I. Call to order:
II. Roll call and approval of absences:
   A. Fred Edison
   B. Kyle Hibbard
   C. Regina Gorham
   D. Katherine White
   E. Josh Koenig
   F. Lenee Powell-Wilson
   G. VACANT

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. Financial Report (20 min) at meeting – FINANCIAL REPORT (ITEM A)
   A. BALANCE REMAINING ($6,858.73)
   B. RESERVE FUND ($25,553.45) (Quarterly reports—Feb., May, Aug, Nov) See report Item A
   C. Approve 2021 Budget (postponed from Feb 10 and March 10 meetings)

VII. Action and Discussion Items
   A. Reconnaissance Level Historic Resource Survey & CLG Grant (Ferraro) (ITEM B)
   B. Kalamazoo Reservation Public Education (Gorham) (10 min) Report at meeting
   C. OHOW (O’Connor/Ferraro) (ITEM C)
   D. KVCC Traditional Trades program (Ferraro) Update at meeting
   E. Grave Issues – Cemetery Project (Timmerman) Update at meeting
   F. Preservation Month (PM) (Gorham) (15 min)
      Review and award 2021 Award nominations ITEMS D-1 to D-6
      1. Douglass Community Association – Institution
      2. 1312 Oakland - State Hospital Gate Cottage – Institutional project
      3. 106 Thompson - Kalamazoo College Admissions – Institutional project
      4. 527 West South – Exterior rehabilitation - Institutional project
      5. 527 West South – Interior rehabilitation - Institutional project
      6. Sharon Ferraro – Individual
   G. Designation & Sites (D) – (10 min)
      1. Review draft Letter - propose Study Committee report for City Hall (O’Connor) ITEM E
   H. Sustainability (SU) – (10 min) (Ferraro/Koenig) (Hidden Kalamazoo Book – POSTPONED status report will be at the May 2t meeting)
   I. Operations (O) – Koenig (5 min) Report at meeting

VIII. Old/New Business
   A. End Project for Kalamazoo: Lost and Found (ITEM F – plan and draft retail sales letter)
      a. Phase 1 – reserving give-aways and author’s copies, and retail sales
         i. Transfer copyright, permit KPL to publish K:L&F, Walking Through Time and Kalamazoo: 19th Century homes
         ii. Hire Peter Brakeman/Brakeman Design to digitize at a cost not to exceed $1800
      b. Phase 2 – give-aways after Phase 1
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 2021-2023
Adopted Wed., March 10, 2021
Chair: Josh Koenig  Vice-chair: Regina Gorham
Secretary: none  Treasurer: Lenee Powell-Wilson

PRIORITY PROJECTS

DIVERSITY AND INCLUSION  NEW/ONGOING
Leader(s) Lenee Powell-Wilson, Regina Gorham, Fred Edison

1. Create working relationship with local and regional entities to partner with efforts to make Kalamazoo history more inclusive and complete

2. KALAMAZOO RESERVATION PUBLIC EDUCATION COMMITTEE - migrate all Next Exit History material to Kalamazoo Public Library, continue to work with Gun Lake band tribal council

O’CONNOR FUND FOR HISTORIC PRESERVATION PROGRAMS  ANNUAL/ONGOING
CREATE NEW & MANAGE EXISTING PROGRAMS
Leader(s) Josh Koenig & Lenee Powell-Wilson

1. Education: Old House Owners Workshops - Video, Hands-On and In-Seat Programming
   a. Complete taping and showing Season 1, 8-episode video series for 2020-2021
   b. Plan Season 2 plan and tape 8 episodes for broadcast in late 2021 and 2022.
   c. Count video viewers for
   d. Negotiate partnership agreement with PMN to include broadcasting rights for City of Kalamazoo for 2021-2022 season.
   e. Consider pros and cons of returning to hands-on and in-seat informational sessions for summer 2022. Make a decision and plan for 2022 if the answer is “yes.”

2. Preservation Assistance: Explore and provide funding for a program or programs to address:
   a. no-cost home repairs for qualified low-income owner-occupants
   b. a more inclusive & diverse Kalamazoo history as it relates to preserving buildings & places

3. Preservation Assistance: Develop and implement one or more grant-making programs

RECONNAISSANCE LEVEL HISTORIC RESOURCE SURVEY PROJECT  COMPLETE – JULY 2022
Leader(s) Coordinator & Chairperson
GOAL: Prepare a historic resource survey of all structures and resources within the boundaries of the city of Kalamazoo
1. Monthly report to HPC.
2. Begin Survey in March 2021 – complete by July 2022
3. Final report to HPC to use in preparing next Workplan

CEMETERIES (Grave Issues Squad)  ANNUAL/ONGOING
Leader(s) Kyle Hibbard, Sharon Ferraro
1. 2021 - when the repairs are being made on the roads in the Mountain Home explore the creation of a survey database that can be used on smartphones to facilitate quick survey of grave marker condition using volunteers
2. Use the cemetery to engage the public in using appropriate techniques for cleaning grave markers – explore making a short video on water-only cleaning of headstones
3. LONG TERM - Create plan to clean and repair grave markers and cemetery buildings using public volunteers and professionals when necessary
4. assist city staff in developing a long-term plan for repair, cleaning and maintenance in Kalamazoo’s two historic cemeteries, Mountain Home and Riverview.
PRESERVATION MONTH & OTHER EVENTS     ANNUAL/ONGOING
Leader: Regina Gorham & coordinator
GOAL: Consider a variety of events to celebrate Preservation Month in May
1. Committee formed in January to consider awards and special events for Preservation Month
   a. Create work schedules, recruit & train volunteers
   b. Complete events, Post event debrief presented to HPC
   c. Present Preservation Awards nominations to HPC and make awards
   d. Form committee for next year
2. Put “Pres month opportunities” as a discussion section on HPC monthly agenda.
3. Create a three-year plan for future events to celebrate Preservation Month before end of 2021

DESIGNATION (Preservation Tools/Outreach):     ANNUAL/ONGOING
LEADER(S): Fred Edison & Katherine White
(See appendix A to C for current DRAFT lists)
1. Work to create a citywide context statement for “missing” history – the history of BIPOC and women in Kalamazoo – the statement could be used to be an integral part of surveys, National Register and Local HD listings
2. Support the establishment of new historic districts, National Register nominations and local designation as appropriate
3. Consider the creation of a local historic marker program
4. Explore and support a process to include the identification of potential pre-historic and historic archeological sites in Kalamazoo
5. Educate the public on historic preservation and designation as a tool
6. 2022 – using the results of the reconnaissance historic resource survey, create a new list of potential historic resources in the city.

SUSTAINABILITY/ REVENUE     ANNUAL/ONGOING
LEADER(S): Coordinator & Chairperson
1. Finalize transition of KL&F from Pam O’Connor to Lynn Houghton.
   a. Develop a plan for remaining inventory by Sept. 1, 2021
2. Review plans annually for ongoing and new O’Connor Fund expenditures and ensure that O’Connor fund appeal is done in November
4. Start looking for future fund-raising plans

OPERATIONS/Chairperson’s responsibilities     ANNUAL/ONGOING
LEADER: Chairperson
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
APPENDIX A: sites eligible for additional designation – to be expanded and revised after the Reconnaissance Level Historic Resources Survey is complete

LOCAL DESIGNATION
- Woodside Properties (W) and panhandle Greenlawn – add to West Main Hill
- Bronson Park Historic District (NR listed)
- Milwood Area
- Edison/Washington Square Area
- Hillcrest/Winchell Area
- Parkwyn Village
- Mid-Century Resources
- Isaac Brown House (NR listed)
- Loring-McMartin Farm /railroad viaduct
- Ihling Brothers Building (Kalamazoo Ballroom Academy, Worship Arts, Dill Instruments 2020 Fulford St (Edison)

