

KALAMAZOO HISTORIC PRESERVATION COMMISSION
VIRTUAL MEETING
WEDNESDAY October 13, 2021 – 6:00pm

- I. **Call to order:**
- II. **Roll call and approval of absences:**
 - A. Fred Edison (FE).
 - B. Kyle Hibbard (KH)
 - C. Regina Gorham, chair (RG).
 - D. Katherine White (KW).
 - E. Lenee Powell-Wilson (LPW).
 - F. VACANT
 - G. VACANT

For virtual meetings, during the roll call, each commissioner needs to state their name, and where they are currently located and attending from.

- III. **Approval of Agenda:**
- IV. **Introduction of Guests:**
- V. **Citizen Comments on NON-agenda items* & Correspondence:**
- VI. **Financial Report (20 min) (Report at meeting)**
 - A. REVENUE – October \$0.00 Year to date \$3079.36
 - B. EXPENSES – October \$0.00 Year to date \$2463.00
 - C. BALANCE REMAINING (?? \$6,858.73 ??)
 - D. RESERVE FUND – O’Connor Fund for HP in Kzoo held at Kalamazoo Community Foundation
 - 1. New grant dollars available in 2021 \$8353.56
 - 2. Agency fund – new grant dollars available in 2021 \$830.48
- VII. **Action and Discussion Items**
 - A. **Diversity and Inclusion** (Powell-Wilson, White, Edison) Report at meeting
 - 1. Kalamazoo Reservation Public Education (Gorham) (10 min) Report at meeting
 - B. **Historic Preservation Programs - O’Connor Fund** (Powell-Wilson)
 - 1. Grantmaking – (no report)
 - 2. OHOW – Old House Owners Workshops (no report)
 - C. **Reconnaissance Level Historic Resource Survey & CLG Grant** (Ferraro) No report
 - D. **Grave Issues – Cemetery Project** (Hibbard) - (no report)
 - E. **Preservation Month** (Gorham) (15 min) (no report)
 - F. **Designation & Sites** (D) – (10 min) no report
 - G. **Sustainability** (SU) – (10 min) (Ferraro) (K:L&F end report at meeting)
 - H. **Operations** (O) – Gorham (5 min) *Report at meeting*
- VIII. **Old/New Business**
 - A. Proposed 2022 HPC budget **(ITEM A)**
 - B. Section 106 quarterly report (delayed from October agenda) **(ITEM B)**
 - C. SOAP sample **(ITEM C)**
- IX. **Approval of meeting notes: (5 min)**
 - A. October 14, 2021 **(ITEM D)**

- X. **Coordinators Report on non-agenda items (5 min)**
 - A. Coordinators monthly report **(ITEM E)**
- XI. **Citizen Comments on NON-agenda items***
- XII. **Commissioner Comments**
- XIII. **Adjourn 8:00 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.

At present it looks like meetings will continue to be virtual through the end of 2021 - ADDITIONAL UPDATES AT THE MEETING.

**NEW WORK PLAN ON
FOLLOWING PAGES
Adopted March 10, 2021**

KALAMAZOO HISTORIC PRESERVATION COMMISSION GOALS FOR 2021-2023

Adopted Wed., March 10, 2021

Chair: Josh Koenig Vice-chair: Regina Gorham
Secretary: none Treasurer: Lenee Powell-Wilson

+++++

PRIORITY PROJECTS

DIVERSITY AND INCLUSION

NEW/ONGOING

Leader(s) Lenee Powell-Wilson, Regina Gorham, Fred Edison

1. Create working relationship with local and regional entities to partner with efforts to make Kalamazoo history more inclusive and complete
2. KALAMAZOO RESERVATION PUBLIC EDUCATION COMMITTEE - migrate all Next Exit History material to Kalamazoo Public Library, continue to work with Gun Lake band tribal council

O'CONNOR FUND FOR HISTORIC PRESERVATION PROGRAMS

ANNUAL/ONGOING

CREATE NEW & MANAGE EXISTING PROGRAMS

Leader(s) Katherine White & Lenee Powell-Wilson

1. Education: Old House Owners Workshops - Video, Hands-On and In-Seat Programming
 - a. ~~Complete taping and showing Season 1, 8 episode video series for 2020-2021~~
 - b. Plan Season 2 plan and tape 8 episodes for broadcast in late 2021 and 2022. **Suspended**
 - c. Count video viewers
 - d. Negotiate partnership agreement with PMN to include broadcasting rights for City of Kalamazoo for 2021-2022 season.
 - e. Consider pros and cons of returning to hands-on and in-seat informational sessions for summer 2022. Make a decision and plan for 2022 if the answer is "yes."
2. Preservation Assistance: Explore and provide funding for a program or programs to address:
 - a. no-cost home repairs for qualified low-income owner-occupants
 - b. a more inclusive & diverse Kalamazoo history as it relates to preserving buildings & places
3. Preservation Assistance: Develop and implement one or more grant-making programs

