

KALAMAZOO HISTORIC PRESERVATION COMMISSION

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

TUESDAY, March 12, 2019 – 6:00pm

I. Call to order:

II. Approval of Absences:

III. Approval of Agenda:

IV. Introduction of Guests:

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

VI. Financial Report (20 min) (No change from last month – Marcie will have the year end statement ready for March.)

- 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

- a. Reconnaissance Level Historic Resource Survey (Ferraro/Sabel) **(ITEM A)**
- b. Kalamazoo Reservation Public Education (Gorham) (10 min) **Verbal report at meeting**
 - i. Contributions for “Pottawatomie Reservation Corner Markers, c/o The O’Connor Fund” at the Kalamazoo Community Foundation. Move to front of agenda for David
- c. Practical Homeowner Workshops (Gorham/Ferraro) **(ITEM B)**
- d. Grave Issues – Cemetery Project (Timmerman) **No report**
- e. Preservation Month (PM) (Gorham) **(5 min)**
 - i. No nominations yet (3/6/19 - SRF) Need a site for ceremony
- f. Designation & Sites (D) – Larson & Robinson (10 min) **(Verbal report at meeting)**
- g. Sustainability (SU) – **(10 min)** (Ferraro/Koenig) (Hidden Kalamazoo Book) **(ITEM C)**
 - i. Continue paying for the Hidden Kalamazoo website \$315
- h. Operations (O) – Koenig (5 min)
- i. Binder report (Sullivan) **(ITEM D)**

VIII. Old/New Business

- a. Discussion of quotes received for HALS Report on Bronson Park **(documents at meeting)**
- b. Report on Historic District Study Committee progress **(ITEM E)**
- c. Historic District Commission training – March 23, 8:30am to 5pm at Fire Station 5, 619 Douglas. 12 Spaces left – registration deadline is March 14.
- d. Approval of the Historic Preservation Commission Annual Report to the City Commission **(ITEM F)**
- e. Consideration of applicants for a seat on the HPC **(ITEM G)**

IX. Approval of minutes: (5 min)

- a. Special meeting February 5, 2019 **(ITEM H)**
- b. February 12, 2019 **(ITEM I)**

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

- a. Coordinators monthly report **(ITEM J)**

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.

KALAMAZOO HISTORIC PRESERVATION COMMISSION GOALS FOR 2019-2022

Chair: Josh Koenig Vice-chair: Regina Gorham
Secretary: Kerrie LeClercq Treasurer: Nicole Sabel

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PRIORITY GOAL #1 LEADER: Nicole Sabel 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 After planning meeting 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 Beth Timmerman 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 to plan 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: Ciara Sullivan and Sue Robinson

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

1. Support a new historic resource survey for the entire city
2. 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
3. Research new properties for potential designation and addition to public records (Local History Room, etc) working with Public History students (Hist 4100).
4. 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.
5. 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 LEADERS: Coordinator & Josh Koenig ANNUAL/ONGOING

1. Provide support to oversight of the Kalamazoo: Lost & Found book sales and O'Connor Fund for Historic Preservation.
2. Review plans annually for ongoing and new O'Connor Fund expenditures and support Ensure that O'Connor fund appeal is done in November
3. 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. Meet monthly with Historic Preservation Coordinator to review issues and plan agendas.
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 might be 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) NR & Local HD
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 NR and local historic district)
4. Parkwood/Upjohn Elementary (KPS)

APPENDIX C: Churches (by address and denomination)

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



Kalamazoo Reconnaissance Level
Historic Resource Survey
Monthly report to the Historic Preservation Commission
March 12, 2019
Sharon Ferraro & Nicole Sabel

Kalamazoo has a Programmatic Agreement with the State Historic Preservation Office and the Advisory Council on Historic Preservation. This allows the city to streamline reviews of federally funded projects, but also requires the city to survey all the historic resources in the city. The last survey was completed in 2001 and included all parts of the city that were more than 40 years old. For the updated survey 2019-2020 – we propose to inventory all the existing buildings in the city, estimated at 24,000 by the Assessor's office.

The Information Technology Department and the Assessor's office are working an important part of the survey plan. We have narrowed the field of potential suitable programs to two - technical considerations include– photo storage and linking, edit-in place capability, and ease of use:

- Survey 123
- ERIS Collector
- Both can be run from tablets

Currently this is the tentative schedule – dates are “to be completed by”:

1. We will need to include the cost of tablets in the budget – there are none in working order available for loan from other city departments. We will need 6.
2. 03/31/19 - Our GIS – IT staff will determine setup requirements and licensing costs for the programs. We can get an expanded license for the 4th quarter of 2019 for field work.
3. 04/30/19 - Both programs set up for our data fields in both applications
4. 05/31/19 - Sharon and 1 or 2 volunteers will field test both applications and survey instructions.
5. 06/30/19 - Sharon will evaluate collected data and editing process by 6/30
6. 07/30/19 – evaluate functionality of programs and choose, make necessary changes
7. Prepare recruiting training materials – test drive training for volunteers
8. *Plan community outreach – meet with Nds possibly a Facebook page?*
9. 08/30/19 – one more field test
10. 10/01/19 – start survey in the field

The assessor has provided a list of problematic addresses. These addresses will probably be surveyed by the coordinator rather than volunteers.