NATIONAL REGISTER DESIGNATION
- State Theater – National Register eligible - NR nomination in progress (March 2021)
- American National/5/3 Bank Tower - National Register eligible – need new photos and permission letter from owner
- Bronson/Upjohn Headquarters (NR nomination in progress – March 2021)
- Parkwyn Village (Nomination being prepared by Peter Copeland)
- Mid Century Resources
- Washington Square Area

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. El Sol/Vine Elementary (KPS) (In local historic district) 604 W. Vine
2. Milwood Middle School (KPS) 2916 Konkle St
3. Winchell Elementary (KPS) 2316 Winchell Ave
4. Greenwood Elementary (KPS) 3501 Moreland Street
5. Hackett High School (Catholic Diocese) 1000 West Kilgore Ave
6. St. Augustine Elementary (Catholic Diocese) 600 West Michigan Ave
7. St. Monica Elementary (Catholic Diocese) 530 West Kilgore Ave
8. Kalamazoo Christian High School (Christian Schools)
9. Community Education Center (former Kalamazoo Central High School) (KPS) NR & Local HD 600 West Vine St.
10. (Former) South Christian Elementary on Westnedge – owned by KPS
11. Hillcrest School (Kazoo School - private) 1401 Cherry St
12. Former Ebenezer School (Bronson, Former K Christian John St)

Work completed on upgrades and new construction (Nov 2018)
1. Loy Norrix High School (KPS) 606 East Kilgore Road
2. Lincoln Elementary (KPS) 912 North Burdick Ave.
3. Woodward Elementary (KPS) (In NR and local historic district) 606 Stuart Ave
4. Parkwood/Upjohn Elementary (KPS) 2321 South Park St

APPENDIX C: Churches (by address and denomination)
1) Second Missionary Baptist Church · 603 North Rose (North Side)
2) North Presbyterian · 603 North Burdick · (North Side) VACANT
3) Friendship Baptist Church – 326 West Paterson (North Side)
4) North Westnedge Church of Christ – 1101 North Westnedge Ave (North Side)
5) Allen Chapel AME · 804 West North Street (North Side)
6) Chicago Avenue Church of Christ – 940 Chicago Avenue (East side)
7) Bethany Reformed Church – 1833 South Burdick Ave (Edison)
8) Seasons of Change Church – 1401 Lay Blvd (Edison)
**Historic Preservation Commission**

**Budget Report**

**DATE OF MEETING**

<table>
<thead>
<tr>
<th>DATE OF MEETING</th>
<th>ATTENDED BY:</th>
<th>DISCUSSIONS</th>
<th>FOLLOW UPS</th>
<th>OUTCOMES/UPDATES</th>
</tr>
</thead>
</table>
| 3/18/21         | Sharon Ferraro, Marcy Dix, Lenee Powell-Wilson | - City Representative – Marcy Dix, Program Finance Supervisor  
- City Liaison – Beth Cheeseman??  
- Suggested that Commission balance should never go below $5,000  
- Send copy of meeting notes when funds are approved to be moved between Commission account and O’Connor fund  
- Recommended timeline when planning budget  
- Budget item terms | - Copy of past budgets for comparison – Marcy  
- Copy of account descriptions – Marcy  
- Explanation of how fund balance is created - Marcy | - ¹Link 14.20 – Special Revenue & Grants and Donations  
- ²Explanation of how the fund balance is created |

**Outcomes/Updates**

- Discuss next years budget
- October or November
  - City - Proposed budget is ready
  - Obtain fund balance
- January
  - City - Discusses budget
- May
  - Discuss adjustments to next budget with city rep.
- August
  - City Representative – Marcy Dix, Program Finance Supervisor
  - City Liaison – Beth Cheeseman??
  - Suggested that Commission balance should never go below $5,000
  - Send copy of meeting notes when funds are approved to be moved between Commission account and O’Connor fund
  - Recommended timeline when planning budget
  - Budget item terms
- September
  - Vote on next years budget
- November
  - Decide how much to send to O’Connor Fund
- December
  - City - Proposed budget is ready
  - Obtain fund balance
- January
  - City - Discusses budget
- February
  - City - Approves budgets
- March
  - City - Approves budgets
- April
  - Discuss adjustments to next budget with city rep.
• Fund can pay for Commissioner’s membership to the National Trust
• Current fund balance = $6,858.73

***************

1Link 14.20 – Special Revenue & Grants and Donations to https://stories.opengov.com/kalamazooCity/published/MA-FMBp61

2The list below shows how I arrived at my estimate of the available fund balance for 2021.

| ITEM | A
|------|---
| 25,133.09 | reserved fund balance as of 9/30/20
| -71.56 | Reimburse Pam O'Connor for printing/stamps
| 161.70 | Revenue - Historic Preservation Sales
| -18,037.21 | Contribution to O'Connor Fund
| -85.73 | LOST & FOUND 2ND PRINTING ROYALTIES FOR O'Connor
| -241.56 | LOST & FOUND MARKETING & FULFILLMENT

6,858.73 Available fund balance
UPDATE - Report for Tuesday April 14, 2021 HPC packet

CERTIFIED LOCAL GOVERNMENT GRANT:

Kraemer Design Group has surveyed over 1000 properties during their first 4 days in the Edison neighborhood. They work on foot on heavily traveled streets like Portage and Stockbridge, but from a car on the smaller streets. It speeds up the process a lot – and no one’s feet get sore!

The Public Outreach session on April 1 had about 30 attendees. We had technical difficulties with our phone lines and access to questions and comments on the Facebook and YouTube feeds so we received a couple of comments later and were able to add information and answer questions.

INVENTORY KALAMAZOO 2022 SURVEY

The training on March 31 went very well with 15 participants and some good questions! The link to the recording is below if you would like to watch it.

- Current records in the Survey 123 database includes 3405 buildings surveyed. To put it in perspective, that is about 13% of all the buildings in the city. A pretty good start.
- We have about 40 volunteer surveyors signed up!
- I plan to send out a weekly update with reports on how many buildings are recorded.
- ArcGIS – the company that makes Survey 123, has offered us a dashboard readout that we can post on the Imagine Kalamazoo 2025/Inventory Kalamazoo 2022 page. One feature could be a map that shows which streets are done!

This is the update sent to the surveyors on April 7th:

Greetings to all of you. Field instructions training on March 31st went VERY well. If you would like to refresh on the training – here is a link to the full recording: http://www.imaginekalamazoo.com/projects/inventory/

Also attached to this email is a pdf of the full presentation for your review. And a single page with the QR code and Instructions on getting into the survey.

DO YOU NEED AN ASSIGNMENT? If you were a volunteer last year in 2020 and chose an assignment, please contact me again to affirm that assignment or choose a new assignment.

We have 38 volunteers working so far and we have recorded over 1000 buildings already!

SHPO = State Historic Preservation Office; MHPN = Michigan Historic Preservation Network; NTHP National Trust for Historic Preservation; NAPC = National Alliance of Preservation Commissions; NPS = National Park Service, NRHP = National Register of Historic Places
Information to share with residents as you are surveying – or with your neighborhood association or neighbors:

In 2017, the city of Kalamazoo adopted a new master plan called Imagine Kalamazoo 2025. One of the components of the plan was to re-survey the city’s historic resources, something which had not been done since 2001. The Inventory Kalamazoo 2022 plan is to use volunteers with a smartphone app called Survey 123 to photograph all the buildings in the city. Originally launched in late winter 2020, like many projects, everything ground to a halt due to covid. The survey will take 1-5 photos of every building – from the public right-of-way – the sidewalk or the street. These will serve as an inventory, with up to date photos to use in planning and evaluating many city projects. In your neighborhoods, you will see pairs of people wearing a royal blue backpack with the Inventory Kalamazoo 2022 logo on it.

