



HISTORIC DISTRICT COMMISSION

Wednesday, April 30, 2025 at 6:00 PM

City Hall, 10th Floor Conference Room

AGENDA

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. APPROVAL OF MINUTES

A. Minutes of 2/26/25 HDC meeting

4. CITIZEN COMMENTS

(3-Minute Limit)

5. OLD BUSINESS

A. Membership Applications

B. MHPN training for commission. Slagor will check with contacts for training.

C. Professional development updates

D. Ordinance Revisions on Sec 13.9.d.

6. NEW BUSINESS

A. 275 W Michigan install glass panels to front door

B. 411 W Franklin removal of front porch and build of a new porch

7. BOARD MEMBER ANNOUNCEMENTS

A. Next meeting will be 5/28/25 at 6 pm on the 2nd floor of city hall

8. ADJOURNMENT

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: 2025

Cost of Alteration: TBD

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

4/2/25
Date

FUMC

Owners Signature
(if different than applicant)

Date

READ PRIOR TO FILLING OUT APPLICATION

Regularly held Historic District Commission (HDC) Meetings are scheduled to be conducted every third (3rd) Monday of each month. Meetings begin at 6:00 PM and are held in the City Council Chambers on the 2nd Floor in City Hall, 161 W. Michigan Ave., Jackson, MI 49201.

Failure to submit a complete application, including all required pictures and construction documents, will significantly delay review.

To be considered for the next available agenda, applications shall be submitted not less than eleven (11) calendar days prior to the next regularly scheduled meeting date.

Your application will not be processed until all the required information is received and staff deems complete.

If the subject property is a local historically designated property, building permits for exterior work will not be issued prior to Application for Permission review by the HDC. If approved, a Certificate of Appropriateness will be issued to the applicant.

Completed applications for permission to be considered by the Historic District Commission (HDC) may be submitted by one (1) of the following methods:

- 1) Email to: catkin@cityofjackson.org
- 2) Mail to: Historic District Commission
c/o Chris Atkin
161 W. Michigan Ave.
Jackson, MI 49201
- 3) Hand deliver to 3rd Floor City Hall, Neighborhood and Economic Operations Department

The HDC follows the Secretary of the Interior's Standards for Rehabilitation to evaluate Applications for Permission.

**Historic District Commission
Application for Permission**

APPLICANT

Name: JAMES H. VAN SIETTE
Address: 91 Wildflower Way
City: JACKSON State: MI Zip: 49203
Phone: (517) 522-4882 Email: JVSIETTE@GMAIL.COM

PROPERTY INFORMATION

Same as applicant

Owner Name: FUMC
Address: 275 W. Michigan
City: JACKSON State: MI Zip: _____
Phone: (517) 787-6460 Email: _____

CONTRACTOR INFORMATION

N/A

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

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 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

