

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

DATE OF MEETING: Wednesday, July 11, 2018
TIME OF MEETING: 4:00 p.m.
PLACE OF MEETING: City Commission Chambers, City Hall

AGENDA

- I. Call to Order
- II. Approval of Minutes of the regular meeting of June 5, 2018
- III. New Business
 - Case 2018-17 – 550 W. Western – Exterior Vents, AC Units, and Awnings
 - Case 2018-18 – 314 Monroe – Deck and Fence
 - Case 2018-19 – 320 Monroe – Fence and Deck
- 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

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

June 5, 2018

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, A. Riegler, K. Panozzo, S. Radtke

MEMBERS ABSENT: D. Warren, excused

STAFF PRESENT: J. Pesch, D. Renkenberger

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

APPROVAL OF MINUTES

A motion to approve the regular meeting minutes of May 1, 2018 was made by J. Hilt, supported by K. Panozzo and unanimously approved.

NEW BUSINESS

Case 2018-15 – 34 E. Isabella Ave – Windows and Siding. Applicant: Community enCompass. District: McLaughlin. Current Function: Residential. J. Pesch presented the staff report. The applicant is seeking approval to remove the existing wood windows and replace them with vinyl windows. The rough openings will remain the same, as will the existing trim. The applicant is also proposing to remove and replace the existing wood siding with a wood composite siding of the same profile. The existing wood trim and posts will remain.

K. Zimmerman was working on this project for Community enCompass. She stated that they would remove the wood trim and components, strip it, and re-use it. They would like to replace the wood siding with a wood composite material, and replace the windows with vinyl. She provided a sample of the wood composite material and pamphlets showing the proposed new windows. A couple of board members mentioned that they preferred a smoother finish on the wood product. K. Zimmerman wasn't sure if it was available, but she would check. She also stated that there was lead-based paint in the colored window on the house and they planned to wet-scrape and encapsulate that so they could keep that window. K. Zimmerman also stated that vinyl windows now came in a variety of colors, so they would blend in better than the bright white vinyl windows previously available.

S. Radtke arrived at 4:07 PM.

A. Riegler asked if they were going to keep the corner trim. K. Zimmerman confirmed that they were, and stated that she had made the contractor aware of what they wished to preserve. She stated that, regarding the windows, they had looked into wood windows but they were about \$200 more expensive than

vinyl, per window. Since Community EnCompass was already putting about \$80,000 into this remodel, it was not feasible to spend that much more on wood windows. She stated that the house had been vacant for over 10 years and had been close to being demolished.

A motion that the HDC approve the request to remove the existing wood windows and replace them with vinyl windows within the same rough openings while retaining the existing trim, to remove and replace the existing wood siding with a wood composite siding of the same profile with no alteration to the existing wood trim and posts, and to use a smoother-finish wood composite siding if one was available, as long as the work meets all zoning requirements and the necessary permits are obtained, was made by A. Riegler, supported by S. Radtke and unanimously approved, with J. Hilt, S. Kroes, L. Wood, A. Riegler, K. Panozzo, and S. Radtke voting aye.

Case 2018-16 (Walk-on) – 1179 4th Street – Houston Historic District – City of Muskegon Community and Neighborhood Services. This was a walk-on request, although the property owner had appeared before the HDC in the past to discuss the work that needed to be done on this house. C. Kotchka from the City's CNS Department spoke on behalf of the property owner, as the CNS department was assisting the homeowner with repairs through the City's grant programs. The applicant wished to remove the remaining (partially disassembled) chimney and firebox, stud in the opening, and repair and cover the exterior wall with cedar siding closely matching the original siding on the house. The applicant also requested approval to install vinyl siding on the entire house through the City CNS Department's vinyl siding program at a later date.

J. Pesch showed board members pictures of the house. C. Kotchka stated that the City was assisting the homeowner through their home repair programs and they were hoping to get vinyl siding approved in the future; they only had one contractor doing the siding and he was working on another project at this time. She stated that the houses on both sides of this one had vinyl siding. Since the City did not have a program to help property owners paint their houses, they were hoping to be able to take advantage of the vinyl siding program. J. Pesch asked when someone had started taking the chimney apart. C. Kotchka stated that she was told that a family friend had started the demolition but she was not sure when. J. Hilt asked what other houses in this area were like. J. Pesch stated that several of the houses on this block had been before the HDC and had vinyl siding. It was near the site of the new Midtown Square development. S. Radtke suggested allowing the removal of the chimney and firebox now, and to consider the roof and siding at a later date once J. Pesch had been able to look into it further and write up a staff report.

A motion to allow removal of the remaining chimney and firebox, with the roof and siding being repaired to match the materials currently on the house, was made by S. Radtke, supported by S. Kroes and approved, with J. Hilt, S. Kroes, L. Wood, A. Riegler, K. Panozzo, and S. Radtke voting aye. Board members concurred that they would consider the vinyl siding request at a future date.