FAQ
WHAT IS HISTORIC ABOUT MY NEIGHBORHOOD?
A widely used definition of “historic” includes anything that is more than 50 years old – well over 90% of the buildings in Kalamazoo were built before 1971 and are, technically at least, potentially historic.

DOES THIS MEAN MY NEIGHBORHOOD WILL BECOME A HISTORIC DISTRICT?
There are two vital elements in designating a historic district – a set of historically intact buildings AND an interest from the neighborhood in becoming a historic district. Creating a historic district in Kalamazoo is a public process, with community input and 3-5 public hearings.

If you or your neighbors have any questions about the Inventory Kalamazoo 2022 survey – or if you would like to volunteer – you can learn more here on the city website Inventory Kalamazoo 2022 — Imagine Kalamazoo
Or contact Sharon Ferraro at ferraros@kalamazoocity.org or 269-337-8804.

QUESTIONS from surveyors – with answers!

How do I record a park?

Parks – Kalamazoo has a lot of parks, including small-sized pocket parks up to the grand Milham Park. Here are some tips on photographing parks
• Take 1-2 photos to that are the “view from the street”
• Take a photo of the sign for the park
• Use the remaining shots for items made by people – grill, picnic shelter, stone wall, any buildings
• Trees – just evaluate the ones in the curb lawn, not in the park itself
• Sidewalk – evaluate the sidewalk near the street the same way you would for any house or building – not any walkways in the park itself!

SHPO = State Historic Preservation Office; MHPN = Michigan Historic Preservation Network; NTHP National Trust for Historic Preservation; NAFC = National Alliance of Preservation Commissions; NPS = National Park Service, NRHP = National Register of Historic Places
ACTIVITY

a) Lynn Houghton’s *What Style Is It? Italianate* was aired almost a week late at PMN, and is now showing on both PMN and KPL TV, following multiple emails a with KPL to get its web pages correctly titled for the episodes they are showing.

b) Pam prepared a format for Storm Windows taping on April 8

c) Sharon and Lenee taped the April Episode: *Strip Your Hardware* at PMN studios. It should begin showing April 10th but as of today – I have received nothing for editing.

d) Tentative 2021-22 season list of topics:
   1) Gutter or Not to Gutter? (Blair Bates, Sharon will contact) (this may lead to another for next year)
   2) Strip Your Wallpaper (Sally from Douglas & Son – Sharon will contact)
   3) Rehab an Old Floor - DIY or hire a pro? (Bill Aardema – Curt will contact)
   4) Fix Old Locks (Chris Wright & Sharon?)  Confirmed – Chris is happy to participate
   5, 6, 7) What Style Is It? Three, in this order: Octagon; Second Empire & Queen Anne. Confirmed, Lynn is prepared to do another season.
   8) And finally, this one – we have not yet decided on, but need to consider in April Electrical – use your old or new? (2 parts)

PARTNERSHIPS

- Need to have a conversation with PMN about including file sharing w/KPL and City of Kalamazoo for next season – IF we are going to work with PMN again
- Problems with airing on schedule with PMN for 2nd month in a row
- Problems with KPL correctly titling sessions for 2nd month in a row

PENDING

- Reviewing *Strip Your Hardware* not reviewed/finished yet – this is LATE!
- Taping, editing and airing the 8th and final season episode on Storm Windows in April for showing in May. Pam has requested scheduling for both episodes 7 and 8.
Individual or Institution

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

Name of Individual or institution: Douglass Community Association

1000 W. Paterson St. Kalamazoo, MI 49007

Contact Phone # for nominee Sidney Ellis 269-271-1906

email_sellis@douglasscommunity.org

Nominated by: Sonya Bernard-Hollins - 269-365-4019

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

Sonya Bernard-Hollins 269-365-4019 seasonpub@gmail.com

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? ferraros@kalamazooicity.org
March 25, 2021

Historic Preservation Commission
Attn: Sharon Ferraro, Coordinator
245 North Rose St.
Kalamazoo, MI 49007

Dear Commission,

More than 100 years after the founding of the Douglass Community Association, the organization continues to be a beacon of light to the community. I would like to nominate The Douglass for the Historic Preservation Award as an organization whose historic presence in the community continues to contribute to the entire city, and for the documentation of their history in *A Century of Service: The Frederick Douglass Community Association*.

In 1919 African Americans were the target of race riots across the country. Many of those lynched were African American men who had served in World War I and returned to a country they fought for, only to be seen as less than heroes. Forrest Hill, a respected African American laborer, had witnessed Klansman parade through downtown streets of Kalamazoo on certain occasions. What would happen if the Colored soldiers from nearby Camp Custer became the target of racial violence? Hill and a few of his friends wanted to protect these soldiers and provide them with a community away from their own homes. That was why the Douglass Community Association was founded.

Throughout the decades, the Douglass has not only provided a safe place for soldiers but has been a safe haven to thousands of youth who have taken part in recreational programs. From the original basketball leagues of the 1920s to the Midnight Basketball Leagues of the 1980s, the Douglass has provided an athletic and educational outlet for youth. In addition, the founding organization's Study Clubs helped cultivate generations of women social clubs who provided scholarships for youth. The need for a community health center was initiated by Moses Walker during his term as director of the Douglass. Today, that medical center is a saving grace not only providing dental and physician services to the community, but to neighboring communities in the city.

While the organization’s physical location has changed over the years, its mission is to provide services to all, regardless of race or economic status. The recent publication of the organization's history, *A Century of Service: The Frederick Douglass Community Association* highlights the organization's trials and triumphs beautifully. Their efforts to preserve their history as they continue to be a vital resource to the community is worthy of recognition and celebration.

Sincerely,
Sonya Bernard-Hollins
Kalamazoo Historic Preservation Commission  
Historic Preservation Awards of Merit - 2021  
HISTORIC STRUCTURE

Address of Structure  **State Hospital Gatehouse 1006 Oakland Dr.**

Owner Name  **Kalamazoo Psychiatric Hospital**

Owner Address  **1312 Oakland Dr.**

City  **Kalamazoo**  State  **MI**  Zip  **49008**

Owners Phone #  **269-337-3000**  Owners email  **Gordy Norris; norrisg1@michigan.gov**

Nominated by  **Schley Nelson Architects; Kris Nelson**  
Nominators may be neighborhood organizations, owners or friends.

Did this project utilize Federal or Michigan Historic Preservation Tax Credits? Yes__ No  **X**

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

Contact name  **Greg Good**  Contact phone #  **(269)  251  8896** (cell)

Contact email address  **qgood@schley-aia.com**

Which category is this property nominated in? Choose only ONE

Residential Property*  Rehabilitation  Stewardship*

a. Owner Occupied
b. Rental properties (Satterm-Cavender Award of Excellence)
c. Infill residential (NEW CONSTRUCTION)

Interior  (owner must provide access to interior)

Commercial/Institutional/Government Property Projects/programs*  **X**

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**
The Kalamazoo State Hospital Gatehouse is listed in the National Register of Historic Places outside the historic district and is owned by the Kalamazoo Psychiatric Hospital. The cottage itself is from around 1890 and is a late example of “carpenter gothic” with board and batten siding, jig saw work at the gables, copper ridge cresting, copper finials and a porch design influenced by Queen Anne ornamentation.

By 2019, the Gatehouse was in need of some repair. The roof was leaking, the paint was peeling and the gable end Eastlake and Swiss-Inspired jig saw ornamentation was broken. The copper cresting and finials had long ago disappeared.

In an effort to preserve the architecture, character and historical significance of the structure, the State of Michigan along with the Kalamazoo Psychiatric Hospital, commissioned Schley Nelson Architects to prepare renovation drawings for the historic Gatehouse. Exterior repair and renovation work started in September 2019 and was completed in February 2021.

