

**KALAMAZOO HISTORIC PRESERVATION COMMISSION**  
**3<sup>rd</sup> Floor Conference Room – City Hall – 241 West South Street**  
**Tuesday, December 9, 2009 – 7:00 pm**

- I. Call to Order – 7:00 pm** **15 minutes**
- II. Approval of Absences**
- III. Approval of Agenda (Item A)**
  - a. **Approval of Minutes: December 9, 2008 (Item B)**
- IV. Introduction of Guests**
- V. Citizen Comments on NON-agenda items**
- VI. Correspondence**
- VII. Financial Report** **30 minutes**
  - a. City (Item C)
  - b. O’Connor Fund (O’Connor)
  - c. Kalamazoo: Lost and Found book project (O’Connor)
- VIII. Action and Discussion Items** **30 minutes**
  - a. Planning for Workplan session on Saturday Feb 7
  - b. Work Plan Reports from Team Leaders
    - i. Designation (D) - Seaverson
    - ii. Communication (C) - Wright
    - iii. Partnership Development (PD) - Milne
    - iv. Preservation Month (PM) – Jacobs
      - 1. Mike Jackson / AIA event
    - v. Iannelli Fountain (IF) – Carroll (Subcommittee report)
    - vi. Budget (B) - Gentry-Bennett
- IX. Old/New Business** **30 minutes**
- X. Coordinators Reports** **15 minutes**
  - a. Site Watch & Issues (Item D)
  - b. Fourth Quarter Section 106 report (Item E)
- XI. Commissioner Comments**

**Adjourn      9:00      PM**

\*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. \*The Commission’s Work Plan is on the reverse side.

\*Citizen Comments are limited to four minutes on non-agenda items. During agenda items, citizens are also requested to limit their comments to four minutes unless invited to join in the discussion by the Commission.

**DESIGNATION**

**TEAM LEADER: SEAVERSON**

**D1- Finish local designation paperwork for 100 block (Seaverson)**

- 1- Advise City of consideration
- 2- Determine extent of designation
- 3- Decide who is to do study
- 4- Send letter to property owners
- 5- Do study
- 6- Prepare local historic district report
- 7- Submit report to State
- 8- Revise report based on SHPO recommendations
- 9- Resubmit report
- 10- Notify property owners in potential district
- 11- Hold public hearings
- 12- Submit to City Commission for consideration
- 13- Update City ordinance
- 14- Celebrate 100 block designation

**D2- Apply for Ianelli Fountain National Register designation (Jacobs)**

- 1- Determine who will do work
- 2- Hire consultant to write nomination via RFP
- 3- Attain City Commission approval
- 4- Complete preliminary evaluation
- 5- Forward preliminary evaluation to SHPO
- 6- Prepare nomination after SHPO approval
- 7- Submit nomination
- 8- Get City Commission approval
- 9- Present nomination to SHPO review Board
- 10- Submit nomination for NPS approval
- 11- Celebrate Ianelli Fountain designation

**D3- Explore type of designation for State Theater (Jacobs)**

- 1- Investigate State rules re: interior
- 2- Investigate ordinance re: interior
- 3- Make decision on type of designation
- 4- Prepare local designation plan

**COMMUNICATION**

**TEAM LEADER: WRIGHT**

**C1- Initiate Monthly public education e-mail (Ferraro)**

- 1- Gather list
- 2- Create first e-mail
- 3- Publish e-mail to list
- 4- Set up monthly e-mail blast

**C2- Create packet for homeowners in new historic districts (Milne)**

- 1- Gather pertinent info.
- 2- Draft homeowner packet documents
- 2- Create format
- 3- Write welcome cover letter
- 4- Review draft packets
- 6- Revise packets as necessary
- 7- Research potential businesses for advertisements/sponsorship

- 8- Solicit advertisers/sponsors
- 9- Create final packet

**C3- Create and employ a distribution system for the Historic District Homeowner Packets (Ferraro)**

**C4- Create 100 block urban design study (Nave)**

- 1- Form team
- 2- Revise timelines
- 3- Write up contract
- 4- Sign contract
- 5- Arrange design charrette
- 6- Meet with stakeholder groups
- 7- Complete findings
- 8- Make backgrounds for drawings
- 9- Build study model
- 10- Photograph site
- 11- Create initial drawings
- 12- Review initial drawings
- 13- Create final drawings
- 14- Build final model
- 15- Present model and drawings to client

**C5- Publicly present 100 block urban design study (Nave)**

- 1- Request City Commission meeting date
- 2- Create PowerPoint presentation
- 3- Set up video recording equipment
- 4- Make presentation
- 5- Respond to Questions
- 6- Write up report
- 7- Add a narrative to recorded presentation

**PARTNERSHIP DEVELOPMENT**

**TEAM LEADER: MILNE**

**PD1- Get quarterly meetings on the City Commission Agenda (Ferraro)**

**PD2- Develop relationship with Kalamazoo Gazette (Willson)**

- 1- Obtain agreement with the Gazette for article space
- 2- Write first article
- 3- Review first article with Gazette
- 4- Arrange for a year's worth of additional articles

**PD3- Help the KCPA obtain 501(c) (3) status (Ferraro)**

**PRESERVATION MONTH**

**TEAM LEADER: JACOBS**

**PM1- Prepare awards ceremony (Ferraro)**

- 2008 – 2009 – 2010 – 2011 – 2012
- 1- Develop list of potential awardees
- 2- Decide on awardees
- 3- Write wording of plaques
- 4- Order plaques
- 5- Select location
- 6- Develop agenda
- 7- Recruit presenters
- 8- Rehearse agenda

**PM2- Prepare awards ceremony reception (Ferraro/Milne)**

- 2008 – 2009 – 2010 – 2011 – 2012
- 1- Develop budget
- 2- Brainstorm potential sponsors
- 3- Create sponsorship letter
- 4- Send letter to potential sponsors
- 5- Follow up sponsorship letter responses
- 6- Select reception location (if different from awards location)
- 7- Order food, beverages, supplies
- 8- Order decorations

**PM3- Conduct awards ceremony and reception (Milne)**

- 2008 – 2009 – 2010 – 2011 – 2012
- 1- Decorate location(s)
- 2- Oversee food and beverage installation/service
- 3- Host reception

**PM4- Investigate Preservation Month speaker and/or event (Wright)**

- 2009 – 2010 – 2011 – 2012
- 1- Brainstorm list of potential speakers and/or events
- 2- Select speaker/event
- 3- Select location(s)
- 4- Set date(s)
- 5- Present info to KHPC
- 6- Contract with speaker(s)/participant(s) upon KHPC approval
- 7- Develop info about event(s)
- 8- Request publicity through the Communication Committee
- 9- Handle event logistics
- 10- Conduct event(s)

**PM5- Investigate series partnerships (Seaverson)**

- 2009 – 2010 – 2011 – 2012
- 1- Brainstorm potential partners
- 2- Research partners
- 3- Contact organizations
- 4- Reach agreement with each partner
- 5- Prepare plan with each partner
- 6- Research topics
- 7- Research speakers
- 8- Carry out plan

**IANELLI FOUNTAIN**

**TEAM LEADER: CARROLL**

**IF1- Create fund raising plan (Jung/Carroll)**

- 1- Prepare draft proposal
- 2- Present proposal to KHPC
- 3- Present finished proposal to Arts Council
- 4- Present finished proposal to other community groups

**BUDGET**

**TEAM LEADER: BENNETT**

**B1- Prepare budget (Bennett)**

- 2008 – 2009 – 2010 – 2011 – 2012

# HISTORIC PRESERVATION COMMISSION

Minutes

December 9, 2008

***DRAFT***

Third Floor Conference Room, City Hall  
241 W. South Street, Kalamazoo, MI 49007

Members Present: Chris Wright, Vice Chair (Acting Chair); Linda Bennett; Peter Carroll; Katie Jacobs; Josh Willson

Members Excused: Claire Milne, Chair; Erin Seaverson

City Staff: Sharon Ferraro, Historic Preservation Coordinator; LouAnn VanDenBos, Recording Secretary

Guests: Cindy Graham, Housing Resources, Inc.; Pam O'Connor; Tony Holewinski; Curt Aardema

## **I. CALL TO ORDER**

Mr. Wright called the meeting to order at 7:00 p.m.

