I. Call to order:

II. Roll call and approval of absences:
For virtual meetings, during the roll call, each commissioner needs to state their name, and where they are currently located and attending from.

III. Approval of Agenda:

IV. Introduction of Guests:

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

VI. PUBLIC HEARING – First Baptist Church Study Committee Report.
   a. Presentation – First Baptist Church Single Resource Local Historic District. (ITEM A)
   b. Ask for comments from owners
   c. Comments from the public.
   d. Close the hearing for discussion among commissioners
   e. Call the roll call vote.
   f. Announce passed or failed. Next step is review and decision from the City Commission after the final report is complete.

VII. Financial Report (20 min) at meeting – Figures from end of year 12/31/2020 before funds ($18,037.21) were transferred to the O’Connor Fund for Historic Preservation at the Kalamazoo Community Foundation on January 20, 2021
   Figures are for the year of 2020
   a. REVENUE 2020 $3235.80 YTD (-------)
   b. EXPENDITURES 2020 $1249.78 YTD (-------)
   c. BALANCE REMAINING ($22,531.20 – before transfer to OCF)
   d. RESERVE FUND (about $3,000 after transfer to OCF) (Quarterly reports – Feb., May, Aug, Nov)
   e. Annual Report on sales of Kalamazoo: Lost and Found (ITEM B)
   f. 2021 Proposed budget (ITEM C)

VIII. Action and Discussion Items
   a. Reconnaissance Level Historic Resource Survey & CLG Grant (Ferraro) (ITEM D)
      i. RFP Proposal has been amended and approved by SHPO and CoK purchasing. Contract is out for signature. Consultant firm will be Kraemer Design Group of Detroit.
   b. Kalamazoo Reservation Public Education (Gorham) (10 min) No change from September
   c. OHOW (O’Connor/Ferraro) (ITEM E)
      a. The OHN team has decided on the next two OHOW Shorts – stripping hardware and storm windows.
   d. KVCC Traditional Trades program (Ferraro) No change from September
   e. Grave Issues – Cemetery Project (Timmerman) Update at meeting – Mountain Home Cemetery has been awarded a grant of $622,150 for needed repairs. The Jewish Mountain Home has been awarded $65,470 for repairs. Both from the Irving S. Gilmore Foundation.
   f. Preservation Month (PM) (Gorham) (15 min)
      a. Wed May 26th 4:30pm – ZOOM meeting for awards
      b. Award nomination forms and cover letter (ITEM F)
   g. Designation & Sites (D) – (10 min) No report No change from September
   h. Sustainability (SU) – (10 min) (Ferraro/Koenig) (Hidden Kalamazoo Book) No report
      a. Continue work with publication date of May 2021
   i. Operations (O) – Koenig (5 min) Report at meeting
VIII. Old/New Business
   a. Changes to Work Plan – Virtual meeting scheduled for Wednesday, February 24th at 6pm.
   b. HPC Annual Report – DRAFT – to be submitted to the city clerk by March 1, 2021. ITEM G

IX. Approval of meeting notes: (5 min)
   a. January 13, 2021 ITEM H

X. Coordinators Report on non-agenda items (5 min)
   a. Coordinators monthly report ITEM I
   b. Bronson Park NRHD Character study – suggested readings ITEM J

XI. Citizen Comments on NON-agenda items*

XII. Commissioner Comments

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: none  Treasurer: Lenee Powell-Wilson

===============================================

PRIORITY GOAL #1  LEADER: Nicole Sabel  PROJECT COMPLETE – JULY 2022

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 March 2020 – complete by July 2022

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 + Video presentations (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 xxxxxxxxxxxx  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  
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: xxxxxxxx  
ANNUAL/ONGOING  
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 survey 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) 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)
- 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
- 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 (Nomination being prepared by Peter Copeland)
- 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. Edison Elementary (KPS)
2. El Sol/Vine Elementary (KPS) (In local historic district)
3. Milwood Middle School (KPS)
4. Winchell Elementary (KPS)
5. Greenwood Elementary (KPS)
6. Hackett High School (Catholic Diocese)
7. St. Augustine Elementary (Catholic Diocese)
8. St. Monica Elementary (Catholic Diocese)
9. Kalamazoo Christian High School (Christian Schools)
10. Community Education Center (former Kalamazoo Central High School) (KPS) NR & Local HD
11. (Former) South Christian Elementary on Westnedge – owned by KPS
12. Hillcrest School (Kazoo School - private)
13. 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) First Christian Reformed (302 Academy) (National Register listed)
5) Allen Chapel AME (West North Street)
A hundred years after we are gone and forgotten, those who never heard of us will be living with the results of our actions.

~Oliver Wendell Homes, U.S. Supreme Court justice
Historic Preservation in Kalamazoo

- 1965 June – Historic Preservation Commission established
- 1970 June – MI Public Act 169 enables creation of historic districts
- 1970 September – First Kalamazoo Historic District Study Committee
- 1970 – Ladies Library in Natl Register
- 1973 – 2021 – 10+ historic surveys
What is a historic district?

A single significant building – called a Single Resource Local Historic District

A collection of buildings that tell a story about the past
East Michigan, south side, 200 block

1900

2014
National Register & local HD

National Register
- Bronson Park listed (1983)
- 13 buildings + park
- Honorary
- Requires review of Federally funded projects for impact on historic site
- Allows use of the 20% historic preservation tax credit – no review unless using credit

LOCAL HISTORIC DISTRICT
- Ladies Library is LHD
- Requires review of exterior work
  - 82% admin – 2 days or less
  - 97-100% of projects approved
- May deny work such as demolition or alterations
- New 25% MI HP Income Tax Credit
Historic districts in Kalamazoo

- South Street – Vine
- Stuart Area
- Haymarket
- Rose Place
- West Main Hill
- SINGLE RESOUCe
- Train station
- Ladies Library
- Marlborough
- Kalamazoo House
- KPS Water Tower
- KPS Gate cottage
- Oaklands WMU
- Streetcar Barn
- Nelson Kirkpatrick House (not on map)
The process – at #8

The Process for Establishing a Single Resource Local Historic District for First Baptist Church (FBC)

1) Historic Preservation Commission identifies FBC as eligible to be designated as a single resource local historic district.

2) Historic District Study Committee begins the study. (In Kalamazoo the Historic Preservation Commission serves as the Historic District Study Committee under Chapter 2 and Chapter 16 of the Code of Ordinance.)

3) Study Committee performs photographic inventory and research.

4) Study Committee evaluates FBC using National Register of Historic Places criteria Bulletin #15 and prepares a preliminary historic district study committee report according to Section 3 of PA 169.

5) Historic Preservation Commission acting as the Historic District Study Committee the accepts and approves report and schedules a public information meeting.

6) At a public meeting, the Study Committee presents the historic district study committee report to all property owners within the study area.

7) Study Committee officially transmits report to the planning commission, SHPO, Michigan Historical Commission and State Historic Preservation Review Board.

8) At least 60 days after the official transmittal of the report the Study Committee holds a public hearing.

9) Study Committee has up to 1 year after the public hearing to submit a final report including hearing minutes, and comments from planning and state historic entities to the City Commission.

10) City Commission approves or rejects the proposed FBC local historic district. The first reading at a commission meeting is followed by a public hearing at the next commission business meeting.

Property owners apply to the Historic District Commission for a Certificate of Appropriateness (COA) before undertaking EXTERIOR work, new construction and demolition in the historic district.
Establishing a local historic district

- PUBLIC HEARING – February 10, 2021– all owners noticed by first class mail at least 10 business days before the hearing (#8) Comments collected from hearing and added to Study Committee Report

- Final report includes State and city board comments and comments from the public hearing. (#9)

- Recommendation and report sent to CITY COMMISSION for final action along with necessary changes to ordinance for adoption. (#10) two steps – first reading and final decision.

