

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

DATE OF MEETING: Tuesday, March 7, 2023
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 February 7, 2023
- III. Old Business
- IV. New Business
 - Case 2023-04 – 1334 Peck – Windows and Garage Demolition
- V. Other Business
 - 1292 Jefferson – March City Commission Worksession
- VI. Adjourn

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

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AND ANY OF ITS COMMITTEES OR SUBCOMMITTEES**

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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 with twenty-four (24) hours’ notice to the City of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the City of Muskegon by writing or by calling the following: Ann Marie Meisch, MMC, City Clerk at 933 Terrace Street, Muskegon, MI 49440 or by calling 231-724-6705 or emailing clerk@shoreline-city.com

II. APPROVAL OF MINUTES

Approval of Minutes of the regular meeting of February 7, 2023.

III. OLD BUSINESS

None

IV. NEW BUSINESS

Case 2023-04 – 1334 Peck – Windows and Garage Demolition

Applicant: City of Muskegon CNS

District: McLaughlin

Current Function: Residential

Discussion

The applicant is seeking approval to demolish the existing, detached garage and to remove and replace 18 wood windows with replacement wood windows matching the size, design, proportions, profile, and materials of the existing windows.



View of house from Peck Street, looking east. All windows visible are proposed to be replaced. Detached garage visible at far left.



View of south elevation. All windows visible except the fixed, decorative window are to be replaced.



View of detached garage proposed to be demolished.

Standards

WINDOW, DOOR, AND EXTERIOR WOODWORK STANDARDS AND GUIDELINES (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 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. 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.

Deliberation

I move that the HDC (approve/deny) the request to demolish the existing, detached garage and to remove and replace 18 wood windows with replacement wood windows matching the size, design, proportions, profile, and materials of the existing windows including a grill pattern that matches the existing windows' grill patterns as closely as possible and with the condition that if true divided lite windows are not used, grills must be permanently affixed to both the interior and the exterior of the windows as long as the work meets all zoning requirements and the necessary permits are obtained.

V. OTHER BUSINESS

1292 Jefferson – At the upcoming, March 13th City Commission Worksession, City staff will present a proposed project in which the City of Muskegon would move the Nelson House from its current location at 1292 Jefferson Street to the vacant lot at 382 W. Muskegon Avenue.

VI. ADJOURN