



CITY OF BATTLE CREEK

COMMUNITY SERVICES DEPARTMENT – PLANNING AND ZONING

AGENDA

Historic District Commission Meeting

Date: Monday, April 14, 2025

Time: 4:00 P.M.

Where: City Hall, Room 301

1. Call to Order:

2. Attendance:

3. Additions or Deletions to Agenda:

4. Approval of minutes: March 10, 2025

5. Correspondence:

6. Old Business:

7. New Business

A. H05-25 (263 N Washington Ave)

Petition for a Certificate of Appropriateness for the property located 263 N Washington Ave., filed by Donita Moye for the replacement of cedar shake in the peaks of the exterior siding. Parcel #3570-00-001-0.

B. H06-25 (123 W Manchester St)

Petition for a Certificate of Appropriateness for the property located at 123 W Manchester Street, filed by The Calhoun County Land Bank for the rehabilitation of the home, to include the replacement and wrapping of the windows on the home, the exterior doors, and the fascia as well as replacing the siding and installing new soffits where needed. Parcel #5020-00-113-0.

C. H07-25 (119 W Michigan Ave)

Petition for a Certificate of Appropriateness for the property located at 119 W Michigan Ave, filed by Burkett Signs, Inc., for the installation of one internally illuminated sign cabinet and two non-illuminated blade sign. Parcel #0253-00-047-1.

D. H08-25 (9 Wilkes St)

Petition for a Certificate of Appropriateness for the property located at 9 Wilkes St, filed by Justice Fence for the repair of fencing and addition of a new gates. Parcel #7270-00-017-0.

E. H09-25 (171 W Manchester St)

Petition for a Certificate of Appropriateness for the property location at 171 W Manchester St, filed by Daniel Peterson for the addition of a lean-to style addition, siding repair, roof replacement and window restoration. Parcel #5020-00-151-0.

F. H10-25 (63 N Wood St)

Petition for a Certificate of Appropriateness for the property located at 63 N Wood St, filed by Daniel Peterson for window restorations. Parcel #5020-00-168-0.

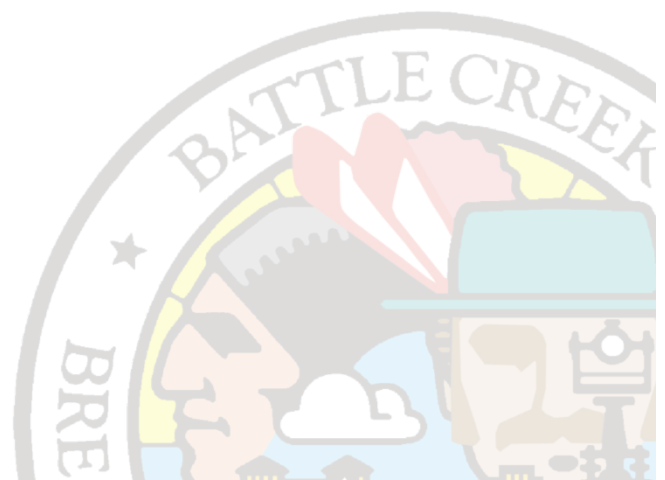
G. Quarterly Administrative Approval Report

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 Planning & Zoning Division, 10 North Division – Suite 117, Battle Creek, MI 49016, (269)966-3348 (Voice), (269)966-3348 (TDD)



CITY OF BATTLE CREEK
HISTORIC DISTRICT COMMISSION MEETING
10 North Division, Battle Creek, MI 49014
Minutes for March 10, 2025

MEETING CALLED TO ORDER: By Chairperson Simpson 4:01 p.m.

ATTENDANCE: Chairperson Simpson asked for a roll vote.

Comm. Simpson, present

Comm. Drozdowski, present

Comm. Davis, present

Comm. Sallee, absent

Comm. Thornton, absent

Comm. Steinbrunner, absent

Comm. Case, present

Staff Present: Travis Sullivan, Planner Administrator, Melody Carlsen, Administrative Assistant, Patrick Batterson, Assistant City Attorney.

