

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

DATE OF MEETING: Tuesday, April 2, 2019
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 March 5, 2019
- III. New Business
 - Case 2019-4 – 487 W. Clay – New Construction
 - Case 2019-5 – 1274 Ransom – Siding, Porch Repairs
 - Case 2019-6 – 1649 Peck – Shed, Porch
- IV. Old Business
- V. Other Business
 - HDC Local Standards Review – Window, Door, and Exterior Woodwork, Fence
 - Recap of March HDC Training Workshops
- 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

March 5, 2019

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

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

MEMBERS ABSENT: None

STAFF PRESENT: J. Pesch, D. Renkenberger

OTHERS PRESENT: T. Harvey, City of Muskegon Special Projects Coordinator; A. Bruneau, property manager for 1229 Peck St.

APPROVAL OF MINUTES

A motion to approve the regular meeting minutes of February 5, 2018 was made by J. Hilt, supported by D. Warren and unanimously approved.

ELECTIONS

A motion to retain J. Hilt as Chairperson was made by A. Riegler, supported by D. Warren and unanimously approved. S. Radtke stated that he was willing to remain as Vice Chair. K. Panozzo supported S. Radtke as Vice Chair; a vote was taken and was unanimously approved.

NEW BUSINESS

Case 2019-02 – 1188 4th Street (Rehabilitation). Applicant: City of Muskegon. District: Houston. **Current Function: Residential.** J. Pesch presented the staff report. The applicant is seeking approval to make several modifications to the home, including 1) remove the left-hand door on the 4th Street porch, 2) remove the door and steps on the setback portion of the 4th Street façade, 3) replace all remaining doors, 4) replace all windows on the house with aluminum-clad wood windows of the same size, design, and configuration with the exception of items 5 and 6 as noted: 5) eliminate the picture window and reconfigure two double hung windows on the setback portion of the 4th Street façade, 6) eliminate the two double hung windows flanking the entry door on the Monroe Street façade, 7) extend the roof over the Monroe Street entry door and add supporting columns, 8) remove the basement door on the east façade (off of the driveway), 9) cover all existing concrete porches with wood, 10) replace existing iron handrails with wood handrails, and 11) remove, strip, repaint, and reinstall all original, decorative wood details. Staff approval has been granted for the replacement of the existing vinyl siding and asphalt roofing.

A. Riegler had some concerns with the extent of the proposed changes. She stated that the entry should resemble how it originally looked, and the sample photo provided in the staff report was too ornate for the style of the house. D. Warren stated that HDC standards required that it must be clear which work was new and which was original; it was not acceptable to install new features to mimic a historic look. Staff and board members discussed the numerous entry doors on the house, and which ones the applicant would like to remove. T. Harvey stated that he would like to eliminate some doors and replace the remaining doors with four-panel doors. He also wanted to reconfigure the Monroe Avenue entry and build the porch out. If that was not allowed, he preferred to eliminate that entry. A. Riegler stated that eliminating it would be more appropriate, as there did not appear to be a porch there in the past. J. Pesch confirmed that all historic photos he could find showed the same building footprint as what was currently there. T. Harvey stated that he no problem removing the door, as it opened directly into a living room. He stated that he would remove the concrete steps and the door, and side over it. A. Riegler asked why he wanted to remove the door going to the basement. T. Harvey stated that the doorway took up a lot of room in the kitchen, and he preferred not to have an exterior door going straight into the basement. S. Radtke stated that the front door and transom window looked original. T. Harvey stated that it was a five-panel door and it was in rough shape. He had been unable to find a similar five-panel door so he wanted to replace it with a four-panel. Board members concurred that, since the door appeared to be original, they preferred that Mr. Harvey try to salvage it. T. Harvey stated that he would try, but he wasn't sure he'd be able to save it due to its poor condition. They did not have a problem with the other door being replaced, as it was in a less visible location. A. Riegler asked if the proposed column on the 4th Street entry would be square or round. T. Harvey stated that he was open to either shape as long as he could use a fiberglass column. The porch rails would be wood. S. Radtke asked what type of windows were currently in the house. T. Harvey stated that they were single pane, wood, double hung and they were terribly ineffective for energy efficiency in such a large house. A. Riegler asked if the windows still had the weights. T. Harvey stated that there were pockets for the weights but the weights themselves were gone. S. Radtke stated that, because some windows were missing, there was no distinctive pattern to the glass, and the weights were missing, he would not have a problem approving replacement windows. T. Harvey stated that he would retain the wide wood trim around the windows.

