

Agenda

Historic District Commission

City of Kalamazoo



Tuesday, February 18, 2025

5:00 PM

City Commission Chambers at City Hall – 241 West South Street

A. CALL TO ORDER/ROLL CALL

1. 1. Kristi Breisach
2. Katie Boertman
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 17 December 2024

D. PUBLIC COMMENTS

E. APPLICATION REVIEWS

1. 1528 W Michigan - Alteration (Installation of replacement signage, removal of existing, non-contributing) PPZ25-0002
Year Built: 1961
Style: Contemporary
Historic District: West Main Hill
2. 111 Portage - Alteration (Construction of enclosed stairwell on roof) PPZ25-0001 - Postponed Application
Year Built: 1874
Style: Commercial
Historic District: Haymarket
3. 814 S Westnedge - Alteration (replace 2 windows on the south side) PPZ24-0047 Postponed Application
Year Built: 1930

Style: Commerical

Historic District: South Street - Vine Area

F. Annual Report Review

1. Annual Report Review

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, December 17th, 2024

5:00 pm

241 W. South St. Kalamazoo, MI 49007

I. Call to Order: Mr. Kastner called the meeting to order at 5:02 PM

II. Roll Call & Approval of Absences:

Eric Stucky-Absent	Katie Boertman- Present
Dana Underwood – Present	Kristi Breisach- Present
James Johnson-Present	
Dan Kastner- Present	

Motion made by Mr. Johnson to approve the absence of Mr. Stucky with a second by Ms. Breisach. All commissioners approved.

Mr. Pena read the disclaimer on record at 5:05 PM

III. Approval of Agenda: Motion made to approve the agenda by Ms. Underwood with a 2nd by Mr. Johnson. All commissioners approve.

IV. Approval of Minutes: November 19th, 2024

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

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

VI. OLD BUSINESS: None

NEW BUSINESS:

A) 530 W Kalamazoo	5:06 PM	Alteration-Front Door Replacement
Year Built: N/A		Style: Mission
		Historic District: Stuart

Mr. Andrew Gyorkos is the current owner and is wanting to renovate the property for office use that will support the arena. The front door that was installed is corroded and in rough shape. They are needing to add a vestibule and is looking to move the door to where it was originally and put in a newer version with double doors with aluminum and glass. Mr. Johnson makes a 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, 5, 9 and 10 with a second by Ms. Underwood. All commissioners approve.

B)	810 Grant	5:09 PM	Alteration- Windows after fire
	Year Built: 1875		Style: Vernacular
			Historic District: South Street-Vine Area

Mr. Scott Shepard was hired to do drywall, insulation and window replacement after a fire. During the demolition the vinyl replacement windows were removed after being broken by the fire department or burned by the fire. The glass had been broken and the frame had melted. The bottom unit has the same type of windows. A permit was pulled many years for the windows, but the permit was never finalized. They are looking to put in the same style Pella windows. Currently there is only a rough opening and is looking to match as closely as possible to the lower unit. Mr. Johnson wants to comment that this is a unique case as normally vinyl windows are not part of the historic standards but since they are replacing what was there previously and not historic materials. Ms. Boertman makes a 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, 6, 9 and 10 with a second from Ms. Breisach. All commissioners approve

C)	516 Douglas	5:16 PM	Alteration-Removal of Chimney
	Year Built: 1895		Style: Queen Anne
			Historic District: Stuart

Ms. Elizabeth Houtrow is the homeowner and her partner the builder is looking to demolish the chimney in the home. It is not a wood burning fireplace, it is used for the water heater in the basement. The chimney is currently falling apart and has bad water damage, and the bricks are falling apart. The chimney is at the top of the ridge and currently has 2x4's bracing it. They are looking to remove and patch the roof. The water heater would be changed to an electric water heater. Mr. Kastner believes that when the water heater was installed that a liner was never put in. The home was just purchased by the homeowner and wants to make the upstairs be a rental but is currently not safe to be upstairs. The chimney is not visible from the road and is more towards the back of the property. The homeowner did reach out to a chimney company to have the chimney assessed. Ms. Breisach 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 5 with a second by Mr. Johnson. All commissioners approve.

**D) 432 S Westnedge
Year Built: 1865**

5:23 PM

Demolition

**Style: Vernacular
Historic District: South St-Vine
Area**

The homeowner purchased the home 20 years ago. They had been working on renovating the home with new flooring to get it ready for renters to move back in. They were working on selling the home on land contract, but the home was burned by the serial arsonist. The front of the house doesn't show much damage. Most of the back of the house was damaged and all windows were either broken from the fire or from the fire department. The homeowner was able to enter the home and was able to see outside the side of the home and the beams in the home were destroyed. They were also able to see through the stairs and ceilings and the roof had collapsed. The homeowner was looking into federal or state grants for funding to repair and has had the insurance claim be denied and has no funds to rebuild or repair. She has contacted a lawyer and a housing agency regarding the claim being denied. Mr. Johnson makes a motion to approve a Notice to Proceed for the work as described in the application, the proposed work complies with the Notice to Proceed Criteria A and C with a second by Ms. Underwood. All commissioners approve.

If property is sold will need to come back to the commission to review.

**E) 814 S Westnedge
Year Built: 1930**

**Alteration- Replace windows
Style: Commercial
Historic District: South Street-
Vine Area**

No applicant is present. Unsure if applicant wanted to withdraw application so the commission will still review the application. The applicant is looking to replace two windows. The commission would like more information regarding the project. Ms. Boertman makes motion to postpone until the HDC meeting on January 21, 2025, and direct the applicant to provide the requested materials and information to the Historic Preservation Coordinator by noon on 14 January 2025. The information that is being requested is the size of the existing openings, current condition, dimensions, wood windows, to match the other windows in the home, and where the windows are located with a second by Ms. Underwood. All commissioners approve to postpone.

VII. Action Items

- Approval of 2025 HDC Meeting Schedule- Formality for clerk's office. All commissioners approve.

VIII. Coordinator's Report

- Coordinator's Report review. 99 total applications so far this year.

IX. Adjournment

Mr. Kastner adjourned at 5:53 PM.

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: February 18, 2025

SUBJECT: 1. 1528 W Michigan - Alteration (Installation of replacement signage, removal of existing, non-contributing) PPZ25-0002

PROPOSED WORK:

From the Description of Work Supplied by the Applicant: Installation of replacement signage, removal of existing.

EVALUATION:

Project Details

Removal of existing projecting sign to allow for the installation of a new wall sign.

Applicable Criteria

Secretary of the Interior's Standards for Rehabilitation

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.

While the existing projecting sign is a prominent feature of the building, removal of the sign will not compromise the integrity of the existing building. The new sign will be made with modern materials, but will still be compatible with the massing, size, scale and architectural features of the existing building and the surrounding environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

The removal of the proposed sign would not impair the essential form and integrity of the historic property.

Local Historic District Standards and Guidelines

Signs and Awnings:

All proposed exterior signs in a historic district are subject to approval by the Historic District Commission and the provisions of the sign ordinance of the City of Kalamazoo. Furthermore, to ensure that the scale, shape and type of signs are consistent with the character of the historic district or site, the following sign standards shall govern:

- Signs shall not be placed so as to conceal or disfigure any architectural feature of a building. The style and size of all signs shall be visually compatible with the buildings on which they are attached.
 - *The proposed sign will not conceal or disfigure any architectural feature of the building. The style and size is visually compatible with the existing structure.*

Discussion

Because 1528 W Michigan is a non-contributing structure, the most important consideration regarding the sign installation is understanding how the proposed sign will impact the surrounding contributing buildings in the West Main Hill Historic District. The proposed sign will not detract from the historic character of the surrounding buildings, and will not adversely effect the surrounding properties in the district.

POTENTIAL ACTIONS:

1. The proposed work complies with the Secretary of the Interior standards 9 and 10. **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 18 March 2025 and direct the applicant to provide the requested materials and information to the Historic Preservation Coordinator by noon on 11 March 2025.**
3. Denial of the application. **Action: Motion to deny the application based on Secretary of the Interior Standards 9 and 10.**

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.

****(AD) 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 ferraros@kalamazooocity.org



AYASOFYA

TURKISH RESTAURANT

SITE ADDRESS

AYASOFYA Turkish Kitchen
1528 W Michigan Ave.
Kalamazoo, MI 49006

INDEX

Page 1: Cover
Page 2: Sign Location
Page 3: Int. Ill. Contour Cabinet,
Channel Letters, Drop Down
Cabinet

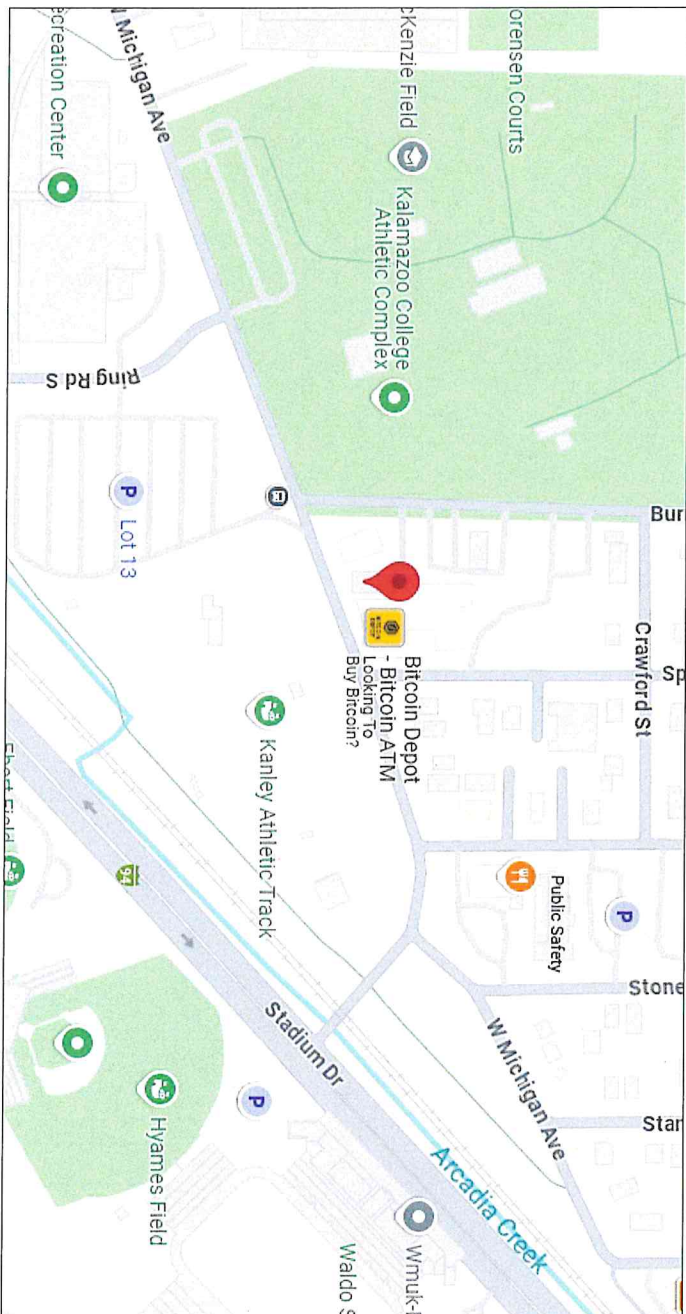
Revision 01
11/07/24

PRESENTED BY:



550 STANLEY ROAD, KANSAS CITY KS 66115 • (816) 866-7446

AYASOFLYA Turkish Kitchen
1528 W Michigan Ave.
Kalamazoo, MI 49006



MIDWEST SIGN COMPANY
 10 STANLEY RD. KANSAS CITY, KS
 (816) 866-7446

FILE NAME: AYASOFYA Turkish Kitchen 00
 DATE: 11/07/2024
 CLIENT: AYASOFYA Turkish Kitchen
 ADDRESS : 528 W. Michigan Ave., Kalamazoo, MI 49006
 ACCOUNT MANAGER: Jason Yeager

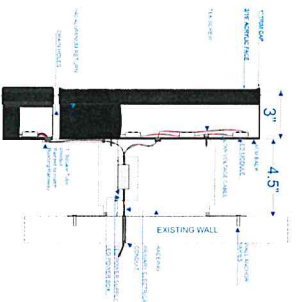
[illegible]

SCALE 3/16"=1'

Existing

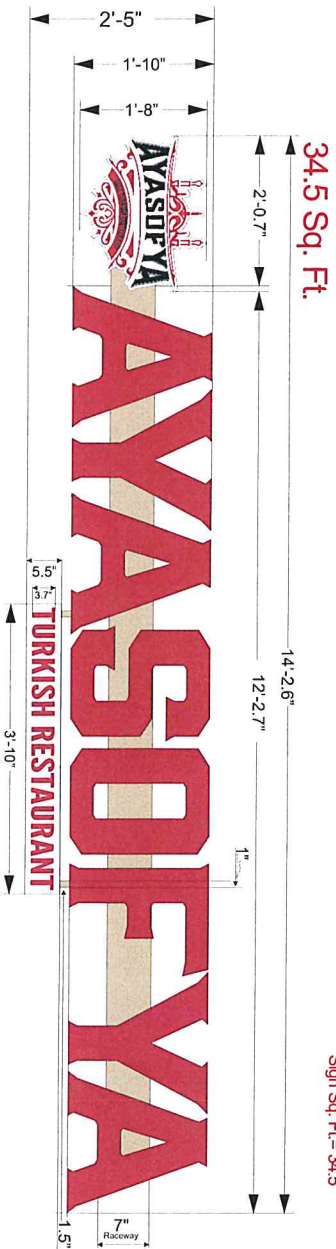


Existing black sign be removed.
Fabricate & install Internally Illuminated 3" Deep Channel Letters, Contour Cabinet, Drop Down Cabinet, mounted to a racway.
1" Black letters, 3" deep internally illuminated letters, 3/16" white acrylic faces with Red vinyl overlays.
1" Black cabinet, 3" drop down cabinet, 3/16" white acrylic face. Red, Black and Grey vinyl applied.
Contour cabinet cap, 3" deep internally illuminated cabinet, 3/16" white acrylic face. Red, Black and Grey vinyl applied.
1" Black trim cap, 3" drop down cabinet, 3/16" white acrylic face.
Drop Down cabinet cap, 3" deep internally illuminated cabinet, 3/16" white acrylic face. Red vinyl applied.
1" Black trim cap, 3" drop down cabinet, 3/16" white acrylic face.
1" Black trim cap, 3" drop down cabinet, 3/16" white acrylic face. Red vinyl applied.
Raceway / 1" square race tray supports painted to match building Color TBD
Vinyl Colors: Black, Red, Grey, TBD



2017

Building Elevation Sq Ft = 615
Sign Sq. Ft. = 34.5

[illegible]

THIS DRAWING IS THE SOLE PROPERTY OF MIDWEST SIGN COMPANY. REPRODUCTION IS PROHIBITED WITHOUT PRIOR WRITTEN CONSENT. CUSTOMER IS RESPONSIBLE TO CHECK ALL SPELLING, COLORS MAY NOT BE ACCURATE REPRESENTATIONS AND MAY APPEAR DIFFERENT FROM ACTUAL SIGN.



Historic District Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic District Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: February 18, 2025

SUBJECT: 2. 111 Portage - Alteration (Construction of enclosed stairwell on roof)

PROPOSED WORK:

From the Description of Work Supplied by the Applicant: As part of a larger project to create 11 new apartments on the 2nd and 3rd floor of the historic Peninsula building, Peregrine Company is planning to create a new, code compliant enclosed stairwell providing access from the 3rd floor to the building rooftop. Access to the rooftop is planned to be provided for tenant rooftop deck amenity, billboard and building maintenance, and emergency personnel. The new enclosed stairwell will wrap around the back of the existing elevator shaft and roof 'doghouse'. The enclosure will be wood framed with either composite or metal siding and the east and south facing walls will align with the east and south walls of the existing structure. No other changes to the exterior of the building are planned as part of this project

EVALUATION:

Project Details

Build a new enclosed stairwell on the roof to provide access to the roof. The enclosed stairwell will be at the rear (south) of the building.

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 construction of the proposed stairwell will not remove historic materials or alter features and spaces that characterize the property.

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 stairwell will not remove historic materials or alter features and spaces that characterize the property. The new work will be differentiated from the old through the use of different cladding materials (brick on the primary structure and wood or metal on the proposed stairwell). Additionally, the stairwell will be compatible with the massing, size, and scale of the primary structure. The proposed stairwell will not be highly visible.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

The proposed stairwell could be removed in the future without impairing the essential form and integrity of the historic property.

Local Historic District Standards and Guidelines

Size of Resource

- Height should generally be lower than the primary building.
 - *The stairwell will be located on the roof of the primary building. It is not taller than the primary building.*
- The addition should generally be narrower than the primary structure.
 - *The proposed addition is narrower than the primary structure.*

Relationship to Street

- The addition should be located behind the rear wall of the building or the side building line on a corner lot.
 - *The addition will be at the rear of the primary building, but located on the roof.*

Roof Forms

- Shall be consistent with the pitch of the roof of the primary resource as closely as possible or be appropriate to the style. For example, a front gable house could have a shed roofed or hipped addition if the roof pitch was correct.
 - *The proposed stairwell will have a flat roof, like the roof on the primary building.*

Proportion of Openings

- Both the size of new openings and their position and frequency on the building addition should relate to the primary structure.
- Ratio of window area to solid wall for the facade as a whole.

The proposed stairwell will not have windows

Materials

- While materials should be selected to complement the primary structure, including the use of identical materials, the use of alternate materials may be considered, especially when the addition is removed from the public right of way.
 - *The applicant is proposing two options for cladding, metal or wood. The stairwell will be largely removed from the right of way. Wood or metal would compliment the cladding (brick) of the primary structure.*

Discussion

The proposed enclosed stairwell will not adversely effect the historic character of the existing

primary building. The stairwell is much smaller than the existing structure and will not be highly visible from the street.

POTENTIAL ACTIONS:

1. The proposed work complies with the Secretary of the Interior standards 2, 9 and 10. **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 18 March 2025 and direct the applicant to provide the requested materials and information to the Historic Preservation Coordinator by noon on 11 March 2025.**
3. Denial of the application. **Action: Motion to deny the application based on Secretary of the Interior Standards 2,9 and 10.**



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: 111 S Portage / 200 E Michigan Ave

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

Applicant: Ryan Burns

Owner: Peregrine Company

Mailing Add: 336 S Kalamazoo Mall #702

Mailing Add: Same

City State & Zip: Kalamazoo, MI 49007

City, State Zip: _____

Phone: 269-226-6336

Phone: _____

Email: ryan @ peregrinecompany.com

Email: _____ @ _____

Contractor AGC

☐ Work to be done by owner

Proposed Work: Use additional sheets to describe work if necessary

See attached description.