- 10 days after City Commission approval, all proposed EXTERIOR changes, new construction and demolition to a property must be reviewed before work begins.
Historic preservation income tax credits - PENDING for Michigan

- Pending rule making process – maybe summer?
- Exterior and interior work that respects historic character and materials
  - List of eligible expenses
  - 25% of cost of work is a direct credit against Michigan Income taxes for owner occupied and income-producing properties.
  - New ENHANCED Michigan credit allows a 20% Federal + 5% Michigan combined income tax credit for qualifying projects
- Requirements:
  - In local Historic District
  - Total of eligible costs must be 10% of SEV or more
  - Retain ownership for at least five years after credit is claimed or subject to recapture.
  - ALL or NOTHING
Questions about the process

- Establishing a historic district?
- Historic District Commission review?
- Historic income tax credits?
Bronson Park National Register

- Listed on the National Register of Historic Places in 1983
<table>
<thead>
<tr>
<th>Year</th>
<th>Address</th>
<th>Description</th>
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<tbody>
<tr>
<td>c1847</td>
<td>226 W. Lovell - Austin-Sill House</td>
<td></td>
</tr>
<tr>
<td>1855</td>
<td>315 W. Michigan - First Baptist Church</td>
<td></td>
</tr>
<tr>
<td>1864</td>
<td>200 S. Rose - Bronson Park*</td>
<td>(razed Nov. 2020)</td>
</tr>
<tr>
<td>1870</td>
<td>340 S. Rose Sill Terrace - Prange Building</td>
<td></td>
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<tr>
<td>1871</td>
<td>302 Academy - First Reformed Church</td>
<td>(razed Nov. 2020)</td>
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<td>1878</td>
<td>333 S. Park - Ladies Library Association (also listed separately on the National Register)</td>
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<td>1885</td>
<td>247 W. Lovell - St. Luke's Episcopal Church</td>
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<tr>
<td>1890</td>
<td>219 W. South - Lawrence House (Park Club)</td>
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<tr>
<td>1914</td>
<td>224 S. Park - First Church of Christ, Scientist</td>
<td>(In NR nomination as 414 W. South - razed Sept 2019)</td>
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<tr>
<td>1923</td>
<td>211 S. Rose - Y.W.C.A. - Greenleaf Trust</td>
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<tr>
<td>1928</td>
<td>345 W. Michigan - First Congregational Church</td>
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</tr>
<tr>
<td>1929</td>
<td>212 S. Park Street - First United Methodist Church</td>
<td></td>
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<tr>
<td>1930</td>
<td>321 W. South - First Presbyterian Church</td>
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<tr>
<td>1931</td>
<td>329 S. Park - Civic Auditorium, now Civic Theater</td>
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<tr>
<td>1931</td>
<td>241 W. South - Kalamazoo City Hall</td>
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<td>1937</td>
<td>227 W. Michigan - Kalamazoo County Courthouse</td>
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<tr>
<td>1939</td>
<td>410 W. Michigan - Federal Building, United States Post Office and Courthouse (also listed separately on the National Register)</td>
<td></td>
</tr>
</tbody>
</table>
Kalamazoo Nonprofit Advocacy Coalition
315 West Michigan Avenue
Kalamazoo, MI 49007
c/o Dawn Sycama, Board President
(269) 597-7390
dawn@crwskypactheatre.com

July 17, 2020
Kalamazoo Historic Preservation Commission
c/o Sharon R. Ferraro
Historic Preservation Coordinator
City of Kalamazoo
245 North Rose Street, Suite 101
Kalamazoo, MI 49007

Dear Commission Members:

The Kalamazoo Nonprofit Advocacy Coalition (KNAC), a Michigan nonprofit corporation, intends to enter into an Agreement for Sale and Purchase of Real Estate with The First Baptist Church of Kalamazoo congregation for their property located at 315 West Michigan Avenue in Kalamazoo, Michigan.

One of KNAC’s primary goals is to redevelop and rehabilitate this property, commonly known as The First Baptist Church. We recognize the building’s importance to the identity of Downtown Kalamazoo, the Bronson Park Historic District, and the First Baptist Church of Kalamazoo congregation, and intend to work in partnership with the City of Kalamazoo, State Historic Preservation Office, Department of Interior, and the First Baptist Church congregation to ensure its continued preservation as a historic resource.

With this goal in mind, KNAC enthusiastically supports the creation of The First Baptist Church Local Historic District. We have reviewed the Kalamazoo Local Historic District Study Committee Report, endorsed its contents, and request that the City of Kalamazoo adopt the district as soon as possible.

Kalamazoo Nonprofit Advocacy Coalition
By: 
Dawn Sycama, Board President
First Baptist Church Single Resource
Local Historic District

- Part of Church Square established in the original plat 1829
- First building in 1841, 2nd on Church Square
- Built this building in 1855
- 1871 – repairs to the church - designed by Henry Coddington
First Baptist Church Single Resource
Local Historic District

- 1911-12 – changes to the steeple, narthex – entry.
- Added electrical and ventilation
- 1929-32 – added church house and education wing – plans adopted by Ernest Batterson
- 1998 – Letorneau organ installed
First Baptist Church Single Resource Local Historic District

ITEM A

HPC Mtg 2021-02-10
Kalamazoo Non-Profit Advocacy Coalition

redevelop and rehabilitate this property. We recognize the building's importance to the identity of downtown Kalamazoo, the Bronson park historic district and the First Baptist Church of Kalamazoo congregation, and intend to work in partnership with the city of Kalamazoo, state historic preservation office, Department of the interior, and the First Baptist Church congregation to ensure its continued presence as a historic resource.

Offices, meeting and performance space and more ....
First Baptist Church Single Resource
Local Historic District
Historic District Study Committee:
- Joshua Koenig (Chairperson)
- Regina Gorham (Vice-Chairperson)
- Tim Hills
- Lenee Powell-Wilson
- Kyle Hibbard
- Katherine White
- Fred Edison

Sharon Ferraro, historic preservation coordinator

Thanks to Pam O’Connor for preparing the study committee report.
**Kalamazoo: Lost & Found**

**Annual Sales Report for 2020**

**Sales**
As of 12-31-2020

**Annual Income/Expenses**

**Income**

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<th>Quantity</th>
<th>Price/Unit</th>
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<td>23.95</td>
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<td>Soft Covers Sold/Distributed</td>
<td>35</td>
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<td><strong>Total Income</strong></td>
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**Expenses**

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<td>Royalties (Pam O’Connor)</td>
<td>$ 85.73</td>
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<tr>
<td>Royalties (Lynn Houghton)</td>
<td>$ 85.73</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$ 413.02</strong></td>
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</table>

**Net 2020 Earnings**

$272.68

**Marketing**

There are no on-going marketing efforts at this time; though perhaps one should be considered (see other.)

**Book Retailers**

During 2020, we’ve filled orders for Kazoo Books and Bookbug in 2020. Spirit of Kalamazoo has also been a regular customer for some years, but acquired the remaining Lost & Found book inventory from the Nature Connection that store closed at the end of 2020.

**Other**

With the issuance of this report, I am retiring from the “Fulfillment” side of this work, and will no longer handle the inventory handling and record keeping, delivery or reporting. I’ve spoken with Lynn Houghton about taking over, and she has agreed, with limitations. Please continue reading.

The KHPC’s income from book sales has been in a slow decline since about five years after it was published in 2001. It raised just short of $150,000 on 5,000 copies from its first printing, and since then, raised just short of $21,000 on almost 1,200 copies from its second printing, or about $171,000 in KHPC earnings altogether, in nearly 20 years.

