CITY OF MUSKEGON
HISTORIC DISTRICT COMMISSION
REGULAR MEETING

DATE OF MEETING: Wednesday, July 5, 2017
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 6, 2017

III. Old Business

IV. New Business

Case 2017-10 – 394 Houston Ave – Fence

Case 2017-11 – 511 W. Clay Ave – Garage Door

Case 2017-12 – 1335 4th St – Roof

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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933 Terrace Street
Muskegon, MI 49440
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CITY OF MUSKEGON
HISTORIC DISTRICT COMMISSION
MINUTES

June 6, 2017

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

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

MEMBERS ABSENT: None

STAFF PRESENT: M. Franzak, D. Renkenberger

OTHERS PRESENT: K. Kampenga, 1508 Clinton St; T. Kling & T. Sanocki, Muskegon Polish Festival, H. Sherman, 1347 Peck St;

APPROVAL OF MINUTES

A motion to approve the regular meeting minutes of May 2, 2017 was made by D. Warren, supported by S. Kroes and unanimously approved.

NEW BUSINESS

Cases were heard out of order, with case 2017-09 being heard first.

Case 2017-09 – 1508 Clinton Street. Applicant: Ken Kampenga. District: Clinton-Peck. Current Function: Residential. M. Franzak presented the staff report. The applicant is seeking approval to replace the current wood garage door with a similar but more secure vinyl garage door. A picture of the proposed door was provided. It appeared that the current door may have one window that had been painted the same color as the door.

K. Kampenga stated that the new garage door may also have a window in it, but the look of the door would otherwise be the same as the picture he had provided. A. Riegler asked what year the house was built, so she could determine if the proposed garage door fit the style of the home. K. Kampenga thought it was built in the 1920's. He stated that the current door was falling apart and was too heavy to lift. A. Riegler asked if the door handles shown in the picture would be included. K. Kampenga stated that they would; however, the door would be shorter than the picture showed. A board member was able to pull up a picture of the house online. S. Radtke noted that the garage door style matched the windows of the house so he had no objection to the door as proposed. In addition, the garage was set back quite a distance from the road and not easily visible from the street.

A motion that the HDC approve the request to replace the garage door as proposed as long as all zoning requirements are met and the necessary permits are obtained, was made by S. Kroes, supported by L. Wood and unanimously approved, with J. Hilt, S. Kroes, S. Radtke, A. Riegler, D. Warren, L. Wood, and K. Panozzo voting aye.

Case 2017-08 – Hackley Park. Applicant: Muskegon Polish Festival. District: National Register. Current Function: Park. The HDC board had discussed this case at previous meetings. The applicants are seeking approval to install a permanent, concrete dance floor at Hackley Park for their Polish festival, held in September. They provided renderings that show five different options they would like to offer for consideration. A copy of the Hackley Park Master Plan was provided by staff at the April meeting. The Parks Department and Planning Department are both opposed to the request, as it is not called for in the park's Master Plan.