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

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

Applicant's Signature: Ryan Burns Date: 1/17/2025

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- _____

Date Received*: _____

Zoning _____ Year built _____

Complete application _____

Owned since _____

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 _____

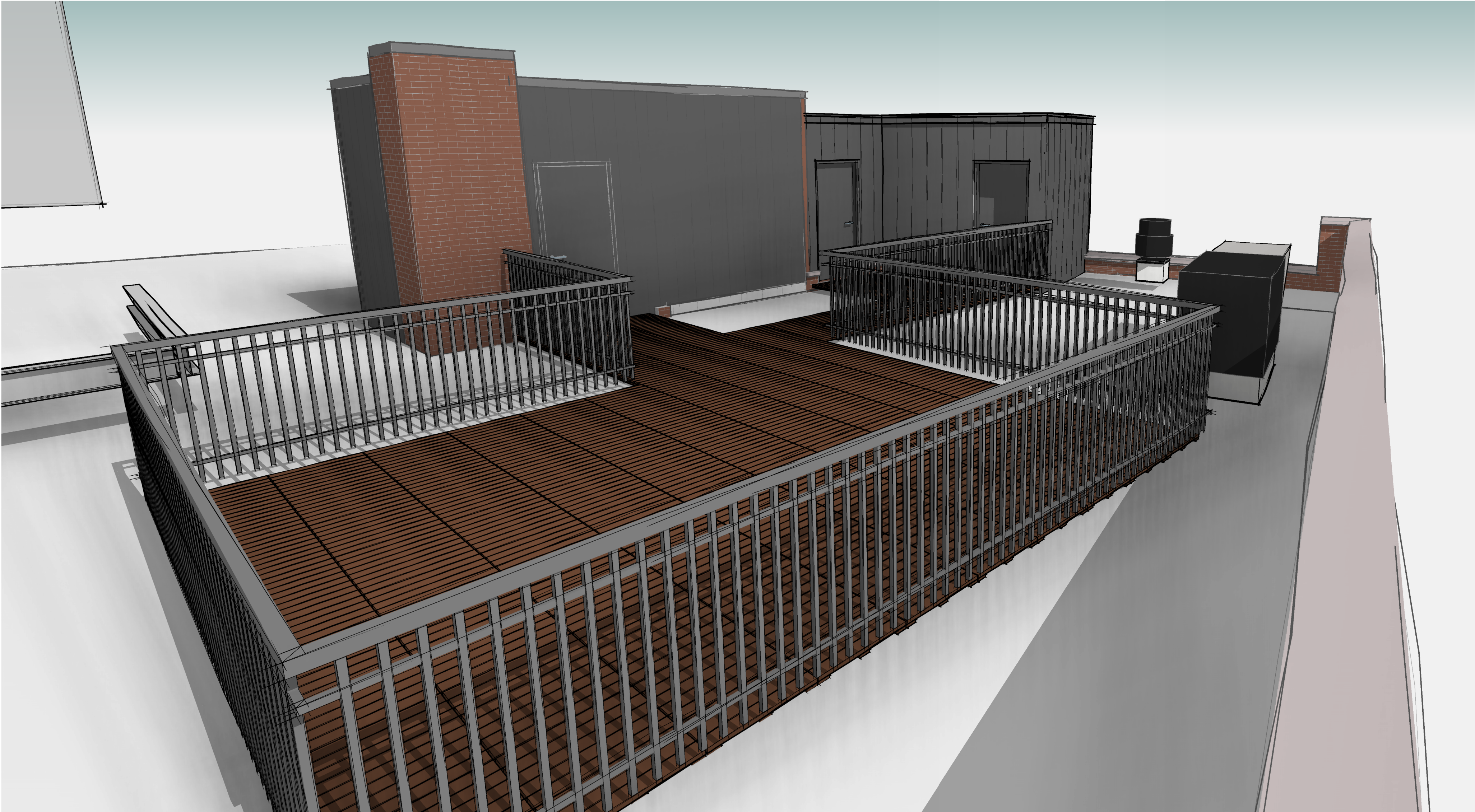
Revised November 22, 2019

Peregrine Peninsula Project Description:

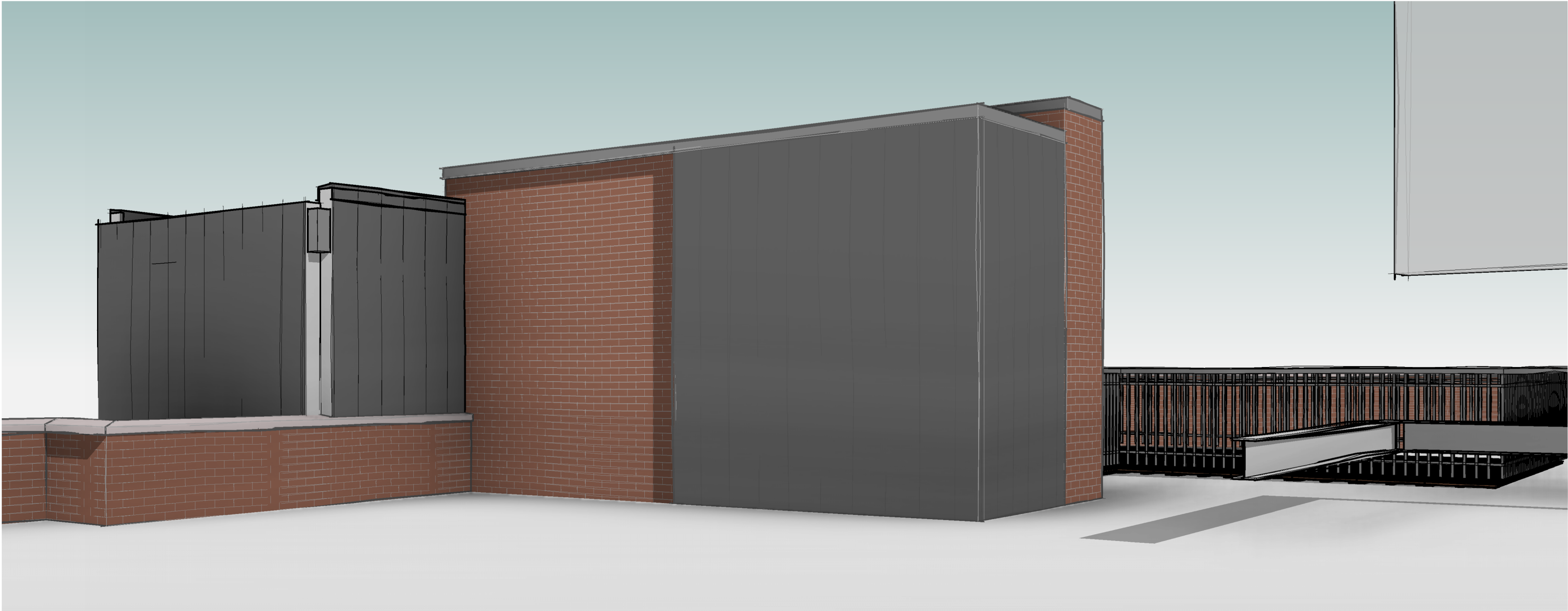
As part of a larger project to create 11 new apartments on the 2nd and 3rd floor of the historic Peninsula building, Peregrine Company is planning to create a new, code compliant enclosed stairwell providing access from the 3rd floor to the building rooftop. Access to the rooftop is planned to be provided for tenant rooftop deck amenity, billboard and building maintenance, and emergency personnel. The new enclosed stairwell will wrap around the back of the existing elevator shaft and roof 'doghouse'. The enclosure will be wood framed with either composite or metal siding and the east and south facing walls will align with the east and south walls of the existing structure. The enclosure will house a steel stairwell and will have compliant fire suppression. No other changes to the exterior of the building are planned as part of this project.