A motion that the HDC approve the request to 1) remove the left-hand door on the 4th Street porch, 2) remove the door and steps on the setback portion of the 4th Street façade, 3) replace all remaining doors with the exception of the original wood front door, which is to be refurbished, 4) replace all windows on the house with aluminum-clad wood windows of the same size, design, and configuration with the exception of items 5 and 6 as noted: 5) eliminate the picture window and reconfigure two double hung windows on the setback portion of the 4th Street façade, 6) eliminate the entry door on the Monroe Street façade, 7) remove the basement door on the east façade (off of the driveway), 9) cover all existing concrete porches with wood, 10) replace existing iron handrails with wood handrails, and 11) remove, strip, repaint, and reinstall all original, decorative wood details as long as the work meets all zoning requirements and the necessary permits are obtained, was made by A. Riegler, supported by J. Hilt and unanimously approved, with J. Hilt, S. Radtke, L. Wood, D. Warren, A. Riegler, and K. Panozzo voting aye.

Case 2019-03 – 1229 Peck Street (Windows). Applicant: Golden Hills Property Management. District: McLaughlin. Current Function: Residential. J. Pesch presented the staff report. The appli-

cant is seeking approval to replace one damaged wood window on the first floor of the north façade with a vinyl window of the same size and configuration. J. Pesch discussed other window replacement work on a section of the north and east façades that had already been completed by the previous owner without HDC approval.

S. Radtke asked about the siding around the replaced windows, as some was wider than the other windows, and some was missing. A. Bruneau stated that he would use blue siding to cover the exposed wood around some of the windows, and he would narrow the white trim around the completed windows so it would match the others. S. Radtke suggested using siding from the rear of the house to fill in around the windows so it would match, then replacing the rear siding with new siding that looked as similar as possible to the original. A. Riegler asked if the one window on the north façade was the only one he was asking to replace. A. Bruneau stated that was correct at this time, and the replacement would match what was currently there. Board members and the applicant discussed aluminum clad, vinyl, and wood windows. A. Bruneau mentioned that there was one other window that would need to be replaced in the future, on the west side of the house. The current window would no longer seal and there was an extreme draft. S. Radtke suggested that the board consider the second window now, as it was the same size and style window as the other one being considered. Two motions were made, to address the work that had already been done without HDC approval, and the other to approve the replacement of the two windows.

A motion that the HDC approve the request to replace two damaged wood windows on the first floor of the north and south façades with aluminum-clad windows of the same size and configuration as long as the work meets all zoning requirements and the necessary permits are obtained, was made by S. Radtke, supported by L. Wood and unanimously approved, with J. Hilt, S. Radtke, L. Wood, D. Warren, A. Riegler, and K. Panozzo voting aye.

A motion that the HDC allow the existing windows that had been replaced by a previous owner to remain, and to approve the replacement of damaged siding surrounding the new, replacement windows on the front and side facades of the house using original siding to be removed from the rear of the house, and to allow replacement of the removed siding on the rear of the house with new siding, being as similar as possible to the original, was made by S. Radtke, supported by D. Warren and unanimously approved, with J. Hilt, S. Radtke, L. Wood, D. Warren, A. Riegler, and K. Panozzo voting aye.

OTHER

HDC Local Standards Review – Window, Door, and Exterior Woodwork, Fence – Since many members had to leave at 5:00 p.m., the standards review was postponed until the next meeting.