RECONNAISSANCE LEVEL HISTORIC RESOURCE SURVEY PROJECT

COMPLETE – OCTOBER 2023

LEADER(S) Coordinator & Chairperson

GOAL: Prepare a historic resource survey of all structures and resources within the boundaries of the city of Kalamazoo

1. Monthly report to HPC.
2. Begin Survey in March 2021 – complete field work by October 2022, report by October 2023
3. Final report to HPC to use in preparing next Workplan

CEMETERIES (Grave Issues Squad)

ANNUAL/ONGOING

LEADER(S) Kyle Hibbard, Sharon Ferraro

1. 2021 - when the repairs are being made on the roads in the Mountain Home explore the creation of a survey database that can be used on smartphones to facilitate quick survey of grave marker condition using volunteers
2. Use the cemetery to engage the public in using appropriate techniques for cleaning grave markers – explore making a short video on water-only cleaning of headstones
3. LONG TERM - Create plan to clean and repair grave markers and cemetery buildings using public volunteers and professionals when necessary
4. assist city staff in developing a long-term plan for repair, cleaning and maintenance in Kalamazoo's two historic cemeteries, Mountain Home and Riverview.

PRESERVATION MONTH & OTHER EVENTS

ANNUAL/ONGOING

Leader: Regina Gorham & coordinator

GOAL: Consider a variety of events to celebrate Preservation Month in May

1. Committee formed in January to consider awards and special events for Preservation Month
 - a. Create work schedules, recruit & train volunteers
 - b. Complete events, Post event debrief presented to HPC
 - c. Present Preservation Awards nominations to HPC and make awards
 - d. Form committee for next year
2. Put "Pres month opportunities" as a discussion section on HPC monthly agenda.
3. *Create a three-year plan for future events to celebrate Preservation Month before end of 2021*

DESIGNATION (Preservation Tools/Outreach):

ANNUAL/ONGOING

LEADER(S): Fred Edison & Katherine White

(See appendix A to C for current DRAFT lists)

1. Work to create a citywide context statement for "missing" history – the history of BIPOC and women in Kalamazoo – the statement could be used to be an integral part of surveys, National Register and Local HD listings
2. support the establishment of new historic districts, National Register nominations and local designation as appropriate
3. Consider the creation of a local historic marker program
4. Explore and support a process to include the identification of potential pre-historic and historic archeological sites in Kalamazoo
5. educate the public on historic preservation and designation as a tool
6. 2022 – using the results of the reconnaissance historic resource survey, create a new list of potential historic resources in the city.

SUSTAINABILITY/ REVENUE

ANNUAL/ONGOING

LEADER(S): Coordinator & Chairperson

1. Finalize transition of KL&F from Pam O'Connor to Lynn Houghton.
 - a. Develop a plan for remaining inventory by Sept. 1, 2021 **DONE**
 - b. execute said plan before Dec. 31, 2021.
2. Review plans annually for ongoing and new O'Connor Fund expenditures and ensure that O'Connor fund appeal is done in November
3. Review Hidden Kalamazoo book publication – possibly shift to Arcadia Press
4. Start looking for future fund-raising plans

OPERATIONS/Chairperson's responsibilities

ANNUAL/ONGOING

LEADER: Chairperson

1. To see that 1-2 representatives from KHPC meet quarterly w/ Director of CPED and City Planner to discuss KHPC
2. Review financial status & reserve account quarterly in advance of opportunities for budget adjustment
3. Create budget in July or August
4. Monitor the preservation coordinator position so that it remains funded by City
5. Ensure quorum at meetings
6. Meet monthly with Historic Preservation Coordinator to review issues and plan agendas.
7. Oversight and update of operational plans monthly
8. Ensure succession plan for HPC

APPENDIX A: sites eligible for additional designation – to be expanded and revised after the Reconnaissance Level Historic Resources Survey is complete

LOCAL DESIGNATION

- Woodside Properties (W) and panhandle Greenlawn – add to West Main Hill
- **Bronson Park Historic District (NR listed)**
- Milwood Area
- Edison/Washington Square Area
- Hillcrest/Winchell Area
- Parkwyn Village
- Mid-Century Resources
- **Isaac Brown House (NR listed)**
- Loring-McMartin Farm /railroad viaduct
- Ihling Brothers Building (Kalamazoo Ballroom Academy, Worship Arts, Dill Instruments 2020 Fulford St (Edison)

NATIONAL REGISTER DESIGNATION

- State Theater – National Register eligible - NR nomination in progress (March 2021)
- American National/5/3 Bank Tower - National Register eligible – need new photos and permission letter from owner
- Bronson/Upjohn Headquarters (NR nomination in progress – March 2021)
- Parkwyn Village (Nomination being prepared by Peter Copeland)
- Mid Century Resources
- Washington Square Area