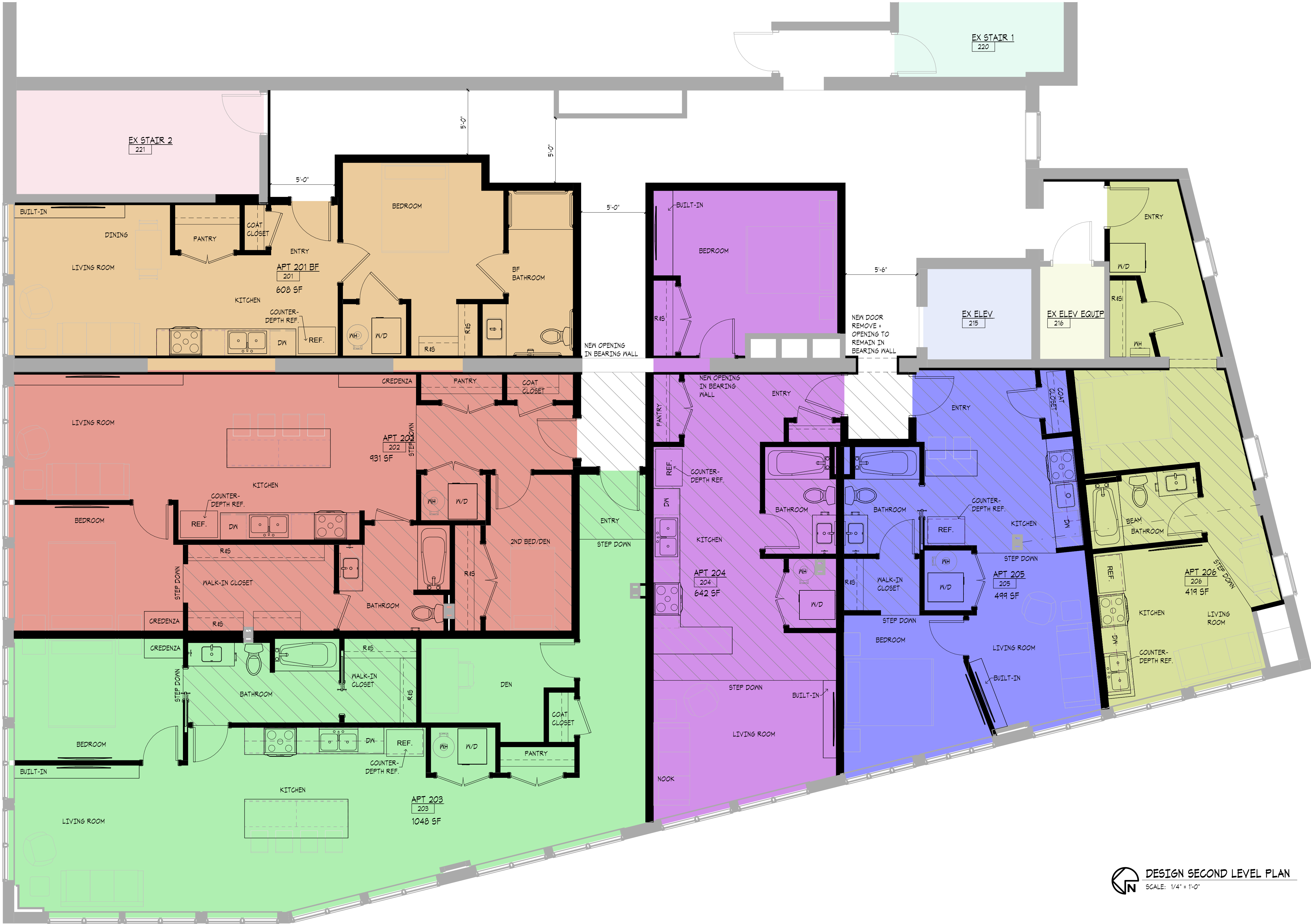
3D View - Southwest View From Alley



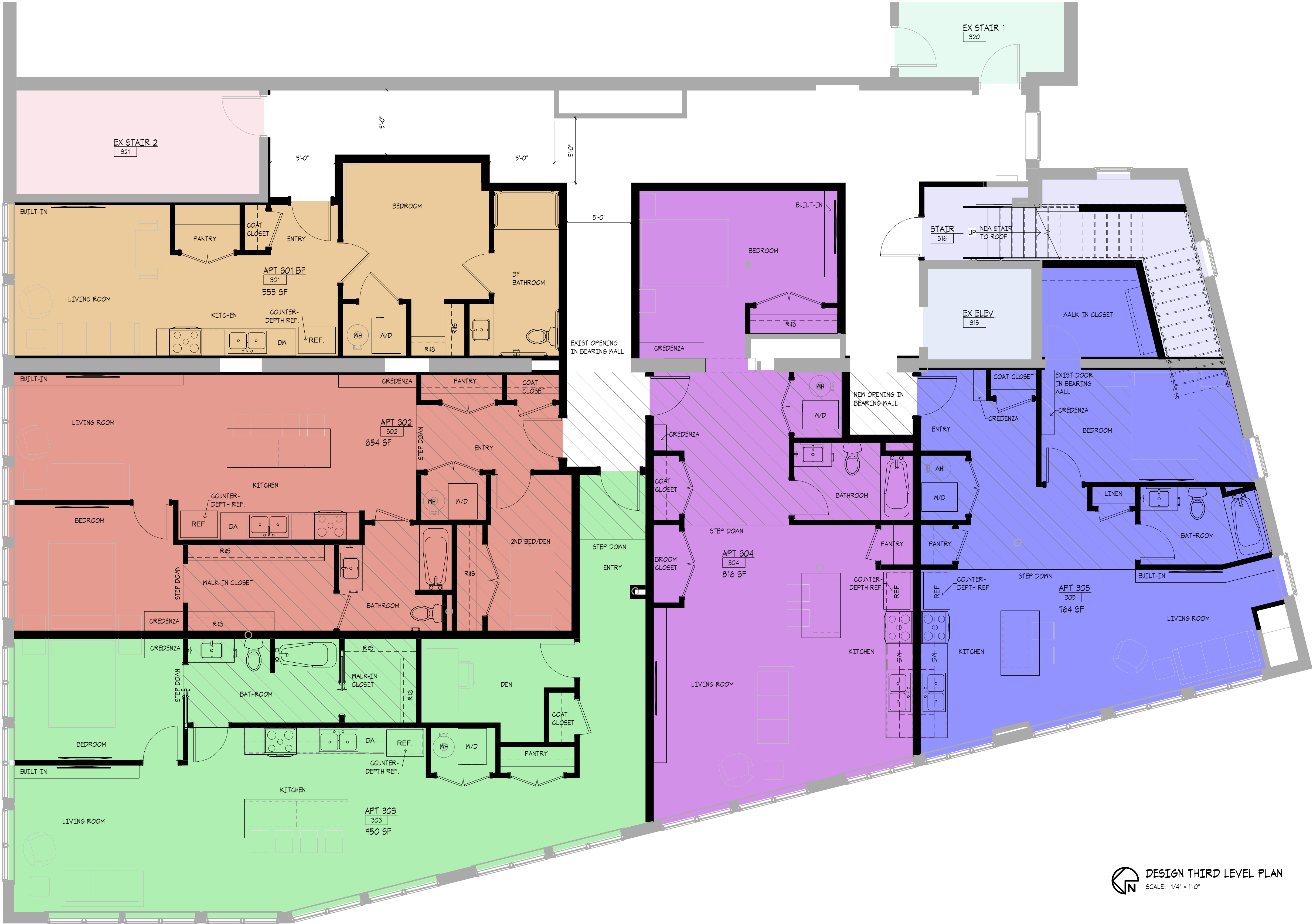
3D View - Northeast View From Roof



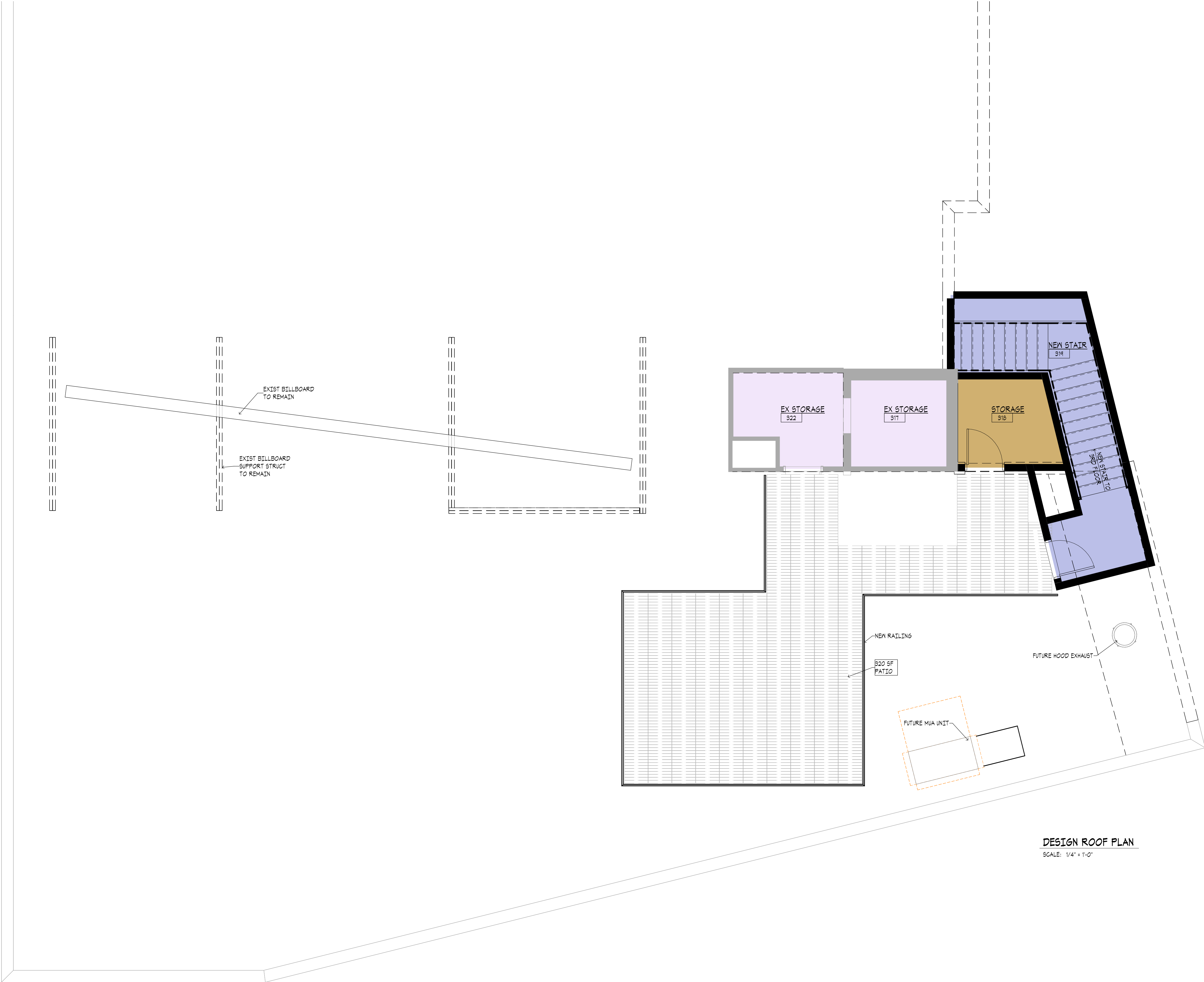
3D View - Northwest View from Roof

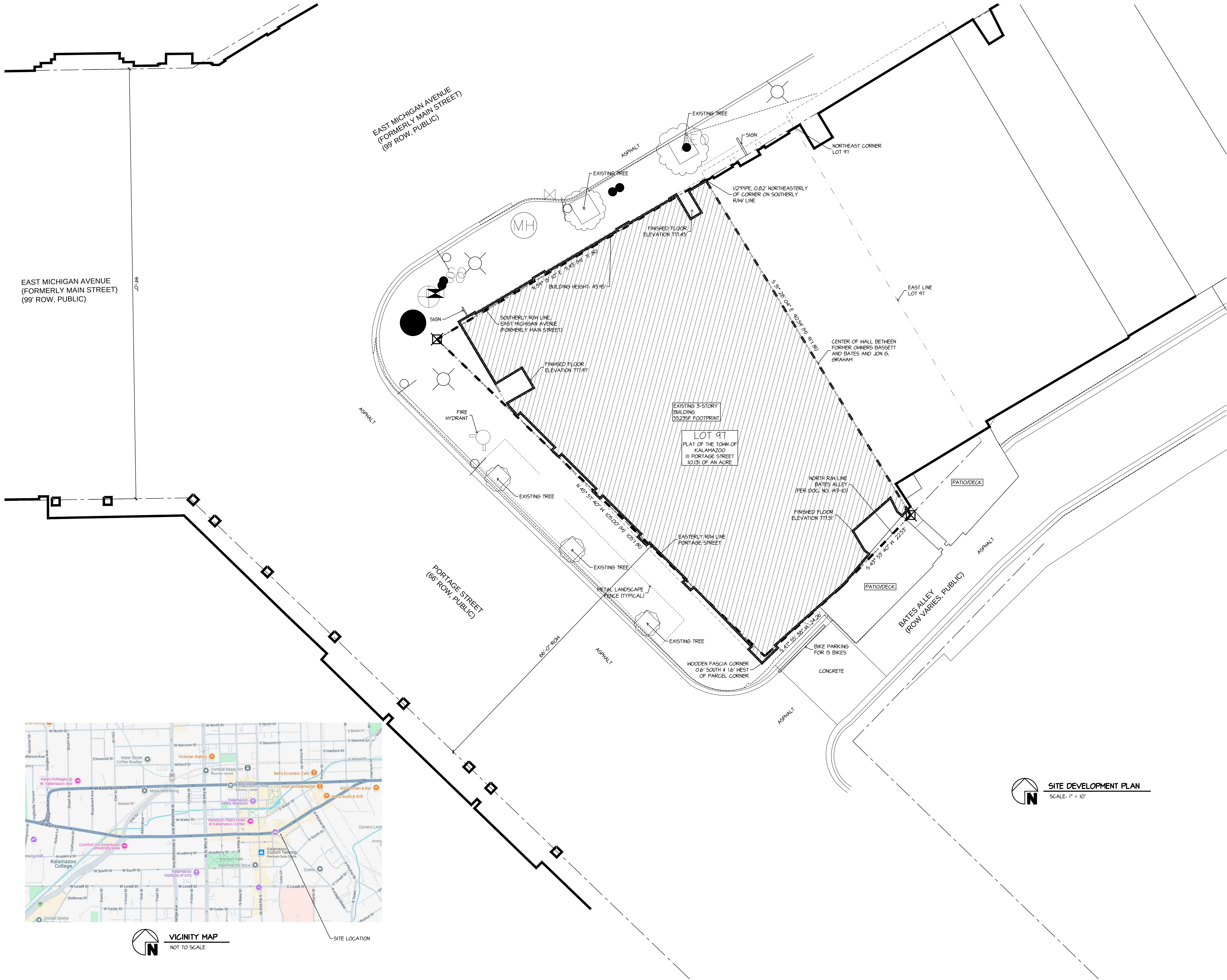


DESIGN SECOND LEVEL PLAN
SCALE: 1/4" = 1'-0"



DESIGN THIRD LEVEL PLAN
SCALE: 1/4" = 1'-0"





- SITE INFORMATION**
1. PARCEL ADDRESS: III PORTAGE STREET KALAMAZOO, MI 49007 PIN: 06-15-318-041
 2. OWNER: PEREGRINE PENINSULA LLC 336 S KALAMAZOO MALL SUITE #102 KALAMAZOO, MI 49007
 3. ARCHITECT: BOSCH ARCHITECTURE 8085 VINEYARD PARKWAY KALAMAZOO, MI 49009 (269) 351-5151
 4. SURVEY: HIGHTMAN
 5. ZONING: D1 DOWNTOWN
 4. PROPOSED LAND USE: RESIDENTIAL & RESTAURANT
 5. TOTAL SITE AREA: 5,731 SF
 6. LAND USE PERCENT (%): OPEN: 0% BUILD: 96.4% PAVEMENT: 3.6%
 7. BUILDING TYPE(S): 5,523 SF EXISTING BUILDING
 8. MAXIMUM BUILDING HEIGHT: NO MAXIMUM 46' ACTUAL
 4. REQUIRED PARKING: NO VEHICLE PARKING REQUIRED
BIKE PARKING:
1 PER 5 RESIDENTIAL UNITS
1 PER 15 OCCUPANTS IN RESTAURANT USE
RESIDENTIAL UNITS: 11 UNITS
RESTAURANT OCCUPANCY: 195 OCCUPANTS
NO AVAILABLE LAND ON SITE FOR BIKE PARKING, CONSULT WITH CITY ON PREFERRED LOCATION.
 10. LANDSCAPING: NONE
 11. LEGAL DESCRIPTION: SEE THIS SHEET
 12. OCC. CLASSIFICATION: A - ASSEMBLY R-2 RESIDENTIAL
 13. CONSTRUCTION TYPE: 5B
 14. BUILDING WILL BE FULLY SUPPRESSED.
 15. ROOFTOP DECK WILL BE CONSTRUCTED OF NONCOMBUSTIBLE MATERIALS, PROVIDE A "NO SMOKING" SIGN AT ROOFTOP
 16. A STANDPIPE WILL BE REQUIRED IN THE SOUTH STAIRWAY FOR FIRE SUPPRESSION NEEDS.
 17. ALL DWELLING UNITS WILL HAVE ACCESS TO TWO MEANS OF EGRESS
 18. NO CHANGES TO THE WATER METERING ARE PROPOSED.
 19. ELEVATOR SHAFT AND MAIN UNIT ARE EXISTING, ELEVATOR WILL BE REBUILT UTILIZING THESE EXISTING COMPONENTS. ALL WORK WILL BE PERMITTED WITH THE STATE ELEVATOR RULES, ELEVATOR DOES NOT TRAVEL TO THE BASEMENT LEVEL.
