix A to C for current DRAFT lists)

GOAL: Increase public awareness of history and historic preservation with ongoing programs to document and designate historic resources and make historic information easily accessible to the public

- a. Support a new historic resource survey for the entire city
- b. Invite property owners to consider local or national designation based on research.
 - a. Create a process for designation
 - b. Sponsor/create a workshop on documenting your historic building.
 - c. Create a collection of National Register Bulletins for Local History Room
 - d. Identify funding sources to assist property owners or the HPC in preparing documentation
 - e. Post necessary documents on the city website
- c. Research new properties for potential designation and addition to public records (Local History Room, etc) working with Public History students (Hist 4100).
- d. Prepare Historical Reports on buildings including schools, churches and other sites.
 - a. Generate a list of local school, church and public buildings, prioritizing by highest likelihood of demolition or extensive renovation.
 - b. Prepare a history of school, church and public buildings to be shared with the public on the school, KPS, Local History Rooms and other websites
 - c. Establish a communication link with local school administrators/leadership teams, churches and public buildings. Offer a historical program/presentation for each building on the list.
- e. Using results of Reconnaissance Level Survey, create a list of threatened or endangered properties, upgrade regularly (Start August 2020, then ongoing)
 - a. Consider a thematic surveys of schools and churches in Kalamazoo in part derived from Survey Report
 - b. Research and create a program for a Kalamazoo Register of Historic Places and markers for eligible properties (December 2021)

SUSTAINABILITY/ REVENUE

Leader _____

ANNUAL/ONGOING

1. Provide support to oversight of the Kalamazoo: Lost & Found book sales and O'Connor Fund for Historic Preservation.
2. Coordinate with the O'Connor fund for planning expenditures from the fund
3. Ensure that O'Connor fund appeal is done in November
4. Start looking for future fund-raising plans

OPERATIONS/Chairperson's responsibilities

Leader: Josh Koenig (Chairperson)

ANNUAL/ONGOING

1. To see that 1-2 representatives from KHPC meet quarterly w/ Director of CPED and City Planner to discuss KHPC
2. Review financial status & reserve account quarterly in advance of opportunities for budget adjustment
3. Create budget in July or August
4. Monitor the preservation coordinator position so that it remains funded by City
5. Ensure quorum at meetings
6. Help create monthly agendas with coordinator
7. Oversight and update of operational plans monthly
8. Ensure succession plan for HPC
9. Ensure a representative from KHPC is permitted to attend DDRC meeting

APPENDIX A: sites eligible for additional designation – to be expanded and revised after the Reconnaissance Level Historic Resources Survey is complete

LOCAL DESIGNATION

- **Isaac Brown House (NR listed)**
- **Nazareth Center/Sisters of St. Joseph -** National Register eligible
- Woodside Properties (W) and panhandle Greenlawn
- **Bronson Park Historic District (NR listed)**
- Milwood Area
- Edison/Washington Square Area
- Hillcrest/Winchell Area
- Parkwyn Village
- Mid-Century Resources
- Loring-McMartin Farm /railroad viaduct

NATIONAL REGISTER DESIGNATION

- **Nazareth Center/Sisters of St. Joseph -** National Register eligible – need new photos, expanded and detailed Statement of Significance and permission letter from owner, redevelopment project eligible for Federal and possibly Michigan Tax Credits.
- State Theater – National Register eligible – need new photos and permission letter from owner
- American National/5/3 Bank Tower - National Register eligible – need new photos and permission letter from owner
- Bronson/Upjohn Headquarters and Kalamazoo Gazette Building-
- Parkwyn Village
- Mid Century Resources

APPENDIX B: Schools – encourage and prepare history and heritage of schools to post on KPL Local History Room and KPS, Kal Christian Schools, Catholic Schools websites. Encourage adaptive use if buildings become vacant.

Prioritized List of Local Public and Private School Buildings

1. **Nazareth Center/Sisters of St. Joseph -** National Register eligible – need new photos, expanded and detailed Statement of Significance and permission letter from owner, redevelopment project eligible for Federal and possibly Michigan Tax Credits.
2. Edison Elementary (KPS)
3. El Sol/Vine Elementary (KPS) (In local historic district)
4. Milwood Middle School (KPS)
5. Winchell Elementary (KPS)
6. Greenwood Elementary (KPS)
7. Hackett High School (Catholic Diocese)
8. St. Augustine Elementary (Catholic Diocese)
9. St. Monica Elementary (Catholic Diocese)
10. Kalamazoo Christian High School (Christian Schools)
11. Community Education Center (former Kalamazoo Central High School) (KPS)
12. (Former) South Christian Elementary on Westnedge – owned by KPS
13. Hillcrest School (Kazoo School - private)
14. Former Ebenezer School (Bronson, Former K Christian John St)

