

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

DATE OF MEETING: Tuesday, September 7, 2021
TIME OF MEETING: 4:00 p.m.
PLACE OF MEETING: Conference Room 204, City Hall

AGENDA

- I. Call to Order
- II. Approval of Minutes of the regular meeting of July 6, 2021.
- III. Old Business
- IV. New Business
 - Case 2021-27 – 100 Diana – New Cupola and Cement Siding
 - Case 2021-28 – 486 W. Clay – Side Porch and Doors
 - Case 2021-29 – 1669 Peck – Privacy Fence
- V. Other Business
 - Detached Garage Demolition at 311 W. Muskegon
 - Staff Approval of Sheds
 - Identification of Historic Resources
- 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. APPROVAL OF MINUTES

Approval of Minutes of the regular meeting of July 6, 2021.

III. OLD BUSINESS

None

IV. NEW BUSINESS

Case 2021-27 – 100 Diana – New Cupola and Cement Siding
Applicant: Antonio Figueroa
District: McLaughlin
Current Function: Residential

Discussion

The applicant is seeking approval to 1) add a cupola to the roof of the house, 2) replace all existing wood siding with fiber cement siding, 3) install a new skylight on the roof near the rear of the house, 4) remove one window on the enclosed side porch on the west elevation and replace the door on that porch, 5) remove and replace the existing window trim, and 6) alter the mullion patterns on some windows. Much of the work has already been started.



View of house from corner of Diana Avenue with new cupola and enclosed side porch visible.

Standards

Multiple standards apply.

RESIDING AND TRIM CLADDING GUIDELINES

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.

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 add a cupola to the roof of the house, replace all existing wood siding with fiber cement siding, install a new skylight on the roof near the rear of the house, remove one window on the enclosed side porch on the west elevation and replace the door on that porch, remove and replace the existing window trim, and alter the mullion patterns on some windows as long as the work meets all zoning requirements and the necessary permits are obtained.

Case 2021-28 – 486 W. Clay – Side Porch and Doors
Applicant: Emilio Trejo
District: Clay-Western
Current Function: Residential

Discussion

The applicant is seeking approval to 1) remove an exterior stair in the house's east side porch that currently connects the lower and upper porches and repair the remaining opening in the porch floor, 2) remove the right side exterior door on the upper porch and side over the opening to match the siding used on the rest of the house, and 3) replace the remaining left side exterior door on the upper porch with a more attractive and energy efficient door.



View of house from 5th Street looking west, with side porch visible at right.

Standards

See Residing and Trim Cladding Guidelines in Case 2021-27, above.

PORCH AND DECK STANDARDS AND GUIDELINES (ABBREVIATED)

