



CITY OF BATTLE CREEK

COMMUNITY SERVICES DEPARTMENT – PLANNING and ZONING

Historic District Commission Meeting

(10 N. Division St., City Commission Chambers, Ste. #301 on 3rd Floor)

Monday, July 8, 2019

1. **Call to Order:**
2. **Attendance:**
3. **Additions or Deletions to Agenda:**
4. **Approval of minutes:**
 - April 8, 2019 MEETING
 - May 13, 2019 CANCELLED
 - June 10, 2019 CANCELLED
5. **Correspondence:**
6. **Old Business:**
7. **New Business:**
 - A. **Caitlynn Newman H-4-19:** Certificate of Appropriateness for new signs at 15 Carlyle Street.
 - B. **Amy Rose; Calhoun County Land Bank H-5-19:** Certificate of Appropriateness for exterior renovations at 68/70 Frelinghuysen Ave.
8. **Comments by the Public:**
9. **Comments from Commission members and Staff:**
10. **Adjournment:**

The City of Battle Creek will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered in the meeting upon notice to the City of Battle Creek. Individuals with disabilities requiring auxiliary aides or services should contact the City of Battle Creek by writing or calling the following: Office of the City Clerk, P.O. Box 1717, 10 North Division – Suite 111, Battle Creek, MI 49016, (269)966-3348 (Voice), (269)966-3348 (TDD)

10 N. Division St. Suite 117 Battle Creek Michigan 49014

Phone (269) 966-3320 Fax (269) 966-3555

www.battlecreekmi.gov

HISTORIC DISTRICT COMMISSION
MEETING MINUTES
April 8, 2019
4:00 P.M.

CALL TO ORDER:

Mr. Charlie Fulbright, called the meeting to order at 4:00 p.m.

ATTENDANCE:

Members Present:

Charlie Fulbright	Kim Tuck
Cody Newman	
Mike Troutman	
John Paul Wilson	Kaytee Faris (City Commission Liaison)

Staff Present:

Marcel Stozel, City Attorney
Glenn Perian, Senior Planner
Eric Feldt, Planner
Michele K. Jayakar, Customer Service Rep., Planning Dept.

ADDITIONS / DELETIONS TO AGENDA: None.

APPROVAL OF PREVIOUS MINUTES:

MOTION MADE BY MR. CHARLIE FULBRIGHT TO APPROVE THE MINUTES FOR THE MARCH 12, 2019 HISTORIC DISTRICT COMMISSION MEETING, SECONDED BY MR. MIKE TROUTMAN. ALL IN FAVOR; NONE OPPOSED; MINUTES APPROVED

CORRESPONDENCE: None

OLD BUSINESS: None

NEW BUSINESS:

- **Proposed nomination of the building known as the Record box to the National Register of Historic Places.**
- **Add small, temporary accessory buildings to the Historic District Commission “Minor Class of Work” list.**

MOTION MADE BY MR. MICHAEL TROUTMAN AND SECONDED BY MR. KIM TUCK TO APPROVE A NOTICE TO NOMINATE THE BUILDING KNOWN AS THE RECORD BOX TO THE NATIONAL RECORD OF HISTORIC PLACES. VOTE ON MOTION: ALL IN FAVOR; NONE OPPOSED; MOTION CARRIED.

MOTION MADE BY MR. MICHAEL TROUTMAN TO ADD THE SMALL, TEMPORARY ACCESSORY BUILDINGS TO THE HISTORIC DISTRICT COMMISSION “MINOR CLASS OF WORK” LIST. MOTION SECONDED BY MR. KIM TUCK ON #29. VOTE ON MOTION: ALL IN FAVOR; NONE OPPOSED; MOTION CARRIED.

With no others wishing to speak, Mr. Charlie Fulbright closed the public hearing.

PUBLIC COMMENTS: None

COMMENTS FROM COMMISSION MEMBERS AND STAFF:

COMMENTS REGARDING MINOR CLASS OF WORK LIST:

ERIC FELDT: “This will trigger an ordinance change.”

KAYTEE FARIS: “I am for less road blocks.” “Is it readily available on the (city) website?”