## **II. APPROVAL OF ABSENCES**

Ms. Milne and Ms. Seaverson contacted city staff to advise that they would not be present at the December HPC meeting.

**Mr. Willson, supported by Mr. Wright, moved approval of the absences of Ms. Milne and Ms. Seaverson from the December 9, 2008 HPC meeting. With a voice vote, the motion carried unanimously.**

## **III. APPROVAL OF AGENDA (December 9, 2008)**

Ms. Ferraro requested the addition of a discussion regarding fundraising efforts for the Iannelli Fountain in 2009. The committee members need to set a date and time to meet with staff from the Parks and Recreation Department. Mr. Carroll requested the addition of a discussion regarding the cover for the Iannelli Fountain. Ms. Ferraro requested that the discussion regarding the Rickman House be moved to an earlier spot on the agenda; it was moved under item V.

**Ms. Bennett, supported by Mr. Willson, moved approval of the December 9, 2008 HPC agenda as amended. With a voice vote, the motion carried unanimously.**

## **IV. APPROVAL OF MINUTES (October 14 (Item B-1) and November 5, 2008 meetings (Item B-2)**

### **October 14, 2008**

Ms. Bennett requested that her name be recording in the minutes as "Ms. Bennett" not "Ms. Gentry-Bennett." Mr. Jacobs requested the spelling of her name be corrected to "Katie" not "Katy."

**Mr. Willson, supported by Ms. Bennett, moved approval of the October 14, 2008 HPC minutes as amended. With a voice vote, the motion carried unanimously.**

**November 5, 2008**

There were no changes to the November minutes.

**Mr. Willson, supported by Ms. Bennett, moved approval of the November 5, 2008 HPC minutes as amended. With a voice vote, the motion carried unanimously.**

**V. INTRODUCTION OF GUESTS**

Mr. Wright introduced Pam O'Connor and Tony Holewinski

Ms. Ferraro introduced Cindy Graham from Housing Resources, Inc.

**Rickman House SRLHD addition**

Ms. Ferraro advised that she received a call from Molly Peterson at the Rickman House. Their low income tax credits are about to expire, and they want to proceed with some work that needs to be done on the building. They are proposing to change some of the rooms upstairs and reconfigure the elevator so that gurneys can get in and out, which they currently cannot do. This would also require reconfiguring the staircase and they would like to be able to use the federal tax credit again for this project. The federal tax credit was utilized during the last remodel and the end of 2009 will be the end of the 15-year period for the low-income tax credit. They expect to have financing in place at that point so they can begin the next remodel. Housing tax credits, historic preservation tax credits, and the new Michigan historic preservation tax credit will likely be utilized for this project.

In order to utilize the new enhanced Michigan historic preservation income tax credit, the Rickman House will need to be included in a local historic district. This is a unique building and could probably be a single-resource district, with the possibility of adjacent buildings being added to the district at a later date. The Rickman House is Kalamazoo's last surviving hotel that is still used for people to live in; the Columbia Plaza has been converted to office space. Nelson Nave was the architect for the last remodel on the Rickman House. The intention is to restore the first and second floors of the Rickman House with the next round of funding along with some work on the upper floors.

Ms. Graham advised that HRI is moving their offices from the second floor of the Rickman House and relocating to the Goodwill Industries offices on Alcott Street in the Edison Neighborhood. The intention is to dedicate the entire Rickman House to the Rickman residents. New units will be created on the second floor of the Rickman House. The first and second floors will be reconfigured to provide more services to the residents. The first floor will be opened up so that more of the original architecture will be visible. The direct service offices are located on the first floor of the Rickman House; the administration offices are located on the second floor. All of those services will be on the same floor when HRI moves to the Goodwill Industries bldg.

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Ms. Ferraro stated that she has requested a formal statement from HRI regarding the historic designation. Thereafter, the study committee process will begin. The documentation is already in place, but minor updates will be required. Ms. Graham advised that she takes care of grants and planning for HRI, and she offered her assistance with the historic designation process. Ms. Ferraro advised that it may take between six months and a year for the designation process to proceed to the City Commission for final approval. She suggested initiating an annual designation process for buildings which might be eligible for the historic designation.

Ms. Jacobs commented that she thought there would be an emphasis on obtaining a historic designation for the State Theatre. Ms. Ferraro advised that owner support is helpful in obtaining the historic designation when these issues are being considered by the City Commission. Documentation for the Rickman House and the State Theatre are in place, they just need to be updated.

Ms. O'Connor advised that an enhancement of the current state tax credit is in the works. The Rickman House might fall into the small projects category of the tax credit. Ms. Graham stated that she has been working with George Larimore regarding the tax credit and he will be visiting with representatives of HRI on Friday. Jim Kurtz will be the architect for the new project. He has worked with HRI on all of their developments. Jerry Vanderveen will be the general contractor.

Ms. Ferraro mentioned that the staircase is marble up to the banister level. By making the elevator bigger and having the staircase wrap around it, this creates issues with installing marble to maintain the historic appearance.

**Ms. Bennett, supported by Mr. Willson, moved to begin the process of designating the Rickman House as a single-resource, local historic district. With a voice vote, the motion carried unanimously.**

Ms. Jacobs mentioned that Ms. Ferraro's report advises that the low-income tax credit expires in 15 years, which is next year. She inquired as to what would happen if the historic designation for the Rickman House was not completed next year, would the designation be made retroactively? Ms. Ferraro advised that the Rickman House is already a National Register District, the local historic designation would make the Rickman House eligible for enhanced Michigan tax credits. Ms. Graham advised that retroactive approval will not be necessary. Tax credit projects normally begin two years prior to actual construction, and construction on this project will likely not begin until 2010.

Ms. Bennett inquired if there will be an emphasis on "green" updates and increased energy efficiency. Ms. Graham stated that major systems will be replaced and brought up to date. The most energy efficient updates will be utilized whenever possible. Ms. Graham advised that there are currently 84 residents at the Rickman House.

### **VI. CITIZEN COMMENTS ON NON-AGENDA ITEMS**

Ms. O'Connor advised that she attended a meeting of the Michigan Historic Preservation Network Executive Committee, and there was a discussion regarding the tax credit enhancement. Representative DeBachman indicated that the tax credit will be approved. George Larimore is assisting with the tax credit process. Representative DeBachman has been the main supporter in

the House of Representatives for the tax credit. He is term-limited and will be retiring shortly, and it is hoped that the tax credit will be approved prior to his retirement.

## **VII. CORRESPONDENCE**

None

## **VIII. FINANCIAL REPORT**

### **a. City (Item C)**

Ms. Bennett inquired if there were any other expenditures before the end of the year. Ms. O'Connor advised that she had no further expenditures to report for 2008. Ms. Ferraro advised that the WMUK bill would likely come in after the beginning of the year. Ms. Bennett indicated that there has been a slight decrease in available funding from last year. However, the HPC is on track with their budgeted amount. Mr. Carroll advised that he would not be able to submit his reimbursement request prior to the deadline on the 12<sup>th</sup>. Ms. Bennett indicated that the money is available to pay the request; it is not critical for the request to be turned in before the end of the year.

