Agenda
Historic District Commission

City of Kalamazoo

Tuesday, September 15, 2026 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. Mark Dunham
   4. Elijah Isch
   5. James Johnson
   6. Nelson Nave
   7. Dana Underwood - Acting Chair

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

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

D. PUBLIC COMMENTS

E. APPLICATION REVIEWS

1. 704 Oak - Alteration (Rebuild of porch damaged by falling tree) PHDC26-014
   Year Built: 1898
   Style: Queen Anne
   Historic District: South Street - Vine Area

F. COORDINATOR'S REPORT

1. Coordinator's Report

G. 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, September 2nd, 2026
5:00 pm

241 W. South St. Kalamazoo, MI 49007

I. Call to Order: Underwood called the meeting to order at 5:05 PM

II. **Roll Call & Approval of Absences:**

Katie Boertman- Present
Dana Underwood – Present
James Johnson-Present
Kristi Breisach- Excused Absence
Nelson Nave- Present
Mark Dunham – Present
Elijah Isch- Present

Motion made to approve the absence of Breisach by Boertman with a second from Johnson

Mr. Pena read the disclaimer on record at 5:08 PM.

III. **Approval of Agenda**:

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

IV. **Approval of Minutes**: July 21st, 2026

Comment: Underwood found one correction from July minutes that needed to be corrected regarding 1002 W North had 3 members voting no and the minutes stated only 2.

Motion made to approve the minutes by Nave with a 2nd by Isch. All commissioners approve.

V. **Public Comment on <u>non-agenda</u> items:** No guests and no public comments.

VI. OLD BUSINESS: None

NEW BUSINESS:

A. 1420 ACADEMY — **Alteration: Replacement of 2 windows**

Year Built: 1926 — **Style: Italian Renaissance**

Historic District: West Main Hill

The homeowner is looking to replace 2 windows that would be black on the outside and white on the inside. The current windows have been repaired multiple times and now that the window is a livable area they want to replace them. Underwood clarifies that the windows would be the same dimensions and would have the same patterns. Historic guidelines state that vinyl windows don't meet the standards. The contractor is currently researching other options to replicate the windows. The damage to the windows is very clear but the issue is using the vinyl windows, and the commission would prefer wood or a composite option or wood clad. If they were to get new wood windows made for them that this could be an administrative review and would not need to return to the commission. Isch makes a motion to postpone to the next meeting with a second from Boertman. All commissioners approve.

B. 510 Minor — **Alteration: Replacement of 4 windows**

Year Built: 1905 — **Style: Vernacular**

Historic District: South St- Vine

The contractor and homeowners are looking to replace 4 windows in the home. Boertman questions window 201 and if both windows are being replaced or only 1 and they will only be replacing one. The windows won't be identical but won't have grills or patterns on them. The outside trim would be the same. The homeowner read a letter from his son to the commission. Isch does feel window 102 could be repaired rather than replaced and the contractor did point out that the corners are rotting. Window 301 is a different style window than the rest. 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 6, 9 and 10 with a second from Boertman. 3 commissioners voted no (Dunham, Underwood and Nelson) and 3 commissioners voted yes (Boertman, Isch and Johnson). Motion failed. Isch makes to reconsider with a 2nd from Boertman. Johnson states that this is a lot to take in and look at with the different standards, but they also want to protect the house and the people in the house. Isch states that based on #9 in the standard that this will show that the window is not original and does meet the standards even though they would prefer wood. The windows being replaced does protect the remainder of the house from other damage occurring. If the openings remain the same size they could be restored with wood windows later. Roll call 2 commissioners voted no (Dunham and Nave), and 4 commissioners voted yes (Boertman, Underwood, Isch and Johnson). Motion passes.

C. 901 Walwood — **Alteration: Demo of attached garage**

Year Built: 1835 — **Style: Queene Anne**

Historic District: South St- Wine

Atwood is the property manager and licensed builder and is looking to demo a garage rather than making repairs after having many quotes for repairs and tree quotes to remove a tree. Atwood doesn't believe the garage is original to the home. The house is Queen Anne style, and the garage is not a character defining feature of the Queen Anne style. Once they removed the garage, they would use this as a parking area. The property doesn't currently have any parking. The area would need to be resided. Atwood states that the lumber looks more modern in the structure to state that the garage is not original. 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, 5, 6 and 9 with a second by Johnson. All commissioners vote yes, motion passes.

VII. Coordinator's Report

- Review of Cases

VIII. Adjournment

Underwood adjourned the meeting at 6:28 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: September 15, 2026

SUBJECT: 1. 704 Oak - Alteration (Rebuild of porch damaged by falling tree) PHDC26-014

PROPOSED WORK:

From the Description of Work Supplied by the Applicant: Replace front porch taken out by a fallen tree, repair damaged section of the house roof and re-shingle the two affected slopes on the house roof. The front porch will be built as close to the original as we can get with few structural changes to update it to code. The changes will include changing the bottom girder from a 2x8 to 2x12 and changing the posts fom 4x4 to 6x6. The decking and railing will be cedar tone lumber and any siding will be cedar lap siding. Any painting, staining or interior work is to be completed by others.