APPENDIX B: Schools – encourage and prepare history and heritage of schools to post on KPL Local History Room and KPS, Kal. Christian Schools, Catholic Schools websites. Encourage adaptive use if buildings become vacant. Prioritized List of Local Public and Private School Buildings:

1. El Sol/Vine Elementary (KPS) (In local historic district) 604 W. Vine
2. Milwood Middle School (KPS) 2916 Konkle St
3. Winchell Elementary (KPS) 2316 Winchell Ave
4. Greenwood Elementary (KPS) 3501 Moreland Street
5. Hackett High School (Catholic Diocese) 1000 West Kilgore Ave
6. St. Augustine Elementary (Catholic Diocese) 600 West Michigan Ave
7. St. Monica Elementary (Catholic Diocese) 530 West Kilgore Ave
8. Kalamazoo Christian High School (Christian Schools)
9. Community Education Center (former Kalamazoo Central High School) (KPS) NR & Local HD 600 West Vine St.
10. (Former) South Christian Elementary on Westnedge – owned by KPS
11. Hillcrest School (Kazoo School - private) 1401 Cherry St
12. Former Ebenezer School (Bronson, Former K Christian John St)

Work completed on upgrades and new construction (Nov 2018)

1. Loy Norrix High School (KPS) 606 East Kilgore Road
2. Lincoln Elementary (KPS) 912 North Burdick Ave.
3. Woodward Elementary (KPS) (In NR and local historic district) 606 Stuart Ave
4. Parkwood/Upjohn Elementary (KPS) 2321 South Park St

APPENDIX C: Churches (by address and denomination)

- 1) Second Missionary Baptist Church - 603 North Rose (North Side)
- 2) North Presbyterian - 603 North Burdick - (North Side) VACANT
- 3) Friendship Baptist Church – 326 West Paterson (North Side)
- 4) North Westnedge Church of Christ – 1101 North Westnedge Ave (North Side)
- 5) Allen Chapel AME - 804 West North Street (North Side)
- 6) Chicago Avenue Church of Christ – 940 Chicago Avenue (East Side)
- 7) Bethany Reformed Church – 1833 South Burdick Ave (Edison)
- 8) Seasons of Change Church – 1401 Lay Blvd (Edison)

ITEM A

		2021 Budget	2021 YTD	2021 Projection	2022 proposed
FUND: 253 PRIVATE PURPOSE TRUST AND DONATIONS					
REVENUES					
253-724-01-000-664.002	INTEREST ON INVESTMENTS	0.00	0.00	0	0
253-724-01-000-671.026	HISTORIC PRESERVATION SALES	2,000.00	3,079.36	3080	2,000.00
253-724-01-000-671.045	HISTORIC PRESERVATION FUNDRAISING	2,000.00	0.00	0	0.00
253-724-01-000-675.000	WORKING CAPITAL	2,000.00	0.00	0	4,000.00
		6,000.00	3,079.36	3,080.00	6,000.00
253-724-03-000-671.040	UNREALIZED GAIN/LOSS ON INVEST	1,059.00	0.00	1059	2,000.00
TOTAL REVENUES		7,059.00	3,079.36	4,139.00	8,000.00
EXPENDITURES					
253-724-01-000-729.001	OPERATING SUPPLIES	50.00	0.00	0	50.00
253-724-01-000-805.006	EDUCATION AND TRAINING	200.00	0.00	0	200.00
253-724-01-000-845.001	OUTSIDE CONTRACTUAL SERVICES	4,750.00	2,463.00	3000	4,750.00
253-724-01-000-845.023	FUNDRAISING	500.00	0.00	0	500.00
253-724-01-000-860.001	MEMBERSHIPS AND DUES	500.00	0.00	0	500.00
		6,000.00	2,463.00	3,000.00	6,000.00
253-724-03-000-845.001	OUTSIDE CONTRACTUAL SERVICES	1,059.00	0.00	1059	2,000.00
TOTAL EXPENDITURES		7,059.00	2,463.00	4,059.00	8,000.00
EXCESS OF REVENUES OVER EXPENDITURES		0.00	616.36	80.00	0.00

PROPOSED BUDGET FOR KALAMAZOO HISTORIC PRESERVATION COMMISSION FOR 2022

2021 3rd quarter ER 96-713 106 Review Log
City of Kalamazoo, Kalamazoo County – A Certified Local Government

Date Address Neighborhood Sub-recipient

***ALSO REVIEWED – No Historic Property – end of this document**

1. 07/16/2021 1015 Lay Blvd Edison Community Homeworks

PROPOSED WORK Ceiling & plumbing repairs

AREA OF POTENTIAL EFFECT: Limited to this house and the adjacent houses

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**.

This is a Schedule C project, exempt from review under the Programmatic Agreement between the City of Kalamazoo and the Michigan State Historic Preservation Office.

DETERMINATION OF EFFECT: No Effect – work may proceed without further review.

