



**HISTORIC DISTRICT COMMISSION**  
**Allegan City Hall**  
**231 Trowbridge Street**  
**Allegan MI 49010**  
**January 4, 2021**

I. Call to Order by Mike Morton at 7:04 pm. It should be noted the meeting was being held electronically in compliance with PA 228 of 2020. The Zoom meeting link listed was <https://zoom.us/j/97981502667>

II. Attendance

<b>PRESENT:</b>	Rachel McKenzie, Mike Morton, Katelyn James, and Eddie Quinones-Walker
<b>ABSENT:</b>	Jill Bentley and Alan Sopko
<b>TARDY:</b>	None
<b>STAFF:</b>	Joel Dye – City Manager Lori Castello – PCI, Zoning Administrator

Morton offered a motion with support from McKenzie to excuse members Jill Bentley and Alan Sopko. **Roll Call Vote 4-0 Motion Passes 4-0.**

III. Election of Chairperson and Vice Chairperson

McKenzie offered a motion with support from Quinones-Walker to approve the election and appointment of Jill Bentley as Chairperson and Mike Morton as Vice Chairperson for the Allegan City Historic District Commission for 2021. **Roll Call Vote Motion Passes 4-0.**

IV. Approval for Meeting Minutes from December 4, 2020

Quinones-Walker offered a motion with support from James to approve the meeting minutes from December 4, 2020. **Roll Call Vote Motion Passes 4-0.**

Let the record show no public comment was offered.

V. Applications

Quinones-Walker offered a motion with support from McKenzie to approve agenda item 6A – application from 302 Cutler Street for a request from Todd Green to replace existing sign and to install a handrail to the front porch. **Roll Call Vote Motion Passes 4-0**

Quinones-Walker offered a motion with support from McKenzie to approve agenda item 6B – application from 243 Hubbard Street for a request from Tanya Schafer of Tantrick Brewing CO, LLC, application to install signage, to both sides of the building located at 243 Hubbard. **Roll Call Vote Motion Passes 4-0.**

Quinones-Walker offered a motion with support from James to approve agenda item 6C – application from 101 Brady Street from Tom Welling of Suburban Inns to construct a new hotel along with signage at 101 Brady Street. **Roll Call Vote Motion Passes 4-0.**

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VI. Staff Approvals

Zoning Administrator Castello noted of staff approvals of none.

X. Staff/Commission Comment

Nothing to add from Staff.

XI. Adjournment

McKenzie offered a motion with support from James to adjourned at 7:47 p.m.

**Respectfully Submitted**

**Christopher Tapper**  
**City Clerk**



## HISTORIC DISTRICT COMMISSION

Allegan City Hall  
231 Trowbridge Street  
Allegan MI 49010  
Monday, March 1, 2021

- I. Call to Order by Mike Morton at 7:00 pm. It should be noted the meeting was being held electronically in compliance with PA 228 of 2020. The Zoom meeting link listed was <https://zoom.us/j/96281189791>

II. Attendance

City Manager Joel Dye, provided roll call attendance for the meeting. Rachel McKenzie (Allegan, MI), Mike Morgan (Marco Island, FL), Katelyn James, (Allegan, MI), Eddie Quinones-Walker (Allegan, MI) and Alan Sopko (Allegan, MI). Also in attendance was Joel Dye, City Manager and Lori Castello, Zoning Administrator, PCI

III. Approval for Meeting Minutes from January 4, 2021

Quinones-Walker offered a motion with support from McKenzie to approve the meeting minutes from January 4, 2021. **Roll Call Vote Motion Passes 5-0.**

Let the record show no public comment was offered.

IV. Applications

Quinones-Walker offered a motion with support from McKenzie to approve agenda item 6A – application from 245 Hubbard Street, JML Real Estate, façade change (amended from December 2020 approval) based on interior standard #5. **Roll Call Vote Motion Passes 5-0**

Quinones-Walker offered a motion with support from Sopko to approve agenda item 6B – application from 340 Monroe Street, Jon Hestera on behalf of Ken and Karen Butler for approval of replacement vinyl windows for (10) ten basement windows based on interior standards, 1, 2, 3, 12 and 13. **Roll Call Vote Motion Passes 5-0.**

V. Staff Approvals

Zoning Administrator Castello noted of staff approvals of none.