Schley Nelson Architects worked closely with the Kalamazoo Historic Preservation Commission in the selection of historic paint colors and in the selection of the copper cresting. The Kalamazoo Historic Preservation Commission was able to share with Schley Nelson Architects photos from ca 1890 indicating the original copper cresting and finials. New cresting and finials were selected to best match those historical images.

The most notable impact on the immediate surroundings is a more walkable and transit-friendly environment. The simple task of improving the physical appearance of the Gatehouse brings those who pass by a feeling of great joy and pride in the community. We hope that the work on the Gatehouse inspires others to invest in the community.

Congratulations to the State of Michigan and the Kalamazoo Psychiatric Hospital!

Architects – Schley-Nelson Architects (Greg Good Project Manager)
Chimney repairs: Building Restoration, Kalamazoo MI
Paint – H&H Painting Company (Chad Sisco)
Roof – Tichenor Inc, Battle Creek MI (Chris Wozniak)
Cresting – Old World Distributors, Kalamazoo MI

Schley Nelson Architects
4200 S. 9th Street, PO Box 239 Oshtemo, MI 49077 (269) 375-8360
(1) Gate Cottage – SE corner before
(3) After

(2) Gate Cottage – N front before
(4) After
Kalamazoo Historic Preservation Commission
Historic Preservation Awards of Merit - 2021

HISTORIC STRUCTURE

Address of Structure _______106 Thompson Street, Kalamazoo, MI 49006_______

Owner Name__________ Kalamazoo College______________________________

Owner Address _________ 1200 Academy Street__________________________

City _________________ Kalamazoo________________ State __MI__________ Zip_______49006_____

Owners Phone # (269)337-7166 Owners email___stephanie.wojcik@kzoo.edu _______

Nominated by __Seven Generations Architecture + Engineering

Did this project utilize Federal or Michigan Historic Preservation Tax Credits? Yes__ No_x_ If the awards committee has questions about this nomination, who should be contacted?

Contact name ___Vanessa Hills______________ Contact phone # (706) 299-4059___ (cell)

Contact email address: vhills@7genae.com________________________

Which category is this property nominated in? Choose only ONE

Residential Property* [ ] Rehabilitation [ ] Stewardship*

a. Owner Occupied [ ]

b. Rental properties (Satterm-Cavender Award of Excellence) [ ]

c. Infill residential (NEW CONSTRUCTION) [ ]

Interior (owner must provide access to interior) [ ]

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

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
Kalamazoo College Welcome Center

In 1923, the Hall House in Kalamazoo was designed and built by Henry L. Vander Horst. Said to emulate the 1914 Albert Khan-designed Kuhn Residence in Grosse Point, Michigan, the house was maintained as a residence until it was sold in 1986 and converted into the Hall House Bed & Breakfast. With its close proximity to both Western Michigan University and Kalamazoo College, sited on the northeastern corner of the West Main Hill Historic District, it became a popular place for visitors of both institutions.

In 2015, Kalamazoo College purchased the Georgian Revival property with intent to create a student welcome center. Seven Generations Architecture + Engineering was tasked with the adaptive reuse of this historic structure into a student welcome center that would serve as the first point of contact for prospective students and house services associated with admission, including financial counseling, student groups, and tour services.

Today, employee offices and visitor services occupy the first and second floors, while the basement was repurposed into a break room and shared meeting space. The third floor was converted into mechanical space.

One of the biggest challenges of the renovation was ensuring that the building is accessible to all prospective students without altering the structure’s façade and staircase. Creative repurposing of the existing attached garage allowed for barrier-free access while preserving historic integrity.

Also critical was improving the HVAC of the building without reliance on added ductwork that would distract from the building’s original features. By installing a variable refrigerant flow (VRF) system, the 7GAE team upgraded heating and cooling with minimal visible changes.

Preservation was a priority for 7GAE. The Pewabic tile used in the entry vestibule and one of the bathrooms was maintained, sustaining an integral tie to early 20th century Michigan craftsmanship. In addition, great effort was taken in the restoration of the monumental staircase as well as in the preservation of the interior woodwork. Original wood flooring was salvaged and refinished along with original doors and wood trim in areas where it was not disturbed by reconfiguration. The resulting space welcomes prospective students and families to the prestigious reputation and beautiful higher education campuses in Kalamazoo while simultaneously introducing them to the neighborhood’s historic past.

“The house just represents exactly who we are. And it’s fitting that the admissions center will be right at the entrance of the campus. Just think about it, every single prospective student who comes to the college, they’re going to be walking through here. The work that you will see here has been the result of the efforts of many different entities and individuals. The architectural firm Seven Generations did a great job renovating this space. And if you remember this house, there used to be a garage right here. As you walk through the doors, you’re going to see the great job that they did in converting that garage into a very nice welcoming center that is also accessible for people with different abilities.”

– Jorge Gonzalez, President of Kalamazoo College

Coordinator’s note - all the exterior work was reviewed and approved by the Historic District Commission in February 2017. The architects and the college consulted with the coordinator on the exterior plans and the interior.
(1) **220 Stuart** – east front
(3) East-front looking northwest

ITEM D-3

(2) East front - garage
(4) Lobby - after
Kalamazoo Historic Preservation Commission
Historic Preservation Awards of Merit - 2021
HISTORIC STRUCTURE

Address of Structure  527 W. South St.
Owner Name  W.E. Upjohn Institute for Employment Research
Owner Address  300 S Westnedge Ave
City  Kalamazoo State  MI Zip  49007
Owners Phone #  269-385-0439 Owners email  Edgerly@upjohn.org
Nominated by  Diekema Hamann Architecture (Norman Hamann Jr. & Katie Potts)
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  Katie Potts Contact phone # (269)251-9096 (cell)
Contact email address  kpotts@dhae.com

Which category is this property nominated in? Choose only ONE
Residential Property*  [ ] [ ] [ ]
  a. Owner Occupied
  b. Rental properties (Satterm-Cavender Award of Excellence)
  c. Infill residential (NEW CONSTRUCTION)
Interior  [ ] [ ] [ ]
Commercial/Institutional/Government Property Projects/programs*  [x] [ ]
Mixe 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 2021-04-14
March 18, 2021

Dear Kalamazoo Historic Preservation Commission,

Diekema Hamann Architecture + Engineering would like to nominate 527 W South Street for the Commercial category of the Historic Preservation Awards of Merit. The historic main house and carriage house have been renovated to a condition that allows for an appropriate adaptive re-use as office space and a recording studio. Extensive work has been done on the exterior.

- In the past, the arched windows on the second floor had been revised for rectangular storm windows. These arched windows and storms are now restored to their intended form.

- The distinctive round porch on the east side of the house has been rebuilt as there were significant structural deterioration prior to construction.

- Damaged wood corbels were repaired or rebuilt as required based on level of deterioration. The new corbels match the previously existing corbels.

- The new column bases on each of the prominent north entry columns match the form and size of the previously existing bases that were completely unsalvageable.

- Evidence of the historic carriage house door arch and size was found under the lap siding and was used as a template for the new door.

To aid in function and connection to the Upjohn campus, an entry alcove was added to the south side of the building. This addition was intended to compliment the massing and roof lines of the south elevation, while creating a light-filled inviting contemporary addition. The addition is almost identical in footprint to the previously existing south porch. A section of the salvaged railing is incorporated into the new entry. The form of the addition is a modern take on the two-story bay window that exists on the east side of the house. Exterior panels set apart the addition from the lap siding that is on the historic portion of the structure. Detailing on the addition, including columns and dental, seek to complement the historic structure while setting itself apart.

Thank you for receiving our nomination. We look forward to hearing from you.

