



HISTORIC DISTRICT COMMISSION

Monday, June 24, 2024 at 6:00 PM

City Hall, 10th Floor Conference Room

AGENDA

1. CALL TO ORDER

2. ADOPTION OF AGENDA

- A. Adopt agenda of 6/24/24

3. APPROVAL OF MINUTES

- A. Minutes of April 22, 2024

4. CITIZEN COMMENTS

(3-Minute Limit)

5. BUSINESS

- A. Historic District Commission Application for Permission, 157 Rockwell
- B. Historic District Commission Application for Permission, 415 Third

6. BOARD MEMBER ANNOUNCEMENTS

7. ADJOURNMENT

HISTORIC DISTRICT COMMISSION

April 22, 2024 at 6:00 P.M.

Minutes

I. The meeting of the Historic District Commission met in regular session in the 2nd Floor Council Chambers and was called to order by Thaddaus Williams at 6:02 pm.

II. Roll Call – Five sitting commissioners, three needed for quorum. Two vacant commissioner seats.

Present: David Hammontree (Secretary), Maurice Imhoff (Vice Chair), Jacob Stressman, Thaddaus Williams (Chair)

Staff: Sven Harrison

Absent: Scott Slagor (excused)

III. Public Comment

A. None

IV. Approval of Agenda

A. Revision to agenda (VII) about 2024 meeting dates.

V. Approval of January 23, 2024, Meeting Minutes

A. Motion to approve – Imhoff, second by Stressman. Motions passes unanimously.

VI. Applications

A. None

B. Discussion about the application process:

- i. There is a worry about residence ignoring the application process leading to a larger discussion as to how can we inform the public about the application process after a long HDC absence?

VII. Meeting Schedule

A. Change meeting change our meeting schedule to: June 24, August 26, October 28, December 9. 6pm. Council Chambers 2nd floor.

- i. Motion: Hammontree. Support: Imhoff. Voice vote passes unanimously.

VIII. Membership issues.

- A.** Two open seats available. Names selected by the HDC to recommend to Mayor.
- B.** If the current applicants are not available, we will contact Public Affairs to promote the open position via social media.

IX. Study Items (Old Business):

A. Professional Development Updates

i. Funding Proposal Draft.

A> Discussion of draft. Recommendation to share draft with Director of Community Development for any feedback. Hammontree agrees to share draft via email.

B> Motion to approve the budget request to go to the City Manager after input from Community Develop Director made by Imhoff. Support, Jacob Stressman. Passes unanimously.

ii. Historic Commission training/workshop (Harrison). No new updates.

B. Ordinance Revisions

- i.** Imhoff will meet with Slagor to update wording to the to the HDC ordinance addressing paint as a texture. Suggestion to look over language from other historical cities and their ordinances.

C. Community Outreach

- i.** Fact Sheets Update
- ii.** Historical Sites for meeting – recap of past discussion. Wait for new members or have a topic for conversation.
- iii.** Historical Preservation Discussion --
- iv.** HDC Workshop
- v.** Social Media (City of Jackson website)
- vi.** Action: Look to mail the Fact Sheet to residences of the Historical District.

X. New Business:

A. Historical Preservation Discussion – Community Outreach Event Workshop

- i.** Begin to explore Community Outreach events held in historical buildings. Look to bring in state level historians and preservationists.

XI. Commissioner Comments

A. Stressman: None

- B. Hammontree:** Hope that this energy and productive conversation can sustain itself to our next meeting.

- C.** Imhoff: Board opening at the Jackson County Historical Society. Meetings held bi-monthly on the first Thursday.
 - D.** Chair Williams: We have had a productive meeting on possible new board members. We're headed in the right direction with ordinance language and HDC promotion. Emphasis on maintaining awareness.
- XII.** Staff Comment: None.
- XIII.** Reminder: Next Meeting is Monday June 24th at 6pm.
- XIV.** Adjournment 7:45pm: Motion made by MI, Supported Stressman. Passes unanimously.