S. Kroes stated that she preferred that the area remain grass rather than being turned into concrete, especially considering that city staff was opposed to the concrete. M. Franzak stated the city was fortunate to have many events held in various parks, but staff had to exercise caution with historic landmarks such as Hackley Park. The Polish Festival was very successful in its first year, and it was possible they could outgrow Hackley Park in a short time. K. Panozzo asked if the applicants had met with Parks Department personnel. M. Franzak stated that yes, city staff had met with the applicant at the park and he was under the impression that they had agreed to level the dirt off so a wooden dance floor could be temporarily installed for the festival. T. Kling stated that they would use a wooden dance floor this year since it was late in the year, but the yearly cost to install a wooden floor was about the same as putting in the concrete. He also thought that a concrete dance floor would be beneficial to the city. S. Radtke asked why they didn't use Heritage Landing. He stated that the Hackley Park plan mentioned a bandshell, which is why the current stage was allowed, but there was no mention of a dance floor. He was not in favor of adding a permanent dance floor and changing the park's function and aesthetics. T. Sanocki stated that the cost to use Heritage Landing was too high for a newer festival. D. Warren pointed out that the Irish Festival followed a similar path of starting out small at Hackley Park and then moved to Heritage Landing. T. Sanocki stated that they preferred to use Hackley Park and may consider moving to a different city if that were not possible. M. Franzak stated that, at the last meeting, a bracket system to hold a wooden dance floor in place was also discussed. This was something that would remain in place but not be visible the rest of the year. J. Hilt asked T. Kling if they had looked into that. T. Kling stated that they had. The board and applicants discussed the different types of dance floors. D. Warren noted that a wooden dance floor sounded like the best option for dancing, not a concrete one. T. Sanocki stated that that was correct, but they could work with a concrete one. T. Kling stated that the most important thing was to have a flat surface; the wooden dance floor costs were much higher and it would be an annual cost rather than a one-time expenditure. M. Franzak stated that the HDC had to vote on the request based on the proposed use of a historic resource. They were not supposed to base their decision on the needs of a particular group, or cost factors. A. Riegler asked for clarification on what the board was voting on for this case. M. Franzak confirmed that the original request was for the installation of a concrete dance floor.

A motion that the HDC deny the request to install a permanent concrete dance floor at Hackley Park was made by S. Radtke, supported by D. Warren and approved, with S. Radtke, D. Warren, S. Kroes and A. Riegler voting aye, K. Panozzo and L. Wood voting nay, and J. Hilt abstaining due to being on the board of the Polish Festival. D. Warren stated that, although the board members supported the festival, the HDC's responsibility was to maintain the historical integrity of Hackley Park. M. Franzak stated that a non-permanent option was preferable, and encouraged the applicants to continue exploring other options.

OLD BUSINESS

Case 2017-06 – 1347 Peck Street. Applicant: Helen Sherman. District: McLaughlin. Current Function: Residential. Ms. Sherman updated board members on her request that was considered by the board in May. She had obtained permits to repair the siding.

OTHER BUSINESS

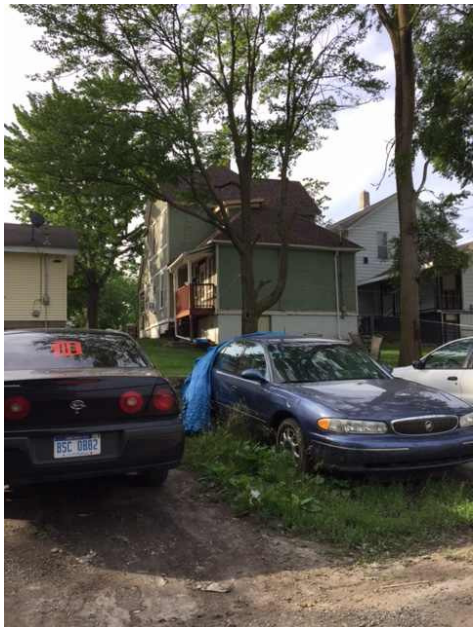
M. Franzak stated that this was his last meeting at staff liaison to the HDC. J. Pesch, a new employee with an architectural background, would be taking over. He thanked board members for their dedication and hard work over the years.

There being no further business, the meeting was adjourned at 4:55 p.m.

Case 2017-10 – 394 Houston Ave – Fence
Applicant: Jeffrey Potts
District: Houston
Current Function: Residential

Discussion

The applicant is seeking approval to install a 4-foot high chain-link fence enclosing the perimeter of the property. See attached plan for fence location. A land survey has been completed.



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).