The KHPC’s net (pre-pandemic/2019) earnings were $530. This year, they are under half that amount. The point is: even if the book were able to recoup something near its pre-pandemic annual sales, there are many other forces at work against this goal. In the meantime, the annual income continues toward a point of very little or no net earnings, meaning it will cost more to continue to try to sell it than to pay a person to fulfill orders and manage inventory.
Thus, a decision should be made about what to do with remaining inventory very soon. There are just under 4,000 books remaining (hard = 2,217; soft = 1,765). This number equals about 80% of the 2nd printing inventory or 5-7 pallet-loads of books at the City Records Center. Taking up a lot of space. Lynn Houghton has offered to help the KHPC get through this transition period.

**Action Item**
Lynn Houghton has agreed to take over the Fulfillment responsibilities until the end of 2021, subject to a KHPC agreeing to make a decision about how to manage the remaining inventory before September 1, 2021, and executing that decision before the close of 2021.

She has also agreed to do this work for the same hourly rate the KHPC has paid me for a decade or more, $22.50/hour. A new Purchase Order, like the one I have in place now for fulfillment will need to be executed if the KHPC agrees to have Lynn take over for this year.

The possible options include, perhaps among others:
- selling the remaining inventory (likely at a deep discount) to a re-seller
- giving the remaining inventory to a local non-profit
- ??

This action will not affect our royalties’ agreements, which will likely require a re-negotiation at the time of the above proposed transition.

Respectfully,
Pam O’Connor

c: Lynn Smith Houghton
    Sharon Ferraro
ITEM C

1/12/2021  2020 Budget Report and 2021 Proposed Budget

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<tr>
<th>FUND: 253 PRIVATE PURPOSE TRUST AND DONATIONS</th>
<th>2020 Budget</th>
<th>2020 YTD</th>
<th>2020 Projection</th>
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<td>253-724-01-000-671.045 HISTORIC PRESERVATION FUNDRAISING</td>
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<td>TOTAL REVENUES</td>
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<td>21,587.21</td>
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<td>253-724-01-000-805.006 EDUCATION AND TRAINING</td>
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</tbody>
</table>

| EXCESS OF REVENUES OVER EXPENDITURES | 0.00 | 1,986.02 | 3,550.00 | 0.00 |
CERTIFIED LOCAL GOVERNMENT GRANT: The State Historic Preservation Office (SHPO) just received its funding from the National Parks Service for this year’s grants cycle. Last October, Kalamazoo applied for a $90,000 grant for an Intensive Level Historic Resource Survey of one or two Kalamazoo areas – up to 1500 properties – in Edison, Northside and East side. This plan was contingent on completing the volunteer portion of the survey for those areas.

In July 2020, SHPO proposed that instead of the Intensive Level Survey, that the grant will cover a consultant to prepare a Reconnaissance Level Survey of the Edison Neighborhood. The city provided a signed letter from the city manager proposing the changed Scope of Work.

The grant application process continued with a redefined scope of work and a schedule. The Request for Proposal was issued by the city in early November 2020 with a proposal deadline of December 22, 2020. The coordinator had an interesting discussion with one potential consultant that was exploring performing the survey in a similar process to how Google Street View works with a roof, mounted rotating camera that records the houses as it drives slowly down the street. Due to the time constraints to develop a new use and determining how the collected data could be incorporated into the required SHPO report forms, this team declined to submit a proposal.

On December 22, 2020, one proposal was received from Kraemer Design Group in Detroit. Their bid was $17,000 under the grant amount. As required by the grant agreement, the proposal was submitted to SHPO for review. SHPO felt that KDG needed more time than they had specified for the field work and asked for an amended proposal. KDG complied and the revised proposal was reviewed and approved by SHPO. The contract is in the process of being signed. We have had no contact yet with KDG.

INVENTORY KALAMAZOO SURVEY
So – the entire plan for the survey will be revised. We will not need to include the Edison neighborhood for volunteer coverage. The survey will still be done primarily by volunteers, using Survey 123 on smartphones or tablets. Of course, the plan must be flexible to allow for required changes in the levels of social distancing and limits.

On the city website under Imagine Kalamazoo Projects, the overview of the survey (who, what, when, where and why) has been updated and field instructions are updated as well. The field instructions can be downloaded to a cell phone or accessed in the field with a link. This is the email that went out to all the people listed as volunteers from last spring and about a half dozen who have joined up since then:

Hi – Did you sign up to help survey Kalamazoo – probably late last winter? Or have you contacted the Historic Preservation Coordinator (Sharon Ferraro) personally to tell her you are interested in helping?

Last year before the Covid-19 outbreak sent everyone home, the city of Kalamazoo had launched INVENTORY KALAMAZOO 2022 with the intention of photographing and documenting every one of the 24,000 buildings in Kalamazoo. This project is called a reconnaissance level historic resource survey, but we have expanded it to include every single building in the city - not just those that are 50+ years old. While the leaves are mostly off the trees, we hope
to start the survey again, between now (February) and the end of May. We need to survey about 12 square miles and we could still use your help as we re-boot the survey.

Some of you came to the in-person trainings that we presented in late February and early March of 2020 - it seems both risky and quaint now! Some of you have expressed interest in being involved directly to the preservation coordinator, and some of you are part of neighborhoods that are working on a new neighborhood plan.

**TRAINING WILL BE VIRTUAL**

In late January 2021 we had hoped to present virtual training sessions on Zoom that outlined how the survey works and how to use the Survey 123 app. Sadly, the live virtual presentations did not work out. But we do have an online presentation that explains the survey with complete instructions here *(Inventory Kalamazoo 2022 — Imagine Kalamazoo)* on the Imagine Kalamazoo projects page. The overview of the survey has a link in the first paragraph. And the app and field work training presentation are further down the page. After you have reviewed the Field Work Training presentation you are ready to sign up.

*(At the end of this email is a list of all the names of people who are already signed up.)*

**SIGN UP:**
For those of you that attended last year’s training sessions, these will be essentially the same as the presentations last year with a few minor changes associated with surveying in cold weather.

We are hoping to recruit at least 50 surveyors. If you are interested, here are the steps:

If you have not already signed up, you can sign up online here *(Inventory Kalamazoo 2022 — Imagine Kalamazoo)* Check the list at the end of the email to see if you are already signed up.

After you are signed up – we will email you and ask which neighborhood you want to work in and which size assignment you are interested in:

- small (1-2 hours)
- medium (3-4 hours)
- large (4+ hours)

Sharon will give you one or two assignments. Assignments should be completed by the end of May. A second round may also be set up for summer or fall. You can choose more assignments and you can sign up for more than one.

Neighborhoods to be surveyed in 2021 include: Eastside, Northside, Southside, West Douglas, Vine. Stuart, Oakwood, Westwood, West Main Hill, Westnedge Hill

**Volunteer surveyors will need:**

A SMARTPHONE OR A TABLET THAT CAN RUN THE PROGRAM SURVEY 123 FROM ARC GIS – or we have a few IPADS that are preloaded with the program that we can loan. Whatever the model of the phone, it should be a relatively recent model to handle the program. Some phones will not work for as long or as quickly in COLD weather.

The city will provide:

- a stylus/pen because it's much easier to enter data on the phone with a stylus than with your finger.
- a backpack with the Inventory Kalamazoo logo on it
- A letter introducing the survey to any curious pedestrians or property owners to explain the survey. There will be multiple copies so you can give one to the inquirer that they can keep.
- The preservation coordinator will be handing out the backpacks with the stylus and survey information handouts from her home on Thursday February 18, 2021 from noon to 7pm. 1014 Davis, big blue house on the corner of Wheaton and Davis. Pull into the driveway – go to the service door on the right (east) side of the garage and push the doorbell.

