

Agenda

Historic Preservation Commission

City of Kalamazoo



Wednesday, March 12, 2025

6:00 PM

City Commission Chambers at City Hall – 241 West South Street

A. CALL TO ORDER/ROLL CALL

1.
 - Kaila Akina
 - Fred Edison
 - Nora Harris
 - Kyle Hibbard - *Chair*
 - Dusti Morton
 - Melissa Paduk
 - Patrick Vail

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

1. Approval of the minutes from the Historic Preservation Commission meeting on 12 February 2025

D. PUBLIC COMMENTS

E. REPORTS

1. Financial Report
2. O'Connor Fund Report
3. Historic Preservation Awards of Merit
4. City Hall Local Historic District Report
5. Encouraging Community-Wide Engagement Subcommittee Report

F. DISCUSSION/ACTION ITEMS

G. COORDINATOR'S REPORT

1. Coordinator's Report

a. Coordinator's Report

H. COMMISSIONER COMMENTS

I. ADJOURNMENT

The mission of the Kalamazoo Historic Preservation Commission is to educate the public and city leaders on the value of preserving the City's historic resources and to advise the City Commission accordingly. Questions and comments regarding this agenda should be directed to the Historic Preservation Coordinator at 337-8804.

Comments under the "Public Comments" section of the agenda are limited to four minutes per speaker. During agenda items, comments from members of the public are also limited to four minutes each, unless the speaker is invited to join in the discussion by the Commission.

Minutes

Historic Preservation Commission

City of Kalamazoo



Wednesday, February 12th , 2025

6:00 PM

City Commission Chambers at City Hall – 241 West South Street

A. CALL TO ORDER/ROLL CALL

Called to order at 6:00pm.

Edison moved to approve absence of Hibbard.

Harris 2nd motion.

B. ADOPTION OF FORMAL AGENDA

Edison motion to approve.

Morton 2nd motion.

C. APPROVAL OF MINUTES

Harris motion to approve.

Paduk2nd.

D. PUBLIC COMMENTS

E. REPORTS

1. Financial Report

Pena read report.

2. O'Connor Fund Report

Pena read report.

3. Preservation Awards of Merit Subcommittee Report.

Harris we don't have any materials to present at this meeting. We met on January 24th we spent most of the meeting discussing the current categories for the Preservation Award of Merit and talking about what the questions are in addition to the application. Then we compare them to the Michigan Historic Preservation Network Awards to understand what we are currently working with and what other people are working with. Talked about adding a potential additional question to the nomination form. We are aware the nomination form will be live soon. So we plan on talking about it more at our next meeting before the next commission meeting. Also developing criteria for evaluating the nominations and we plan to sharing that framing the framing criteria questions once we have that developed with everybody. Want to make sure we are all on the same page.

4. City Hall LHD

Pena read report

5. 2025 Section 106 Reviews
Pena read report

F. DISCUSSION/ACTION ITEMS

1. Payments for O'Connor Fund Grant Pre-Application Meeting
Morton of 150.00 to KNAC for the use of space and 250.00 for food vendor as disbursement from our account.
Akina 2nd
Unanimous.
2. Encouraging Community-Wide Engagement Subcommittee Report
Edison on the 28th met with the committee for encouraging community wide engagement we worked on the name thought it was to long but the way it shows up out here looks ok to me lengthwise. Patrick, Nora and I attended Pam couldn't make it. We went through a lists that have been worked on in the previous few years that have worked towards this goal. They are listed in the report. African-American, Latin-American, Native-American, lgbtq-woman, people with disabilities and autism syndrome disorder were the groups that had been discussed. Talked about a one page report. Vail the idea behind the one pager is to give us something that we could show others that this is the kind of support that we can provide for the types of work that you want to do. Some grant information for the type of way that the commission can support their activities. We want the full commissions input before making any of this public. Talked about collaborating with the Kalamazoo Public Library. Black History Month there is a summit on racism that you can buy tickets for its February 28th 12-2pm at 180 East Water Street in Kalamazoo. February 18th the North Side Association Community Development group is having a listening session at 612 Park Street at 6pm. Dr Michelle Williams was there talking about the Institute for Public Scholarship. They talked about plans that are coming up, they plan February 20th a homeless stage meeting. In March an event to remember block on March 12th. Also in March the Turn Vine project that was the first Douglas Center office. Akina the one-pager can also be available on the website? Pena yes it can. Edison last night we held our first Kalamazoo in Bloom zoom meeting on ancient garden beds in the region to tie into Michigan 250 and a list of sources they came up with. David Bros knows quite a bit about it and is on the committee he suggested that should be something that is collaborated with us. Pena will reach out to them.

G. COORDINATOR'S REPORT

1. Coordinator's Report
Pena read report.

H. COMMISSIONER COMMENTS

Edison Dean Margaret Hauck passed away of Michigan news agency that was a significant part of Kalamazoo and the streetscape of Kalamazoo. They had that news agency she and her father operated it since 1947. She was an advocate for historic information about the city. Vail is that building protected at all? Pena no.

I. ADJOURNMENT

Vail moved to adjourn 6:40pm.