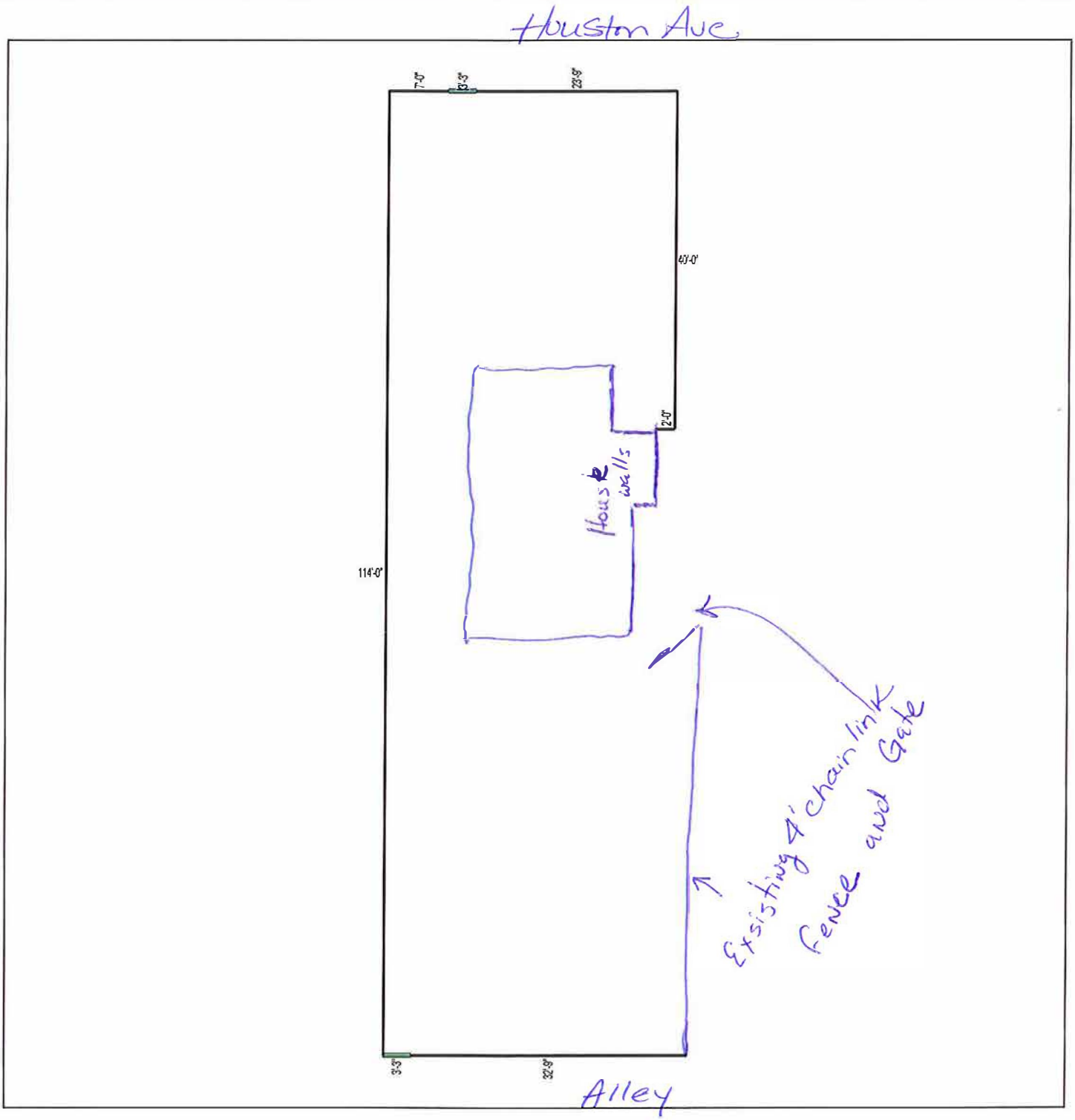
Deliberation

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.

Estimate Id: 51936

MENARDS® Design-It® Fence

6/11/2017



Estimated Price: $973.30*

*Today's estimated price, future pricing may go up or down. Tax, labor, and delivery not included.

