

**CITY OF MUSKEGON
HISTORIC DISTRICT COMMISSION
REGULAR MEETING**

DATE OF MEETING: Tuesday, November 7, 2017
TIME OF MEETING: 4:00 p.m.
PLACE OF MEETING: Conference Room 203, City Hall

AGENDA

- I. Call to Order
- II. Approval of Minutes of the regular meeting of October 3, 2017
- III. New Business
 - Case 2017-19 – 550 W. Western – Fence
 - Case 2017-20 – 112 Iona – Door
- IV. Old Business
- V. Other Business
- VI. Adjourn

“We admire that which is old not because it is old, but because it is beautiful.” Winston Churchill

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CITY COMMISSION AND ANY OF ITS COMMITTEES OR SUBCOMMITTEES

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II. MINUTES

CITY OF MUSKEGON HISTORIC DISTRICT COMMISSION MINUTES

October 3, 2017

Chairperson J. Hilt called the meeting to order at 4:00 p.m. and roll was taken.

MEMBERS PRESENT: J. Hilt, S. Kroes, L. Wood, D. Warren, A. Riegler

MEMBERS ABSENT: S. Radtke, K. Panozzo

STAFF PRESENT: J. Pesch, D. Renkenberger

OTHERS PRESENT: B. Stanton, 207 Fulton St, Grand Haven; S. Matthews for 1771 Jefferson

APPROVAL OF MINUTES

A motion to approve the regular meeting minutes of September 5, 2017 was made by J. Hilt supported by S. Kroes and unanimously approved.

NEW BUSINESS

Case 2017-17 – 534 W. Webster – Fence. Applicant: 534 W. Webster LLC. District: National Register. Current Function: Residential. The applicant is seeking approval to install a 6-foot tall wood stockade privacy fence around the back yard of the property. Photos and a site plan were provided, showing the location of the fence, all of which was in the back yard.

B. Stanton stated that that the fence would be similar to the one next door to this house, but it would not be painted.

A motion that the HDC approve the request to install the fence as proposed as long as it meets all zoning requirements and the necessary permits are obtained was made by D. Warren, supported by A. Riegler and unanimously approved, with J. Hilt, S. Kroes, L. Wood, D. Warren, and A. Riegler voting aye.

Case 2017-18 – 1771 Jefferson – Garage. Applicant: Meri Williams. District: Jefferson. Current Function: Residential. The applicant is seeking approval to demolish the existing garage and foundation (per the building inspector) and construct a new 16-x 20-foot garage and foundation in its place. The homeowner would like the new garage to be smaller, with one 8' x 7' overhead garage door and one service door. The current garage has two overhead doors. The new garage will match the existing vinyl siding and shingled roof of the house. Photos of the current garage were provided, showing extensive damage.

Board members discussed the HDC standards and whether the new garage had to be the same size as the old one, despite it being a secondary structure. S. Matthews was the contractor. He stated that they would also like to change the garage roofline so that snow didn't slide off the sloped roof onto the drive-

way. A. Riegler was opposed to major changes in the garage, as she stated that it would substantially change the look of the property.

After further discussion, a motion that the HDC approve the request to demolish the exiting garage and construct a new garage, with the conditions that 1) the new garage has the same footprint as the old garage, 2) the new garage has 2 overhead doors like the old garage, 3) the roofline matches the old garage, and 4) that all zoning requirements and the necessary permits are obtained, was made by D. Warren, supported by J. Hilt and unanimously approved, with J. Hilt, S. Kroes, L. Wood, D. Warren, and A. Riegler voting aye.

OLD BUSINESS

None

OTHER BUSINESS

Work done without HDC approval– J. Pesch stated that the City’s Inspection Department had mistakenly issued building permits to do exterior work at 2 locations without HDC approval. He provided pictures of a 2nd story porch railing that was being replaced at 1173 4th St . There was also a front door that was replaced at 34 E Isabella Ave. He stated that once a building permit was issued, there was not much the HDC could do to stop work. J. Hilt suggested sending a letter to the homeowners to let them know for future reference that HDC approval is required for exterior improvements. D. Warren suggested that the HDC also send a letter to the building inspection department about issuing permits without HDC approval.

There being no further business, the meeting was adjourned at 4:44 PM.

III. NEW BUSINESS

Case 2017-19 – 550 W. Western – Fence
Applicant: Trillium Amazon Owners
District: Clay-Western
Current Function: Residential

Discussion

The applicant is seeking approval to install a 4' tall black aluminum fence to enclose a portion of the building's courtyard for use as a dog park. See attached photos and site plan.







Existing fence of similar style near site

Standards

CITY OF MUSKEGON HISTORIC DISTRICT COMMISSION

FENCE STANDARDS AND GUIDELINES

(Adopted December 6, 1994 - Effective January 1, 1995)

General

Fences and gates are an extension of the architecture of a home. They should be compatible in style and material. They should be appropriate to the size and scale of the structure. They, therefore, require review and approval by the Historic District Commission.

Sometimes it is necessary to use fencing for other than decorative purposes, such as marking boundaries, privacy, screening unsightly areas, or security. Fencing for utilitarian purposes sometimes requires fencing materials which are not of the period or character of the house. Non-conforming fencing materials may be considered for use in the back of the structure.

Fence Guidelines

When building wood fencing, consideration should be given to the kind of wood best suited for the project, adequate post foundations, weatherproofing, color, and amount of maintenance required. Simple variations of wood picket-style fencing are appropriate to many period homes. Wood fences must be painted to complement or contrast the colors of the house. Pressure treated wood shall be painted no later than one year after installation.