Historic District Commission Application for Permission

APPLICANT

Name: Nate PenBoer
Address: 3337 Remy Dr.
City: Lansing State: MI Zip: 48906
Phone: (517) 371-0189 Email: Nate@Window
Worldmm.com

PROPERTY INFORMATION ☐ Same as applicant

Owner Name: Steve Stratton
Address: 157 Rockwell St.
City: Jackson State: MI Zip: 49203
Phone: (815) 889-0455 Email: _____

CONTRACTOR INFORMATION ☐ N/A

Name: Window World of Mid-Mich
Address: 3337 Remy Dr.
City: Lansing State: MI Zip: 48906
Phone: (517) 371-0189 Email: Nate@Window
Worldmm.com

ARCHITECT INFORMATION ☒ N/A

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: () _____ Email: _____

DESCRIPTION OF CHANGES

Detailed Description

Provide a detailed description of the work you plan to complete on the next page. After review, the HDC shall make a determination as to whether the proposed change is compatible with the existing structure.

Categories to be considered shall include form, proportion, configuration, building materials, texture, color, location on the site and landscaping. Add brand names where appropriate.

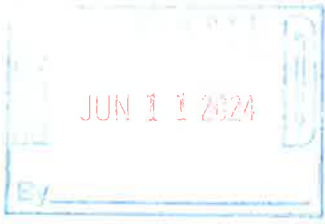
Special Considerations

Porches

- Details such as brackets, balustrades, columns, tiles, roof decorations and railings must be retained.
- Railing shall be constructed of appropriate material complimentary to the design of the porch.
- Repair decking with like material.
- Repair columns with like material.

Windows and Doors

- Introducing or changing the location or size of existing windows, doors and other openings that alter the architectural and historical character of the building shall not be permitted.
- Decorative windows such as Palladian, oriels, bays, Gothic arch, or segmented tops shall not be removed or altered.



Historic District Commission Application for Permission

- When possible, repairing and retaining original windows and doors is preferable. If not repairing existing windows, please be prepared to explain rational to the HDC.
- Replacement windows shall duplicate the appearance of the existing original windows in design, size, proportion, reflective qualities and profiles including the profile of sash rails, stiles, mullions and muntins.

New Construction

After review, the HDC shall determine whether a proposed structure is compatible with other structures in the district. Categories to be considered shall include form, proportion, mass, configuration, building materials, texture, color, location on the site and landscaping.

DESCRIPTION OF CHANGES

4
Replacing 4 Windows + 1 Entry Door

- Currently window openings are boarded up
- Windows to be installed are white Double Hung to match others in the house
- Front Entry Door is to be replaced with a custom size steel door with wood frame
↳ Heirloom Red Exterior
- 1 Slider window, due to size of opening, Double Hung not available
- white Brickmold trim around windows and door
- Vinyl Windows + Steel door

Historic District Commission Application for Permission

SUPPORTING MATERIALS

These supporting materials comprise key components of the application and must be submitted prior to evaluation of your application by the Historic District Commission. Please submit these materials along with your application.

- Site plan and building elevations of proposed alteration(s)
- Current photos of each side of the building, including areas with proposed alteration(s)
- Detailed sketch of renovations/repairs applicant intends to perform on the structure
- Catalog or specification sheets clearly indicating selection of materials and products

Anticipated Date of Completion: 7/29/2024

Cost of Alteration: \$8,763

FIRE SAFETY

Does this building contain a fire suppression system? If so, what type? Examples of a fire suppression system are fire alarm systems and smoke alarms. This question is required by state legislation, which requires that applicants must certify that a fire suppression system is present or will be installed before the completion date of the project.

Is there an existing a fire suppression system? ☒ Yes ☐ No

If yes, check all that apply:

☐ Fire Alarm ☒ Smoke Detector ☐ Sprinkler System ☐ Other

If no, please certify a fire alarm system or smoke alarm will be installed prior to date of completion:

☐ I certify I will install a fire suppression system prior to date of completion.

