



**CITY OF ALLEGAN**

Historic District Commission  
Allegan City Hall  
231 Trowbridge Street, Allegan, MI 49010  
Wednesday, July 5, 2023

**AGENDA**

- 1. Call to Order**
- 2. Attendance**
- 3. Approval of June 5, 2023, Minutes**
- 4. Public Comment**
- 5. Certificate of Appropriateness Applications**
  - 5A. – 448 Trowbridge Street – Pergola and Sign
  - 5B. – 249 Marshall Street – Vinyl Windows
  - 5C. – 109 Locust Street – Aluminum Clad Windows
  - 5D. – 218 Ely Street – New Garage
- 6. Historic District Property Reviews**
- 7. Member and Staff Comments**
- 8. Adjournment**



CITY OF ALLEGAN  
MINUTES OF THE HISTORIC DISTRICT COMMISSION  
Held at Allegan City Hall  
231 Trowbridge Street, Allegan, MI 49010  
On Monday June 5, 2023, 7:00pm

**1. The meeting was Called to Order** at 7:00 p.m. by Chairperson Quinones-Walker

**2. Attendance**

Present: Jason Ramaker, Mike Zeter, Kristen Stein, and Eddie Quiñones-Walker  
Absent: Stacy Todd and Two Vacant Positions  
Staff: Joel Dye, City Manager

**3. Approval of Previous Meeting Minutes**

Motion by Eddie Quinones-Walker, supported by Jason Ramaker, to approve the minutes of March 6, 2023, Historic District Commission. Motion carried 4-0.

**4. Public Comment**

The owners of 218 Ely Street asked the Commission if they could build a steel sided garage on their property. The Commission instructed the owners that they can't comment on a project without an application and asked the owners to contact PCI and complete a Certificate of Appropriateness Application. After the application is completed, the Commission will review the application at the next upcoming meeting after the completed application is submitted.

Sarah Ramaker mentioned she is applying to be on the HDC.

Rosie Hunter mentioned she is applying to be on the HDC.

**5. Certificate of Appropriateness Applications**

**5A. 132 Hubbard Street – Façade Renovation**

The Commission reviewed the application which was a request to replace damaged brown shingles with black asphalt shingles, remove the weathered and warped grey panels with black T1-11 siding, limewash the unfinished brick with a tinted dark limewash, paint the existing T1-11 siding black and install gold lettering.

The commission held a discussion regarding this application and felt the improvements did not take away from the historical character of the property.

Motion by Jason Ramaker, supported by Kristen Stein, to approve this application based on the Department of Interior Standards 1, 4, and 7. Motion Carried 4-0.

## **6. Discussion on next steps for the Historic District Commission**

City Manager Dye informed the Commissioners that the City Council voted 3-3 to keep the Historic District Commission intact. The Commission then held a long discussion, sometimes with members in the audience regarding the next steps for the Commission. After the discussion the Commission agreed to move forward with the following tasks:

- Staff are instructed to enforce the current ordinance.
- Beginning at the next meeting, the Commission will start the review of the of each property in the city's historic districts and determine whether they are still contributing properties to their respective historic district.
- The Commission will work with the State Historic Preservation Office to determine the best process forward, including only requiring contributing buildings to go through the full review process, and possibly resizing the districts.

## **7. Member and Staff Comments**

Jason Ramaker reported the following properties have done work in the historic district and asked staff to investigate if these are a violation of the ordinance:

134 Cook Street  
418 Hastings Street  
448 Trowbridge Street  
120 River Street

Mike Zeter inquired if Eddie Quinones-Walker resigned from the Commission. Joel Dye responded that he was misinformed when he told Mike Zeter that Eddie Quinones-Walker resigned.

Eddie Quinones-Walker stated that he was deeply disappointed in the three councilors who voted against the HDC recommendation after appointing them to find a solution, especially Mike Zeter. He stated that the City Council's decision sends a clear message that they do not trust the HDC and the work they did for the past year and a half by rejecting the HDC recommendation to dissolve the HDC.

## **8. Adjournment**

Chairman Quinones-Walker adjourned the meeting at 8:37 p.m.

Respectfully submitted by  
Joel Dye, City Manager



City of Allegan  
City Manager's Office  
269.673.5511  
231 Trowbridge Street  
Allegan, MI 49010

## MEMORANDUM

TO: Allegan Historic District Commission  
FROM: Joel Dye, City Manager  
REVIEWED BY: N/A  
DATE: July 3, 2023

SUBJECT: 448 Trowbridge Street – New Pergola and Sign

### Action Requested:

It is requested that the Historic District Commission approve the “after the fact” installation of a pergola and sign at 448 Trowbridge Street.

### Background:

The City owns 448 Trowbridge Street and is under contract with the Allegan Conservation District to maintain and operate this parcel as their outdoor learning environment. As part of transforming this site from a community garden to an outdoor learning environment, the Allegan Conservation District has installed a pergola and a sign. Since there is no existing historic resource on this site, the new construction will become the defining architectural element.

The pergola is constructed in a traditional manner that blends in with the neighborhood. The sign is a subtle sign with muted colors.

### Attachments:

Application



Meeting Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Case # \_\_\_\_-\_\_\_\_-\_\_\_\_



City of Allegan  
231 Trowbridge St.  
Allegan, MI 49010  
Ph. (269) 673-5511

## City of Allegan Allegan Historic District Project Review Application

### 1. Property Information

Property Parcel Number: #03 - 51-\_\_\_\_-\_\_\_\_-\_\_\_\_

Property Address: 448 Trowbridge Allegan, MI 49010

### 2. Owner/Applicant Information

<i>Property Owner Information</i>	<i>Applicant Information (if different from Property Owner)</i>
Owner's Name: <u>City of Allegan</u>	Name:
Contact Name: <u>Joel Dye</u>	Contact Name:
Address: <u>231 Trowbridge St</u> <u>Allegan, MI 49010</u>	Address: <u>SAME</u>
Phone: <u>269.673.5111</u>	Phone:
Email: <u>jdye@cityofallegan.org</u>	Email:
Fax (if applicable):	Fax (if applicable):

### 3. Type of Project (Check all that apply)

- ☐ Adaptive Reuse    ☐ Addition    ☒ Alteration    ☐ Maintenance    ☐ Demolition  
☐ New Construction    ☐ Preservation    ☐ Rehabilitation    ☒ Signs

**4. Describe Proposed Project:** (Briefly describe project in outline format)

Install a wooden pergola and sign at 448 Trowbridge, which is a city owned property but is maintained + operated by the Allegan Conservation District + serves as their outdoor learning environment.