X. Staff/Commission Comment

Nothing to add from Staff.

XI. Adjournment

McKenzie offered a motion with support from James to adjourned at 7:33 p.m.

**Respectfully submitted by  
Christopher Tapper, MMC & MACEO, City Clerk & Assistant to City Manager**



## HISTORIC DISTRICT COMMISSION

Allegan City Hall

231 Trowbridge Street

Allegan MI 49010

Tuesday, April 13, 2021

1. Call to Order by Eddie Quinones-Walker at 5:30 pm.

2. Attendance

Present: Rachel McKenzie, Katelynn James, Alan Sopko, and Eddie Quinones-Walker

Absent: Mike Morton and two vacant positions.

Staff: Joel Dye, City Manager  
Lori Castello, Zoning Administrator

3. Approval for Meeting Minutes from March 1, 2021

McKenzie offered a motion with support from Sopko to approve the meeting minutes from March 1, 2021. **Motion Passes 4-0.**

4. Public Comment: None.

5. Applications

5.1 - 113 Walnut Street

The applicant is requesting to restore/repair porch columns and railings as well as a roof. Sopko offered a motion with support from James to approve the application based on interior standards 3,4,5,6,9, and 12. **Motion Passes 4-0**

5.2 – 334 Marshall Street

The applicant is requesting to replace all of the windows on their home with vinyl windows. Quinones-Walker offered a motion with support from McKenzie to approve the application based on interior standards 2,3,6, and 10. **Motion Passes 4-0**

5.3 – 315 River Street

The applicant is requesting to replace their asphalt shingle roof with a metal shingle roof. Quinones-Walker offered a motion with support from McKenzie to approve the application based on interior standards 4,6, and 10. **Motion Passes 4-0**

6. Staff Approvals

Zoning Administrator Castello noted of staff approvals of none.

7. Other Business

The Commission reviewed the comments from the opinion survey. During the review of the survey, the Commission spent much time discussing the need to review each home in the various Historic Districts to determine their historic value. To that end, staff mentioned they have recent photos of each home and the Commission would be able to set aside time during each commission meeting to review each home and determine its level of historic significance. The Commission then mentioned it would be helpful to have someone from the Historic Society join them on this endeavor and Commissioner James mentioned she will reach to the Society to see if they have someone who can attend the next few meetings of the Commission to assist in this process.

X. Staff/Commission Comment  
None.

XI. Adjournment

McKenzie offered a motion with support from James to adjourned at 7:05 p.m.

**Respectfully submitted by:**  
**Joel Dye, City Manager**



## HISTORIC DISTRICT COMMISSION

Allegan City Hall  
231 Trowbridge Street  
Allegan MI 49010  
Monday, May 3, 2021

1. Call to Order by Mike Morton at 7:00 pm.

2. Attendance

Present: Rachel McKenzie, Katelynn James, Mike Morton, and Jason Ramaker.

Absent: Alan Sopko, Eddie Quinones-Walker and one vacant position.

Staff: Joel Dye, City Manager  
Lori Castello, Zoning Administrator

3. Approval for Meeting Minutes from April 13, 2021

Motion by McKenzie, supported by James to approve the meeting minutes from April 13, 2021.

**Motion Passes 4-0.**

4. Public Comment: None.

5. Applications

5A.1 – 123 Delano Street

The applicant is requesting to replace all vinyl windows on their home at 123 Delano Street.

Motion by McKenzie, Supported by James to approve the application based on interior standards 2, 5, and 11. **Motion Passes 4-0**

5A.2 – 434 Monroe Street

The applicant is requesting to replace their aluminum siding with vinyl siding at 434 Monroe Street.

Motion by McKenzie, Supported by Ramaker to approve the application based on interior standards 3, 5, and 11. **Motion Passes 4-0**

6. Staff Approvals

Zoning Administrator Castello noted of a fence approval at 502 Trowbridge Street.

