

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

DATE OF MEETING: Tuesday, September 11, 2018
TIME OF MEETING: 4:00 p.m.
PLACE OF MEETING: Room 203, City Hall

AGENDA

- I. Call to Order
- II. Approval of Minutes of the regular meeting of August 7, 2018
- III. New Business
 - Case 2018-30 – 406 Houston – Residing
 - Case 2018-31 – 1762 Jefferson – Garage Doors
 - Case 2018-32 – 550 W. Western – Accent Lighting
- IV. Old Business
 - Case 2018-25 – 458 W. Webster – Garage Rehabilitation
 - Case 2018-29 – 1100 3rd – Sign
- V. Other Business
- VI. Adjourn

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

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETING OF THE
CITY COMMISSION AND ANY OF ITS COMMITTEES OR SUBCOMMITTEES

The City of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting, upon twenty-four hour notice to the City of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the City of Muskegon by writing or calling the following: Ann Marie Cummings, City Clerk at 933 Terrace Street, Muskegon, MI 49440 or by calling (231) 724-6705 or TTY/TDD: Dial 7-1-1 and request that representative dial 231-724-6705

II. MINUTES

CITY OF MUSKEGON HISTORIC DISTRICT COMMISSION MINUTES

August 7, 2018

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

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

MEMBERS ABSENT: K. Panozzo, excused

STAFF PRESENT: J. Pesch, D. Renkenberger

OTHERS PRESENT: C. Kotchka, City of Muskegon Community & Neighborhood Services Department (CNS)

APPROVAL OF MINUTES

A motion to approve the regular meeting minutes of July 11, 2018 was made by J. Hilt, supported by S. Radtke and unanimously approved.

NEW BUSINESS

Case 2018-23 – 1179 4th Street (Vinyl siding). Applicant: City of Muskegon CNS Department. District: Houston. Current Function: Residential. The applicant is seeking approval to install vinyl siding on the house. C. Kotchka stated that the City's CNS Department was assisting the homeowner with purchasing and installing the vinyl siding through a HUD grant; assistance with painting was not available through that program. She had requested SHPO approval for the work, as she did with all requests. SHPO approved the work, stating that the house was not included or eligible for inclusion in the National Register. J. Pesch stated that he thought this was one of the last houses on this block to have wood siding. S. Radtke noted that the house appeared to have multiple layers of siding, meaning the windows would probably be recessed once another layer was added. A. Riegler asked about the new-looking section of wood siding on the house. C. Kotchka stated that a chimney had been removed and the holes were repaired with the new wood siding in that spot. A. Riegler stated that, considering that no assistance with painting was available and all other houses on the block had vinyl siding, she would consider approving the request.

A motion that the HDC approve the request to install vinyl siding on the house as long as the necessary permits are obtained, was made by S. Radtke, supported by J. Hilt and unanimously approved, with J. Hilt, L. Wood, A. Riegler, S. Radtke, and D. Warren voting aye.

S. Radtke suggested HUD be contacted to ask about the possibility of providing painting assistance in addition to vinyl siding, and asked who would do that. J. Pesch stated that he would talk to the

Director of the CNS Department about it. The HUD grants were awarded based on income. The board discussed how to handle vinyl siding requests, considering that so many had been approved in the past. Board members concurred that they preferred to see wood siding retained rather than continue to approve its replacement.

Case 2018-25 – 458 W. Webster Avenue (Garage Rehabilitation). Applicant: Jonathan and Katelyn Gress. District: National Register. Current Function: Residential. J. Pesch presented the staff report. The applicant is seeking approval to do extensive rehab work to the garage, including 1) completely removing and rebuilding the rear garage wall facing the alley with reinforced CMU block finished with a stucco cement product to match the rest of the structure. 2) installing new windows of a similar size, configuration, and mullion design to replace the deteriorated or missing windows, 3) installing new carriage house-style garage doors to replace existing deteriorating and non-functioning doors, 4) adding an entry door to allow for better egress as well as an additional upstairs window, and 5) adding new veneer stone lintels over windows. The existing wall is constructed of unreinforced clay masonry block covered with a stucco cement finish, and it sustained extensive damage from falling snow and subsequent freeze/thaw cycles last winter. The awning that had been attached above the garage doors was ripped off, damaging several courses of the block it was attached to; full wall replacement was determined to be safer than shoring and replacing individual blocks.

Staff and board members discussed the historic importance of this home. S. Radtke stated that he would like to see more information on what was under the ivy covering much of the building, as it wasn't possible to see the window configurations or spacing. Board members concurred that more information was needed.

A motion that the HDC table this request until more information was obtained including the materials to be used, and a drawing of the current configuration of the garage windows and other openings was provided, was made by J. Hilt, supported by S. Radtke and unanimously approved, with J. Hilt, L. Wood, A. Riegler, S. Radtke, and D. Warren voting aye.

Case 2018-26 – 477 W. Western Avenue (Sign). Applicant: Bernie Wade (Advanced Signs). District: National Register. Current Function: Residential. J. Pesch presented the staff report. The applicant is seeking approval to install a custom fabricated, double-sided projecting sign on the corner of the building. The proposed sign is approximately 48" tall x 46" wide, and will be attached 15 feet above grade. It will be internally illuminated and have exposed red neon letters. He provided renderings of the sign to the board showing the sign detail and where it was to be placed on the building.

D. Warren asked how the sign would be affixed to the building. The specs showed a bracket and bolts. J. Pesch stated that, although the standards stated that no neon was allowed, it seemed appropriate, and was used in this area. A. Riegler stated that she didn't see a problem with it, considering the board was working on updating the standards anyway. J. Pesch stated that the Secretary of the Interior standards had no rules for signs.

A motion that the HDC approve the request to install the proposed 48" x 46" custom fabricated, double-sided projecting sign, with internally illuminated/exposed red neon letters 15 feet above

grade on the corner of the building as long as the work meets all zoning requirements and the necessary permits are obtained, was made by A. Riegler, supported by L. Wood and unanimously approved, with J. Hilt, L. Wood, A. Riegler, S. Radtke, and D. Warren voting aye.

Three walk-on cases were also heard:

Case 2018-27 (Walk-on) – 1116 Terrace Street (Fence). Applicant: Louse Herman. District: McLaughlin. Current Function: Residential. The applicant is seeking approval to replace the existing, deteriorating picket fence with a new style picket fence. The work had already been completed.