There being no further business, the meeting was adjourned at 5:10 p.m.

III. NEW BUSINESS

Case 2019-4 – 487 W. Clay – New Construction

Applicant: Joseph and Laura McKenna

District: National Register

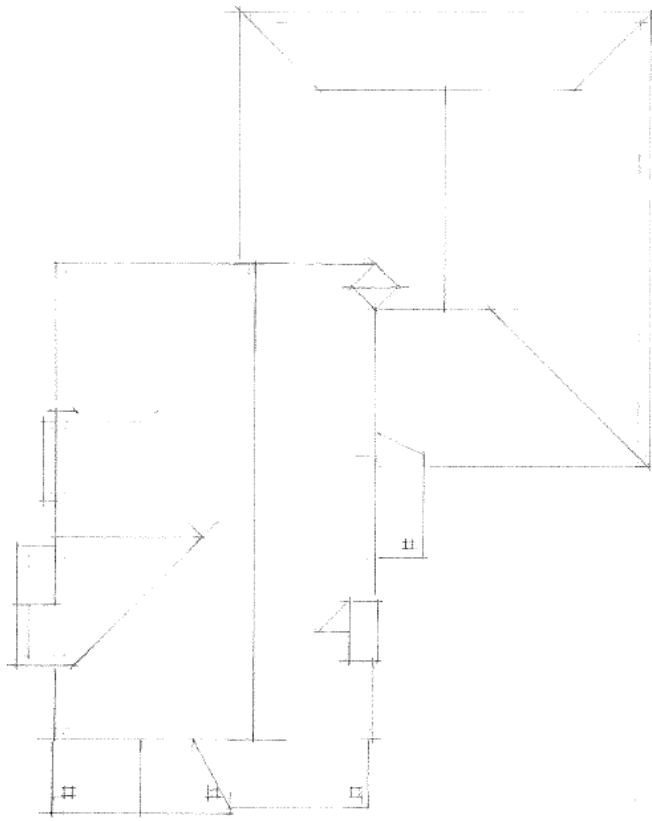
Current Function: Vacant Lot

Discussion

The applicant is seeking approval to construct a new house on the vacant lot. Additional architectural drawings for the proposed new house will be provided at the meeting.



View of vacant property from 5th Street



Roof plan

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 independently 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.

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.

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 - 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 - 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 of the historic district.

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.

Deliberation

I move that the HDC (approve/deny) the request to construct a new house on the vacant lot as depicted in the architectural drawings provided for the April 2nd, 2019 HDC meeting as long as the work meets all zoning requirements and the necessary permits are obtained.

Case 2019-5 – 1274 Ransom – Siding, Porch Repairs
Applicant: Vanessa Lezama Villafuerte
District: McLaughlin
Current Function: Residential

Discussion

The applicant is seeking approval to reside the house and to repair the damaged porch roof. The applicant also wishes to discuss the window trim in regard to the proposed residing work, as well as trim wrapping the corners of the house.



View of house from Ransom Street, looking north



View of northwest façade showing repairs made to cornice and eaves

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 reside the house and to make the needed repairs to the porch roof as long as the work meets all zoning requirements and the necessary permits are obtained.