(Continue on additional page if necessary)

**5. Estimated Cost of Project:**

\$3,000 +/-

(Please attach all estimates for review if applicable)

**6. Documentation:**

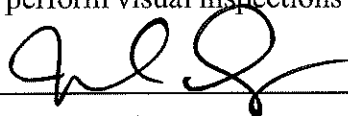
(Please note that *all applicable* documentation noted below is required before an application will be accepted)

- ☒ Photographs showing the overall front of structure/streetscape;
- ☐ Detailed photographs of property features affected by project;
- ☐ Site plan/floor plan showing existing structure, street locations, and proposed new elements;
- ☐ Elevations, dimensioned and showing appearance of proposed project;
- ☐ Construction details as needed to explain and clarify the project; and
- ☐ Complete materials list/specifications (include type of finish used if applicable—paint, stain, etc.)

**7. Certification and Agreement:**

I hereby certify that I will complete the project described herein as approved by the Allegan Historic District Commission (AHDC) as required by the Historic Preservation Ordinance (Chapter 13, Allegan Municipal Code). I understand that the AHDC or its Staff will monitor this project to ensure compliance with the approved design. I also authorize the AHDC or its Staff to perform visual inspections as part of the compliance verification process.

Signature of Owner or Applicant:



Print Name:

Joel Dye

Date:

6/26/23

**8. Return this form and supporting materials on or before application deadline to:**

Professional Code Inspections

Lori Castello

1575 142<sup>nd</sup> Ave

Dorr, MI 49323

Ph. (616) 877-2000, Fax (616) 628-3335

Email: [lcastello@pcimi.com](mailto:lcastello@pcimi.com)

In order for your application to be presented in front of the Allegan Historic District Commission, the application deadline for submitting your form and supporting materials is at least two (2) weeks prior to the meeting date that you wish your application to be considered. The Allegan Historic District Commission meets the first Monday of every month at 7:00pm at City Hall (231 Trowbridge St., Allegan, MI 49010).

To view the City of Allegan's public meeting calendar, please visit [cityofallegan.org](http://cityofallegan.org).

If you have any questions regarding this form, please contact Professional Code Inspections at (616) 877-2000.

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For Office Use Only

Date Application Received: \_\_\_\_\_ Date of Hearing: \_\_\_\_\_

Date Action Taken: \_\_\_\_\_ Approved ☐ Denied ☐









City of Allegan  
City Manager's Office  
269.673.5511  
231 Trowbridge Street  
Allegan, MI 49010

**TO:** City of Allegan Historic District Commission  
**FROM:** Joel Dye, City Manager Zoning Administrator/Historic Preservation Coordinator  
**DATE:** July 8, 2022  
**RE:** **249 Marshall Street — Windows — Price**

The Historic District Commission is scheduled to hear a request from Michael Price, property owner of 294 Marshall Street, for a replacement of windows.

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## GENERAL OVERVIEW

### Property Information and Surrounding Area

This property is located at 249 Marshall Street, also known as Permanent Parcel Number 03-51-305-186-00, within the Marshall Street Historic District. The property is located on northeast side of Marshall Street between Bond Street and Second Street and is currently zoned R-2 Single-Family Residential, Medium Density.

### Information Provided by Applicant

The applicant has completed the application to the Historic District Commission, included are photos of existing features and comparative nearby features demonstrating the proposed replacements.

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## RELEVANT LANGUAGE

### Historic District Handbook Design Guidelines for Windows

*"Windows serve both the exterior and interior of a building and as such, windows are always an important part of the historic character of a building. In most buildings, windows comprise a considerable amount of the historic fabric of the building and deserve special consideration."*

#### A. Original/Replacement

1. *The historically important design of the windows, such as the casing, sash, muntins, sills, etc. should be maintained.*

**Findings:** Replacement windows will be vinyl window inserts while preserving the wood frames for functionality and energy efficiency. The Commission may wish to specify whether this exterior trim will be preserved.

2. *If the window needs to be replaced, it should be replaced using the same sash, pane configuration, size, and material as the original.*

**Findings:** It is believed that the vinyl window insert will be the same size and configuration. But it will not be the same material.

3. *If it is not economically feasible to replace using like material then a compatible substitute material may be considered.*

**Findings:** Applicant has stated the cost of wood windows as a reason for vinyl replacement.

4. *Windows that do not match the originals are generally not approved.*

**Findings:** Proposed vinyl windows inserts will be largely similar to the existing windows, except the material.

5. *The size of the window opening should not be altered. An original opening should not be closed in to accommodate a smaller window.*

**Findings:** No windows size alterations are proposed. Vinyl, however, tends to require larger sashes than wood, meaning less pane is likely to be visible.

6. *The positions of the windows on facades facing the street should not be changed and new window openings should not be added.*

**Findings:** Window openings are not to be changed and no openings added.

7. *Restoring window openings that have been altered over time is encouraged.*

**Findings:** The applicant's proposal will result in windows with more longevity than the current windows while maintaining the same aesthetic form.