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HPC Workshop Meeting (Regina Gorham)
2/25/2019
OHOW

- Sharon mentioned that her friend Zadie Jackson is friends with Dr. Washington, the new president of KVCC and Jeremy Cole of Neighborhood Builders and “Gritty to Pretty”, and is planning on connecting them to speak about a construction trades program.
- Need to set another meeting with Peter Brakeman to look at design.
- April 20 – tentative date for walkthrough of Sexton’s lodge, re-rope windows
 - Also need to look at what work will be needed on the house, layout of space, etc.
- Everyone will sign a model release & waiver of liability for events.
- At next meeting need to:
 - Propose an official partnership with the Old House Network for the workshops (needs vote)
 - OHN will allow for use of Eventbrite to register & will also be allowing for use of some tools and demonstration equipment.
- Workshop Facebook page
 - Similar to the Hidden Kalamazoo page – able to do?
- Put up posters at Douglas & Sons, Heritage Co., Martini’s, Crow’s Nest, get them to the neighborhood associations, look to the gazette, radio, etc. for advertisement.
- Workshop particulars
 - Capacity: 12-16 for hands-on; 30 for in-seat
- Ideas for other workshops:
 - Focus on small repairs
- Sharon:
 - Making a list of supplies at the OHN house.
 - Sharon has lead safe books to hand out.
 - Will be taking a trip to Ted’s house to see what’s there.
 - For in-seat, we need: computer, screen, chairs, tables

Description	Cost	Quantity	Total
MHPN Workshop fee	\$300	2	\$600
MHPN mileage fee			
Masonry workshop Instructor fee	\$300- \$400		
Window workshop Instructor fee	\$300- \$400		
Food for each session			
Miscellaneous supplies			

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Hidden Kalamazoo Planning Committee Report Report to the HPC March 12, 2019

The Hidden Kalamazoo planning team is hard at work researching and writing about their assigned buildings. Partly due to the Polar Vortex, but also other issues, the deadline for completed text was rolled back a little. We should have all the text in by the end of next week – March 15.



We will have 2-4 pages on each building that has been part of the tour along with as many photos as we can squeeze in. There will also be an introductory overview of the history of downtown Kalamazoo and topical chapters on things like transoms and skylights, power generating, heating and lighting and other topics to illustrate how people lived differently downtown in the nineteenth century.

Peter Brakeman has agreed to design the cover for us. Brittany Williams, who laid out the magazine for the Gilmore Car Museum when she worked for them, will do the layout. Regina will be handling photo credits.

The committee has also sent a letter about the book to all the property owners. We are offering each one up to two copies of the book for free – and more at a discount if they want. We also asked if they have additional photos to contribute and if they want to review the present day photos of their building. We have had responses from 4 property owners so far.

Here is an important question – do we want to continue with the Hidden Kalamazoo website for the upcoming year? It will be useful to publicize the book but it costs \$315.





HPC 03/12/2019

National Register Binder

CiaraLarson

Proposed binder timeline:

March

- Sending drafts at the end of March (who would like to help???)
- Meeting with Sharon in March to discuss printing options and budgets

April

- Move to vote on Final Draft by April meeting and approve a budget for printing
- Reach out to repositories
- Finish printing

May

- Distribute just in time for Preservation Month!

List of Repositories to Reach Out To / Organizations that want copies:

- Josh's class
- Sharon Ferraro
- Kalamazoo Valley Museum
- Local History Room – KPL
- Neighborhood Committees (South Street, West Main Hill, Vine, Stuart, others?)
- WMU Archives
- WMU Special Collections?
- Nicole Sabel?
- **If anyone has any others, please let me know by April!**

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HISTORIC DISTRICT STUDY COMMITTEE

Progress toward establishing the Nazareth & Bronson Park Local Historic Districts
Report – 03/06/19 for HPC on 3/13/19

- 2018-12-11 Nazareth final Historic District Study Committee Report - Agenda item 9b: acceptance of study committee report for Nazareth - Historic Preservation Commission unanimously accepts the report.
- 2019-02-05 (Special meeting of the Historic Preservation Commission, postponed due to the terribly cold weather the previous week – January 22-24) – Bronson Park final Historic District Study Committee Report – Historic Preservation Commission unanimously accepts the report.
- 2019-02-05 – Historic Preservation Commission unanimously approves a public participation meeting on Tuesday, February 26 at 6pm in the Community Room at City Hall. Letters of invitation will be sent to all property owners and most will also be contacted directly by phone before the letters arrive.
- 2019-02-07 – Invitation letters sent to all property owners
- 2019-02-12 – Regular meeting of the HPC – first few responses to the letters including an attorney from Troy for the Congregation of Saint Joseph.
- 2019-02-19 – Regularly scheduled Historic District Commission meeting. Briefed the commission on the process of establishing the new districts and the process. Invited them to attend the Public Participation meeting on February 26.
- 2016-02-26 – Public Participation meeting. Originally scheduled in the community room, as 6:00 pm approached it became clear that we should instead use commission chambers. Kerrie LeClerq, recording secretary, took notes. At least 61 people were in attendance and left their names and email addresses on the sign in sheets. Most of those in attendance spoke against the proposed district. Two people spoke in support. The session lasted for about 90 minutes.
- 2019-02-28 – City staff meets to review next steps. Two meetings are planned to address questions and discuss in a smaller group. Property owners from the Bronson Park will meet on Monday March 11 and from Nazareth on Thursday March 14. Invitations sent out via email on Monday March 4th with RSVP. Excellent responses.

The Historic District Study Committee Reports are complete and ready to be sent on to the planning commission, the Michigan Historical Commission, the Michigan Historic Preservation Review Board and the State Historic Preservation Office for comment.

Submitted 03/06/19 Sharon Ferraro

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**CITY OF KALAMAZOO
HISTORIC PRESERVATION COMMISSION
ANNUAL REPORT
2018**

Introduction

In 2018, the Kalamazoo Historic Preservation Commission was involved in a wide variety of projects including public education, publication, awards, a tour, historical resource surveys and rehabilitation advice.

The duties of the Historic Preservation Commission are defined in Article V of the Code of Ordinance of the City of Kalamazoo. In support of its duties, the commission undertook or continued a variety of projects in 2016:

“The commission may support and produce historical publications”:

The commission continued selling their most recent publication, Kalamazoo: Lost and Found which is in its second printing.