J. Hilt suggested that the applicant be notified by letter that any future work done without first obtaining HDC approval would have to be dismantled. Board members discussed the appearance of the new fence and the standards, and concurred that the fence should be painted.

A motion that the HDC approve the request to replace the existing picket fence with the new style picket fence with the conditions that the new wood fence must be painted within one year of installation, the work meets all zoning requirements, and the necessary permits are obtained, was made by L. Wood, supported by K. Panozzo and unanimously approved, with J. Hilt, L. Wood, A. Riegler, S. Radtke, and D. Warren voting aye.

Case 2018-28 (Walk-on) – 1197 Terrace Street (Fence). Applicant: Ty Ross. District: McLaughlin. Current Function: Residential. The applicant is requesting approval to build a 6-foot tall wood privacy fence as an extension of the existing fence on the property. The work has already been completed.

J. Pesch provided a picture of the fence, which extended between the house and the south property line. A motion that the HDC approve the request to extend the 6' tall privacy fence to the south property line as long as the work meets all zoning requirements and the necessary permits are obtained, and with the condition that the new wood fence must be painted within one year of installation, was made by A. Riegler, supported by D. Warren and unanimously approved, with J. Hilt, L. Wood, A. Riegler, S. Radtke, and D. Warren voting aye.

S. Kroes arrived at 4:40 PM.

Case 2018-29 (Walk-on) – 1100 3rd Street (Sign). Applicant: Phyllis Watson-Loudermill. District: Houston. Current function: Commercial. The applicant is requesting approval to install one (1) refurbished, non-lit aluminum ground sign at the property. The sign would be located along the 3rd Street frontage. Staff and board members discussed the renderings of the sign that were provided by J. Pesch and concurred that the sign was too large and was not compatible with the scale of the building. J. Pesch also stated that the sign did not comply with zoning regulations.

A motion that the HDC deny the request to install a refurbished, non-lit aluminum sign as presented in the application, was made by D. Warren, supported by L. Wood and unanimously approved, with J. Hilt, L. Wood, A. Riegler, S. Radtke, D. Warren, and S. Kroes voting aye.

OLD BUSINESS

None

OTHER

Case 2018-24 – 185 Strong – Demolition (Shed) – The shed at this property had a fire on July 17, 2018. Staff met with the owner and determined that the shed was added to the property recently, and was not historically or architecturally significant. As staff cannot approve demolitions, approval was granted by HDC Chairperson, Jackie Hilt.

HDC Local Standards Review – Signage. A. Riegler asked that staff provide a copy of the full HDC signage policy to all board members so they could review them and note any changes they'd like to see. D. Warren suggested that language be included to notify applicants that the board's decisions would be based on the updated standards and that they would not necessarily have to consider work that had been approved prior to the new standards being enacted. Board members decided to schedule a work session to discuss and review the signage policy a half-hour prior to the September HDC meeting.

Walk-on HDC applications. The board discussed whether to continue allowing walk-on applications, since there had been a number of them recently. A. Riegler suggested that the board no longer accept walk-on applications until such time that the standards were updated. Board members concurred.

There being no further business, the meeting was adjourned at 5:15 PM.

III. NEW BUSINESS

**Case 2018-30 – 406 Houston – Residing
Applicant: Louise Knight
District: Houston
Current Function: Residential**

Discussion

The applicant is seeking approval to install 1) 3” vinyl siding on the house, 2) custom-formed aluminum trim on doors and fascia boards on all gables and gable brackets, 3) color matched J-blocks for all exterior lights, exhaust vents, hose spigots, and electrical outlets, and 4) wire mesh around the gable brackets to stop birds from nesting.





Standards

General

The Muskegon Historic District Commission does not endorse the residing of structures within the Historic districts. It is the policy of this Commission that the original fabric of the building should be repaired or replaced where necessary with the original building material.

In cases where the repair or replacement with like materials is impractical or where it can be demonstrated that the original materials will no longer hold paint or that the original materials are so badly

deteriorated that they can no longer be reasonably repaired, the residing standards below shall strictly be adhered to.

Definitions

For the purpose of this statement, the terms “residing materials” and “trim cladding” shall be understood to encompass the use of any residing materials such as aluminum, vinyl, steel, hardboard, wood, masonry, or molded urethane which is designed to replace or cover all, or any part, of an exterior wall, trim work or other building element or a structure within a designated historic district.

Purpose

The Commission shall review all applications for Certificates of Appropriateness proposing the installation of residing materials or trim cladding as individual cases. Each application shall be decided on its own merit. No person should interpret any Commission approval for residing or trim cladding as being precedent setting. Unrestricted use of residing materials or trim cladding will not be allowed.

In any case where residing materials or trim cladding are proposed for use by a property owner or siding contractor, the property owner shall be required to submit a signed letter stating in detail the intent and scope of the proposed residing or trim cladding installation. Such a letter is to also include the identification of any deterioration or problems occurring relative to the existing siding or exterior building fabric. If known, the cause and extent of this deterioration must be clearly stated.

The following conditions of installation shall be met by all proposals for residing or trim cladding:

1. All existing deterioration shall be made structurally sound and its causes, insofar as possible, shall be corrected prior to the installation of residing materials or trim cladding.
2. Any installation of residing materials shall simulate the appearance of the original building material that it is intended to cover. This simulation shall take into account the size, shape or profile, texture, and linear direction of the original building material.
 - a. The residing material shall be similar in appearance and dimension to the original siding. The exposure to the weather of the new siding shall range within one inch of the nominal dimension of the original siding. The Historic District Commission shall have the authority to waive this requirement in the event that they believe a different design or dimension siding would be more appropriate to the architectural character of the Historic District.
 - b. A proposed color shall be appropriate as determined by the Commission.
 - c. Generally, wood grain textures are not approved by the Commission. However, the appropriateness of a specific siding texture shall be determined on an individual case basis.
3. Any installation of trim cladding shall adhere to the following guidelines for the treatment for architectural trim elements.

- a. Existing cornice or building trim elements shall not be covered or replaced without Commission approval. Commission approval will depend upon how closely the trim cladding or new trim elements duplicate the appearance of the existing building trim elements.
- b. The wall siding material shall not extend over the existing trim members such as window and door trim, sills, facias, soffits, frieze members and boards, brackets, aprons, corner boards, trim boards, skirt boards, or any other characteristic moldings or architectural features.
- c. If the above mentioned trim members are to be clad, they shall be covered with custom formed cladding which shall closely approximate the shapes and contours of the existing moldings or trim. Distinctive or unusual trim or architectural elements shall not be clad without prior consideration and Commission approval.
- d. No building trim elements or architectural features are to be removed or altered to facilitate the installation of the new siding or trim cladding without approval of the Historic District Commission.
- e. In most cases the soffit cladding material shall run parallel and not perpendicular to the plane of the wall.