### **b. O'Connor Fund (O'Connor) (Item D)**

Ms. O'Connor stated that she received notice of another \$100 gift to the O'Connor Fund, for a total \$1,085 in gifts to the Fund this year. Mr. Willson advised that he would be contributing \$250 to the O'Connor Fund.

### **c. Kalamazoo: Lost and Found book project (O'Connor)**

Ms. O'Connor advised that she didn't sell any copies of the book during the Kalamazoo Public Library signing at the Art Hop on December 5th. The event was well-attended but book sales were slow. Ms. O'Connor will be at Barnes and Noble book store on Sunday, December 14<sup>th</sup> from 11 a.m. to 4 p.m.

The Convention and Visitors Bureau has elected to not carry the book in their shop. Many of the items they offer are at a lower price point than *Kalamazoo: Lost and Found* and that may have been a factor in their decision.

## **IX. Action and Discussion Items**

Ms. O'Connor inquired if the HPC would like to donate a couple of copies of *Kalamazoo: Lost and Found* as raffle items for the Old House Expo.

**Ms. Bennett, supported by Mr. Wright, moved to donate two, hard-cover copies of *Kalamazoo: Lost and Found* as door prizes for the Old House Expo in January 2009. With a roll call vote, the motion carried unanimously.**

Discussion followed as to whether or not the books would be raffle items or door prizes.

Ms. O'Connor advised that she delivered a copy of *Kalamazoo: Lost and Found* to City Attorney, Clyde Robinson.

**a. Work Plan Reports from Team Leaders.**

**i. Designation (D) – Jacobs**

Ms. Jacobs stated that she was waiting to hear from Bill Scott regarding a report on the Iannelli Fountain. The report was originally due at the end of May and then the target date moved to July. It was then anticipated that the nomination to SHPO (State Historic Preservation Office) would be submitted in December for a frame review board meeting, but that deadline will not be met. Ms. Ferraro advised that the review board meets in May. Accordingly, it would be appropriate to have the report submitted by February or March. Once the description is submitted, Ms. Ferraro would likely be able to complete the rest of the information within two or three hours. The photography will need to be completed when the snow is gone; the information needs to be as current as possible. If Mr. Scott submits the report by January, it should be possible to meet the February deadline. Ms. Jacobs advised that she would revise the target date to February of 2009 for the information to be submitted to SHPO.

**ii. Communication (C) - Wright**

Nothing to report.

**iii. Partnership Development (PD) – Milne**

Nothing to report.

**iv. Preservation Month (PM) – Seaverson**

Ms. Jacobs indicated that Ms. Seaverson provided information to the HPC members regarding an upcoming series of speakers. Ms. Jacobs stated that the AIA and Green Drinks (a meeting of the Southwest Michigan Sustainable Business Forum) were enthusiastic about having Mike Jackson as a speaker.

Eckert Wordell is willing to contribute \$100 for food and drinks for the Art Hop on the first Friday in June. They may also be contributing several bottles of wine to the event.

Ms. O'Connor inquired if Preservation Month and the Mike Jackson/AIA event would be discussed under work plan reports or if those topics would be discussed separately. Ms. Jacobs advised that Ms. Seaverson had requested a discussion about the speaker be added to the agenda and that's why it is a separate item under Old/New Business. Ms. Bennett suggested that the discussion regarding Mike Jackson could have been a sub-heading under Preservation Month/Action and Discussion Items so that the topic does not have to be revisited later in the agenda.

Ms. Jacobs advised that Ms. Seaverson has spoken with the Green Drinks group and the library regarding Mike Jackson's speaking engagement. The AIA doesn't have a lot of funding for such an event. However, they do have a grant they can tap into, but that funding would not be available in time for this event. Ms. Jacobs and Ms. Seaverson are recommending that the HPC commit the necessary funding (\$1,500.00) to bring Mr. Jackson to Kalamazoo on a Tuesday. Potentially, he may speak to the Rotary at noon but those arrangements have not been finalized yet. At this point, a speaking engagement with the Green Drinks group (5 p.m.) and an evening speaking engagement with the library are under consideration. Mr. Jackson would probably talk for five to ten minutes and then speak informally with the group. Ms. Jacobs advised that the grant is supposed to be used for something architecturally significant and relevant to the community, and Mr. Jackson felt this would qualify under both categories.

Discussion followed regarding the amount of funding budgeted for preservation month. The \$1,500 charge for the speaker will be one of the bigger expenses. There are rental fees for the library which should also be taken into consideration. Two thousand dollars has been allotted for Preservation Month, but costs may exceed that amount. Ms. Ferraro advised that the plaques have been about \$400 a piece but could be done for less. Other sponsors and grants may be available to help cover costs. Neighborhood assistance provides \$700 toward Preservation Month but those funds have not been utilized for a couple of years. General preservation education is \$2,650. The budget for 2009 is the same as it was for 2008. Ms. Ferraro advised that she would include a copy of the current budget in all meeting packets starting in 2009.

Ms. Ferraro stated that the library will be doing a series in 2009 regarding the Vine Neighborhood. Ms. Ferraro will provide a presentation regarding history of the Vine Neighborhood, and Lynn Houghton will do a presentation about architecture in the Vine Neighborhood.

Discussion followed with regard to scheduling and advertising for upcoming events. Tuesday, May 26, 2009 was discussed as a possible date for Mr. Jackson's presentation. Concern was expressed about the close proximity of the date to the Memorial Day holiday, and whether or not that might affect room scheduling at the library.

**Ms. Jacobs, supported by Mr. Willson, moved to allow Ms. Seaverson to schedule Mike Jackson for a speaking engagement in Kalamazoo on Tuesday, May 26, 2009, and to reserve a meeting room at the Kalamazoo Public Library for that presentation. With a roll call vote, the motion carried unanimously.**

Ms. Jacobs advised that she would provide Ms. Seaverson with an update regarding the decision about Mr. Jackson's visit.

Discussion followed with regard to the possibility of also securing the second Tuesday in May (May 12<sup>th</sup>) as a possible date for Mr. Jackson to speak. Since

the HPC meeting falls on that date, Ms. Ferraro suggested the possibility of moving the HPC meeting to either the 11<sup>th</sup> or the 13<sup>th</sup> if May 26<sup>th</sup> is not available.

Ms. Jacobs advised that Mr. Jackson charges \$1,000 per day plus travel expenses for any day other than Thursday. Further discussion followed regarding expenses to be paid for the speaker. It was suggested that Mr. Jackson provide an estimate for his travel expenses; those details should be discussed and finalized at an upcoming HPC meeting.

**v. Iannelli Fountain**

Ms. Ferraro advised that she would like to set up a meeting between Keith Hernandez, the Director of Planning, Ms. Ferraro, a member of the HPC and either Mark Polega or Francis Jewell from the Parks and Recreation Department to discuss the HPC's concerns regarding the fountain. The goal for 2009 would be to add the Iannelli fountain to the CIP (Capital Improvement Plan) as a budget item. If that is accomplished, work could begin on the fountain in 2010. The cover for the fountain would be included in the budget. Tom Nehil did a condition assessment for the fountain and he advised against rushing to get the cover this late in the season since one more winter would not create significantly more damage. However, it would be beneficial to take the time to make sure the cover is designed correctly and fits properly. There is already enough money in the current CIP for the cover, and it would be helpful to have the funding approved from the current budget so the cover can be purchased as soon as possible. The cover can be made to fit over the repaired fountain, rather than creating it to fit the fountain in its current state of disrepair. Discussion followed with regard to funding for future repairs to the cover due to vandalism, etc. Ms. Ferraro advised that would be part of the discussion to be covered by the group she hopes to convene in late January or early February.

Ms. O'Connor suggested making interpretive markers a part of the discussion with Parks and Recreation. Ms. Ferraro advised that should be a separate discussion.

