

Agenda

Historic District Commission

City of Kalamazoo



Tuesday, August 20, 2024

5:00 PM

City Commission Chambers at City Hall – 241 West South Street

A. CALL TO ORDER/ROLL CALL

1. 1. Kristi Breisach
2. Andrew Grayson
3. James Johnson
4. Dan Kastner - Chair
5. Eric Stucky
6. Dana Underwood - Vice-Chair

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

1. Approval of the minutes from the Historic District Commission meeting on 16 July 2024

D. PUBLIC COMMENTS

E. APPLICATION REVIEWS

1. 911 S Park - Alteration (Remove and replace front porch.) PPZ24-0024
Year Built: 1875
Style: Stick
Historic District: South Street - Vine Area
2. 703 S Park St - Alteration (Remove and replace rear porch) PPZ24-0025
Year Built: 1900
Style: Colonial Revival (Gambrel)
Historic District: South Street - Vine Area
3. 739 McCourtie - Alteration (Replace siding with LP siding product and new sheathing, replace deteriorated non-original windows, refresh/rebuild front porch, remove/replace non-original rear porch, door replacements) PPZ24-0026
Year Built: 1876
Style: Greek Revival

Historic District: South Street - Vine Area

4. 207 W Vine St - Alteration (Remove door from rear of property, install on east porch) PPZ24-0027
Year Built: 1907
Style: Queen Anne
Historic District: South Street - Vine Area

F. COMMISSIONER APPLICATION

1. Katie Boertman

G. COORDINATOR'S REPORT

1. Coordinator's Report

H. ADJOURNMENT

DISCLAIMER

Chapter 16, Section 22 of the City of Kalamazoo Code of Ordinance states:

Historical preservation is a public purpose. To serve that purpose, the Historic District Commission is hereby charged with the following responsibilities:

- a) The Kalamazoo Historic District Commission is empowered to regulate Work on the exterior of historic resources and non-historic resources in historic districts in the City of Kalamazoo and shall otherwise have all powers invested in Historic District Commissions pursuant to the Local Historic Districts Act, MCLA § 399.201 et seq. 1970 PA 169, as Amended 1992.
- b) To regulate Work on resources which, by City ordinance, are historic or non-historic resources located within local historic districts, including but not limited to the moving of any structure into or out of, or the building of any structure in, an historic district.

The following documents are available in the Community Planning and Economic Development Department located at 245 North Rose Street. These documents will help assist property owners in understanding the responsibilities of owning property in a local historic district: MCLA § 399.201 et seq. 1970 PA 169 as Amended 1992 (Michigan Local Historic District Act); Code of Ordinances City of Kalamazoo, Michigan (Chapter 16 - Historic District); Secretary of the Interiors Standards for Rehabilitation & Guidelines for Rehabilitating Historic Buildings, 1990; Standards and Guidelines for Kalamazoo Historic Districts, and maps of Kalamazoo Local Historic Districts. These documents and maps are also available on the city of Kalamazoo website at www.kalamazoocity.org/historicpreservation.

GUIDELINES FOR PUBLIC PARTICIPATION AT HDC MEETINGS

The Historic District Commission recognizes that citizens who make the effort to attend a Commission meeting often feel passionately about an issue. The following guidelines are not meant to discourage individual expression; rather, they exist to facilitate the orderly conduct of business and to ensure that all citizens who wish to address the Historic District Commission are able to do so in an atmosphere of civility and respect.

- Out of respect for business being conducted during the meeting, turn off all cell phones and pagers prior to the meeting.
- Citizens have opportunities to address the Historic District Commission at the following times during a meeting:
 - Address Non-agenda items at the beginning of the meeting. If you wish to speak about a specific review, please wait until that review comes to the commission.
 - Consideration of Regular Agenda items. Citizens are permitted to speak to the Commission on project reviews after the applicant has made their presentation and prior to the Historic District Commission discussion. The Chair will call for comments from the public.

A Note on Quorum and Historic District Commission Decisions

City of Kalamazoo Code of Ordinance – Chapter 16 – Historic District Commission – section 19 states: “A majority of the members of the Commission shall constitute a quorum. A majority of the appointed members is required to take action on all matters not of an administrative nature, but a majority of a quorum may deal with administrative matters.” All applicants should be aware that the minimum of four of the commissioners must vote for a motion for a decision to be made in all actions. Applicants may choose to postpone their review to the next regularly scheduled meeting of the commission before the commission begins their deliberations if fewer than seven commissioners are present. The postponement form is available from the coordinator and must be filled out and signed before the applicant leaves the meeting.

KALAMAZOO HISTORIC DISTRICT COMMISSION

Agenda – Tuesday, July 16th, 2024

5:00 pm

241 W. South St. Kalamazoo, MI 49007

I. Call to Order: Mr. Kastner called the meeting to order at 5:11 PM

II. Roll Call & Approval of Absences:

Eric Stucky-Absent

Andrew Grayson- Absent

Dana Underwood – Present

Kristi Breisach- Present

James Johnson-Present

Dan Kastner- Present

Motion made by Ms. Underwood to approve the absence of Mr. Grayson and Mr. Stucky with a 2nd by Mr. Johnson; all commissioners approve.

III. Approval of Agenda: No changes. Motion made to approve the agenda by Mr. Johnson with a 2nd by Ms. Breisach

IV. Approval of Minutes: June 18th, 2024

Motion made by Ms. Underwood to approve the minutes with a second by Mr. Johnson; all commissioners approve.

Mr. Pena read the disclaimer on record at 5:12 PM

V. Public Comment on non-agenda items: No comments or guests

VI. OLD BUSINESS: None

NEW BUSINESS:

A) 813 W Lovell

5:15 PM

Alteration-Paint non-contributing brick building & addition of signs

Year Built: 1965

Style: NA

Historic District: South Street-Vine Area

Ms. Snyder is the representative for the owners. Ms. Syner was not aware when the property was purchased, they were not aware of it being in the Historic District. The two items for review are the painting of the property which has already happened and then a sign that they want to install. This property is a non-contributing structure. Ms. Underwood states she only ok with the painting because it is on a non-contributing building. It is stated that when painting bricks it can create a vapor barrier and that this has now added a huge maintenance concern regarding the paint. The sign is currently in production, and they will be keeping the sign in the same location with a new logo and will have

illuminated lights and will be external illumination. Ms. Breisach does feel that the sign meets the historic standards. Mr. Johnson makes motion to approve a Certificate of Appropriateness for the work as described in the application, the proposed work complies with the Secretary of the Interior standard 2 with a 2nd by Ms. Underwood. All Commissioners approve.

B) 712 W Kalamazoo 5:42PM

Year Built: 1905

**Replace wood siding with fiber cement
siding the replicates original look on 2nd
floor only
Style: Craftsman
Historic District: Stuart**

Mr. Nguyen is the current owner of 712 W Kalamazoo, and he is trying to update the home to be a single-family home. Mr. Nguyen is looking to replace the cedar shingles with fiber cement on the 2nd floor. The property has had problems with woodpeckers and deterioration from sun exposure and other weather-related conditions. The current owner has not done any updates due the lack of funds and it being a shared driveway. The homeowner is also looking to update some trim materials due to damage. Mr. Kastner feels like he should just repair the wood and shingles and paint rather than the fiber cement so keep the house more Historic and would also have more value. Ms. Underwood states that the current shingles do not look like they are more the 50% damaged to qualify for full removal. Mr. Johnson makes motion to approve a Certificate of Appropriateness for the work as described in the application, the proposed work complies with the Secretary of the Interior standards 2 and 6 with a 2nd by Ms. Breisach. All commissions deny the motion.

VII. Coordinators Report:

- Gravestone cleaning took place in June with 9 participants
- Need additional commissioners, must live in City limits. Have 3 seats to fill.

VIII. Adjournment

Motion made to adjourn the meeting by Ms. Breisach with a 2nd by Mr. Johnson. Meeting adjourned at 5:48 PM. All commissioners approve.

Chairperson

Date

Historic Preservation Coordinator

Date

Recording secretary

Date



Historic District Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic District Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: August 20, 2024

SUBJECT: 1. 911 S Park - Alteration (Remove and replace front porch.) PPZ24-0024

PROPOSED WORK:

Remove and replace front porch. Current porch is not original to the house, likely added around 1900 New porch will be wood, shingles to match house.

EVALUATION:

Project Details

Removal of existing front porch which is likely not original. A new, smaller porch will be installed.

Applicable Criteria

Secretary of the Interior's Standards for Rehabilitation

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.

While it is not possible to know precisely when the existing porch was added to the property, the ionic columns are more closely aligned with the Colonial Revival style than the Stick style. The addition of this porch to the property is further evidenced by the field stone only existing under a portion of the porch. Generally, field stone was only placed where it would be hidden by a porch, the rest of the facade foundation would be built in cut stone. When looking at Sanborn Maps, however (the home first appears in the 1908 Sanborn Map) it is clear that a full width porch has been part of the property since at least 1908. (See Standard 4 below).

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

As noted under Standard 2 above, a full length porch as been on the property since at least 1908. According to the National Park Service "For listed properties, the National Register nomination will describe why the property is significant and will typically identify a period of significance. This stated period of significance should generally be used in evaluating the relative

importance of a change to the property and its historic character". The National Register Nomination that this property was included in lists the style as "Queen Anne/Colonial Revival". According to the NRHP nomination, 63 of the 172 contributing structures are listed as Queen Anne/Colonial Revival, roughly 36% of the nominated properties. Therefore, the addition of the Colonial Revival porch is significant.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

The existing porch is damaged, and the report shows that there is water damage from the pitch of the porch roof. The porch is, however, a feature of the property that has acquired significance, and should therefore be replaced. There is no documentary or physical evidence of what the original porch may have looked like, or of its existence past the field stone of the foundation.

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.

The construction of the proposed porch would destroy the existing porch which has acquired significance and characterized the property. The new porch will be compatible with the massing, size, scale (the proposed porch will be a single story entrance porch, which is common among Stick style homes) and architectural features (the proposed porch will feature turned posts and a simple balustrade guardrail, which aligns with the Stick style) of the property.

Discussion

The Local Historic District Standards and Guidelines do not explicitly deal with the removal of existing porches and the construction of new porches. While the existing porch may not be original, it has gained significance in its own right (as indicated in the National Register Nomination the property is included in).

POTENTIAL ACTIONS:

1. The proposed work complies with the Secretary of the Interior standards 2, 4, 6 and 9. **Action: Motion to approve a Certificate of Appropriateness for the work as described in the application.**
2. More information is needed. **Action: Motion to postpone until the HDC meeting on 15 October 2024 and direct the applicant to provide the requested materials and information to the Historic Preservation Coordinator by noon on 8 October 2024.**
3. Denial of the application. **Action: Motion to deny the application based on Secretary of the Interior Standards 2, 4, 6 and 9.**



Community Planning and Economic Development
Historic District Commission
245 N. Rose Street
Kalamazoo, MI 49007
Telephone: (269) 337-8804; FAX (269) 337-8513
PenaL@kalamazoo-city.org

APPLICATION FOR PROJECT REVIEW – Historic District Commission Hearing

COMPLETE Applications for review at the Historic District Commission meeting including payment of the \$85 hearing fee must be received by NOON on the 2nd Tuesday of the month- the meeting is on the 3rd Tuesday of the month.

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 911 South Park St.

Historic District: ☒ South/Vine ☐ Stuart ☐ West Main Hill ☐ Rose Place ☐ Haymarket

Applicant: Aaron Davies

Owner: Aaron Davies

Mailing Add: 911 S. Park St

Mailing Add: 911 S. Park St.

City State & Zip: Kalamazoo, MI, 49001

City, State Zip: Kalamazoo, MI, 49001

Phone: 269-352-2216

Phone: 269-352-2216

Email: lanedava @ mac.com

Email: lanedava @ mac.com

Contractor

☒ Work to be done by owner

Proposed Work: Use additional sheets to describe work if necessary

Remove and replace front porch.
Current porch is not original to the
house, likely added around 1900. New porch
will be wood shingles to match house.
(ALD) This property has at least one working smoke detector for each dwelling unit.
(Owner or applicant's initials) (Required) * see back

Applicant's Signature: Aaron Davies Date: 8/5/2023

Owner's Signature: _____ Date: _____
(if different)

APPLICATION CHECKLIST:

Include all these items are in your submission. Incomplete applications will be held until the next review hearing.