Deliberation

I move that the HDC (approve/deny) the request to install vinyl siding on the house as long as the necessary permits are obtained.

Case 2018-31 – 1762 Jefferson – Garage Doors
Applicant: William Krick
District: Jefferson
Current Function: Residential

Discussion

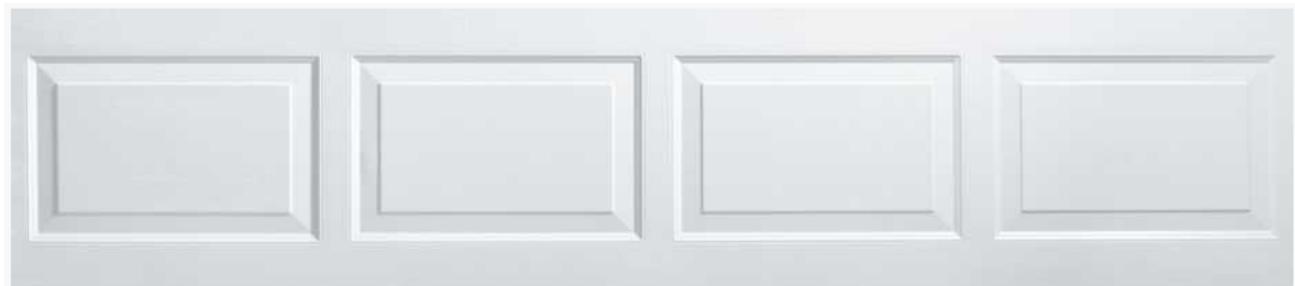
The applicant is seeking approval to replace two damaged wood garage doors with two new, insulated garage doors of the same style and dimensions.



Garage visible at rear of property



Proposed glass panel insert design



Proposed steel panel design

Standards (Abbreviated)

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 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. 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 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.

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, the Commission may approve doors made of material other than wood provided they conform to the same design requirements.

Deliberation

I move that the HDC (approve/deny) the request to remove the damaged wood garage doors and install two new insulated garage doors of the same style and dimensions as long as the work meets all zoning requirements and the necessary permits are obtained.

Case 2018-33 – 550 W. Western – Accent Lighting
Applicant: Nathan Wobma (Voss Lighting)
District: Clay-Western
Current Function: Residential

Discussion

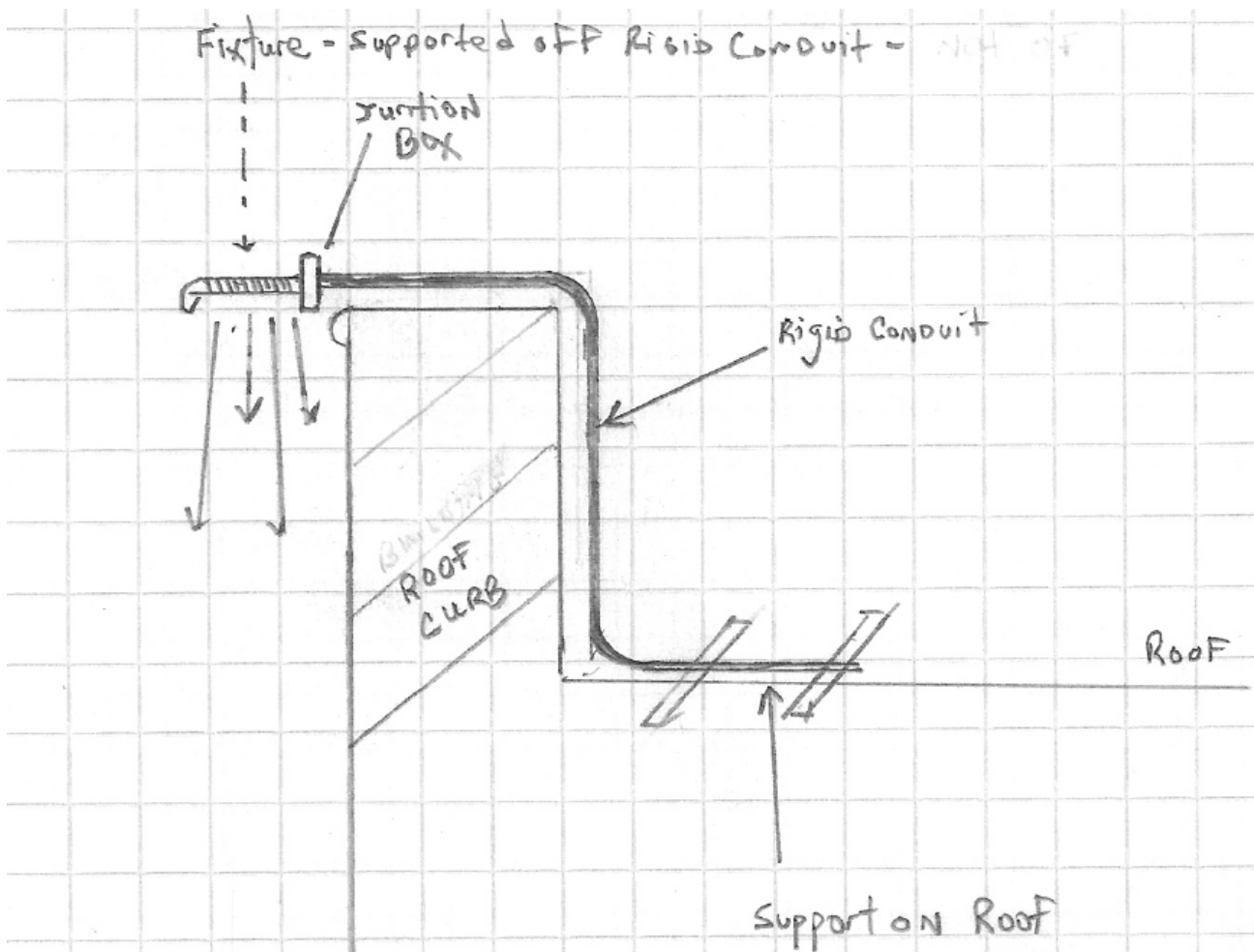
The applicant is seeking approval to install exterior accent lighting around the top of the building. Twenty-four (24) fixtures would be installed with lights shining downward against the building.