**vi. Budget (B) – Bennett**

Nothing to report.

**X. Old/New Business**

1. Mike Jackson/AIA event (discussed earlier in the agenda.)
2. Rickman House SRLHD addition (**Item F**)

**XI. Coordinator's Report**

- a. Site Watch & Issues

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Ms. Ferraro stated that she is preparing a report for the East Campus Task Force with regard to how other campuses have redeveloped buildings with similar challenges. Mr. Aardema commented that most campuses use their old buildings. Ms. Ferraro advised that most campuses have older buildings which are contiguous to newer construction. Western Michigan University's campus is different because it expanded on the other side of a valley.

Ms. Ferraro advised that a car ran into the State Hospital Gate Cottage on Oakland by Wheaton Ave. Friday morning, December 5th. Two of the stone blocks in the foundation were displaced and one piece of wood was chipped. Ms. Ferraro went inside the building to check for damage but found none. The accident occurred as a result of icy road conditions. The driver was not injured but the car was totaled.

Ms. Jacobs referred to the work plan on the back of the agenda. She inquired as to why it does not reflect the items that have been crossed out. Ms. Ferraro advised no one had been assigned keeping track of the work plan and crossing off items that are complete. Ms. Jacobs requested an updated copy of the work plan. Ms. Ferraro and Mr. Wright both have the electronic version, which should be updated after every meeting. Mr. Wright volunteered to make the updates. Under D3, items 1, 2 & 3 should be crossed off. Under D2, items 1 and 2 should be crossed off. Also, item B1 "Prepare Budget 2009" should be crossed off.

Ms. Ferraro advised that she sent an e-mail to the contacts she had for neighborhood newsletters and DKI. The email states that nominations will be made in January and it suggests mentioning that in the neighborhood newsletters. Someone in the Oakwood Neighborhood suggested nominating the Sears house on Madison Ave. So far, the responses have been positive. The nominations are due by the last Friday in February. Properties do not have to be in the Historic District to be nominated.

Ms. O'Connor inquired about the historic preservation newsletters to be e-mailed to historic district property owners. Ms. Ferraro advised that the HPC is not allowed to advocate. Accordingly, the HPC would not be able to do the newsletter independently, it would need to be done in cooperation with the city. The newsletter would provide information about preservation in Southwest Michigan. The biggest challenge is putting together a mailing list of email addresses.

Further discussion followed with regard to the possibility of crossing off C4 and C5 from the work plan. Ms. Ferraro suggested leaving those items until more information is available about the 100 block of Michigan Ave. If the current plan regarding the 100 block does not come to fruition, the HPC may still want to pursue the items on the work plan.

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**Adjournment**

**Ms. Bennett, supported by Mr. Wright, moved to adjourn the December 9, 2008 meeting of the Historic Preservation Commission. With a voice vote, the motion carried unanimously.**

The meeting adjourned at approximately 8:15 p.m.

Submitted by: \_\_\_\_\_ Dated: \_\_\_\_\_  
Recording Secretary

Reviewed by: \_\_\_\_\_ Dated: \_\_\_\_\_  
Staff Liaison

Approved by: \_\_\_\_\_ Dated: \_\_\_\_\_  
HPC Chair

**Historic Preservation Commission  
January 2009 Monthly Report**

**Revenue**

Book Fund	\$	32,669.99
Interest Income	\$	(98.48)
Interest on Investments		

<b>Total Revenue</b>	<b>\$</b>	<b>32,571.51</b>
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**Expenses**

Commissioner Education	\$	766.52
O'Connor Fund	\$	243.11
Memberships	\$	855.00
Public Education	\$	11,685.84
Publications	\$	4,879.43
Miscellaneous	\$	1,027.32

<b>Total Expenses</b>	<b>\$</b>	<b>19,457.22</b>
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<b>Ending Working Capital</b>	<b>(as of 12/31/08)</b>	<b>\$</b>	<b>13,114.29</b>
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**Historic Preservation  
Revenue Ledger**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
1/19/2007	L&F Book Sales - Fervor, Inc.	\$ 98.28
1/24/2007	L&F Book Sales - Old House Expo	\$ 67.00
1/29/2007	L&F Book Sales - Barnes & Noble	\$ 1,216.92
1/30/2007	L&F Book Sales - Vertegres	\$ 224.73
2/8/2007	L&F Book Sales - Lynn Houghton	\$20.97
3/6/2007	L&F Book Sales - Barnes & Noble	\$ 279.60
3/29/2007	L&F Book Sales - Fervor, Inc.	\$ 98.28
5/2/2007	L&F Book Sales - Wild Goose Chase	\$ 659.16
5/8/2007	L&F Book Sales - Barnes & Noble	\$ 281.28
5/8/2007	L&F Book Sales - City of Kalamazoo	\$ 187.80
5/15/2007	L&F Book Sales - KSOL Homes Tour	\$ 128.85
5/15/2007	L&F Book Sales - Heritage Co.	\$ 245.70
5/30/2007	L&F Book Sales - Christine Teugh	\$ 46.95
5/30/2007	L&F Book Sales - Jane Bailey	\$ 69.90
5/30/2007	L&F Book Sales - Fervor	\$ 45.04
6/26/2007	L&F Book Sales - Amy Livezey	\$ 42.95
6/26/2007	L&F Book Sales - Pam O'Connor	\$ 58.34
7/5/2007	L&F Book Sales - Barnes & Noble	\$ 223.68
7/30/2007	L&F Book Sales - Michael Sackett	\$ 46.95
8/6/2007	Kingscott Assoc - 2 copies of award	\$ 130.00
9/20/2007	L&F Book Sales - Steven Terranella	\$ 46.95
10/9/2007	Book Sales - Carol Venema	\$ 46.95
10/9/2007	Book Sales - Barnes & Noble	\$ 907.68
10/19/2007	Book Sales	\$ 98.28
11/1/2007	Book Sales - Fervor	\$ 64.26
12/11/2007	National Trust - Grant for brochure	\$ 1,000.00
12/18/2007	Kroll - book sales	\$ 46.95
12/18/2007	Kimberly - book sales	\$ 34.95
12/18/2007	cash book sales	\$ 69.90
12/24/2007	book sales - Vertegres	\$ 302.04
12/24/2007	book sales - Fervor	\$ 19.22
12/28/2007	book sales - Kazoo Books	\$ 84.51

1/8/2008 book sales - Michigan News Agency	\$	207.60
1/11/2008 book sales - Greenleaf Ventures	\$	338.04
1/18/2008 Book Sales - Barnes & Noble	\$	1,000.32
1/22/2008 book sales	\$	150.73
1/29/2008 Book Sales - Barnes & Noble	\$	659.16
2/6/2008 Book Sales - Barnes & Noble	\$	262.08
3/4/2008 Book Sales - Fervor & Rick Reeves	\$	70.43
4/22/2008 Book Sales - Barnes & Noble	\$	327.60
6/13/2008 Book Sales - Kazoo Books	\$	245.70
6/19/2008 Book Sales - Alan Robandt	\$	46.95
6/23/2008 "Where Place Prospers" - Willson Ins.	\$	250.00
7/2/2008 "Where Place Prospers" - Claire Milne	\$	200.00
7/22/2008 "Where Place Prospers" - Linda Bennett	\$	250.00
9/23/2008 Book Sales - Barnes & Noble	\$	327.60
10/2/2008 Book Sales - Lynn Houghton	\$	80.91
10/3/2008 Book Sales - Barnes & Noble	\$	655.20
12/22/2008 Book Sales - Radisson/Greenleaf	\$	393.12
12/31/2008 Book Sales - Nature Connection	\$	196.56
12/31/2008 Book Sales - Wild Goose Chase	\$	377.46
<b>Totals</b>	<b>\$</b>	<b>12,933.53</b>