7. Other Business

The Commission discussed the need to revisit each property regulated by the Historic District and determine its level of importance to preserving the Historic District. Dye mentioned we have current photos of each property and we can do this task during meetings. The Commission decided

to wait for a Commissioners Sopko and Quinones-Walker to be present at the meeting prior to beginning this task.

X. Staff/Commission Comment  
None.

XI. Adjournment

McKenzie offered a motion with support from James to adjourned at 8:07 p.m.

**Respectfully submitted by:**  
**Joel Dye, City Manager**





## HISTORIC DISTRICT COMMISSION

Allegan City Hall  
231 Trowbridge Street  
Allegan MI 49010  
Monday, June 7, 2021

1. Call to Order by Mike Morton at 7:12 pm.

2. Attendance

Present: Katelynn James, Mike Morton, Eddie Quinones-Walker and Jason Ramaker.

Absent: Alan Sopko, Rachel McKenzie and one vacant position.

Staff: Joel Dye, City Manager  
Lori Castello, Zoning Administrator, excused

3. Approval for Meeting Minutes from May 3, 2021

Motion by Quinones-Walker, supported by Ramaker to approve the meeting minutes from May 3, 2021. **Motion Passes 4-0.**

4. Public Comment: None.

5. Applications

5A.1 – 241 Hubbard Street

The applicant is requesting façade repair/alteration riverside terrace level at 241 Hubbard Street. Motion by Quinones-Walker, Supported by James to approve the application based on interior standards 2, 4, and 9. **Motion Passes 4-0.**

5A.2 – 133 Crescent Street

The applicant is requesting to replace front porch replacement/restoration at 133 Crescent Street. Motion by Quinones-Walker, Supported by James to approve the application based on interior standards 3, 5, 9 and 17. **Motion Passes 4-0.**

5A.3 – 245 Hubbard Street

The applicant is requesting to construct a (2) two story deck system at 245 Hubbard Street. Motion by Quinones-Walker, Supported by James to approve the application based on interior standards 1, 2, 5, 10 and 12. **Motion Passes 4-0.**

5A.4 – 440 Monroe Street

The application is requesting to install a new fiberglass patio door at 440 Monroe Street. Motion by Quinones-Walker, Supported by Ramaker to approve the application base on interior standards, 1 ,6, 9, and 14 with condition to add decorative trim that matches other window trim on the house. **Motion Passes 4-0.**

6. Staff Approvals

City Manager Dye noted of a fence approval at 360 Monroe Street.

7. Other Business

A general discussion ensued regarding the Visual Survey of Historic Properties. The Commission will meet with staff to finalize the review of the properties over the next couple months.

X. Staff/Commission Comment

A general discussion ensued regarding the property at 429 Monroe. Staff to perform a field inspection and report back to the Commission.

XI. Adjournment

Morton adjourned the meeting at 8:03 p.m.

**Respectfully submitted by:**  
**Christopher Tapper, City Clerk & Assistant to City Manager**



CITY OF ALLEGAN

**Historic District Commission  
Allegan City Hall  
231 Trowbridge Street, Allegan, MI 49010  
Wednesday July 21, 2021, 5:00pm**

Minutes

1. Call to Order: 5:10 pm.
2. Attendance-
  - Present: Mike Morton, Rachel McKenzie, Eddie Quinones-Walker, Katelyn James, Alan Sopko.
  - Absent: Jason Ramaker
  - Staff: Lori Castello- Zoning Administrator
3. Approval of Previous Meeting Minutes – June 7, 2021- Motion by McKenzie, Support by James, motion passed.
4. Public Comment- none
5. Applications
  - 5A.1 – 401 Pine Street-

The applicant is requesting window replacement for second floor windows. Replacement windows will be vinyl exterior. Motion by Quinones-Walker, Supported by McKenzie to approve as presented based on interior standards 2, 9 and 10. Motion passed unanimously.
  - 5A.2 – 429 Monroe Street  

Applicant is requesting to repair an existing noncontributing porch with like materials. Discussion ensued that the repairs took place prior to HDC approval. Porch was later addition not historic in nature which somewhat detracts from the historic home. Motion by Quinones-Walker to approve, supported by James, based on interior standards 2, 3, and 9, with condition that the porch be stained or painted not later than 9/1/2022. Motion passed unanimously.
  - 5A.3 – 101 N Walnut Street  

Applicant is requesting window replacement with one opening alteration to accommodate a commercial kitchen for the Episcopal Church of the Good Shephard. Motion by Quinones-Walker to approve, supported by Sopko, based on interior standards 2,3, and 12. Motion passed unanimously.