“... inventory of historic resources within the city which, in its judgment, have such value as to warrant preservation and/or redevelopment; to publish such inventory; and to cooperate with owners of such resources in devising and carrying out appropriate means for their preservation.” And “The commission shall be responsible for the coordination and nomination of National Register and state register historic districts, sites and/or individual properties, and may support the creation of local historic districts”:

During 2018, the Historic Preservation Commission, acting as a historic district study committee placed three areas under study as potential local historic districts. In each case one or more historic buildings were threatened with demolition to make way for another project:

- Nazareth Study Committee - Nazareth Center – often called the Nazareth Motherhouse, this 237,000 square foot building was built in 1897 of red brick and clad in limestone in 1929. Attached to the rear of the three story building is the Holy Family Chapel, arguably one of the most elegant religious sanctuaries in the Kalamazoo area. In May 2015, the Congregation of St. Joseph announced plans to build a new assisted living facility for their members and the HPC was told that the sisters were working to find a suitable use and a qualified building manager for the Motherhouse. The new facility was to be complete by fall 2017 at which time the Motherhouse and other buildings would be “deconstructed.” During the intervening years, the HPC occasionally heard rumors of interested developers, both private and religious, but there no plans were forthcoming. The commission began the formal study process in January 2018 and a final twelve page report was completed and approved by the Historic Preservation Commission.
- Bronson Park Study Committee – In August 2006, the Kalamazoo Institute of Arts purchased the First Church of Christ, Scientist with no public plans other than leasing it out to congregations as needed. In August 2016, the First Congregational Church purchased the adjacent First Reformed Church and, at the time had no plans for the building. In March 2017, plans became public for Plazacorp to purchase the County Courthouse with no specific plans for redevelopment until a new courthouse could be constructed adjacent to the County Administration Building on West Kalamazoo. These three developments started the discussion about possibly creating a local historic district to

match the boundaries of the existing National Register Historic District. (#83000855). In March of 2017, First Congregational Church working with Downtown Kalamazoo Inc. proposed to re-use the First Reformed Church as an urban innovation and incubation center. In May 2018, the Historic Preservation Commission began the formal historic district study committee process and the final report was completed and approved by the commission in January 2019.

- Loring McMartin Farmstead – This 1840s homestead with a two story brick house and a railroad abutment is one of the last remaining farmsteads inside the city limits. The elderly owner, from the same family that purchased the farm in the early 1860s, wanted to keep the parcel together and undeveloped. In January of 2018, the Historic Preservation Commission began the formal historic district study committee process and the final report was completed and approved by the commission in May 2018. In the fall of 2018, the land was sold to a developer and the early proposals called for both the farmhouse and the railroad abutment to be removed. Due to a city commission action on December 3, 2018, the area is under a development moratorium and the developer has agreed to assist in finding a qualified party to move the house.

“The commission shall encourage and promote historic preservation and educate the public on preservation wherever possible”:

HIDDEN KALAMAZOO TOUR

Since the first tour in 2013, “Hidden Kalamazoo” has raised almost \$53,000 for the Historic Preservation Commission. The Sixth Annual Hidden Kalamazoo Tour took place on Father’s Day weekend in June of 2018. Attendance was less than half of previous years and the commission to suspend the tour for 2019. Most old buildings downtown have been redeveloped and the “hidden” sites are nearly unavailable. For 2019, the commission plans to self-publish a book on the tour and the participating buildings. The tour has included 28 of the 30 vacant spaces downtown. The last two spaces have an unsafe staircase or no staircase at all to the second floor.

HISTORIC PRESERVATION COMMISSION AWARDS OF MERIT

For the eighteenth year, the HPC worked with members of the Historic District Commission to identify candidates for the HPC’s annual Preservation Awards of Merit for buildings, people and projects. The 2018 Awards of Merit were presented on a very rainy Wednesday, May 30, 2018 in a vacant office space owned by Plazacorp in their Globe Building.

These awards are given annually in local recognition of National Historic Preservation Month. This year’s award recipients have done an outstanding job of rehabilitating a historic structure or have actively promoted or contributed to historic preservation in the city of Kalamazoo.

This year’s seven award winners include:

Residential Property

Charles and Susan Crandall House at 716 Minor Avenue: When owner Lynn Stevens bought this former student rental, the house was clad in Transite (cement asbestos siding) and had a failing garage. For more than a decade, she repaired the back porch, got approval from the Historic District Commission to remove the garage, and took on numerous projects inside including the kitchen, bathrooms, and much more. On the outside, her house became the subject of one of the

Old House Network's Great Unveiling projects. In about 4 hours, 20 volunteers stripped off the Transite to reveal fish scale shingles in the gables and original siding in very good condition.

1304 Merrill Street: This handsome house with a wrap-around curved porch sits tucked into the hillside at the west end of Forest Street on Merrill. For many, many years it was broken up into apartments. Extra doors were added and windows lost due to renovations designed to house as many tenants as possible. Owners Jennifer McVey and Susan Lindemann, started with a new roof 17 years ago and the process has been ongoing ever since. They removed the north side entry that led to the upper apartment and reinstalled the window in that location. They also reconfigured the rear, added a Craftsman-style pergola and fence, and repaired the marvelous curved porch.

George and Ella Reed House, 928 South Rose Street: In 2016 the Kalamazoo County Treasurer took ownership of this house through tax foreclosure. Located on a prominent corner, the bones of this neglected house were good but needed rehabilitation. The failing brick garage was removed freeing up parking space and allowing a new rear entrance. After ownership was turned over to the Kalamazoo County Land Bank, a complete renovation transformed the house and it was sold to a new family last year.

Commercial/Institutional

Bosman Building, 627 South Burdick Street: Albert and Susan Trombley have operated their salon and gallery from this building for decades. One of the last historic commercial structures remaining on this part of South Burdick, they have maintained the historic character of the building while putting it to an active, busy use. Their award is rarely given, for preservation of an important historic building.

Civic Theatre, 329 South Park: After 87 years, the Civic needed to update some spaces including the lower level restrooms and lobby. Careful design work from Byce and Associates integrated important design elements, including the iconic eight pointed stars and the theatrical comedy and tragedy masks into the renovated spaces. Colors were drawn from murals in the Green Room and throughout the building and the result is an enchanting transformation of practical spaces, seamlessly integrated into one of the City's most important cultural buildings.

Park Club, 219 West South: For decades the front of the Park Club, originally the William and Martha Lawrence House, has been marred by the presence of the necessary but unattractive fire escape. Over the last couple of years, Byce and Associates has executed a plan that repaired the tower, removed the fire escape, and reconstructed the front porch and the front steps. They replaced the deteriorating Portage River sandstone with salvaged material from buildings in Calumet Michigan.