If you are no longer interested in being involved, just send an email to ferraros@kalamazoo.org and I will take your name off the list.
PLEASE feel free to call during the workweek – 269-337-8804 for voice. If you would like to text – identify yourself in the text and use my city cell phone at 269-330-5557. Email ferraros@kalamazooicity.org

Surveying progress: About 6 people have worked on field surveying since the city shut down:
- **Vine**: Village, Minor and Wheaton, Vine between Davis and Westnedge, west side of South Burdick – Lovell to Crosstown, Dutton
- **East Side**: everything south of East Main except Charles, East Michigan plus Trimble north of East Main and a chunk of Wallace
- **Stuart**: Woodward, North Street to West Main
- **Downtown**: All of the Haymarket Historic District, Church Square
- **West Douglas**: Ogden Street
ACTIVITY

a) Lynn Houghton’s *What Style Is It? Greek Revival* was released in January, and is now showing on both PMN and KPL TV.

b) Sharon and Lenee are working to re-schedule taping of the April Episode: *Strip Your Hardware*

c) As the result of our January meeting, we are:
   a. seeking additional outlets for distribution, including the City’s YouTube channel and others
   b. looking for ways to "count" views
   c. adding new episode topics in consideration of a second season for consideration

PARTNERSHIPS

Nothing to report.

PENDING

REQUEST FOR 2020 FUNDING from O'Connor Fund at KZCF

We discussed taking the needed funding from the O'Connor Fund contribution before it was sent to the Community Foundation, but I don’t know if that’s happened. The budget is below.

Budget:
- Five 5-7 minute “Shorts” at no charge (100% of production cost covered with Muni partnership and grants)  
  No Charge
- Three 7-10 minute “Reports” @ $500/ea, (75% of production cost covered with Muni partnership and grants)  
  $1,500
- Brakeman Design consulting  
  500
- Production Supplies  
  200
Total  
$2,200
Dear Friends:

The Kalamazoo Historic Preservation Commission announces a Call for Nominations for its 2021 Award Program, which recognizes people and projects that sustain our community’s character and improve the quality of life for all residents and visitors. Honorees will be announced and awards presented at a VIRTUAL ceremony during National Preservation Month in May of this year. The commission is especially seeking projects OUTSIDE the currently designated historic districts. You and your organization are invited to nominate worthy candidates in any or all of the following categories:

1. **Individuals or institutions** whose day-to-day, general preservation activities merit significant recognition OR who, as stewards of a historic property, have demonstrated excellence in ongoing preservation by the use of timely maintenance and repair.
2. **Residential Property projects** – demonstrate outstanding, completed exterior restoration or rehabilitation work or new sympathetic infill construction.
3. **Commercial/Institutional/Government Property Projects** - demonstrate outstanding, completed exterior restoration or rehabilitation work or new sympathetic infill construction.
4. **Mixed Use (commercial and Residential or others) Property Projects** - demonstrate outstanding, completed exterior restoration or rehabilitation work or new sympathetic infill construction.
5. **Interior Rehabilitation** – NEW CATEGORY – nominations in this category must have the owner’s permission and the nominator must be able to facilitate a viewing by the judges. “Before” photos are especially important in this category.
6. **INFILL or new construction** which complements the historic character of the surrounding buildings.

**NEW Categories for 2021!**

7. **Innovative Solutions in Preservation** - Award recognizes an outstanding and creative example of adaptive reuse, incorporating sensitive and creative solutions to issues of sustainability, and integration of accessibility improvements.
8. **Archaeology Award** - Award is open to individuals, institutions, or organizations, public or private, who merit recognition for their contributions to the preservation of Kalamazoo’s archaeological heritage.

ALL PROPERTIES: Nominated properties must be located in the city of Kalamazoo but may be inside OR outside the historic districts. Projects may be nominated that have been completed within the past five years. Rehabilitation projects should comply with the Secretary of the Interior Standards (See reverse)

Please see the enclosed nomination form for details on eligibility and submitting a nomination and tell us if the project utilized Federal Historic Preservation Tax Credits.

Submit as many separate nominations as you wish. Mail or deliver nominations to: Historic Preservation Coordinator at the address above. **DEADLINE - 5:00 pm on Monday, March 29, 2021**

If you have any questions, please call Sharon Ferraro, the historic preservation coordinator at 337-8804 or by email at ferraros@kalamazoocity.org.
Secretary of the Interior's Standards for Rehabilitation

The Secretary of the Interior's Standards for Rehabilitation are ten basic principles created to help preserve the distinctive character of a historic building and its site, while allowing for reasonable change to meet new needs.

The Standards (36 CFR Part 67) apply to historic buildings of all periods, styles, types, materials, and sizes. They apply to both the exterior and the interior of historic buildings. The Standards also encompass related landscape features and the building's site and environment as well as attached, adjacent, or related new construction.