5A.4 – 239 Riverfront Sign- Applicant is requesting permission to install a sign to hang from upper balcony over riverfront store area. Motion by Quinones-Walker to approve, supported by McKenzie, based on interior standards 2 and 10, with the condition that the sign be hung below the decorative cornice separating the riverfront terrace from upper floors. Motion passed unanimously.

5A.5 – 307 Pine Street- Applicant is requesting permission to install vinyl replacement windows and vinyl siding to the home. Motion by McKenzie to approve, supported by Quinones-Walker, based on interior standards 2,3, and 9, with condition that window reveals remain intact and uncovered. Motion passed 4-0, Morton (applicant) abstained.

6. Staff Approvals-None
7. Other Business-None
8. Staff/Commission Comments- None
9. Adjournment: 6:04 p.m.

Respectfully submitted by Lori Castello, Zoning Administrator



CITY OF ALLEGAN

**Historic District Commission  
Allegan City Hall  
231 Trowbridge Street, Allegan, MI 49010  
Wednesday August 2, 2021, 5:00pm**

Minutes

1. Call to Order: 7:00 pm.

2. Attendance-

Present: Mike Morton, Rachel McKenzie, Jason Ramaker, and Katelyn James.

Absent: Eddie Quinones-Walker and Alan Sopko

Staff: Lori Castello- Zoning Administrator and City Manager, Joel Dye

3. Approval of Previous Meeting Minutes – July 21, 2021

Motion by McKenzie, Support by James, to approve the July 21, 2021, meeting minutes, motion passed 4-0.

4. Public Comment- None

5. Applications

5A.1 – 633 Marshall Street

The applicant is requesting window replacement of square windows and glazing on arched windows and front doors.

Motion by McKenzie with support from Ramaker to approve the replacement of the square windows with vinyl windows and the replacement of the glazing on the arched windows and front door with new thermo pane glazing conditioned on all new windows and glazing having divided lites (grids) and have brick molding installed around the windows. This approved is based on the standards 1, 2, 3, 5, & 6 of the department of interior standards. Motion passed 4-0.

5A.2 – 245 Hubbard Street

The applicant did not submit an application.

6. Staff Approvals-None

7. Other Business

## 7A.1 – Historic District Property Survey

The Commission reviewed staff's analysis of the 1984 Historic District Property Survey and discussed the current state of the various Historic Districts in the City and past practices. In general, the Commission felt that there needed to be some tweaking to the current regulations and directed staff to come back with a recommendation on how to move forward with the Historic Districts and its regulation.

**8.** Staff/Commission Comments - None

**9.** Adjournment: 8:10 p.m.

Respectfully submitted by Christopher Tapper, City Clerk & Assistant to City Manager



CITY OF ALLEGAN

**Historic District Commission  
Allegan City Hall  
231 Trowbridge Street, Allegan, MI 49010  
Wednesday September 7, 2021, 5:00pm**

Minutes

1. Call to Order: 7:00 pm.

2. Attendance-

Present: Mike Morton, Rachel McKenzie, Eddie Quinones-Walker, Jason Ramaker, and Katelyn James.

Absent: Alan Sopko

Staff: Lori Castello- Zoning Administrator and City Manager, Joel Dye

3. Approval of Previous Meeting Minutes – August 2, 2021

Motion by Ramaker with support by McKenzie to approve the August 2, 2021, meeting minutes, motion passed 5-0.

4. Public Comment- None

5. Applications

5A.1 – 108 Delano Street

The applicant is requesting window replacement of windows.