Work completed on upgrades and new construction (Nov 2018)

1. Loy Norrix High School (KPS)
2. Lincoln Elementary (KPS)
3. Woodward Elementary (KPS) (In local historic district)
4. Parkwood/Upjohn Elementary (KPS)

APPENDIX C: Churches (by address and denomination)

- 1) North Presbyterian (North Rose)
- 2) Paterson and Westnedge
- 3) North Westnedge next to William
- 4) Christian Science Church (National Register listed)
- 5) First Christian Reformed (302 Academy)
- 6) Allen Chapel AME (West North Street)

This page left blank for packets.

HPC Work Plan Meeting Notes (RG)
11/26/2018

- Sharon writing a letter of support for the new mural at Woodward School.
 - Ones from the 1990s were painted over; replacing with 2 new ones, 1 with historic theming.
- **OLD BUSINESS**
- Preservation Month
 - New award categories:
 - Innovative Solutions in Preservation.
 - Recognizes an outstanding and creative example of adaptive reuse, incorporating sensitive and creative solutions to issues of sustainability, and integration of accessibility improvements. Substantially complete (by/prior to May 2019?).
 - Archaeology.
 - Regina will coordinate with David Brose on specifics of this new one.
 - Cemetery Inventory.
 - Sub-Committee will continue to work on project.
- KRPEC
 - Need to change years for sub-goals. Also need to change the year for the highest priority goal.
 - For b, “Continue requisite fund raising (2020)
 - For c, street signs, change to 2019
 - For d, change to 2021, the bicentennial of when the reservation lands were surveyed.
 - For e, “Evaluate and update”; drop dates, ongoing.
 - For f, drop date, ongoing.
 - Add & move to the top “Non-destructive archaeological survey of Bronson Park & the mound. (2019)”
- Designation
 - Needs a new leader in March.
 - When we initially talked about this category, we discussed dropping the 2 lists at the bottom and moving them to appendices, and combining #2 & #5 together.
 - Date can be added to the survey (2020 – or 7/20/2020 =)
 - Change #3 to “Maintain a list of endangered properties.” Or Threatened Properties. This would integrate well with the upcoming survey.
 - When moving to discuss the Historic Schools Initiative, we felt that this could be combined with Designation. (see continued notes with Designation)
 - Sharon discussed that adding more local districts at this point is not feasible for staff, and also mentioned that while writing the new form-based coding for the city, Christina Anderson is taking into consideration allowances for historic district properties that will inevitably be non-conforming in the future.
- Sustainability/Revenue
 - Needs a new leader.
 - Drop #2, #3 & #6.

- Combine #4 & #5.
- Move from Operations #4: Coordinate with the O'Connor fund for planning expenditures from the fund. & #7: Ensure that the O'Connor fund appeal is done in November.
- Operations
 - For #1, instead of having Rebekah Kik there, write Director CPED & City Planner.
 - Add monthly meetings with Preservation Coordinator.
 - Add in Chairpersons' Responsibilities as a sub-title for Operations.
- Historic Schools Initiative
 - Linkages to school websites/KPL site/KVM site.
 - School presentations – effective?
 - Discussed Washington being the only walkable school in the city.
 - Decided to combine historic schools with designation, create a 3rd list for the endangered/watch list – churches.
 - Sharon will compact the 2 for the next meeting and we can see what we want.
- **NEW BUSINESS**
- Workshops
 - Discussion of low cost offering for people, potentially free. Concerns of people not coming if it's free, potential for asking for \$5-\$10 and saying it covers lunch.
 - Informational, community building.
 - Sharon mentioned that past window repair workshops included some free materials.
 - Initial goal of 3 workshops in the first year.
 - One, based on the information from Katie Reilly, General Maintenance (MHPN offers this); could have 20 people, would need to be in spring/summer/better weather.
 - Sharon said that she had lots of digital resources & could build a digital resource library to send to participants. Could also share with all neighborhood groups and have in multiple areas for the community.
 - Regina will connect with MHPN to see if we would be able to film the workshops and then have them available for viewing later.
 - PMN or KPL possibilities for filming if this is approved.
 - Sub-Committee formed: Pam, Sharon, Regina, Beth & Nicole. They will meet in January. Regina will email to set up meeting.
- Sharon said that she will be retiring at the end of May. Collective groaning ensued.
- Survey
 - HPC will be involved with the planning of the survey.
 - Sharon wants to survey the entire city instead of the 40 year survey which was done last time. Will be hard to cover some of the large buildings.
 - Current survey photos are from 1996.
 - Moving the survey to the top goals in the work plan.
 - Sharon working on a CLG grant.
 - Sharon putting a list of HPC related things on the December agenda.
- Pam brought up some ideas, including:

- O'Connor fund helping with non-profit or for-profit projects on historic buildings. Looking specifically at multi-unit buildings using historic tax credits.
- 10% work force affordable housing. (calculations done using HUD formula)
- Pam's project example was the KIA owned church downtown needing to add an elevator, or other projects.
- Pam also was interested in funding a dialogue on public art in the community.
 - Regina & Sharon will be following up with the Kzoo County Public Arts Commission.
- Sharon mentioned that during the time that the Fountain was on the HPC agenda, roughly 150-200 houses, fixable, sound houses, were lost in Kalamazoo.
- Discussion of a revolving fund to assist with housing repairs.
- Josh asked at the close of the meeting to prepare for the next meeting:
 - Think about re-ordering of priorities (following the notes sent out by Sharon).
 - Send back notes to Sharon by December 5 meeting.
 - Firm dates at January for things that need dates still.

Regina's Notes on Award language:

- a. Title possibility: Innovative Solutions in Preservation
 - i. Text Possibility: Showing sensitivity and creative solutions incorporating issues of sustainability, adaptive reuse and integration of accessibility improvements.
 - ii. Text Possibility: Recognizes an outstanding and creative example of adapting an existing building for a new use that respects the defining characteristics while transforming its purpose. Project must be complete by **** 2019.
 - iii. Text Possibility: Recognizes an outstanding and creative example of adaptive reuse, incorporating sensitive and creative solutions to issues of sustainability, and integration of accessibility improvements.

KALAMAZOO HISTORIC PRESERVATION COMMISSION

City Hall – 241 West South Street – Community Room 2nd Floor

TUESDAY, NOVEMBER 13, 2018 – 7:00 PM

MEETING MINUTES - Draft

Members Present: Joshua Koenig, Regina Gorham, Sue Robinson, Ciara Larson, Elizabeth Timmerman

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

- I. **Call to Order:** Mr. Koenig called the meeting to order at 7:03 PM

- II. **Approval of Absences:** Nicole Sabel. *A motion was made by Ms. Larson and seconded by Ms. Timmerman to approve the absences from the Historical Preservation Commission meeting on November 13, 2018. The motion passed unanimously.*

- III. **Approval of Agenda:** Mr. Koenig requested that Agenda Item VII (d) (iii) be moved to Old/New Business. *Ms. Gorham made a motion to approve the Agenda as amended for the November 13, 2018 Historic Preservation Commission meeting. The motion was seconded by Ms. Robinson and approved unanimously.*

- IV. **Introduction of Guests:** Pam O'Connor

- V. **Citizen Comments on Non-Agenda Items and Correspondence:** Ms. O'Connor advised that the Downtown Kalamazoo Partnership is soliciting applications for membership on their four committees. Ms. O'Connor will send each Commission member a link for further information regarding the available positions.

- VI. **Financial Report:** Ms. O'Connor informed Commission members that there was almost \$200.00 in book sales the previous month, which she assumes will be listed on the November report.
 - a. REVENUE – March (\$191.76 Oct) YTD (\$4303.80)
Kalamazoo: Lost and Found book sales
 - b. EXPENDITURES – Oct \$1100 YTD (\$3776.68)
Ad in Spark for Hidden Kalamazoo - \$300; State Theatre Cleaning & staff fee \$800
 - c. BALANCE REMAINING - \$27,363.32
 - d. RESERVE FUND - \$27,8044.44 (Quarterly reports – ~~Feb, May, Aug~~, Nov)

- VII. **Action and Discussion Items**
 - a. SUSTAINABILITY – Ms. Ferraro explained that the Hidden Kalamazoo team is suspending the Tour for a year due to recent lack of response. They will be concentrating on the book and intend to have it available for the 2019 holiday season. There is a committee working on the project and they have already compiled a great deal of information. The next step is to determine the form that the book will take and to choose a means of publication.