ADDITIONS OR DELETIONS TO AGENDA: None.

APPROVAL OF MINUTES: Approval of the February 10, 2025 meeting minutes.

MOTION MADE BY COMMISSIONER DROZDOWSKI TO APPROVE THE FEBRUARY 10, 2025 MEETING MINUTES, SECONDED BY COMMISSIONER CASE.

ROLLVOTE: Commissioner Simpson asked everyone in favor to signify by saying “aye”.

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.

CORRESPONDENCE: None.

OLD BUSINESS:

A. H03-25 (123 W Manchester St)

Petition for a Certificate of Appropriateness for the property located at 123 W Manchester Street, filed by The Calhoun County Land Bank for the rehabilitation of the home, to include the replacement and wrapping of the windows on the home, the exterior doors, and the fascia as well as replacing the siding and installing new soffits where needed. Parcel #5020-00-113-0.

Staff Presentation: Travis Sullivan.

MOTION MADE BY COMMISSIONER DROZDOWSKI TO DENY H03-25, SECONDED BY COMMISSIONER CASE.

ROLLVOTE: Commissioner Simpson asked everyone in favor to signify by saying “aye”.

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED TO DENY H03-25.

B. H01-25 (238 NE Capital Ave)

Petition for a Certificate of Appropriateness for the property located at 238 NE Capital Ave, filed by Donald McClellan for the construction of a carport for residential use, reconstruction of the sidewalk, and replacement of the stairs with formal painted concrete. Parcel #3870-00-008-0.

Staff Presentation: Travis Sullivan.

MOTION MADE BY COMMISSIONER CASE TO DENY THE CARPORT PORTION OF H01-25, SECONDED BY COMMISSIONER DAVIS.

ROLLVOTE: Commissioner Simpson asked everyone in favor to signify by saying “aye”.

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED TO DENY THE CARPORT PORTION OF H01-25.

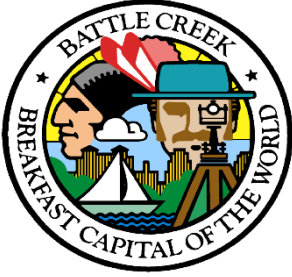
NEW BUSINESS: None.

COMMENTS FROM THE PUBLIC: None.

COMMENTS FROM COMMISSION MEMBERS AND STAFF:

ADJOURNMENT: Chairperson Simpson adjourned the meeting at 4:09 pm.

Submitted by: Melody Carlsen, Planning and Zoning Administrative Assistant



Battle Creek Historic District Commission

Staff Report

263 N Washington Avenue

Meeting: April 14, 2025

To: Historic District Commission

From: Travis Sullivan, Planning and Zoning Administrator

Date: April 4, 2025

Subject: H04-25 (263 N. Washington Ave.) follow-up regarding proposed synthetic cedar shake shingles near the peak of the home.

Summary

At the Historic District Commission's (HDC) February 10, 2025 regular meeting, the commission approved a Certificate of Appropriateness for a request (H04-25) for the re-siding (like-for-like replacement of the existing vinyl siding) and for the replacement of the existing asphalt shingled roof with a new metal roofing system at 263 N Washington St (Parcel #3570-00-001-0).

As a condition of approval, the commission requested that the applicant (Ms. Donita Moyer) attempt to preserve what appears to be the original cedar shake siding that had been uncovered near the peak of the home during the siding replacement process. Upon inspection of the cedar shake siding, should the applicant and her contractor determine that the siding was in a state of advanced deterioration such that replacement was necessary; the applicant was asked to return to the HDC with a proposed replacement siding material.

In compliance with the condition of approval, Ms. Moyer is presenting the HDC with a proposed replacement material that while not matching in a like-for-like fashion, attempts to replicate the aesthetic of the deteriorated cedar shake siding currently on the peaks of the home.