The Standards are applied to projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Because of the limitations of the COVID pandemic, no awards were made in 2020. Those four nominations will be eligible for awards in 2021.
<table>
<thead>
<tr>
<th>Year</th>
<th>Projects</th>
<th>People &amp; Organizations</th>
</tr>
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<tbody>
<tr>
<td>2002</td>
<td>1. 836 W. North – Dave &amp; Kim Williams</td>
<td>4. Pam O’Connor – Kalamazoo: Lost &amp; Found</td>
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<td>3. 921 W. Lovell – John &amp; Judith Pulver*</td>
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<td>4. Pam O’Connor – Kalamazoo: Lost &amp; Found</td>
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<td>5. Lynn Houghton – Kalamazoo: Lost &amp; Found</td>
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<td>7. Milham Park Stone Picnic Shelter – CoK</td>
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<td>8. 936 W. Kalamazoo – Steve Sattem &amp; Jim Cavender</td>
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<td>9. 344 N. Rose – Davis Block – Mike Shubeck</td>
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<td>12. 316 Elm - Steve Sattem &amp; Jim Cavender</td>
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<td>13. 714 Wheaton – Eric, Tobi &amp; Ryan Breisach*</td>
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<td>14. 1460 Prospect Place - Robert Lakey (infill)</td>
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<td>16. 1427 Hays Park – Kalamazoo Neighborhood Housing Services</td>
<td>20. DKI – Building revitalization program</td>
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<td></td>
<td>17. 621 W. Kalamazoo – Steve Sattem &amp; Jim Cavender</td>
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<td>18. 624 South Westnedge – Dwight Theodore **</td>
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<td>19. 336 E. Michigan – Ron and Matt Smilanich</td>
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<td></td>
<td>22. 830 W. Main – Brian Spaulding</td>
<td>27. Southwest Builders – Style Shop, Arcadia Condos, Climb Kalamazoo and Peregrine Towers</td>
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<td>23. 305 Stuart – Ryan Mervyn</td>
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<td>24. 430 Elm – Sharon Carlson &amp; Tom Dietz (Int)</td>
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<td>25. 242 E. Michigan – Josh &amp; Kristine Willson</td>
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<td>26. 222 N. Kalamazoo Mall – Hospice Care SW Mich</td>
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<td>29. 704 Axtell – Pat and Tracy Bullard</td>
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<td>30. 714 Dutton Place – Nora Chaus</td>
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<td>31. 459 N. Burdick – Intermodal station – Kingscott Associates &amp; Wendel Duchscherer</td>
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<td>32. Fire Marshall Marty Myers - Fire sprinkler installation grants</td>
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<td>33. Transportation Director Bill Schomish - Intermodal transportation center</td>
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<td>2008</td>
<td>34. 309 North Burdick – The Burdick Block – John Donaldson &amp; Matthew Brosco</td>
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<td>35. Peter Schmitt – WMU professor</td>
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<td>36. Nelson Nave, AIA</td>
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<td>37. Jon Stryker</td>
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<td>2009</td>
<td>38. 241 W. South – City Hall barrier free ramp – CoK</td>
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<td></td>
<td>39. 3434 Madison - Richard Roy and Greg Miller</td>
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<td>40. 628 S. Park – Bill VanderSalm</td>
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<td>41. 401 E. Michigan - Depot Landmark LLC</td>
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<td>42. 524 N. Burdick – Kalamazoo Gospel Mission</td>
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<td>2010</td>
<td>43. 2203 Sheffield – Julie Heath</td>
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<td>44. 725 W. Vine – Janie Albright</td>
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<td>45. Peter &amp; Laura Livingstone-McNelis – Henderson Castle</td>
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<td>46. Peter Carroll &amp; Marc Ferraro - Old Home Rehab</td>
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<td>2011</td>
<td>47. 714 S. Westnedge – Chenery Auditorium</td>
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<td></td>
<td>Friends of Chenery, Kingscott Associates, Kalamazoo Public Schools</td>
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<td>48. 924 S. Westnedge – Mueller Assoc., LLC</td>
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<td>Year</td>
<td>50. 2125 Crane – John &amp; Jennifer Ward – garage</td>
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<td>51. Paris Cleaners <strong>NEON SIGN</strong> – Wilbert &amp; Elaine Weidenaar</td>
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<td>52. Ladies Library Association</td>
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<tr>
<td>2013</td>
<td>53. 744 Forest – KNHS</td>
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<td>54. 213 Elm – Sattem &amp; Cavender</td>
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<td>55. 805 S. Rose – KalCo Land Bank</td>
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<td>56. 105 East Michigan – Mavcon</td>
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<td>57. 345 N. Burdick – Rickman House</td>
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<td>58. Ladies Library Association</td>
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<td></td>
<td>59. Larry Bell</td>
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<tr>
<td>2014</td>
<td>60. 838 W. Main – Brian Spaulding</td>
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<tr>
<td></td>
<td>61. 803 Dwight - Carol &amp; Mark Larsen, contractors Tim &amp; Robin Jackson</td>
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<td>62. 435 Stuart - Dennis and Tammy Kohler</td>
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<td>63. 606 Woodward – Kalamazoo Public Schools</td>
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<td>2015</td>
<td>64. 315 West Lovell – Scott &amp; Patricia Tribby</td>
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<td>65. 2421 Oakland – Sattem &amp; Cavender</td>
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<td>66. 1104 S. Westnedge – Fire Station 6 - Carrie &amp; Leon Bennett; Firehouse Fitness LLC</td>
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<td>67. 1301 &amp; 1305 South Westnedge - Bob Gillion &amp; Thom Clark</td>
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<tr>
<td>2016</td>
<td>68. 70. Marlborough Apartments – Owners Association – 471 W. South</td>
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<tr>
<td></td>
<td>71. Zion Lutheran Church - 2122 Bronson Blvd</td>
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<td>72. Lincoln School for International Studies – 912 N. Burdick</td>
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<td>73. Kalamazoo County Land Bank for Riverview Launch</td>
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<td>74. Westwood Garden Club for Veterans Memorial at Riverside Cemetery</td>
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<td>75. Ladies Library Association book Library Ladies of Kalamazoo: Their Home and History</td>
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<td>2017</td>
<td>76. 832 Elmwood – Jean Harden</td>
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<td>77. 1301 Portage – Kalamazoo County Land Bank</td>
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<td>78. 426 East Michigan – GTW Depot - Plazacorp</td>
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<td>79. Kalamazoo Public Library Local History webpages</td>
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<td>2018</td>
<td>80. 716 Minor – Lynn Stevens</td>
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<td>81. 1304 Merrill – Jennifer McVeigh &amp; Susan Lindemann</td>
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<td>82. Civic Theater – Byce</td>
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<td>83. Park Club – Byce</td>
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<td>84. 928 South Rose – Kal Co Land Bank</td>
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<td>85. 627 South Burdick – Tromblay</td>
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<tr>
<td>2019</td>
<td>86. Plazacorp</td>
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<td>87. 318 Woodward – James Pejka &amp; Arch Limited</td>
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<td>88. 602 W. South – Catholic Diocese of Kalamazoo</td>
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<td>89. 1104 Portage – Grant Fletcher</td>
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<tr>
<td></td>
<td>90. Upjohn Institute for Employment Research for the houses at 515 and 527 W. South</td>
<td></td>
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</tbody>
</table>

*Also won Governors Award for Historic Preservation
** Also won an award from the Michigan Historic Preservation Network

**BECAUSE OF THE LIMITATIONS OF THE COVID PANDEMIC, NO AWARDS WERE MADE IN 2020. THOSE NOMINATIONS WILL BE ELIGIBLE FOR AWARDS IN 2021.**
Kalamazoo Historic Preservation Commission
Historic Preservation Awards of Merit - 2021
HISTORIC STRUCTURE

Address of Structure ____________________________________________

Owner Name____________________________________________________

Owner Address _________________________________________________

City ___________________________ State __________ Zip_____________

Owners Phone # ___________________ Owners email__________________

Nominated by ____________________________________________________

Nominators may be neighborhood organizations, owners or friends.

Did this project utilize Federal or Michigan Historic Preservation Tax Credits? Yes__ No____

If the awards committee has questions about this nomination, who should be contacted?

Contact name ___________________________ Contact phone # (___) _______ (cell)

Contact email address ____________________________________________

Which category is this property nominated in? Choose only ONE

Residential Property*       Rehabilitation   Stewardship*
  a. Owner Occupied       [ ]   [ ]
  b. Rental properties  (Satter-Cavender Award of Excellence) [ ]   [ ]
  c. Infill residential (NEW CONSTRUCTION) [ ]

Interior  (owner must provide access to interior) [ ]   [ ]

Commercial/Institutional/Government Property Projects/programs* [ ]   [ ]

Mixed Use (commercial and Residential or others) Property * [ ]   [ ]

Individuals or Institutions* [ ]

Innovative Solutions in Preservation [ ]   [ ]

Archaeology Award [ ]   [ ]

* See next page for definitions

ATTACHMENTS (required):

- In one page or less, in a narrative form, explain why the project qualifies, and the resulting community impact. Please do not submit a list of work or specifications.
- Five to ten photographs showing the project itself, important details and the project within the greater context. Front and rear shots of the structure, a shot of the streetscape (buildings on both sides) and close-ups of the project area are required. Photos should be a minimum of 3”x 5”, color or black and white. Digital photos are acceptable with a resolution of at least 300 dpi. “Before” photos can be especially compelling and while not

Mail or deliver nominations before the DEADLINE at 5:00 pm on Monday, March 29, 2021 to:
Historic Preservation Coordinator, 245 North Rose St., Kalamazoo, MI 49007
ferraros@kalamazoocity.org

HPC Meeting 2021-02-10
Mail or deliver nominations before the DEADLINE at 5:00 pm on Monday, March 29, 2021 to:
Historic Preservation Coordinator, 245 North Rose St., Kalamazoo, MI 49007
ferraros@kalamazoocity.org

Photos may be submitted on a CD, attached to an email or printed. No fax photos please!

Nominations MUST be on paper or submitted electronically (CD or by email) – no faxed submissions will be accepted. EMAIL: ferraros@kalamazoocity.org

Work must be substantially complete by March 15, 2021. Unfinished projects are not eligible until they are substantially complete. Projects may be nominated that have been completed within the past five years.