ERIC FELDT: “This “Let the Historic District know via Social Media or Website” “Invite people into the process so it’s accessible.”

ADJOURNMENT:

Mr. Charlie Fulbright adjourned the meeting at 4:28 P.M.

Submitted by: Michele K. Jayakar, Customer Service Rep., Planning Department

DRAFT



Battle Creek Historic District Commission

Staff Report

15 Carlyle Street

Meeting: July 8, 2019

To: Historic District Commission

From: Eric Feldt, Planner, AICP, CFM

Date: July 1st, 2019

Subject: The petition, filed by Caitlynn Newman (applicant and part owner), is for the issuance of a Certificate of Appropriateness for new signs at 15 Carlyle Street with Zoning and Historic District Commission requirements.

Summary

Staff recommends approval of the subject petition because the proposed signs preserve the historic integrity of the building; meets Chapter 1470 Historic Preservation, Michigan's Local Historic Districts Act; meets the criteria for the National Register of Historic Places; and complies with Ch. 1296 *Signs*.

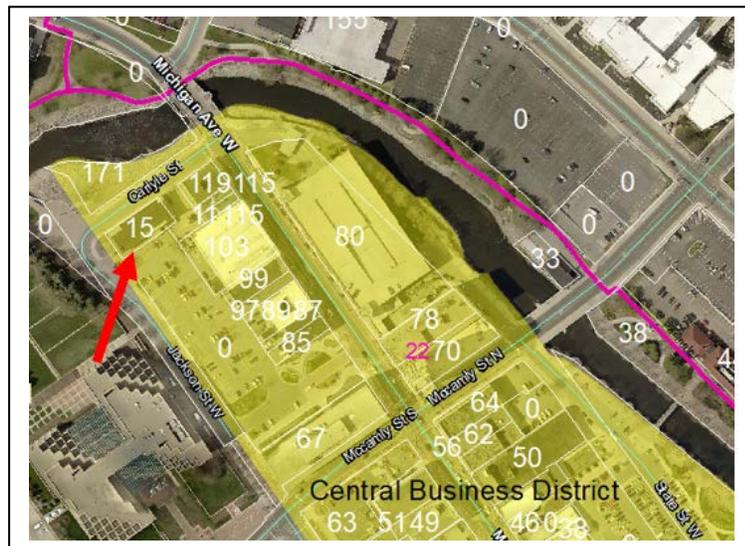


Figure 1: Arrow points to subject site (15 Carlyle Street.) on the corner of Carlyle Street & Jackson Street within the local historic Central Business District (shading).

Site & History

The subject building (15 Carlyle Street) is located in the Central Business District local historic district (See Figure 1 above). According to the applicant's research of the building, the 13,150 square foot 3-story brick building was built in 1902. Further, "The building was constructed as the manufacturing and office building for the Record Printing and Box Company, a producer of packaging for Battle Creek's numerous cereal companies in the early twentieth century and the only independent producer of cereal cartons in the City."

In 1907, the building reopened as the W.H. Eldred's Wholesale Saddlery and Harness Company from 1907-1921 making horse equipment and related goods. During that time, the Alsteel Manufacturing Company which created the "Macomber Double Acting Paper Baler" also operated in the subject building from 1907-1921 and later becoming the principle occupant until 1952.

After 1952, the building was used as a warehouse and sales office for Hermann Typewriter Service's later changed to Officeways. Sometime later, the building became vacant and was later acquired by Battle Creek Unlimited (BCU) in 2003. Several development proposals for re-occupy building were proposed but never came to fruition. The building has been unoccupied since 2001.

Most recently, the applicant and her husband (Cody Newman, other part-owner) purchased the subject property for future development of a new brewery/ restaurant, multi-use office space, and reception hall. The applicant gained HDC approval in late 2018 for exterior improvements (permit no. V18-51). Also, the applicant received issued Building and various trade permits (i.e. mechanical, electrical, etc.) to renovate the building. The building is currently under construction, and the brewery/ restaurant is expected to open by the end of 2019.