2. 07/20/2021 606 Clinton Edison KNHS

PROPOSED WORK Roof

AREA OF POTENTIAL EFFECT: Limited to this house and the adjacent houses

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: No Adverse Effect – work must comply with the specifications below

1. Medium to dark color shingle
2. Dark "D" type drip edge.
3. Ridge vent colored to blend with roof.
4. Single cut or open valleys (no woven shingle valleys).
5. 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. (See enclosed standard for details and drawings.) *IMPORTANT NOTE: In areas where crown moulding is missing, new deck installation shall allow for future re- installation of crown moulding.*
6. Flashing shall be a color to complement the roof color (Not bright metal) and shall be properly installed:
7. Flashing must be tucked behind clapboards or siding on porches, dormers and side roofs.
8. Flashing must be tucked into mortar joints of chimneys.
9. Any unpainted wood must be painted within six months from the date of completion (not counting months between November and April.)

3. 07/23/2021 1328 Poplar Place Edison KNHS

PROPOSED WORK Roof

AREA OF POTENTIAL EFFECT: Limited to this house and the adjacent houses

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: No Adverse Effect – work must comply with the specifications below

1. Medium to dark color shingle
2. Dark "D" type drip edge.
3. Ridge vent colored to blend with roof.
4. Single cut or open valleys (no woven shingle valleys).
5. 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. (See enclosed standard for details and drawings.) *IMPORTANT NOTE: In areas where crown moulding is missing, new deck installation shall allow for future re- installation of crown moulding.*
6. Flashing shall be a color to complement the roof color (Not bright metal) and shall be properly installed:
7. Flashing must be tucked behind clapboards or siding on porches, dormers and side roofs.

2021 All reviews ER 96-713 106 Review Log
City of Kalamazoo, Kalamazoo County – A Certified Local Government

Date Address Neighborhood Sub-recipient

- 8. Flashing must be tucked into mortar joints of chimneys.
- 9. Any unpainted wood must be painted within six months from the date of completion (not counting months between November and April.)

10. 08/02/2021 1215 Lay Edison KNHS lead program
 PROPOSED WORK: Lead abatement and interim control to remediate lead-based paint hazards – HUD LBPHCP Grant
 AREA OF POTENTIAL EFFECT: Limited to this house and the adjacent houses
 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: ADVERSE EFFECT pending review of specifications.

11. 08/02/2021 1305 Reed Edison KNHS lead program
 PROPOSED WORK: Lead abatement and interim control to remediate lead-based paint hazards – HUD LBPHCP Grant
 AREA OF POTENTIAL EFFECT: Limited to this house and the adjacent houses
 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: ADVERSE EFFECT pending review of specifications.

12. 08/02/2021 114 West Vine St Vine KNHS lead program
 PROPOSED WORK: Lead abatement and interim control to remediate lead-based paint hazards – HUD LBPHCP Grant
 Weatherization and minor repairs
 AREA OF POTENTIAL EFFECT: Limited to this house and the adjacent houses
 HISTORIC PROPERTIES PRESENT: This house is a contributing historic resource in the South Street-Vine Area local historic district.

- Please submit details of the weatherization and repairs – Will any of the proposed work have a visual impact on the exterior or the removal of historic features from the interior?
- Please submit specification as far in advance as possible. This project MAY need review by the full Historic District Commission at their regular monthly meeting.

DETERMINATION OF EFFECT: ADVERSE EFFECT for lead abatement pending review of specifications.

13. 08/16/2021 1208 Hays Park Edison Community Homeworks
 PROPOSED WORK: Window Repair/replacement
 AREA OF POTENTIAL EFFECT: Limited to this building and the adjacent historic district
 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: windows are repaired, work may proceed without further review – finding is No Adverse Effect. If the windows are to be replaced, please sent specifics of the replacement window chosen - finding is Adverse Effect.

2021 All reviews ER 96-713 106 Review Log
City of Kalamazoo, Kalamazoo County – A Certified Local Government

Date Address Neighborhood Sub-recipient

14. 08/16/2021 712 Clinton Edison Community Homeworks
PROPOSED WORK plumbing & electrical repairs, possible furnace/water heater repair or replacement
AREA OF POTENTIAL EFFECT: Limited to this building and the adjacent historic district
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: windows are repaired, work may proceed without further review – finding is No Adverse Effect. If the windows are to be replaced, please sent specifics of the replacement window chosen - finding is Adverse Effect.

15. 08/27/2021 1420 Clinton Edison Community Homeworks
PROPOSED WORK front porch repairs
AREA OF POTENTIAL EFFECT: Limited to this building
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: NO Adverse Effect if work replicates the existing porch including guard rail height.