DEFINITIONS

Rehabilitation is the work performed on a historic resource to return it a condition that allows continued use for the same purpose or an appropriate adaptive re-use.

Stewardship is the ongoing preservation of a historic resource with necessary appropriate maintenance to preserve the character and integrity of the historic resource.

Individuals or institutions whose day-to-day, general preservation activities merit significant recognition OR who, as stewards of a historic property, have demonstrated excellence in ongoing preservation by the use of timely maintenance and repair. A one-page essay describing why this person, institution or program makes an outstanding contribution to historic preservation in Kalamazoo should support this nomination.

Residential Property projects – demonstrate outstanding, completed exterior restoration or rehabilitation work, adaptive re-use or new sympathetic infill construction.
Projects that qualify have maintained the historic character of the property and the project area. Each project will be judged in part using the attached Secretary of the Interior’s Standards for Rehabilitation. Infill projects must fit within their contexts while being recognized as a product of their own time.
  i. Owner Occupied
  ii. Rental properties
  iii. Infill residential

Commercial/Institutional/Government Property Projects OR Programs - demonstrate outstanding, completed exterior restoration or rehabilitation work or new sympathetic infill construction. Projects that qualify have successfully maintained the historic character of the property and the project area. Each project will be judged in part using the attached Secretary of the Interior’s Standards for Rehabilitation. Infill projects must fit well within their contexts while being recognized as a product of their own time.

Mixed Use (commercial and Residential or others) Property Projects - demonstrate outstanding, completed exterior restoration or rehabilitation work or new sympathetic infill construction. Projects that qualify have successfully maintained the historic character of the property and the project area. Each project will be judged in part using the attached Secretary of the Interior’s Standards for Rehabilitation. Infill projects must fit well within their contexts while being recognized as a product of their own time.

Interior – nominations in this category must have the owner’s permission and the nominator must be able to facilitate a viewing by the judges. “Before” photos are especially important in this category.

Innovative Solutions in Preservation - Award recognizes an outstanding and creative example of adaptive reuse, incorporating sensitive and creative solutions to issues of sustainability, and integration of accessibility improvements.

Mail or deliver nominations before the DEADLINE at 5:00 pm on Monday, March 29, 2021 to:
Historic Preservation Coordinator, 245 North Rose St., Kalamazoo, MI 49007
ferraros@kalamazoocity.org
Archaeology Award - Award is open to individuals, institutions, or organizations, public or private, who merit recognition for their contributions to the preservation of Kalamazoo’s archaeological heritage.

ALL PROPERTIES: Nominated properties must be located in the city of Kalamazoo, but may be inside OR outside the historic districts.

If you have questions about the awards, please call Sharon Ferraro at (269) 337-8804.

Mail or deliver the completed nomination by 5:00 pm on Monday March 25, 2019 to:
   Sharon Ferraro, Preservation Coordinator
   Community Planning and Economic Development
   245 North Rose Street
   Kalamazoo, MI 49007

   By email: ferraros@kalamazoocity.org

   Faxed nominations are not accepted.

Mail or deliver nominations before the DEADLINE at 5:00 pm on Monday, March 29, 2021 to:
Historic Preservation Coordinator, 245 North Rose St., Kalamazoo, MI 49007
ferraros@kalamazoocity.org
Kalamazoo Historic Preservation Commission
Historic Preservation Awards of Merit - 2019

INDIVIDUAL OR INSTITUTION

Individuals or institutions whose day-to-day, general preservation activities or specific projects merit recognition.

Name of Individual or institution _______________________________________________

Mailing Address __________________________________________________________________

City __________________ State ________ Zip_________

Contact Phone # for nominee __________________ email __________________________

Nominated by __________________________
Nominators may be neighborhood organizations, owners or friends.

If the awards committee has questions about this nomination, who should be contacted?

Contact name __________________________ Contact phone # ____________

Contact email address _______________________________________________________

Please take no more than one page to tell us why this individual or institution deserves a Historic Preservation Award of Merit. What was the activity? How did it benefit preservation in Kalamazoo?

Mail or deliver nominations before the DEADLINE at 5:00 pm on Monday, March 29, 2021 to:
Historic Preservation Coordinator, 245 North Rose St., Kalamazoo, MI 49007
ferraros@kalamazoo.org

HPC Meeting 2021-02-10 8 of 8
Introduction
In 2020 the Kalamazoo Historic Preservation Commission was involved in a much narrower variety of projects than usual. This past year included preparing one historic district study committee report, public education, publication, historical resource surveys and rehabilitation advice.

The Covid 19 pandemic substantially altered the work the commission accomplished over the year. The April, May and June monthly meetings were cancelled. The annual Preservation Awards were postponed until 2021.

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 2019:

“*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.

From 2013 to 2018, the Hidden Kalamazoo Tour raised over $53,000 for the preservation commission. In 2019, the commission decided that since there were few accessible downtown buildings left to tour, that their new project would be the publication of a book highlighting the history of each building that had appeared on the tour. The year 2019 was spent writing the book and adding both historic and current photos. Publication was planned for Preservation Month in May 2020. The publication was postponed and the commissioners have made no further progress on writing and editing.

“*… 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 and into 2019, the Historic Preservation Commission, acting as a historic district study committee completed one study committee report on the First Baptist Church to become a local historic districts. This work was undertaken at the request of the Board of First Baptist and their partners the Kalamazoo Non-Profit Action Coalition. KNAC is in the process of buying the church and annex and developing it as a hub for local non-profits.

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

In the fall of 2020, the commission began examining how traditional historic preservation has marginalized people of color in Kalamazoo. The commission is very interested in working with other
local organizations including the TRHT project at the Kalamazoo Community Foundation, SHARE and the city’s own Diversity and Inclusion coordinator.

**HIDDEN KALAMAZOO TOUR BOOK**
This project is on hold.

**HISTORIC PRESERVATION COMMISSION AWARDS OF MERIT**
For the twentieth year, the HPC chose to suspend the Preservation Awards process. The commission decided that all the projects that were nominated for awards in 2020 will be carried over for consideration without prejudice in 2021.

“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 2020 the HPC commented on fourteen projects on buildings that were historic or were potentially historic. Thirty-five non-historic properties were also reviewed. This is a decrease of over 60% over 2019.

**INVENTORY KALAMAZOO 2022**
The HPC supports and will advise the progress of the Reconnaissance Level Historic Resources Survey to begin in the winter of 2020 and be completed in 2022. The survey proposes to document every building in the city, estimated at about 24,000 by the assessor, with volunteers using the ESRI Survey 123 app on smartphones and tablets. The finished survey report will be useful to other city departments, provide updated photos on all properties to the assessor and allow historic preservation to be a vital part of decision making in the city. In the future, the survey can easily be updated.

In late February and early March 42 potential volunteer surveyors were trained and most chose assignments. When the covid 19 restrictions began, all work was officially suspended through a few volunteers made use of good weather to survey. A little over 700 properties were surveyed over 2020. Plans were progressing in late 2020 to relaunch the survey in late winter 2021.

In July 2020, the city applied for a $90,000 Certified Local Government Grant to perform a intensive level historic resources survey. The intensive level survey was planned to follow the reconnaissance level survey of three neighborhoods – Northside, Eastside and Edison. The grant was approved, but the State Historic Preservation Office asked to change the scope of work to allow a qualified consultant to perform a reconnaissance level survey of the Edison neighborhood. The city agreed to the scope of work and the grant was finalized in October 2020. A RFP was sent out to qualified historic firms and on December 22, a bid was accepted from Kraemer Design Group in Detroit to perform the survey.