 20. EXISTING FLOOR DRAINS ARE PRESENT IN THE BASEMENT AND ALL DRAIN TO THE EXISTING SANITARY SYSTEM

APPROPRIATE PERMITS TO BE OBTAINED FROM THE CITY OF KALAMAZOO.

AN EMERGENCY KNOX BOX FOR FIRE DEPARTMENT ACCESS WILL BE PROVIDED IF REQUIRED. KNOX BOX LOCATION TO BE DETERMINED UPON SUBMITTAL OF BUILDING PLANS, IF REQUIRED.

A FIREFIGHTER RIGHT-TO-KNOW AND HAZARDOUS MATERIALS RIGHT TO KNOW FORMS TO BE SUBMITTED PRIOR TO ISSUANCE OF A BUILDING PERMIT, IF REQUIRED.

PROVIDE ADDRESS NUMBERS ON THE BUILDING TO MEET CITY OF KALAMAZOO SPECIFICATIONS

NO FACADE CHANGES ARE PLANNED FOR THE BUILDING

A NEW STAIRWAY TO THE ROOF WILL BE CONSTRUCTED AS PART OF THIS REVIEW, PLEASE SEE BUILDING PLANS

ALL EXISTING UTILITIES ARE LOCATED IN THE BASEMENT OF THE BUILDING, WE ARE CURRENTLY WORKING WITH UTILITY COMPANIES ON UPDATED LOCATIONS, IF NECESSARY.

EACH APARTMENT WILL HAVE ITS OWN ELECTRICAL AND WATER METER, NO GAS LINES WILL BE RUN TO THE APARTMENTS.

LEGAL DESCRIPTION:
COMMENCING ON THE SOUTHERLY LINE OF MAIN STREET IN THE CITY OF KALAMAZOO, TWENTY-FOUR FEET WESTERLY FROM THE NORTHEAST CORNER OF LOT NINETY-SEVEN, PLAT OF THE TOWN OF KALAMAZOO, THENCE WESTERLY ON THE SOUTHERLY LINE OF MAIN STREET SEVENTY-ONE FEET TO PORTAGE STREET, THENCE SOUTHERLY ON THE EASTERLY LINE OF PORTAGE STREET ABOUT ONE HUNDRED FIVE FEET TO AN ALLEY, THENCE EASTERLY ON THE NORTH LINE OF SAID ALLEY ABOUT FORTY-SEVEN AND ONE-HALF FEET TO THE CENTER OF WALL BETWEEN THE BUILDINGS FORMERLY OWNED BY BASSETT AND BATES AND JON G. GRAHAM, AND THENCE NORTHERLY THROUGH THE CENTER OF SAID WALL ABOUT NINETY-ONE FEET TO THE PLACE OF BEGINNING.

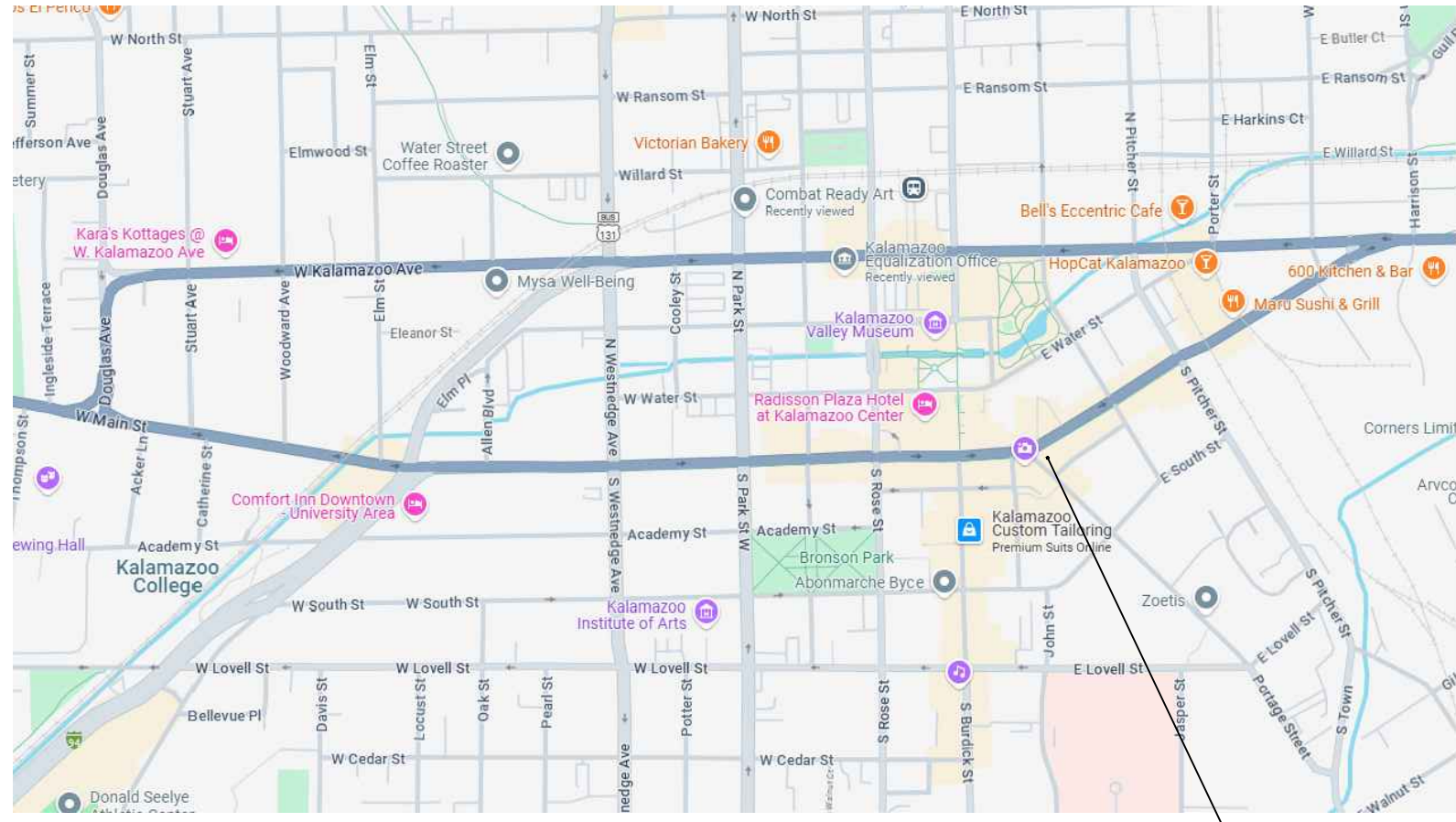
SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD, OR OTHERWISE.