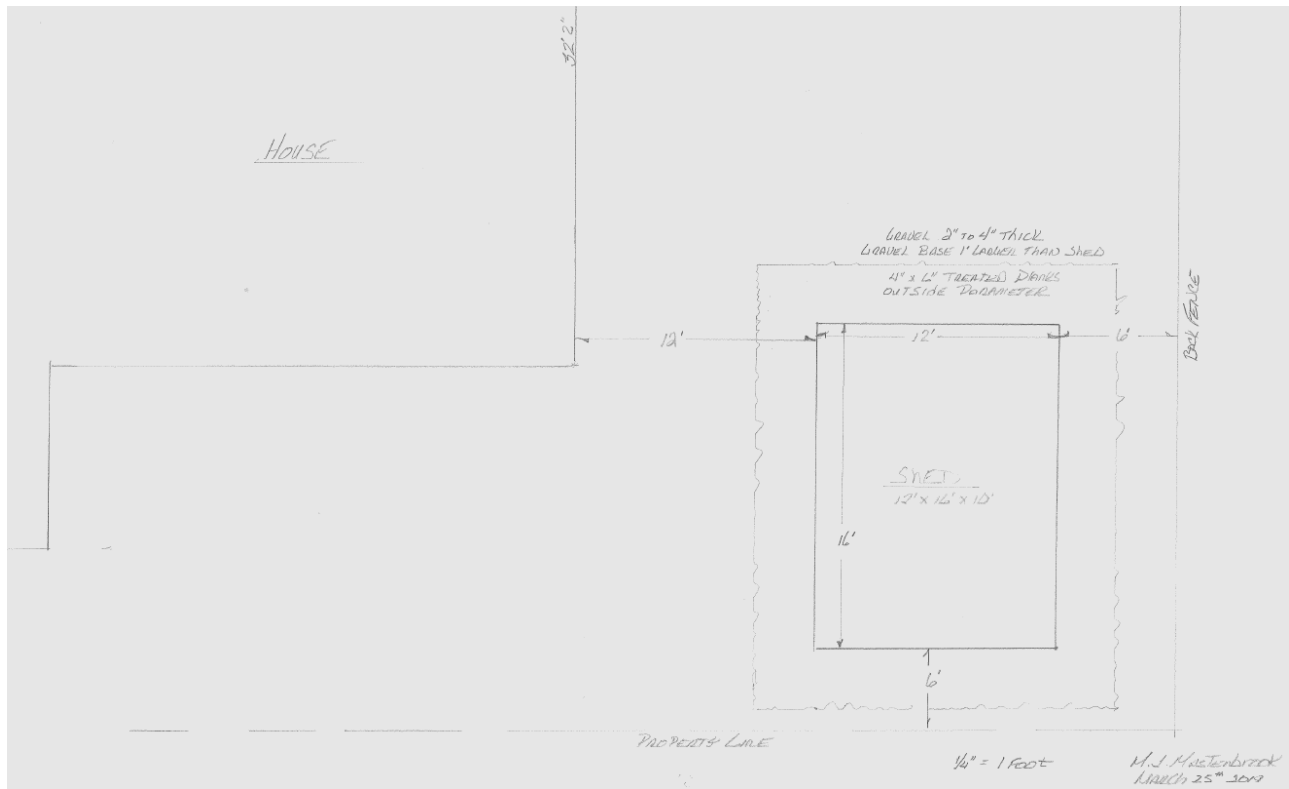
Case 2019-6 – 1649 Peck – Shed, Porch
Applicant: Michael Mastenbrook
District: Clinton-Peck
Current Function: Residential

Discussion

The applicant is seeking approval to construct a new, 12'x16' shed at the rear of the property. The applicant is also seeking approval to replace the cement steps on the north side of the house with a small, wood deck due to damage from an adjacent tree.



View from Peck Street



Proposed location of shed near rear property line



Proposed shed



The large oak tree on the north side of the house marks location of the porch



Existing cement porch is being pushed into the house by a growing tree

Proposed layout of wood porch

Standards

IV. OLD BUSINESS

None.

V. OTHER BUSINESS

HDC Local Standards Review – Window, Door, and Exterior Woodwork, Fence – Commissioners agreed to review the local standards for Window, Door, & Exterior Woodwork and Fence in preparation for the March meeting, but that was postponed. The revised local standards for Roofing, New Construction, and Porches & Decks incorporating comments from the February meeting were included with the March Staff Report, but discussion was also postponed.

Recap of March HDC Training Workshops – Staff attended the National Alliance of Preservation Commissions all-day commission training.

VI. ADJOURN