**Commissioner Education  
2008**

Page 2

Commissioner Education - NTHP,  
MHPN, State HP

**2008 Budget**  
\$750.00

**Expenses**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
11/16/2007	Martini's - retreat meeting	\$ 83.50
	<b>Total</b>	<b>\$ 83.50</b>

O'Connor Fund  
2008

Page 3

O'Connor Fund  
For Appeal Costs

2008 Budget  
\$400.00

Expenses

<u>Date</u>	<u>Description</u>	<u>Amount</u>
11/13/2008	Pam O'Connor - appeal postage	243.11
	<b>Total</b>	<b>\$ 243.11</b>

**Memberships  
2008**

**Page 4**

Membership - NTHP, HPC, HDC, NAPC	<b>2008 Budget</b> \$500.00
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**Expenses**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
2/13/2007	NTHP membership gifts	\$146.00
6/29/2007	Erin Seaverson - reimbursement	\$15.00
9/21/2007	Katie Jacobs - reimbursement	\$15.00
1/31/2008	MHPN memberships	\$150.00
3/4/2008	NTHP membership gifts	\$146.00
9/25/2008	Katie Jacobs - reimbursement	\$15.00
10/30/2008	Erin Seaverson - reimbursement	\$15.00
	<b>Total</b>	<b>\$502.00</b>

**Public Education  
2008**

Page 5

	<b>2008 Budget</b>
Neighborhood Assistance	\$ 700.00
Preservation Month	\$ 2,000.00
General Preservation Education	\$2,650.00

**Expenses**

<b><u>Date</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
2/13/2007	Old House Network - Sponsorship	\$500.00
6/6/2007	Kalamazoo Public Library	\$ 10.00
8/20/2007	The Framemaker-award certificates	\$ 506.92
4/1/2008	Meal reimbursement to Sharon for GR seminar	\$ 56.00
5/21/2008	The Canopeum - Tables and chairs	\$ 104.94
5/21/2008	The Framemaker-award certificates	\$ 188.07
5/21/2008	Claire Milne (Hardings-fruit for reception)	\$ 41.88
5/21/2008	Claire Milne (Gordon Food-paper/table ware)	\$ 41.88
5/21/2008	Goal Trac, LLC - workplan services	\$ 2,052.90
10/2/2008	Judith Fagin - Where Place Prospers	\$ 1,000.00
10/9/2008	Printing of Where Place Prospers	\$ 2,500.00
10/23/2008	Pam O'Connor - reimbursement Where Place Prospers	\$ 177.13
11/21/2008	A-1 Printing - Where Place Prospers	\$ 599.50
	<b>Total</b>	<b>\$7,779.22</b>

**Publications  
2008**

Page 6

	<b>2008 Budget</b>
Promotion	\$ 1,200.00
Consultants - Fulfillment, Marketing and Royalty	\$ 2,500.00

**Expenses**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
3/1/2007	Lynn Houghton - Marketing	\$315.00
3/29/2007	Pamela O'Connor	\$322.87
5/4/2007	Pamela O'Connor	\$190.19
7/12/2007	Pamela O'Connor	\$216.86
9/5/2007	Pamela O'Connor	\$74.29
11/7/2007	Pamela O'Connor	\$164.30
12/5/2007	WMUK underwriting support	\$525.00
1/31/2008	WMUK underwriting support	\$725.00
3/13/2008	Lynn Houghton - Marketing	\$120.00
4/4/2008	Pamela O'Connor	\$67.51
5/7/2008	Pamela O'Connor	\$109.99
7/2/2008	Pamela O'Connor	\$148.20
11/5/2008	Pamela O'Connor	\$247.88
	<b>Total</b>	<b>\$3,227.09</b>



(Item G)  
Kalamazoo Historic Preservation Commission  
Preservation coordinators report  
January 13, 2009

REPORT:

**State Hospital Water Tower**

- ❖ **Plans and Specifications Grant Application** – The 75% plan deadline has been pushed back to Feb. 5, but the rest of the schedule should be unchanged.

**Iannelli Fountain/Fountain of the Pioneers:**

- ❖ **Condition assessment:** No additional news.

**Historic District Commission:**

- ✓ In 2007, I had reviewed 216 Section 106 Federally Funded projects by the end of 2007. In 2008, I have completed 238. The CDBG funds to be allocated to flood damaged furnaces still not reviewed).
- ✓ In 2008, HDC projects totaled 569, in 2007 we reviewed 544.

PROJECTS:

Coordinator:

City: The City Budget for 2009 allocates \$40,000 for a historic consultant to update the Historic Resources Reconnaissance Level Survey. We will be building on the databases for the 1999-2001 survey and surveying a couple of “new” areas – like Bronson Boulevard. I will probably be preparing a Request for Proposal next month, once the budget is officially passed.

SITES – ONLY UPDATES WILL BE NOTED.

**100 block of East Michigan** – No official news yet.

**East Campus** – *The next meeting of the East Campus Task Force is on Thursday January 15.*

# 2008

# FOURTH QUARTER

# 106 REVIEW LOG

Date	Address	Neighborhood	Requested by
1. 10/09/08	1630 North Rose	North Side	Senior Services
PROPOSED WORK: Home safety check, more work may be needed			
AREA OF POTENTIAL EFFECT: Reserved to this structure, no adjacent historic properties			
HISTORIC PROPERTIES PRESENT: In the 1600 block of North Rose, no other houses are potentially National Register eligible. This house is not National Register (NR) eligible.			
DETERMINATION OF EFFECT: NO EFFECT			
2. 10/09/08	2216 Luella	Edison	K-HARP
PROPOSED WORK: Violation remedies			
AREA OF POTENTIAL EFFECT: Reserved to this structure, no adjacent historic properties			
HISTORIC PROPERTIES PRESENT: In the 2200 block of Luella, two houses are potentially National Register eligible. This house is not National Register (NR) eligible.			
DETERMINATION OF EFFECT: NO EFFECT			
3. 10/09/08	2835 Bard Ave	Burke Acres	K-HARP
PROPOSED WORK: Violation remedies			
AREA OF POTENTIAL EFFECT: Reserved to this structure, no adjacent historic properties			
HISTORIC PROPERTIES PRESENT: In the 2800 block of Bard, there are no houses which are potentially National Register eligible. This house is not National Register (NR) eligible.			
DETERMINATION OF EFFECT: NO EFFECT			
4. 10/21/08	1410 N. Park	North Side	K-HARP
PROPOSED WORK: Violation remedies, siding and roof repairs, existing metal front porch rail			
AREA OF POTENTIAL EFFECT: Reserved to this structure, no adjacent historic properties			
HISTORIC PROPERTIES PRESENT: In the 1400 block of North Park, there are seven houses which are potentially National Register eligible. This house is not National Register (NR) eligible.			
DETERMINATION OF EFFECT: NO EFFECT			
5. 10/21/08	1420 Lay Blvd	Edison	KNHS
PROPOSED WORK: Smoke detectors, Bathroom floor, basement handrail, furnace			
AREA OF POTENTIAL EFFECT: Reserved to this structure – all interior work			
HISTORIC PROPERTIES PRESENT: In the 1400 block of Lay Boulevard, there are eight houses which are potentially National Register eligible including this house. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This house rated "B" on a scale of A-D in terms of historic integrity. <b>National Register eligible</b>			
DETERMINATION OF EFFECT: <b>Proposed work will have NO ADVERSE EFFECT. Work may proceed without further review.</b>			
6. 10/21/08	621 Trimble	East Side	Senior Services
PROPOSED WORK: Electrical switch inspection and repair			
AREA OF POTENTIAL EFFECT: Reserved to this structure all interior			
HISTORIC PROPERTIES PRESENT: In the 600 block of Trimble, there are four houses which are potentially National Register eligible. This house is not National Register (NR) eligible.			
DETERMINATION OF EFFECT: NO EFFECT			