Individuals or Institutions

Plazacorp: Over the past two decades, Plazacorp and its investors have revitalized six historic buildings in downtown Kalamazoo, peeling away years of neglect or inappropriate alterations to reveal the beauty of the original buildings. Their completed projects include the Shakespeare, United, and Spareflex buildings in the downtown, and the Gibson factory and Illinois Envelope

Buildings elsewhere in the City. They have acquired other historic buildings and have plans in process for several others. They have been a vital part of the revitalization of downtown Kalamazoo.

“The commission shall also encourage the collection of materials illustrative of the history of Kalamazoo and encourage their deposit into public or educational institutions within the city or the state that the commission deems most suitable for their preservation and use”:

“The commission may support the inclusion of historic preservation concepts in planning and land use...”

As participants in the 2016 Programmatic Agreement between the State Historic Preservation Office, the Advisory Council on Historic Preservation and the City of Kalamazoo, in 2018 the HPC commented on eighteen projects.

“... cooperate with owners of such (historic) resources in devising and carrying out appropriate means for their preservation...”

Fountain of the Pioneers – Bronson Park – Bronson Park 21st Century – Beginning late in the last century, the Historic Preservation Commission expressed concern about the deteriorating condition of the Fountain of the Pioneers. Over the intervening two decades the commission received grants for repairs and condition assessments, finally launching a fundraising effort to renovate the park itself assisting in raising \$2.3million. At the October 16th City Commission meeting in 2017 and again on November 20th citizens spoke about removing the fountain to eliminate what they perceived as a racist statue. The commission planned to study the issue for 90 days and return with a proposal.

At the March 5, 2018 meeting of the city commission, the city manager recommended the complete removal of the fountain and pools. In April the decision was made to keep the pool edges and on April 23 and 24, 2018, the fountain was disassembled, saving the sculpture in four pieces and about six of the parapet panels. The salvaged pieces are in storage in the barn behind Public Services on Stockbridge. A sub-committee of the County Public Arts Commission is studying possible next steps for the sculpture.

Michigan Traction Company Streetcar Barn – designated as a single resource local historic district in April 2007, deferred maintenance, a tax foreclosure and collapse of the east end of the north bay took its toll on this last vestige of Kalamazoo’s streetcar era. In December 2018, the remainder of the building was razed.

Ole House Owners Workshops - In November, 2017, the Historic Preservation Commission undertook a project to present a series of old house owner workshops, both informational and “Hands on”. Planning for the workshops commenced in January 2019.

Grave Issues Squad – In January 2018, the HPC decided on a project to evaluate the condition of grave markers in Mountain Home Cemetery on West Main. The Inventory process would engage local volunteers in a historic preservation project with the ultimate goal of cleaning and possibly repairing gravestones in Kalamazoo’s oldest active cemetery. The commission is working closely with Public Services on this project.

CONCERNS

The HPC expressed these concerns about specific sites within the city in 2018:

Loring McMartin Farmstead – The HPC remains concerned about the farmhouse and railway abutment at this site and hopes that any new development would leave both structures intact and on site.

Recommendations

The HPC makes the following recommendation to the City Commission for the coming year:

The city should explore stronger demolition controls through ordinance revisions allowing historic buildings more protection and considering protection of sound, non-historic commercial buildings, especially in the central business district to maintain the city tax base.

Acknowledgements

The HPC wishes to thank CPD Department Director Rebekah Kik and planner Christina Anderson for their continuing support and encouragement.

Conclusion

Historic preservation is a vital part of Kalamazoo's community character, enhancing both our existing built environment and future development. Kalamazoo. The City of Kalamazoo can look with pride at the handsome, restored, historic buildings along East Michigan Avenue, at the steady improvement of the Stuart and Vine neighborhoods and the preservation of the West Main Hill neighborhood. Much more of our city could be protected and should be preserved and HPC is proud to be part of that process.

Respectfully submitted,
Sharon Ferraro, Historic Preservation Coordinator

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Board and Commission Application

Alex LaPorte

Application created: 10/17/2018

I would like to serve on the following board(s) or commission(s):

- 1 **Kalamazoo Historic Preservation Commission**

Education and Experience

Occupation Transportation Planner
Company name Michigan Department of Transportation
Position Transportation Planner
Availability details Monday-Friday after 430. Have leave time for community functions that can be used.
Education and Experience

Please see attached documents for resume and transcripts.

Current Job: Transportation Planner, Michigan Department of Transportation

Previous Job: Teaching/Research Assistant, Dept. of Geography Western Michigan University

Education: BS. Political Science. Minor in History/Geography

Education: MS. Geography. Environmental and Resource Analysis

Education: Graduate Certificate. Geographic Information Science

Qualifications**Non-Resident Members Permitted**

Applicant: I am a city resident

Demonstrated Interest in the History of Kalamazoo and/or Principles of Historic Preservation

Applicant: I was born and raised in Kalamazoo County and have always had an interest in the history of the City of Kalamazoo. As a recent graduate of WMU, where I obtained my Master of Science degree in Geography, I purchased a house within the city limits. I have always had a love for history and obtained a minor in history from CMU. My interest for the history of the City of Kalamazoo stems from my family history. Multiple generations of my family have lived and worked in the area. I was born at Bronson and have lived the past three years of my life enjoying everything the city has to offer. I joined the National Guard right out of High School and attended CMU following that. Residing in many different places over the years has made me realize that I want to build my future in Kalamazoo and the historic nature of the area is important to me. I would like to be apart of its preservation for the years to come.

Contact Information

Email alexlaporte@msn.com

Cell (269) 329-8416

Address 1904 Cambridge Dr.
Kalamazoo MI, 49001

Diversity Information

{LIST Applicant.Details}

Current Appointments to City of Kalamazoo Boards/Commissions**Attachments**

[Alex LaPorte - Resume](#)

[WMM Official Transcript \(Masters\)](#)

[CMU Official Transcript \(Bachelors\)](#)

Alex LaPorte

1904 Cambridge Dr. Kalamazoo, MI 49001
 Cell: 269-329-8416 Email: alexlaporte@msn.com

Career Objectives

To advance and grow in a professional community development setting while building experience and utilizing my skills in a field that will bring personal satisfaction. To obtain experience which provides self-development while helping me achieve personal, as well as organization goals. Enter an atmosphere that allows me to utilize my skills and pushes me to strive for excellence, while enhancing the community I live in.