EVALUATION:

Project Details

Construction of a new front porch on the property after storm damage (a fallen tree) severely damaged the previously existing porch. The proposed porch will largely match the previous porch, but there will be some small differences, such as the dimensions of the columns on the front of the property, and the siding in the pediment will be lap instead of scalloped siding.

Applicable Critera

Secretary of the Interior's Standards for Rehabilitation

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 proposed project will largely constitute the replacement of a missing feature (even though some of the details will be slightly altered). This is substantiated from images submitted by the applicant.

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 construction will be built to largely replicate the porch that was severely damaged by the falling tree and will not destroy historic materials that characterize the property. The new work will have subtle differences such as those referenced in the applicants description of work that will make the proposed work compliant with modern codes, thus differentiating the proposed work from historic construction. The massing, size, scale and other architectural features will be compatible with the historic structure.

Discussion
The applicant is proposing the rebuilding of a porch that was severely damaged by a falling tree, and was later removed from the property. The proposed work will largely replicate the previously existing porch with some small differences that help differentiate the modern construction from the historic property.

POTENTIAL ACTIONS:

1. The proposed work complies with the Secretary of the Interior standards 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 20 October 2026 and direct the applicant to provide the requested materials and information to the Historic Preservation Coordinator by noon on 13 October 2026.**

Community Planning and Economic Development
Historic District Commission
150 East Crosstown Parkway Suite B
Kalamazoo, MI 49001
Telephone: (269) 337-8804
PenaL@kalamazoocity.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: 704 Oak St. Kalamazoo MI 49007

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

Applicant: Property Revolution LLC
Mailing Add: 150 10th St
City State & Zip: Plainwell MI 49080
Phone: 269-256-4338
Email: _____@_____

Owner: Thomas Drescher
Mailing Add: 11757 N Ham Ln.
City, State Zip: Lodi CA 95242
Phone: 269-377-4589
Email: _____@_____

Contractor ashleypropertyrevolution@gmail.com

☐ **Work to be done by owner**

Proposed Work: Use additional sheets to describe work if necessary

Replace front porch taken out by a fallen tree, repair damaged section of the house roof and re-shingle the two affected slopes on the house roof. The front porch will be built as close to the original as we can get with a few structural changes to update it to code. The changes will include changing the bottom girder from 2x8 to 2x12 and changing the posts from 4x4 to 6x6. The decking and railing will be cedar tone lumber and any siding will be cedar lap siding. Any painting, staining or interior work is to be complete by others.

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

Applicant's Signature: Ashley Rogers Date: 9-1-26
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*

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-For Historic Preservation Coordinator's Use Only-

Case Number: PPZ- HDC26-014 **Date Received*:** 09-01-2026
Zoning RM15 **Year built** 1898 **Complete application** Yes
Owned since 04/14/2006

COMMISSION **Hearing fee paid $85** _____
Meeting Date 09/15/2026 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 26 August 2026

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 submittions 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@kalamazoocity.org

Revised 26 August 2026

704 Oak St. Materials

Porch framing will be pressure treated lumber for the deck portion and the posts. The porch roof framing and roof repair material will be southern yellow pine. The porch ceiling will be plywood. The decking and railing will be cedar tone wood. Siding for the porch gable and to replace where needed on the front of the house will be cedar lap siding. Shingles will be GAF shingles in the color charcoal.