- Ms. O'Connor introduced the idea of a new Tour outside the boundaries of the City of Kalamazoo that would involve mid-century modern homes, such as the Ingersoll Village and Lustron Homes.
- b. PRESERVATION MONTH –**
- i.** Ms. Gorham has begun communicating with Chris Wright regarding the inventory at Mountain Home.
 - ii.** Regarding the yearly Preservation Awards, Ms. Gorham is continuing to work on the additional wording for the nominations.
- c. PUBLIC EDUCATION –**
- i.** Ms. Gorham advised that the Committee has been re-named the “Kalamazoo Reservation Public Education Committee”, and she is the official representative from the HPC. Ms. Gorham has spoken with Bill McElhone about having an education staff representative from the Kalamazoo Valley Museum present on the Committee.
 - ii.** Update on Street Signs - Jeff Chamberlain is pursuing a permit to install signs at township intersections. Budgetary implications will need to be determined. A suggestion has been made to have the installation of the signs correspond to Earth Day 2019. The Match-e-be-nash-she-wish Band sponsors Earth Day celebrations in Bronson Park and could assist with communications regarding the event.
- d. OPERATIONS –**
- i.** Meetings to Schedule
 - Work Plan: Mr. Koenig advised that the meeting has been scheduled for Monday, November 26, 2018; site TBD, beginning at 5 PM. It must be an open meeting, so it will need to be held in a barrier free accessible location. He requested that members consider what needs to be added/subtracted/changed in the work plan. Ms. O'Connor requested that an agenda be created for the meeting. She explained that they would need a significant amount of time to discuss the O'Connor Fund and what it hopes to achieve, and that there are several historic district study reports that are imminent and could be challenging, so they need to decide how to reach out to property owners. She added that if there are going to be workshops, there needs to be a committee to plan the promotions and set the dates. Ms. Ferraro advised that they would not be able to plan the details, because they did not have any sites locked down as of yet and Mr. Koenig added that neighborhood groups will also need to be included, because their Neighborhood Plans include workshops, as well. Ms. Gorham stated that she would attempt to collect the Neighborhood Plans in time for the planning session. Ms. O'Connor reiterated that decisions need to be made quickly and expressed concern about waiting to give the neighborhood groups time to complete and submit their Plans.
 - Mountain Home Cemetery Planning: The next steps are moving forward. Ms. Gorham, Ms. Timmerman, and Ms. Ferraro will be meeting with Chris Wright and the outcomes from that meeting will be moved into the Master Plan. The meeting date/time is TBD.

- Review Preservation Awards Guidelines: See minutes under Agenda item VII (b) (ii). This must be completed by January 8, 2019 to be ready in time for the annual call for nominations in the second half of January.
- ii. Report on Meeting with CP&D Director Kik:
Mr. Koenig met with Director Kik regarding a number of topics, including the future of the Nazareth complex, local Neighborhood Plans, and the Trolley Barn, which has been given to the City of Kalamazoo by the Kalamazoo County Land Bank. They also discussed the transfer of MDOT roads to the City of Kalamazoo and the possible outcomes for that. There is a lot of pre-planning going on including widening roads and neighborhoods requesting the return of brick streets. Director Kik has indicated that she will be relying a great deal on the Historical Preservation Commission for historical integrity and context for the planning. It will be taking place within the next few months and a large study has been undertaken by the MDOT. Director Kik feels that HPC input is vital for design construction. Additionally, Director Kik will be seeking assistance from HPC during the hiring process for the current Historic Preservation Coordinator's replacement. Ms. Ferraro may be retiring during 2019.
- iii. Consider Cancelling December 11, 2018 Historic Preservation Commission Meeting – Moved to Old/New Business
- iv. Reminder About November 14, 2018 Meeting for O'Connor Fund Appeal mailing
- e. SITES –
Ms. Robinson has received permission by the Superintendent to go into and photograph Edison School, but has been unable to get in contact with the head of buildings. She had hoped to have it completed by Thanksgiving, but that is now unrealistic. She is continuing to push ahead with it and now hopes to have it done by Christmas.
- f. DESIGNATION –
Mr. Kehrman was not present at the meeting to provide an update for the Commission. Mr. Koenig advised that there was no new information to report.