Sincerely,

Norman Hamann, Jr.   Katie Potts
Architecture-President   Architect
EXTERIOR - NORTH

527 W. South Street
Kalamazoo, MI 49007

HPC Meeting 2021-04-14
EXTERIOR - EAST

527 W. South Street
Kalamazoo, MI 49007

HPC Meeting 2021-04-14
EXTERIOR - NORTHWEST

527 W. South Street
Kalamazoo, MI 49007

HPC Meeting 2021-04-14
EXTERIOR - SOUTH

527 W. South Street
Kalamazoo, MI 49007

HPC Meeting 2021-04-14
EXTerior - SOUTHeast

527 W. South Street
Kalamazoo, MI 49007

HPC Meeting 2021-04-14
EXTERIOR STUDIO - NORTH

527 W. South Street
Kalamazoo, MI 49007

HPC Meeting 2021-04-14
EXTerior - sOUTH STREETSCAPE

Before

After

527 W. South Street
Kalamazoo, MI 49007

HPC Meeting 2021-04-14
Kalamazoo Historic Preservation Commission
Historic Preservation Awards of Merit - 2021
HISTORIC STRUCTURE

Address of Structure 527 W. South St.

Owner Name W.E. Upjohn Institute for Employment Research

Owner Address 300 S Westnedge Ave

City Kalamazoo State MI Zip 49007

Owners Phone # 269-385-0439 Owners email Edgerly@upjohn.org

Nominated by Diekema Hamann Architecture (Norman Hamann Jr. & Katie Potts)

Nominators may be neighborhood organizations, owners or friends.

Did this project utilize Federal or Michigan Historic Preservation Tax Credits? Yes__ No X

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

Contact name Katie Potts Contact phone # (269) 251-9096 (cell)

Contact email address kpotts@dhae.com

Which category is this property nominated in? Choose only ONE

Residential Property* Rehabilitation Stewardship*

- a. Owner Occupied [ ] [ ]
- b. Rental properties (Satterm-Cavender Award of Excellence) [ ] [ ]
- c. Infill residential (NEW CONSTRUCTION) [ ]

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

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

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Historic Preservation Coordinator, 245 North Rose St., Kalamazoo, MI 49007
ferraros@kalamazoocity.org

HPC Meeting 2021-04-14 1 of 12
March 18, 2021

Dear Kalamazoo Historic Preservation Commission,

Diekema Hamann Architecture + Engineering would like to nominate 527 W South Street for the Interior Rehabilitation category of the Historic Preservation Awards of Merit.

The historic structures on this lot, the main house as well as the carriage house, have been renovated to a condition that allows for an appropriate adaptive re-use. Similarly to 515 W. South, also known as the Boudeman House, Upjohn invested in this property in hopes of rehabilitating and integrating a historic building into their campus.

The main house is now used as an office space and the carriage house has been adapted to be used as a studio. During construction, unforeseen structural concerns were revealed. Many structural modifications had compromised the floor structure over the years. When indoor plumbing was introduced to 527, the floor joists were cut and mud pans added. These modifications placed loads on walls and adjacent floor joists that were not intended to carry these loads. Large sections of floor joists were replaced, and supplemental steel beams were installed to support loads.

To aid in differentiating new and historic walls, the new walls feature different crown molding or no molding at all. This design decision allows the new elements to highlight the beautifully contrasting the historic details while respecting their differences.

Opening views to the central stair was a priority. Incorporating glass doors, side lights and transoms welcomes the elegance of the central stair into as many adjacent spaces as possible.

The addition of the exterior sloped sidewalk and an ADA restroom creates greater accessibility for those who will work and visit the facility, enhancing the experience of occupying this historic structure.

Thank you for receiving our nomination. We look forward to hearing from you.

Sincerely,

Norman Hamann, Jr.          Katie Potts
Architecture-President   Architect
1ST FLOOR - STAFF LOUNGE 1

527 W. South Street
Kalamazoo, MI 49007

HPC Meeting 2021-04-14
1ST FLOOR - OFFICE
1ST FLOOR - CONFERENCE ROOM

527 W. South Street
Kalamazoo, MI 49007

HPC Meeting 2021-04-14
2ND FLOOR - STAFF LOUNGE 2 & MEETING ALCOVE
INDIVIDUAL OR INSTITUTION

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

Name of Individual or institution Sharon Ferraro

Mailing Address 245 North Rose Street

City Kalamazoo State Michigan Zip 49007

Contact Phone # for nominee 269-330-5557 email ferraros@kalamazoocity.org

Nominated by Josh Koenig & Regina Gorham

Nominators may be neighborhood organizations, owners or friends.

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

Contact name Regina Gorham Contact phone # 815-262-2109

Contact email address reginabgorham@gmail.com

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?

Sharon Ferraro has been a committed advocate for preservation in the City of Kalamazoo throughout her tenure as Preservation Coordinator. More than that, Sharon has spent her life, both personal and professional, dedicated to spreading the joys of historic spaces. Those who know her and have had the pleasure of working with her see that her energy is boundless. Her enthusiasm and dedication to educating everyone about the advantages of historic homes and buildings is infinite.

Sharon’s knowledge of Kalamazoo’s rich architectural history can only be described as encyclopedic. That knowledge, combined with her zeal for preservation, has been a driving force in many projects the KHPC has taken on to enrich the Kalamazoo community. The Hidden Kalamazoo Tour spent five years of summer weekends showing off the city’s hidden and undeveloped gems. Most of those spaces have now been transformed into dwellings or office spaces, with only a few remaining untouched.

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Historic Preservation Coordinator, 245 North Rose St., Kalamazoo, MI 49007
ferraros@kalamazoocity.org
The KHPC’s work on the Old House Owners Workshops has worked in part because of Sharon’s relationship building, and dovetails into efforts both locally and nationally on creating training programs to ensure labor trained in the skills of historic preservation.

Sharon began her professional time with the City of Kalamazoo working on the last city survey. Embarking on the current comprehensive survey is a fitting bookend as she looks towards retirement. She often says that the City of Kalamazoo and all of the fantastic historic buildings inside it are her artifacts, and for that reason, among many, many others, the nominators find her incredibly worthy of this award.
Dear Mayor, Vice Mayor and Commissioners,

The Kalamazoo Historic Preservation Commission (KHPC) would like to prepare a Local Historic District Study Report for Kalamazoo’s historic City Hall. This great public building has been a contributing part of the Bronson Park National Register Historic District for nearly forty years, and an important landmark in downtown Kalamazoo since 1931.

City Hall is one of Kalamazoo’s finest examples of Art Deco architecture, and has an incredible history of its own to tell. And because preservation and protection of historic buildings is part of Imagine Kalamazoo’s Strategic Vision, the KHPC recommends your approval.

As some of you already know and many others are aware, Kalamazoo’s Local Historic District Designation is the highest local landmarking designation a property can receive. The designation enables a greater public recognition of the property’s significance and provides for public review of proposed exterior alterations, which allows the property to maintain its significance and historical connection to the future.

Local Historic District designation has been successfully used in Kalamazoo for a half-century as a zoning and planning tool to preserve and protect what is historically unique and important. In turn, the related activity helps make the City a desirable place to live, work and visit, and preservation efforts contribute to our local economy. The principles expressed here are codified through our local ordinances, have been formally included in City planning and zoning documents for several decades, and is supported through state and federal preservation partnerships.

The First Baptist Church in the Bronson Park National Register Historic District recently requested a single-property local historic district study. Following discussion, they now understand the significance, process and ordinance, and decided local designation provided good future protection for their important historic building. That study is moving through the designation process now, and when completed, it will join the Ladies Library Association building as one of two properties in the National Register district that are also locally designated.