16. 09/08/2021 810 Hawley Northside Code Enforcement Repair Program (CERP)
PROPOSED WORK repairs – front steps and windows
AREA OF POTENTIAL EFFECT: Limited to this building
HISTORIC PROPERTIES PRESENT: This house was evaluated as being a contributing structure in the North Stuart potential study area in the 1999-2001 Reconnaissance Level Historic Resources Survey. This area is potentially **National Register eligible**.
DETERMINATION OF EFFECT: NO Adverse Effect for repairs

17. 09/21/2021 501 Douglas Ave West Douglas/Stuart HD KNHS lead program
PROPOSED WORK: Lead abatement and interim control to remediate lead-based paint hazards – HUD LBPHCP Grant
Weatherization and minor repairs
AREA OF POTENTIAL EFFECT: Limited to this house and the adjacent houses
HISTORIC PROPERTIES PRESENT: This house is a contributing historic resource in the Stuart Area National Register and local historic district.

- Please submit details of the lead abatement – Will any of the proposed work have a visual impact on the exterior or the removal of historic features from the interior?
- Please submit specification as far in advance as possible. This project MAY need review by the full Historic District Commission at their regular monthly meeting. Meetings are always on the second Tuesday of each month with the application deadline on the 2nd Tuesday at noon.

DETERMINATION OF EFFECT: (Potential) Adverse Effect before reviewing specifications

2021 All reviews ER 96-713 106 Review Log
City of Kalamazoo, Kalamazoo County – A Certified Local Government

Date	Address	Neighborhood	Sub-recipient
18. 09/21/2021	1007 Hays Park	Edison	KNHS lead program
PROPOSED WORK: Lead abatement and interim control to remediate lead-based paint hazards – HUD LBPHCP Grant			
AREA OF POTENTIAL EFFECT: Limited to this house and the adjacent houses			
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: ADVERSE EFFECT pending review of specifications.			
19. 09/28/2021	1224 Egleston	Edison	Senior Services
PROPOSED WORK: drywall and roof repairs			
AREA OF POTENTIAL EFFECT: Limited to this house			
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 .			
<i>This is a Schedule C project, exempt from review under the Programmatic Agreement between the City of Kalamazoo and the Michigan State Historic Preservation Office.</i>			
DETERMINATION OF EFFECT: No Effect – work may proceed without further review.			

ALSO REVIEWED – No Historic Property

1. 07/01/2021	1716 E. Alcott	Demolition	CoK
2. 07/12/2021	821 Simpson	Barrier free ramp	Senior Services
3. 07/14/2021	120 W. Paterson	Barrier free ramp	Senior Services
4. 07/16/2021	1808 Woodward	Various minor interior repairs	Senior Services
5. 07/16/2021	1210 Hotop	Front steps & safety modifications	Senior Services
6. 07/20/2021	1829 Van Zee	Lead abatement HUD LBPHCP grant	KNHS
7. 07/20/2021	525 Lulu	Lead abatement HUD LBPHCP grant	KNHS
8. 07/20/2021	1120 N. Church	Lead abatement HUD LBPHCP grant	KNHS
9. 07/23/2021	1217 Cobb	Roof	KNHS
10. 07/23/2021	1916 S. Park	Roof	KNHS
11. 07/23/2021	1410 Charles	Roof	KNHS
12. 07/23/2021	1205 Race St	Lead abatement HUD LBPHCP grant	KNHS
13. 07/27/2021	1310 Fourth St	Leaking toilet, floor & door repairs	Senior Services
14. 07/27/2021	1355 N. Rose St	plumbing leaks, kitchen ceiling	Senior Services
15. 08/02/2021	634 W. Paterson	Lead abatement HUD LBPHCP grant	KNHS
16. 08/02/2021	129 East Bush	Widen door for wheel chair	Senior Services
17. 08/03/2021	711 Millard	Repair sump pump	Community Homeworks
18. 08/03/2021	1720 N. Church	Muck out flooded basement, mold	Community Homeworks
19. 08/03/2021	530 Mabel	Replace windows, misc. repairs	Community Homeworks
20. 08/03/2021	1723 N. Church	Replace furnace, remedy mold	Community Homeworks
21. 08/04/2021	1120 N. Church	door repair, flooding in basement	Community Homeworks
22. 08/16/2021	718 Mabel	Duct repairs, Kit & bath leaks	Community Homeworks
23. 08/16/2021	813 Simpson	Plumbing & electrical repairs	Community Homeworks
24. 08/16/2021	630 Mabel	Door repairs, back porch, water heater	Community Homeworks