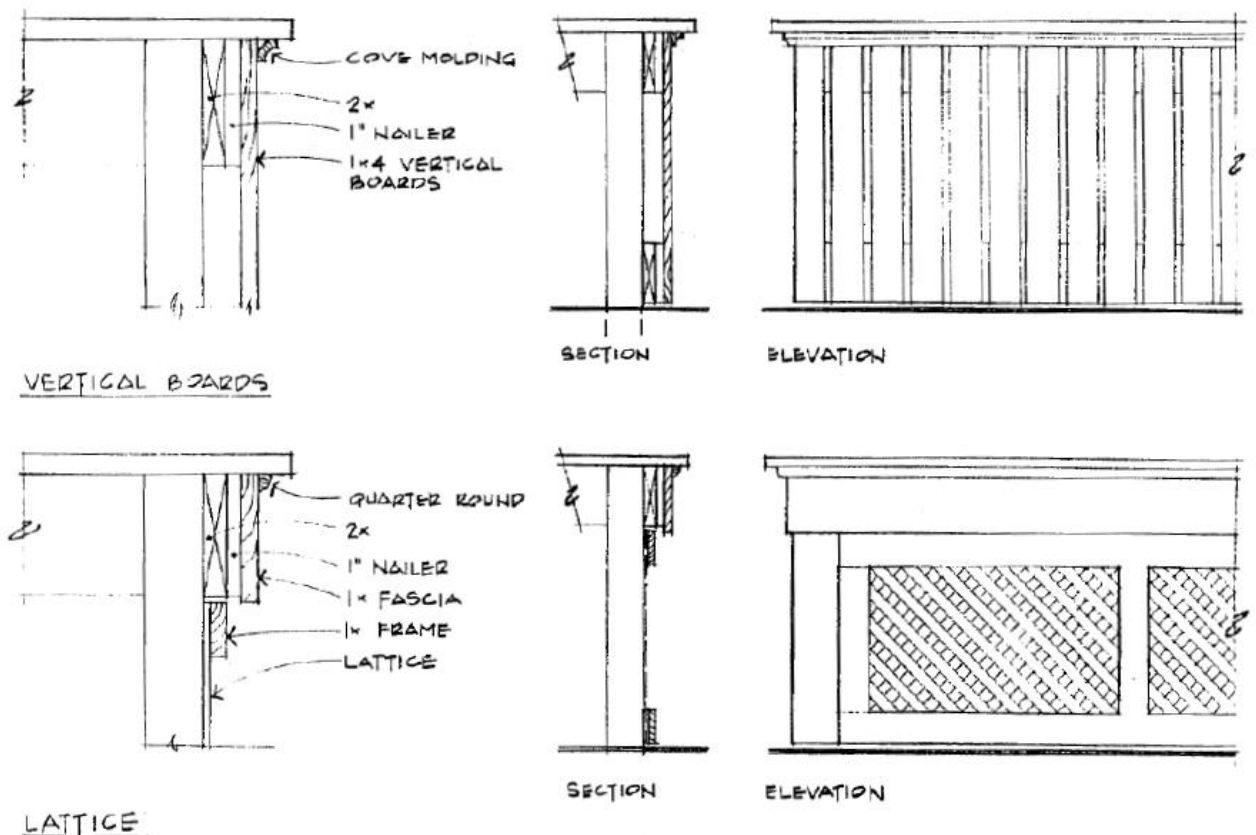
Covered Porches

Newly constructed covered porches shall be decked with tongue and groove decking and painted to complement or contrast the house (unless the construction involves the rebuilding of a missing original porch where documentable evidence shows a different method of decking). Ventilation under the porch deck is necessary to prevent excessive moisture from causing deterioration to the porch members. Therefore, the porch skirt shall be detailed in a similar manner to that shown on the attached decking detail illustration. In some cases, composite decking materials may be permitted for use on covered porches.

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Paint

All exposed deck or porch wood shall be painted to complement or contrast the existing structure. Pressure treated wood shall be painted no later than one year after installation.



DECKING DETAILS

GRAPHICS COURTESY CITY OF KALAMAZOO



View of lower and upper side porches from 5th Street.



Exterior doors on the upper porch. The right door is proposed to be removed and resided to match the rest of the house. The left door is proposed to be replaced with a more energy efficient door.



Exterior porch stair proposed to be removed.

Deliberation

I move that the HDC (approve/deny) the request to remove an exterior stair in the house's east side porch and repair the remaining opening in the porch floor, remove the right side exterior door on the upper porch and side over the opening to match the siding used on the rest of the house, and replace the remaining left side exterior door on the upper porch with a more attractive and energy efficient door as long as the work meets all zoning requirements and the necessary permits are obtained.

Case 2021-29 – 1669 Peck – Privacy Fence
Applicant: Steven Radtke
District: Clinton-Peck
Current Function: Residential

Discussion

The applicant is seeking approval to construct a privacy fence around the rear yard of the property. The proposed fence would not meet the HDC's local standards, so it cannot be approved by Staff.



View of house from Peck Street looking west.



View looking north from W. Dale Avenue toward rear yard.



Side yard on north side of house visible from Peck Street.

Standards

FENCE STANDARDS AND GUIDELINES (Abbreviated)

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. Nonconforming fencing materials may be considered for use in the back of the structure.