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## CONCLUSION

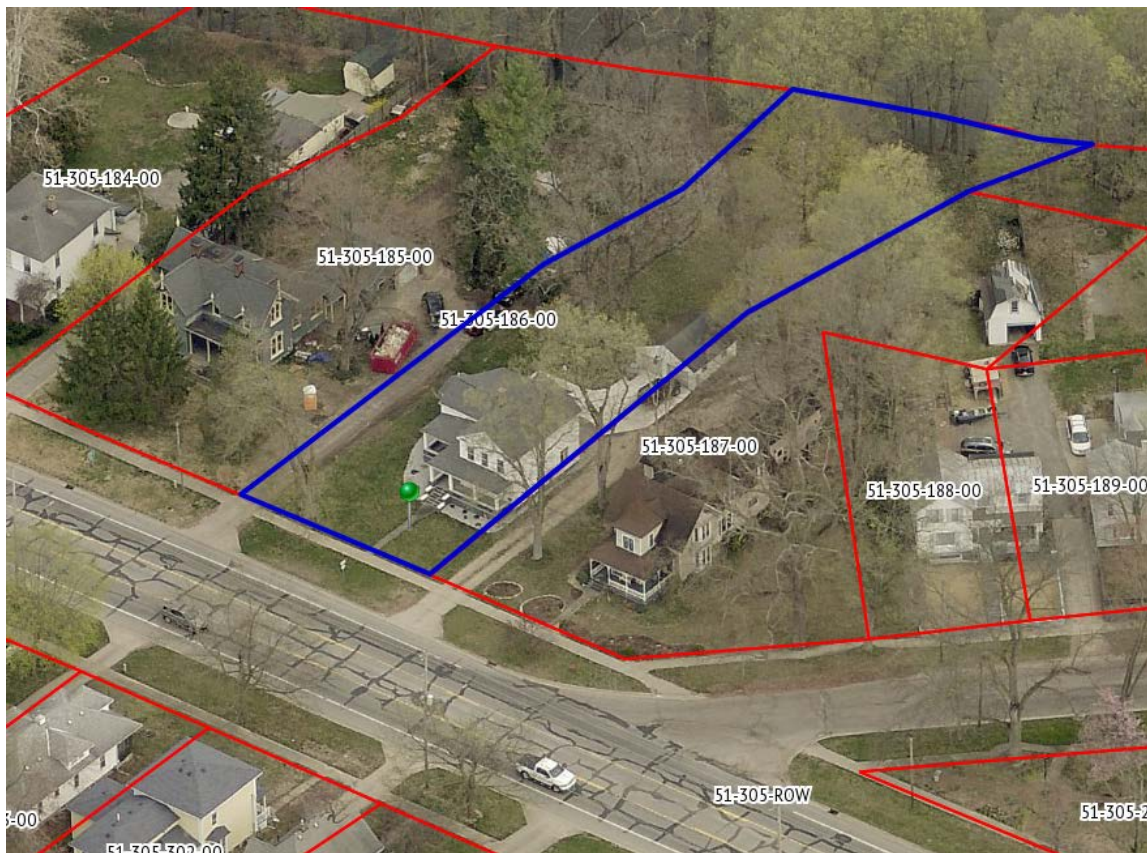
### Conclusion

Based on the application submitted, the proposed vinyl window insert project may fit the guidelines for the Historic District. The HDC may choose to approve or suggest alternative work if it finds the application does not meet historic district guidelines based on Secretary of Interior and City of Allegan Standards. I have attached a copy of these standards with my observations and encourage the HDC to review these standards to support a decision to approve, approve with conditions, or deny the request. I hope the information provided is helpful to you as you consider this alteration request. If you have any questions or concerns, please do not hesitate to contact me and I will assist in any way that I am able. You may reach me by email at [jdye@cityofallegan.org](mailto:jdye@cityofallegan.org).

Thank you for your time.

Sincerely,

Joel Dye,  
City Manager



## City of Allegan Historic District Commission

### Findings of Fact

*All decisions by all bodies of government both elected and appointed are recommended to include findings of fact within their decision making process. The following standards are prescribed by the City of Allegan Historic District Ordinance, Article 13 of the City of Allegan Code of Ordinances. Please consider each standard as a group and include these findings within the minutes for each application.*

PROJECT ADDRESS: 249 Marshall Street

PROJECT TITLE: Vinyl Insert Windows

### **Sec. 13-57. Preservation standards.**

*"The standards (Department of Interior Regulations, 36 CFR 67), pertain to historic buildings of all materials, construction types, sizes and occupancy and encompass the exterior related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.*

1. *A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*

The proposed project ☐ complies ☐ does not comply

Reasons: **Building has been and will continue to be used as a single family dwelling.**

2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*

The proposed project ☐ complies ☐ does not comply

Reasons: **Existing windows will have vinyl inserts installed.**

3. *Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features of architectural elements from other buildings, shall not be undertaken.*

The proposed project ☐ complies ☐ does not comply

Reasons: **Vinyl is a contemporary building material.**

4. *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*

The proposed project ☐ complies ☐ does not comply



Reasons: **No such significant historic changes have been identified on the property.**

5. *Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a property [that] shall be preserved.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **None of the distinctive features of this structure are being changed.**

6. *Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **The windows are deteriorated and will be replaced with vinyl window inserts.**

7. *Chemical and physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **No chemical or physical treatments are proposed.**

8. *Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **No archeological resources will be affected by the proposed project.**

9. *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **The vinyl window inserts will have little to no impact on historic character of the house as compared to the other houses in the area.**

10. *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **There are no planned additions.**

11. *Every reasonable attempt shall be made to preserve structures in a manner which requires minimal alteration to original building design.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **Applicant is installing vinyl window inserts.**

12. *Construction or modification work shall not, except where necessary for purposes of safety or efficiency, nullify the distinguishing qualities of the property and its environment. The removal or alteration of architectural features of special historical significance shall be held to a minimum.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **New windows will be more efficient.**

13. *Deteriorated architectural features shall be repaired rather than replaced whenever possible. Repaired or replaced features shall duplicate original features.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **New vinyl window inserts will mimic existing window design but not material.**

14. *New development, including exterior remodeling, shall:*

- a. *Respect the architectural and structural integrity of the historic district or site in which work is undertaken through sympathetic use of style, material and color;*
- b. *Respect the appearance of the streetscape as a whole by harmonizing the design and appearance of the facades of individual structures within the overall design and appearance of the streetscape.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply.

Reasons: **There is no new development with this project.**

15. *Unpainted aluminum and exposed concrete masonry, other than masonry foundations, which are not characteristic of historic districts and sites identified in this chapter are prohibited.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **No unpainted aluminum or exposed concrete masonry is proposed for this project.**

16. *The replacement of lost architectural features with the original feature or features similar to the original shall be strongly encouraged.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply.

Reasons: **There will be no lost architectural features with this project.**

17. *The height, bulk and character of new structures shall be visually compatible with adjacent structures, as defined by the city zoning ordinance.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **The proposed changes will not significantly alter the house such that it will not meet the Zoning Ordinance or conform to the neighborhood character.**

Meeting Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Case # \_\_\_\_ - \_\_\_\_



City of Allegan  
231 Trowbridge St.  
Allegan, MI 49010  
Ph. (269) 673-5511

## City of Allegan Allegan Historic District Project Review Application

### 1. Property Information

Property Parcel Number: #03 - 51- 305 - 186 - 00

Property Address: 249 Marshall St.

Allegan, MI 49010

### 2. Owner/Applicant Information

<i>Property Owner Information</i>	<i>Applicant Information (if different from Property Owner)</i>
Owner's Name: <u>Michael Price</u>	Name:
Contact Name:	Contact Name:
Address: <u>249 Marshall St.</u>	Address:
Phone: <u>(269) 362-5243</u>	Phone:
Email: <u>mike5243@yahoo.com</u>	Email:
Fax (if applicable):	Fax (if applicable):

### 3. Type of Project (Check all that apply)

- ☐ Adaptive Reuse    ☐ Addition    ☒ Alteration    ☐ Maintenance    ☐ Demolition  
☐ New Construction    ☐ Preservation    ☐ Rehabilitation    ☐ Signs

**4. Describe Proposed Project:** (Briefly describe project in outline format)

Looking to repair/update/replace existing windows. Existing windows are broken and barely open. Seeking vinyl window inserts while maintaining the original wood frame for functionality & energy efficiency. Seeking approval for vinyl inserts as wood inserts are twice as much money and aesthetically will look no different. Am experiencing difficulty even getting estimates unless/until approval is given to proceed further.