- ☐ Drawings 11x17 or smaller with dimensions
- ☐ Materials list
- ☐ Site plan including north arrow
- ☐ Other:
- ☐ \$85 for HDC hearing & review fee – must be paid in advance to be placed on agenda – include WITH application – Check payable to: City of Kalamazoo

-For Historic Preservation Coordinator's Use Only-

Case Number: PPZ- 24-0024

Date Received*: 08/05/2024

Zoning RM-36 Year built 1875

Complete application Yes

Owned since 04/16/2014

COMMISSION

Meeting Date 08/20/2024

Hearing fee paid \$85

Check #

COMMENTS

Approve in Concept Date Letter mailed

FINAL ACTION

☐ Approve ☐ Site Visit ☐ Approve w/Conditions ☐ Deny ☐ Postpone ☐ Withdrawn

ACTION DATE

Certificate of Appropriateness Issued

Notice of Denial with appeals information

Notice to Proceed Comments

Revised November 22, 2019

PARK STREET

SIDEWALK

North



Sidewalk to house



New porch
↓

911 S. Park St.

Driveway

911 S. Park St.

Front
Looking
East

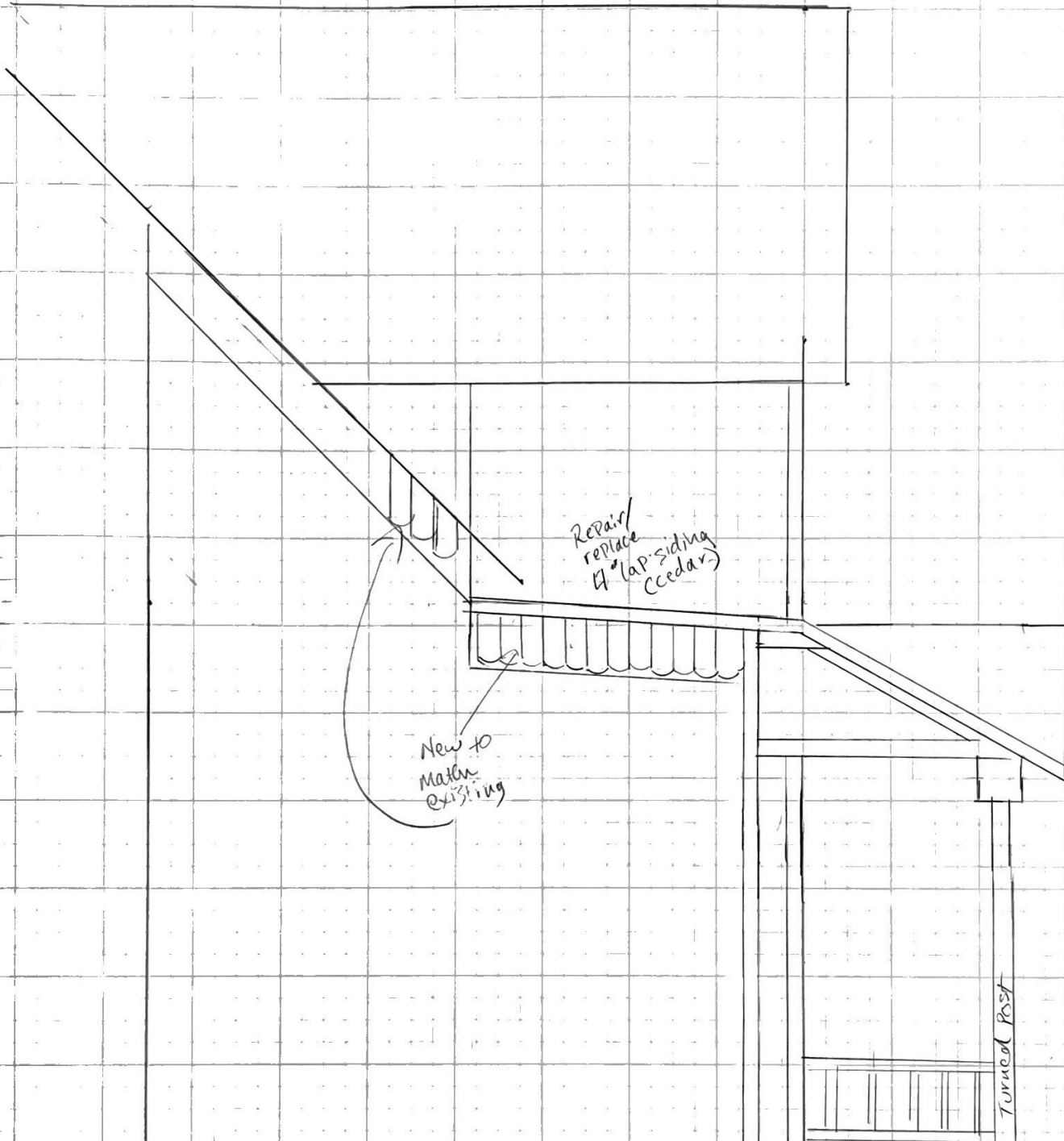
1" = 6"

Block
Single
to watch
house

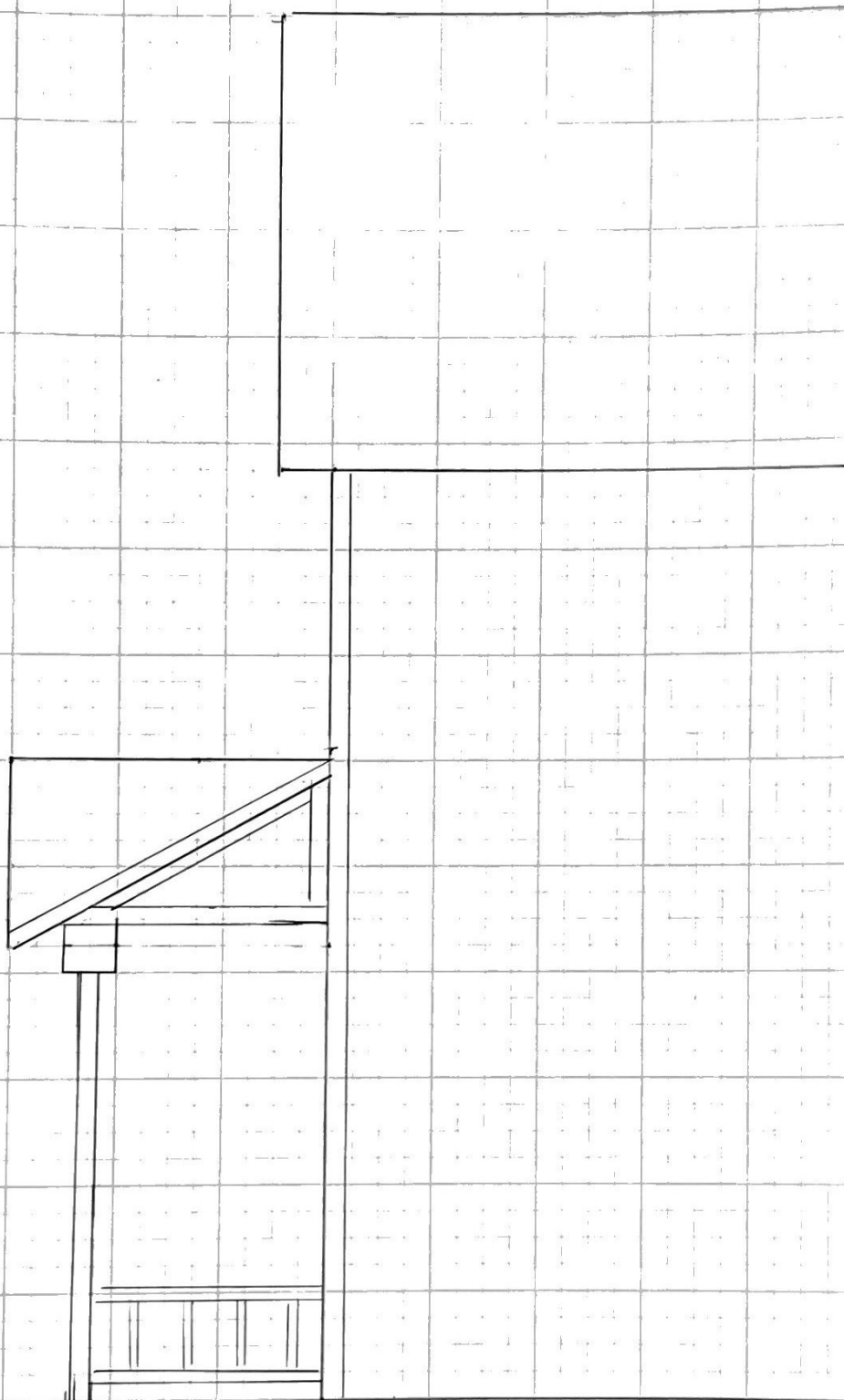
911

Turned Post

Turned Post



911 S. Park St.
Looking South
■ = 6"



911 S. Park St.
Looking North
1" = 6'

911 South Park Front Porch Restoration

Background:

911 South Park is a Stick style Victorian home built in 1875. There have been several additions including a large front porch with Corinthian columns. The original structure appears to have had a simple portico based on the use of fieldstones under the front entrance, instead the cut granite of the visible foundation (see photo below).



Current condition:

The roof structure has failed structurally as evidenced by the collapse of the ridge board extending from the front steps towards the front door. The following photos demonstrate the impact as seen from above and below.



911 South Park Front Porch Restoration



The structural failure is most likely secondary to the poorly pitched roof (including a flat roof section over the entry way) and inappropriately long spans of the framing members.

The current porch configuration has resulted in damage to the main structure and is inconsistent with the original aesthetic.



Window in main staircase that has been cut in half by the addition of the wrap around section of the existing porch.
<—

Water damage in entry way under the flat roof. —>



911 South Park Front Porch Restoration

Proposal:

We propose to remove the existing porch entirely and construct a front porch that is more appropriately scaled, utilizes a design that is consistent with the main house and is in keeping with other homes in the historic district.



936 South Park



http://www.jameslloyddesign.com/East_Lake_Stick_Victorian_.jpg



522 Village

Materials:

Turned posts to match (as closely as possible) columns on other porches.

Railing balusters salvaged from the existing porch.

Cut stone piers salvaged from existing porch.

Tongue and groove ceiling salvaged from the existing porch.

Tongue and groove flooring (will attempt to salvage, new as needed).







FALL RENTAL
269-664-4957
4 BEDROOM



Historic District Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic District Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: August 20, 2024

SUBJECT: 2. 703 S Park St - Alteration (Remove and replace rear porch) PPZ24-0025

PROPOSED WORK:

From the Description of Work Supplied by the Applicant: Replace existing screen porch and steps with step-less open porch/deck.

EVALUATION:

Project Details

Removal of an existing rear/side (south face) porch, installation of a step-less deck in place of the historic porch.

Applicable Criteria

Secretary of the Interior's Standards for Rehabilitation

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.

The side porch is a projection that contributes to the overall shape of the structure, and therefore the character of the structure. It should be noted, however, that the existing porch is toward the rear of the property and only a single story tall.

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.

The existing side/rear porch should be repaired rather than replaced. The side porch is likely original to the house, as it appears on a 1908 Sanborn map.

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.

The proposed deck would be differentiated from the property stylistically (the deck would not have a roof or stairs). The proposed deck would also be roughly 10'x10', projecting about half the depth of the existing property. While the massing and scale of the feature may be appropriate, it extends to deep.

Local Historic District Standards and Guidelines:

Decks: Decks are allowed on the rear of a structure and may be constructed of cedar, cypress, redwood or pressure treated lumber. They should be placed in an unobtrusive location and be minimally visible from the street. Decks are exempt from the painted exterior woodwork requirement. Rails should be to standards as above but may be of pressure treated lumber and may be taller than porch rails, as required by the building code for the chosen site. Very low decks may not need a rail. The decking boards should be 5/4 lumber laid with small gaps between the boards. The boards may be parallel or perpendicular to the body of the house. The flooring boards should extend past the support framing over an apron board. A lattice porch skirt may be attached under the deck, using materials and techniques as specified for porches in the standards.

The proposed deck would be highly visible from the street, as it would be located on the side of the property (towards the back of the house).

Discussion

The existing porch is a character defining feature of the property, and should be preserved. The proposed porch would not be stylistically compatible with the historic structure, and the proposed porch would be about half as wide as the property, thus detracting from the character of the historic property.

POTENTIAL ACTIONS:

1. The proposed work complies with the Secretary of the Interior standards 2, 6 and 9. **Action: Motion to approve a Certificate of Appropriateness for the work as described in the application.**
2. More information is needed. **Action: Motion to postpone until the HDC meeting on 15 October 2024 and direct the applicant to provide the requested materials and information to the Historic Preservation Coordinator by noon on 8 October 2024.**
3. Denial of the application. **Action: Motion to deny the application based on Secretary of the Interior Standards 2, 6 and 9.**



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APPLICATION FOR PROJECT REVIEW – Historic District Commission Hearing

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(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 703 S Park St

Historic District: ☒ South/Vine ☐ Stuart ☐ West Main Hill ☐ Rose Place ☐ Haymarket

Applicant: Mike Purwin

Owner: Mike Purwin

Mailing Add: 4057 S Rolling Rdg

Mailing Add: 4057 S Rolling Rdg

City State & Zip: Wayland, MI 49348

City, State Zip: Wayland, MI 49348

Phone: 269-330-6939

Phone: 269-330-6939

Email: mikepurwin@gmail.com

Email: mikepurwin@gmail.com

Contractor Jeff Wilkinson

☐ **Work to be done by owner**

Proposed Work: Use additional sheets to describe work if necessary

Replace existing screen porch and steps with stepless open porch/deck.