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

**Old House Owners Workshops** - In November 2018, the Historic Preservation Commission undertook a project to present a series of old house owner workshops, both informational and “Hands on” in the summer of 2019. Four workshops were presented in 2019 – three at the Sexton’s Lodge at Mountain Home Cemetery and the last at the Van Deusen Room at the Kalamazoo Public Library. Overall, the workshops were very well-received, and the participants made it clear that they would like to learn more at future workshops. Planning for the 2020 in person workshops was suspended in April 2020 and the
committee changed course to partner with the Public Media Network to produce short videos on old house rehab topics. Three 5-7 minute videos were produced on nomenclature of double hung windows, opening windows that are painted shut and installing spring bronze weatherstripping. All three were released in 2020 on PMN and through the Kalamazoo Public Library, KPL-TV. Two more videos on architectural styles—Greek Revival and Italianates—were recorded but were not scheduled for release until 2021.

**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. While a successful trial of the process to evaluate gravestones and a workday to clean the stones were finished in 2018 and 2019 no additional work was planned for 2020.

**CONCERNS**

**The HPC expressed these concerns about specific sites within the city in 2020:**

**Loring McMartin Farmstead** – The HPC remains concerned about the farmhouse and railway abutment at this site and hopes that any proposed new development whether it is a carwash and shopping or any other use, could be done in a manner that would leave both structures intact and on site. The railway abutment is probably the last surviving abutment from the 1840s in Michigan and could be incorporated into a pedestrian entrance into the Asylum Lake Preserve from Stadium Drive.

The HPC is also concerned about retaining the character of Bronson Park into the future. The new form-based code for downtown changes the height restrictions in the downtown. The commission is encouraging a light and shadow study and consideration of firm height restrictions that could have an impact on Bronson Park.

**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
I. Call to order:

II. Roll call and approval of absences: all at home in Kalamazoo except Josh in Delton

For virtual meetings, during the roll call, each commissioner needs to state their name, and where they are currently located and attending from.

III. Approval of Agenda: Dorla Bonner had planned to join us KW 1st, FE 2nd

IV. Introduction of Guests: Pam O’Connor in Kalamazoo

V. Citizen Comments on NON-agenda items* & Correspondence: No citizen comments

VI. Financial Report (20 min) at meeting – No report
   a. BALANCE REMAINING ($25,024.59)
   b. RESERVE FUND ($25,553.45) (Quarterly reports – Feb., May, Aug, Nov)

VII. Action and Discussion Items
   a. Reconnaissance Level Historic Resource Survey & CLG Grant (Ferraro)
      i. The grant for a reconnaissance level historic resource survey of the Edison neighborhood will be awarded to Kraemer Design Group of Detroit. We are working through the award process.
      ii. Survey – RFP for Edison neighborhood is out; came in at $75,000; SHPO asked to change the contract to have the company do more so they are waiting on an amended contract.
      iii. Planning is underway with relaunching the Survey to begin work in 2021.
   b. Kalamazoo Reservation Public Education (Gorham) (10 min) RG in communication with Phyllis Davis to get videos to KPL.
   c. OHOW (O’Connor/Ferraro) ITEM A (Report in packet) Pam added info on the city posting the videos on their Facebook page and Youtube channel.
   d. KVCC Traditional Trades program (Ferraro) ON HOLD - SF asked to serve on the Preservation Priorities Task Force for the National Trust for Historic Preservation. for skilled trades programming. The committee is working on preservation trades.
   e. Grave Issues – Cemetery Project (Timmerman) ON HOLD - waiting to see how the I.S. Gilmore Foundation funded work gets scheduled before planning a possible clean-up day – likely May or June.
   f. Preservation Month (PM) (Gorham) (15 min) Call for nominations will go out in the middle of February
   g. Designation & Sites (D) – (10 min) No report No change from September
   h. Sustainability (SU) – (10 min) (Ferraro/Koenig) (Hidden Kalamazoo Book) Plan to have a discussion at the work plan meeting to discuss movement forward on the book project.
   i. Operations (O) – Koenig (5 min) Report at meeting
      a. Grants program – Pam, Josh, Regina, Katherine, Sharon, Nancy Finegood – Pam will begin drafting a guiding document for the program. The sub-committee will meet again after that document is done.
      a. Bronson Park light and shadow study to be done by students at Andrews University. Josh suggests that HPC not move forward on that issue until the study is concluded. Lenee moved to pause discussion or definitive action on the park height limit changes, Regina seconded. Discussion. Pam asked Josh why he wanted to do that. Josh felt that City has made a commitment to examine the issue. Doesn’t want to push something through in an area that has already been contentious in the past.
      b. Pam felt that the properties around the park may still be at risk. She still wants to gather further data on how this sort of character protection is done in other cities. Lenee wants to make an informed decision and wants to learn more. Sharon offered the idea of presenting some visuals on form-based codes in other cities. Katherine would like the idea of a local historic district.
c. KW said there are other benefits to having a local district. Thinks there are good reasons to continue that conversation.
d. JK concerned that if we were to propose the local districting again that we’d have the same reaction.
e. SF importance of transparency and sharing data with people. Study to be sent to everyone with buildings around the park.
f. Motion to hold further discussion & action until able to review study results:
   1. In favor: JK, LPW, KW, RG
   2. Opposed: KH & FE
   3. After discussion 4 in favor, 2 opposed by voice vote

VIII. Old/New Business
a. City manager’s office request to move HPC meetings to second Wednesday through the end of 2021 – the HPC meetings conflict with the meetings of the Public Safety Review Board. Currently set to return to Tuesday meetings in April 2021 - Motion to change the meeting date to the 3rd Wednesday through the end of 2021- made by Katherine, seconded by Josh, passed by voice vote. Once the city goes back to “in-person” meetings, the meeting date may be revisited.
b. End of year – 4th quarter 106 report – the total number of reviews is down. Many of the projects are related to the Leas Safe Homes program ITEM B
c. Bronson Park Character Study – follow-up. Pam gave examples of form-based code & found linked examples for overlay districts and other options. ITEM C
d. Final draft of First Baptist Church Historic District Study Committee Report. Sharon thanked Pam for her work. The official public hearing will be held as the first item on the agenda at the February 10, 2021 HPC meeting. ITEM D

IX. Approval of meeting notes: (5 min)
   a. October 14, 2020 ITEM E Motion to approve with no revisions by KW 2nd KH 2, passed unanimously by voice vote.

X. Coordinators Report on non-agenda items (5 min)
XI. Coordinators monthly report ITEM F – HDC applications are down to 105 for 2020 as compared to 119 for 2019. This was less of a drop than expected. Fifty-four Section 106 reviews of federally funded projects were done in 2020 compared to 151 in 2019.

XII. Citizen Comments on NON-agenda items* No citizen

XIII. Commissioner Comments Adjourn FE/JK ^^ 8:00 PM
ITEM I

Kalamazoo Historic Preservation Commission
Preservation coordinator’s report
Wednesday, February 10, 2021
(Moved to Wednesday for virtual meetings during coronavirus.)

REVIEWs: Historic District Commission:
✓ HDC cases to 01/01/2020 – 02/02/2021 - 5 total

<table>
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<tr>
<th>2021</th>
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<th>2020 fees</th>
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<tr>
<td>1 no fee</td>
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<td>$0</td>
</tr>
<tr>
<td>4 bldg permit- $35*</td>
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<td>2</td>
<td>$70</td>
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<tr>
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<td>$70</td>
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</tbody>
</table>

Fees total year to date, 2021 .......... $140

Section 106 reviews (Federally funded projects)
✓ Section 106 reviews to 02/02/2021 – total 2
  o 1 – in Potential Historic Study Areas or established historic districts
  o 1 - in areas identified in the 2001 survey as “No Historic Properties”
✓ Section 106 reviews to 12/31/2020 – total 4:
  o 2 – in Potential Historic Study Areas or established historic districts
  o 2 - in areas identified in the 2001 survey as “No Historic Properties”

SITES and PROJECTS:
ITEM E
Kalamazoo Historic Preservation Commission
Preservation coordinator’s report
Wednesday, February 10, 2021
(Moved to Wednesday for virtual meetings during coronavirus.)