# 2008

# FOURTH QUARTER

# 106 REVIEW LOG

Date	Address	Neighborhood	Requested by	
7.	10/21/08	607 West North	North Side	Senior Services
PROPOSED WORK: Front steps and railings				
AREA OF POTENTIAL EFFECT: Reserved to this structure				
HISTORIC PROPERTIES PRESENT: In the 600 block of West North street, there are twelve houses which are potentially National Register eligible including this house. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This house rated "B" on a scale of A-D in terms of historic integrity. <b>National Register eligible</b>				
DETERMINATION OF EFFECT: <b>Proposed work will have NO ADVERSE EFFECT if done to conform to the Secretary of the Interior standards:</b>				
<ul style="list-style-type: none"><li>• Steps must have risers (closed steps).</li><li>• The tread should overhang the risers by 3/4" to 1" on the front and sides</li><li>• The front edge of the treads should be rounded (or bullnosed) to promote drainage.</li><li>• Rails should be a traditional design (see attached drawing) – square spindles set between the upper and lower rail – NOT spindles screwed to the outside of the upper rail and to the stringers.</li></ul>				
Treated lumber is acceptable outside the historic districts. Steps and rails should be painted.				
Work may proceed without further review.				
8.	10/21/08	712 Egleston	Edison	Senior Services
PROPOSED WORK: Evaluate and repair bathroom floor,, Home Safety Check, possible ramp				
AREA OF POTENTIAL EFFECT: Limited to this house and the adjacent potential study area				
HISTORIC PROPERTIES PRESENT: This house was evaluated as being a contributing structure in the Clinton-Egleston potential study area in the 1999-2001 Reconnaissance Level Historic Resources Survey. This area is potentially National Register eligible.				
DETERMINATION OF EFFECT: <b>Proposed work will have NO ADVERSE EFFECT. Work may proceed without further review.</b>				
<b>POSSIBLE RAMP – ramp design should be reviewed – if possible, ramp should be located in the less visible part of the yard</b>				
9.	10/29/08	1616 East Main	East Side	DBB
PROPOSED WORK: No work specified – Exterior work only - DBB review				
AREA OF POTENTIAL EFFECT: Limited to this building and adjacent properties				
HISTORIC PROPERTIES PRESENT: There are two historic or potentially historic properties in the 1600 block of East Main. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This brick commercial building rated "B" on a scale of A-D in terms of historic integrity. <b>National Register eligible</b>				
DETERMINATION OF EFFECT: <b>Proposed work may have an ADVERSE EFFECT. Please send details of the proposed work to the coordinator for review before beginning.</b>				
10.	10/29/08	1612 Charles	East Side	DBB
PROPOSED WORK: No work specified – Exterior work only - DBB review				
AREA OF POTENTIAL EFFECT: Limited to this house and adjacent properties				
HISTORIC PROPERTIES PRESENT: There are two historic or potentially historic properties in the 1600 block of Charles. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This house rated "B" on a scale of A-D in terms of historic integrity. <b>National Register eligible</b>				
DETERMINATION OF EFFECT: <b>Proposed work may have an ADVERSE EFFECT. Please send details of the proposed work to the coordinator for review before beginning.</b>				
11.	10/29/08	1601 East Main	East Side	DBB
CoK Rehab Services = City of Kal Rehab; DBB= Dangerous Buildings Board; DCA = Douglass Comm Assoc; DRC = Disability Resource Center; K-HARP=CoK Homeroowner Assistance Repair Program; KNHS= Kal Nd Housing Services; KNNHC = Kal Northside Non Profit; KVHH – Kal Valley Habitat for Humanity; ROI – Residential Opportunities; VVI = Vine Ventures, Inc. <b>WOOD WINDOWS ONLY FOR ANY NR ELIGIBLE BUILDINGS - *ALL ARE CDBG funded</b> 2 of 8				

# 2008

# FOURTH QUARTER

# 106 REVIEW LOG

Date

Address

Neighborhood

Requested by

PROPOSED WORK: No work specified – Exterior work only - DBB review

AREA OF POTENTIAL EFFECT: Limited to this house and adjacent properties

HISTORIC PROPERTIES PRESENT: There are two historic or potentially historic properties in the 1600 block of East Main. This house is not National Register (NR) eligible.

DETERMINATION OF EFFECT: **Work may proceed without further review.**

12. 10/29/08 220 Foresman East Side DBB

PROPOSED WORK: No work specified – Exterior work only - DBB review

AREA OF POTENTIAL EFFECT: Limited to this house and adjacent properties

HISTORIC PROPERTIES PRESENT: There are two historic or potentially historic properties in the 200 block of Foresman. This house is not National Register (NR) eligible.

DETERMINATION OF EFFECT: **Work may proceed without further review.**

13. 10/29/08 600 Phelps East Side DBB

PROPOSED WORK: No work specified – Exterior work only - DBB review

AREA OF POTENTIAL EFFECT: Limited to this house and adjacent properties

HISTORIC PROPERTIES PRESENT: There are two historic or potentially historic properties in the 600 block of Phelps. This small commercial building is not National Register (NR) eligible.

DETERMINATION OF EFFECT: **Work may proceed without further review.**

14. 10/29/08 821 Trimble East Side DBB

PROPOSED WORK: No work specified – Exterior work only - DBB review

AREA OF POTENTIAL EFFECT: Limited to this house and adjacent properties

HISTORIC PROPERTIES PRESENT: There are two historic or potentially historic properties in the 800 block of Trimble. This house is not National Register (NR) eligible.

DETERMINATION OF EFFECT: **Work may proceed without further review.**

15. 10/31/08 721 N. Edwards North Side KNHS - furnace

PROPOSED WORK: Furnace replacement

AREA OF POTENTIAL EFFECT: Limited to the interior of this house

HISTORIC PROPERTIES PRESENT: There is one historic or potentially historic property in the 700 block of North Edwards. This house is not National Register (NR) eligible.

DETERMINATION OF EFFECT: **Work may proceed without further review.**

16. 10/31/08 1321 Beacon EastSide KNHS - furnace

PROPOSED WORK: Furnace replacement

AREA OF POTENTIAL EFFECT: Limited to the interior of this house

HISTORIC PROPERTIES PRESENT: There is one historic or potentially historic property in the 1300 block of Beacon. This house is not National Register (NR) eligible.