(yes) This property has at least one working smoke detector for each dwelling unit.
(Owner or applicant's initials) (Required) * see back

Applicant's Signature:

Date: 8/5/24

Owner's Signature: _____

Date: _____

(if different)

APPLICATION CHECKLIST:

Include all these items are in your submission. Incomplete applications will be held until the next review hearing.

☒ Drawings 11x17 or smaller with dimensions

☒ Materials list

☒ Site plan including north arrow

☐ Other:

☒ \$85 for HDC hearing & review fee – must be paid in advance to be placed on agenda – include WITH application – Check payable to: City of Kalamazoo

-For Historic Preservation Coordinator's Use Only-

Case Number: PPZ- PPZ24-0025

Date Received*: 08/05/2024

Zoning RM-36 Year built 1900

Complete application Yes

Owned since 03/22/1999

COMMISSION

Meeting Date 08/20/2024

Hearing fee paid \$85

Check #

COMMENTS

Approve in Concept Date

Letter mailed

FINAL ACTION

☐ Approve ☐ Site Visit ☐ Approve w/Conditions ☐ Deny ☐ Postpone ☐ Withdrawn

ACTION DATE

Certificate of Appropriateness Issued

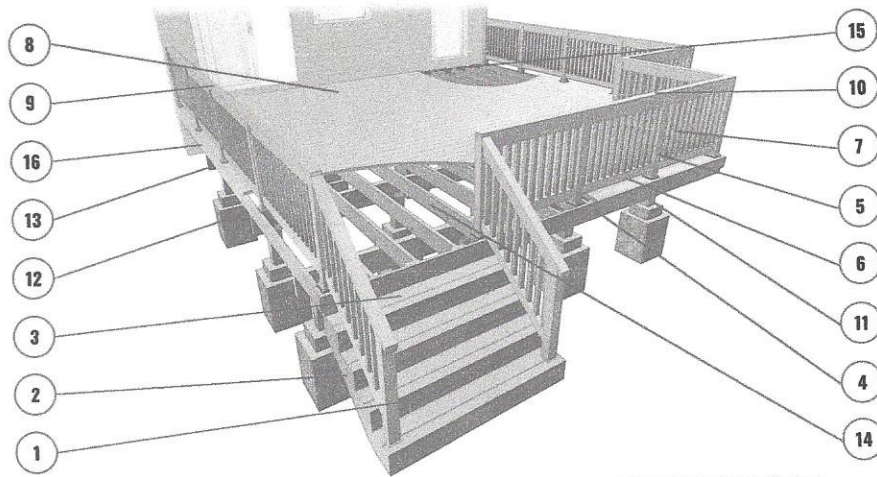
Notice of Denial with appeals information

Notice to Proceed

Comments

Revised November 22, 2019

Glossary Of Decking Terms



1. Risers: The vertical boards attached to the stair stringers. Many localities require risers to prevent possible trip hazards.

2. Stringers: The structural support for stairs. They have limits on how much weight they can carry, so size and spacing are important considerations. Composite manufacturers provide recommended stringer spacing to support the tread material.

3. Treads: The horizontal stair surfaces on which deck users walk.

4. Rim Joist: Also known as edge bands, the rim joist wraps the deck and keeps the joists standing on edge, while also providing a solid surface for attaching railing posts. Proper attachment is critical to installing a safe railing.

5. Rail Post: Vertical lumber member that supports the handrail and resists the outward force of people leaning on the railings.

6. Bottom Rails: Lumber members that connect to the rail posts and provide a solid surface for securing the infills.

7. Infills: Also known as balusters or pickets, the infills are connected to the top and bottom rails and provide a barrier against falls.

8. Decking: When properly attached to each joist and rim joist, the decking surface (whether wood or composite material) helps unify the entire structure.

9. Rail Cap: Much like the decking, the rail cap unifies the railing system and provides a decorative feature.

10. Top Rails: These members have the same stabilizing function as the bottom rails.

11. Post: Vertical structural member that supports the beams and attaches the deck to the footings using a post base.

12. Footing: Concrete element that serves as the foundation of the deck.

13. Beams: Structural members that support the decking floor joists. Beams are made of doubling 2x material and can be installed as a laminate, sandwiched, or notched into the post.

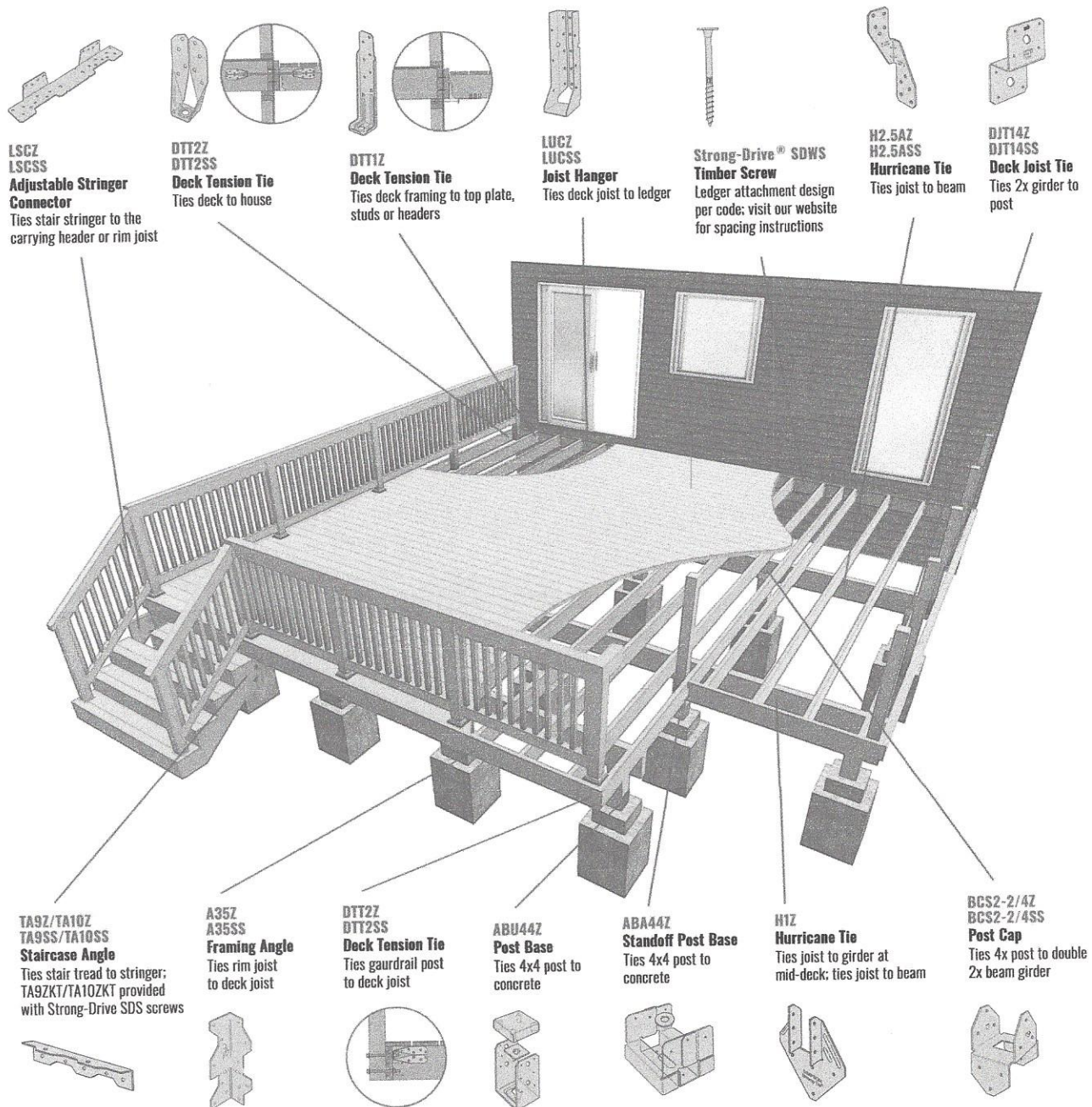
It is important to have a post of sufficient size and strength to support the beam. The beam should not be any wider than the thickness of the post, and should be secured with the correct post cap.

14. Joists: Wood members installed across the beams and spaced to accommodate the decking material. The joist spacing may depend on the angle at which the deck boards are applied.

15. Ledger: The ledger is a crucial connection because it attaches the deck to the house. The material used to construct the house may determine the type of connection. Consult local building officials on the recommended connection.

16. Fascia: Vertical boards that face outwards from the edges of the deck, attached to the rim joists. Fascia boards typically consist of a lumber species that matches the appearance of the decking material.

A Complete Connector System for Building Safer, Code-Compliant Decks



Installation Considerations

Building Code and Zoning Requirements

Check deed restrictions, building codes and zoning laws to make sure your deck complies. The local building jurisdiction will require a minimum setback from property lines. Check with local utility companies to make sure deck construction will not disturb underground piping or wiring (**dial 811 before you dig**).

A resource for general residential deck codes and building practices is the Prescriptive Residential Deck Construction Guide, by the American Wood Council (free download from www.awc.org).

The local building jurisdiction should be consulted to verify any building code requirements specific to the area.

Deck Function

While planning your deck, consider how it will be used. Sun/shade areas and possible views are common considerations.

Lumber

Pressure- or preservative-treated lumber, or lumber that is naturally decay resistant, should be used for durability. Cut edges should be field-treated with preservative.

Fasteners and Connectors

To resist corrosion, fasteners and connectors in contact with treated lumber should be ZMAX®, hot-dip galvanized (HDG) or made with stainless steel.

Consult with the building code, the preservative treatment manufacturer and strongtie.com to get recommendations for your conditions. Fasteners and connectors should be made of the same material (i.e. both of them galvanized, both of them HDG or both in stainless steel).

Ledger

Proper corrosion-resistant flashing should be installed between a deck ledger and the house. The ledger should be installed directly to the framing, with any siding removed.

Deck Area and Footing Layout

Batter boards (temporary wood supports, such as 2x4s), mason's string and a plumb bob can be used to lay out the deck area and footings. For a rectangular shape, the corners will be square when the lengths of the two diagonals are equal.

Footings

Holes for footings will need to be dug to a depth below the frost line.

Post Bracing

Diagonal bracing between posts and joists/beams should be installed according to the building code.

Posts and Beams

Allow an additional margin in length to the posts. Determine the desired deck floor height on the post and then cut to the appropriate length.

Attaching Joists

Attach joists to the ledger board with joist hangers.

Laying Decking

Drill pilot holes into the ends of boards to prevent splitting. Allow space between boards.

Guardrails

Guardrails must be adequately attached to the framing members of the deck. The building code has limits on the size of openings that are permitted in the guard system.

Stairs and Handrails

Stairs should be at least 36" wide. The building code has limits on the size of openings in a flight of stairs and specific directions for providing handrails.