VIII. Old/New Business

- a. CONFLICT OF INTEREST POLICY -
Ms. Ferraro requested that each Commissioner sign the copy of the Conflict Of Interest Policy that was included in their meeting packet. She will be returning them to SHPO along with the rest of her report.
- b. NATIONAL REGISTER BINDER FOR LIBRARY LOCAL HISTORY ROOM –
There is no new information regarding this agenda item. Ms. Larson is continuing to work on it.
- c. CONSIDERATION OF DECEMBER 2018 HPC MEETING CANCELLATION –
Mr. Koenig asked the Commission for their thoughts about holding the scheduled meeting on December 11, 2018 or cancelling it. Ms. O'Connor felt that there is sufficient business before the Commission to make the December meeting a necessity. One of the items that Ms. O'Connor pointed out was the need for a draft study to showcase the history and context of the Nazareth complex. Ms. Robinson requested a draft by December 4, 2018 so that there's time for the Commission members to review it prior to the December 11th meeting. Ms. Timmerman informed the Commission that she will be unable to attend the December meeting.

IX. Approval of Meeting Minutes

Ms. O’Connor had several corrections to the October 9, 2018 Historic Preservation Commission meeting minutes. These consisted of correcting the spelling of Mr. Norman Jung’s last name, a request for more specific information regarding what letters are being referred to under the VII (e) (vi) agenda item, and which archive is being referred to under agenda item VIII (f). *Ms. Larson made a motion to approve the Historic Preservation Commission meeting minutes for October 9, 2018 as amended. The motion was supported by Ms. Robinson and passed unanimously.*

X. Coordinators Report on Non-Agenda Items

a. NAZARETH COMPLEX –

Ms. Ferraro reports there may be a developer who is very interested in redeveloping the dorms. The Sisters are interested in demolishing the building because they believe that will be more environmentally responsible and provide a smaller carbon footprint.

b. HABS/HALS –

MS. Ferraro has been in contact with Chris Stevens at the Historic American Landscape Survey. They will be preparing a quote, which will be dependent upon the possible need for scans. Wightman has made arrangements to transfer the documents to them. Chris indicated that two separate reports are not needed and that a HALS report will cover more than the HABS report would. Ms. O’Connor stated that it was her belief there would be no charge incurred for preparing the report, but Ms. Ferraro said that she would not be able to confirm that until she heard back from Chris Stevens.

c. CLG GRANT OPPORTUNITIES –

Ms. Ferraro is waiting to hear further on whether the archeological survey of Bronson Park and support for the new Reconnaissance Level Historic Resource Survey would be eligible to apply for the grant. All of the documents that support the grant for the Historic District Commission training scheduled for March 23, 2019 have already been signed by the City Manager forwarded to the State Historic Preservation Office. Once SHPO has signed, then detailed planning can begin.

d. VERMEULEN FARM SITE –

The developer has not submitted a plan yet because of the need for rezoning the parcel. Working with the developers attorney, Ms. Ferraro sent out an information sheet regarding the farmstead and the house that needs to be moved, and it has gone viral locally. She is hoping to be contacted by someone offering a place for the house to be relocated. The developer has not submitted any plans for project review yet, but they have done a tree survey and are pulling in experts at this preliminary stage. The current owner of the property will give the amount he would have spent on demolishing the structure (estimate is \$10,000) to anyone credible with plans to move the home. The development team had a dynamic and productive meeting the Winchell neighborhood representatives, and there may be more meetings in the future. Ms. O’Connor questioned the house “being put out for adoption” and stated her belief that the option of protecting the house on its current property is being “talked away”. Ms. Ferraro and Mr. Koenig explained that moving the house is only one of the options under discussion and that no plan has yet been submitted.

Ms. O'Connor insisted that the developer be asked to create a new plan that doesn't involve moving the house. Ms. Ferraro pointed out that the developer could submit an application for a demo permit immediately and HPC would not be in a position to block it, which is the motivation for exploring other options. Ms. O'Connor responded with a request that a conversation about saving the residence at its current location be placed on equal footing with a conversation about moving the building, which she does not believe is currently the case. Ms. Ferraro reiterated that she is continuing to seek solutions to the issue.

e. STREETCAR BARN –

The Kalamazoo County Land Bank gifted the property to the City of Kalamazoo, so it will not be demolished, but Ms. Ferraro was unaware of future plans for the property.

f. DEVELOPMENT PROJECTS –

Ms. Ferraro has had one meeting and will have more with the Kalamazoo Arts Council regarding the artistic sculptural pieces from the fountain in Bronson Park. Rick Watkins will be building a shelter that can protect the pieces so that they are not damaged by the freeze/thaw cycle and Shawn Fletcher has stated that the pieces will be stored safely.

XI. Citizen Comments on Non-Agenda Items

There were no citizen comments on non-agenda items.

XII. Commissioner Comments

There were no Commissioner comments to close out the meeting.