Summary of Request

The applicant filed the subject HDC application Certificate of Appropriateness for several new signs to be located at various building elevations. There are a total of six proposed signs: four large and two small signs. Illustrations of the signs are attached. The large signs depict tenant names with their associated font style provided on large plywood signs anchored into the brick on the northern wall and one sign painted on the brick southern wall. The two smaller signs located adjacent to the western and southern building entrances provide a directory naming layout in simple, uniform text.

Below are the sizes and narrative of proposed signs.

Signs 1 & 2) Directory sign purposes; size: 24 square feet; southern & western elevations; painted onto plywood which is anchored to brick; non-illuminated

Sign 3) "RECORD BOX"; size: 36 square feet; painted on brick; southern elevation; non-illuminated

Signs 4-6) "RECORD BOX Loft", "COLLAB BC", & "HANDMAP BREWING"; combined size: 48 square feet; northern elevation; painted onto plywood which is anchored to brick; non-illuminated

Staff notes that the proposed signs at each building elevation comply with the maximum size allowed pursuant to Chapter 1296 *Signs* of the City of Battle Creek zoning code. Further, the applicant did not indicate if the signs will consist of a glossy or matte finish. Within the historic district, glossy finishes are discouraged due to the modern aesthetic. Therefore, staff recommends a condition of approval requiring that all proposed signs consist of a matte finish.

Concurrent with the subject HDC permit, the applicant has filed a Sign Permit as required for every new sign. This permit is also attached for additional sign information.

Applicable HDC Guidelines and Analysis for a Certificate of Appropriateness to install new signs at 15 Carlyle Street.

This property is reviewed in accordance with City of Battle Creek Building and Housing Code Chapter 1470 "Historic Preservation", as amended, the Michigan's Local Historic Districts Act, as amended, and the criteria for the National Register of Historic Places as outlined in the Secretary of the Interior's Standards and Guidelines.

Specifically, the Commission shall follow Section 1470.09 *Review of Applications*, as follows:

- (b) *The Commission shall also consider all of the following:***
- (1) *The historic or architectural value and significance of the resource and its relationship to the historic value of the surrounding area.***
 - (2) *The relationship of any architectural features of the resource to the rest of the resource and the surrounding area.***
 - (3) *The general compatibility of the design, arrangement, texture, and materials proposed to be used.***
 - (4) *Other factors, such as aesthetic value that the Commission finds relevant.***
- (c) *The Historic District Commission shall review and act upon only exterior features of a resource and shall not review and act upon interior arrangements...***

And

1470.17 PRESERVATION OF HISTORIC FEATURES.

- (a) *Every reasonable effort shall be made to provide a compatible use for a resource which requires minimal alteration of the building, structure or site and its environment, or to use the resource for its originally intended purpose.***

The proposed signs will be either painted onto plywood which will be anchored to the existing brick elevations or painted directly on the brick elevation. This would result in minimal alterations to the building.

- (b) *The distinguishing original qualities or character of a resource and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features shall be avoided when possible.***

No historic material or distinct architectural features of the building will be removed or altered with the project.

- (c) *All resources shall be recognized as products of their own time. Alterations that have no historic basis and which seek to create an earlier appearance shall be discouraged.***

No alterations to the building resulting in earlier appearance will result from the project.

- (d) *Changes which may have taken place in the course of time are evidence of the history and development of a resource and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.***

This criteria is not relevant to the project.

- (e) *Distinctive stylistic features or examples of skilled craftsmanship which characterize a resource shall be treated with sensitivity.***

The features and craftsmanship of the building will not be negatively impacted by the project because the signs will either be painted onto the brick elevation or painted on a plywood surfaced which is anchored into the brick elevation. Both methods of installation will be done with sensitivity.

- (f) *Deteriorated architectural features shall be repaired rather than replaced wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other resources.***

This criteria is not relevant because the proposal does not entail any repairs or replacements.

- (g) *The surface cleaning of resources shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic materials shall not be undertaken.***

Areas of painted sign will be cleaned prior to painting application. Intensive cleaning application such as sand blasting will not be necessary for the project.

- (h) *Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.***

This criteria is not relevant because no underground work is expected for the project.

