

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

DATE OF MEETING: Tuesday, March 5, 2019
TIME OF MEETING: 4:00 p.m.
PLACE OF MEETING: **City Commission Chambers, City Hall**

AGENDA

- I. Call to Order
- II. Election of Chair and Vice Chair
- III. Approval of Minutes of the regular meeting of February 5, 2019
- IV. New Business
 - Case 2019-2 – 1188 4th – Rehabilitation
 - Case 2019-3 – 1229 Peck – Windows
- V. Old Business
- VI. Other Business
 - HDC Local Standards Review – Window, Door, and Exterior Woodwork, Fence
- VII. 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. ELECTION OF CHAIR AND VICE CHAIR

III. MINUTES

CITY OF MUSKEGON HISTORIC DISTRICT COMMISSION MINUTES

February 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: G. Sherman, Hansen's Windows

APPROVAL OF MINUTES

A motion to approve the regular meeting minutes of December 4, 2018 was made by J. Hilt, supported by K. Panozzo and unanimously approved.

NEW BUSINESS

Case 2019-01 – 283 Houston Avenue. Window Replacement. Applicant: Debra Tober. District: Houston. Current Function: Residential. J. Pesch presented the staff report. The applicant is seeking approval to replace fourteen (14) windows on the structure with new, vinyl windows. The existing windows have wood frames, and some are broken or no longer operable. All proposed new windows will match the placement and size of the existing windows, and those proposed for the front of the house will also match the mullion style of the existing windows.

A. Riegler stated that it would be difficult to replicate what was currently there, using vinyl windows. She asked which windows were being replaced. G. Sherman stated that all windows were being replaced, with the exception of the ones on the front porch. S. Radtke asked what color the windows would be. G. Sherman stated that the current windows were mismatched; the new ones would be white. A. Riegler asked if the window grids would match. G. Sherman stated that they would be close; there would be two vertical and two horizontal grids. S. Radtke stated that he wouldn't have a problem approving the side and rear window replacement but he preferred that the front windows be repaired; board members concurred, and discussed a motion.

A motion that the HDC approve the request to replace the current windows with new vinyl windows containing the 2V2H mullion style, with the exception of all windows on the front façade (all porch windows, the single window on the left side of the porch, and the tripartite windows on the right side

of the porch), with the condition that the necessary permits are obtained, and that the windows on the front façade may not be replaced, but may be repaired with staff approval, was made by A. Riegler, 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 – J. Pesch distributed the updated standards for “Residing & Trim Cladding” and “Roofing” that were reviewed at the December meeting. Staff and board members then discussed the standards for “New Construction, Porches and Decks” and suggested possible changes that should be incorporated. Board members concurred that it was important to consider massing, so that homes near each other were of a similar size. D. Warren stated that accessibility also needed to be considered. J. Pesch and A. Riegler stated that they would do some research into federal accessibility standards.

March 2019 HDC Training Opportunities – J. Pesch informed board members that The National Alliance of Preservation Commissions would be offering free, all-day commission training on Friday, March 15th in Ypsilanti, and also on Saturday, March 23rd in Kalamazoo. The same topics will be covered on both dates. He stated that free training opportunities were not available very often, and urged members to attend if possible.

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

IV. NEW BUSINESS

Case 2019-2 – 1188 4th – Rehabilitation

Applicant: City of Muskegon

District: Houston

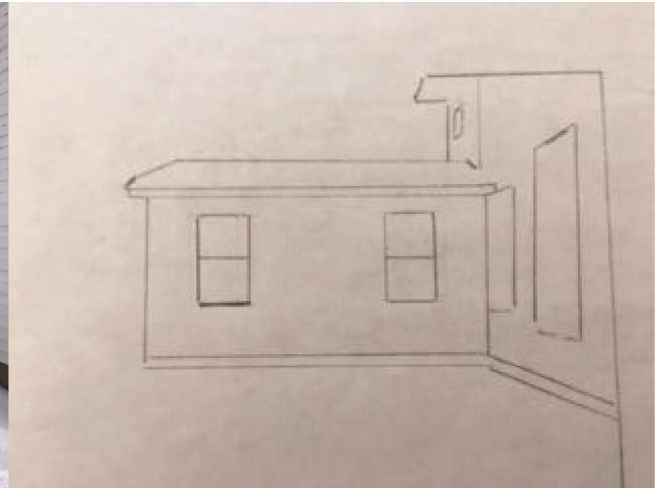
Current Function: Residential

Discussion

The applicant is seeking approval 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, 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 re-configure 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.



View of house from 4th Street



Existing conditions (left) and proposed window configuration and removal of door and steps (right)



Left-hand door on porch to be removed, all concrete porches to be covered with wood. Iron railings to be replaced with wood railings



Two windows flanking Monroe St. entry to be eliminated, roof to be extended over steps with supporting columns inspired by below photo



Inspiration photo provided to Staff

Standards

Various standards apply.

Deliberation

I move that the HDC (approve/deny) 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, 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 as long as the work meets all zoning requirements and the necessary permits are obtained.

Case 2019-3 – 1229 Peck – Windows
Applicant: Golden Hills Property Management
District: McLaughlin
Current Function: Residential

Discussion

The applicant 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. Additional discussion of window replacement work that was already completed on a section of the north and east façades.



June 2016 photo (prior to window replacement work)



Photo showing north and east façade window replacement work in process



New window installed on east façade



North façade window replacement, far left, first floor window proposed to be replaced



Window on north façade to be replaced



Interior view of same window with broken glass

Standards

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 re-

pair 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.

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.

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, 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 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 replace one damaged wood window on the first floor of the north façade with a vinyl window of the same size and configuration as long as the work meets all zoning requirements and the necessary permits are obtained.

V. OLD BUSINESS

None

VI. 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 this meeting. The revised local standards for Roofing, New Construction, and Porches & Decks incorporating comments from the February meeting are included with the Staff Report.

VII. ADJOURN