Kalamazoo County GIS

9/1/2026, 10:12:42 AM

Address Points

Parcels 2026

1:282

0 0 0 0.01 mi

0 0 0.01 0.01 km

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community

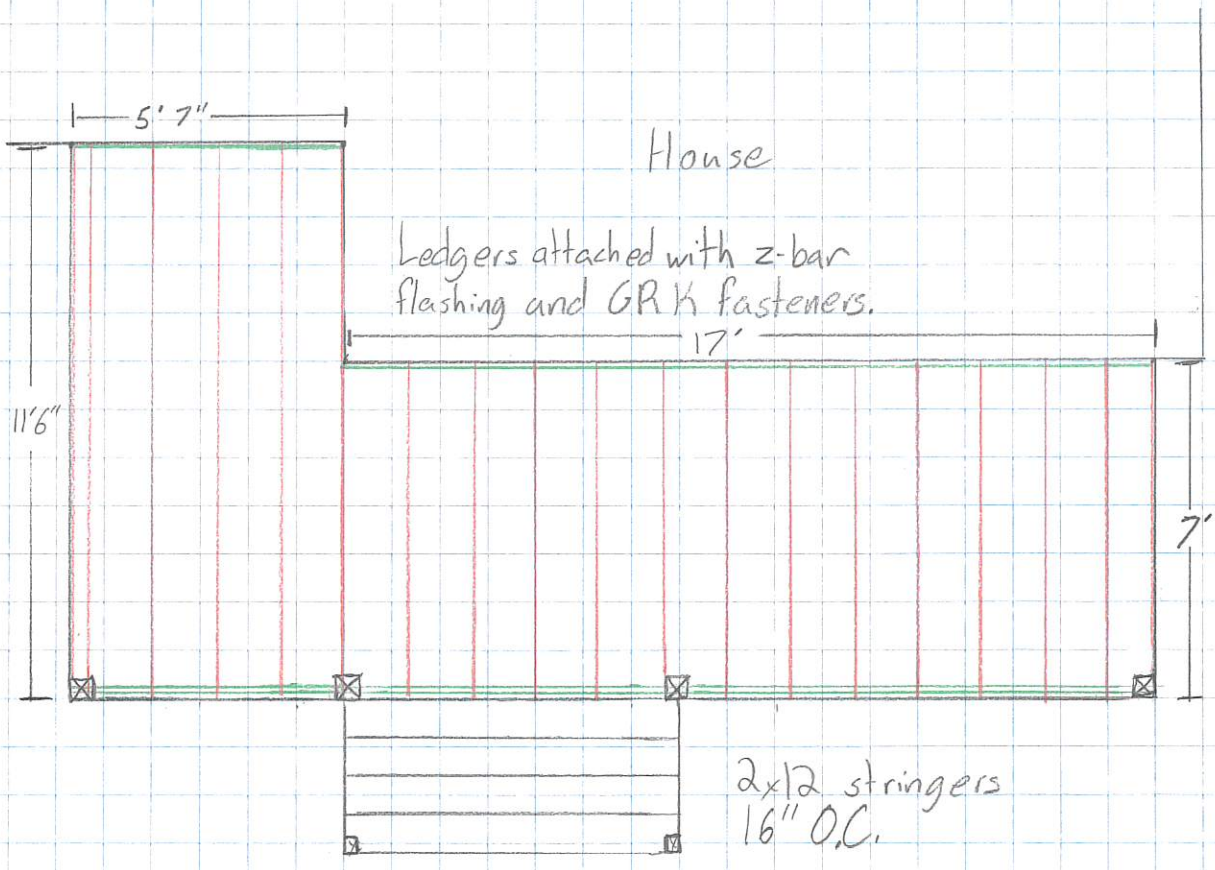
Kalamazoo County

This map is for reference purposes only, and does not represent a survey or legal document. Data layers on this map are generated from individual local sources. The County makes no representation regarding the accuracy or reliability of the data contained herein.

Top View
704 Oak St.
Kalamazoo MI 49007

□ = 1'

Replace front porch
damaged by a tree.



2x8 pt wood joists
16" O.C. attaced
with joist hangers.