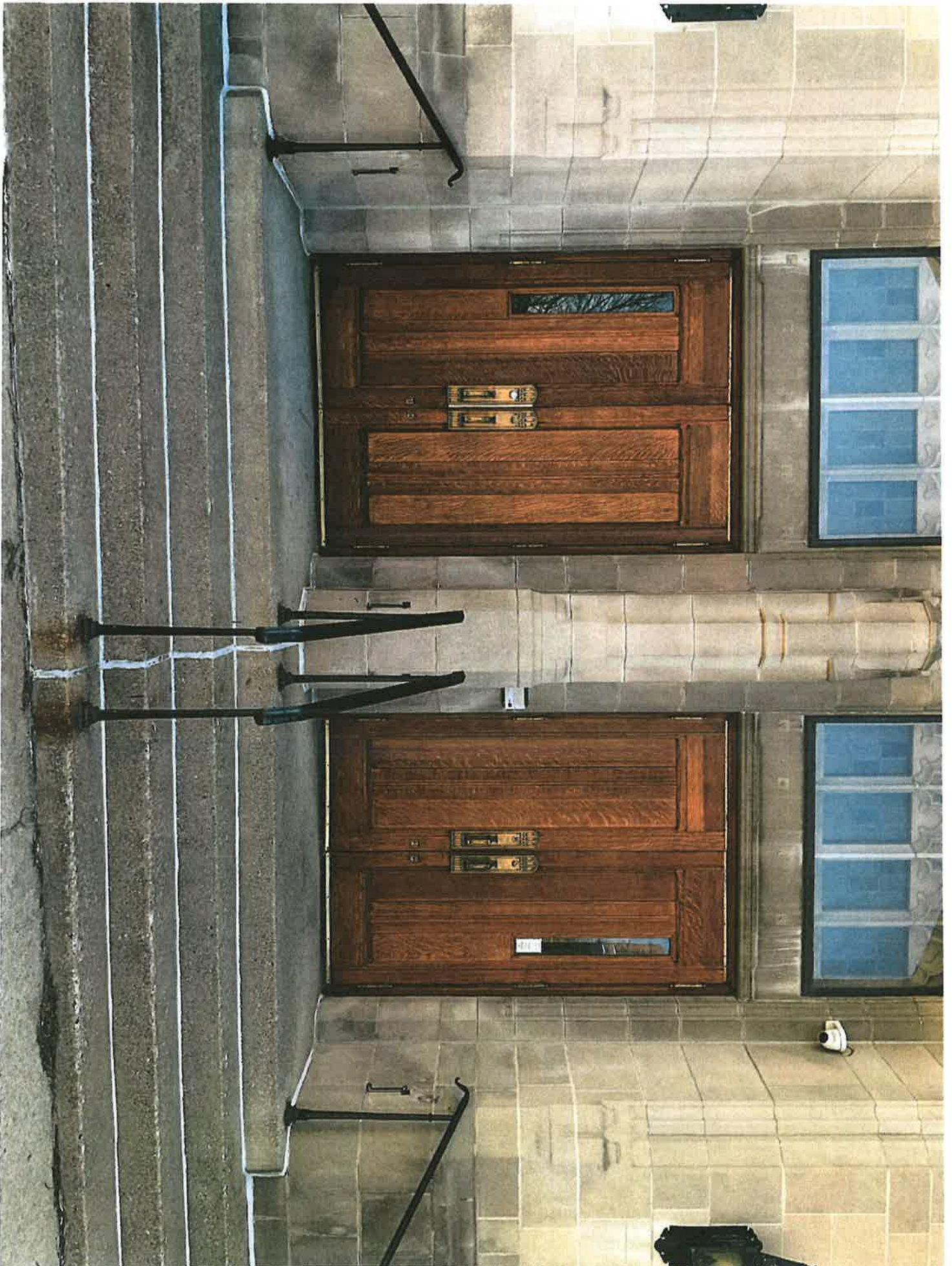
After review, the HDC shall determine whether a proposed structure is compatible with other structures in the district. Categories to be considered shall include form, proportion, mass, configuration, building materials, texture, color, location on the site and landscaping.

DESCRIPTION OF CHANGES

The purpose of this application is to find out if adding additional windows to the existing front doors of the First United Methodist Church is permissible.

I'm a member and greeter at the church and when weather is undesirable I stand inside and look out the small window to watch for approaching people, then open the door at the right time. The problem is you can't see in both directions at once, you have to move from side to side to look either east or west. From time to time someone is unexpectedly at the door and not greeted properly. Adding additional windows to the doors, similar to the existing ones would solve this problem and let in more light.

The attached photos show the existing doors and window and the proposed added windows. The revised double doors would have three additional windows matching the existing one.