Summary of Skills

- Policy Interpretation
- Data Collection/Analysis
- Environmental Impact Assessments
- Geographic Information Systems
- Land-use Analysis
- Statistical Examination
- Public Speaking
- Transportation Analysis

Education and Coursework

Bachelor of Science: Political Science, Graduated December 2015

Central Michigan University – Mount Pleasant, MI

- Minor in Geography
- Minor in History
- 3.5 GPA

Kalamazoo Valley Community College, 2016

- Statistics
- Material Science
- Computer Aided Design

Master of Science: Geography, Current

Western Michigan University – Kalamazoo, MI

- Environmental and resource analysis
- Geographic Information Systems
- Transportation Analysis

Certificate: Geographic Information Science, Current

Western Michigan University – Kalamazoo, MI

- Analyze and interpret patterns and trends in spatial data to aid decision making.
- Collect, assemble, organize, and manipulate spatial data using geographic information system software.
- Use GIS and image analysis software to model, design and analyze geographic

Military Experience

Multichannel Transmission Systems Operator-Maintainer / Section Chief

Michigan Army National Guard – Kalamazoo, MI

January 2011 to Present

- Senior Transmission Systems Section Chief in an Expeditionary Signal Company
- Provide rapidly deployable, secure and nonsecure voice, data, and visual communications support
- Supervises the installation, operation, and maintenance all communication equipment
- Responsible for the health, welfare, training, and professional development of five Non-Commissioned Officers and 25 soldiers.
- Continuously training in the most up-to-date technologies offered in communication systems environment
- Work with fellow Officers and NCOs to complete missions and derive and execute plans

Work Experience

Western Michigan University Department of Geography – Research Assistant (Summer 2017)

- Analyze and interpret patterns and trends in spatial data to aid decision making
- Collect, assemble, organize, and manipulate spatial data using geographic information system software
- Use Geographic Information Science and image analysis software to model, design and analyze geographic problems and produce professional cartographic products such as maps and charts to aid solutions of those problems.

Western Michigan University Department of Geography - Teaching Assistant (Fall 2016 – Spring 2018)

- Teach lab sections of Physical Geography
- Overseeing the utilization of GIS and other computer software in labs.
- Teach seasonal and latitudinal distribution of solar energy; analyze the many elements of weather, climate, vegetation, and soils; and finally considers the earth's major landforms and the processes which shape them.

Michigan Department of Transportation – Transportation Planner (Current)

- Develop, plan, and organize activities that relate to the review and classification for the annual road and street certification of mileages for the State of Michigan
- Review and verification of records associated with the 83 county transportation agencies in the state
- Main department contact for access and interpretation for how to establish the legal requirements of the Act 51 law.

Advisory Board Experience

Kalamazoo County Transportation Authority Board

- 9-member board works in coordination with the CCTA to plan, promote, finance, operate, the public transportation in Kalamazoo County

Kalamazoo Area Transportation Study Policy Committee

- Kalamazoo's Metropolitan Planning Organization

Extracurricular

Student Government Association (2014)

- House of Representatives Member

Collegiate Council of Social Studies (2014)

- E- board Representative

Learn Today Teach Tomorrow (2015)

- Representative

Pi Sigma Alpha (2014 - Current)

- National Political Science Honor Society

Gamma Theta Epsilon (2016 – Current)

- International Geographical Honor Society

Western Michigan University Geography Club (2016 – 2018)



Board and Commission Application

Karla Ragainis

Application created: 10/17/2018

I would like to serve on the following board(s) or commission(s):

- 1 **Kalamazoo Historic Preservation Commission**
- 2 **Kalamazoo Historic District Commission**

Education and Experience

Occupation

Homemaker

Availability details

I am available most daytime and evening hours.

Education and Experience

Born and raised in Kalamazoo, Michigan. Attended Kalamazoo Public Schools and KVCC. Worked as a Registered Dental Hygienist for 23 years and currently do not work outside of the home.

Qualifications

Must be a City Resident (General Requirement, Multiple Boards)

Applicant: I was born and raised in the city of Kalamazoo and have always lived in the area. Three years ago I moved back into the Edison neighborhood that I grew up in.

Non-Resident Members Permitted

Applicant: I live within the city limits of Kalamazoo.

Demonstrated Interest in the History of Kalamazoo and/or Principles of Historic Preservation

Applicant: I love Kalamazoo and the history of this city! I love to learn about the way things used to be in Kalamazoo many years ago, especially in the Edison neighborhood where I grew up and currently live. I love to research and look at old photographs of the

area and compare them to what is there now. I also enjoy historical items local to our area. The local history department of our downtown library is one of my favorite places.

Contact Information

Email kmwerner26@yahoo.com

Cell (269) 501-0500

Address 2235 Cameron Street
Kalamazoo MI, 49001

Diversity Information

{LIST Applicant.Details}

Current Appointments to City of Kalamazoo Boards/Commissions

Attachments



Board and Commission Application

Rebecca Macleery

Application created: 02/08/2019

I would like to serve on the following board(s) or commission(s):

- 1 **Kalamazoo Historic Preservation Commission**

Education and Experience

Occupation	Business owner, nonprofit administrator
Company name	Loose Parts Studio LLC
Position	Proprietor
Education and Experience	

Please see attached.

Qualifications

Non-Resident Members Permitted

Applicant: I am a resident of the city of Kalamazoo.

Demonstrated Interest in the History of Kalamazoo and/or Principles of Historic Preservation

Applicant: As an owner of both a home and a business located in Historic districts, I have both interest in and knowledge of the principles of historic preservation.