2021 All reviews ER 96-713 106 Review Log
City of Kalamazoo, Kalamazoo County – A Certified Local Government

Date	Address	Neighborhood	Sub-recipient
25. 08/16/2021	717 Mabel	Door repairs, furnace, water heater	Community Homeworks
26. 08/16/2021	719 Mabel	Electrical, furnace, water heater + more	Community Homeworks
27. 08/16/2021	1623 Charles	Porch trim painted & repairs	KENA
28. 08/16/2021	1625 East Main	Paint front, porch repair, replace fr wdw	KENA
29. 08/16/2021	613 Southworth Terr	Paint front, porch repair	KENA
30. 08/16/2021	3209 Lowden	Plumbing repairs	Community Homeworks
31. 08/16/2021	701 Elizabeth	Plumbing, floor, wall, step repairs	Community Homeworks
32. 08/16/2021	616 Florence	Plumbing, wall, steps, electric, etc	Community Homeworks
33. 08/16/2021	626 Ada	Electrical box repairs	Community Homeworks
34. 08/16/2021	3311 Hoover	Window repair/replacement	Community Homeworks
35. 08/16/2021	817 Woodbury	Electric, rails, furnace & Water heater+	Community Homeworks
36. 08/16/2021	1722 N. Church	Replace furnace + water heater, dry out	Community Homeworks
37. 08/16/2021	740 Douglas	Plumbing, ceiling, window repairs+	Community Homeworks
38. 08/27/2021	1712 N. Church	Furnace + Water heater replacement	Community Homeworks
39. 08/16/2021	1716 N. Church	crack in bsmt floor, sump pump	Community Homeworks
40. 09/08/2021	414 W. Frank	paint exterior	CERP
41. 09/08/2021	905 Fairbanks	Roof	KNHS
42. 09/08/2021	2206 Hazel Ave	Roof	KNHS
43. 09/08/2021	825 Woodbury	Front & back porch repairs	Community Homeworks
44. 09/08/2021	1711 N. Edward	Porch repairs	Community Homeworks
45. 09/08/2021	525 Trimble	Porch, ceiling, electrical, plumbing repairs	Community Homeworks
46. 09/09/2021	1316 Douglas	Roof	KNHS
47. 09/09/2021	112 Herbert	Roof	KNHS
48. 09/09/2021	1327 N. Rose	Roof	KNHS
49. 09/09/2021	1320 N. Westnedge	Roof	KNHS
50. 09/17/2021	1307 S. Burdick	Roof	KNHS
51. 09/17/2021	712 Dwight	Roof	KNHS
52. 09/28/2021	508 W. Prouty	Minor repairs, flood cleanup	Senior Services
53. 09/28/2021	1115 N. Prairie	Plumbing repairs, hot water heater	Senior Services
54. 09/28/2021	1212 North Park	Lead abatement HUD-LBPHCP grant	KNHS



LA GRANGE HISTORIC DISTRICT COMMISSION - MISSION

The mission of the La Grange Historic District Commission (LHDC) is to safeguard the City's historic structures and cultural heritage; to foster civic pride in the past; to promote the use of historic districts and landmarks for the education, pleasure, and welfare of the people of the City; and to encourage preservation of historic integrity in land use and development planning.

ITEM C

2021-2022 - STRATEGY ON A PAGE (SOAP) **SAMPLE FOR DISCUSSION - KHDC**

PRESERVE & ENFORCE

GOAL: To safeguard our historic structures and cultural heritage, preserving the past while ensuring the economic vitality and civic pride now and in the future.

IMPROVE EXPERIENCE

GOAL: To create seamless, easy-to-understand and navigate processes for citizens, commission members/staff and towns people.

INSPIRE, EDUCATE & PROMOTE

GOAL: Inspire the La Grange community to celebrate the rich history of our buildings, homes, and structures to build interest in preserving them for the future.

PARTNER FOR PRESERVATION

GOAL: Actively partner with city organizations and committees to raise money for property owners to preserve their historic assets.

INCREASE EXPERTISE

GOAL: To increase the core competencies of the commission members to evolve our abilities and better serve the community.

1. Evolve our guidelines based on need & best practice benchmarking
2. Craft new mural guidelines & guidebook.
3. Establish consequences for non-compliance
4. Award Annual "Best of" winners: Best renovation/project & Best application

1. Analyze end-to-end applicant process, identify & fix pain points
2. Proactively connect & build trusting relationships with new & existing property owners in the LGHD
3. Develop, test, learn & new experiences
4. Increase knowledge of LHDC & Guidelines with realtors & contractors

1. Introduce docent led & self-guided historic district tours
2. Create fun, interesting, & informational signage & plaques to engage citizens & visitors
3. Designate local landmarks & historic properties
4. Write monthly articles about preservation & LHDC in Oldham Era

1. Identify buildings in need of critical restoration
2. Identify grants & funding resources for restoration
3. Partner with Main St. Program & Tourism Commission for grants & funding
4. Establish a separate fund for LHDC to oversee & approve funding for restoration
5. Identify contractors with old building experience

1. Attend NTHP, NAPC, & KHC Trainings
2. Invest time in learning through memberships
3. Benchmark Best Practices
4. Build an advisory committee of architects artists, & preservationist to assist with our evolution.
5. Continuously identify & recruit seasoned experts

KALAMAZOO HISTORIC PRESERVATION COMMISSION
VIRTUAL MEETING
WEDNESDAY October 13, 2021 – 6:00pm

I. Call to order: 6:02pm**II. Roll call and approval of absences:**

- A. Fred Edison (FE) home in Kalamazoo
- B. Kyle Hibbard (KH) home in Kalamazoo
- C. Regina Gorham, chair (RG). home in Kalamazoo
- D. Katherine White (KW). Absent – moved by FE, 2nd by RG ^^
- E. VACANT
- F. Lenee Powell-Wilson (LPW). home in Kalamazoo
- G. VACANT

For virtual meetings, during the roll call, each commissioner needs to state their name, and where they are currently located and attending from.