Site & History

The subject property is located at 263 N Washington Ave. (Parcel # 3750-00-001-0), along the west side of N Washington Ave. and between Bowen Ave. to north and Greenwood Ave. to the south within the Old Advent Town local historic district. The Old Advent Town District features primarily Colonial Revival, American Foursquare, Bungalow, and American Craftsman style single-family residences that were constructed throughout the late 19th and early 20th Centuries. While not independently included in the National Register of Historic Places, the subject site does fall within the federally listed Advent Historic District, which was added to the register on June 30, 1994.

The subject site consists of a 1,304 sq. ft. single-family residence, constructed in 1925. According to information contained within the city's BS&A system, the site had not been the subject of any prior application for Certificates of Appropriateness with the exception of the item currently in front of the commission.

The HDC will want to note that work had begun on the home prior to application for a building permit and HDC approval. Upon discovery of the work by city staff on January 28, the applicant and contractor were notified that work on the property was to cease until the proper approvals were obtained. The applicant applied for a building permit for the reroofing on January 28, and completed their application to the HDC on February 3.

As has been stated, the HDC granted approval for a Certificate of Appropriateness for the proposed re-roofing and re-siding of the property at the February 10 regular meeting, with the condition that the portion of the building that contained original cedar shake siding (which had been exposed when the existing vinyl siding covering it was removed by the applicant) attempt to be preserved. As it has been determined that preservation of the cedar shake siding is not possible due to deterioration, the applicant is now proposing a synthetic replacement which attempts to replicate the aesthetic of the original cedar shake siding.

Figure 1 provides an aerial view of the subject site. Figure 2 provides a street level view of the subject site prior to work, and Figure 3 provides a street level view of the subject site from the corner of Seedorff St. and N Washington Ave. at present, with siding removed.



Figure 1: Orange pin on aerial points to subject site (263 N Washington Ave.). The thick yellow outline shows the boundary of the subject parcel. Photo courtesy of Nearmap.



Figure 2: Street view of the subject structure at 263 N Washington St., November 2016. Photo courtesy of City of Battle Creek assessing staff.



Figure 3: Street view of the subject structure at 263 N Washington Ave., taken February 4, 2025. Much of the existing siding had been removed from the structure, exposing the previously covered cedar shake siding near the peak of the home.

Summary of Request

The applicant has filed the subject HDC Certificate of Appropriateness application in compliance with the condition attached to the approval of H04-25.

The applicant filed the original HDC Certificate of Appropriateness application (H04-25) for the like-for-like replacement of the existing vinyl siding, and for the replacement of the existing asphalt shingled roof with a new metal roofing system. To refresh the commission, the photo in Figure 3 was taken after most of the previous vinyl siding had been removed but before the application had been considered by the commission.

As a condition of the previous approval, the commission requested that Ms. Moyer attempt to preserve the original cedar shake siding, which had been uncovered during the process of re-siding the home, and that if preservation was not possible due to the condition of the siding, that a replacement material be proposed to the commission for further consideration.

Ms. Moyer is proposing the replacement of the original cedar shake siding with a synthetic material (TimberCrest Perfection Shingles, manufactured with a durable, injection molded polypropylene

polymer, per the Menard's description). The applicant has provided photos of the proposed siding material, which is included as supplemental information to this staff report.

It is important that the commission recall that the entirety of the resource at 263 N Washington Ave. was clad in vinyl siding replicating clapboard prior to the siding's removal just before the original application was made to the HDC. As such, replacement with a synthetic material has in the past generally been viewed as appropriate.

Applicable HDC Guidelines and Analysis for a Certificate of Appropriateness for the replacement of the original, previously covered cedar shake shingles near the peak of the house at 263 N Washington Ave.