I hereby acknowledge that this information is complete and accurate; that the work will be performed and completed as approved by the City of Jackson Historic District Commission.



Applicant Signature


Owners Signature
(if different than applicant)

6/11/2024

Date
6/11/2024

Date



**Building Permit Application
for Roofing, Decks, Windows**
Applicant to complete all items in Sections I, II, and III

City of Jackson
161 W. Michigan Avenue
Jackson, MI 49201
(517) 788-4012
www.cityofjackson.org

RECEIVED
JUN 07 2024

2015 Michigan Building / 2015 Michigan Residential Code
2015 Michigan Rehabilitation Code

Authority: 1972 PA 230

I. Project Information

Job Location Address <u>157 Rockwell St. Jackson MI</u>	
Name of City and County in which job is located <u>City of Jackson, County of Jackson</u>	Cross Streets _____ and _____
Zoning District: _____	Number of Units: _____
Property Use: <u>Residential</u>	

II. Identification

A. Owner or Lessee

Name <u>Steve Stratton</u>	Address <u>157 Rockwell St.</u>		
City <u>Jackson</u>	State <u>MI</u>	ZIP Code <u>49203</u>	Telephone Number (include area code) <u>805-884-0455</u>

B. Contractor

Name <u>Window World</u>	Address <u>3837 Remy Dr.</u>		
City <u>Leansing</u>	State <u>MI</u>	ZIP Code <u>48906</u>	Telephone Number (include area code) <u>517-371-0189</u>
Builders License Number <u>262200535</u>	Expiration Date <u>5/31/2025</u>		Cell Phone Number (include area code) <u>517-371-0189</u>
Federal Employer ID Number (or reason for exemption)	E-mail address <u>nate@windowworldmm.com</u>		
Workers Compensation Insurance Carrier (or reason for exemption)	MESC Employer Number (or reason for exemption)		

III. Type of Improvement, Description and Fee

A. Type of Improvement

☐ Commercial
☒ Residential

1. ☐ Roofing - strip & reroof	\$150.00	Estimated Construction Value: \$ <u>9300</u>
2. ☐ Decks (include drawing)	\$160.00	
3. ☒ Replacement Windows	\$100.00	Estimated Square Footage: <u>5,000 LEO</u>
4. ☐ Disapproved/Additional Inspections	\$ 55.00	
5. ☐ Request to Extend Permit	\$ 50.00	Permit Fee: \$ <u>100</u>
6. ☐ Investigation Fee	\$110.00	

B. Description of Where Roofing/Window(s) are Being Installed or The Deck is Being Built

5 Windows + 1 Entry Door

IV. Applicant Signature

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subjected to civil fines.

Signature of Applicant [Signature]

Date 6/7/2024

Property in Historic District: ☒ Yes ☐ No

HDC Approval: ☐ Yes ☐ No

Approval letter attached: ☐ Yes ☐ No

Approved by: _____
Chief Building Official

Date _____

\\Building Inspection\Permits\Current-Permit application with changes\Roofing\sliding\Decks\Windows Permit Application.doc (Rev 4/2022)

Must get HOC Approval first
PB 246291

Historic District Commission Application for Permission

SUPPORTING MATERIALS

These supporting materials comprise key components of the application and must be submitted prior to evaluation of your application by the Historic District Commission. Please submit these materials along with your application.

- Site plan and building elevations of proposed alteration(s)
- Current photos of each side of the building, including areas with proposed alteration(s)
- Detailed sketch of renovations/repairs applicant intends to perform on the structure
- Catalog or specification sheets clearly indicating selection of materials and products

Anticipated Date of Completion: _____

Cost of Alteration: _____

FIRE SAFETY

Does this building contain a fire suppression system? If so, what type? Examples of a fire suppression system are fire alarm systems and smoke alarms. This question is required by state legislation, which requires that applicants must certify that a fire suppression system is present or will be installed before the completion date of the project.