DETERMINATION OF EFFECT: **Work may proceed without further review.**

# 2008

# FOURTH QUARTER

# 106 REVIEW LOG

Date	Address	Neighborhood	Requested by
17. 10/31/08	1410 N. Park	North Side	KNHS - furnace
PROPOSED WORK: Furnace replacement AREA OF POTENTIAL EFFECT: Limited to the interior of this house HISTORIC PROPERTIES PRESENT: There are seven historic or potentially historic properties in the 1400 block of North Park. This house is not National Register (NR) eligible. DETERMINATION OF EFFECT: <b>Work may proceed without further review.</b>			
18. 10/31/08	1904 Elder	EastSide	KNHS - furnace
PROPOSED WORK: Furnace replacement AREA OF POTENTIAL EFFECT: Limited to the interior of this house HISTORIC PROPERTIES PRESENT: There is one historic or potentially historic property in the 1900 block of Elder. This house is not National Register (NR) eligible. DETERMINATION OF EFFECT: <b>Work may proceed without further review.</b>			
19. 10/31/08	1201 Hays Park	Edison	KNHS - furnace
PROPOSED WORK: Furnace replacement AREA OF POTENTIAL EFFECT: Limited to the interior of this house HISTORIC PROPERTIES PRESENT: There three historic or potentially historic properties in the 1200 block of Hays Park. This house is not National Register (NR) eligible. DETERMINATION OF EFFECT: <b>Work may proceed without further review.</b>			
20. 10/31/08	812 N. Church	North Side	KNHS - furnace
PROPOSED WORK: Furnace replacement AREA OF POTENTIAL EFFECT: Limited to the interior of this house HISTORIC PROPERTIES PRESENT: There six historic or potentially historic properties in the 800 block of North Church. This house is not National Register (NR) eligible. DETERMINATION OF EFFECT: <b>Work may proceed without further review.</b>			
21. 10/31/08	2014 East Alcott	Edison	KNHS - furnace
PROPOSED WORK: Furnace replacement AREA OF POTENTIAL EFFECT: Limited to the interior of this house HISTORIC PROPERTIES PRESENT: There no historic or potentially historic properties in the 2000 block of East Alcott. This house is not National Register (NR) eligible. DETERMINATION OF EFFECT: <b>Work may proceed without further review.</b>			
22. 10/31/08	1020 East Crosstown Parkway	Edison	KNHS - furnace
PROPOSED WORK: Furnace replacement AREA OF POTENTIAL EFFECT: Limited to the interior of this house HISTORIC PROPERTIES PRESENT: There no historic or potentially historic properties in the 1000 block of East Crosstown Parkway. This house is not National Register (NR) eligible. DETERMINATION OF EFFECT: <b>Work may proceed without further review.</b>			
23. 10/31/08	1311 Race Street	Edison	KNHS - furnace
PROPOSED WORK: Furnace replacement AREA OF POTENTIAL EFFECT: Limited to the interior of this house HISTORIC PROPERTIES PRESENT: There are three historic or potentially historic properties in the 1300 block of Race including this house. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This house rated "B" on a scale of A-D in terms of historic integrity. <b>National Register eligible</b>			

CoK Rehab Services = City of Kal Rehab; DBB= Dangerous Buildings Board; DCA = Douglass Comm Assoc; DRC = Disability Resource Center; K-HARP=CoK Homeroowner Assistance Repair Program; KNHS= Kal Nd Housing Services; KNNHC = Kal Northside Non Profit; KVHH – Kal Valley Habitat for Humanity; ROI – Residential Opportunities; VVI = Vine Ventures, Inc. **WOOD WINDOWS ONLY FOR ANY NR ELIGIBLE BUILDINGS - \*ALL ARE CDBG funded** 4 of 8

# 2008

# FOURTH QUARTER

# 106 REVIEW LOG

Date

Address

Neighborhood

Requested by

DETERMINATION OF EFFECT: NO EFFECT – interior work.

24. 10/31/08 829 Simpson North Side KNHS - furnace  
PROPOSED WORK: Furnace replacement  
AREA OF POTENTIAL EFFECT: Limited to the interior of this house  
HISTORIC PROPERTIES PRESENT: There are eleven historic or potentially historic properties in the 800 block of Simpson. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This house rated "B" on a scale of A-D in terms of historic integrity. **National Register eligible**  
DETERMINATION OF EFFECT: NO EFFECT – interior work.
25. 10/31/08 820 Burrell North Side KNHS - furnace  
PROPOSED WORK: Furnace replacement  
AREA OF POTENTIAL EFFECT: Limited to the interior of this house  
HISTORIC PROPERTIES PRESENT: There are three historic or potentially historic properties in the 800 block of Burrell. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This house rated "B" on a scale of A-D in terms of historic integrity. **National Register eligible**  
DETERMINATION OF EFFECT: NO EFFECT – interior work.
26. 10/31/08 1802 N. Church North Side KNHS - furnace  
PROPOSED WORK: Furnace replacement  
AREA OF POTENTIAL EFFECT: Limited to the interior of this house  
HISTORIC PROPERTIES PRESENT: There are four historic or potentially historic properties in the 1800 block of North Church. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This house rated "B" on a scale of A-D in terms of historic integrity. **National Register eligible**  
DETERMINATION OF EFFECT: NO EFFECT – interior work.
27. 10/31/08 616 Florence North Side KNHS - furnace  
PROPOSED WORK: Furnace replacement  
AREA OF POTENTIAL EFFECT: Limited to the interior of this house  
HISTORIC PROPERTIES PRESENT: This house was evaluated as being a contributing structure in the LaCrone Park potential study area in the 1999-2001 Reconnaissance Level Historic Resources Survey. This area is potentially National Register eligible. **National Register eligible**  
DETERMINATION OF EFFECT: NO EFFECT – interior work.
28. 10/31/08 1319 West North North Side KNHS - furnace  
PROPOSED WORK: Furnace replacement  
AREA OF POTENTIAL EFFECT: Limited to the interior of this house  
HISTORIC PROPERTIES PRESENT: This house was evaluated as being a contributing structure in the Fairmont (West Douglas) potential study area in the 1999-2001 Reconnaissance Level Historic Resources Survey. This area is potentially National Register eligible. **National Register eligible**  
DETERMINATION OF EFFECT: NO EFFECT – interior work.

# 2008

# FOURTH QUARTER

# 106 REVIEW LOG

Date	Address	Neighborhood	Requested by
29.	11/17/08 1617 East Main PROPOSED WORK: No work specified – Exterior work only - DBB review AREA OF POTENTIAL EFFECT: Limited to this building and adjacent properties HISTORIC PROPERTIES PRESENT: There are two historic or potentially historic properties in the 1600 block of East Main. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This brick commercial building rated "B" on a scale of A-D in terms of historic integrity. <b>National Register eligible</b> DETERMINATION OF EFFECT: <b>Proposed work may have an ADVERSE EFFECT. Please send details of the proposed work to the coordinator for review before beginning.</b>	East Side	DBB
30.	11/17/08 644 Lake PROPOSED WORK: Furnace replacement AREA OF POTENTIAL EFFECT: Limited to the interior of this house HISTORIC PROPERTIES PRESENT: There are eight historic or potentially historic properties in the 600 block of Lake. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This brick commercial building rated "B" on a scale of A-D in terms of historic integrity. <b>National Register eligible</b> DETERMINATION OF EFFECT: NO EFFECT – interior work.	Edison	Edison Nd - furnace
31.	11/18/08 315 Trimble <b>Proposed Work:</b> New construction. AREA OF POTENTIAL EFFECT: Limited to this empty lot and adjacent properties HISTORIC PROPERTIES PRESENT: There are no historic properties in the Area of Potential Effect. This is an empty lot and the area is not NATIONAL REGISTER eligible. DETERMINATION OF EFFECT: NO EFFECT. <b>Work may proceed without further review.</b>	East Side	KVHH
32.	11/17/08 1021 E. Crosstown Parkway PROPOSED WORK: Furnace replacement AREA OF POTENTIAL EFFECT: Limited to the interior of this house HISTORIC PROPERTIES PRESENT: There are no historic or potentially historic properties in the 1000 block of East Crosstown. <b>NOT National Register eligible</b> DETERMINATION OF EFFECT: NO EFFECT	Edison	Edison Nd - furnace
33.	11/24/08 1345 Krom PROPOSED WORK: No work specified – Exterior work only - DBB review AREA OF POTENTIAL EFFECT: Limited to this house and adjacent properties HISTORIC PROPERTIES PRESENT: There are five historic or potentially historic properties in the 1300 block of Krom. This house is not National Register (NR) eligible. DETERMINATION OF EFFECT: <b>Work may proceed without further review.</b>	North Side	DBB
34.	11/24/08 932 N. Park PROPOSED WORK: No work specified – Exterior work only - DBB review AREA OF POTENTIAL EFFECT: Limited to this house and adjacent properties HISTORIC PROPERTIES PRESENT: There are four historic or potentially historic properties in the 900 block of North Park. This house is not National Register (NR) eligible. DETERMINATION OF EFFECT: <b>Work may proceed without further review.</b>	North Side	DBB
35.	11/24/08 1725 N. Church CoK Rehab Services = City of Kal Rehab; DBB= Dangerous Buildings Board; DCA = Douglass Comm Assoc; DRC = Disability Resource Center; K-HARP=CoK Homeroowner Assistance Repair Program; KNHS= Kal Nd Housing Services; KNNHC = Kal Northside Non Profit; KVHH – Kal Valley Habitat for Humanity; ROI – Residential Opportunities; VVI = Vine Ventures, Inc. <b>WOOD WINDOWS ONLY FOR ANY NR ELIGIBLE BUILDINGS - *ALL ARE CDBG funded</b>	North Side	DBB