Tools Required

The checklist provided should be used as a quick guide only,
and we highly recommend consulting some additional resources listed here:

www.strongtie.com/solutions/deckcenter

Concrete Work

- Pick
- Post hole digger
- Shovel
- Wheelbarrow
- Hoe and hose (to mix concrete)
- Tamper

Concrete Layout

- Stakes or batter boards
- String
- Transit

Safety

- Eye Protection
- Hearing protection
- Dust mask
- Gloves
- Kneepads

Wood Work

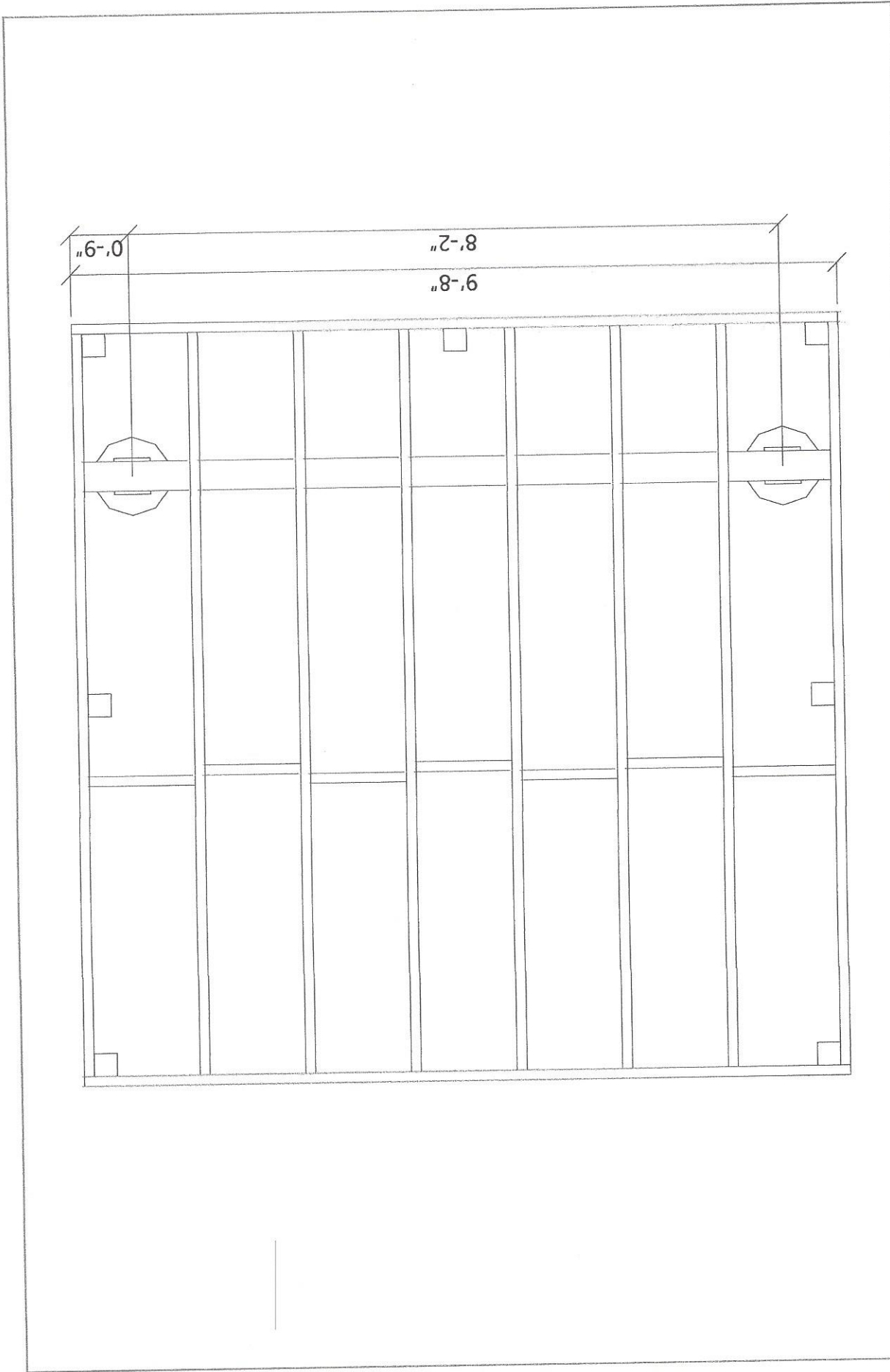
- Extension cord
- Circular saw
- Drills and bits
- Hammer
- Nail set
- Chisel
- Handsaw
- Ladder
- Mallet
- Tool belt

Wood Layout

- Tape measure
- Squares: Rafter/Speed, Framing
- Level/Levels
- Chalk line
- Pencils
- Plumb bob

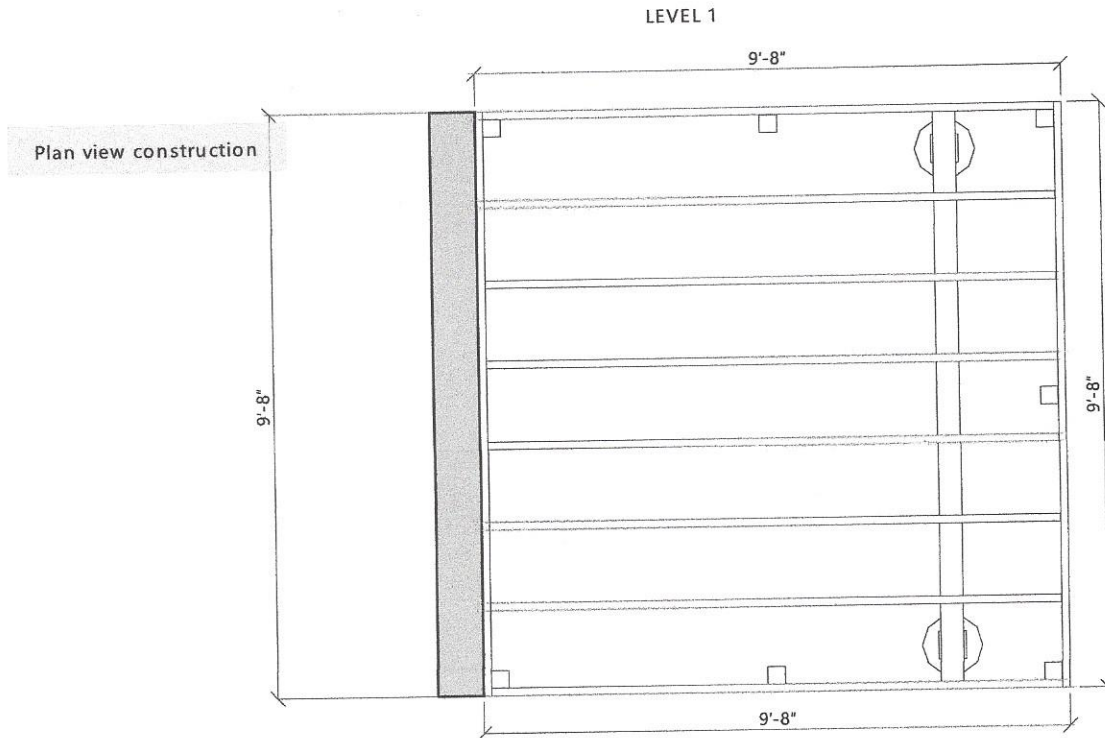
Tips for the DIYer

- When cutting or drilling wood, always wear eye protection to prevent injury from flying wood particles.
- If cutting pressure treated material, wearing a fabric breathing mask will help to avoid ingestion of the dust.
- Wear gloves to protect from splinters.
- Invest in a pair of kneepads if you are doing floor jobs or working on a deck.
- Dispose of scraps in the regular trash or take to a landfill - do not burn pressure treated materials.



	NOTES FROM THE CUSTOMER	DESIGN TITLE MIKE P	CUSTOMER NAME Mickey Delaio	CUSTOMER EMAIL ADDRESS rand48809@yahoo.com	CUSTOMER PHONE NUMBER	DRAWING 1	CHECKED BY NOT TO SCALE	CHECK DATE 7/30/2024 6:27 PM	STORE	JOB ID	PAGE 7

Permit Info



Structural Information: Level 1

Height of level (top of decking)	36"
Max. joist span	91 1/4"
Max. joist cantilever	21 3/4"
Max. beam span	98 1/2"
Max. beam cantilever	6"
Footing depth	48"
Footing area (ea.)	9 1/2 ft ²
Designed live load	40 lb/ft ²
Designed dead load	10 lb/ft ²

Deck and Post Height

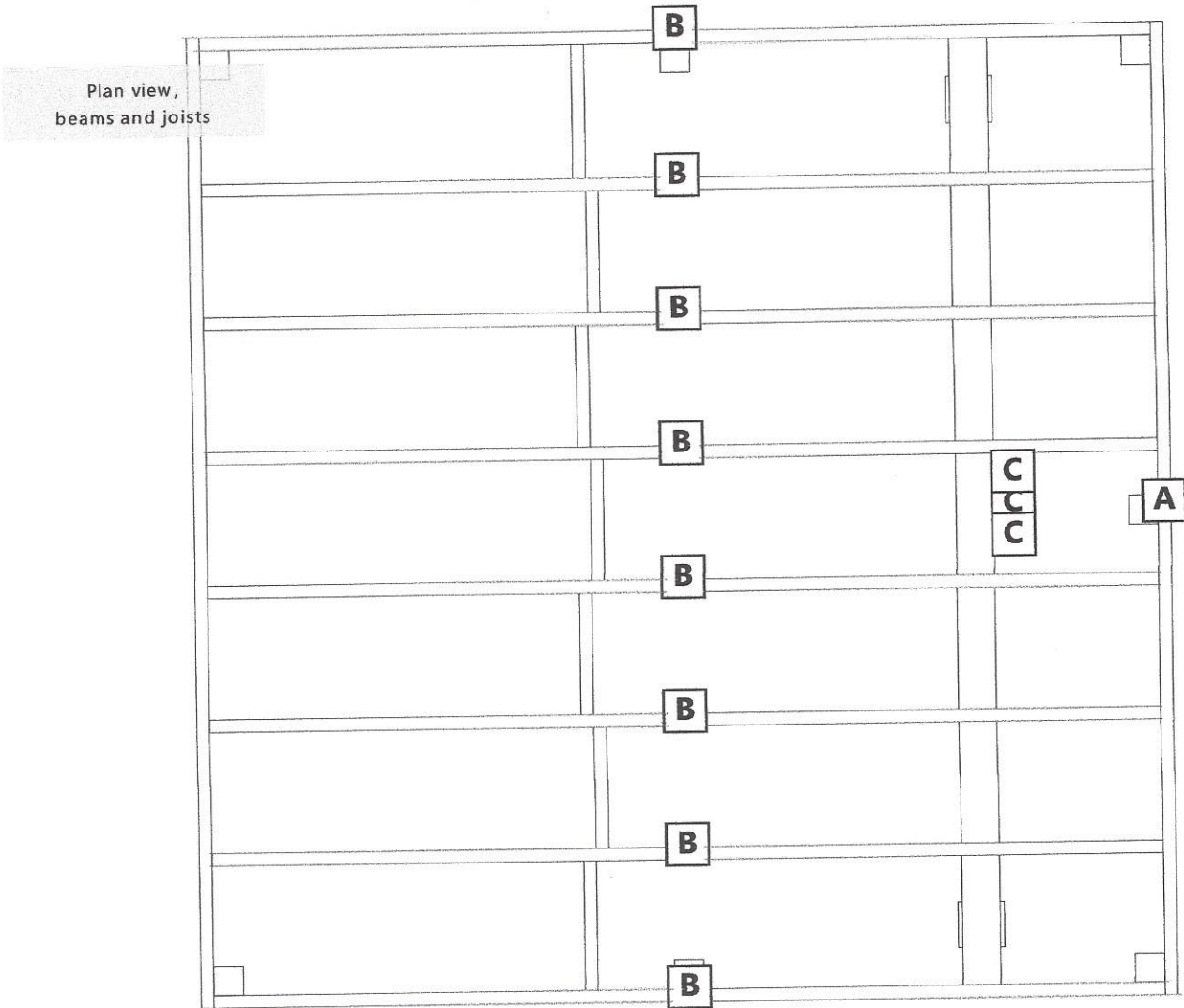
Your design height is 36" from the top of the decking to the ground level. The top of the deck support posts will therefore be 19" above ground level."

Joists

Set joists on top of beams, 16" center-to-center.