Is there an existing a fire suppression system? ☒ Yes ☒ No

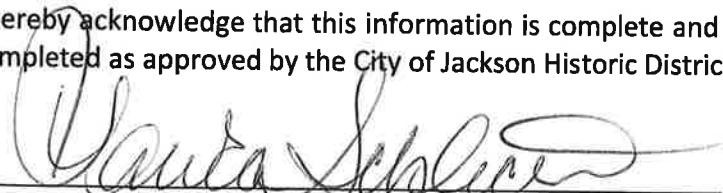
If yes, check all that apply:

☐ Fire Alarm ☒ Smoke Detector ☐ Sprinkler System ☐ Other

If no, please certify a fire alarm system or smoke alarm will be installed prior to date of completion:

☐ I certify I will install a fire suppression system prior to date of completion.

I hereby acknowledge that this information is complete and accurate; that the work will be performed and completed as approved by the City of Jackson Historic District Commission.


Applicant Signature

02-14-2024
Date

Owners Signature
(if different than applicant)

Date

Historic District Commission Application for Permission

- When possible, repairing and retaining original windows and doors is preferable. If not repairing existing windows, please be prepared to explain rationale to the HDC.
- Replacement windows shall duplicate the appearance of the existing original windows in design, size, proportion, reflective qualities and profiles including the profile of sash rails, stiles, mullions and muntins.

New Construction

After review, the HDC shall determine whether a proposed structure is compatible with other structures in the district. Categories to be considered shall include form, proportion, mass, configuration, building materials, texture, color, location on the site and landscaping.

DESCRIPTION OF CHANGES

Replace damaged AREA on Enclosed patch caused by carpenter ants. Replace existing storm windows with ^{Vinyl} Sliding windows which will match the rest of the house.

The house with vinyl look the same as it did before.

Building Permit Application

RECEIVED
APR 18 2024

City of Jackson
100 W. Michigan Avenue
Jackson, MI 49201
(517) 788-4012
www.cityofjackson.org

Applicant to complete all items in Sections I, II, III, IV, V and VI

Note: Separate Applications must be completed for
Plumbing, Mechanical, and Electrical Work Permits
2015 Michigan Building Code / 2015 Michigan Residential Code
2015 Michigan Rehabilitation Code

I. Project Information

Authority: 1972 PA 230

Project Name THIRD ST	Job Location Address 415 THIRD ST.
Name of City and County in which job is located City of Jackson, County of Jackson	Cross Streets THIRD and FRANKLIN
Zoning District: _____ Number of Units: 6	Property Use: Residential multifamily

II. Identification

A. Owner or Lessee

Name EVAN MALISZEWSKI	Address 8124 INDEPENDENCE DR.		
City STERLING HEIGHTS	State MI.	ZIP Code 48313	Telephone Number (include area code) 586-350-7971

B. Architect or Engineer

Name		Address		City
State	ZIP Code	Email address		Telephone Number (include area code)
License Number		Expiration Date		Cell Phone Number (include area code)

C. Contractor (if Homeowner is doing the construction, enter "Homeowner" in the contractor information space)

Name Homeowner		Address		
City	State	ZIP Code	Telephone Number (include area code)	
Builders License Number	Expiration Date		Cell Phone Number (include area code)	
Federal Employer ID Number (or reason for exemption)			E-mail Address	
Workers Compensation Insurance Carrier (or reason for exemption)			MESC Employer Number (or reason for exemption)	

III. Type of Improvement and Plan Review

A. Type of Improvement

- | | | | | |
|--|---|--|---|---|
| 1. ☐ New Building | 3. ☐ Alteration | 5. ☐ Demolition | 7. ☐ Foundation Only | 9. ☐ Relocation |
| 2. ☐ Addition | 4. ☒ Repair | 6. ☐ Mobile Home Set-Up | 8. ☐ Pre-manufacture | 10. ☐ Special Inspection |

B. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate fee before a permit can be issued, except as listed below.

Plans are not required for alterations and repair work determined by the building official to be of a minor nature.