Motion by Quinones-Walker with support from McKenzie to approve the replacement of the windows with vinyl windows based on the standards 3, 5, 7, & 17 of the department of interior standards. Motion passed 5-0.

6. Staff Approvals-None

7. Other Business

7A.1 – Continued discussion regarding the status of Historic Homes

The Commission continued their discussion on the status of historic homes in the city. During this discussion, the Commission came to a consensus, that while the city in general is supportive of its history, there is concern that the City is not fully committed to historic preservation and as such, several homes over the years have

been approved to have their original material, such as wood windows updated with vinyl windows while at the same time denying other properties the ability to update their properties. After much discussion the following motion was made:

Motion by McKenzie with support from Quinone-Walker to ask City Council to direct city staff to look into disestablishing Allegan's Historic Districts and the Historic District Commission.

8. Staff/Commission Comments - None

9. Adjournment: 7:38 p.m.

Respectfully submitted by Joel Dye, City Manager





CITY OF ALLEGAN

**Historic District Commission  
Allegan City Hall  
231 Trowbridge Street, Allegan, MI 49010  
Wednesday October 4, 2021, 7:00pm**

Minutes

1. Call to Order: 7:00 pm.

2. Attendance-

Present: Mike Morton, Rachel McKenzie, Eddie Quinones-Walker, Jason Ramaker, Stacy Todd and Katelyn James.

Absent: Alan Sopko

Staff: Lori Castello- Zoning Administrator and City Manager, Joel Dye

3. Approval of Previous Meeting Minutes – September 7, 2021

Motion by Ramaker with support by to approve the September 7, 2021, meeting minutes, motion passed 6-0.

4. Public Comment- None

5. Applications

5A.1 – 355 Grand Street

The applicant is requesting replacement of their single hung wood windows which currently have no divided lites with wood windows with six divided lites.

Motion by McKenzie with support from Ramaker to approve the replacement of the windows based on the standards 2, 11, & 12 of the department of interior standards. Motion passed 6-0.

6. Staff Approvals-None

7. Other Business

7A.1 – Continued discussion regarding the status of Historic Homes

The Commission discussed council's direction to staff to begin looking into the de-establishing Allegan's Historic Districts.

**8. Staff/Commission Comments - None**

**9. Adjournment: 7:38 p.m.**

Respectfully submitted by Joel Dye, City Manager



CITY OF ALLEGAN

**Historic District Commission  
Allegan City Hall  
231 Trowbridge Street, Allegan, MI 49010  
Monday November 1, 2021, 7:00pm**

Minutes

1. Call to Order: Ramaker called the meeting to order at 7:01 pm.

2. Attendance

Present: Rachel McKenzie, Jason Ramaker, Stacy Todd and Alan Sopko.

Absent: Katelynn James, Eddie Quinones-Walker and One Vacant Position

Staff: Joel Dye, City Manager

3. Approval of Previous Meeting Minutes October 4, 2021

Motion by McKenzie with support by Todd to approve the October 4, 2021, meeting minutes.  
Motion Passed 4-0.

4. Public Comment

No public comment was received.

5. Applications

5A.1 – 426 Trowbridge Street – New Windows

Dye reviewed the application to replace four (4) second story wood windows with four (4) vinyl windows. The current windows are colonial style wood windows with six divided lites and the new windows will be colonial style vinyl windows with six divided lites.

Motion by McKenzie with support from Todd to approve the replacement of four (4) second story colonial style wood windows with six divided lites with four (4) colonial vinyl windows with six divided lites based on the standards 1, 2, 3, & 11 of the department of interior standards. Motion passed 3-1.

6. Staff Approvals

6A.1 – 103 N. Cedar Street – New Gutters

Dye informed the Commission that the 103 N. Cedar has been approved to install gutters on the front and rear of the home.

**7. Other Business**

There was no other business.

**8. Staff/Commission Comments**

Dye informed the Commission that the next meeting for the Commission will be on December 6, 2021.

Ramaker mentioned that two properties on Marshall began work in which he believes did not receive a Certificate of Appropriateness from the Historic District Commission. 248 Marshall Street is building a pole barn and 633 Marshall received a certificate of appropriateness for windows, however, they have also put a copper roof on the home, which Ramaker believes did not receive approval.