Contact Information

Email	macleery@umich.edu
Cell	(269) 365-2764
Address	1425 Grand Ave Kalamazoo MI, 49006

Diversity Information

{LIST Applicant.Details}

Current Appointments to City of Kalamazoo Boards/Commissions

Attachments

[Macleery_Rebecca_Resume 10.2018](#)

REBECCA L. MACLEERY

C: 269.365.2765

macleery@umich.edu1425 Grand Avenue
Kalamazoo, MI 49006

PROFESSIONAL IDENTITY

As a seasoned executive with over 14 years of nonprofit management tenure and experience working with diverse populations including low-income and homeless families, at-risk youth, and survivors of sexual assault and domestic violence, I strive for innovation, strategic decision-making, and the pursuit of excellence through personal and professional leadership. High ethical standards, a belief in racial, economic and social justice, and my unique ability to integrate theory and practice are among the strengths that have driven my success and my passion for service.

EXPERIENCE

CENTER FOR TRANSFORMATION, Kalamazoo, Michigan
Executive Director

2017-Present

Fund Development and Financial Management

- Successfully submitted 3 grant proposals within first six months in position, including 2 first-time foundation awards
- Responsible for all aspects of grant writing and grants management, including oversight of funds awarded to CFT as a fiscal sponsor for a partner organization
- Implemented new internal controls policies that are consistent with GAAP standards
- Utilize QuickBooks for all accounting, including monthly account reconciliations and fund management

Program Development and Community Outreach

- Created a Returning Citizen Advisory Council to ensure programming is informed by consumers
- Developed a Women Supporting Women mentoring group, the first group specifically designed by and for women in the organization's history
- Initiated collaboration with stakeholder groups in Van Buren and Branch counties to broaden CFT's geographical reach
- Engage in networking and research to launch innovative practices reflective of emerging trends

BOYS & GIRLS CLUBS OF GREATER KALAMAZOO, Kalamazoo, Michigan
Director of Administration & Development

2015-2017

Fund Development

- Successfully submitted 18 grant proposals, with over \$512,000 in awards confirmed, during first 10 months in this position
- Responsible for all aspects of grant writing and grants management, including oversight of financial management of grant funds, program implementation, data and outcomes measurement, and completion of associated reporting
- Cultivated and maintained relationships with individual donors, corporations, and foundations
- Worked closely with the chief professional officer and Board of Directors to plan and implement fundraising events

Human Resources

- Oversaw all human resources functions, including hiring, payroll, benefits administration, staffing, and accurate and timely maintenance of all personnel files for up to 60 staff at 4 locations
- Assisted chief professional officer and program director with supervision, training, and discipline of program staff

Financial Management

- Oversaw expense allocation, including payroll allocation, to over 20 funding streams and cost centers
- Responsible for preparing grant budgets, invoices, reimbursement reports, and revenue projections
- Initiated a change from cash basis to accrual accounting and improved internal controls

Marketing and Public Relations

- Increased Facebook following by 77% through targeted advertising and the online promotion of programs and events
- Selected to serve on Kalamazoo Community Foundation's Homeless LGBT Youth Initiative, providing the opportunity to collaborate with the Foundation as well as other youth-serving and faith-based organizations
- Worked extensively with vendors, sponsors, donors, and funders to increase revenue, promote partnerships, develop programs, and strengthen Boys & Girls Clubs' position in the community

COMMUNITY ACTION AGENCY OF SOUTH CENTRAL MICHIGAN, Battle Creek, Michigan
 Director of Education and Children Services

2014-2015

Governance and Leadership

- Provided operational, financial, supervisory, and educational leadership and oversight to the organization's early childhood programs, comprised of 160 staff and 900 children at 14 campuses across 3 counties
- Led team of 12 direct reports, including specialists in education, mental health, community engagement, enrollment and recruitment, and other content areas

Program Management

- Managed multiple distinct programs, including Head Start, Early Head Start, Great Start Readiness Program, and Foster Grandparent programs
- Successfully led the organization through several federal grant review site visits

Budget and Financial Management

- Managed federal, state, and private foundation funds, including a grant from the W.K. Kellogg Foundation
- Responsible for managing budget of over \$9 million
- Worked with Director of Human Resources to develop and adopt market-based compensation schedules to better recruit and retain staff for competitive and high-priority positions

ARBOR YOUTH SERVICES, Lexington, Kentucky
 Executive Director

2006-2013

Governance and Leadership

- Successfully led agency through its first accreditation process as well as re-accreditation four years later
- Responsible for guiding Board of Directors through short and long-term strategic planning process
- Served on Fayette County's Restorative Justice Committee, Juvenile Drug Court Advisory Council and Disproportionate Minority Confinement Committee

Program Development and Administration

- Responsible for all aspects of program development, including concept development, grant writing, grants management, hiring and supervision, and ongoing oversight
- Developed and coordinated Performance and Quality Improvement and Risk Management plans

Budget and Financial Management

- Responsible for developing and managing agency-wide and program and grant-specific annual budgets
- Administered up to \$750,000 annually in federal, local, and foundation grants
- Developed and implemented policies governing internal controls, financial planning, and financial management

Human Resources Management

- Experienced in hiring, training, benefits administration, and severance practices
- Established comprehensive benefits package, including initiating a retirement plan
- Developed agency anti-discrimination, whistleblower, workplace violence and volunteer management policies

BLUEGRASS DOMESTIC VIOLENCE PROGRAM, Lexington, Kentucky
 Development Specialist/Development Director, 2005 - 2006

2004 - 2006

- Secured \$450,000 in new grants in first year as Development Specialist
- Reviewed grants for local funding award process
- Administered financial literacy and low-income homeownership education programs
- Coordinated Kentucky Housing Corporation housing voucher program in the Bluegrass region
- Administered Kentucky Domestic Violence Association IDA program in Bluegrass region
- Established Montessori-style children's advocacy and learning center from concept to implementation

- Administered Redevelopment Opportunities for Women financial literacy program in Bluegrass region
- Developed community fundraisers and annual giving campaign
- Wrote and managed multiple concurrent governmental and private grants

Family Advocate, 2004 - 2005

- Instrumental in all aspects of initial agency development including contract negotiation and strategic plan
- Provided legal, housing, and education advocacy for women and children victimized by domestic violence
- Maintained compliance with local, state, and federal regulations and standards
- Facilitated groups on various topics including financial literacy, setting goals, and building self esteem
- Initiated strategic relationships with funders, vendors, and community organizations