SUBJECT TO ANY FACTS THAT MAY BE DISCLOSED IN A FULL AND ACCURATE TITLE SEARCH.

SUBJECT TO THE RIGHTS OF THE PUBLIC AND OF ANY GOVERNMENTAL UNIT IN ANY PART THEREOF TAKEN, USED, OR DEEDED FOR STREET, ROAD, OR HIGHWAY PURPOSES.

BEARINGS ARE RELATED TO THE MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE. THE RELATIVE POSITIONAL PRECISION OF EACH CORNER IS WITHIN THE LIMITS ACCEPTED BY THE PRACTICE OF PROFESSIONAL SURVEYING IN MICHIGAN.

SITE DEVELOPMENT PLAN
SCALE: 1" = 10'



VICINITY MAP
NOT TO SCALE

200 E. Michigan Avenue

200 E. Michigan Avenue, Kalamazoo, MI 49007

2024.12.16 PRE-SITE APPLICATION
2025.01.16 SITE PLAN REVIEW

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Boscharchi.com



Historic District Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic District Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: February 18, 2025

SUBJECT: 4. 814 S Westnedge - Alteration (replace 2 windows on the south side) PPZ24-0047 (Postponed Application)

PROPOSED WORK:

From the Description of Work Supplied by the Applicant: Replace 2 windows on the southside of the property in the second story. The windows to be used are Andersen wood frame double hung widows in sandstone color.

EVALUATION:

Project Details

Replace 2 windows on the southside of the property with Andersen wooden double hung windows.

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 installation of new windows will remove historic materials and alter features and spaces 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.
The deterioration of the windows is unclear from the application. It appears that the new windows will reasonably replicate the the existing windows. Understanding what portion of the window (sash or frame/jamb) is deteriorating will aid in addressing the cause of damage. Additionally understanding what portion of the window is damaged will aid in understanding if replacement is necessary.

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 new windows will remove the historic windows in the property. They will be differentiated from the old through the use of modern materials.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

The applicant states the proposed windows will fit into the existing openings. The windows can be removed in the future without impairing the property if they fit into the existing openings.

Local Historic District Standards and Guidelines

Guidelines for Replacement

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

- The dimension of the original window must be retained.
 - *The applicant states the proposed windows will fit the existing openings*
- Muntins, sash, frames, exterior casing and brick molds must be of material and dimensions to match other windows in the house.
 - *The proposed windows shown in the illustration provided match the existing windows.*
- 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.
 - *The proposed windows are wood.*

Discussion

Understanding what portion of the windows are deteriorated is invaluable in determining what level of intervention is necessary. The images submitted do not clearly illustrate sash damage, but do illustrate areas where the frame of the window is beginning to separate.

POTENTIAL ACTIONS:

1. The proposed work complies with the Secretary of the Interior standards 2, 6, 9 and
- 10. 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 18 March 2025 and direct the applicant to provide the requested materials and information to the Historic Preservation Coordinator by noon on 11 March 2025.**

3. Denial of the application. **Action: Motion to deny the application based on Secretary of the Interior Standards 2, 6, 9 and 10.**



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: 804 S Westnedge Apt 3 Kalamazoo MI 49008

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

Applicant: Jennifer Nap

Owner: VNA

Mailing Add: 814 S Westnedge Ave

Mailing Add: _____

City State & Zip: Kalamazoo MI 49008

City, State Zip: _____

Phone: 2695991719

Phone: _____

Email: jenn@vine.neighborhood.org

Email: _____@_____

Contractor VanLente Restoration

☐ **Work to be done by owner**

Proposed Work: Use additional sheets to describe work if necessary

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

(JN) 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: 12/10/24

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

-For Historic Preservation Coordinator's Use Only-

Case Number: PPZ- 24-0047

Date Received*: 12/10/2024

Zoning LW-1 Year built 1930

Complete application _____

Owned since _____

COMMISSION

Meeting Date 02/13/2025

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

From: [Jenn Nap](#)
To: [Pena, Luis](#)
Subject: Re: HDC Postponement Notice - 814 S Westnedge
Date: Tuesday, February 11, 2025 9:58:50 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Luis

The Windows are have gaps open to the outside from years of not being cared for before we purchased the property. The wood is crumbling and falling apart not allowing for repairs. One window is unable to be opened by the tenant. They have single pain glass which is dangerous if broken, they likely have lead paint attached to them. Water is leaking into the building and floor. We put storm windows on 6 years ago in hopes of helping to maintain the window, but unfortunately the former owners did not do anything to keep the weather out of the windows, for years with no working storms. So watering has damaged the windows beyond repair.

Respectfully

Jenn Nap
Property Manager
Vine Neighborhood Association
806 S Westnedge, Kalamazoo MI 49008

My office hours are Tu-W-Th 9-3:30pm
(or on call for tenant emergencies)
Please use the maintenance form for non emergency maintenance services



Please consider the environment before printing this e-mail

On Tue, Feb 11, 2025 at 9:23 AM Pena, Luis <penal@kalamazoocity.org> wrote:

Jenn,

Thanks for sending this material over. If you, or Andy, have any more information regarding the current condition of the windows, and why they are slated for replacement, feel free to send it over. I will include everything in your email below to the application.

In response to your other email about the VNA meeting, I can pose the question of moving your hearing to the beginning of the meeting, but ultimately It is the decision of the Historic District Commission. Additionally, please note that anyone who represents the project can be present at the meeting.

Hope this helps,

Best,

Luis Peña

Historic Preservation Coordinator

Community Planning and Economic Development

245 North Rose Street

Kalamazoo MI 49007

(I may occasionally be working from home with work calls forwarded to a cell phone.)

269-337-8804 desk phone

269-330-5557 cell phone

PenaL@kalamazoocity.org

From: Jenn Nap <jenn@vineneighborhood.org>

Sent: Monday, February 10, 2025 10:20 AM

To: Pena, Luis <penal@kalamazoocity.org>

Subject: Re: HDC Postponement Notice - 814 S Westnedge

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The window location is not visible from the street. They are on the 2nd story residential portion of the building. SE side. 3 sets of stairs indies in from westnedge. So middle range of the upper level.

Our understanding is the window will fit into the current opening and no brick will be touched in the process

Condition of exciting and windows- photos have been sent and HC cord has reviewed on site

All other questions were addressed in a phone conversation with Andy (the contractor) & Luis.

On Friday, January 24, 2025, Pena, Luis <penal@kalamazoocity.org> wrote:

Afternoon, Jenn,

Attached to this email is the postponement notice for the work you proposed at [814 S Westnedge](#).

Please provide me the information referenced in the letter by 11 February 2025 to be included on the 18 February 2025 HDC agenda. Failure to provide me with the requested information by 11 February 2025 will result in your application be cancelled.

Feel free to reach out if you have any questions.

Best,

Luis Peña

Historic Preservation Coordinator

Community Planning and Economic Development

[245 North Rose Street](#)

[Kalamazoo MI 49007](#)

(I may occasionally be working from home with work calls forwarded to a cell phone.)

269-337-8804 desk phone

269-330-5557 cell phone

PenaL@kalamazoocity.org

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--

Respectfully

Jenn Nap

Property Manager

Vine Neighborhood Association

806 S Westnedge, Kalamazoo MI 49008

My office hours are Tu-W-Th 9-3:30pm

(or on call for tenant emergencies)

Please use the maintenance form for non emergency maintenance services



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TILT-WASH DOUBLE-HUNG WINDOWS



SECTION REFERENCE

Tables of Sizes	13-14
Specifications	14-15
Grille Patterns	15
Window Details	16
Joining Details	16
Combination Designs	51
Product Performance.....	56

TILT-WASH DOUBLE-HUNG WINDOWS

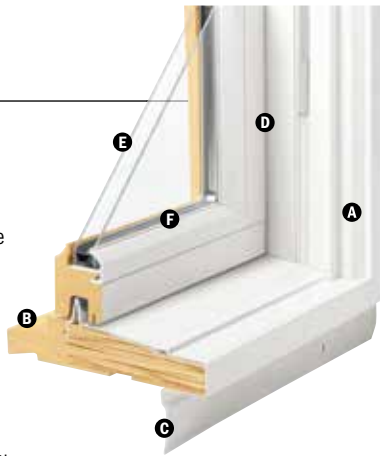
FEATURES

Frame

- A** Exterior outer frame members are treated with water-repellent preservative and covered with a rigid vinyl cover, minimizing maintenance and providing an attractive appearance.
- B** Interior surfaces are unfinished pine. Low-maintenance prefinished white interiors are available.
- C** Full-perimeter installation flange makes installation easy and fast with little or no adjustment. It's fixed, seamless and integrated with the exterior frame.
- D** Flexible weatherstrip around all four sides is factory-installed and provides a tight seal between the sash and frame.

Glass

- E** Choose Low-E, Low-E HeatLock®, Low-E SmartSun™, Low-E SmartSun HeatLock or dual-pane glass. Tempered glass and other glass options are available. Contact your Andersen supplier. A removable translucent film helps shield the glass from damage during delivery and construction and simplifies finishing at the jobsite.
- F** A rigid vinyl glazing bead, combined with high-grade silicone glazing bed, keeps the glass bonded firmly to the sash and helps minimize water and air infiltration.