The KHPC’s believes that City Hall can and should be “next up” in the queue for local designation. We hope that by studying and designating City Hall, the City will set an example and encourage other property owners there to dig deeper, gain an understanding of designation’s benefits, and move forward in helping to protect not only their own buildings, but the greater area in the process.

As you may be aware, two buildings within the Bronson Park National Register district have been demolished in the past 18 months. This has damaged the district’s appearance, its historic integrity and its connection to Kalamazoo history, as well as its future. The fate of those buildings and their potential to add to Kalamazoo’s tax base could have been very different had they received local designation.
For all of these reasons, we ask the City Commission to move forward: to learn about what it means to own a property that is protected by Kalamazoo’s ordinance, and to undertake the process for City Hall. It will clearly demonstrate the City’s support for a long-standing and well-used planning and zoning tool with clear cultural, heritage and economic benefits, and a substantial step forward in preserving a Kalamazoo place that is like no other in the State of Michigan – for everyone’s future.

We have a well-qualified volunteer who has offered to prepare a local historic district study report for City Hall. Required staff time would be 15-25 hours for report review, photographing, mapping and necessary meetings.

The first step in the process would be for the City Commission to learn about the ordinance, and the KHPC is ready to assist. This could be accomplished in several ways, but a good beginning point could be to ask one or two City Commissioners to meet with one or two representatives of the KHPC and the City’s Preservation Coordinator for an informational Q & A session, the contents of which can then be shared with the rest of the City Commission. The KHPC would also be pleased to address a City Commission Meeting of the Whole, alternatively or in addition to a meeting with one or two Commissioners.

Thank you for receiving this proposal. We look forward to talking with you soon about moving ahead and setting an informational meeting date. Please contact City Staff Sharon Ferraro to set up a date and time.

Sincerely,

Josh Koenig, Chair, Kalamazoo Historic Preservation Commission

(copy to Scott Borling and Rebekah Kik)
Digitization & Hosting
Figure out how to get the book digitized and decide where it will live BEFORE we get rid of copies!

Cecelia Moore (WMU)
Cecelia Moore (WMU’s digitization person) thinks WMU might be interested in hosting. They do not digitize for a fee. As one of the authors, Lynn may qualify for no-charge digitization at WMU. Under that program, they would digitize only if they were going to host it. Following lots of discussion, Lynn and I agree that KPL is the better host for this work.

Recommendation: For many reasons, we recommend that the KHPC no longer pursue this line of inquiry.

Keith Howard/KPL
Keith suggested we look for the L&F Master files, and Peter Brakeman the 2004 version. I also told Keith that the KHPC may wish to digitize Nineteenth Century Homes... and Walking Through Time as well. He got excited about that!

He also said that the finished Lost & Found file could come to KPL with an agreement (is this called Fair Use”) that went one of 2 ways, and that the KPL could prepare an agreement either way:
- give up the copyright
- give the KPL permission to publish the still-copyrighted work

He said KPL would be “all in” for one or all 3 books, and that if Peter did the digitization, it would be better because Peter “had a sort of “ownership stake” and a higher sensitivity to the outcome, and would do an expert job. He’s also very excited to continue to build KPL’s “KalamazooHistory.org” URL space – and this is a great reason to help do that. He also said that KPL could photographically digitize the other two books because KPL has great equipment for that. This service can be done at no cost to the KHPC.

Question: Should we have KPL (and only KPL) host the L&F digitization, and also have them do Nineteenth Century Homes... and Walking Through Time after that?

Question: Should we assign the copyright, or give the KPL permission to publish the still-copyrighted work?

Answer: Under the Fair Use provision of the federal copyright law, the KHPC may either assign the copyright or License its use. In addition, the federal law also says that public libraries are permitted to “...make the works available to patrons.”

Recommendations:
- Hosting. Lynn and I agree that having KPL host the material is the best path. It’s website is easy to negotiate. It would be free, the KHPC would retain ownership and OWN the original digitized file for Lost & Found, and be able to make future decisions about who gets permission to host/use it.

- Action Required. Copyright. As a formality, we recommend that the KHPC give the KPL permission to publish all three, still-copyrighted works, and ask Keith Howard at KPL have a draft agreement (or three separate agreements) prepared that the KHPC can have reviewed for signature by the City Attorney. These works include Walking through Time, Kalamazoo: Nineteenth Century Homes in A Midwestern Village, and Kalamazoo Lost and Found.

NOTES: a) See pages 16-17 of Todd Fettig’s Copyright Cram Course below for a plain English explanation of how the copyright law works in this case, and b) we recognize and acknowledge that if anything were copied (stolen) and/or not credited under this scenario, it’s unlikely the City would initiate a lawsuit to protect, and we’d have to hold KPL harmless.
Peter Brakeman/Brakeman Design
As noted above, Peter located 2004 Master Files. Peter has identified the transfer software that will work. In order to do the digitization, there are a number of steps that must be carried out, and as the book’s chief designer, Peter is uniquely qualified to do this work.

There may be a couple things for which hyperlinks may be desired, and Peter is also best-qualified to help us through the transition. We also agreed these should be limited because URLs change and disappear, or are not well-maintained.

Question: How much will this work cost?
Response: Using a specific version of Adobe InDesign software, Peter will work through each section of the original Quark Express Master files and make the needed edits & corrections as he works. He will consult with the authors when questions arise.

- **Action Required:** We recommend that the KHPC hire Peter Brakeman/Brakeman Design to do the book’s digitization at a cost not to exceed $1,800.

Images
Question: Do we need permission from the people who loaned us images for publication?
Response: No. Our original permissions to use carry through to a digitized edition.

- KHPC owns the copyright, all three book’s images are credited.

Resolving remaining physical inventory-complete in this order...

Phase 1 – reserving give and author’s copies, and retail sales
- Reserve 200 copies (WHERE?) as gifts for future Preservation Award winners and new City and Preservation Commissioners or anyone else. These gift copies may not be given to any party without permission from the KHPC.
  - Author(s) would also like to be able to receive copies at no charge. Lynn may wish to have 25-50.
  - Sharon suggested we give a copy of the book to every COK employee as a “welcome back to work” gift. I THINK THIS IS A GREAT IDEA – ESPECIALLY IF WE CAN GET THE RETAILERS ORDERS COMPLETED BEFORE -- SO WE KNOW WE HAVE ENOUGH COPIES LEFT. How many COK employees are there?
  - Offer as many books to our retailers who want to buy them at $5 each. This is a low price, but we want to encourage them to take as many as they possibly can to reduce inventory. (See attached “Letter to Retailers”)
    - We have 4 Bricks and Mortar retailers still selling the book. They include Kazoo Books, This Is Not A Bookstore, Spirit of Kalamazoo, and the Heritage Company (Rodger Parzyck.)
    - Rodger thinks the price is right, and would be willing to buy 50 – 100 copies.
    - One other (online) seller who is interested is Kalamazoo-based Peter Copeland (Parchment Press) and he agrees the $5 price point is good, and would likely buy some at that price.

Phase 2 – give-aways after Phase 1
*Phase 2 giveaways need careful attention to the potential impact of our retailers. In other words -- we don’t want to flood the market with free books to people who would walk into a bookstore and buy it.*

That said, here are some ideas, and recommend that not all be set in stone at this time, but that we allow this to play out a bit.
• Donate copies to Friends of the Library. I talked with them to give and get info, and we agreed to wait until we have disbursed to our retailers before we talk again. I DO NOT recommend we donate to other charities because we want to support the KPL, and because giving it to others may make it more difficult for KPL to sell it.