Materials Drawing

MATERIALS DRAWING 1



Materials Cut List

LEVEL 1

Label	Description	Qty	Length	Usage
A	2" x 8" x 10'- Wood SP (Square)	1	116"	Rim Joists
A	2" x 8" x 10'- Wood SP (Square)	1	116"	Ledgers
A	2" x 8" x 10'- Wood SP (Square)	1	116"	Joists
A	2" x 8" x 10'- Wood SP (Square)	1	116"	Blocking
	2" x 8" x 10'- Wood SP (Square)	1	116"	Rim Joists
	2" x 8" x 10'- Wood SP (Square)	1	116"	Ledgers
	2" x 8" x 10'- Wood SP (Square)	1	116"	Joists
	2" x 8" x 10'- Wood SP (Square)	1	116"	Blocking
B	2" x 8" x 10'- Wood SP (Square)	8	113"	Rim Joists
B	2" x 8" x 10'- Wood SP (Square)	8	113"	Ledgers
B	2" x 8" x 10'- Wood SP (Square)	8	113"	Joists
B	2" x 8" x 10'- Wood SP (Square)	8	113"	Blocking
	2" x 8" x 10'- Wood SP (Square)	2	16"	Rim Joists
	2" x 8" x 10'- Wood SP (Square)	2	16"	Ledgers
	2" x 8" x 10'- Wood SP (Square)	2	16"	Joists
	2" x 8" x 10'- Wood SP (Square)	2	16"	Blocking
	2" x 8" x 10'- Wood SP (Square)	5	14 1/2"	Rim Joists
	2" x 8" x 10'- Wood SP (Square)	5	14 1/2"	Ledgers
	2" x 8" x 10'- Wood SP (Square)	5	14 1/2"	Joists
	2" x 8" x 10'- Wood SP (Square)	5	14 1/2"	Blocking
C	2" x 10" x 10'- Wood SP (Square)	3	116"	Beams
	6" x 6" x 8'- Wood SP	2	18"	Posts/Footings

Railing Kit List

All Materials

Usage		Qty	SKU	Description
Stick Built Items				
	Railing Posts	7/7		Ball Cap
	Top Rails	6/6		Top Rail 2x4 6ft
	Bottom Rails	6/6		Bottom Rail 2x4 6ft
	Infill	84/84		Square Baluster 2x2 29in
	Railing Posts	2/2		4 x 4 x 16 - Redwood
	Railing Posts	1/1		4 x 4 x 8 - Redwood
	Railing Posts	7/7	DTT2Z	DTT2Z Connector (ZMAX®)(Fasteners and Washers included)

Estimated Materials List

All Materials

Usage	Qty	SKU	Description	Type
Decking	21		1" x 6" x 12'- Wood SP (Grooved)	Lumber
Fascia	3		2" x 12" x 12'- Wood SP	Lumber
Rim Joists	1		2" x 8" x 10'- Wood SP (Square)	Lumber
Ledgers	1		2" x 8" x 10'- Wood SP (Square)	Lumber
Joists	8		2" x 8" x 10'- Wood SP (Square)	Lumber
Blocking	1		2" x 8" x 10'- Wood SP (Square)	Lumber
Beams	3		2" x 10" x 10'- Wood SP (Square)	Lumber
Posts/Footings	1		6" x 6" x 8'- Wood SP	Lumber
Joists	8	H2.5AZ	H2.5AZ Hurricane Tie (ZMAX®)	Connector
Joists	12	LUS26Z	LUS26Z Joist Hanger with Double-Shear Nailing (ZMAX®)	Connector
Joists	4	LS50Z	LS50Z Skewable Angle (ZMAX®)	Connector
Joists	4	DTT2Z	DTT2Z Connector (ZMAX®) (Fasteners and Washers included)	Connector
Posts/Footings	2	BCS2-3/6Z	BCS2-3/6Z Post Cap (ZMAX®)	Connector
Posts/Footings	2	ABA66Z	ABA66Z Adjustable Post Base with Standoff (ZMAX®)	Connector
Posts/Footings	1		5/8" Diameter Straight Shank Carbide Drill Bit for Concrete & Masonry	Concrete
Posts/Footings	11		80lbs Bag (0.60 CF) Concrete Mix	Concrete

Usage	Qty	SKU	Description	Type
Posts/Footings	1		12" x 10' Construction Tube	ConstructionTube
Tape	2	BDFB1550	BDFB1550 - Butyl Deck Flash Barrier 1-5/8" x 50'	Tape
Tape	1	BDFB1220	BDFB1220 - Butyl Deck Flash Barrier 12" x 20'	Tape
Decking	1	S10250WPP	DWP #10 2-1/2IN 305SS FLAT T25 350CT	Fastener
Decking	1	S10250WP1	DWP #10 2-1/2IN 305SS FLAT T25 1#	Fastener
Fascia	2	T08175FS75TN02	#8X1.75 316SS FASCIA SCREW T20 TN02 75CT	Fastener
Fastener	1	fsbit	FASCIA SCREW COUNTERSINK BIT	Fastener
Rim Joists	1	SDWS16300QR75	3 IN SDWS Framing Screw 75ct	Fastener
Ledgers	2	SDWS22400DB-RC12	SDWS22400DB Structural Wood Screw (12)	Fastener
Joists	1	N8DHDG	Strong-Drive® SCN 1 1/2" x .131", 10 gauge, Smooth-Shank Connector Nail, Hot Dip Galvanized - 1 LB	Fastener
Joists	1	N10DHDG	Strong-Drive® SCN 1 1/2" x .148", 9 gauge, Smooth-Shank Connector Nail, Hot Dip Galvanized - 1 LB	Fastener
Joists	1	10DHDG	Strong-Drive® SCN 3" x .148", 9 gauge, Smooth-Shank Connector Nail, Hot Dip Galvanized - 1 LB	Fastener
Joists	4	1/2 MBHDGH	1/2" diameter HDG Machine Bolts: length calculated (1)	Fastener
Joists	4	NUT-1/2 MBHDG	Nut for 1/2" Bolt, Oversized Threads (Hot-Dip Galvanized) (1)	Fastener
Beams	2	SDWS22300DB-RC12	SDWS22300DB Structural Wood Screw (12)	Fastener
Posts/Footings	1	16DHDG	Strong-Drive® SCN 3 1/2" x .162", 8 gauge, Smooth-Shank Connector Nail, Hot Dip Galvanized - 1 LB	Fastener
Posts/Footings	2	THDB62600H4SSF1	5/8" x 6" Type 304 Stainless Steel Titen HD® Heavy-Duty Screw Anchor	Fastener

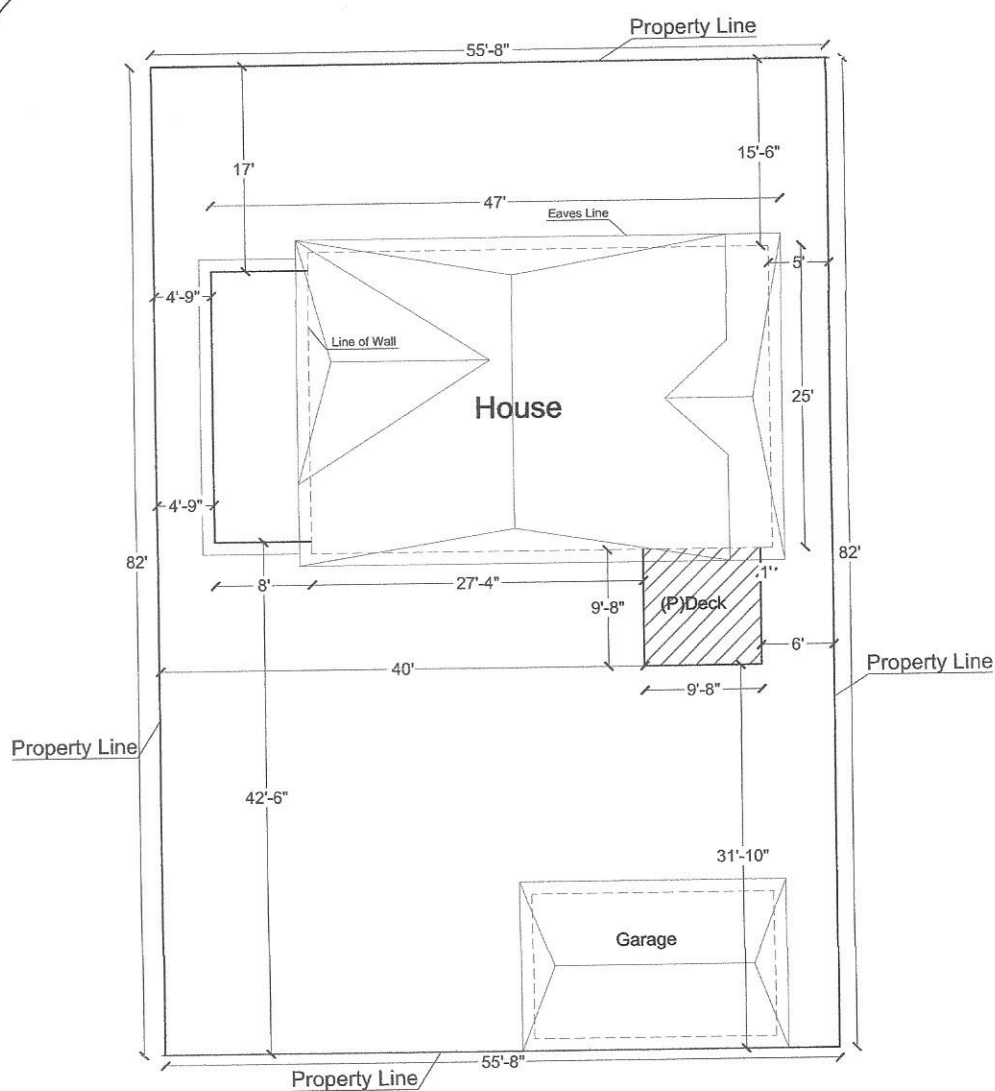


This is the likely spindle design



W Dutton St

S Park St



ADDRESS: 703 S Park St, Kalamazoo, MI 49007, USA

Scale: 1"=10'

Land: 4567 SF

House: 1815 SF

THIS IS NOT A LEGAL SURVEY, NOR IS IT INTENDED TO BE OR REPLACE ONE.
This work product represents only generalized locations of features, objects or boundaries and should not be relied upon as being legally authoritative for the precise location of any feature, object or boundary.









Historic District Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic District Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: August 20, 2024

SUBJECT: 3. 739 McCourtie - Alteration (Replace siding with LP siding product and new sheathing, replace deteriorated non-original windows, refresh/rebuild front porch, remove/replace non-original rear porch, door replacements) PPZ24-0026

PROPOSED WORK:

From the Description of Work Supplied by the Applicant: Replace siding with LP siding product and new sheathing, replace deteriorated non-original windows, refresh/rebuild front porch, remove/replace non-original rear porch, door replacements

EVALUATION:

Project Details

Siding - remove the existing siding and replace it with LP SmartSide lap siding (5" reveal) with brushed smooth finish. Recreate original window casings and corner boards using LP SmartSide. Crown molding, soffit, fascia and frieze boards will be repaired and replaced (treated lumber to repair and facing/ rebuilding to be done with LP SmartSide Trim. Crown molding will be repaired using wood crown.

Porches - repair/rebuild the front porch to match the existing porch. The concrete stairs will be replaced with wood stairs. Install new rear porch.

Windows - First Floor: repair and re-use two windows on the east side of the building (one to the kitchen area in the northeast corner of the property, one to the west side of the house in a closet.

The existing closet window will be removed.), install 2 new double hung windows in the bathrooms, replace non-historic kitchen window with a new double hung wood window. Second Floor: Replace non-historic front (north) bedroom window with new wood window, replace 2 non-historic rear (south) windows with single egress appropriate wood window.

Doors - Replace non -original front door with historic wooden front door, remove sliding door in back and install existing door from front.

Applicable Criteria

Secretary of the Interior's Standards for Rehabilitation

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.

Siding - The historic siding on the property is a character defining feature. While replacing the feature shall be avoided, the installation of sheathing necessitates the removal of the siding to reinforce the structure.

Windows - The removal of windows on secondary elevations, and their re-installation on secondary elevations will not constitute alteration of features that characterize the property.

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.

Siding - The existing wood siding on the property has deteriorated and has several patches that were improperly installed. The LP SmartSide will match the original in design (the reveal of the proposed siding will be nearly the same as the existing siding) and texture. Deteriorated portions of the Trim, including soffit, fascia and frieze, will also be recreated/repared using natural wood and LP SmartSide. Using the same material throughout will ensure material compatibility.

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.

Windows - The movement and replacement of windows on the east face of the building's first floor will not destroy materials that characterize the property, since the windows will be reused. The non-historic kitchen windows not character defining, and replacing this window will not detract from the character of the property. The new work will be differentiated from the old because the windows will be new. The new windows can be compatible with the sash pattern and overall fenestration of the house. In the second story, the removal of the vinyl window on the north face of the property, and the installation of a new wood window will more closely align with the overall character of the property. On the building's second story south face, the removal of the two non original windows and installation of one, egress compliant window will not detract from the character of the property, since the existing windows are non-historic and on the rear facade.

Porches - The front porch stairs, if made the same as the stairs at 723 McCourtie (as stated by the applicant) will meet Historic District Standards. The same goes for the rear porch.

Doors - The replacement of the non-historic historic front door with a historically appropriate door will be compatible with the property. The removal of the non-historic rear sliding door with the front door will be a more historically appropriate opening.

Local Historic District Standards and Guidelines

Porches: Decks are allowed on the rear of a structure and may be constructed of cedar, cypress, redwood or pressure treated

lumber. They should be placed in an unobtrusive location and be minimally visible from the street. Decks are exempt

from the painted exterior woodwork requirement. Rails should be to standards as above but may be of pressure treated lumber and may be taller than porch rails, as required by the building code for the chosen site. Very low decks may not need a rail.

The deck will be at the rear of the property in an unobtrusive location that is minimally visible from the street.