- (i) *Contemporary design for alterations and additions to existing resources shall not be discouraged when such alterations and additions do not destroy significant historic, architectural or cultural material and when such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.***

The proposed signs will not alter or create an addition to the building. Also, the material, size, and material of the proposed signs will not destroy the basic brick façade appearance.

- (j) *Whenever possible, new additions or alterations to resources shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the resource would not be unimpaired.***

As noted earlier, several of the proposed signs will be installed into the brick with anchors. These signs could easily be removed in the future and the anchor holes could also be easily filled/ repaired.

Recommendation

As stated earlier, the proposed signs are needed for new tenants at 15 Carlyle Street. With staff's analysis of the application and recommended condition that the sign material and color consist of a matte finish, the proposed work complies with standards outlined in Chapter 1470 *Historic Preservation* and should be approved. As contained herein, staff is not aware of any issues that the Commission might find in conflict with Chapter 1470 *Historic Preservation*, the Michigan Local Historic Districts Act or the Secretary of the Interior's Standards and Guidelines.

Therefore, planning staff recommends approval of a Certificate of Appropriateness with the recommended condition that the outer sign material and color consist of a matte finish for 15 Carlyle Street, as the request meets the standards outlined in Chapter 1470.09 "Review of Applications", Chapter 1470.17 "Preservation of Historic

Features” and the Secretary of the Interior’s Standards and Guidelines, as outlined in the staff report.



City of Battle Creek

Department of Planning and Community Development
10 N. Division Street, Ste. 117 • Battle Creek, Michigan 49014
Phone: (269) 966-3320 • www.battlecreekmi.gov

HISTORIC DISTRICT COMMISSION

Application for:

- _____ Certificate of Appropriateness (for repairs or rehab projects)
_____ Notice to Proceed (for demolition requests)
 _____ Minor Class of Work (admin approval)

Petition No. _____

Date Received: _____

APPLICANT**

NAME: Caitlynn Newman

ADDRESS: 11 Carlyle Street, Battle Creek, MI 49017

PHONE: (269) 753-8009 FAX: _____

EMAIL: restore269bc@gmail.com

OWNER (if different from applicant)

NAME: Same

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

****If the applicant is not the property owner, a letter signed by the owner agreeing to the application to the Historic District Commission must be included with the application.**

SUBMITTAL REQUIREMENTS/EXISTING CONDITIONS

Address(es) of property for which the request is being sought: 15 Carlyle Street

Current use of the property: A-3 + B

List existing structures on the property and the approximate age of each. _____

Three story Mill Construction Building built in 1902

Please list all activities/proposed work for the property area and how the proposed work relates to the building as a whole.

The building is being rehabilitated under the National Park Service and Secretary of Interiors Standards into a brewery, office space, and event space.

Indicate in which manner the proposed work will result in changes to the size and/or appearance of the features outlined in this application.

The proposed work is for exterior signage. The new signage is to be located where historically signage was located on the building and is to be installed in a way to not damage the historical features of the building.

Does the work proposed include maintenance/repair of existing features of the structure, or will it create new features that do not currently exist?

It will create new features that can easily be removed and are easily identifiable as not historic.

Please indicate the existing building materials of the following structural features and the proposed materials if that feature is included as part of the application.

	Existing Materials	Proposed Materials (if applicable)
Roof	_____	_____
Windows	_____	_____
Siding	_____	_____
Foundation	_____	_____
Other <u>Signage</u>	<u>Painted Brick</u>	<u>Painted MDO plywood and brick</u>

For Notice To Proceed requests only:

What options have you explored for the repair or relocation of the structure proposed for demolition?

N/A

SUBMITTAL REQUIREMENTS

As outlined in "HDC, Information and Procedure", each request requires supplementary items that thoroughly describe the existing structure and proposed project. These items are to be submitted with the completed application; incomplete applications will not be forwarded to the Historic District Commission.

APPLICANT SIGNATURE

By signing this application, the applicant hereby declares that all answers given herein are true to the best of their knowledge, and confirms that all information required for Historic District Commission review has been submitted. Furthermore, the applicant confirms that they have thoroughly read the "Historic District Commission, Information and Procedures" and agrees to comply with all requirements and procedures outlined therein.