(Continue on additional page if necessary)

**5. Estimated Cost of Project:**

\$10,000 +

(Please attach all estimates for review if applicable)

**6. Documentation:**

(Please note that *all applicable* documentation noted below is required before an application will be accepted)

- ☒ Photographs showing the overall front of structure/streetscape;
- ☒ Detailed photographs of property features affected by project;
- ☒ Site plan/floor plan showing existing structure, street locations, and proposed new elements;
- ☒ Elevations, dimensioned and showing appearance of proposed project;
- ☒ Construction details as needed to explain and clarify the project; and
- ☒ Complete materials list/specifications (include type of finish used if applicable—paint, stain, etc.)

**7. Certification and Agreement:**

I hereby certify that I will complete the project described herein as approved by the Allegan Historic District Commission (AHDC) as required by the Historic Preservation Ordinance (Chapter 13, Allegan Municipal Code). I understand that the AHDC or its Staff will monitor this project to ensure compliance with the approved design. I also authorize the AHDC or its Staff to perform visual inspections as part of the compliance verification process.

Signature of Owner or Applicant:

Michael Price

Print Name:

Michael Price

Date:

6-27-23











**PROFESSIONAL CODE INSPECTIONS  
OF MICHIGAN, INC.**  
1575 142<sup>nd</sup> Avenue  
Dorr, MI 49323  
(616) 877-2000

## MEMORANDUM

**TO:** City of Allegan Historic District Commission  
**FROM:** Lori Castello, Zoning Administrator/Historic Preservation Coordinator  
**DATE:** June 30, 2023  
**RE:** **109 Locust — Window Replacement**

The Historic District Commission is scheduled to hear a request from Craig Kugelard, project manager for renovations at 109 Locust St, for a replacement of second story windows.

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## GENERAL OVERVIEW

### Property Information and Surrounding Area

This property is located at 109 Locust, also known as Permanent Parcel Number 03-51-105-223-99, within the Old Town Allegan Historic District.

### Information Provided by Applicant

The applicant has completed the application to the Historic District Commission, included are photos of existing features and comparative nearby features demonstrating the proposed replacements.

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## RELEVANT LANGUAGE

### Historic District Handbook Design Guidelines for Windows

*"Windows serve both the exterior and interior of a building and as such, windows are always an important part of the historic character of a building. In most buildings, windows comprise a considerable amount of the historic fabric of the building and deserve special consideration."*

#### A. Original/Replacement

1. *The historically important design of the windows, such as the casing, sash, muntins, sills, etc. should be maintained.*

**Findings:** Replacement windows will be aluminum clad in a white color.

2. *If the window needs to be replaced, it should be replaced using the same sash, pane configuration, size, and material as the original.*

**Findings:** *See comment above;* Proposed sash, pane configuration, color, and size to be similar to existing windows with the exception that the 2 light will be replaced with a 4 light. Reference photos suggest that contemporaries will be similar to others in the neighborhood.

3. *If it is not economically feasible to replace using like material then a compatible substitute material may be considered.*

**Findings:** As window replacement continues through the area for renovation purposes the proposed window type and configuration is similar to those recently approved in the immediate area.

4. *Windows that do not match the originals are generally not approved.*

**Findings:** Proposed windows will be similar but not identical to the existing windows.

5. *The size of the window opening should not be altered. An original opening should not be closed in to accommodate a smaller window.*

**Findings:** No windows size alterations are proposed.

6. *The positions of the windows on facades facing the street should not be changed and new window openings should not be added.*

**Findings:** Window openings are not to be changed and no openings added.

7. *Restoring window openings that have been altered over time is encouraged.*

**Findings:** The applicant's proposal will result in windows with more longevity than the current windows while maintaining the same aesthetic form.

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## CONCLUSION

### Conclusion

Based on the application submitted, the proposed window replacement may fit the guidelines for the Historic District. The HDC may choose to approve or suggest alternative work if it finds the application does not meet historic district guidelines based on Secretary of Interior and City of Allegan Standards. I have attached a copy of these standards with my observations and encourage the HDC to review these standards to support a decision to approve, approve with conditions, or deny the request. I hope the information provided is helpful to you as you consider this alteration request. If you have any questions or concerns please do not hesitate to contact me and I will assist in any way that I am able. You may reach me by phone at either (616) 877-2000 Ext. 213 or by email at [lcastello@pcimi.com](mailto:lcastello@pcimi.com).

Thank you for your time.

Sincerely,



Lori Castello  
Zoning Administrator/HDC Preservation Coordinator



## City of Allegan Historic District Commission

### Findings of Fact

*All decisions by all bodies of government both elected and appointed are recommended to include findings of fact within their decision making process. The following standards are prescribed by the City of Allegan Historic District Ordinance, Article 13 of the City of Allegan Code of Ordinances. Please consider each standard as a group and include these findings within the minutes for each application.*

PROJECT ADDRESS: 109 Locust St

PROJECT TITLE: Replacement windows

#### **Sec. 13-57. Preservation standards.**

*"The standards (Department of Interior Regulations, 36 CFR 67), pertain to historic buildings of all materials, construction types, sizes and occupancy and encompass the exterior related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.*

1. *A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*

The proposed project ☐ complies ☐ does not comply

Reasons: **Building is being renovated for 2 apartments above storefront.**

2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*

The proposed project ☐ complies ☐ does not comply

Reasons: **Windows were removed as part of lead abatement process for health and safety.**

3. *Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features of architectural elements from other buildings, shall not be undertaken.*

The proposed project ☐ complies ☐ does not comply

Reasons: **Aluminum casement windows are similar to those recently approved within the area.**

4. *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*

The proposed project ☐ complies ☐ does not comply

Reasons: **No such significant historic changes have been identified on the property.**

5. *Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a property [that] shall be preserved.*

The proposed project ☐ complies ☐ does not comply

Reasons: **Outside detail and trim shall be preserved.**

6. *Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities*

and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **Replacement instead of repair was required for health and safety.**

7. *Chemical and physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **No chemical or physical treatments are proposed.**

8. *Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **No archeological resources will be affected by the proposed project.**

9. *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **The replacement windows will fit within the existing openings, for same massing and scale as existing.**

10. *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **If identical replicas were constructed at some point the aluminum replacements could be replaced without damage to the existing structure.**

11. *Every reasonable attempt shall be made to preserve structures in a manner which requires minimal alteration to original building design.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **Proposed windows will be similar to existing wood windows**

12. *Construction or modification work shall not, except where necessary for purposes of safety or efficiency, nullify the distinguishing qualities of the property and its environment. The removal or alteration of architectural features of special historical significance shall be held to a minimum.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **Replacement windows will be safer than the removed ones and more efficient.**

13. *Deteriorated architectural features shall be repaired rather than replaced whenever possible. Repaired or replaced features shall duplicate original features.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **Replacement windows are not exact duplication but are similar in style.**

14. *New development, including exterior remodeling, shall:*

- a. *Respect the architectural and structural integrity of the historic district or site in which work is undertaken through sympathetic use of style, material and color;*

- b. *Respect the appearance of the streetscape as a whole by harmonizing the design and appearance of the facades of individual structures within the overall design and appearance of the streetscape.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply.