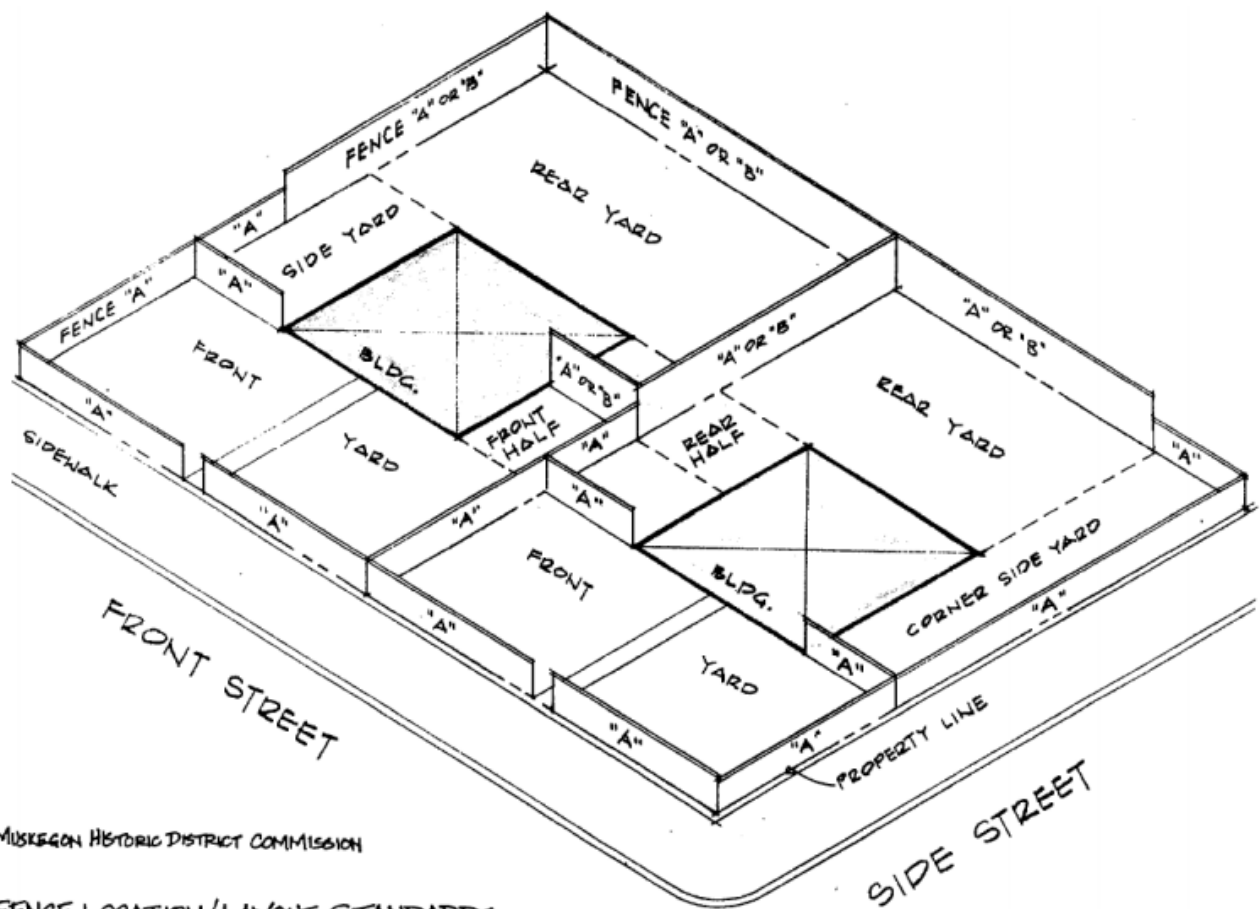
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Fence Standards

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

Conforming open fences not over four (4) feet and conforming solid fences not over three (3) feet in height are permitted between the property line and halfway between the front and rear setback lines.

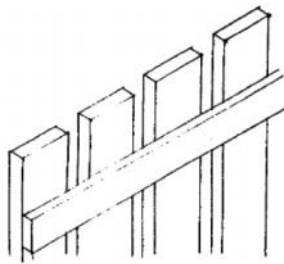
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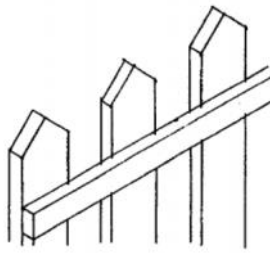
MUSKEGON HISTORIC DISTRICT COMMISSION

FENCE LOCATION/LAYOUT STANDARDS

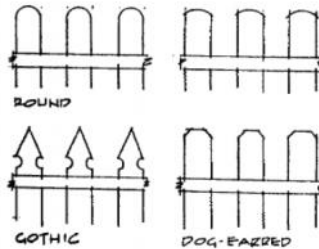
ILLUSTRATION COURTESY CITY OF KALAMAZOO



BOARD FENCE

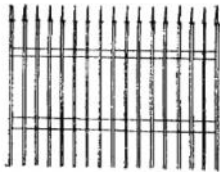


PICKET

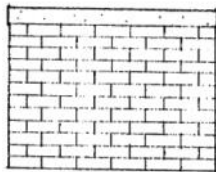


ALTERNATE TOPS

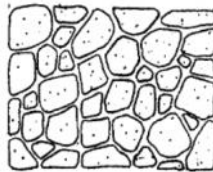
- MAXIMUM HEIGHT: 48"
- SPACE BETWEEN PICKETS MUST BE LESS THAN OR EQUAL TO PICKET WIDTH
- WOOD TREATED FOR CONTACT WITH THE GROUND IS RECOMMENDED
- POST HOLES SHOULD BE FILLED WITH COMPACTED GRAVEL, RATHER THAN CONCRETE
- OTHER VARIATIONS POSSIBLE
- MUST BE CONSTRUCTED WITH THE "GOOD SIDE" FACING OUT