Main Entry



Existing Double Doors



Double Doors With Proposed Added Windows

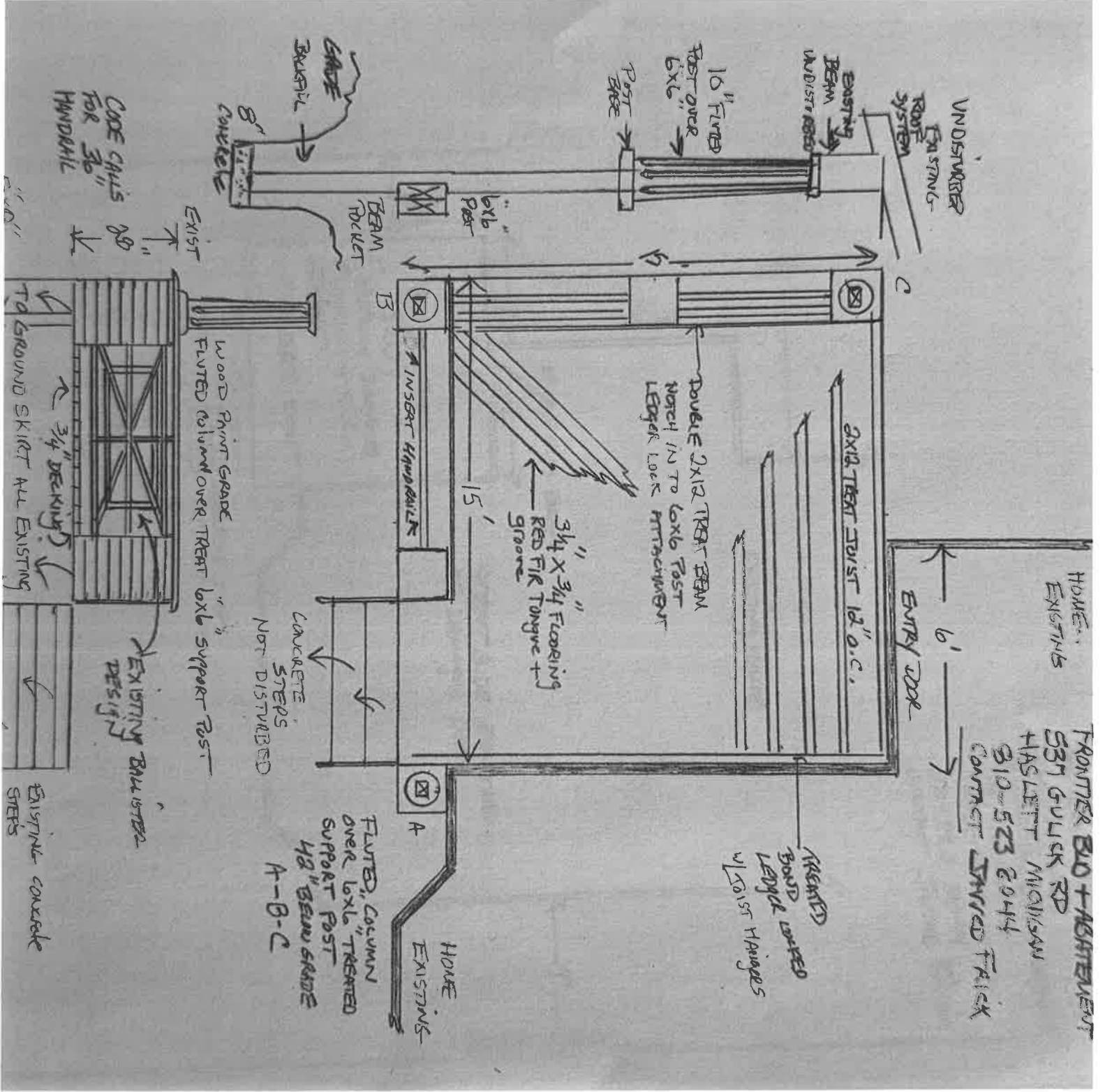


Close Up of Existing Window



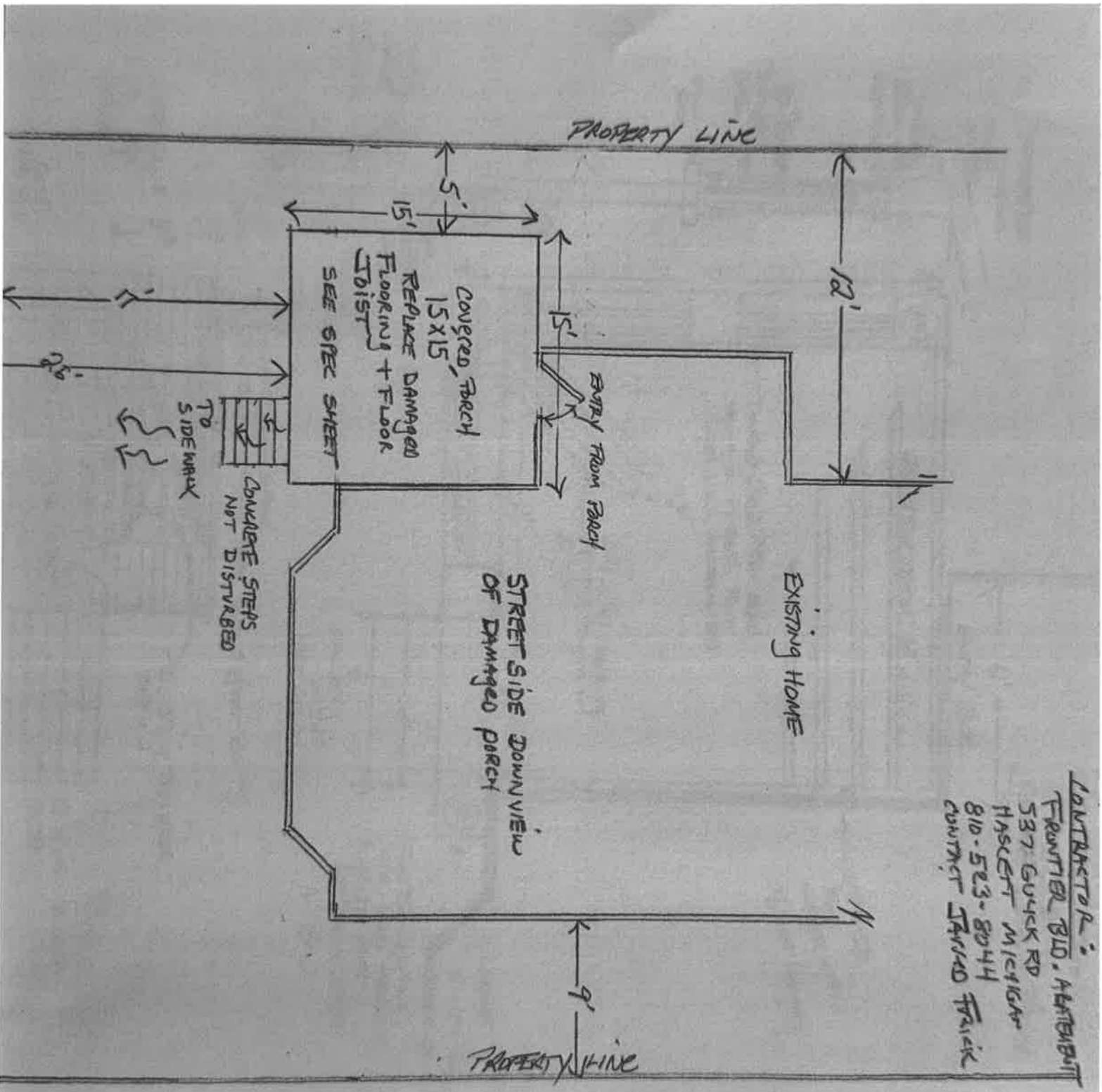






UNDISTURBED
 ROOT SYSTEM
 UNDISTURBED
 EXISTING
 HOME
 FRONTIER BLD + AGREEMENT
 531 GULICK RD
 HASLETT MICH/ISAW
 810-523 8044
 CONTACT DWIGD FAIX

15' FLUTED
 POST OVER
 6x6
 POST BASE
 8' CONCRETE
 GRADE
 3x6x6
 CODE CALLS
 FOR 3x6"
 HANDRAIL
 80"
 EXIST
 BEAM
 TRACKET
 6x6
 POST
 15'
 DOUBLE 2X12 TREAT BEAM
 NOTCH IN TO 6x6 POST
 LEADER LOCK ATTACHMENT
 3/4" X 3/4"
 RED FIR TONGUE +
 GROOVE
 15'
 2X12 TREAT TRUST 12" O.C.
 6'
 ENTRY DOOR
 TREATED
 BOARD
 LEADER
 W/ 101ST Hinges
 4x8
 POST
 4x8
 BEAM
 GRADE
 A-B-C
 FLUTED COLUMN
 OVER 6x6 TREATED
 SUPPORT POST
 WOOD PAINT GRADE
 FLUTED COLUMN OVER TREAT 6x6 SUPPORT POST
 3/4" DECKING
 TO GROUND SKIRT ALL EXISTING
 EXISTING BALUSTRA
 EXISTING CONCRETE
 STEPS
 CONCRETE
 STEPS
 NOT DISTURBED
 INSERT HANDRAIL
 80"



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First Name: Jarred

Daytime Phone: 810-523-8044

Email Address: frontierbuilding@gmail.com

Mailing Address: 537 Gulick Rd. Haslett, Mi. 48840

Last Name: Frick

Night Time Phone: same

City: Haslett

State: Mi.

Zip: 48840

APPLICANT CONTACT INFORMATION

PROPERTY INFORMATION

Address: 411 West Franklin St.

City: Jackson

State: Mi.

Zip: 49201

Owner Name: Rachel Wineman

Contractor Name (If the project does not have a contractor, please put "N/A"):

Frontier Building & Abatement LLC

Architect Name (If the project does not have an architect, please put "N/A"):

N/A