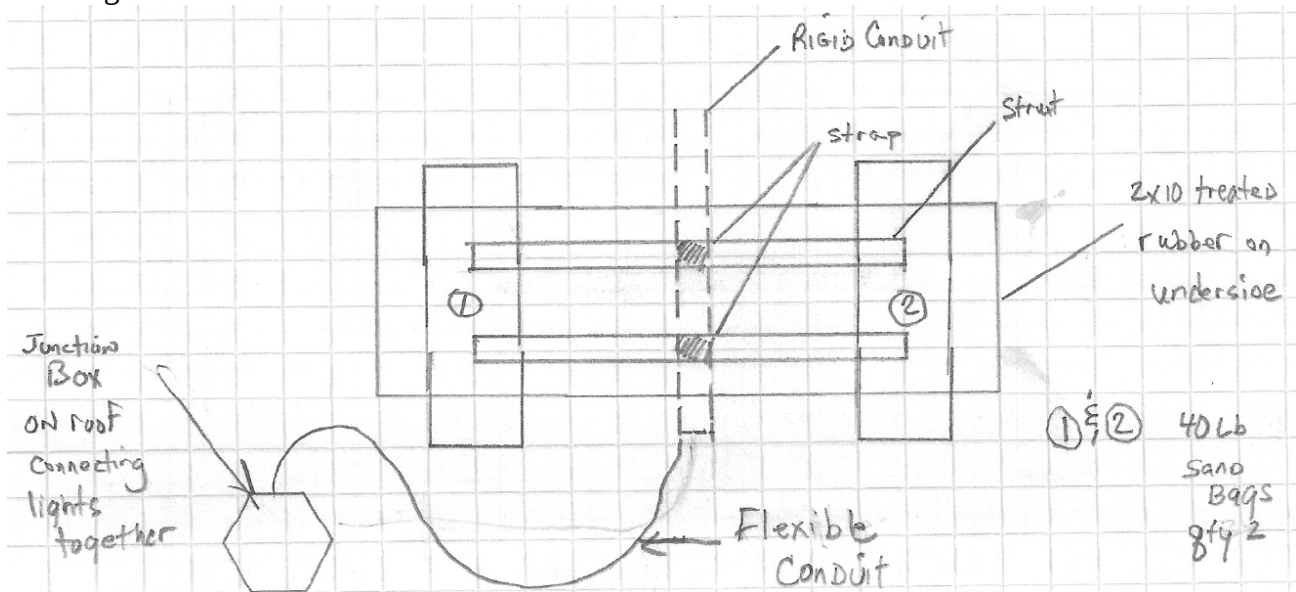
Red arrows indicate where lights would be installed



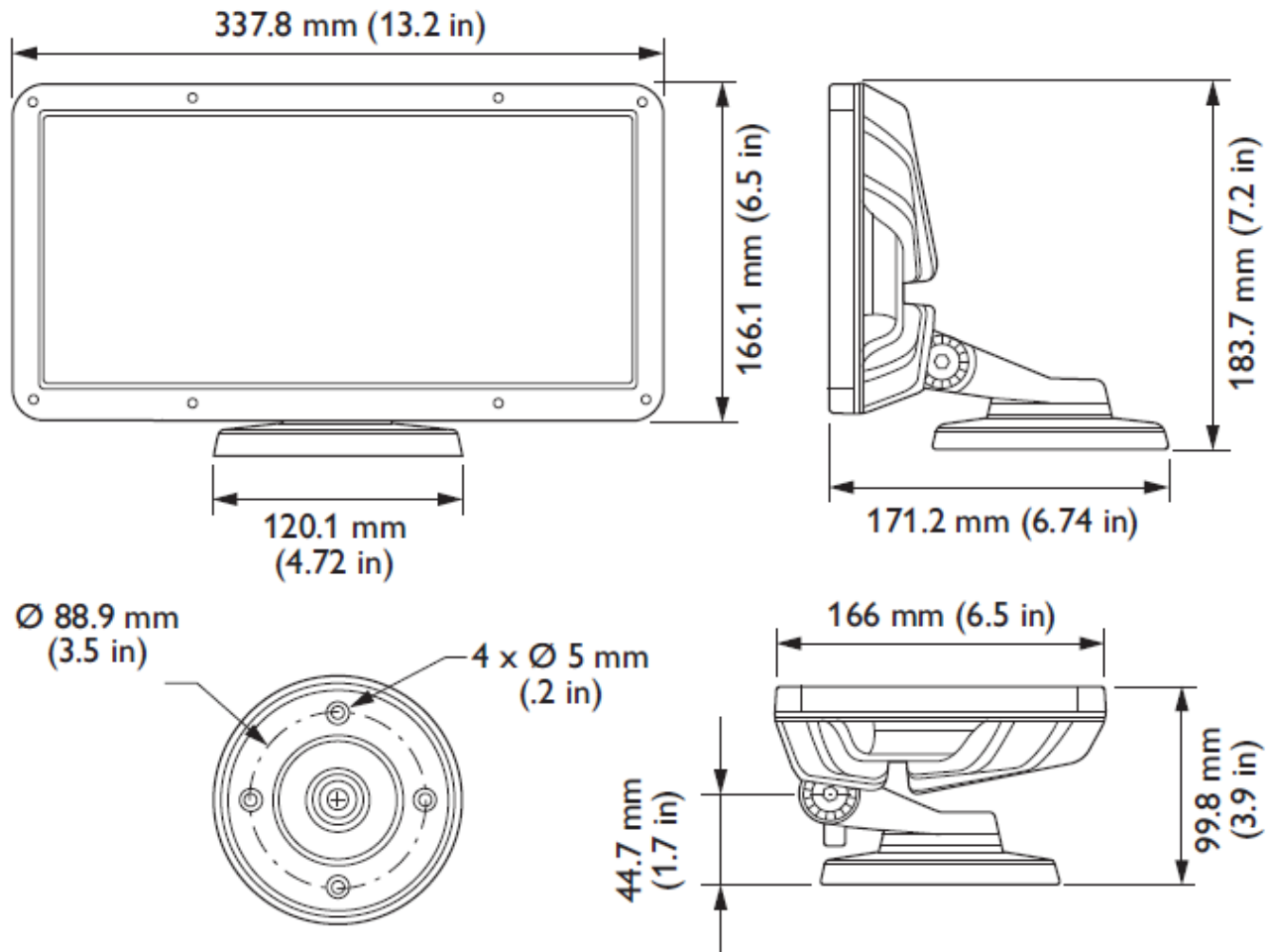
Light model: eW Blast Powercore gen4 with 6 degree lens



Building attachment section



Building attachment plan



Dimensions of light fixture

Standards

From the HDC Staff Approval Policy: “Staff may approve replacement of exterior lighting where there is no change in design, materials, or general appearance, provided the fixtures are not historic. Staff may also approve landscape style lighting, lighting that illuminates the building from the ground (generally lighting that is not attached to the resource and can be easily removed).”