OLD BUSINESS

None

OTHER

1133 6th St. An audience member was considering purchasing the house at 1133 6th St, and was seeking input from the HDC on restoring the house, since it was located in an historic district. Board members

and staff answered his questions and referred the gentleman to the City's Zoning Administrator for other issues. He was informed that it was unlikely that vinyl siding would be approved at this location.

Certified Local Government (CLG). J. Pesch continued exploring this program through the State. He and the board discussed reviewing sections of the City's historic district standards each month so they could be updated to reflect the Secretary of the Interior's Standards. He stated that the State would also be looking for consistency in applying the standards.

Case 2015-10 – 316 W. Webster Avenue – Hackley Library doors. J. Pesch updated the board on his discussions about the replacement door issues. He had also reached out to the State Historic Preservation Office (SHPO) for guidance, and determined that it is not likely that the HDC will be able to take further action in this case. J. Pesch stated that consistency in records was stressed by the SHPO concerning proper HDC case documentation, and that he would discuss the matter with K. Huss, President of the Library's Board of Trustees.

There being no further business, the meeting was adjourned at 5:07 PM.

III. NEW BUSINESS

Case 2018-17 – 550 W. Western – Exterior Vents, AC Units, and Awnings

Applicant: Trillium Amazon Owners

District: Clay-Western

Current Function: Residential

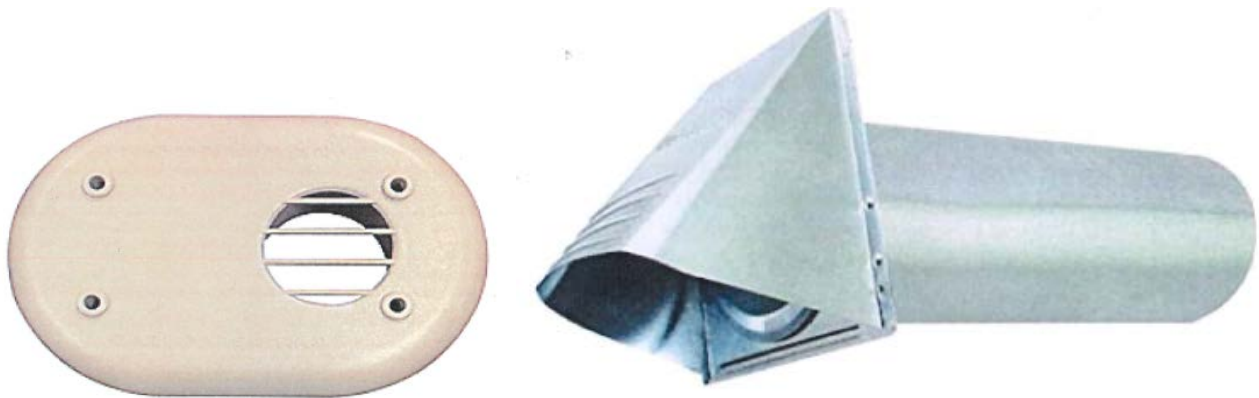
Discussion

The applicant is seeking approval to 1) install five low-profile furnace vents painted to match the brick on the exterior of the building, 2) install five, 4” hooded vents painted to match the brick on the exterior of the building, 3) install five AC condensers screened behind the retaining wall at the NE corner of the building, and 4) remove the red awnings from the building façade.