Reasons: **Replacement windows are identical for similar replacement windows at 113 Locust which were approved by the HDC in 2021.**

15. *Unpainted aluminum and exposed concrete masonry, other than masonry foundations, which are not characteristic of historic districts and sites identified in this chapter are prohibited.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **No unpainted aluminum or exposed concrete masonry is proposed for this project.**

16. *The replacement of lost architectural features with the original feature or features similar to the original shall be strongly encouraged.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply.

Reasons: **See comments for item 14.**

17. *The height, bulk and character of new structures shall be visually compatible with adjacent structures, as defined by the city zoning ordinance.*

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **The proposed changes will not significantly alter the house such that it will not meet the Zoning Ordinance or conform to the neighborhood character.**

Meeting Date: 8 / 7 / 23  
Case # -



City of Allegan  
231 Trowbridge St.  
Allegan, MI 49010  
Ph. (269) 673-5511

## City of Allegan Allegan Historic District Project Review Application

### 1. Property Information

Property Parcel Number: #03 - 51- 105 - 223 - 99

Property Address: 109 Locust Street Allegan, MI 49010

### 2. Owner/Applicant Information

<i>Property Owner Information</i>	<i>Applicant Information (if different from Property Owner)</i>
Owner's Name: <u>ONE ENTERPRISES LLC</u>	Name: <u>KUGELARD PROPERTY SERVICES</u>
Contact Name: <u>BEN OTIS</u>	Contact Name: <u>CREG KUGELARD</u>
Address: <u>4200 92ND ST.</u> <u>BYRON CENTER, MI 49315</u>	Address: <u>1494 - 34TH Street</u> <u>ALLEGAN, MI 49010</u>
Phone: <u>616-275-2998</u>	Phone: <u>616-291-6620</u>
Email: <u>BENOTIS@GRAR.COM</u>	Email: <u>CKUGELARD@YAHOO.COM</u>
Fax (if applicable):	Fax (if applicable):

### 3. Type of Project (Check all that apply)

- |  |                                       |  |                                      |                                     |
|--|---------------------------------------|--|--------------------------------------|-------------------------------------|
| <input type="checkbox"/> Adaptive Reuse              | <input type="checkbox"/> Addition     | <input type="checkbox"/> Alteration                | <input type="checkbox"/> Maintenance | <input type="checkbox"/> Demolition |
| <input checked="" type="checkbox"/> New Construction | <input type="checkbox"/> Preservation | <input checked="" type="checkbox"/> Rehabilitation | <input type="checkbox"/> Signs       |                                     |

**4. Describe Proposed Project:** (Briefly describe project in outline format)

Renovation of two apartments on second level of 109 Locust St.  
Replace old windows with new windows. (Old removed during lead abatement)  
Windows will be aluminum clad WHITE in color

Pictures of window Type/Style are from 113 Locust St, that was completed in 2021.

(Continue on additional page if necessary)

**5. Estimated Cost of Project:** \$18,000 included in overall project cost  
(Please attach all estimates for review if applicable)

**6. Documentation:**

(Please note that *all applicable* documentation noted below is required before an application will be accepted)

- ☒ Photographs showing the overall front of structure/streetscape;
- ☒ Detailed photographs of property features affected by project;
- ☒ Site plan/floor plan showing existing structure, street locations, and proposed new elements;
- ☒ Elevations, dimensioned and showing appearance of proposed project;
- ☒ Construction details as needed to explain and clarify the project; and
- ☒ Complete materials list/specifications (include type of finish used if applicable—paint, stain, etc.)

**7. Certification and Agreement:**

I hereby certify that I will complete the project described herein as approved by the Allegan Historic District Commission (AHDC) as required by the Historic Preservation Ordinance (Chapter 13, Allegan Municipal Code). I understand that the AHDC or its Staff will monitor this project to ensure compliance with the approved design. I also authorize the AHDC or its Staff to perform visual inspections as part of the compliance verification process.

Signature of Owner or Applicant: \_\_\_\_\_

Print Name: Craig Kugelard Date: 6-29-23





**View from parking lot**  
**West side of building**

n, Michigan







**Proposed Window**





184  
DISCOVER  
VISA

Hathaway Cottage & Gifts

Fine Chocolates & Gifts

Fine Chocolates & Gifts

Something Sweet  
Share with you









Something Sweet  
for you

**Sippin' dots**  
ICE CREAM  
**SOLD**

109  
Locust St.  
269-686-8584



**Candy and Gift Store**  
Custom Gift Baskets





**PROFESSIONAL CODE INSPECTIONS  
OF MICHIGAN, INC.**

1575 142nd Avenue  
Dorr, MI 49323  
(616) 877-2000  
(Fax) #(616) 877-4455

***MEMORANDUM***

**TO:** City of Allegan Historic District Commission  
**FROM:** Lori Castello, Zoning Administrator/ Historic Preservation Coordinator  
**DATE:** June 30, 2023  
**RE:** **Detached Accessory Building- 218 Ely St.**

---

The Historic District Commission is scheduled to hear a request from Patricia Brockman, owner, to erect a detached garage at 218 Ely St.

**Property Information**

This property is located at 218 Ely St. within the Pritchards Overlook Historic District.

**Information provided by Applicant**

The applicant has completed the application to the Historic District Commission. Included are photos of the proposed garage and proposed location.