III. Approval of Agenda: move FE, RG 2nd ^^**IV. Introduction of Guests: David Brose archeologist – Reservation Public Education Committee, Pam O'Connor former commissioner****V. Citizen Comments on NON-agenda items* & Correspondence:**

- A. Letter from KPH about awards
- B. Pam O'Connor – meeting to address envelopes for O'Connor Fund appeal Tues Oct 26 at 6pm
- C. David Brose – formal report on the Indian Mound in Bronson Park. This is the public report, heavily redacted by the Tribal Council. A full technical report went to the city and the parks department to use in planning. The report will also go to the SHPO archeologist. Interpretive signs are being prepared and should be ready to install by spring. Dr. Brose thinks we should continue to work on plans for the four corner markers.
- D. Pam and David – Pam wants to know if the full report can be obtained from SHPO. David does not know how much will be released to the public and how much will be confidential

VI. Financial Report (20 min) (Report at meeting)

- A. BALANCE REMAINING (\$6,858.73)
- B. ~~RESERVE FUND (\$25,553.45) (Quarterly reports – Feb., May, Aug, Nov)~~
- C. Lenee plans to contact Beth Cheeseman to see if the budget is OK and ready to be submitted. We need to vote on the proposed budget and submit. Commissioners should think about any new projects or purchases. HPC needs to VOTE ON THE BUDGET IN NOVEMBER

VII. Action and Discussion Items

- A. **Diversity and Inclusion** (Powell-Wilson, White, Edison) Report at meeting – Sharon reported her upcoming meeting with Michelle Johnson on Oct 26 at Food Dance
 - 1. Kalamazoo Reservation Public Education (Gorham) (10 min) Report at meeting
 - a) Regina talked about the presentation at the city commission meeting and reporting on MLive. Working on the interpretive signs to help people understand the mound and the archeology. Sharon discussed the need for Grandmother and Grandfather stones. Could we put out a call for stones – where would they go if donated – would the council want to judge the donated stones? No plans for public meetings so any celebration of this project will wait until spring. The band has decided on no meetings as of October 1.
- B. **Historic Preservation Programs - O'Connor Fund** (Powell-Wilson)
 - 1. Grantmaking – (ITEM B)
 - a) Ordinance change – (Item B) about 6 sentences of new text will not go to city commission until after the November election and the November 8 commission meeting. Move to send this ordinance amendment to the city attorney for further action. LPW-FE ^^^

ITEM D

- b) Gift to Community Homeworks – including non-historic features as being eligible for grants – such as a furnace – the ordinance change will allow that flexibility. Community Homeworks does necessary repairs for free to the homeowners and were chosen for that reason. Trained staff that can meet the SOI Standards. The funds will be an outright gift rather than a competitive grant. This item needs approval in concept until the ordinance change. **Move to approve in concept the Community Homeworks gift as specified in Item B of the meeting packet. to be finalized pending the ordinance change. FE/KH ^^^^**
- c) The gift to the TRHT/KZCF Cultural landscape project..LPW/FE – move to postpone for more consideration^^^^
- d) Grant application draft – RGT asked if we would drop the requirement to attend the meeting when the applicant’s application is considered. The applicant will be invited, but not required to attend. That will be changed. KH – will this be an annual process or more often or less often. PO – that schedule may not be set – depending on the spendable portion of the O’Connor Fund. Some years we might be able to make more gifts. Fund is currently earning about \$10,000 a year. LPW – should the grant allow or not allow the same project to reapply. **Move to approve the grant application packet in concept pending ordinance changes. LPW/KH ^^^^**

LPW asked if HPC could have a page for their events and projects – a united page covering everything.

2. OHOW – Old House Owners Workshops (no report)
- C. **Reconnaissance Level Historic Resource Survey & CLG Grant (Ferraro)** No report
- D. **Grave Issues – Cemetery Project (Hibbard) - (ITEM C)**
1. Considers next year’s cleaning to be scheduled as a kickoff. for Preservation Month
- E. **Preservation Month (Gorham) (15 min)** no report
- F. **Designation & Sites (D) – (10 min)** no report
- G. **Sustainability (SU) – (10 min) (Ferraro)** Sent the 31 Hidden Kalamazoo draft articles for comment sent to three people. Sharon feels the bulk of the text is ready to move forward and to add photos and talk Arcadia Press.
- H. **Operations (O) – Gorham (5 min)** *Report at meeting* Regina is trying to get on Christina’s calendar.