Iron fencing is an appropriate option for Victorian-era homes. Iron fencing was often modest in proportion, seldom exceeding four feet in height. A popular standard was 36 inches.

Fencing materials such as split rails, stone, and brick may be considered if they reflect the feeling of the home in material and character.

Chain-link and similar utilitarian fencing, such as industrial fencing, wire mesh, and barbed wire, is not permitted in the front of a structure.

Hedges and natural fencing are possible alternatives to fences.

Fence Standards

LAYOUT REQUIREMENTS: (Please see the attached Supplementary Graphics sheets)

Conforming fences not over four feet (4') in height are permitted between the property line and half way between the front and rear setback lines.

Corner lots will be considered to have two front yards, except that non-conforming fences higher than 4' will be permitted immediately behind the existing side setback line (rather than half way between the front and rear).

Deliberation

I move that the HDC (approve/deny) the request to install the fence as proposed as long as it meets all zoning requirements and the necessary permits are obtained.

Case 2017-20 – 112 Iona – Door
Applicant: Terry Hemmes
District: McLaughlin
Current Function: Residential

Discussion

The applicant is seeking approval to replace two – the front and side – doors and jambs. The current doors are steel and rotting, and are not original to the house. Additional information detailing the style of new doors will be provided at the meeting.





Standards

WINDOW, DOOR, AND EXTERIOR WOODWORK STANDARDS AND GUIDELINES

(Adopted December 6, 1994 - Effective January 1, 1995)

General

These guidelines pertain only to proposed changes to the structure and do not affect existing construction.

These guidelines are primarily directed toward the front and side elevations of the structure. Greater variances and more leniency may be extended toward proposed changes to the rear elevation of the building in Class A districts by the Commission. All desired or proposed changes should be referred to the Historic District Commission for consideration. Extenuating circumstances, the effect upon the architecture of the particular structure together with the general effect upon the surrounding structures, variables in architectural design, or the effect upon usage and viability of the structure could dictate a variance from these guidelines.

No exterior doors, windows, or exterior woodwork shall be altered, removed, relocated, or added without Historic District Commission approval.

Existing exterior window or door casings, sills, and caps shall not be altered from the original design or appearance. Damaged or deteriorated wood shall be repaired as a first course of action. When repair is not possible, elements shall be replaced with matching wood members. In Class A districts, damaged or deteriorated wood elements may be replaced or covered with formed aluminum or vinyl, subject to Commission approval and provided that the original profile of the woodwork is not altered or changed.

Primary Windows

Existing damaged or deteriorating window frames and sash shall be repaired as a first course of action. When repair is not possible, elements shall be replaced with matching wood members. In Class A districts, metal or vinyl replacement windows may be acceptable provided they match the original windows in design and type and that they consist of or are painted an appropriate color. Bare metal finishes generally will not be acceptable.

The size of glass lites and muntin arrangements shall not be altered without Commission approval. Special glazing, such as stained or leaded art glass, shall not be removed without Commission approval. Unusual decorative windows such as Palladian windows, oriels, bays, Gothic arch or segment tops, etc. shall not be removed or altered.

Storm Windows

Wood storm and screen windows are the most appropriate for use in the historic district. Other types of storm, screen, or combination windows will be approved provided that the new storm window mullions align with the mullions of the primary windows. Blind stop storm and screen windows (where such windows are placed inside the existing window frames rather than affixed to the exterior of the frames) are preferable and may be required in some instances. Bare metal storm and screen windows must be painted to match or complement the trim. Interior storm windows may be acceptable as long as they do not detract from the appearance of the primary windows. Care should be taken, however, when using interior storm windows because condensation tends to form on the inside surface of the primary window and could cause damage to the wood and paint if not properly ventilated.

Greater scrutiny will be applied by the commission in reviewing storm and screen windows in Class AA districts in order to determine the most appropriate option.

Primary Doors

Every effort should be made to preserve or repair the original doors where damage has occurred. When repair is not possible, the first choice shall be a similar salvaged door from a structure of the approximate age and style. A new wood door may be used when a salvaged door is not available. Such new door shall match the original in detail and finish.

In Class A districts the Commission may approve new wood doors that may slightly differ from the original in cases where replicating the original may not be feasible, as long as such doors generally conform to the ones illustrated on the attached sheet. Under certain circumstances in Class A districts, the Commission may approve doors made of material other than wood provided they conform to the same design requirements.

Storm Doors

Wooden storm and screen doors are preferred and will generally be the required option in Class AA districts, especially on the front of the structure. Aluminum or metal storm and screen doors may be used so long as they are not mill finished or anodized aluminum. Baked enamel or other applicable paints or finishes will be acceptable. In general, storm and screen doors shall conform to those illustrated on an attached sheet. The door stiles and rails should be a minimum of 4" wide and one lite doors, where practical, are preferred in order not to detract from the existing primary door. Jalousie doors are not acceptable for use as storm doors in the historic districts. Ornamental iron work safety doors are also generally inappropriate in the historic districts.

Exterior Woodwork

Existing decorative woodwork such as railings, moldings, eave, and gable cornice trim, tracery, columns, observatories, scrolls, bargeboards, lattice, and other carved or sawn wood ornament shall not be removed or altered without Commission approval. Existing deteriorated ornamental woodwork shall not be removed but shall be repaired or replaced with matching materials where possible.

Deliberation

I move that the HDC (approve/deny) the request to replace the existing doors as proposed as long as the work meets all zoning requirements and the necessary permits are obtained.

IV. OLD BUSINESS

None

V. OTHER BUSINESS

None

VI. ADJOURN