Windows: if replacing the entire window becomes necessary, the following conditions shall be applied:

- The dimension of the original window must be retained: *The windows on the east face of the building will be changed to accommodate the bathroom. The closet window on the west face will also change in dimension so that windows from the east can be reused. The rear (south) windows in the second story will be joined into one window that meets egress requirements, but these windows are non-historic. Other windows for replacement will match the existing dimensions.*
- Muntins, sash, frames, exterior casing and brick molds must be of material and dimensions to match other windows in the house: *The new and replacement windows can easily be replicated, as the historic windows in the property are 1:1 (one over one).*
- Aluminum and vinyl clad windows do not meet the above requirements. Vinyl plastic windows are not acceptable because they are made of non-historic materials and do not comply with the Secretary of the Interior's Standards for Rehabilitation: *All proposed window replacements are wood.*

Discussion

The existing siding on the house is damaged, and has lost integrity through improper repairs. Furthermore, to stabilize the property, sheathing needs to be added which requires the siding to be removed. The LP SmartSide reasonably replicates the existing siding in texture and design. The windows slated for replacement are not highly character defining, or are non-historic.

POTENTIAL ACTIONS:

1. The proposed work complies with the Secretary of the Interior standards 2, 6 and 9. **Action: Motion to approve a Certificate of Appropriateness for the work as described in the application.**
2. More information is needed. **Action: Motion to postpone until the HDC meeting on 15 October 2024 and direct the applicant to provide the requested materials and information to the Historic Preservation Coordinator by noon on 8 October 2024.**
3. Denial of the application. **Action: Motion to deny the application based on Secretary of the Interior Standards 2, 6 and 9.**



Community Planning and Economic Development
Historic District Commission
245 N. Rose Street
Kalamazoo, MI 49007
Telephone: (269) 337-8804; FAX (269) 337-8513
Penal@kalamazoo-city.org

APPLICATION FOR PROJECT REVIEW – Historic District Commission Hearing

COMPLETE Applications for review at the Historic District Commission meeting including payment of the \$85 hearing fee must be received by NOON on the 2nd Tuesday of the month- the meeting is on the 3rd Tuesday of the month.

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 739 McCourtie St.

Historic District: ☒ South/Vine ☐ Stuart ☐ West Main Hill ☐ Rose Place ☐ Haymarket

Applicant: Peter S. Barnard

Owner: same

Mailing Add: 237 Willoway Dr.

Mailing Add: _____

City State & Zip: Naperville IL 60540

City, State Zip: _____

Phone: 773 575-0813

Phone: _____

Email: psbarnard@me.com

Email: _____@_____

Contractor Matt Hazel

☐ Work to be done by owner

Proposed Work: Use additional sheets to describe work if necessary

- 1) Replace siding with LP siding product and new sheathing
- 2) Replace deteriorated non-original windows (5)
- 3) Refresh/rebuild front porch
- 4) Remove/replace non-original rear porch

(PSB) This property has at least one working smoke detector for each dwelling unit.
(Owner or applicant's initials) (Required) * see back

Applicant's Signature: [Signature]

Date: 7/29/2024

Owner's Signature: _____

Date: _____

(if different)

APPLICATION CHECKLIST:

Include all these items are in your submission. Incomplete applications will be held until the next review hearing.

- ☐ Drawings 11x17 or smaller with dimensions
- ☐ Materials list
- ☐ Site plan including north arrow
- ☐ Other:
- ☐ \$85 for HDC hearing & review fee – must be paid in advance to be placed on agenda – include WITH application – Check payable to: City of Kalamazoo

-For Historic Preservation Coordinator's Use Only-

Case Number: PPZ- 24-0026

Date Received*: 08/09/2024

Zoning RM-15 Year built 1876

Complete application Yes

Owned since 07/10/2024

COMMISSION

Meeting Date _____

Hearing fee paid \$85 _____

Check # _____

COMMENTS _____

Approve in Concept Date _____

Letter mailed _____

FINAL ACTION

☐ Approve ☐ Site Visit ☐ Approve w/Conditions ☐ Deny ☐ Postpone ☐ Withdrawn

ACTION DATE _____

Certificate of Appropriateness Issued _____

Notice of Denial with appeals information _____

Notice to Proceed _____ Comments _____

Revised November 22, 2019

**739 McCourtie St.
Historic District Request
August 20, 2024**

Following is our plan for renovating 739 McCourtie Street in a way that reflects historic district standards. Clearly, we will follow city building requirements and procedures, but this document reflects desired changes that are relevant to the historic commission.

History and Overall Plan

739 McCourtie has been vacant for well over 10 years, and according to our understanding, has been used as an uncertified rental, a squatter residence, and a vacant home where animals have taken up refuge. The city condemned the property in November of 2015, and there has been an ongoing growing list of inspection issues since that time. Those issues were not acted upon by the former owner.

My wife and I purchased the property on July 10 of 2024. At that time, all violation costs and unpaid taxes were paid by the former owner from the proceeds of the sale. Since that time, I have been working with a licensed contractor to come up with an appropriate renovation plan, and we have been making structural repairs to secure the safety of the property. We have a building permit application in process, but need to review these plans with the historic district before we get full approval.

My wife and I currently own 3 other rental homes in the Vine historic district, and we are proud that the work we have done on these homes reflects the character of these homes, and that these are attractive rentals that reflect well on the historic district. We hope to do the same for 739 McCourtie.

739 McCourtie Currently



Given the design of the building and its Greek Revival style, we believe that 739 is likely one of the earlier homes in Kalamazoo, and the character and historical significance of the building merits restoration.

Our plan is to convert the home from a 2-bedroom, 1-bath home, into a 2-bedroom, 2-bath home, and to renovate in according to historic standards so that the character of the building is retained. We will follow the established permitting and inspection process with the city, and will rent the property in accordance with City of Kalamazoo rental regulations. Given the deterioration of the home, we expect significant interaction with the building and compliance department.

Exterior Wall Plan

The exterior of the home consists of numerous patched-in sections where former windows were located, large sections of rotted and/or deteriorated cedar, and areas where siding is simply missing. Based on how the lead paint is flaking, It appears that the home was painted only once or twice, so the cedar had little to no protection. In examining the cedar, likely less than 30% of the original siding could be restored, reused or repaired.

In addition, and this is a fundamental structural issue, the house has no sheathing – the original siding was attached directly to the 2x4s of the interior walls, meaning that there has been significant water and pest intrusion, and the structural integrity of the building has been compromised.

Pictures of the exterior are provided below to document the current state of the property.

West Side View (1)



West Side View (2)



South Side View



East Side View



Our plan for the exterior would be to remove the siding and replace it with LP SmartSide lap siding, an engineered wood product that provides more durability than original cedar. We would use a 6-inch product that would provide a 5-inch siding overlap, in keeping with the era of the building. We intend to use the SmartSide in a brushed smooth finish, rather than natural cedar finish, to better reflect the original style of the home.

Installation and caulking would be conducted in accordance with best practices and SmartSide recommendations.

As far as trim, we would intend to recreate the original design of window casings, corner boards, rim joists and the like, again using SmartSide trim boards in a brushed smooth finish.

In advance of installing the LP SmartSide, we would install Zip-system sheathing on all exterior walls to provide structural rigidity, and a water and pest-resistant barrier. We would use zip taping on seams and windows per manufacturer recommendations.

We intend to re-sheath and re-side sections at a time, recognizing the need to provide structural integrity. We also do not plan to remove plaster, lath and drywall in much of the home until exterior and foundation work is complete. We believe much of the structural rigidity is currently being born by the interior walls.

Soffit and Fascia

The soffit and fascia provide the architectural interest to the house. While the style of the house is simple, details like the eyebrow trim clearly add to the charm of the property. Unfortunately, some of this trim is missing, the remainder will need to be repaired. Soffitt and fascia will need to be reconstructed for most of the perimeter.

Our intent is to replicate and repair the trim to its original design – including crown, eyebrows, soffit, fascia and frieze boards – so the house retains its original historic look, but is impervious to weather and animals. We would intend to use treated lumber to repair as necessary, and face or rebuild sections, as appropriate, with LP SmartSide Trim. Similarly, any crown molding will be repaired or replaced, per the original design, once the extent of the need is known. This will likely be done using wood crown.

Photos of the architectural components are provided below:





Overall, the goal would be to restore the architectural design to as it was.

Front Porch

The front porch appears to be original in design, but is structurally compromised. In addition, we doubt that the cast concrete steps are original to the property.



We would repair, reinforce and reinforce the porch per its current design, shoring up, reinforcing and replacing posts, rails and spindles as necessary. We would replace the current flooring with appropriate 5/4 tongue and groove cedar or redwood porch decking decking material. We would remove the cast concrete stairs and replace with wooden stairs.

In all cases we would follow Historic Commission standards in terms of stair design, and would construct in accordance with specified building materials as specified on the commission web site.

Our intent is that the stair design be similar per Historic District standards as completed at 723 McCourtie:



Rear Steps

The concrete steps in back are certainly not original to the home.



Our plan is to add a 5x5 foot entry platform with steps, per Historic District standards, again as we did at 723 McCourtie:

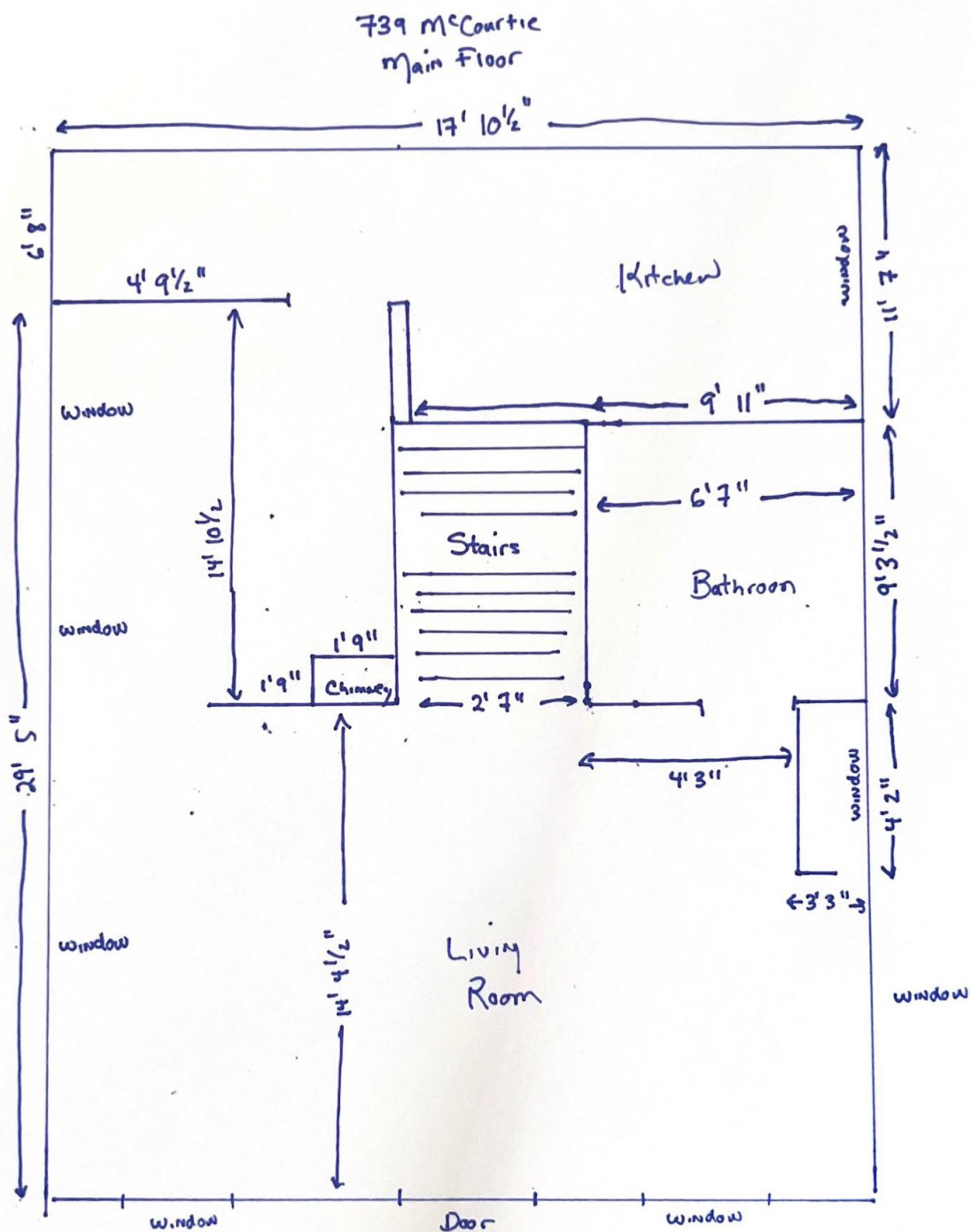


As per the front porch and stairs, we would build in accordance with Historic standards regarding appropriate building materials.