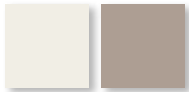


Sash

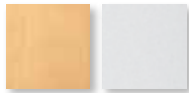


A convenient tilt-wash design makes it easy to clean the window from the inside. An in-sash balancer minimizes the view of the jamb liner, maximizing the amount of wood in the frame. Window can be secured through the side jambs to stud walls without hitting balancer.

EXTERIOR



INTERIOR



Naturally occurring variations in grain, color and texture of wood make each window one of a kind. All wood interiors are unfinished unless prefinished white is specified. Oil rubbed bronze is a "living" finish that will change with time and use.

DOUBLE-HUNG HARDWARE



Lock & Keeper

Standard: **Stone** | White
**Optional: Antique Brass | Black
Bright Brass | Gold Dust
Oil Rubbed Bronze | Satin Nickel

Stone finish is standard for pine interiors. White finish is standard for white interiors.
Bold name denotes finish shown.



CLASSIC SERIES™

Optional Lift™
Stone | **White**

ACCESSORIES Sold Separately

Frame

Extension Jambs

Standard jamb depth is 3 1/4" (83). Extension jambs are available in unfinished pine or prefinished white. Some sizes may be veneered.

Factory-applied and non-applied extension jambs are available in 1/8" (1.5) increments between 4 3/8" (114) and 7 1/8" (181). Extension jambs can be factory-applied to either three sides (stool and apron) or four sides (picture frame casing).

Drywall Return

The 200 Series double-hung window is available with a narrow 3" (76) jamb depth with a flat interior surface for easy drywall return. Available in pine or prefinished white.

Two-Tone Option

200 Series tilt-wash double-hung windows are available with a two-tone color configuration, featuring a prefinished white interior and a Sandtone exterior. Some exterior components are visible from the interior. Corresponding picture and transom units, as well as grilles, are available to match.

Window Opening Control Device



A recessed window opening control device is available factory applied. It limits the sash travel to less than 4" (102) when the window is first opened. Available in stone and white. A field-applied window opening control device is also available.

Security Sensors

Open/Closed Sensors

Wireless open/closed sensors are available in four colors. See [page 6](#) for details.

Insect Screens

Insect Screen Frames



Choose full insect screen or half insect screen. Half insect screen (shown above) allows ventilation without affecting the view from the upper sash. Frames are available in colors to match product exteriors.

TruScene® Insect Screen

Exclusive Andersen® TruScene insect screens provide over 50% more clarity than our conventional insect screens for a beautiful unobstructed view. They allow more fresh air and sunlight in, while doing a better job of keeping out small insects.

Conventional Insect Screen

Conventional insect screens have a long-lasting* fiberglass screen mesh with a charcoal finish.

Exterior Trim

This product is available with Andersen exterior trim. See [pages 45-50](#) for details.

CAUTION:

- Painting and staining may cause damage to rigid vinyl and is not recommended.
- Andersen does not warrant the adhesion or performance of homeowner-applied paint over vinyl or other factory-coated surfaces.
- Do not paint weatherstrip.
- Creosote-based stains should not come in contact with Andersen products.
- Abrasive cleaners or solutions containing corrosive solvents should not be used on Andersen products.

For more information about **glass, grilles and insect screens**, see [pages 8-9](#).

For more information about **combination designs, product performance, installation instructions and accessories**, see [pages 51-63](#) or visit andersenwindows.com

* Visit andersenwindows.com/warranty for details.

** Hardware sold separately.

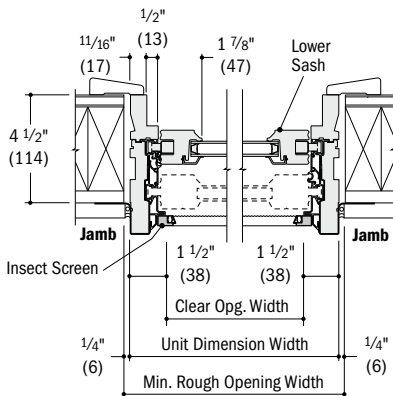
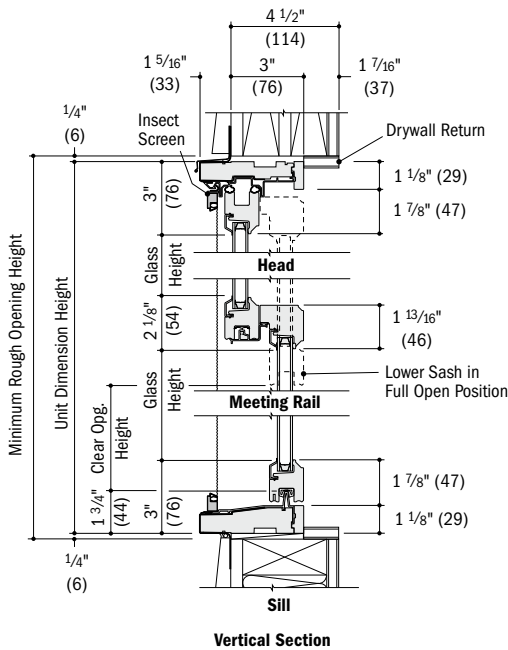
Dimensions in parentheses are in millimeters.

Printing limitations prevent exact replication of colors and finishes. See your Andersen supplier for actual color and finish samples.

TILT-WASH DOUBLE-HUNG WINDOWS

Tilt-Wash Double-Hung Window Details

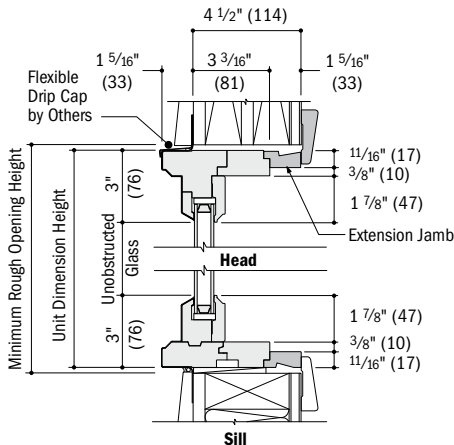
Scale 1 1/2" (38) = 1'-0" (305) – 1:8



Horizontal Section

Tilt-Wash Half Circle Window Detail

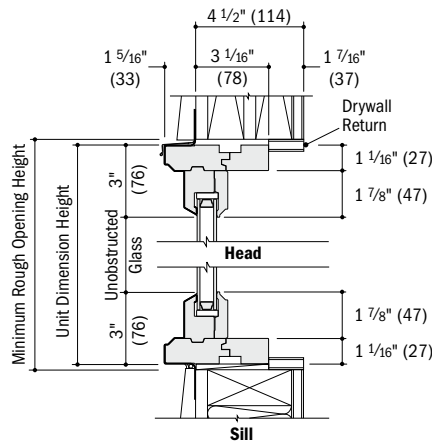
Scale 1 1/2" (38) = 1'-0" (305) – 1:8



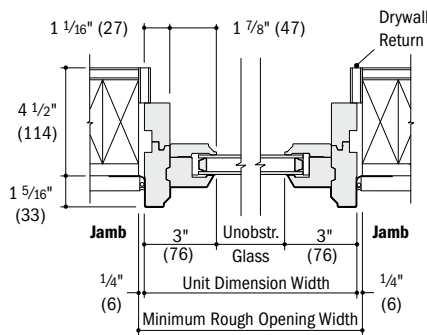
Vertical Section

Tilt-Wash Picture/Transom Window Details

Scale 1 1/2" (38) = 1'-0" (305) – 1:8



Vertical Section



Horizontal Section

Vertical (ribbon) Joining Detail

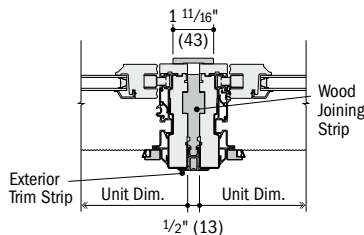
Scale 1 1/2" (38) = 1'-0" (305) – 1:8

Overall Window Dimension Width

Sum of individual window widths
plus 1/2" (13) for each join.

Overall Rough Opening Width

Overall window dimension width plus 1/2" (13).

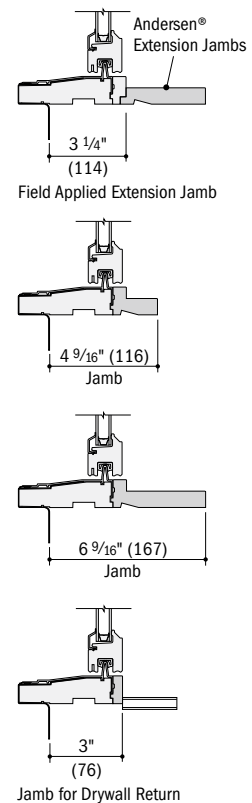


Horizontal Section

Tilt-Wash Double-Hung to Tilt-Wash Double-Hung

Extension Jamb Details

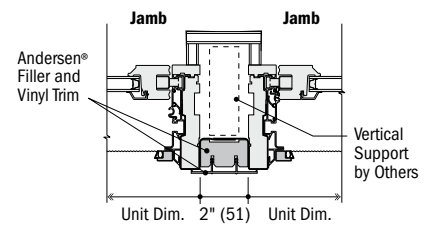
Scale 1 1/2" (38) = 1'-0" (305) – 1:8



Separate Rough Openings Detail

Scale 1 1/2" (38) = 1'-0" (305) – 1:8

To meet structural requirements or to achieve a wider joined appearance, windows may be installed into separate rough openings having vertical support (by others) in combination with Andersen® exterior filler and exterior vinyl trim.