EDUCATION

UNIVERSITY OF MICHIGAN, ROSS SCHOOL OF BUSINESS Master of Business Administration, 2012	Ann Arbor, MI
EASTERN KENTUCKY UNIVERSITY Master of Public Health, 2006 Concentration in Public Administration	Richmond, KY
UNIVERSITY OF OREGON Bachelor of Arts, English Literature, 2004 Minor in Women's Studies	Eugene, OR

VOLUNTEER EXPERIENCE IN LEADERSHIP AND GOVERNANCE

GRETA BERMAN ARBETTER KAZOO SCHOOL, Kalamazoo, MI Trustee, Board of Trustees	2016-present
COUNCIL ON ACCREDITATION, New York, New York Peer Reviewer	2009 - 2013
CHILDREN'S ALLIANCE OF KENTUCKY, Frankfort, Kentucky Director, Board of Directors	2006 - 2013
CENTRAL KENTUCKY HOUSING AND HOMELESS INITIATIVE, Lexington, Kentucky Director, Board of Directors	2005 - 2013
YOUTH AND FAMILY SERVICES NETWORK, Bonita Springs, Florida Director, Board of Directors	2009 - 2010
BLUEGRASS RAPE CRISIS CENTER, Lexington, Kentucky Director, Board of Directors	2004 - 2005

KALAMAZOO HISTORIC PRESERVATION COMMISSION

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

TUESDAY, February 5, 2019 – 6:00 PM

SPECIAL MEETING MINUTES - Draft

Members Present: Sue Robinson, Ciara Larson, David Kohrman, Nicole Sabel, Regina Gorham

Members absent: Joshua Koenig, Elizabeth Timmerman

City Staff Present: Sharon Ferraro – Historic Preservation Coordinator

- I. **Call to Order:** Ms. Gorham called the meeting to order at 6:00 PM
- II. **Approval of Absences:** Joshua Koenig, Elizabeth Timmerman. *A motion was made by Ms. Timmerman and seconded by Ms. Robinson to approve the absence of Joshua Koenig, Elizabeth Timmerman from the Historic Preservation Commission meeting on February 5, 2019. The motion passed unanimously.*
- III. **Approval of Agenda:** *There were no changes to the agenda*
- IV. **Introduction of Guests:** Pam O'Connor, Luis Pena., Peter Carroll, Nelson Nave
- V. **Citizen Comments on Non-Agenda Items and Correspondence:** None
- VI. **Financial Report:** Special meeting. Financial report will be at regular meeting on February 12.
- VII. **Action and Discussion Items**
- VIII. Purpose of special meeting is to vote to approve a public participation meeting to present the Historic District Study Committee Reports on the proposed Bronson Park and Nazareth Local Historic Districts
 - a. 2/26/2019 will be the meeting, in the community room at City Hall. 6PM
 - b. Study Committee Reports were in the packets
 - c. Proofread and send comments back to Sharon.
 - d. Sharon will notify all the property owners with a letter
 - e. **Nicole Sabel made a motion seconded by Ciara Sullivan, to officially announce the public participation meeting for Tuesday February 26th at 6pm in the Community Room at City Hall and that all property owners should be invited by first class mail. The motion passed unanimously by roll call vote.**
- IX. Powerpoint
 - a. Sharon went through the draft of the presentation for the 26th at the meeting.
 - i. Powerpoint includes information on historic preservation in Kalamazoo, the establishment of historic districts, current local historic districts, information on what the historic district commission does, pending tax credit legislation. Difference between historic district & National Register.
 - ii. Discussion of Chapter 16-31, including differences between Section A which subjects properties to historic district commission review & B which is a moratorium.
 - iii. Jeff Chamberlain asked Sharon to put together a timeline of when the HPC began discussing these buildings. (January 2016)
- X. The Historic Preservation Commission requests that the City Commission consider a resolution item to use Chapter 16-31 A or B:
Nicole Sabel made the motion, seconded by Regina Gorham to request that the city commission consider a resolution to use Chapter 16-31, A or B (Chapter 16-5, C or D) to require that properties

in the historic districts under study must apply to the Historic District Commission for review and decision while the historic district process is proceeding forward for a minimum of six months to one year or until the city commission decides to approve or reject the historic district, whichever comes first. The motion passed unanimously by roll call vote

XI. Adjournment

The meeting was adjourned at 7:10 PM by Ms. Gorham.

Submitted by: _____ Date: _____

Recording Secretary

Reviewed by: _____ Date: _____

Preservation Coordinator

Approved by: _____ Date: _____

HPC Chair

KALAMAZOO HISTORIC PRESERVATION COMMISSION

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

TUESDAY, February 12, 2019 – 7:00 PM

MEETING MINUTES - Draft

Members Present: Joshua Koenig, Sue Robinson, Ciara Sullivan, David Kohrman, Elizabeth Timmerman, Nicole Sabel

City Staff Present: Sharon Ferraro – Historic Preservation Coordinator

Call to Order: Mr. Koenig called the meeting to order at 7:00 PM

- I. **Approval of Absences:** None
- II. **Approval of Agenda:** *Add an item under VIIIb to change the regular meeting time of the HPC to 6pm on the second Tuesday instead of 7pm. Add an item under VIIc to discuss hosting the MHPN annual conference in Kalamazoo in May 2020.*
- III. **Introduction of Guests:** No guests
- IV. **Citizen Comments on Non-Agenda Items and Correspondence:** None
- V. **Financial Report:** Ms. Ferraro advised that she has not received an update from Marcy Dix this month. She also reported that the check from D&W for Hidden Kalamazoo ticket sales was misplaced and never cashed. She has requested that D&W provide a new check.
- VI. **Action and Discussion Items**
 - A. Reconnaissance Level Historic Resource Survey - Ms Ferraro reported that she is working closely with the Information Technology Department to choose one of two possible programs for the survey, either Survey 1,2,3 or GIS Collector. Drafts of the program with data fields will be done by the end of April with a test run scheduled for May. In June the collected data will be analyzed and one of the programs will be chosen. Outreach programs for the neighborhoods will be prepared over the summer and a training protocol for volunteers. The target date to start field work is October 1. A data field may be added to evaluate sidewalks.
 - B. Kalamazoo Reservation Public Education - PUBLIC EDUCATION – David Brose sent a draft RFP for the below ground survey to interested parties. He has also been meeting with people interested in the corner markers and in the Native American curriculum at KPS.
 - C. Practical Homeowner Workshops - On February 12, Regina and Nicole met with Peter Brakeman to discuss the historic home owners workshops. There were a lot of ideas and after tossing them around for a bit, we settled on the name OHOW – Old House Owners Workshops – for the series. Since the pilot season of workshops will be held at the Sextons Lodge at Mountain Home Cemetery we discussed whether that might be part of the logo. Peter will set up another meeting after Pam O’Connor returns from her vacation.