Interior – Main Floor

We recognize that many of the historic standards relate to the exterior of the building. However, as we will be updating the main floor plan, there are some issues with window relocation, resizing and replacement that merit floor plan discussion. Our intent is to reuse and refurbish existing historic windows where appropriate, though we believe there are some instances that merit new wooden windows.

Broadly, the plan for the interior of the home is to remove the existing bathroom on the west side of the house and to build two bathrooms on the east side. The current interior layout is provided below:



Specific changes to this floor plan are as follows:

- **Build 2 full bathrooms (approximately 7' x 9' each) in the current "dining room" space on the east side of the house** - One bath will enter from the living room; the second,

from the kitchen. The current bathroom on the west side will be removed and will be replaced by a pass-thru to the kitchen. In this pass-thru there will be a built-in pantry and coat closet.

- **Move, restore and reinstall 2 original windows from east side of house (1) to kitchen area and (2) to original coat closet (replacing small coat closet window)** - Since it is not optimal for the bathrooms on the east side of the house to have full-length windows, we would repurpose these original windows to take advantage of natural light in the house.

Coat Closet Window (Current)



Coat Closet Window to be Removed



Kitchen Space for Relocated Window



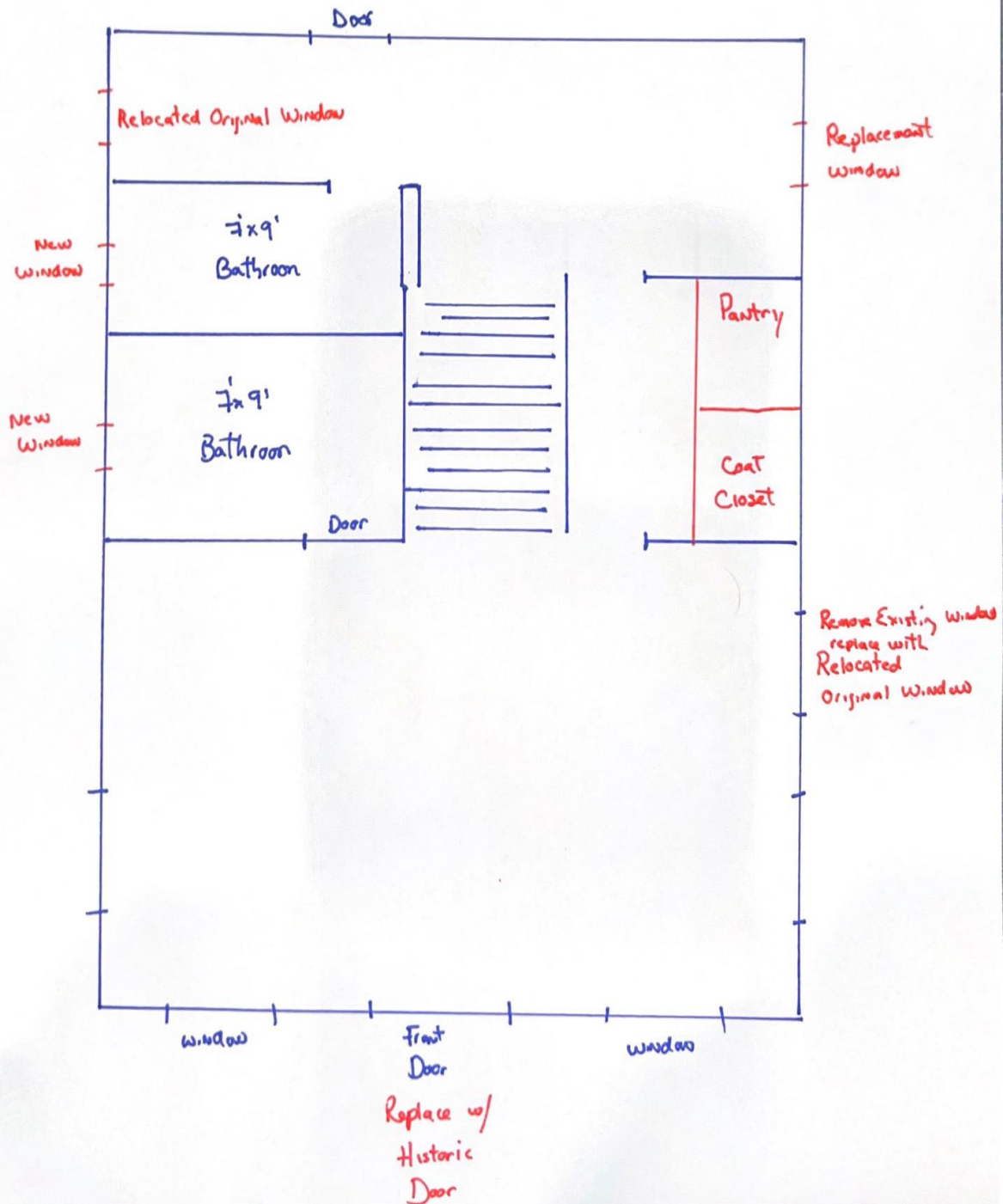
- **Install single new wooden bathroom window in each of the 2 new bathrooms** - We seek to use a suitable double hung window sized per bathroom requirements, to allow for sufficient natural light while maintaining privacy.
- **Rebuild/refresh 2 front-facing original main windows and north-most windows on east and west side** - For the large living room windows, our goal would be to rebuild and reuse these historic windows. Unfortunately, most of these windows will need new glass in addition to significant renovation work. Most of the windows on the main floor have been partially boarded up with OSB, but have still been exposed to the elements over time.
- **Replace current non-original front door with historic door; remove current double sliding door on back and replace with single door from front** - As we did at 723 McCourtie, we will find a suitable historic door at The Heritage company to replace the existing front door.
- **Replace non-original kitchen window with new wooden window** - Replace the kitchen casement window with a more appropriate wooden double-hung window.

Existing Kitchen Window



An updated main floor plan is provided on the following page:

739 McCurtie
Redesigned Main Floor



Upstairs

In the upstairs of the home, we believe there are only 2 relevant changes from a Historic Commission perspective:

- **Replace non-original front bedroom window** - we would seek to replace the current vinyl window with new period-appropriate wooden window. We would intend the size and location of the window to remain unchanged.



- **Replace 2 non-original rear-facing windows with a single egress-appropriate wooden window** - There are two vinyl windows in the back of the home. Neither meet the standards of minimum opening width (20 in.), minimum opening height of opening (24 in.) and minimum net clear opening (5.7 sq. ft.). We will replace these 2 windows with a single window, per the front of the house.

Rear Windows



We look forward to discussing these plans with you and to beginning the renovation of 739 McCourtie.

If you have any questions in advance of or subsequent to the August 20 meeting date, please feel free to contact me.

Peter Barnard
773.575.0813
psbarnard@me.com



Historic District Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic District Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: August 20, 2024

SUBJECT: 4. 207 W Vine St - Alteration (Remove door from rear of property, install on east porch) PPZ24-0027

PROPOSED WORK:

From the Description of Work Supplied by the Applicant: Relocate rear door to the side porch on the east side of the house. Board up and seal the opening of the rear door.

EVALUATION:

Project Details

Removal of a rear (south) door. The opening from the door will be boarded over and sealed. The door will be placed on an existing porch on the east side of the property.

Applicable Criteria

Secretary of the Interior's Standards for Rehabilitation

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.
The removal of the rear door (including the boarding and sealing) will not destroy features that characterize the property, because the door is on a secondary facade and is not an example of a door that is characteristic of the Queen Anne style.

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.
The installation of the door on the east side will not destroy historic materials that characterize the property, as there was likely a door leading to the east porch at some point.

Local Historic District Standards and Guidelines

While there are no Local standards or guidelines that specifically address the removal of doors, there is a section about converting doors to windows. This section addresses the fact that siding over the opening should appropriately mix with the surrounding siding.

Discussion

The rear (south) door on the property is not character defining, and it is on a secondary facade. The removal of the door will not adversely effect the property. Installing the door on the east porch will not have an adverse effect.

POTENTIAL ACTIONS:

1. The proposed work complies with the Secretary of the Interior standards 2 and 9. **Action: Motion to approve a Certificate of Appropriateness for the work as described in the application.**
2. More information is needed. **Action: Motion to postpone until the HDC meeting on 15 October 2024 and direct the applicant to provide the requested materials and information to the Historic Preservation Coordinator by noon on 8 October 2024.**
3. Denial of the application. **Action: Motion to deny the application based on Secretary of the Interior Standards 2 and 4.**



Community Planning and Economic Development
Historic District Commission
245 N. Rose Street
Kalamazoo, MI 49007
Telephone: (269) 337-8804; FAX (269) 337-8513
PenaL@kalamazoo-city.org

APPLICATION FOR PROJECT REVIEW – Historic District Commission Hearing

COMPLETE Applications for review at the Historic District Commission meeting including payment of the \$85 hearing fee must be received by NOON on the 2nd Tuesday of the month- the meeting is on the 3rd Tuesday of the month.

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 207 W Vine

Historic District: ☒ South/Vine ☐ Stuart ☐ West Main Hill ☐ Rose Place ☐ Haymarket

Applicant: Austin Sroczyński

Owner: "

Mailing Add: PO Box 82

Mailing Add: _____

City State & Zip: Nazareth MI 49074

City, State Zip: _____

Phone: 269-615-5533

Phone: _____

Email: austinsroczyński @ gmail.com

Email: _____ @ _____

Contractor

☒ Work to be done by owner

Proposed Work: Use additional sheets to describe work if necessary

Please see additional sheets

APPLICATION CHECKLIST:

Include all these items are in your submission. Incomplete applications will be held until the next review hearing.

- ☐ Drawings 11x17 or smaller with dimensions
- ☐ Materials list
- ☐ Site plan including north arrow
- ☐ Other:
- ☐ \$85 for HDC hearing & review fee – must be paid in advance to be placed on agenda – include WITH application – Check payable to: City of Kalamazoo

(_____) This property has at least one working smoke detector for each dwelling unit.

(Owner or applicant's initials) (Required) * see back

Applicant's Signature: _____ Date: 8/12/2024

Owner's Signature: _____ Date: 8/12/2024

(if different)

-For Historic Preservation Coordinator's Use Only-

Case Number: PPZ- 24-0027

Date Received*: 08/12/2024

Zoning RM-36 Year built 1907

Complete application Yes

Owned since 06/04/2021

COMMISSION

Meeting Date 08/20/2024

Hearing fee paid \$85

Check # _____

COMMENTS _____

Approve in Concept Date _____ Letter mailed _____

FINAL ACTION

☐ Approve ☐ Site Visit ☐ Approve w/Conditions ☐ Deny ☐ Postpone ☐ Withdrawn

ACTION DATE _____

Certificate of Appropriateness Issued _____

Notice of Denial with appeals information _____

Notice to Proceed _____ Comments _____

Revised November 22, 2019

APPLICATION FOR PROJECT REVIEW – Historic District Commission Hearing

COMPLETE Applications for review at the Historic District Commission meeting including payment of the \$85 hearing fee must be received by NOON on the 2nd Tuesday of the month- the meeting is on the 3rd Tuesday of the month. Incomplete applications will be postponed until the next meeting.

Filling out the application – instructions and tips – PLEASE PRINT.

Property address: street address of the property where the work will be done

Applicant: Owner or the owner's contractor.

Mailing Address: Applicant's address

City, State & Zip:

Phone: Specify home or work

Email

Historic district: Stuart, South Street/Vine Area, Haymarket, West Main Hill or Rose Place

Owner: Legal owner of property

Mailing Address: Owner's address

City, State & Zip:

Phone: Specify home or work

Email

Name of the contractor if this project requires a building permit Or indicate ☐ work done by owner

Proposed Work: What work do you plan to do? Please be as specific as possible including a complete description of the part of the structure where work will be done.

Example #1: Rather than "Build new garage"

Say "Build new two car garage near northeast corner of lot, wooden frame with clapboard siding, paneled metal overhead door, service door on the north side and one window at the rear. "

Example #2: Instead of "New front door"

Say "Install a new wooden front door to fit original opening in width and height, to replace the existing metal paneled door. See drawing/photo for appearance" Specify the measurements of the width and height of the original opening. Include a storm door if that is part of the project

For more complex projects, please include as many **continuation or illustration sheets** as you need to present a clear picture to the commission of your proposed work.

- Drawings – black or blue black ink on white paper. Electronic submissions are encouraged. Drawings should include dimensions of the existing part of the building and the proposed work.
- You need submit only one set of drawings; city staff will make the necessary copies.
- Use the checklist to be sure you have supplied all the important information.
- For new construction) exterior stairs, new garage, reconstructing a porch, etc) a site plan WITH a north arrow is required.