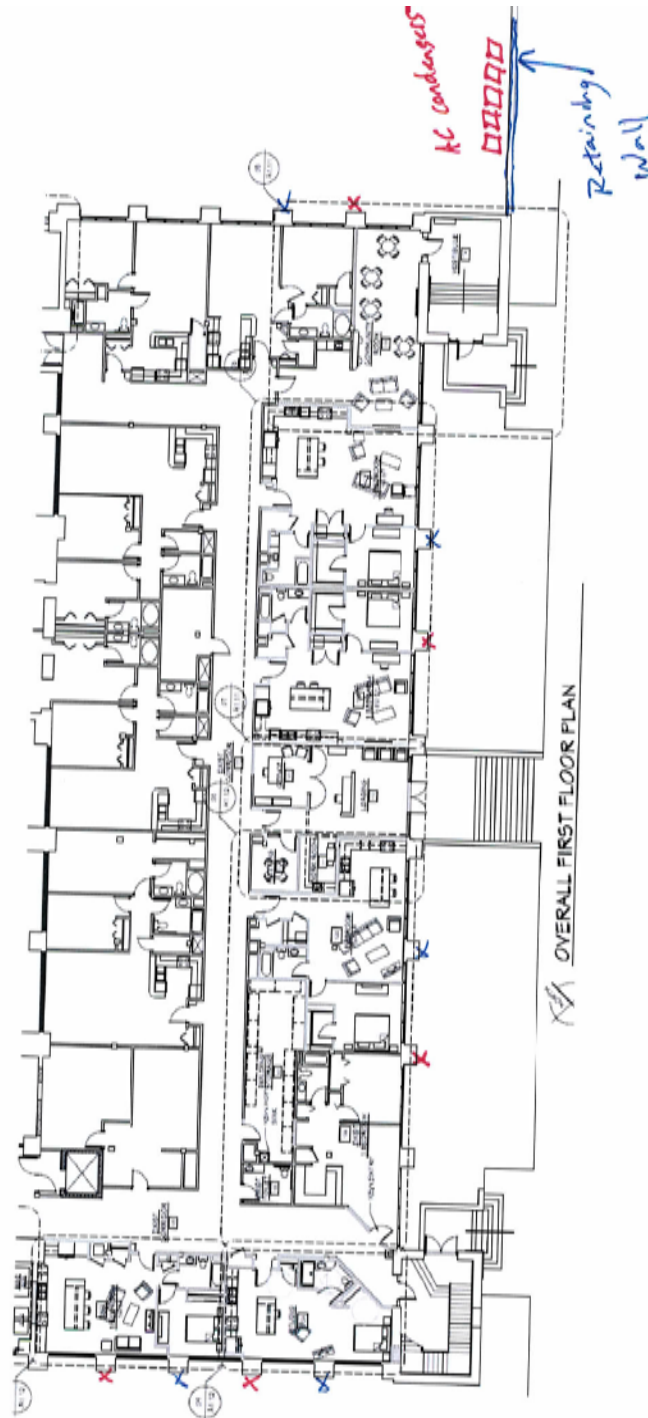
Existing vents on the building



Furnace vent and 4" hooded vent – both painted to match brick

X = low profile furnace vent
X = 4" hooded vent
□ = AC Condensers

Amazon Apts
550 W Western Ave



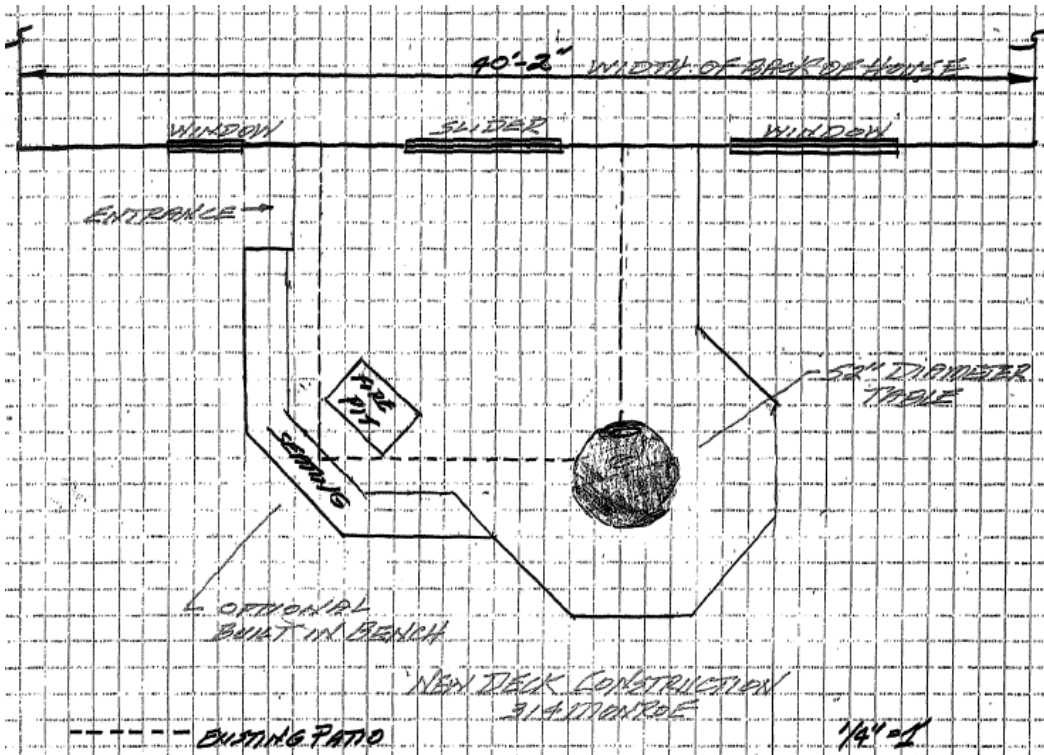
Deliberation

I move that the HDC (approve/deny) the request to 1) install five low-profile furnace vents painted to match the brick on the exterior of the building, 2) install five, 4" hooded vents painted to match the brick on the exterior of the building, 3) install five AC condensers screened behind the retaining wall at the NE corner of the building, and 4) remove the red awnings from the building façade as long as the work meets all zoning requirements and the necessary permits are obtained.