VIII. Old/New Business

- A. End Project for Kalamazoo: Lost and Found and other HPC publications: **(ITEM D)**
1. Updates – new building at Kazoo Books is ready to start
2. HPC books at library – Walking Through Time is in the viewer mode at KPL. The other two should be online before the end of the year.

IX. Approval of meeting notes: (5 min)

- A. September 8, 2021 **(ITEM E)**
1. **Move to approve meeting notes as amended LPW/FE ^^^^**

X. Coordinators Report on non-agenda items (5 min)

- A. Coordinators monthly report **(ITEM F)**

XI. Citizen Comments on NON-agenda items*

XII. Commissioner Comments

XIII.

LPW/Adjourn 8:00 PM

Kalamazoo Historic Preservation Commission
 Preservation coordinator's report
 Wednesday, November 10, 2021

REVIEWS: Historic District Commission:

✓ HDC cases to 11/03/2021 - 86 total

Fees total year to date, 2021 \$2275

2021	2021	2020	2020 fees
○ 41 no fee	\$ 0	59 no fee	\$ 0
○ 31 bldg permit-\$35*	\$ 1085	24	\$ 840
○ <u>14 HDC hearing - \$85</u>	<u>\$ 1190</u>	<u>9</u>	<u>\$ 765</u>
86 TOTAL	\$ 2275	92	\$ 1605

Section 106 reviews (Federally funded projects)

✓ Section 106 reviews to 11/02/2021 – total 150

- 22 – in Potential Historic Study Areas or established historic districts
- 128 - in areas identified in the 2001 survey as “No Historic Properties”

✓ Section 106 reviews to 11/02/2020 – total 49:

- 9 – in Potential Historic Study Areas or established historic districts
- 40 - in areas identified in the 2001 survey as “No Historic Properties”

SITES and PROJECTS:



VACANT – NOT REHABBED BUILDINGS AND/OR UPPER FLOORS in Downtown Kalamazoo

Historic buildings – 50+ years old - Underlined- in Historic District (Eligible for Federal HP tax credit except #2)

ENTIRE BUILDING VACANT AND UNDEVELOPED – TOTAL 3

1. KALAMAZOO GAZETTE BUILDING – 401 SOUTH BURDICK – historic building still vacant but restored on the exterior
2. CHARTER ONE BANK – NORTH SIDE, 215 E MICHIGAN (Non-contributing - No HP tax credit) New owner – project in Site Plan Review
3. 308 North Burdick – Kalamazoo Overall Co – Mr. President – HK (No HP tax credit)

UPPER FLOORS VACANT OR UNDEVELOPED – 4 ON MALL, 5 ON MICHIGAN AVENUE, 2 ON N. EDWARDS – TOTAL 11

4. International Hotel – 241-7 S Kalamazoo Mall (2nd & 3rd floors) (No HP tax credit)
5. Montgomery Wards – Terrapin/Walgreens – 237 S Kalamazoo Mall* (2nd & 3rd floors) **HK** (No HP tax credit)
6. Fuller Building – Petals & Postings/Invitations by Design – 233 S Kal. Mall (2nd & 3rd floors) **HK** (No HP tax credit)
7. Boudeman Building – Rustica - south end - 236 S Kalamazoo Mall, west side* (2nd & 3rd floors) **HK** (No HP tax credit)
8. Stevens Building – 312 West Michigan – Studio Grill (2nd floor) **HK** (No HP tax credit)
9. Clapham McDonald Building – 131 East Michigan – 3rd floor **HK**
10. Weber Building - 228 East Michigan - 3rd floor **HK**
11. Hiemstra Optical (Chase Building) - 234-8 East Michigan (2nd floor) **HK**
12. 266 East Michigan – Hall Building – Coney Island – east storefront, upper three floors vacant (work beginning) **HK**
13. 100 North Edwards – Nave Architects – 2nd floor
14. 150 North Edwards – Heritage Co – 2nd floor **HK**

UPPER FLOOR UNOCCUPIED – TOTAL 1

15. American National Bank (5/3) – 136 East Michigan – 15th floor only -building now owned by Hinman **HK**

FIRST FLOOR VACANT, UPPER FLOORS OCCUPIED – TOTAL 2

16. Merrill-McCourtie Building – (south storefront only) former Dragon Inn – 232 S. Kalamazoo Mall (No HP tax credit)
17. Button-Jannasch Building - 242 East Michigan – east 1st floor bay vacant (HP tax credit eligible)

Notice this list is getting shorter! **HK = part of Hidden Kalamazoo Tour – 2/3 of the vacant/underutilized spaces!**

17 buildings or spaces in historic buildings are unoccupied.