While this lighting is of a similar nature to that described in the Staff Approval Policy, it is attached to the building and is visibly affecting the exterior appearance of the structure.

Deliberation

I move that the HDC (approve/deny) the request to install twenty-four (24) exterior accent light fixtures around the top of the building with lights directed downward against the building as long as the work meets all zoning requirements and the necessary permits are obtained.

IV. OLD BUSINESS

Case 2018-25 – 458 W. Webster – Garage Rehabilitation

Applicant: Jonathan and Katelyn Gress

District: National Register

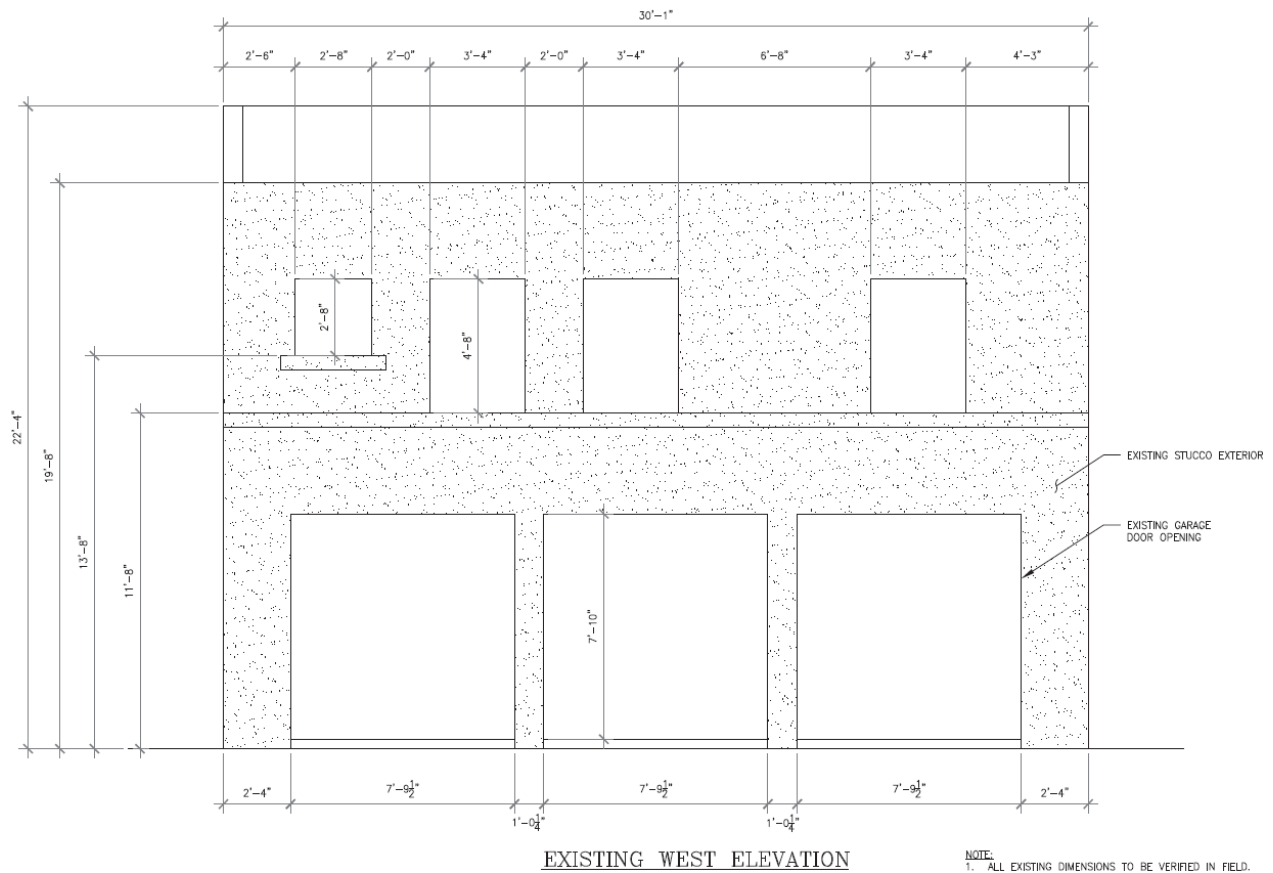
Current Function: Residential

Discussion

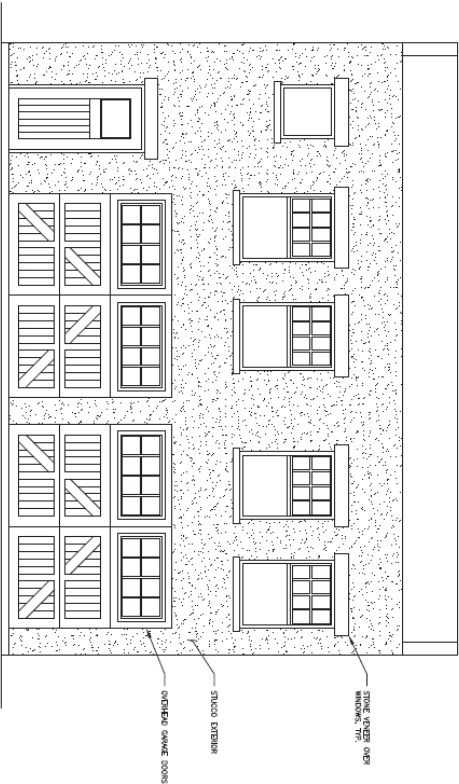
This case was tabled at the August meeting as more information was requested regarding the materials to be used and a drawing of the current configuration of the garage windows, doors, and other openings. The applicant is seeking approval to 1) completely remove and rebuild the rear garage wall (facing alley) with reinforced CMU block finished with a stucco cement product to match the rest of the structure. The proposed work will also include 2) new windows of a similar size, configuration, and mullion design to replace the deteriorated or missing windows, 3) new “carriage house style” garage doors to replace existing deteriorating and non-functioning doors, 4) addition of an entry door to allow for better egress as well as an additional upstairs window, and 5) new veneer stone lintels over windows. The existing wall is constructed of unreinforced clay masonry block covered with a stucco cement finish, and sustained extensive damage from falling snow and subsequent freeze/thaw last winter. The awning that had been attached above the garage doors was ripped off, damaging several courses of the block it was attached to; full wall replacement was determined to be safer than shoring and replacing individual blocks.



