

KALAMAZOO HISTORIC DISTRICT COMMISSION

Agenda – Tuesday, June 16th, 2026

5:00 pm

241 W. South St. Kalamazoo, MI 49007

I. Call to Order: Ms. Underwood called the meeting to order at 5:01 PM

II. Roll Call & Approval of Absences:

Katie Boertman- Present
Dana Underwood – Present
James Johnson-Present
Kristi Breisach- Present
Nelson Nave- Present
Mark Dunham - Present

All commissioners present

Mr. Pena read the disclaimer on record at 5:03 PM.

III. Approval of Agenda:

Motion made to approve agenda by Mr. Boertman with a 2nd by Mr. Johnson. All commissioners approve.

IV. Approval of Minutes: May 19th, 2026

Adjust last month's minutes to add a comment regarding tabling the discussion to take a phone call for an application.

Motion made to approve the minutes by Mr. Johnson with a 2nd by Ms. Breisach

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

VI. OLD BUSINESS: None

NEW BUSINESS:

A. 808 W South St

Year Built: 1915

**Alteration: Replacement of two
Third floor windows**

Style: Queen Anne

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

Mr. Horvat is the homeowner who is looking to replace 2 windows on the 3rd floor. One window is east facing and the other is west facing. The new windows would be double hung wood windows and primer pine. The size of the windows will be changing slightly but will be replacing the cedar shakes to match. The windows are not original to the home. 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, 6, 9 and 10 with a second from Ms. Boertman. All commissioners approve.

B. 613 Douglas

Year Built: 1957

**Alteration: Installation of
wheelchair ramps on front and
Rear of the property
Style: Queen Anne
Historic District: Stuart**

The application is retroactive for wheelchair ramps that have been added to the front and back of the property. The ramps are already installed at the property. Mr. Nave points out that when they built the ramps, they increased the size of the porch as well. The original porch is still intact if the ramp were to be removed in the future. The ramps will be painted. 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 9 and 10 with a second from Ms. Underwood. All commissioners approve.

VII. Coordinator's Report

- Review of Cases
- Appointments for new positions at July meeting for chair and vice chair

VIII. Adjournment

Ms. Underwood adjourned the meeting at 5:34 PM.

Chairperson

Date

Historic Preservation Coordinator

Date

Recording secretary

Date