**Historic District Handbook Design Guidelines for New Construction:**

*For the purposes of these guidelines, “new construction” refers to new buildings or structures of any kind, including garages, and to substantial additions and existing structures.*

*C. New construction of secondary structures such as garages, storage buildings and other outbuildings:*

- 1. Should be smaller in scale than the primary building. The proposed garage is smaller than the dwelling.**
- 2. Located where such a structure would have historically been located. The proposed garage is located to the rear and side of the home’s front face.**
- 3. Compatible in design, shape, materials, and roof shape with primary structure. The proposed garage is constructed with a basic peaked roof, matching the primary structure.**
- 4. Trimmed around the windows and doors and at the corners with 5/4 stock, typically 5/4x4 or 5/4 x 6 or to match the house. The application includes that siding and trim will match the home however trim measurements are not given.**
- 5. Color should complement or contrast primary resource. Proposed color will be matching that of the home.**

6. *Preferable overhead garage doors will be single doors- double doors will be considered. A double overhead door is proposed.*

7. *Metal overhead garage doors are acceptable- doors should be paneled and not flat. A metal overhead door is proposed and appears to be paneled; applicant should verify with HDC to confirm.*

8. *Windows in overhead garage doors may be acceptable if shape is rectangle/square. No windows appear to be proposed within the overhead door or upon the building.*

9. *Materials should be selected to complement the primary structure, including the use of identical materials, the use of alternate materials may be considered. Application appears to be planning for a vinyl siding and trim to match the coloring and style of the existing dwelling, however additional information regarding the proposed materials should be provided by the Applicant to verify.*

**Surrounding Area:** The building lies on the Northwest corner of Ely and Grove. It is surrounded by residential uses along Ely and Grove Streets, across from vacant land between Ely and Jenner.

**Conclusion:** Based on the application submitted, the HDC may choose to approve or suggest alternative work if it finds the application does not meet historic district guidelines and standards for approval. It may also choose to postpone any decision if further information regarding window repair information instead of a straight vinyl replacement is needed. I have commented on guidelines above, and have commented on the below findings of fact. I encourage you to review the guidelines and standards as a group to determine appropriateness of the proposed project.

I hope the information provided is helpful to you as you consider this alteration request. If you have any questions or concerns please do not hesitate to contact me and I will assist in any way that I am able. You may reach me by phone at either (616) 877-2000 Ext. 213 or email at [lcastello@pcimi.com](mailto:lcastello@pcimi.com).

Thank you for your time.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lori Castello".

Lori Castello  
Zoning Administrator/HDC Preservation Coordinator

## Sec. 13-57. - Preservation standards.

The standards (Department of Interior Regulations, 36 CFR 67), pertain to historic buildings of all materials, construction types, sizes and occupancy and encompass the exterior related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: **Property continues to be used as a residence.***

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: **The proposed garage does not remove any historic materials.***

3. Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features of architectural elements from other buildings, shall not be undertaken.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: **No conjectural features will be replaced.***

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: **n/a***

5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a property [that] shall be preserved.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: **n/a.***

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: **n/a.***

7. Chemical and physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: **n/a.***

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: n/a.*

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: The proposed garage differs but is subordinate and complementary to the existing structure.*

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: The proposed garage could be removed from the property without damage to any historically significant structure or property.*

11. Every reasonable attempt shall be made to preserve structures in a manner which requires minimal alteration to original building design.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: The installation would cause no permanent alteration.*

12. Construction or modification work shall not, except where necessary for purposes of safety or efficiency, nullify the distinguishing qualities of the property and its environment. The removal or alteration of architectural features of special historical significance shall be held to a minimum.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: The proposed garage will be located and designed so as not to compete or draw attention from the home.*

13. Deteriorated architectural features shall be repaired rather than replaced whenever possible. Repaired or replaced features shall duplicate original features.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

*Reasons: n/a*

14. New development, including exterior remodeling, shall:

- a. Respect the architectural and structural integrity of the historic district or site in which work is undertaken through sympathetic use of style, material and color;
- b. Respect the appearance of the streetscape as a whole by harmonizing the design and appearance of the facades of individual structures within the overall design and appearance of the streetscape.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply.*

*Reasons: The proposed structure is similar to, but not repetitive or in competition with the home.*

15. Unpainted aluminum and exposed concrete masonry, other than masonry foundations, which are not characteristic of historic districts and sites identified in this chapter are prohibited.

*The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply*

Reasons: **No unpainted aluminum is proposed.**

16. The replacement of lost architectural features with the original feature or features similar to the original shall be strongly encouraged.

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply.

Reasons: **n/a.**

17. The height, bulk and character of new structures shall be visually compatible with adjacent structures, as defined by the city zoning ordinance.

The proposed project \_\_\_\_\_ complies \_\_\_\_\_ does not comply

Reasons: **There is no definition for visual compatibility in the definitions section of the City of Allegan zoning ordinance. As Zoning Administrator it is my finding that through the Zoning Ordinance I see no aesthetic detriment to the surrounding area.**





Meeting Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Case # \_\_\_\_ - \_\_\_\_

City of Allegan  
231 Trowbridge St.  
Allegan, MI 49010  
Ph. (269) 673-5511

## City of Allegan Allegan Historic District Project Review Application

### 1. Property Information

Property Parcel Number: #03 - 51 - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Property Address: 218 ELY ST. Allegan, MI 49010

### 2. Owner/Applicant Information

<i>Property Owner Information</i>	<i>Applicant Information (if different from Property Owner)</i>
Owner's Name: <u>PATRICIA Brockman</u>	Name:
Contact Name: <u>Patricia Brockman</u>	Contact Name:
Address: <u>218 ELY St. Allegan</u>	Address:
Phone: <u>616 403 3077</u>	Phone:
Email: <u>brockmanpatricia@gmail.com</u>	Email:
Fax (if applicable):	Fax (if applicable):

### 3. Type of Project (Check all that apply)

- |  |                                       |   |                                      |                                     |
|--|---------------------------------------|---|--------------------------------------|-------------------------------------|
| <input type="checkbox"/> Adaptive Reuse              | <input type="checkbox"/> Addition     | <input type="checkbox"/> Alteration     | <input type="checkbox"/> Maintenance | <input type="checkbox"/> Demolition |
| <input checked="" type="checkbox"/> New Construction | <input type="checkbox"/> Preservation | <input type="checkbox"/> Rehabilitation | <input type="checkbox"/> Signs       |                                     |

**4. Describe Proposed Project:** (Briefly describe project in outline format)

Constructing a 24x40 DETACHED Garage. Garage will have a metal roof to match roof on home. Siding on garage will be wood grain texture to match pattern / look of wood siding on house. The garage siding trim and corner trim will be white to match trim on house. The garage siding and garage roof will be same color as house.

See Attachments

(Continue on additional page if necessary)

**5. Estimated Cost of Project:** \_\_\_\_\_

(Please attach all estimates for review if applicable)

**6. Documentation:**

(Please note that **all applicable** documentation noted below is required before an application will be accepted)

- ☒ Photographs showing the overall front of structure/streetscape;
- ☒ Detailed photographs of property features affected by project;
- ☒ Site plan/floor plan showing existing structure, street locations, and proposed new elements;
- ☒ Elevations, dimensioned and showing appearance of proposed project;
- ☐ Construction details as needed to explain and clarify the project; and
- ☐ Complete materials list/specifications (include type of finish used if applicable—paint, stain, etc.)