Plans and specifications are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Plan Review Submission No. _____

C. Description/Scope of Project

Repairs to Rear porch steps. Materials will be purchased from Home Depot and ARE ATTACHED to this Application. We will be using A 12" step with A 7.5" Riser. Before and After picture ATTACHED AS. Well.

PC240132

IV. Proposed Use of Building**A. Residential**

- | | | |
|--|--|---|
| 1. ☐ One Family | 3. ☐ Hotel, Motel
No. of Units _____ | 5. ☐ Detached Garage |
| 2. ☒ Two or More Family
No. of Units <u>6</u> | 4. ☐ Attached Garage | 6. ☐ Other _____ |

B. Non-Residential

- | | | |
|--|---|---|
| 7. ☐ Amusement | 11. ☐ Service Station | 15. ☐ School, Library, Educational |
| 8. ☐ Church, Religion | 12. ☐ Hospital, Institutional | 16. ☐ Store, Mercantile |
| 9. ☐ Industrial | 13. ☐ Office, Bank, Professional | 17. ☐ Tanks, Towers |
| 10. ☐ Parking Garage | 14. ☐ Public Utility | 18. ☐ Other _____ |

Non-Residential – Describe in detail proposed use of building, e.g. food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.

V. Selected Characteristics of Building and Fees**A. Principal Type of Frame**

- | | | | | |
|---|---|--|---|---|
| 1. ☐ Masonry, Wall Bearing | 2. ☒ Wood Frame | 3. ☐ Structural Steel | 4. ☐ Reinforced Concrete | 5. ☐ Other _____ |
|---|---|--|---|---|

B. Principal Type of Heating Fuel

- | | | | | |
|--|---------------------------------|---|----------------------------------|--|
| 6. ☒ Gas | 7. ☐ Oil | 8. ☐ Electricity | 9. ☐ Coal | 10. ☐ Other _____ |
|--|---------------------------------|---|----------------------------------|--|

C. Type of Sewage Disposal

- | | |
|---|--|
| 11. ☒ Public or Private Company | 12. ☐ Septic System |
|---|--|

D. Type of Water Supply

- | | |
|---|--|
| 13. ☒ Public or Private Company | 14. ☐ Private Well or Cistern |
|---|--|

E. Type of Mechanical

- | | |
|---|---|
| 15. Will there be air conditioning? ☐ Yes ☒ No | 16. Will there be fire suppression? ☐ Yes ☒ No |
|---|---|

F. Number of Off Street Parking Spaces

- | | |
|-----------------------|-----------------------|
| 22. Enclosed <u>4</u> | 23. Outdoors <u>4</u> |
|-----------------------|-----------------------|

G. Dimensions/Data

			Existing	Alterations	New
17. Number of Stories	<u>3</u>	21. Floor Area:			
18. Use Group		Basement			
19. Construction Type		1 st & 2 nd Floor			
20. No. of Occupants	<u>6</u>	3 rd – 10 th Floor			
		11 th – Above			
		Total Area			

Validation

Type of Construction: _____	Use Group: _____	Square Feet: _____
-----------------------------	------------------	--------------------

Approval Signature: _____

Date: _____

H. FeesContractor's Estimated Construction Value: 1000

Spread Sheet Estimated Construction Value: _____

Calculated Permit Fee: New/Addition _____ Alteration/Misc _____

Disapproved/Additional Fee	\$55.00
Request to Extend a Permit	\$50.00
Investigation Fee	\$110.00

- | | |
|-------------------------------------|-----------------|
| 1. Application Fee (non-refundable) | \$ 90.00 |
| 2. Calculated Permit Fee | \$ _____ |
| 3. Residential Plan Review Fee | \$ _____ |
| 4. Total | \$ _____ |

VI. Applicant Information

Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following information.

Name EVAN MALISZEWSKI			Address 8124 Independence Dr.		
City Sterling Heights	State MI.	ZIP Code 48313	Email address brianmremax@yahoo.com	Telephone Number (include area code) 586-350-7971	
Federal Employer ID Number (or reason for exemption)				Cell Phone Number (include area code)	

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subjected to civil fines.