• Survey the following companies/organizations for their interest in having them as give-aways:
  Pfizer & Stryker, for new employees
  Kalamazoo Public Schools, for 2022 graduates
  Kalamazoo Community Foundation


• Investigate some of the "Bargain Book" Resellers
  I found only one, and emailed them (Better World Books) on 3-16-21. They responded that they will only accept 20 copies of any title. They are in Mishawaka, IN

They are supposed to have a drop box at Meijer:
Better World Books - Meijer #22- S. Westnedge Ave. - Portage 3.6
(888) 510-7107
5121 S. Westnedge
Portage, MI 49002
If there is no longer a drop box there – use the Cass County Public Library @ 319 M-62, Cassopolis, 49031

FINAL OPTION
The dumpster, unless the Records Center wants to continue to continue to warehouse on an indefinite basis without charge to the KHPC.

- Action Required: Approval of Phases 1 and 2 of the “Resolving remaining physical inventory” is required. If changes are made, I ask that the KHPC please at least approve Phase #1, in order to get the Retail’s sales underway.

References
Copyright Cram Course Todd Fettig
https://docs.google.com/presentation/d/14EBGv3kx8XJ2BDI4Imq6gvM-QH3tiHSeTj8qEwrq/edit#slide=id.ga1af2645d7_0_0

Attached: Letter to Retailers
Copy to: Lynn Houghton
Letter to L&F Retailers

TO: Kazoo Books / Spirit of Kalamazoo / This is not a bookstore/Bookbug / Heritage Company
Peter Copeland/Turn of The Century Editions/Parchment Press
(http://turnofthecenturyeditions.com/contact-and-ordering/)

PAM O’CONNOR

(Date)

Dear (insert name & address)

Twenty years after publication, vendor sales of Kalamazoo Lost and Found will end this summer.

My co-author Lynn Houghton, the Kalamazoo Historic Preservation Commission (KHPC) and I are truly grateful for your decades of work in helping us get this book sold and into the hands of thousands of people who are interested in Kalamazoo’s architectural history.

The 2004 version of the book will soon be digitized, and at that same time, the KHPC will distribute all remaining physical inventory. The first of these is to offer you as many copies as you’d like at the greatly reduced price wholesale price of $5 each for both hard and soft cover copies. We have several thousand books remaining in inventory, and hope you’ll take this opportunity to stock up and set as many as you can aside at that price. This is a first-come, first served opportunity, and the deadline for orders is Tuesday, June 1st, 2021.

To place your order:

1) email me at phoc508@gmail.com, and let me know how many copies of the hard and soft cover editions you’d like to purchase before Tuesday, June 1st, 2021. Please include the best number I can use to reach you by phone, just in case.

2) I’ll confirm your order and the cost, and once I’ve heard back from you that I have it right -- I’ll make arrangements for Lynn Houghton to deliver your books during your regular business hours.

3) Please note: The KHPC will require a check (or cash) at time of delivery for these last orders. Your check must be made payable to the Kalamazoo Historic Preservation Commission.

We all are pleased we could have this great, long-lasting relationship, and thank you for the funds you’ve helped us raise for the KHPC’s work during that time.

Sincerely,

Pam O’Connor, Co-Author
I. Call to order: 6:05pm

II. Roll call and approval of absences:
A. Fred Edison at home in Kalamazoo
B. Kyle Hibbard at home in Kalamazoo
C. Tim Hills not present – stepping down
D. Regina Gorham at home in Kalamazoo
E. Katherine White at home in Kalamazoo
F. Josh Koenig office at WMU in Kalamazoo
G. Lenee Powell-Wilson at home in Kalamazoo

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: Brief Lost & Found report and possible change to what HPC approved last month KW/FE ^^^

IV. Introduction of Guests: Pam O’Connor volunteer

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

VI. Financial Report (20 min) at meeting – FINANCIAL REPORT (ITEM A)
A. BALANCE REMAINING ($6,858.73)
B. RESERVE FUND ($25,553.45) (Quarterly reports – Feb., May, Aug, Nov) See report Item A
C. Approve 2021 Budget (postponed from Feb 10 meeting) Page 3 Item A
D. Sharon reviewed Marcy’s report, Josh asked if the commissioners wanted to approve the budget now or wait until the next meeting. HPC prefers to wait to approve the budget until next month

VII. Action and Discussion Items
A. Reconnaissance Level Historic Resource Survey & CLG Grant (Ferraro) (ITEM B)
   i. Running at 20 renewed or new volunteers from last year. Convincing people choose an assignment
   ii. Kraemer group team is in town; they were at the archives this week; using Survey123.
   iii. City-wide surveyors meeting at 6:00 3/31 & then for the Edison neighborhood survey at 4/1 @ 6:00. Edison folks are a little wary there.
   iv. KDG will be back quite a few times. Staying at Stuart Ave. B&B. Sharon isn’t pushing them to include sidewalks & trees; felt that this slowed them down. It’s still on the survey form. Concern about those not being included in the overall survey results. Sharon is going to confirm whether or not they’re going to do it. Edison is the largest neighborhood in the City. Have Kraemer call into our meeting in April or May.

B. Kalamazoo Reservation Public Education (Gorham) (10 min) Report at meeting – met on 2/26 – they are a few steps away from getting the original video. Most of the data transfer is done ready to launch on KPL. The band is currently reviewing everything except the videos. Discussion of plantings in the park – adding plantings around the mound- low maintenance and with an Anishanabe focus – David is working on getting the findings of the survey rolled out with the city and the band.- in a way that non-specialists will understand.

C. OHOW (O’Connor/Ferraro) (ITEM C) add to printed report – preliminary decisions for 2021-2 OHOW season – waiting to hear from one more person to finalize details on storm window session.
   a. Made preliminary decisions for topics to cover for the 2021-2022 season.
      i. Gutters
      ii. How to make decisions about what to do with your old wood floor.
      iii. How to fix an old mortise & tenon lock.
      iv. How to strip your wallpaper.
v. Electrical – use your old or new.
vi. What style is it episodes (3)

D. KVCC Traditional Trades program (Ferraro) Update at meeting
v. Meeting with National Trust and Preservation Partnerships team. Part of a team of four focus groups; studying affordable housing, climate change, diversity and inclusion as well as traditional trades. Doing a lot of studying; putting together an issues statement, what’s the current state of things; put together into a larger white paper put out by the National Trust.
vi. First time since 1967 that anyone has studied this topic in-depth.
vii. Met with Amy Schmidt at KVCC The Groves; they’re still interested; they’re going to have meetings set up pretty regularly; would like to have a program of some-time happening next fall even if it’s a window workshop or something, a 2-day. At best right now there could be 4 people in a shop at a time.

E. Grave Issues – Cemetery Project (Timmerman)
1. Discussed a gravestone cleaning date after the vaults, wall repairs and repaving are completed. Regina wants to use the Grave Issues Squad gmail account to send out an invitation when the dates are finalized.

F. Preservation Month (PM) (Gorham) (15 min)
Review and award 2020 Award nominations ITEMS D-1, D-2 and D-3

D-1 – nomination for 522 Mills, LifeCycle Fitness – conversion of a small, vacant grocery store with boarded windows to a Spin fitness center owned by Rhonda and Tony Ethridge. This building rehab was assisted by a LISC façade grant. Katherine White moved to award a Historic Preservation Award of Merit to Life Cycle. The motion was seconded by Fred Edison, the motion passed unanimously by roll call vote.

D-2 – nomination for 320 East Michigan, The Ritz Building – rehabilitation of a three story small commercial building with a terra cotta façade from a small 26 room railroad hotel above a pair of storefronts to four apartments. A stair tower and elevator were added at the rear, The work was done by Tovich LLC including Michelle Fabi along with Dave and Jeanne Lambright. Fred Edison moved to award a Historic Preservation Award of Merit to Tovich LLC. The motion was seconded by Katherine White, the motion passed unanimously by roll call vote.