# 2008

# FOURTH QUARTER

# 106 REVIEW LOG

Date

Address

Neighborhood

Requested by

PROPOSED WORK: No work specified – Exterior work only - DBB review  
AREA OF POTENTIAL EFFECT: Limited to this house and adjacent properties  
HISTORIC PROPERTIES PRESENT: There are four historic or potentially historic properties in the 1700 block of North Church. This house is not National Register (NR) eligible.  
DETERMINATION OF EFFECT: **Work may proceed without further review.**

36. 11/24/08 1329 Princeton North Side DBB  
PROPOSED WORK: No work specified – Exterior work only - DBB review  
AREA OF POTENTIAL EFFECT: Limited to this building and adjacent properties  
HISTORIC PROPERTIES PRESENT: There are eight historic or potentially historic properties in the 1300 block of Princeton. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This house rated "B" on a scale of A-D in terms of historic integrity.  
DETERMINATION OF EFFECT: **Proposed work may have an ADVERSE EFFECT. Please send details of the proposed work to the coordinator for review before beginning.**
37. 11/24/08 1326 N. Burdick North Side DBB  
PROPOSED WORK: No work specified – Exterior work only - DBB review  
AREA OF POTENTIAL EFFECT: Limited to this building and adjacent properties  
HISTORIC PROPERTIES PRESENT: There are fifteen historic or potentially historic properties in the 1600 block of East Main. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This house rated "B" on a scale of A-D in terms of historic integrity.  
DETERMINATION OF EFFECT: **Proposed work may have an ADVERSE EFFECT. Please send details of the proposed work to the coordinator for review before beginning.**
38. 11/24/08 809 Burrell North Side DBB  
PROPOSED WORK: No work specified – Exterior work only - DBB review  
AREA OF POTENTIAL EFFECT: Limited to this building and adjacent properties  
HISTORIC PROPERTIES PRESENT: There are three historic or potentially historic properties in the 1600 block of East Main. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This house rated "B" on a scale of A-D in terms of historic integrity.  
DETERMINATION OF EFFECT: **Proposed work may have an ADVERSE EFFECT. Please send details of the proposed work to the coordinator for review before beginning.**
39. 12/01/08 1216 Reed Edison DRN  
PROPOSED WORK: Barrier free ramp on front of house.  
AREA OF POTENTIAL EFFECT:  
HISTORIC PROPERTIES PRESENT: There are six historic or potentially historic properties in the 12300 block of Reed including this house. This house is not National Register (NR) eligible.  
DETERMINATION OF EFFECT: No Effect on historic properties. Work may proceed without further review.

# 2008

# FOURTH QUARTER

# 106 REVIEW LOG

Date	Address	Neighborhood	Requested by	
40.	12/01/08	837 Franklin	Edison	KNHS

PROPOSED WORK: Re-deck and new roof, gutters  
AREA OF POTENTIAL EFFECT: Reserved to this structure and nearby potential historic properties.  
HISTORIC PROPERTIES PRESENT: In the 800 block of Franklin, there are five houses which are potentially National Register eligible including this house. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This house rated "B" on a scale of A-D in terms of historic integrity. **National Register eligible**  
DETERMINATION OF EFFECT: Proposed work will have NO ADVERSE EFFECT if the roof complies with the Secretary of the Interior's Standards for Rehabilitation.  
ROOFS:

- **Dark "D" type drip edge.**
- **Ridge vent colored to blend with roof.**
- **New deck is to be installed to protect/accommodate crown moulding by installing decking to hang over 3/4" - 1" past existing or future crown moulding.**
- **Flashing shall be a color to complement the roof color (Not bright metal) and shall be properly installed:**
  - ❖ **Flashing must be tucked behind clapboards or siding on porches, dormers and side roofs.**
  - ❖ **Flashing must be tucked into mortar joints of chimneys.**

Work may proceed without further review.

41.	12/01/08	814 Woodbury	Northside	KNHS
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PROPOSED WORK: Re-deck and new roof, gutters  
AREA OF POTENTIAL EFFECT: Reserved to this structure and nearby potential historic properties.  
HISTORIC PROPERTIES PRESENT: In the 800 block of Woodbury, there are nine houses which are potentially National Register eligible including this house. This house was identified as retaining a good degree of historic integrity and is National Register eligible as determined in the 1999-2001 Reconnaissance Level Historic Resources Survey. This house rated "B" on a scale of A-D in terms of historic integrity. **National Register eligible**  
DETERMINATION OF EFFECT: Proposed work will have NO ADVERSE EFFECT if the roof complies with the Secretary of the Interior's Standards for Rehabilitation.  
ROOFS:

- **Dark "D" type drip edge.**
- **Ridge vent colored to blend with roof.**
- **New deck is to be installed to protect/accommodate crown moulding by installing decking to hang over 3/4" - 1" past existing or future crown moulding.**
- **Flashing shall be a color to complement the roof color (Not bright metal) and shall be properly installed:**
  - ❖ **Flashing must be tucked behind clapboards or siding on porches, dormers and side roofs.**
  - ❖ **Flashing must be tucked into mortar joints of chimneys.**

Work may proceed without further review.

42.	12/10/08	3118 Lowell	Edison	KVHH
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PROPOSED WORK: New construction.  
AREA OF POTENTIAL EFFECT: Reserved to this lot and nearby potential historic properties.  
HISTORIC PROPERTIES PRESENT: This is an empty lot and the area is not NATIONAL REGISTER eligible – no effect on historic properties. There are no historic properties in the Area of Potential Effect.  
Work may proceed.

2009 Kalamazoo Historic Preservation Commission Budget	(All Historic Preservation Commission funds are derived from the sale of <u>Kalamazoo: Lost and Found</u> )	Proposed budget for 2009 is the same as 2008
<b>Account Description</b>	<b>2008 Budget</b>	<b>2009 Budget</b>
<b>Working Capital</b>	\$11,000.00	\$11,000.00
<b>Spending Plan</b>		
<b>Commissioner Education</b>		
NTHP*, MHPN*, State HP	\$750.00	\$750.00
<b>O'Connor Fund</b>	\$400.00	\$400.00
<b>Memberships</b>		
NTHP* - HPC, HDC - NAPC*	\$500.00	\$500.00
<b>Public Education</b>		
Neighborhood Assistance	\$700.00	\$700.00
Preservation Month	\$2,000.00	\$2,000.00
General Preservation Education	\$2650.00	\$2650.00
<b>Kalamazoo: Lost and Found</b>		
Promotion	\$1,200.00	\$1,200.00
Consultants - Fulfillment, Marketing and Royalty	\$2,500.00	\$2,500.00
<b>Misc. Travel/Supplies/Materials</b>	\$300.00	\$300.00
<b>Totals</b>	<b>\$11,000.00</b>	<b>\$11,000.00</b>

\*NTHP – National Trust for Historic Preservation

\*MHPN – Michigan Historic Preservation Network

\*NAPC – National Alliance of Preservation Commissions