Dye mentioned he will look into both of these properties.

**9. Adjournment: 7:23 p.m.**

Respectfully submitted by Joel Dye, City Manager

**Historic District Commission**  
**Allegan City Hall**  
**231 Trowbridge Street, Allegan, MI 49010**  
**Monday December 6, 2021, 7:00pm**

Minutes

1. Call to Order: Quinones-Walker called the meeting to order at 7:07 pm.
2. Attendance

Present: Jason Ramaker, Eddie Quinones-Walker, Dave Redding, Kristen Stine

Absent: Katelynn James, Alan Sopko, and Stacy Todd

Staff: Lori Castello and Jason Derry, Zoning Administrators, PCI

3. Approval of Previous Meeting Minutes November 1, 2021

Motion by Ramaker with support by Quinones-Walker to approve the October 4, 2021, meeting minutes. Motion Passed 4-0.

4. Public Comment

No public comment was received.

5. Applications

5A.1 – 701 Marshall Street – Deck Railing Corner Posts

Castello reviewed the application to finish railing posts of a previously built deck on the backside of “Robinson Manor” with white vinyl post wraps. The rest of the railings and deck are treated, unpainted lumber. The deck is a recent addition to the building that was previously reviewed through the HDC application process in which the deck was to be finished with white paint. The deck has since remained unpainted and the applicant has now applied for the current alteration.

Motion by Ramaker with support from Redding to approve based on Standards 8, 9, and 10 of the City of Allegan Historic District Guidelines. Motion passed 4-0.

Quinones-Walker suggests an amended Motion adding the condition that the rest of the deck is to be painted white to match the corner posts.

Motion by Ramaker with support from Quinones-Walker to approve based on Standards 8, 9, and 10 of the City of Allegan Historic District Guidelines with the condition that the rest of the deck be painted to match the color of the vinyl wrapped corner posts by June 1, 2022. Motion passed 4-0.

6. 5A.2 – 228 Trowbridge Street – Sign, Tardy’s Underground

Applicant Representative details that this is the second location for the Tardy’s Underground brand, the first one being in operation in Grand Rapids for 50 years. Applicant is currently finishing up interior remodeling to commercial standards.

Motion by Redding with support from Ramaker to approve based on Standards 1, 3, 5, 8, 9, and 10 of the department of interior standards. Motion passed 4-0.

**7. 5A.3 – 317 Cedar Street – Roof-mounted Solar Panels**

Castello reviewed the application to install grade-parallel solar panels on the roof of 317 Cedar Street, most of which are on the rear-facing roof toward the lot interior with some on the dormers of the side and front faces, both of which front on Cutler and Cedar Streets, respectively.

Motion by Redding with support from Ramaker to approve based on Standards 1, 2, 7, 8, and 9 of the department of interior standards. Motion passed 4-0.

**8. Staff Approvals**

**6A.1 – 101 N Walnut Street – Siding Repair**

Castello informed the Commission that 101 N Walnut Street has been approved to repair and replace siding on the bell tower for general maintenance.

**9. Other Business**

Redding informed the Commission that at the last City Council meeting, he was tasked with undertaking a study on the HDC to see what changes can or need to be made to better find and achieve its goals. Redding extended an invitation to the rest of the Commission members to take part in the group assembled to conduct this study, meeting at a separate date, monthly.

Redding lays out the format and timeline for the study as follows (transcribed from meeting visuals):

<b>Today</b>	2-4 meetings <b>Define</b>	2-4 meetings <b>Evaluation</b>	2-4 meetings <b>Report</b>	<b>Solution</b>
Opinion Anecdote Feelings	Impressions Value Problems Customer Requirements	Rankings Information	Agree/Disagree Narrative Understand the Problem	TBD

Redding stated that the first official meeting of the HDC Study group will be January 20, 2022.

**10. Staff/Commission Comments**

Redding thanked all other Commissioners and staff for being present tonight.

**11. Adjournment: 7:47 pm**

Respectfully submitted by Jason Derry, Zoning Administrator, PCI