**7. Certification and Agreement:**

I hereby certify that I will complete the project described herein as approved by the Allegan Historic District Commission (AHDC) as required by the Historic Preservation Ordinance (Chapter 13, Allegan Municipal Code). I understand that the AHDC or its Staff will monitor this project to ensure compliance with the approved design. I also authorize the AHDC or its Staff to perform visual inspections as part of the compliance verification process.

Signature of Owner or Applicant: Pat A Brockman

Print Name: PATRICIA A BROCKMAN Date: 6/11/2023

**8. Return this form and supporting materials on or before application deadline to:**

Professional Code Inspections

Lori Castello

1575 142<sup>nd</sup> Ave

Dorr, MI 49323

Ph. (616) 877-2000, Fax (616) 628-3335

Email: [lcastello@pcimi.com](mailto:lcastello@pcimi.com)

In order for your application to be presented in front of the Allegan Historic District Commission, the application deadline for submitting your form and supporting materials is at least two (2) weeks prior to the meeting date that you wish your application to be considered. The Allegan Historic District Commission meets the first Monday of every month at 7:00pm at City Hall (231 Trowbridge St., Allegan, MI 49010). To view the City of Allegan's public meeting calendar, please visit [cityofallegan.org](http://cityofallegan.org).

If you have any questions regarding this form, please contact Professional Code Inspections at (616) 877-2000.

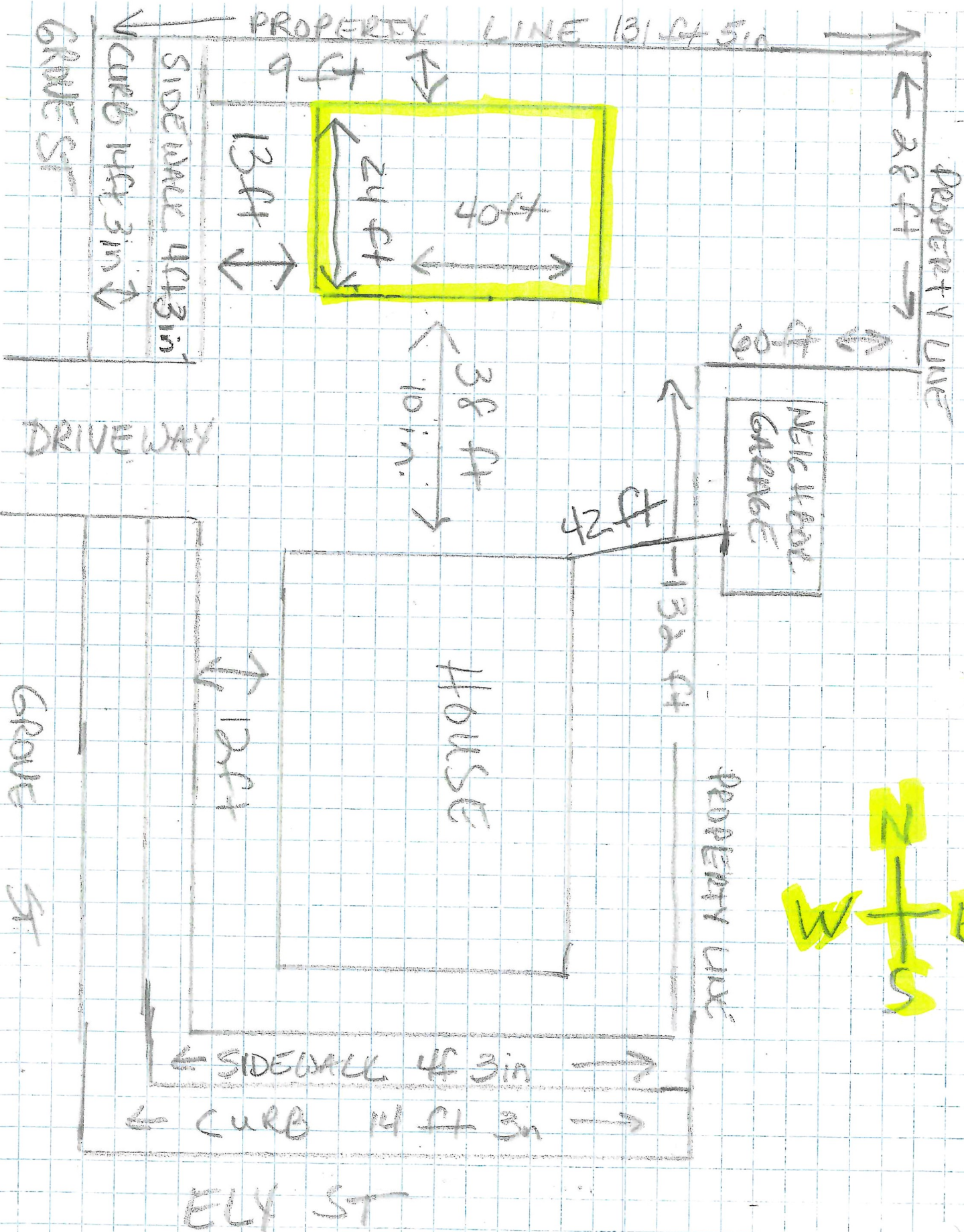
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For Office Use Only