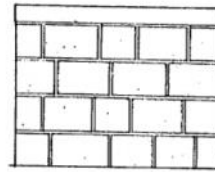
IRON OR BLACK ALUMINUM



BRICK

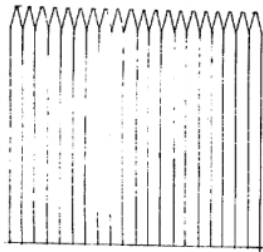


UNCUT FIELD STONE

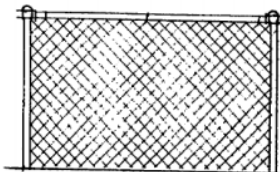


CUT STONE

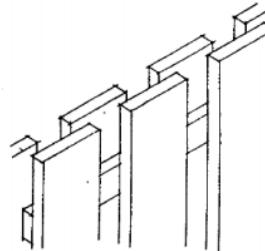
TYPE "A" CONFORMING WALLS & FENCES



STOCKADE



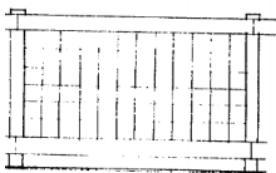
CHAIN-LINK/CYCLONE



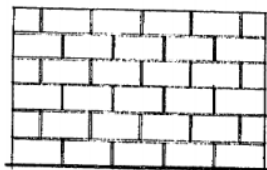
OBSCURING

TYPE "B" CONFORMING REAR LOT FENCES

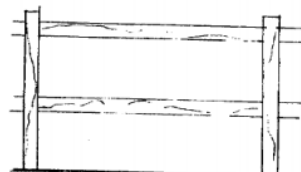
- ALTERNATE TOPS FOR STOCKADE FENCE PERMITTED
- UP TO 6'-0" HIGH



WIRE MESH



CONCRETE BLOCK



SPLIT RAIL

NON-CONFORMING FENCES

CONSTRUCTION MUST BE APPROVED BY THE HISTORIC DISTRICT COMMISSION

GRAPHICS COURTESY CITY OF KALAMAZOO

Deliberation

I move that the HDC (approve/deny) the request to construct a privacy fence around the rear yard of the property as long as the work meets all zoning requirements and the necessary permits are obtained.

V. OTHER BUSINESS

Detached Garage Demolition at 311 W. Muskegon – This property is located in the Houston Historic District and had a garage fire back in June. SAFEbuilt was routing the property through the Dangerous Building process and keeping HDC Staff informed of the progress with the intention of bringing a request to the HDC. The owner demolished the garage and cleared the site without notice. The garage was not visible from the street, only from the alley, and appeared to have no architectural significance.



View of detached garage looking west from alley after fire (June 2021)



View of detached garage looking north from alley (October 2016)



View of fire damaged, detached garage looking north from alley (June 2021)



View of remaining concrete pad looking north from alley (August 2021)

Staff Approval of Sheds – Past discussions of the HDC involved enabling Staff to approve requests for new sheds should they meet certain standards. Staff has drafted the following general design standards based on recent conditions of approval used by the HDC and is seeking consent to add them to the Staff Approval Form:

Sheds must have seven-foot-tall walls, a gable roof with a minimum of a 6/12 pitch, and double doors with each door being 3'-6" wide. Sheds shall be as neutral as possible and shall not be a focal point of the property. All sheds must receive a Development Permit prior to construction and must follow the requirements of the City of Muskegon Zoning Ordinance with the added stipulation prohibiting sheds from being located in the front or side yard(s) of a property.

Identification of Historic Resources – As part of the HDC goal setting discussion that took place earlier in the year, Staff requested that the board assist in informally identifying resources with particular historic significance to the Muskegon community. These could be sites, structures, or areas located in the city of Muskegon and outside or within a local historic district. Staff has begun compiling these suggestions into a list and is working on a map. These will aid in identifying potential expansions to existing historic districts, planning for future historic districts, or informing possible nominations of resources to the National Register of Historic Places. These will be reviewed in further detail at this meeting.

VI. ADJOURN