This is an estimate. It is only for general price information. This is not an offer and there can be no legally binding contract between the parties based on this estimate. The prices stated herein are subject to change depending upon the market conditions. The prices stated on this estimate are not firm for any time period unless specifically written otherwise on this form. The availability of materials is subject to inventory conditions. MENARDS IS NOT RESPONSIBLE FOR ANY LOSS INCURRED BY THE GUEST WHO RELIES ON PRICES SET FORTH HEREIN OR ON THE AVAILABILITY OF ANY MATERIALS STATED HEREIN. All information on this form, other than price, has been provided by the guest and Menards is not responsible for any errors in the information on this estimate, including but not limited to quantity, dimension and quality. Please examine this estimate carefully. MENARDS MAKES NO REPRESENTATIONS, ORAL, WRITTEN OR OTHERWISE THAT THE MATERIALS LISTED ARE SUITABLE FOR ANY PURPOSE BEING CONSIDERED BY THE GUEST. BECAUSE OF THE WIDE VARIATIONS IN CODES, THERE ARE NO REPRESENTATIONS THAT THE MATERIALS LISTED HEREIN MEET YOUR CODE REQUIREMENTS.

Case 2017-11 – 511 W. Clay Ave – Garage Door
Applicant: Katherine Jawor/Steve Dahlstrom
District: National Register
Current Function: Residential

Discussion

The applicant is seeking approval to install a 12-foot wide by 8-foot high garage door on the east side of the garage. There was previously a garage door in this location as evidenced by interior framing and garage door brackets. The existing, 16’ x 8’ garage door on the south side of the building will remain.

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 theses 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 install the garage door as proposed as long as it meets all zoning requirements and the necessary permits are obtained.

Case 2017-12 – 1335 4th St – Roof
Applicant: Santiago Cabrera
District: Campus
Current Function: Residential

Discussion

The applicant is seeking approval to re-roof the house. He is proposing to change from the current shingle style to asphalt shingles similar in appearance to other roofs in the historic district. Additional details and photos of the proposed shingle style will be provided by the applicant.

Standards

CITY OF MUSKEGON
HISTORIC DISTRICT COMMISSION

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

The design and color of all roofing materials used on sloped roofs and structures within the historic districts shall maintain the appearance of the original roofing materials and be appropriate to the style and period of the structure. Materials shall be selected and installed in accordance with the guidelines as follows:

INSTALLATION shall follow existing building codes and manufacturers recommendations.

METAL DRIP/RAKE EDGE STARTER shall be of a color to match the existing fascia, trim, or the new roof material.

WOOD SHINGLES shall be square or edged (diamond, fishscale, hexagonal) with approximately 5" to 6" exposed to the weather. If wood shingles are to be used, it is recommended that they be chemically treated for fire resistance in accordance with Underwriters Laboratory requirements for a fire rated roof. Wide exposure wood shakes are not acceptable.

ASBESTOS CEMENT SHINGLES shall either resemble wood shingles (generally known as American Method asbestos shingles) or shall resemble slate or match originally installed French Method Asbestos, Dutch Lap Asbestos, or Twin Lap Asbestos shingles.

TILE ROOFING shall be either clay or cement tiles in patterns and colors appropriate to the period. Appropriate patterns include French, Gothic, Norman, Williamsburg, Georgian Colonial, Slate design, or Flat shingle tile. Interlocking tiles may be used so long as they are of traditional designs or colors. Spanish or Barrel Mission tile may be used only if the original roof material was similar or upon special approval of the Historic District Commission.

SLATE ROOFING shall be acceptable.

METAL ROOFING for flat or low pitched decks or standing rib metal on sloping roofs, where terne, copper, or other metal roofing has been used previously, shall be acceptable.

ROLLED ASPHALT ROOFING, built-up roofing, or single ply roofing may be used where required by roof pitch of 3 in 12 or less or where previously installed.

ASPHALT SHINGLES shall be square butt, strip type, shingles (generally known as 3 in 1 type) with approximately 5" exposed to the weather. French method hexagonal asphalt shingles may be used if they were used on the original roof. If used, they must match the color of original French Method Asbestos. Generally, T-Lock or other irregular lock type designs are not in keeping with the architectural character of the homes and will not be approved for use in the historic districts.

In most instances, it is preferred that new roofing be the same type and style as was originally installed. However, as a practical matter, asphalt shingles which closely resemble the color and design of the traditional roofing materials may be accepted.

Deliberation

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