Date Application Received: \_\_\_\_\_ Date of Hearing: \_\_\_\_\_

Date Action Taken: \_\_\_\_\_ Approved ☐ Denied ☐





Date: 6/06/2023 - 5:15 PM

Design ID: 315055646029

Estimate ID: 94170

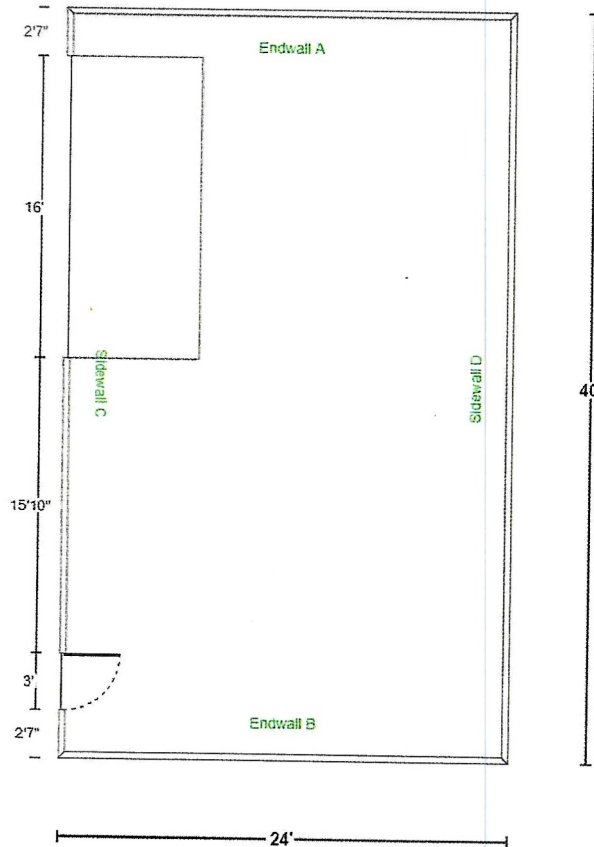
Estimated Price: \$14,947.24

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

MENARDS®

# Design & Buy™

## GARAGE





Date: 6/06/2023 - 5:15 PM

Design ID: 315055646029

Estimate ID: 94170

Estimated Price: \$14,947.24

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

MENARDS®

# Design & Buy™

## GARAGE

### How to recall and purchase your design at home:

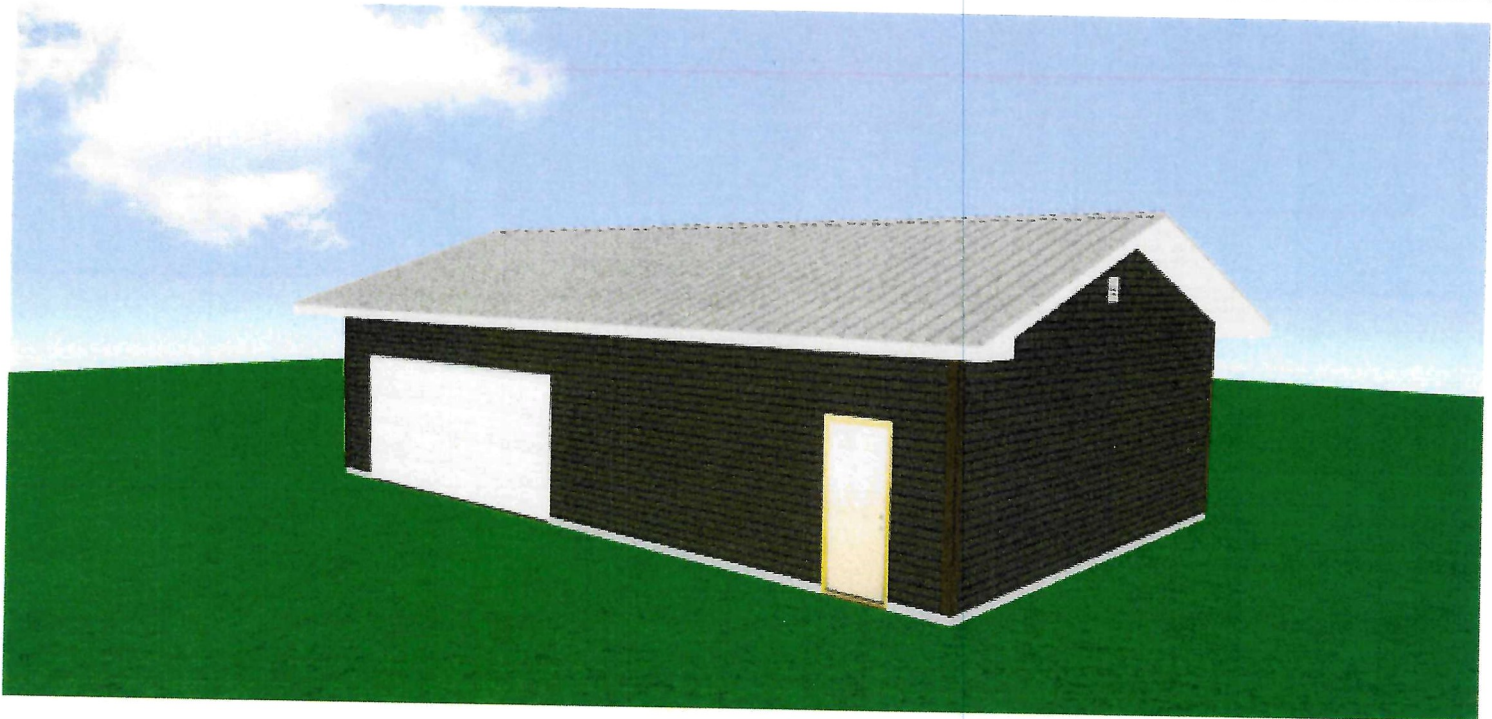


OR

1. On Menards.com, enter "Design & Buy" in the search bar
2. Select the Garage Designer
3. Recall your design by entering Design ID: 315055646029
4. Follow the on-screen purchasing instructions

### How to purchase your design at the store:

1. Enter Design ID: 315055646029 at the Design-It Center Kiosk in the Building Materials Department
2. Follow the on-screen purchasing instructions



Floor type (concrete, dirt, gravel) is NOT included in estimated price. The floor type is used in the calculation of materials needed. Labor, foundation, steel beams, paint, electrical, heating, plumbing, and delivery are also NOT included in estimated price. 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 WIDE VARIATIONS IN CODES, THERE ARE NO REPRESENTATIONS THAT THE MATERIALS LISTED HEREIN MEET YOUR CODE REQUIREMENTS. THE PLANS AND/OR DESIGNS PROVIDED ARE NOT ENGINEERED. LOCAL CODE OR ZONING REGULATIONS MAY REQUIRE SUCH STRUCTURES TO BE PROFESSIONALLY ENGINEERED AND CERTIFIED PRIOR TO CONSTRUCTION.



Date: 6/06/2023 - 5:15 PM

Design ID: 315055646029

Estimate ID: 94170

Estimated Price: \$14,947.24

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

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**Design & Buy™**  
GARAGE

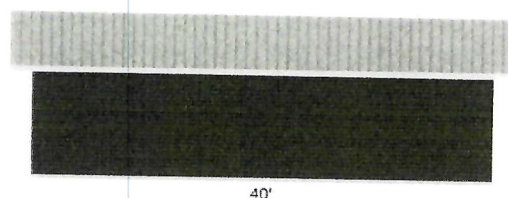
## Dimensions

## Wall Configurations

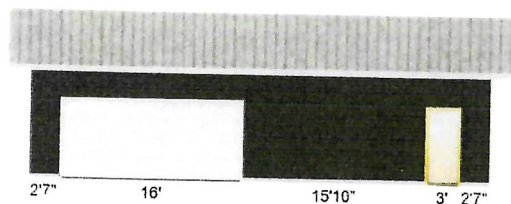
*\*Some items like wainscot, gutter, gable accents, are not displayed if selected.*



ENDWALL B



SIDEWALL D



SIDEWALL C

Mastercraft®; 36W x 80H Primed Steel 6-Panel  
Ideal Door®; 4-Star 16' x 7' White Select Value Insulated



ENDWALL A

218 Ely St.  
Existing  
home