This property is reviewed in accordance with City of Battle Creek Building and Housing Code Chapter 1470 "Historic Preservation", as amended, the Michigan 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.*

Staff finds that the proposed alteration would allow for the continued use of the resource for its originally intended residential purpose. While the proposed synthetic cedar shake siding does represent a significant alteration from the original cedar shake siding, it is important for the commission to remember that the original cedar shake siding was covered by a vinyl material replicating

clapboard in the past, as the original cedar shake siding has deteriorated to such an extent that it can no longer be preserved. Simply altering the form of the synthetic siding to replicate the aesthetic of the original cedar shake siding may, should the commission agree, be considered an appropriate treatment of the resource.

The commission may find this standard to be met should it be satisfied that the proposed synthetic cedar shake material serves as a satisfactory alternative.

- (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 material proposed to be removed (original cedar shake siding) has been covered for a number of years by vinyl siding which replicates clapboard. According to the applicant, the original cedar shake siding has deteriorated beyond the point that it may be preserved and refurbished and must be replaced.

As was discussed at the February regular meeting, it could be debated whether the building at 263 N. Washington St. should be viewed as a contributing resource, given the prior replacement of the original siding with vinyl, the deletion and resizing of windows which has taken place over time, etc.

The commission may find this standard to be met.

- (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 applicant is not proposing any alterations that have no historic basis or which seek to create an earlier appearance.

The commission may find this standard to be met.

- (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.***

None of the proposed work at the subject site is anticipated to represent a change in any characteristic of the resource, which may have acquired significance in its own right. The existence of vinyl “clapboard style” previously covering the original cedar shake siding is not viewed by staff to be a change which has acquired significance in its own right.

The commission may find this standard to be met.

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

While the proposed removal of the original cedar shake siding would represent the loss of a distinctive stylistic feature, it is important to note that the shingles are, according to the applicant, significantly deteriorated. Additionally, they shingles have been covered for a number of years by vinyl clapboard-style siding, and were only discovered when the previous vinyl siding was removed. Without records adequate to substantiate when exactly the vinyl siding was applied to house, it may be reasonable to surmise that the siding could possibly have been installed prior to the establishment of local historic districts within the City of Battle Creek. In such an instance, the resource's classification as "contributing" to the district in which it lies may have been compromised, and the continued use of artificial material may be considered appropriate.

The commission may find this standard to be met.

- (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.***

As has been discussed, the applicant has stated that upon examination of the original cedar shake shingles, the applicant and contractor have determined that the shingles have deteriorated to a point that they can no longer be preserved or refurbished.

To restate, the original cedar shake siding was previously covered by a vinyl product simulating the aesthetic of clapboard. It was only after the removal of the vinyl siding near the peak of the home that it was discovered that the original cedar shake siding remained underneath.

Unfortunately, records known to the city are inadequate to determine exactly when the previous vinyl siding was applied to the building, nor to verify the state of the cedar shake siding at the point in time in which it was originally covered. It is possible that the previously present vinyl siding on the house was applied prior to the city's establishment of its local historic districts, although at this point staff has no way to substantiate the date of installation.

As such, and given the overall degradation of the many of the resource's historically defining features, it is the opinion of staff that replacement of the original cedar shake shingles with a synthetic material approximating the aesthetic of cedar shake siding would likely be appropriate given the circumstances involved with this resource.

Should the commission agree with this assessment, the commission may find this standard to be met.

- (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.***

No surface cleaning of the resource on the subject site is being proposed.

The commission may find this standard to be met.

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

No groundwork associated with the proposed work on the resource is anticipated.

The Commission may find this standard to be met.

- (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 applicant is proposing the use of contemporary materials. The replacement of the existing vinyl siding that was in place over the top of the original cedar shake siding would normally be an item eligible for administrative approval if the proposed artificial siding were designed to replicate clapboard. However, given the fact that the proposed siding material does not replicated clapboard with an exposed vertical dimension of 5" or less, and given the fact that that HDC included as a condition of its previous approval that any proposed new material be brought back before the body for review, this item is now in front of the HDC for consideration.