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Fund Summaries

OCON 1	February	January
Net Assets	\$ 72,427.69	\$ 70,895.41
Current Available Balance	\$ 17,318.94	\$ 17,318.94
 OCON 2		
Net Assets	\$ 455,862.92	\$ 445,938.72
Current Available Balance	\$ 53,579.24	\$ 53,579.24

Monthly Report for KHPC - City Hall Local Historic District Designation

Prepared March 6, 2025 BY Pam O'Connor

6. Goal: Complete the process of listing Kalamazoo City Hall as a local historic district in 2025.

Committee Leader: Pam O'Connor

Committee Members: Kyle Hibbard, Fred Edison

Note: The first public info meeting on this nomination was conducted on 9-14-22, making the effort 2+ years old.

- a. Get Dep. City Manager's advice on communicating with the City Commission about next steps. This has been on hold since DCM Chamberlin retired in December 2024, and we won't proceed until his replacement is chosen. *The City's website says it was accepting applications until March 4 for the DCM position. I expect that means it would not be filled for a minimum of 30 days, but possibly longer. The sub-committee meets by phone on 3-8-25 to discuss alternatives to taking this initiative forward.*
- b. Communicate with the City Commission about process, next steps and timeline, using DCM's advice and some of the Narrative Points* developed in April 2024
- c. Move forward with process:
 - i. Hold a public hearing on the nomination
 - ii. Submit a final report to the City Commission within a year of the public hearing
 - iii. City Commission votes to approve or reject the district
- d. Seek information on and consider requesting permission to erect a historical marker outside City Hall that commemorates the building, its history, and the Bronson Park National Register Historic District
- e. Make a monthly Committee status report in writing for KHPC meetings, when necessary.

Estimated Completion Date: September 2025

Core Values Alignment: Education, Sustainability, Stewardship

Ordinance Duties Alignment: 1, 5, 6, 7

TO: The Kalamazoo Historic Preservation Commission
FROM: Luis Pena, Historic Preservation Coordinator
DATE: March 12, 2025
SUBJECT: Preservation Awards of Merit Subcommittee Report

SUMMARY: Report from the Preservation Awards of Merit Subcommittee

BACKGROUND: Since our last Commission meeting, our subcommittee continued to discuss how to create criteria and add an additional question to improve the nomination review process. We decided to suggest adding an additional question to the nomination form that asks nominees to consider how the person or project they are nominating is contributing to diversity, equity, and inclusion in the city of Kalamazoo. Kyle suggested the question ask nominees to "Please expound on how this person/project advances historic preservation in Kalamazoo, in particular underrepresented or untold stories. And share any important lessons learned along the way." Now that we have considered the creation of new categories that highlight underrepresented communities and created criteria for evaluating applications, we look forward to completing our next work plan goal (#4d), before the May Award.

RECOMMENDATION: The award criteria currently lists that: "Projects must be located in the city limits and have been completed within the last five years to be nominated. Work must be substantially completed by March 15 of the current year. Rehabilitation projects should follow the Secretary of the Interior's Standards and projects outside of designated historic districts are encouraged." We are recommending the commission uses the below criteria (that our subcommittee formulated based on discussions and consideration of judging criteria for other historic preservation awards in Michigan), to review and evaluate the nominations:

For properties/projects:

- Is the project located in the city limits?
- Has the project been completed in the last five years?
- Does the nomination follow the Secretary of the Interior's Standards for historic preservation?
- Does the nomination positively impact historic preservation in Kalamazoo?
- Does the nomination align with the values promoted by the KHPC?

For people:

- Have they been the steward of the property for longer than five years?
- Does their day-to-day work or volunteerism further historic preservation in the city?
- What significant efforts or projects have they undertaken and for which they deserve recognition?
- Does the person show a commitment to upholding the values of the KHPC? How?

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Ordinance Duties Alignment: 1, 5, 6, 7



Historic Preservation Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic Preservation Commission

FROM: Fred Edison

DATE: March 12, 2025

SUBJECT: Encouraging Community-Wide Engagement Subcommittee Report

SUMMARY:

Update on the subcommittee's progress.

BACKGROUND:

*Nora & Patrick attended

*we plan to share a draft of the 'One Pager' telling about the KHPC mission and how we can help" at the meeting.

*Patrick would like to also see a bulletin on this

*Also provide a list of organizations to reach out to ask for committee input. Sending out emails next

*Monday, March 10th @ 8PM will be our next mtg. Online via 'Teams'

RECOMMENDATION:

N/A



Historic Preservation Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic Preservation Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: March 12, 2025

SUBJECT: Coordinator's Report

SUMMARY:

BACKGROUND:

RECOMMENDATION:



Historic Preservation Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic District Commission
FROM: Luis Pena, Historic Preservation Coordinator
DATE: 12 March 2025
SUBJECT: Historic Preservation Coordinator's Report

Upcoming MHPN Webinar

What: Historic Union Church Building: How A Small Community came Together to Save a Historically Significant Church Building Listed on the National Register of Historic Places

Where: Online using your phone or computer

When: March 20, 1 p.m.

Historic District Reviews

Review Type	Cost	Number of Reviews	Totals
Administrative	\$35	6	\$210
Hearing	\$85	3	\$255
		9	\$465