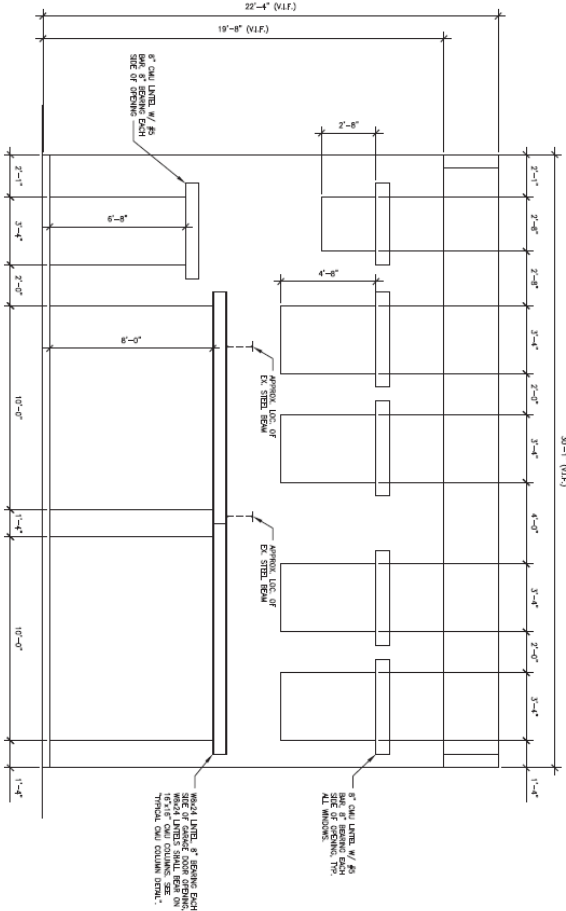
Arial view of garage and surroundings



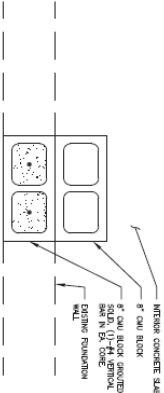
Current condition of rear wall, exposed clay masonry blocks where former awning attached



WEST ELEVATION
SCALE 1/8" = 1'-0"



MASONRY ELEVATION
SCALE 3/8" = 1'-0"



TYPICAL CMU COLUMN DETAIL
SCALE 3/4" = 1'-0"

Proposed West Elevation



Existing window mullion pattern



W-2500™ Double-Hung

Best suited for traditional architectural styles, double-hung windows feature both an upper and lower sash that slide vertically past each other in a single frame. Both sash tilt in for convenient cleaning. This window features a narrow sash.

Note:
Window depicted is an example. Refer to the proposed elevation drawing submitted on 7/24/18 for proposed mullion / grating pattern.

Proposed Jeld Wen W-2500 window



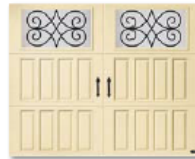
Northampton design with Madeira windows in Walnut with Canterbury handles and hinges

Looks can be deceiving. From a distance, you see wood. Up close, it's sturdy, durable, low-maintenance steel. The Amarr Classica collection of carriage house doors. Precision-shaped doors in fresh, clean, classic carriage house styles that go up and down like traditional garage doors. Three-section tall designs, instead of four, help deliver a more authentic carriage house look. Deception never looked so good.



Santiago design with Madeira windows in True White/Gray with Blue Ridge handles and hinges

Bordeaux with Jardin Windows (B75)



Cortona with Closed Square (C2)



Tuscany with Closed Arch (T1)



Valencia with Selo Windows (V8)

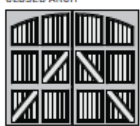


Lucern with Thames Windows (L10)



PANEL DESIGNS

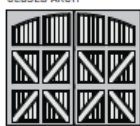
L1 • LUCERN
CLOSED ARCH



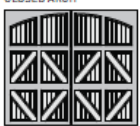
T1 • TUSCANY
CLOSED ARCH



S1 • SANTIAGO
CLOSED ARCH



V1 • VALENCIA
CLOSED ARCH



N1 • NORTHAMPTON
CLOSED ARCH



B1 • BORDEAUX
CLOSED ARCH



C2 • CORTONA
CLOSED SQUARE



Illustrations shown are for standard door sizes of 8', 9', 14', and 18' wide and 7' and 8' tall. Check amarr.com for odd width and height door illustrations.

Proposed new garage door design

Standards

The Historic District Commission strives to protect the historical fabric of Muskegon. The major objectives of the Commission are to safeguard the heritage of the City by preserving historic districts which reflect elements of its cultural, social, economic, political, and architectural history; to stabilize and improve property values in such districts; to foster civic beauty; to strengthen the local economy; and to promote the use of historic districts for the education, pleasure, and welfare of the citizens.

Although a significant amount of the Commission's work is centered on historic structures, the construction of new structures on vacant lots within historic districts is permitted and encouraged. However, those professionals designing new structures should strive for excellence in design whether small individual infill construction within the existing historic district blocks, or larger inde-

pendently sited projects. New structures should be in keeping with the existing historical character of the neighborhood or district with a design that is compatible with the size, scale, material, and color of the surrounding buildings and landscaping. Good design which responds positively to its surroundings can be done in several different ways; therefore, it is impossible to develop specific interpretations which will apply in all cases. Every site has its own design opportunities.

The following design recommendations shall be used by the Historic District Commission in evaluating requests for new construction within the districts. These basic criteria should be a part of any proposed design brought before the Commission for approval.

Recommended

Height - Relating the overall height of new construction to that of adjacent structures. As a general rule, construct new buildings to a height roughly equal to the average height of existing buildings from the historic period on and across the street.