Carlynn Neuman
Name

6/23/2019
Date

EXTERIOR SIGNS,
PAINTED ON
PLYWOOD,
ANCHORED TO THE
BUILDING, THE
BACKGROUNDS
BEHIND THE LOGO
ON THE BOARDS
WOULD BE
PAINTED CREAM
TO MATCH THE
BUILDING (SORRY I
COULD NOT GET
CREAM TO RENDER
PROPERLY IN THE
COMPUTER)

SMALL PAINTED
WOOD SIGN WITH
EACH OF THE
TENANTS AS A
DIRECTORY
LOCATED ON THE
FRONT OF THE
BUILDING

EXTERIOR SIGN,
PAINTED ON THE
BRICK, THE WHITE
BACKGROUND
WOULD BE CLEAR,
SORRY THAT IS
JUST HOW IT
RENDERED IN THE
COMPUTER, NO
CHANGE FROM THE
PART 2 APPROVED
APPLICATION

SMALL WOOD SIGN,
PAINTED WITH
EACH OF THE
TENANTS AS A
DIRECTORY
LOCATED ON THE
FRONT OF THE
BUILDING



Site & History

The subject building (68/70 Frelinghuysen Avenue) is located in the Old Maple Street local historic district just east of downtown Battle Creek. See Figure 1. According the City of Battle Creek Assessor's database, the building was constructed in 1910 as a duplex with a total area of 3,872 square foot. The building was occupied and used as a rental in the early 2000s, according to staff's records.

Sometime in 2007, the property became foreclosed and vacant. Building and property maintenance stopped. Unlawful access became an issue. The City of Battle Creek required the owner to board entrances and secure the building to prevent further unlawful access.

In 2008, the property transferred from a bank to a private entity who owned it until 2017. During that time, the new owner tried to re-occupy the duplex as a rental but did not address all building maintenance issues in order to bring the building into compliance for re-occupation. Some exterior work was done without HDC approval or other permits, including new vinyl siding over existing historic wood siding; replacing certain windows using vinyl material and other modern elements; replacing large front porch steps with smaller steps, replacing one of two front doors with substantial different style, and several minor changes. The deferred building and property maintenance continued to be an issue.

The property was again foreclosed sometime in 2017 and the Calhoun County Land Bank took ownership. The building continues to be unoccupied and maintenance issues have increased. The doors continue to be boarded to prevent unlawful access. See Figure 2. Pictures of the exterior taken by staff are attached.



Figure 2. Picture of façade of building. Years of deferred maintenance and vacancy resulted in deterioration of the front porch, vandalism, and neglect. Picture taken by City staff on July 2, 2019.

Summary of Request

The Calhoun County Land Bank ('Land Bank') has been in communication with a prospective buyer of the property who wishes to renovate the exterior and interior areas. The City of Battle Creek is currently offering a financial aid program to assist in downtown housing renovation work. The subject site may qualify for this financial aid and, therefore, may provide sufficient funds to address the building maintenance issues and required renovations for re-occupation.

The Land Bank is facilitating the prospective buyer's future renovation process by filing the subject HDC application for a Certificate of Appropriateness for exterior work. Much of the new work will look similar or match the historic features and style seen in the attached 1940 photograph of the building. The proposed work consists of:

- Windows: Replace with painted wood, double-hung window with modern energy-efficient material and glass.
- Doors: Replace all exterior doors with wood doors to match or similar in design existing door style.
- Siding: Replace existing vinyl siding with 3" vinyl clapboard that will be similar in design to original 3" wood clapboard
- Porch: Front porch will be replaced with new design matching historic style and features, but use taller hand railing to meet current safety standards (36") instead of previous 24". Side porch will be repaired and match original style and features.

Applicable HDC Guidelines and Analysis for a Certificate of Appropriateness to renovate 68/70 Frelinghuysen Avenue.

This property is reviewed in accordance with City of Battle Creek Building and Housing Code Chapter 1470 "Historic Preservation", as amended, the Michigan's Local Historic Districts Act, as amended, and the criteria for the National Register of Historic Places as outlined in the Secretary of the Interior's Standards and Guidelines.