XIII. Adjournment

The meeting was adjourned at 8:53 PM.

Submitted by: _____

Date: _____

Recording Secretary

Reviewed by: _____

Date: _____

Preservation Coordinator

Approved by: _____

Date: _____

HPC Chair

REVIEWS: Historic District Commission:

✓	HDC cases to 12/04/18 – 140 total		Fees total year to date, 2018	\$3155
	2018	2018	2017	2017 fees
○	79 no fee	\$ 0	71 no fee	\$ 0
○	44 bldg permit-\$35*	\$ 1540	33	\$ 1365
○	19 HDC hearing - \$85	\$ 1615	18	\$ 1530
	140 TOTAL	\$ 3155	114	\$ 2895

Section 106 reviews (Federally funded projects)

- ✓ Section 106 reviews to 10/02/18:
 - 16 – in Potential Historic Study Areas
 - 24- in areas identified in the 2001 survey as “No Historic Properties”
- ✓ In 2017, 7 reviews were complete by 10/02/17

SITES and PROJECTS:

- **Update on HABS/HALS documentation for Bronson Park and the Fountain of the Pioneers – no news**
- **Update on Survey and CLG Grant – waiting for “go-ahead” from SHPO**
- **Vermeulen Farm site (Loring – McMartin Farm and RR – South Drake and Stadium Drive)**
 - **On Monday December 3, 2018, the City Commission approved a six month moratorium on any development in parcels designated as Natural Feature Protection Areas. For now the process has been suspended.**
 - **After a call for parties interested in moving the farmhouse, we had three credible enquiries – folks who understood the idea of moving a house and had undertaken historic projects in the past. Several others were interested and at least two did not understand the difference between “moving into” and house and “moving” a house.**
- **Nazareth – at meeting – report in packet.**
- **302 Academy – First Christian Reformed Church – at meeting**
- **Streetcar Barn 1301 Cameron – No update**



ITEM E
Kalamazoo Historic Preservation Commission
Preservation coordinator's report
Tuesday, December 11, 2018

VACANT – NOT REHABBED BUILDINGS AND/OR UPPER FLOORS in Downtown Kalamazoo

Historic buildings – 50+ years old

Underlined- in Historic District (Eligible for Federal HP tax credit except #2)

Entire building vacant and undeveloped

1. KALAMAZOO GAZETTE BUILDING – 401 SOUTH BURDICK – Purchased by Bronson Healthcare Group
2. CHARTER ONE BANK – NORTH SIDE, EAST MICHIGAN 200 BLOCK (No HP tax credit eligibility)

3. 302 North Burdick – Kalamazoo Overall Co – Mr. Presidents – **HK**

Upper floors vacant or undeveloped – 4 on mall, 6 on Michigan Avenue, 2 on N. Edwards

4. International Hotel – Fandango – 241-7 South Kalamazoo Mall (2nd & 3rd floors)
5. Montgomery Wards – Terrapin/Walgreens – 237 South Kalamazoo Mall* (2nd & 3rd floors) **HK**
6. Fuller Building – Petals & Postings/Invitations by Design – 233 South Kalamazoo Mall (2nd & 3rd floors) **HK**
7. Boudeman Building – Rustica - south end - 236 South Kalamazoo Mall, west side* (2nd & 3rd floors) **HK**
8. Stevens Building – 312 West Michigan – Studio Grille (2nd floor) **HK**
9. Clapham McDonald Building – 131 East Michigan – 3rd floor **HK**
10. Winston's (Weber Building) 228 East Michigan - 3rd floor **HK**
11. Hiemstra Optical (Chase Building) - 234-8 East Michigan*(2nd floor) **HK**
12. 266 East Michigan – Hall Building – Coney Island – upper three floors **HK**
13. 318 East Michigan – Hotel Holt – Alfred E. Bike – 2nd & 3rd floors (NEW OWNER – rehab in progress) **HK**
14. 100 North Edwards – Nave Architects – 2nd floor
15. 150 North Edwards – Heritage Co – 2nd floor & far north, one story bay **HK**

Upper floor unoccupied

16. American National Bank (5/3) – 136 East Michigan – 15th floor only **HK**

First floor vacant, upper floors occupied

17. Metropolitan Center – one storefront – 105 East Michigan
18. Merrill-McCourtie Building – (south storefront only) former Dragon Inn – 232 South Kalamazoo Mall

Notice this list is getting shorter! **HK = part of Hidden Kalamazoo Tour – 2/3 of the vacant/underutilized spaces!**