Scale - Relating the size and proportions of new structures to the scale of adjacent buildings. Although a building may be much larger than its neighbors in terms of square footage, it should maintain the same scale and rhythm as the existing buildings.

Massing - Breaking up uninteresting box-like forms into smaller, varied masses such as are common on most buildings from the historic period. Variety of form and massing are elements essential to the character of the streetscape in historic districts. For example, if an infill site is large, the mass of the facade can be broken into a number of small bays.

Directional Expression - Relating the vertical, horizontal, or non-directional facade character of new buildings to the predominant directional expression of nearby buildings. Horizontal buildings can be made to relate to the more vertical adjacent structures by breaking the facade into smaller masses that conform to the primary expression of the streetscape.

Not Recommended

Height - Introducing new construction that varies greatly in height (too high or too low) from older buildings in the vicinity. Extreme differences in building heights will have a detrimental visual effects on the appearance of surrounding property.

Scale - Creating buildings that in height, width, or massing violate the existing scale of the area. The new building should not disrupt the scale and rhythm of the streetscape, although it might be appropriate in a different location.

Massing - Introducing single, monolithic forms that are not relieved by variations in massing. Box-like facades and forms are intrusive when placed in a streetscape of older buildings that have varied massing and facade articulation.

Directional Expression - Creating strongly horizontal or vertical facade expressions unless compatible with the character of structures in the immediate area. A new building that does not relate well to its neighbors or to the rhythm of the streetscape because of an unbroken horizontal facade should be avoided.

Setback - Maintaining the historic facade lines of streetscape by locating front walls of new buildings in the same plane as the facades of adjacent buildings. If exceptions are made, buildings should be set back into the lot rather than closer to the street. If existing setbacks vary, new buildings should conform to historic siting patterns.

Sense of Entry - Articulating the main entrances to the building with covered porches, porticos, and other pronounced architectural forms. Entries were historically raised a few steps above the grade of the property and were a prominent visual feature of the street elevation of the building.

Roof Shapes - Relating the roof forms of the new buildings to those found in the area. Although not entirely necessary, duplication of the existing or traditional roof shapes, pitches, and materials on new construction is one way of making new structures more visually compatible.

Rhythm of Openings - Respecting the recurrent alteration of wall areas with door and window elements in the facade. Also considering the width-to-height ratio of bays in the facade. The placement of openings with respect to the facade's overall composition, symmetry or balanced symmetry should be carefully studied.

Design Expression - Composing the materials, textures and colors of the new building facade to compliment adjacent facades and relating details and decorations of the new building to those of existing surrounding buildings.

Imitations - Accurate restoration of or visually compatible additions to existing buildings and former construction, contemporary architecture that well represents our own time yet, enhances the nature and character

Setback - Violating the existing setback pattern by placing a new building in front of or behind the historic facade line. Placing buildings at odd angles to the street, unless in an area where diverse siting already exists, even if property setback is maintained, should be avoided.

Sense of Entry - Introducing facades with no strong sense of entry. Side entries or entries not defined by a porch or similar transitional element result in an incompatible "flat" first-floor facade.

Roof Shapes - Introducing roof shapes, pitches, or materials not traditionally used in the area.

Rhythm of Openings - Introducing incompatible facade patterns that upset the rhythm of openings established in surrounding structures. For example, glass walls and window and door shapes and locations which are disrespectful to the adjoining buildings.

Design Expression - Violating the existing character of the district by introducing non-compatible materials, textures, colors, details, and decoration on new buildings.

Imitations - Replicating or imitating the styles, motif, or details of older periods. Such attempts detract from the character of the district by compromising what is truly historic.

of the historic district.

Deliberation

I move that the HDC (approve/deny) the request to 1) completely remove and rebuild the rear garage wall (facing alley) with reinforced CMU block finished with a stucco cement product to match the rest of the structure, 2) install new windows of a similar size, configuration, and mullion design to replace the deteriorated or missing windows, 3) install new “carriage house style” garage doors to replace existing deteriorating and non-functioning doors, 4) reconfigure the door and window openings to add an entry door as well as an additional upstairs window, and 5) install new veneer stone lintels over windows as long as the work meets all zoning requirements and the necessary permits are obtained.

Case 2018-29 – 1100 3rd – Sign
Applicant: Phyllis Watson-Loudermill
District: Houston
Current Function: Commerical

Discussion

This case was denied at the August meeting, but the applicant has revised their proposed design. The applicant is requesting approval to install one (1) refurbished, non-lit aluminum ground sign at the property. The sign would be located along the 3rd Street frontage. The proposed sign is approximately 4' tall x 8' wide.



Revised sign design



Location of sign on property (previous sign design shown)

Standards

A. General Conditions

1. Only on-premise business identification signs are permitted for use within a historic district.
2. All signs shall comply with the regulations for erection and construction of structures as contained within the City's Building Code of Ordinances and shall comply with existing zoning requirements as established within the City's Code of Zoning Ordinances.

The following Standards and Design Criteria shall be used in whole or part by the Historic District Commission in its determination of appropriateness of a particular type of sign for a specific property, including size, design features, fabrication and methods, intended positioning and on-site location, the historic district in which it will be located, and all other elements affecting a sign's physical appearance:

A. Letters

1. Style. Uniform lettering style shall be used throughout the sign to avoid incoherence and otherwise incompatible letter form combinations which may be determined as

inappropriate by the Historic District Commission. The use of serified (footed) letter styles is preferred for certain historical buildings; however, Gothic letter forms (those without serifs) and script letter forms may be acceptable to the Historic District Commission dependent upon the style and period of architecture represented by the building involved.

2. Size. "Letters should be subordinate to the background area". The maximum allowable height of capital letter forms shall not exceed two-thirds the height of the background area on which it appears (the background area is, in turn governed by the sign size and location restrictions which follow) or shall be reduced to the size declared appropriate by the Historic District Commission, dependent upon the actual signable wall area or sign size, location and viewing distance.