Specifically, the Commission shall follow Section 1470.09 *Review of Applications*, as follows:

(b) *The Commission shall also consider all of the following:*

- (1) *The historic or architectural value and significance of the resource and its relationship to the historic value of the surrounding area.***
- (2) *The relationship of any architectural features of the resource to the rest of the resource and the surrounding area.***

- (3) ***The general compatibility of the design, arrangement, texture, and materials proposed to be used.***
- (4) ***Other factors, such as aesthetic value that the Commission finds relevant.***
- (c) ***The Historic District Commission shall review and act upon only exterior features of a resource and shall not review and act upon interior arrangements...***

And

1470.17 PRESERVATION OF HISTORIC FEATURES.

- (a) ***Every reasonable effort shall be made to provide a compatible use for a resource which requires minimal alteration of the building, structure or site and its environment, or to use the resource for its originally intended purpose.***

The project will replicate much of the historic material and style. There is no change in the use of the duplex, which is its original use.

- (b) ***The distinguishing original qualities or character of a resource and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features shall be avoided when possible.***

The distinguishing qualities/ character of the building will be re-instated with matching windows, siding, and porch. However, the front porch railings will be to current building code height of 36" instead of the previous 24" height.

- (c) ***All resources shall be recognized as products of their own time. Alterations that have no historic basis and which seek to create an earlier appearance shall be discouraged.***

The project will not create alterations which have no historic basis. The proposed elements will preserve the historic features of the building.

- (d) ***Changes which may have taken place in the course of time are evidence of the history and development of a resource and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.***

As noted above, there were some building modifications (new vinyl siding and windows, and smaller stairs). These modifications will be replaced with features that match the historic aspects of the building. Again, the Land Bank will utilize the 1940 photograph as a template for

re-instating historic building features. Staff notes that this photograph is the earliest picture of the building.

- (e) *Distinctive stylistic features or examples of skilled craftsmanship which characterize a resource shall be treated with sensitivity.***

The project will reinstate stylistic features that were recently removed or replaced with non-stylistic features (i.e. front porch stairs, doors, modern siding, etc.).

- (f) *Deteriorated architectural features shall be repaired rather than replaced wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other resources.***

Some items will be replaced such as the items installed without HDC permit (modern windows, doors, siding, etc.) with designs/ materials matching historic features. The side porch will be repaired rather than replaced due to its relatively preserved material.

- (g) *The surface cleaning of resources shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic materials shall not be undertaken.***

Staff is unaware of any surface cleaning methods needed for the various aspects of this project. Nonetheless, staff recommends a condition of approval that the use of sandblasting or other damaging cleaning methods be avoided.

- (h) *Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.***

Some groundwork is expected during the renovation/ replacement of the front and side porches. Staff recommends a condition of approval that if any archaeological resources are discovered that the applicant contact the City of Battle Creek.

- (i) *Contemporary design for alterations and additions to existing resources shall not be discouraged when such alterations and additions do not destroy significant historic, architectural or cultural material and when such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.***

The project involves very few contemporary designs such as installing current building code railing height of 36” instead of the previous 24” on the front porch. This will not significantly destroy the historic aspect of the porch. The existing siding will be replaced with a historic 3” clapboard siding consisting of vinyl instead of original wood element. To ensure the new vinyl does not create a contemporary feature with glossy finish, staff recommends a condition of approval that the new siding consist of a matte finish. Glossy finishes are not representative of historic features.

- (j) ***Whenever possible, new additions or alterations to resources shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the resource would not be unimpaired.***

The project does not involve any new additions or alterations of the original historic design. Many existing features that will be replaced are non-historic (doors, windows, siding, etc.). By replacing those features with historic looking items will preserve the building’s original look.

Recommendation:

As stated earlier, the project will reinstate building’s historic-era design and architectural significance. With staff’s recommended conditions, the proposed work complies with standards outlined in Chapter 1470 *Historic Preservation* and should be approved. As contained herein, staff is not aware of any issues that the Commission might find in conflict with Chapter 1470 *Historic Preservation*, the Michigan Local Historic Districts Act or the Secretary of the Interior’s Standards and Guidelines.