- D. Grave Issues – Cemetery Project (Timmerman) No report**
- E. Preservation Month PRESERVATION MONTH –** A proposal had been made in December to add two categories to the annual Preservation Awards – one for creative approaches to accessibility and another for archeology. The wording for both was reviewed. A motion was made by Sue Robinson and seconded by Nicole Sabel to accept the new award categories. With a voice vote the motion passed unanimously. The commission reviewed the call for nominations letter and the nomination form. The call should go out as soon as possible with a deadline of Monday March 25 at 5pm. Emailed and mailed nominations are acceptable, faxed nominations will not be accepted. There was also a short discussion about the location for the event.
- F. Designation & Sites – No report**
- G. - SUSTAINABILITY –** Ms. Ferraro reported that the Hidden Kalamazoo Team has been working on their assigned buildings. A group work research session is scheduled for Saturday Feb 16 in the local history room at the public library.
- H. Operations –** Josh reported that he is setting up a meeting with Christina Anderson and Rebekah Kik in the next couple of weeks.

VII. Old/New Business

- A.** Review and approve final Bronson Park Historic District Study Committee Report – the final report was included in the packets with minor changes from the January 8th meeting. A motion was made by Nicole Sabel and seconded by Ciara Sullivan to accept the report and move forward with creating a local historic district. The motion passed unanimously by roll call vote.
- B.** Move regular meeting time for HPC from 7:00 pm on the second Tuesday to 6:00pm – Motion by Nicole Sabel with enthusiastic support from Josh Koenig. With a voice vote the motion passed unanimously.
- C.** Michigan Historic Preservation Network annual conference in May 2020. Kalamazoo has been asked to host. We plan to have an exploratory meeting with Janet Kreeger of MHPN and Randy Case, historic Battle Creek architect, on Sunday, March 24th in the afternoon. Site for the meeting to be determined. MHPN takes care of most of the details. We would coordinate, help with catering suggestions and help to set up tours.

- VIII. Approval of Meeting Minutes:** There were no changes to the meeting minutes for January 8, 2019

IX. Coordinators Report on Non-Agenda Items

X. Citizen Comments on Non-Agenda Items

XI. Commissioner Comments

XII. Adjournment

Historic Preservation Commission Minutes
February 12, 2019

The meeting was adjourned at 8:15 PM by Mr. Koenig.

Submitted by: _____

Date: _____

Recording Secretary - SRF

Reviewed by: _____

Date: _____

Preservation Coordinator

Approved by: _____

Date: _____

HPC Chair

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Kalamazoo Historic Preservation Commission
 Preservation coordinator's report
 Tuesday, March 12, 2019

REVIEWS: Historic District Commission:

✓ HDC cases to 031/05/19 –11 total	Fees total year to date, 2019 \$225		
2019	2019	2018	2018 fees
○ 6 no fee	\$ 0	6 no fee	\$ 0
○ 4 bldg permit-\$35*	\$ 140	2	\$ 70
○ 1 HDC hearing - \$85	<u>\$ 1</u>	<u>3</u>	<u>\$ 255</u>
11 TOTAL	\$ 225	5	\$ 335

Section 106 reviews (Federally funded projects)

- ✓ Section 106 reviews to 02/05/19:
 - 3 – in Potential Historic Study Areas
 - 15- in areas identified in the 2001 survey as “No Historic Properties”
- ✓ In 2018, 2 reviews were complete by 03/05/18

SITES and PROJECTS:

- We have three quotes for the HALS work (This was an agenda item for this meeting)
- Vermeulen Farm site (Loring – McMartin Farm and RR – South Drake and Stadium Drive) MORATORIUM through June 3, 2019.



ITEM J
Kalamazoo Historic Preservation Commission
Preservation coordinator's report
Tuesday, March 12, 2019

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 – Total 3

1. **KALAMAZOO GAZETTE BUILDING – 401 SOUTH BURDICK** – Purchased by Bronson Healthcare Group, south addition begins spring 2019, historic building still vacant
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 – total 13

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. **Gilmore Building – upper floors along Portage vacant HK**
11. **Winston's (Weber Building) 228 East Michigan - 3rd floor HK**
12. **Hiemstra Optical (Chase Building) - 234-8 East Michigan*(2nd floor) HK**
13. **266 East Michigan – Hall Building – Coney Island – upper three floors HK**
14. **318 East Michigan – Hotel Holt – Alfred E. Bike – 2nd & 3rd floors (NEW OWNER – rehab in progress) HK**
15. **100 North Edwards – Nave Architects – 2nd floor**
16. **150 North Edwards – Heritage Co – 2nd floor & far north, one story bay HK**

Upper floor unoccupied – total 2

17. **American National Bank (5/3) – 136 East Michigan – 15th floor only - now owned by Hinman HK**

First floor vacant, upper floors occupied – total 3

18. **Metropolitan Center – one storefront – 105 East Michigan – to be filled by MOMA-grocery store**
19. **Merrill-McCourtie Building – (south storefront only) former Dragon Inn – 232 South Kalamazoo Mall**
20. **Button Jannasch Building - 242 East Michigan – east 1st floor bay vacant**

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

**21 buildings or spaces in historic buildings are unoccupied.
(Not counting temporary vacancies)**