B. Fabrication Materials

The following materials, when properly used to compliment the architectural features and character of a historic building, are considered compatible for use in whole or part within the historic districts, provided the conditions as described are adhered to:

1. Wood - Any wood utilized shall be painted, stained, varnished or lacquered, carved or routed, or be negative cutout (letter forms described by voids in continuous background) or positive cutouts (individual dimensional letters).
2. Metal - Any metal shall be painted or varnished engraved mechanically or chemically etched. Bright chromium effect is not acceptable. Individually cast or cutout letters applied to building surface or separate background of wood would be acceptable.
3. Glass - Glass may be stained, leaded, painted, silk screen printed, etched, gold leafed, or any combination of the foregoing. Neon signs are not appropriate for use on historic buildings and, therefore, are considered unacceptable by the Historic District Commission.
4. Masonry - Masonry shall be carved stone or brick, molded concrete or terra cotta, provided such material would appear to be an authentic architectural addition to the facade of the building, as determined by the Historic District Commission.
5. Plastic or Fiberglass - The use of custom thin-gauge, die-cut vinyl letters which give the effect of a painted or silk screen imprinted letter is permitted. Any other use of plastic or fiberglass or the use of molded surface plastics or corrugated fiberglass sheeting is prohibited except in those cases where the surface finish closely duplicates the effect of a painted surface, as determined by the Historic District Commission.
6. Fabric - The use of bright, glossy, or leatherette finished vinyls is prohibited. All banner fabric must be durable and designed for outdoor use and maintained to pre-

vent fraying, disintegration, and other unsightly appearances. Paper signs for window displays are prohibited for permanent use.

- C. Color: Sign colors selected shall be earth tones and/or others that are present on the building facade or in the surrounding historic district properties. The number of colors per sign shall be limited to three (3), plus black, white, or accent gilding. At times, the Historic District Commission may make variations to the above and require that a certain number of colors or color arrangements be used which shall be more appropriate to the period of the building and other surroundings. Fluorescent colors are prohibited.
- D. Texture: The texture of a sign must be compatible with the texture of the facade of the building to which it is meant for, as determined by the Historic District Commission.
- E. Illumination: Certain lighted signs are permitted for use with the historic districts, provided that they shall be illuminated by a reflected light from an exterior source which may be incandescent or fluorescent and that the light source is non-exposed and shielded from view.
 - 1. Intensity of light. All lighting devices shall employ lights of constant intensity. No sign shall be illuminated by flashing, intermittent, rotating or moving lights or lights creating the illusion of movement or in such a manner as to affect adversely the use and enjoyment of the neighboring historic district properties – as determined by the Historic District Commission.
- F. Sign Message - Content: All signs shall display only the formal name of the business or operation conducted on the premises. A brief secondary identification describing the nature of the business/operation and street numbers is also permitted. Where buildings are occupied by professional offices, the listing of occupants is permitted, provided the sign complies with all provisions established within this policy.

There shall be no labeling, graphics or commercial advertising on any part of any sign that the Historic District Commission determines to be inappropriate, whereas it will adversely affect the use and enjoyment of neighboring historic district properties.
- G. Number of Signs: The maximum allowable number of business identification signs per street frontage per establishment shall be limited to one (1). Whereas additional directory or directional signs which point out parking lots and other specific services are requested, the Historic District Commission shall determine the appropriateness and building/site compatibility of such exceptions.
- H. Shape and Form: The physical form of a sign shall be proportioned in massiveness and scale to the building for which it is meant. All shapes shall be simple (square, rectangle...) and relate directly to the architectural features of the immediate and surrounding historic structures.
- I. Location and Size: Sign use, sign type and location may be dictated by established district zoning ordinances. Whether those ordinance requirements are established or nonexistent, the

following standards shall apply and prevail for all signs used within the City's designated historic districts.

1. General:

- a. No sign may be erected upon or within any dedicated public easement or right-of-way without the expressed permission of the Muskegon City Commission.
 - b. No sign shall be placed so as to conceal, disfigure, or otherwise violate any architectural features of a building.
 - c. Sign size shall be visually compatible with the scale of the building for which it is meant. No sign shall be located in such a manner or position as to affect adversely the use and enjoyment of neighboring historic district properties.
2. Flat wall signs. No flat wall sign shall exceed twenty (20) percent of the signable wall area to which it will be attached, and shall not exceed twenty four (24) square feet in sign face area. No flat wall sign shall exist above a point fifteen (15) feet from the sidewalk level or one (1) inch below the second story window sill, whichever is lower.
3. Dimensional surface signs. No such sign shall exceed the above limits of a flat wall sign or extend above the building roof line, and shall not protrude from the primary building façade surface more than eight (8) inches.
4. Free standing signs. When used as business identification, these shall not exceed twenty (20) square feet per sign face. Such signs shall not exceed fifteen (15) feet in height from ground level or exist above the roof line of the building for which it is meant. The Historic District Commission may require a size and height less than these limits, including a specific location, in order to ensure consistency with the objectives and standards as established within this policy.

Directional signs, when permitted by the Historic District Commission, shall not exceed four (4) square feet in sign face area and shall not be higher than four (4) feet from ground level.

5. Ground signs. These shall not exceed twenty (20) square feet per sign face. No such sign shall exceed four (4) feet in height from ground level. To maintain consistency with the objectives and standards of this Policy, the Historic District Commission may require a smaller sign face and specific location.

For directional sign size and height limitations, use the same as above under No. 4.

6. Projecting or pole signs. These shall not exceed nine (9) square feet in area per sign face nor shall they extend below a point eight (8) feet from the sidewalk surface or out from the building facade surface more than four (4) feet. The top edge of such sign may not exist higher than a point fifteen (15) feet above the sidewalk surface or one (1) inch below the second-story window sill, whichever is lower.
7. Window signs. These may be applied directly to the glass and shall exist as message lettering only. Such a window sign message may not obscure more than twenty (20) percent of the area of the window surface to which it is applied.
8. Awning & canopy signs. These must comply with all provisions established within this Policy. The size, location, and height of awning and canopy structures are predetermined by existing City Ordinance.
9. Banners shall not exceed twenty-four (24) square feet in area or extend below a point eight (8) feet from the sidewalk surface or out from the facade surface more than four (4) feet. The top edge of such banner may not exist higher than a point fifteen (15) feet above the sidewalk surface or one (1) inch below the second-story window sill, whichever is lower.

Banners, when permitted, are on an interim basis only and shall be annually reviewed by the Historic District Commission to ensure their sightly appearance.

Deliberation

I move that the HDC (approve/deny) the request to install one (1) 4' tall by 8' wide refurbished, non-lit aluminum ground sign along the property's 3rd Street frontage as long as the work meets all zoning requirements and the necessary permits are obtained.

V. OTHER BUSINESS

None

VI. ADJOURN