Therefore, planning staff recommends approval of a Certificate of Appropriateness with the conditions shown below for the proposed building renovation at 68/70 Frelinghuysen Avenue, as the request meets the standards outlined in Chapter 1470.09 “Review of Applications”, Chapter 1470.17 “Preservation of Historic Features” and the Secretary of the Interior’s Standards and Guidelines, as outlined in the staff report.

Staff’s Recommended Conditions

1. The gentlest means possible should be used when cleaning, repairing, and reinstalling exterior features of the building.
2. The use of sandblasting or other damaging cleaning methods shall be avoided.
3. The applicant shall contact the City of Battle Creek if any archaeological resources are discovered.

4. The new siding shall consist of a matte finish.



City of Battle Creek

Department of Planning and Community Development

77 E. Michigan Avenue, Ste. 204 • Battle Creek, Michigan 49017 • (269) 966-3320

www.battlecreekmi.gov

HISTORIC DISTRICT COMMISSION

Application for (check all that applies)

Certificate of Appropriateness (for repairs or rehab projects)

Notice to Proceed (for demolition requests)

Petition No. _____

Date Received: _____

APPLICANT**

NAME: _____

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

OWNER (if different from applicant)

NAME: _____

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

****If the applicant is not the property owner, a letter signed by the owner agreeing to the application to the Historic District Commission must be included with the application.**

SUBMITTAL REQUIREMENTS/EXISTING CONDITIONS

Address(es) of property for which the request is being sought: _____

Current use of the property: _____

List existing structures on the property and the approximate age of each.

Please list all activities/proposed work for the property area and how the proposed work relates to the building as a whole.

Indicate in which manner the proposed work will result in changes to the size and/or appearance of the features outlined in this application.

Does the work proposed include maintenance/repair of existing features of the structure, or will it create new features that do not currently exist?

Please indicate the existing building materials of the following structural features and the proposed materials if that feature is included as part of the application.

	Existing Materials	Proposed Materials (if applicable)
Roof	_____	_____
Windows	_____	_____
Siding	_____	_____
Foundation	_____	_____
Other _____	_____	_____

For Notice To Proceed requests only:

What options have you explored for the repair or relocation of the structure proposed for demolition?

SUBMITTAL REQUIREMENTS

As outlined in "HDC, Information and Procedure", each request requires supplementary items that thoroughly describe the existing structure and proposed project. These items are to be submitted with the completed application; incomplete applications will not be forwarded to the Historic District Commission.

APPLICANT SIGNATURE

By signing this application, the applicant hereby declares that all answers given herein are true to the best of their knowledge, and confirms that all information required for Historic District Commission review has been submitted. Furthermore, the applicant confirms that they have thoroughly read the "Historic District Commission, Information and Procedures" and agrees to comply with all requirements and procedures outlined therein.

Name

Date

Supplementary Items for 68/70 Frelinghuysen Rehabilitation Project – Exterior components

This home is an Italianate style architecture. The design is simple and clean, elements will be replaced with this style in mind.

Windows – Will be replaced with Jeld-Wen W2500 Series painted clad wood double hung window with natural interior and Low-E glass (or comparable company and product). Window style and size will remain the same as existing. Fall protection mechanisms will be installed for windows that are less than 24" from the floor.

Doors – Will be replaced with doors from The Heritage Company or other historic architectural restoration company/store. The Heritage Company has thousands of doors in their inventory. They will be selected to match the 1900-era and Italianate style.

Siding – Will be replaced with Certainteed 3" Clapboard Encore Style siding, or comparable company and product.

Aluminum window wrap – It will be examined as to what type of window trim is under the aluminum. If it is salvageable it will be used if at all possible. If it can be replaced and is more cost effective it may be replaced. CCLBA is planning to make a determination prior to the specification development.

Porch – front – Will replicate the design in this photo with safety elements to comply with build code. For example railing height will be 36" instead of 24" and guardrails with graspable handrails on the stairs.



Pictures taken by staff on May 7, 2019