Case 2018-18 – 314 Monroe – Deck and Fence
Applicant: William D. and Judy Kendrick
District: Houston
Current Function: Residential

Discussion

The applicant is seeking approval to build a 300 square-foot deck with railings. The applicant is also proposing to install 6 foot tall, white vinyl fencing around the backyard.



Standards

Covered Porches

Existing screen or open porches shall not be enclosed with framing or windows without approval by the Commission. Generally, when an open or screened porch is enclosed, the enclosure materials or windows should preserve the appearance of a porch in order to maintain the original design and to avoid the visual effect of a boxed-in appendage. This can often be accomplished with full length windows and exterior screens which would extend from within a few inches off the floor or base of the existing porch opening thus maintaining the effect of a screened in porch or solarium. On most full length porches, building up a half-wall at the base and enclosing it with short windows would not be in keeping with the original design of the house and would detract from the overall appearance. Each request for a porch enclosure will be carefully analyzed by the Commission, taking into consideration the practical and intended usage of the area and the overall visual effect upon the house.

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.

Freestanding or Attached Decks (Uncovered Porches)

Placement and design of all decks shall be approved by the Commission. Decks should be located in unobtrusive locations and shall feature one of the edge details featured on the attached decking detail illustration. Decking boards shall consist of 5/4" thick pressure treated decking or square-edged fir decking and appropriately finished.

Handrails and Guardrails

Existing original handrails and guardrails shall not be removed without the approval of the Commission. Deteriorated rails shall be repaired as a first course of action. When replacement is necessary, the original details shall be replicated. In cases where height or spacing is required to be modified to meet code requirements, the Commission will carefully review the options to determine the most appropriate method to accomplish this requirement. In cases where handrails or guardrails are new (including those for new decks), the design shall generally conform to the railing and balustrade detail illustrated on the attached sketches.

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.

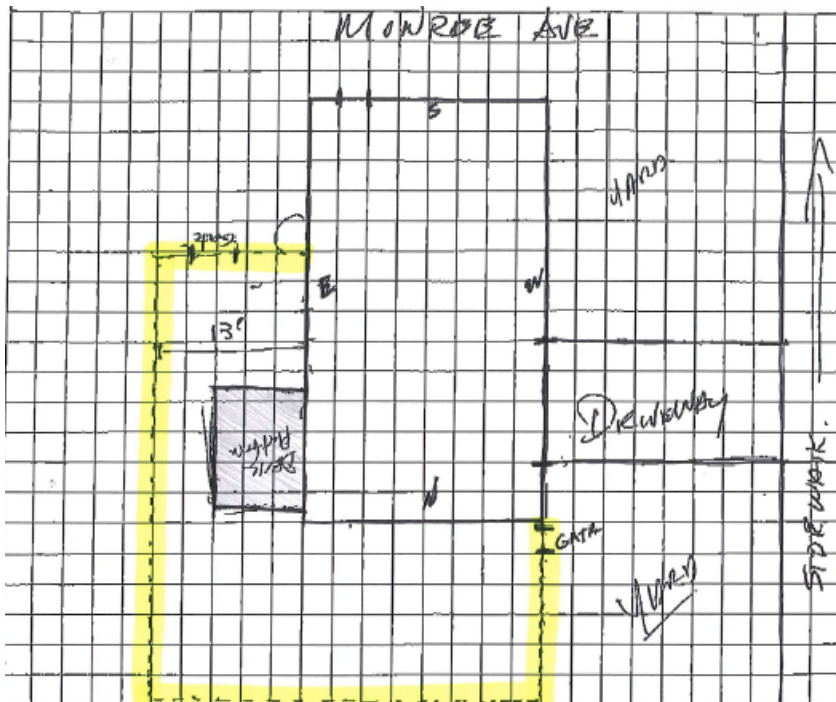
Deliberation

I move that the HDC (approve/deny) the proposed 300 square-foot deck with railings and the 6 foot tall, white vinyl fencing around the backyard as long as the work meets all zoning requirements and the necessary permits are obtained.

Case 2018-19 – 320 Monroe – Fence and Deck
Applicant: Iesha Collins
District: Houston
Current Function: Residential

Discussion

The applicant is seeking approval to build 6 foot tall, white vinyl fence enclosing the backyard, as well as a 10'x10' deck adjacent to the attached garage.



Standards

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.

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 proposed 6 foot tall, white vinyl fence enclosing the backyard, as well as a 10'x10' deck adjacent to the attached garage 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