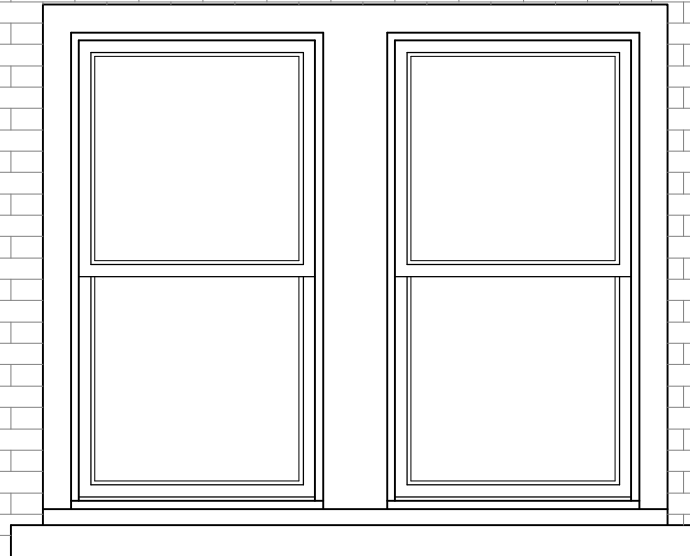


Horizontal Section

Tilt-Wash Double-Hung and Tilt-Wash Double-Hung

For more joining information, see the combination designs section starting on [page 51](#).

- Light-colored areas are parts included with window. Dark-colored areas are additional Andersen® parts required to complete window assembly as shown.
- Rough openings may need to be increased to allow for use of building wraps, flashing, sill panning, brackets, fasteners or other items. See installation information on [pages 62-63](#).
- Details are for illustration only and are not intended to represent product installation methods or materials. Refer to product installation guides at [andersenwindows.com](#).
- Consult with an architect or structural engineer regarding minimum requirements for structural support members between adjacent rough openings.
- Dimensions in parentheses are in millimeters.



WINDOW RENOVATION

SCALE: 1/2"=1'-0"
8 DECEMBER 2024

VAN LENTE
RESTORATION
"CRAFTING LIVABILITY"



30 MINUTE
PARKING
NO PARKING
IN FRONT OF
BUS STOP
OR OTHER
BUSINESS

30 MINUTE
PARKING
NO PARKING
IN FRONT OF
BUS STOP
OR OTHER
BUSINESS

30 MINUTE
PARKING
NO PARKING
IN FRONT OF
BUS STOP
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IN FRONT OF
BUS STOP
OR OTHER
BUSINESS

30 MINUTE
PARKING
NO PARKING
IN FRONT OF
BUS STOP
OR OTHER
BUSINESS

We



BAGEL
BEANERY
BAKERY & CAFE

BAGEL
BEANERY
BAKERY & CAFE

WE BUY RECORDS
We buy records
We buy records
We buy records



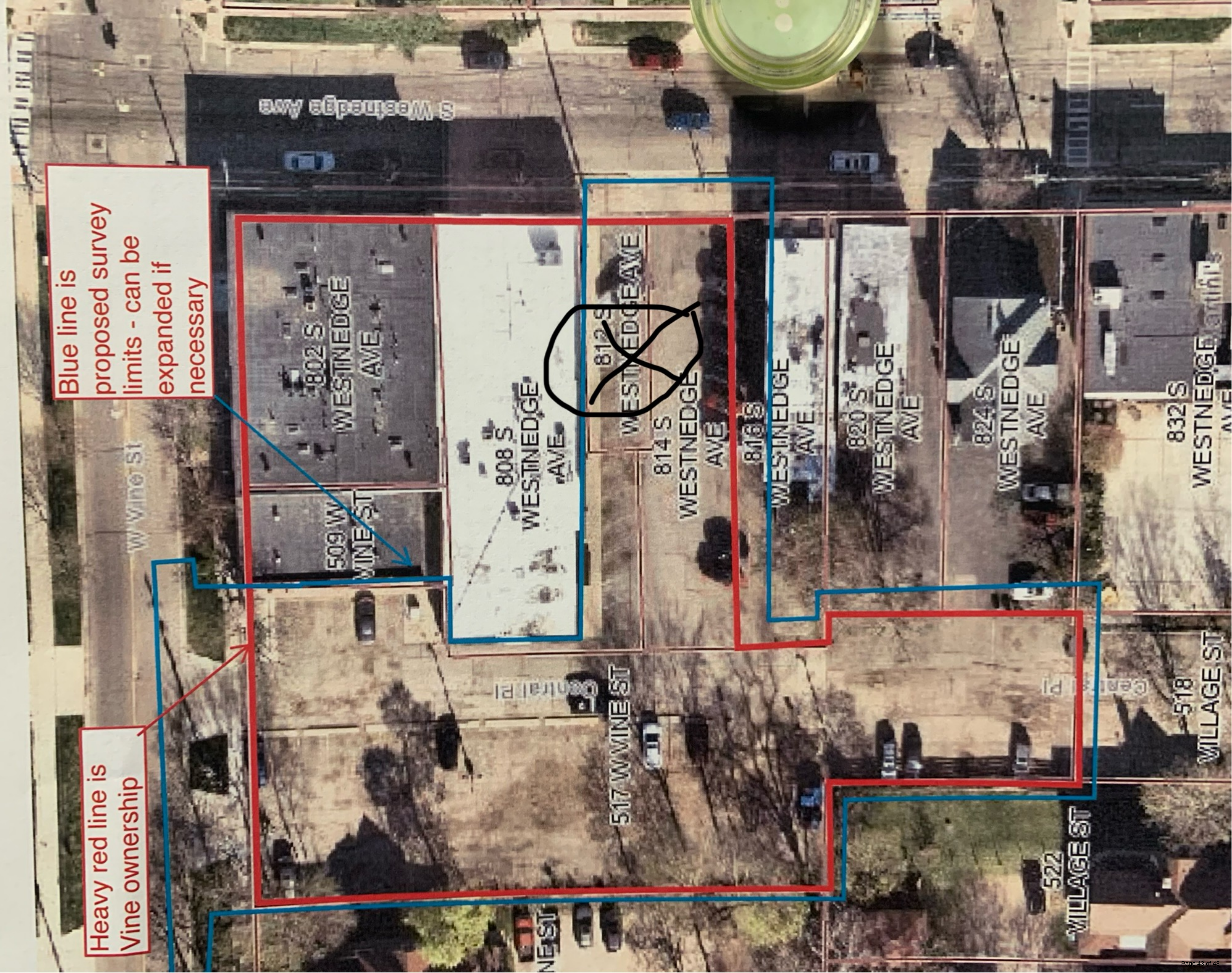






Heavy red line is
Vine ownership

Blue line is
proposed survey
limits - can be
expanded if
necessary



CITY OF KALAMAZOO HISTORIC DISTRICT COMMISSION ANNUAL REPORT 2023

Introduction

In 2024 the Kalamazoo Historic District Commission (HDC) received 108 project applications for the roughly 2,070 historic resources located in Kalamazoo's five locally designated historic districts and raised \$5,115 from fees instituted in February 2013. The amount of applications received in 2024 is the same amount of applications reviewed in 2023. Meetings took place every third Tuesday at 5:00 p.m.

History and Purpose

Chapter 16, Section 22 of the City of Kalamazoo Code of Ordinance, outlines the responsibilities of the HDC as follows:

- (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, MCL 399.201 et. seq. 1970 P.A. 169, as amended. (Adm. Code § A229.2)
- (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, a historic district.

Meetings

To fulfill its charge, the HDC convened ten regular meetings and reviewed 34 applications for a Certificate of Appropriateness. Five projects were denied in 2024. (88% approved by the commission, 99% approved overall.) The commission received a joint training with the Historic Preservation Commission.

Approved – Approved projects included additions, repairs, replacements, and demolitions.

Demolition by Neglect: No cases of demolition by neglect were reviewed in 2024.

Denied: The Historic District Commission denied five applications in 2024:

1. 808 W South – Porch Construction (this denial was due to a scheduling conflict, and was later approved.
2. 802 S Park – Installation of aluminum fascia and soffit
3. 722 Eleanor - Demolition of Carriage Barn
4. 712 W Kalamazoo - Residing of home
5. 911 S Park - Removal of existing porch, installation of new porch

Administrative Reviews: In addition to the HDC's 41 application reviews, the Historic Preservation Coordinator reviewed and administratively approved 67 for a total of 108 applications reviewed.

Appeals - No cases went to the State Historic Preservation Review Board in 2024.

Membership - The HDC was only vacant one member through December 2024:

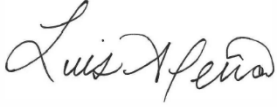
Member	Position	Term	Neighborhood
1. Katie Boertman		First full term	Winchell
2. Dan Kastner, Chair		First full term	Vine HD
3. James Johnson		First Full Term	Winchell
4. Eric Stucky		First partial term	Vine – not HD
5. Dana Underwood, Vice Chair		Second full term	Stuart HD
6. Kristi Breisach		First full Term	Vine HD

New Owners – using the Assessors database on the city website, new owners in Historic Districts are identified and sent a small packet of materials describing the benefits and responsibilities of owning property in a historic district. New owners in owner occupied homes in the Vine Neighborhood NEZ also received information about the NEZ and an application.

Summary

Kalamazoo's local historic districts are a point of pride in our community. Kalamazoo has more historic properties per capita than any other city in Michigan. (Grand Rapid's population is ~210,000 with 2300 historic properties – Kalamazoo has a population of ~75,000 with 2075 historic properties.)

Respectfully submitted,

A handwritten signature in black ink, reading "Luis A. Pena". The signature is written in a cursive, flowing style.

Luis A. Pena, Historic Preservation Coordinator



Historic District Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic District Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: February 18, 2025

SUBJECT: Coordinator's Report

PROPOSED WORK:

EVALUATION:

Project Details

Applicable Criteria

Secretary of the Interior's Standards for Rehabilitation

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of

deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Discussion

POTENTIAL ACTIONS:

1. The proposed work complies with the Secretary of the Interior standards [enter #'s]. **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 [date] and direct the applicant to provide the requested materials and information to the Historic Preservation Coordinator by noon on [enter due date].**

3. Denial of the application. **Action: Motion to deny the application based on Secretary of the Interior Standards [enter #'s].**



Historic Preservation Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic District Commission
FROM: Luis Pena, Historic Preservation Coordinator
DATE: 18 February 2025
SUBJECT: Historic Preservation Coordinator's Report

Historic District Reviews

Review Type	Cost	Number of Reviews	Totals
Administrative	\$35	2	70
Hearing	\$85	0	0
		2	70

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