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PLEASE USE THE NEXT PAGE TO DETAIL YOUR DESCRIPTION OF CHANGES.

PLEASE DETAIL YOUR DESCRIPTION OF CHANGES
HERE:

Front Porch:

The front porch needs to be re-built using current building codes and treated lumber for the framing only. We plan to install 3/4" T&G flooring boards to match existing. The decorative columns, and railings will be duplicated using new alike materials. All will be painted to current colors.

Roof:

Needs replacement due to it leaking in multiple locations within the home. Also leaking on lead based painted surfaces which are currently poisoning the child that lives there. Current shingles are slate. Requesting to use asphalt

Remove and Replace Garage roof System:

The roof system is a safety hazard. The beam is undersized. The rafters are overspanned and it is leaking in multiple spots. We plan to install new framing to code and are requesting to use asphalt shingles to replace the current rubber roof that is failing.

Supporting Materials:

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Anticipated Date of Completion:

June 25'

Cost of Alteration: \$ 100,000 (LBM)

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.

Does your building include a fire suppression system? Check all that apply:

- Fire Alarm
- Sprinkler System
- None
- Smoke Detector
- Other

Please certify that you will install a fire alarm system or smoke alarm, if not already present, for this project prior to anticipated date of completion:

- I have a fire suppression system
 - I certify I will install a fire suppression system
-