Signature of Applicant  Date **3-27-24**

The City of Jackson will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities act, you may make your needs known to this agency.

For Department Use Only

Environmental Control Approvals						
	Required		Approved	Date	Number	By
A – Zoning	☐ Yes	☐ No				
B – Planning	☐ Yes	☐ No				
C – Historic District	☐ Yes	☐ No				
D – Soil Erosion	☐ Yes	☐ No				
E – Flood Zone	☐ Yes	☐ No				
F – Water Supply	☐ Yes	☐ No				
G – Septic System	☐ Yes	☐ No				
H – Variance Granted	☐ Yes	☐ No				
I - Other	☐ Yes	☐ No				

SPRING BLACK FRIDAY DEALS While Supplies Last. Shop Now



Jackson 9PM

49201

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Shop All Services



DIY



Me

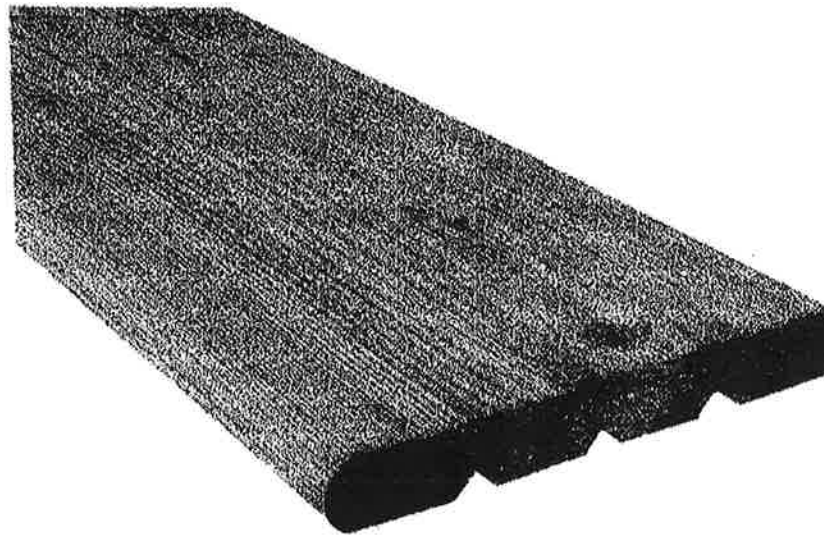
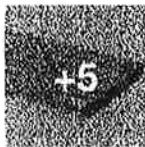


... / [Lumber & Composites](#) / [Decking](#) / [Deck Stairs](#) / [Outdoor Stair Risers & Treads](#)

Internet # 202297454 Model # 105655 Store SKU # 430269

48 in. X 12 in. Pressure-Treated Southern Yellow Pine Wood Step-Tread

★★★★★ (475) [Questions & Answers \(50\)](#)



Hover Image to Zoom



Share



Print



Jackson 9PM

49201

stair rail kit



Shop All Services



Me



... / Lumber & Composites / Decking / Deck Railings / Deck Railing Systems

Internet # 318278306 Model # 447298 Store SKU # 1006870090

Spring Black Friday

ProWood

6 ft. Southern Yellow Pine Stair Rail Kit with B2E Balusters

★★★★★ (76) Questions & Answers (174)



Hover Image to Zoom

Share Print

\$75⁹² ~~\$108.45~~
Savings \$32.53 (30%)

Pay \$50.92 after \$25 OFF your total qualifying purchase upon opening a new card. Apply for a Home Depot Consumer Card

- Unassembled rail kit includes rails, balusters, and brackets
- Beveled ends on baluster give a traditional look to your railing
- Wood components are pressure treated for durability and longevity
- [View More Details](#)

Color Family: Clear



Product Height x Width (in.): 35 in x 70 in

35 in x 70 in 35 in x 70 in

Pickup at 49201

Delivering to 49201

AFTER



BEFORE