Double 2x12 pt wood
girders notched into
6x6 pt posts

6x6 posts set > 42"
below grade on 16"
composite footings

Side View

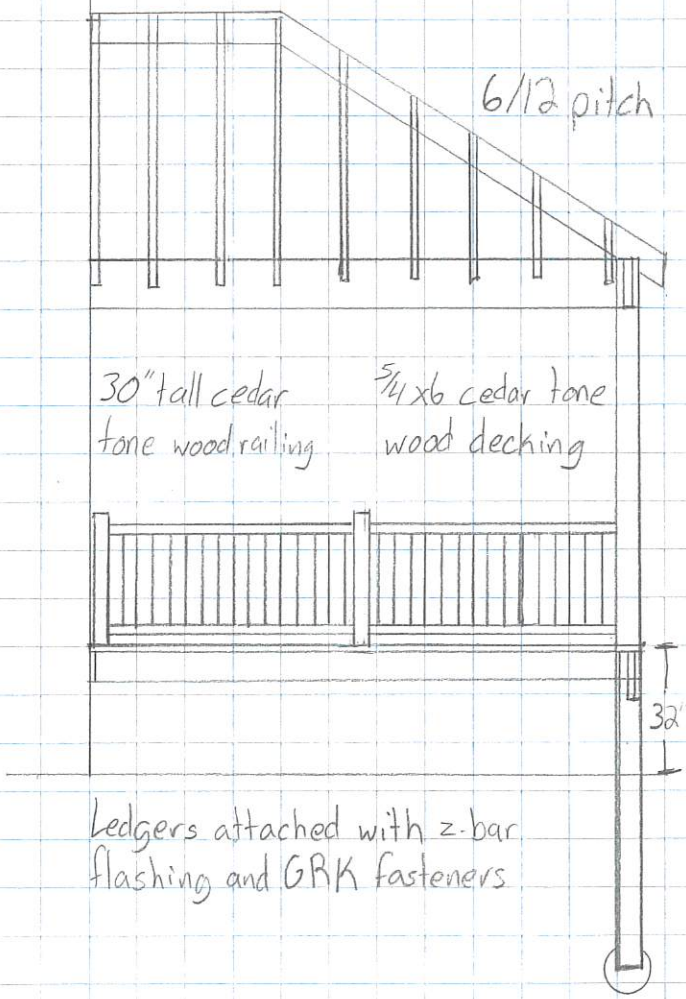
704 Oak St.
Kalamazoo MI 49007

□ = 1'

Replace front porch that was damaged by a tree.

GAF shingle roof system with ice + water guard and synthetic felt.

½" OSB roof decking with H clips.



2x6 rafters 16" O.C. attached with hurricane ties.

Double 2x12 headers notched into 6x6 posts with GRK fasteners

6x6 posts attached to lower girder with brackets

2x8 joists 16" O.C. attached with joist hangers

Double 2x6 girder notched into 6x6 posts with GRK fasteners

Ledgers attached with z-bar flashing and GRK fasteners

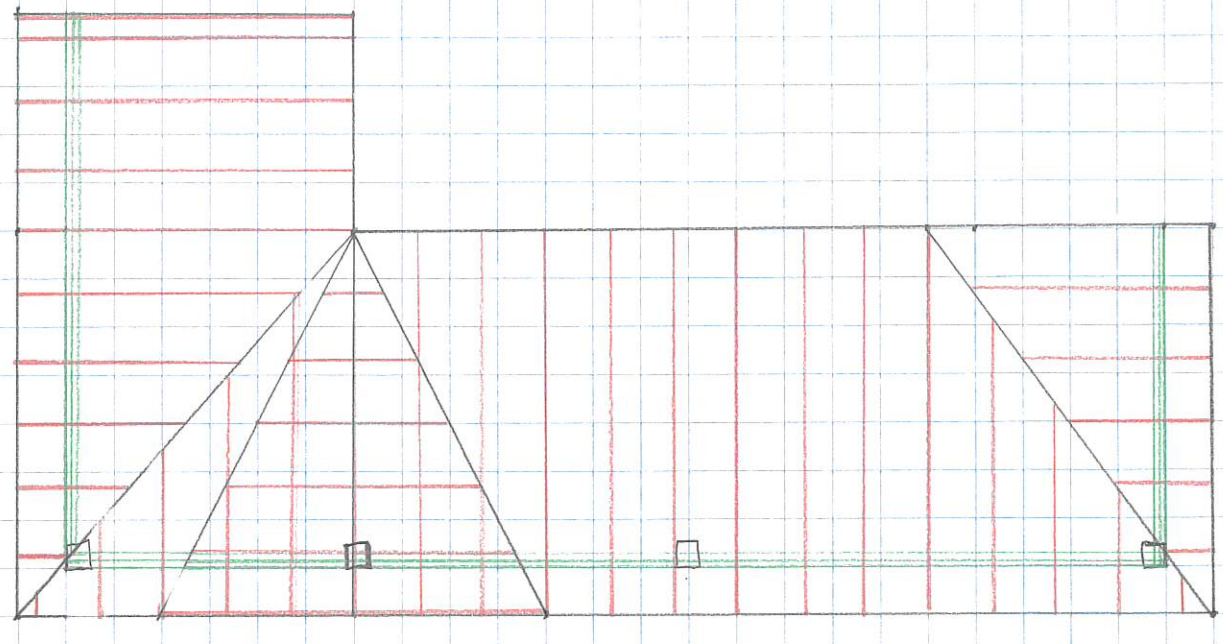
6x6 posts set >42" below grade on 12" composite footings

Roof View

704 Oak St.
Kalamazoo MI 49007

□ = 1'

Replace front porch that was damaged by a tree.



Double 2x12 headers notched into 6x6 posts with GRK fasteners

2x6 rafters 16" O.C. attached with hurricane ties.

Historic District Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic District Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: 15 September 2026

SUBJECT: Historic Preservation Coordinator's Report

Historic District Reviews

Review Type	Cost	Number of Reviews	Totals
Administrative	$35	45	$1,575
Hearing	$85	12	$1,020
		57	$2,595

Administrative Reviews:

504 Sprague Ave	Roof
727 Wheaton	Roof
447 W South St	Roof
1002 W North	Window rebuild/repair
1621 Prairie Pl	Radon mitigation system
316 Elm	Replacement of non-original garage door

Community Planning and Economic Development Department | 245 N. Rose Street, Ste 100, Kalamazoo, MI 49007
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