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 complete, historic building still vacant
2. CHARTER ONE BANK – NORTH SIDE, EAST MICHIGAN 200 BLOCK (Non-contributing - No HP tax credit)
3. 302 North Burdick – Kalamazoo Overall Co – Mr. Presidents – HK (No HP tax credit)

UPPER FLOORS VACANT OR UNDEVELOPED – 4 ON MALL, 4 ON MICHIGAN AVENUE, 2 ON N. EDWARDS – TOTAL 13
4. International Hotel – Fandango – 241-7 S Kalamazoo Mall (2nd & 3rd floors) (No HP tax credit)
5. Montgomery Wards – Terrapin/Walgreens – 237 S Kalamazoo Mall* (2nd & 3rd floors) HK (No HP tax credit)
6. Fuller Building – Petals & Postings/Invitations by Design – 233 S Kal. Mall (2nd & 3rd floors) HK (No HP tax credit)
7. Boudeman Building – Rustica - south end - 236 S Kalamazoo Mall, west side* (2nd & 3rd floors) HK (No HP tax credit)
8. Clapham McDonald Building – 312 West Michigan – Studio Grill (2nd floor) HK (No HP tax credit)
9. Winston’s (Weber Building) 228 East Michigan - 3rd floor HK
10. Hiemstra Optical (Chase Building) - 234-8 East Michigan* (2nd floor) HK
11. 266 East Michigan – Hall Building – Coney Island – east storefront, upper three floors vacant (developer) HK
12. 100 North Edwards – Nave Architects – 2nd floor
13. 150 North Edwards – Heritage Co – 2nd floor & far north, one story bay HK

UPPER FLOOR UNOCCUPIED – TOTAL 2

FIRST FLOOR VACANT, UPPER FLOORS OCCUPIED – TOTAL 2
15. Merrill-McCourtie Building – (south storefront only) former Dragon Inn – 232 S. Kalamazoo Mall (No HP tax credit)

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

17 buildings or spaces in historic buildings are unoccupied.
(Not counting temporary vacancies)
“Michigan’s finest civic square and a welcome oasis in downtown Kalamazoo is Bronson Park.”

Society of Architectural Historians’ Archpedia

**Introduction**

At its January, 2021 meeting, the KHPC decided not to take further action on this topic until a light & shade study to be undertaken on Bronson Park, through a partnership between Andrews University students and the Kalamazoo City Planning office. I had indicated earlier, that I would continue seeking other options that address the overall character of the Bronson Park National Register Historic District. Those below, like the ones provided in the January update, don’t comprise a full list, but do include similar and different options from other cities. None are either local HDs or Conservation Districts. All use Form Based Code and offer options for a framework of definitions, uses and standards in a possible “Bronson Park Civic District Overlay” zone.

The basis for this additional further research is to demonstrate that the **district, not the park alone, is what should be addressed in additional zoning that might be put in place here in the future.** Many other communities have successfully done this, and Kalamazoo can as well. I again ask you to review this material and make yourself familiar with its content. Thank you.

Ypsilanti, MI

In addition to its Planning code ordinance for local historic districts, the Zoning Code has a historic corridor district type (p123), and an Institutional building type “IT” (p5, 135, 152) which could be useful in creating a “circular” district type here, with an edited version of the standards for Ypsi’s institutional building type.

Beaufort, SC

Beaufort’s Code places an overall high level of importance on its historic resources. It has a (local) Historic District Overlay Zone (p28) whose boundary concurs with its National Register Landmark District, with a couple exemptions. It also sets out Public & Civic uses, (p56-7) and Civic Building types and standards (p99-102.)

Cincinnati, OH
https://library.municode.com/oh/cincinnati/codes/code_of_ordinances?nodeId=TIXIZOCOCI

§ 1411-47

This code has a section that, except in cases of public emergency, disallows a demolition permit unless an application for a building permit for work to replace the building to be demolished has been filed with the Director of Buildings and Inspections. Provided, however, the applicant may instead post a bond with the Director of Buildings and Inspections to secure compliance with § 1411-51. The bond shall be in the amount equal to ten dollars per square foot of the area of the lot on which the building to be demolished is located.

§ 1400-13

Allows for the establishment of Special Districts and District “Subareas.” A Kalamazoo Civic district would borrow from Cinci’s Public and Semi-Public and Government facilities and offices use classifications. They don’t have a Civic building type.

Nashville, TN

Chapter 17.36 - OVERLAY DISTRICTS

allows for special overlays districts, and has one (Urban Design Overlay District) intended to preserve and protect development patterns that predate the 1950s and ensure new development compatibility. It is intended to “provide for the sensitive placement of open spaces in relationship to building masses, street furniture and landscaping features...", and adds: “Application of this special overlay district shall be limited to areas requiring specialized design standards either to maintain and reinforce an established form or character of development..."
Follow-up on Baseline Character Study for the Bronson Park National Register Historic District

February 2021
Prepared by: Pamela Hall O’Connor

Birmingham, AL

Overlay Districts are allowed. The “Highland Park Neighborhood Form-Based Overlay District” is a good model. Its second paragraph reads: “This Overlay District is designed to encourage new development that will complement the existing historic character of the neighborhood as well as help to create and sustain a pedestrian friendly environment. It is intended that this Overlay District will only apply to properties that are bordered by a sidewalk. As its principle focus is on new development, it will not be applied retroactively to existing projects.” What may be good about this one is that it does not govern use -- you can find it on page 337.

Under Subsection 2, Civic Uses are defined as one type of “Mixed Use District” (p187)
Civic Uses (p197-6) - Except as noted these uses are allowed in all subareas: Library; School, grades K-9 & High Schools, grades 9-12; Municipal services and buildings Police and fire stations; Post offices; Child or Adult Care Facilities; Non-profit civic or cultural societies; Places of worship; Colleges, & universities; Museums and art galleries; Music center, symphony halls, and amphitheater, Performing arts theatres; Hospitals; Public Conference Center; Other like uses

Flagstaff, AZ
https://www.flagstaff.az.gov/2998/View-the-Zoning-Code

One of Flagstaff’s “Block and Building” guiding principles is to: “Put civic buildings in important locations and make sure their form is appropriate to their civic stature.” And it defines Civic Spaces and Buildings (10-30.80.060.)

Flagstaff allows Overlay zoning (10-40.50), and the specific Overlay Standards apply in addition to the underlying base zone. So, if this model were used in Kalamazoo, the Overlay standards would be more substantial than those in place for parts of the current D1 and D2 Standards.

Other Standards and District types
Here are a couple additional sets of FBC Building Standards as structural models, (not in specifics.) Kalamazoo’s would be based on what is present today as a NR historic district.

Huron, Ohio 1127.08 Mixed Use Civic District:
https://codelibrary.amlegal.com/codes/huron/latest/huron_oh/0-0-0-20436

***Berkeley, CA has both use and building standards for a Civic Center Overlay District, which was created in response to a desire to preserve and protect the character of an area that was already a National Register Historic District. It’s building standards are weak, but the model is good...

The Form Based Code Institute website has links to other codes as well: https://formbasedcodes.org/all-codes/