*() This property has at least one working smoke detector for each dwelling unit. Please initial to verify at least one working smoke detector in each dwelling unit. This is REQUIRED by state law or the application will be considered incomplete.

PHOTOS: The historic preservation coordinator is responsible for taking photographs of the proposed work and the structure. If you wish to take additional photos, one set is usually adequate for the commissioners to examine. You may also bring photos on a USB drive to share with the commission.

Emergency repairs: If damage occurs to a structure in a historic district, which requires emergency repairs, steps may be taken to secure the structure without the approval of the commission or the coordinator. Cover damaged windows or holes in a roof with tarps or wood to prevent further damage. Support dangling or loose elements or remove and store them. Notify the Coordinator of the damage to the structure on the first weekday available after the damage occurs and the coordinator will visit the structure as well as arranging a site visit by commission members to approve repairs if necessary. **THIS WILL BE DONE AS QUICKLY AS POSSIBLE IN ORDER TO FACILITATE REPAIRS OF THE STRUCTURE IN A TIMELY MANNER.**

If you have questions about completing this application for project review, please call the Historic Preservation Coordinator at: (269) 337-8804 or by email at Penal@kalamazoo-city.org

Functional Door Upgrade -

The house is currently a duplex, and we plan to maintain this layout in the finished product. Presently, there is a back door that has been boarded up from the inside, located within a bedroom closet in the current design. This arrangement is impractical, so we propose relocating the door to the side porch on the east side of the house to enhance both functionality and historical accuracy.

In Picture 1, you can see the door we intend to board up and seal. Picture 2 shows the old porch where the previous owner boarded up the door on the side of the house. We suspect that this side porch was originally an entrance to the lower level of the house, and the removal of the door may have overlooked its historical significance.

Our plan is to repurpose the door from Picture 1 and install it in the porch as shown in Pictures 2 and 3. Without this modification, repairing the porch and rebuilding the steps would lead to a very small and impractical space. Picture 4 illustrates the current layout, highlighting how the door opens directly into a bedroom.

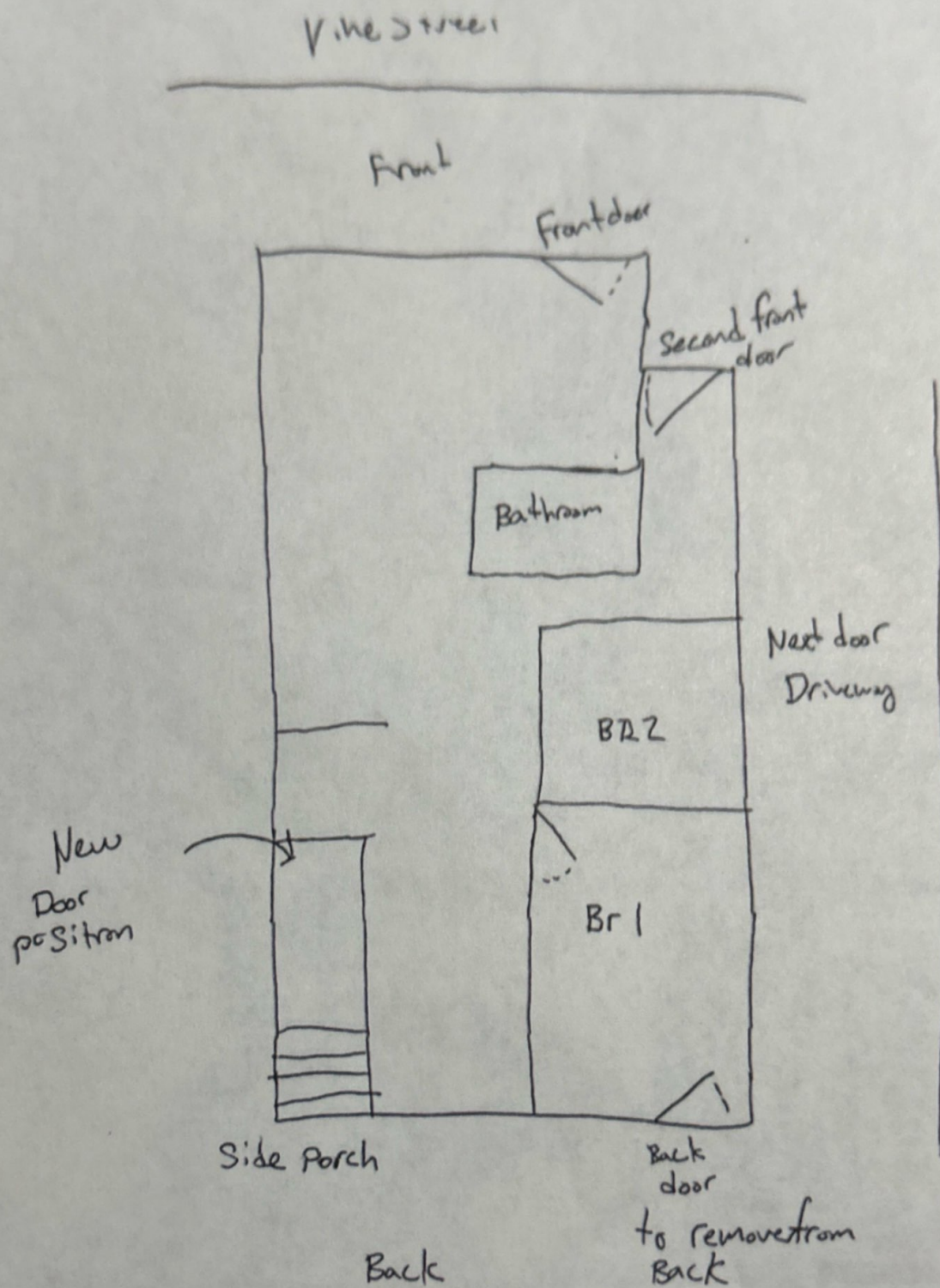
MATERIALS

1. Reuse old door from the back of the house.
2. Use Cedar siding around the door with cedar door trim









Board, Commission, or Committee Application

Submitted on	18 July 2024, 10:33AM
Receipt number	243
Related form version	18

Applicant Information

Full Name	Kate Boertman
Home Address	[REDACTED]
Are you a City of Kalamazoo resident?	Yes
Phone Number	[REDACTED]
Email Address	[REDACTED]
Occupation	Digital Marketing
Employer	Stryker
Employer Address	[REDACTED]

Board or Commission

Which Board or Commission are you applying for?	Historic District Commission (DC)
What experience, education, community activities, etc. do you think should be considered for your appointment to this board or commission?	I bring a wealth of experience, education, and community involvement that make me a strong candidate for the Historic District Commission. With an MBA and 25 years of professional experience in marketing, I have honed my strategic thinking, communication, and project management skills. My passion for mid-century architecture drives my commitment to preserving our historic environments. I manage the Wnche Tny Art Gallery, a community art project that fosters local engagement and appreciation for the arts. Additionally, my volunteer work with the YWCA, where I helped repair houses, demonstrates my hands-on involvement in community development and preservation efforts. Having lived in Kalamazoo for a most five years, I have a deep understanding of the local community and its unique heritage. Moreover,

as a parent with a child attending Kalamazoo Public Schools, I am invested in the future of our city and its cultural legacy.

These experiences collectively equip me with the knowledge, dedication, and community-focused mindset necessary for a role on the District Commission.

Are there any reasons you may have a conflict of interest if you were appointed to this board or commission? If so, please explain.	I don't expect any conflicts of interest if I was appointed to the DC.
Are you currently serving as an appointee to any other City of Kalamazoo board or commission? If so, which one(s)?	No.

References

Reference 1 Full Name	Ju a Kroeze
Reference 1 Address	[REDACTED]
Reference 1 Phone Number	[REDACTED]
Reference 2 Full Name	Nate Loehrke
Reference 2 Address	[REDACTED]
Reference 2 Phone Number	[REDACTED]

Supporting Documents

[KBoertman_resume_2023__DC.pdf](#)

Optional Demographic Information

Gender	Female
Race	White
Ethnicity	Non-Hispanic or Latino
Year of Birth	1975
Household Income	More than \$61,921 (More than 80% median family income)
Disability Status	No disability
Employment	Full-time
Education	Post-graduate degree

How did you learn about this opportunity to serve on a board or commission?

J mmy Johnson posted about open pos t ons on the ne ghborhood Facebook page.

KATIE BOERTMAN, MBA

Kalamazoo, MI

Digital marketing leader with more than 20 years of experience leading marketing functions for large organizations and startups.

AREAS OF EXPERTISE

- Digital marketing strategy
- SEO strategy & execution
- Digital advertising strategy
- Demand generation strategy
- Social media strategy
- GTM planning & execution
- Content strategy & development
- Marketing automation strategy
- Website development (CX and UX)
- CMS including AEM and WordPress
- Team leadership & development

HIGHLIGHTS OF PROFESSIONAL ACHIEVEMENTS

Associate Manager, Search and Demand Generation, Medical division, Stryker

2023 – Present

Promoted to lead all search and demand generation projects for the Medical division including Acute Care, Emergency Care, Sage Medical and Sage Home Care. Responsible for driving increased organic traffic to all web properties as well as deliver on lead and conversion goals to drive revenue growth annually.

- Drove more than 70M impressions for all paid digital advertising in the first half of 2024.
- Increased organic traffic to all Medical web properties by more than 25% YOY.
- Improved overall search visibility among MedTech competitors by 30% YOY.
- Responsible for generating leads that drove more than \$10M in revenue for one product category (\$30M overall)

Senior Digital Communications Specialist, Emergency Care, Stryker

2020 – 2023

Hired to lead digital marketing for the Emergency Care group from strategy to execution for social media, digital advertising and website content. Responsibilities include developing digital content strategy, managing website UX and SEO, leading both paid and organic social media efforts, leading relationships with digital agencies for all digital advertising, and on-going development of monthly executive dashboard for demand generation and content performance tracking in website, email and paid advertising.

- Led global website migration and refresh to AEM platform for corporate integration.
- Developed demand generation strategy creating \$5.7M in opportunity value for the business in 2022.
- Increased overall lead generation from digital marketing efforts by 34% from 2021 to 2022.
- Drove ROAS averaging 4800% and drove \$2M+ in opportunity value for 2022 product launch.

Content Marketing Director, Mersive

2018 – 2019

Hired to create and standardize brand architecture including messaging, nomenclature, content pillars, and brand guidelines. Led global public relations and go-to-market strategy for new products and software releases. Drove corporate and executive blogs, digital advertising and lead generation, social media content, and served as subject matter expert on all content including website, email, and executive interviews.

- Created brand architecture that drove all content, messaging and product naming.
- Increased website referrals from earned content (+130%) through global PR efforts.
- Developed and standardized go-to-market planning process to ensure cross-channel alignment
- Designed automation strategies for demand generation; saw 22% increase in form conversions.

KATIE BOERTMAN, MBA

Kalamazoo, MI

Senior Manager, Digital Marketing, *Asurion*

2012 – 2018

Brought on board to spearhead Asurion's social media marketing initiatives for existing and new business programs. Drove full-scope client-branded digital marketing strategy, including the creation of digital content. Served as a digital marketing subject matter expert and advised senior executives on conversion strategies.

- Increased corporate blog visitors (+172%) and click-through rate (+375%) from 2015 to 2018.
- Boosted client-branded mobile app downloads (+25%) in 2017 for a major telecom client.
- Grew year-over-year content engagement (+52%) by developing a value-focused content strategy.

EDUCATION

Master of Business Administration (MBA) | Belmont University – Massey Graduate School of Business
Bachelor of Science (BS) in Habilitation of the Deaf | Texas Christian University



Historic District Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic District Commission
FROM: Luis Pena, Historic Preservation Coordinator
DATE: 20 August 2024
SUBJECT: Historic Preservation Coordinator's Report

Grave Stone Cleaning, 08/03/2024

A gravestone cleaning workshop was held at Mountain Home Cemetery on 3 August 2024. About 80 people attended the event. Topics covered were grave yard history, gravestone cleaning and gravestone repair.

Historic District Reviews

Review Type	Cost	Number of Reviews	Totals
Administrative, no permit	\$35	10	--
Administrative, permit	\$35	19	\$665
Hearing	\$85	19	\$1,615
		48	\$2,280

Administrative Reviews:

304 Sprague – Roof
722 S Rose – Roof
120 W Vine – Cellar door replacement
728 W Michigan – Roof
415 Ranney – Rear wall repair/adjustment
530 W Kalamazoo – Non-historic side
603 Village – Roof
614 W Lovell – Roof
402 E Michigan – Security Camera installation
726 W Willard – Roof
509 W Vine St – Sign Addition (from projecting sign project)