D-3 nomination for 400 Bryant Street, Kalamazoo County Health and Human Services – rehabilitation of a former envelope factory, the Illinois Envelope Company, to an office building to be used by the county health department. The project utilized the Rehabilitation Investment Tax Credit, known as the Historic Preservation Income Tax Credit. The work was done by Plazacorp. Katherine White moved to award a Historic Preservation Award of Merit to Plazacorp. The motion was seconded Josh Koenig, the motion passed unanimously by roll call vote.

G. Designation & Sites (D) – (10 min) See Brose report under Workplan

H. Sustainability (SU) – (10 min) (Ferraro/Koenig)
1. Hidden Kalamazoo Book – status report will be at the April 14th meeting)
2. Update on the Lost & Found end project – digitization is possible, easier if we have Master Files, Peter Brakeman has found the master files and wants to help with it. The commission will retain control as to where the book will be made available. Discussed with Lynn whether to have Lynn take over for the rest of the year – Pam will receive the orders, Lynn will make deliveries, Pam will make reports and re-imburse Lynn for her time as a subcontractor. Lenee asked for a step by step guide to how she is currently handling the books and the records. Motion to approve change back with Pam handling orders billing and record keeping and Lynn delivering the books and getting receipts LPW/FE ^^^

3. Lenee Powell Wilson asked if there was a way to arrange a Dropbox style set up for commissioners to reference and to hold documents. Ms. Ferraro said she would look into it.

I. Operations (O) – Koenig (5 min) Report at meeting
1. Josh will be meeting with Christina next month. Still working on a meeting with Dorla Bonner – get your nominations in for Pres Awards by March 29. Tim Hills is stepping down. Looking for new
VIII. Old/New Business
A. Workplan draft based on HPC meeting on 2/24/21 (ITEM E) Current work plan is on agenda
   - Edit or revise
   - Prioritize
   - Adopt
B. Commissioners chose assignments for the work plan
   a. O’Connor Fund Grant Program and OHOW – Koenig & Powell-Wilson
   b. Designation - Edison and White
   c. Diversity and Inclusion – (inc Kalamazoo Reservation Public Education) Gorham & Powell Wilson
C. Prioritize the projects – after much discussion, it was clear that the commissioners preferred these priorities:
   a. Diversity and Inclusion
   b. O’Connor Fund Grants/ Old House Owners Workshops
   c. Sustainability
D. Katherine White moved to adopt the plan as discussed. Josh Koenig seconded and with a roll call vote the 2021-2024 Work Plan was adopted with unanimous approval.

E. Brose proposal for Urban Archeology (ITEM F) Historic information is locked in the ground - create a program with planning to add archeological review as an issue to consider. Pre-historic, settlement, industrialization - play the state created document to structure our own overlay
   a. Sharon asked if there’s any similar cities who have embarked on this type of project; David doesn’t know; sending the question out to a few ListSers to see what they think. Many of these projects are on a more Ad Hoc basis, reactive not proactive.
   b. Sharon, David & anyone else who’s interested need to meet with the planning department. Planning department needs to know more, how would this interact with their process; would it stop a project cold? How does it intersect with the Natural Features Protection? Projects that were stopped were stopped because they didn’t do this sort of review; thinking of the African Burial Ground in New York City; halted that project.
   c. Is it like NEPA (National Environmental Policy Act)? Sort of.
   d. Site plan review team is an internal committee to the city; any projects that come up that change the footprint, use of the property, etc. Graphics Packaging project is going through site plan review.
      i. Goal – Archaeological Overlay for the City.
      ii. Planning questions – How could it work? How would we go together putting that kind of document? Could use the CLG grant money. Sharon has informally spoken with Christina about this; Josh bringing it up in his meeting as well.
      iii. Ground-work and exploration now; to put it in as a formal work plan need to have an idea of how the city is going to react; and put into place next year.

IX. Approval of meeting notes: (5 min)
A. February 10, 2021 ITEM G – motion by White, seconded by Powell Wilson, the minutes were approved – with the addition of President Garfield’s name – as presented. With a voice vote, the meeting notes approved by a voice vote with unanimous approval.
B. February 24, 2021 (workplan meeting) ITEM H - motion by Edison, seconded by Gorham, the minutes were approved as presented by a voice vote with unanimous approval.

X. Coordinators Report on non-agenda items (5 min)
A. Coordinators monthly report ITEM I
   i. The fire damaged house on the west end, north side of South Street is going to be a complete loss; There are also fire damaged houses on the west end of Rose Place, east end of Park Place and on South Westnedge between McCourtie and Pioneer.
   ii. The Gilmore House at 516 West South is under contract; has sold.
   iii. Gibson redevelopment – they are planning to use the tax credits. Robb McKay is the architect they’re working with at the State Historic Preservation Office.
i. Gibson stack has been taken down carefully and the intent is still to rebuild it.

ii. Stack was rehabbed completely in the 1990s by Blair Bates & Building Restoration. Last step was the put a liner in it and the owner at the time didn’t put a liner in it.

iii. Stack had to be left in place up to the “O” in Gibson because it still is the active smokestack for the boiler.

b. Citizen Comments on Non-agenda
   i. Pam – MHPN conference will be virtual and will take place in May.
   ii. The new Michigan Historic Preservation Income Tax Credit threshold for spending on owner occupied homes is $1,000; they will not be accepting retroactive applications at all. Earliest the process will be in place will probably be January 1st but possibly as late as June 2022.
   iii. No recorded comments.

XI. Citizen Comments on NON-agenda items*

XII. Commissioner Comments  Motion by Edison, second by Koenig Adjourn 8:11 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.

CURRENT WORK PLAN ON FOLLOWING PAGES
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

1. 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 instructions and KPL Local History

PRIORITY GOAL #4  LEADER xxxxxxxxxxxxx  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

HPC Meeting 2021-04-14  
5 of 7
**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

**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)
REVIEWs: Historic District Commission:
✓ HDC cases to 01/01/2020 – 04/06/2021 - 14 total

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Fees total year to date, 2021 ........ $415

Section 106 reviews (Federally funded projects)
✓ Section 106 reviews to 04/06/2021 – total 34
  o 8 – in Potential Historic Study Areas or established historic districts
  o 26 - in areas identified in the 2001 survey as “No Historic Properties”
✓ Section 106 reviews to 04/06/2020 – total 20:
  o 4 – in Potential Historic Study Areas or established historic districts
  o 16 - in areas identified in the 2001 survey as “No Historic Properties”

SITES and PROJECTS:
• Allen Chapel AME on West North and the Factory Coffee Building on East Frank are both interested in local historic district designation
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 – south addition complete, historic building still vacant
2. **CHARTER ONE BANK** – NORTH SIDE, EAST MICHIGAN 200 BLOCK (Non-contributing - No HP tax credit) New owner
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 11**
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. Stevens Building – 312 West Michigan – Studio Grill (2nd floor) **HK** (No HP tax credit)
9. **Clapham McDonald Building** – 131 East Michigan – 3rd floor **HK**
10. **Winston’s (Weber Building)** 228 East Michigan - 3rd floor **HK**
11. **Hiemstra Optical (Chase Building)** - 234-8 East Michigan* (2nd floor) **HK**
12. **266 East Michigan – Hall Building – Coney Island** – east storefront, upper three floors vacant *(new developer work to begin late spring)* **HK**
13. **100 North Edwards – Nave Architects** – 2nd floor
14. **150 North Edwards – Heritage Co** – 2nd floor **HK**

**UPPER FLOOR UNOCCUPIED – TOTAL 1**

**FIRST FLOOR VACANT, UPPER FLOORS OCCUPIED – TOTAL 2**
16. **Merrill-McCourtie Building** – (south storefront only) former Dragon Inn – 232 S. Kalamazoo Mall (No HP tax credit)
17. **Button-Jannasch Building** - 242 East Michigan – east 1st floor bay vacant *(HP tax credit eligible)*

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)