While the applicant is proposing an artificial siding material as a replacement for the previously covered cedar shake, the fact that the last known exposed siding near the peaks of the home was artificial (vinyl clapboard replication), the continued use of an artificial material would generally be viewed as compatible with the size, scale, color, material and character of the property. The overall degradation of a number of the other historically defining features of this resource likely strengthens this statement.

Provided that the commission is satisfied with the proposed artificial cedar shake replica siding, the commission may find this standard to be met.

- (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 impaired.***

The proposed work on the resource does not include an addition or alteration, which, if removed in the future, would impair the essential form and integrity of the resource.

The commission may find this standard to be met.

Recommendation

At the February 10, 2025 regular meeting, the applicant received approval for a new metal roof and new vinyl siding to replace the existing vinyl clapboard-style siding on the resource at 263 N Washington St. As a condition of approval, the commission requested that the original cedar shake siding near the peak of the home be assessed for its current condition, and that if possible, the siding be preserved and restored. If after inspection the replacement of the siding were to be required, the commission asked that any proposed replacement material be brought back for further consideration.

While the replacement of the original wood siding material with an artificial material would in most cases not be viewed as appropriate, it is important to note that the original cedar shake siding in this case was previously covered by an artificial (vinyl) clapboard-style siding. The cedar shake siding was exposed when the applicant removed the vinyl siding which covered it, after which the applicant halted work and applied for a Certificate of Appropriateness from the HDC and was granted a conditional approval. The applicant is complying with the condition that in the event the original cedar shake siding could not be preserved for future use, the applicant would bring any proposed replacement material back before the commission for consideration. It is however important to note that staff does not have an indication of the exact color that the applicant is proposing, nor the proposed dimension of the original or the replacement siding material.

Given the aforementioned facts, as well as previous alterations to a number of the features which might define the property as a “contributing resource,” it may be prudent for the commission to consider the discretion available to the body in whether the resource should now and in the future be deemed to be a “contributing” or a “non-contributing” resource.

Therefore, following discussion of the specifics of the history of the property and the current project itself, and should HDC members be satisfied with the aesthetic qualities for the proposed replacement siding material, planning staff recommends approval of a Certificate of Appropriateness for the proposed replacement of the original cedar shake siding near the peak of the house (previously covered by vinyl clapboard-style siding) with an artificial siding material (TimberCrest Perfection Shingle) replicating the original cedar shake siding as described in the application and provided for in the attached photos and in the report for the property at 263 N Washington Ave. meets the standards outlined in Section 1470.09 “Review of Applications,” Section 1470.17 “Preservation of Historic Features” and the Secretary of the Interior’s Guidelines, as outlined in the staff report.

Support Material

Historic District Commission Application
Supplementary Photos and Description



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: 2-26-2025

APPLICANT**

NAME: Donita Mayo

ADDRESS: 32 New Main Terr N

PHONE: 269-419-5433 FAX: N/A

EMAIL: amichelle234@gamo.com

OWNER (if different from applicant)

NAME: Same as above

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: 263 N. Washington Ave

Current use of the property: rental

List existing structures on the property and the approximate age of each. Over 30 years old a metal for the roof and siding.

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

I have been approved by the C.O.B.C
To place a metal roof on the home and replace
the siding with new siding.

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	<u>Siding Peaks Cedar</u>	<u>Vinyl Cedar Shank Look</u>
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









Example of proposed siding from Menard's website. Provided by staff for informational purposes for the HDC. Applicant has not included the dimensions of the existing cedar shake shingles nor the proposed artificial shingles.



TimberCrest Perfection Shingles™ Double 7" x 4' Charcoal Straight Edge Shingle Siding

Model Number: 1460629 | Menards® SKU: 1460629

EVERYDAY LOW PRICE

11% REBATE* Good Through 4/13/25

PRICE
AFTER
REBATE*

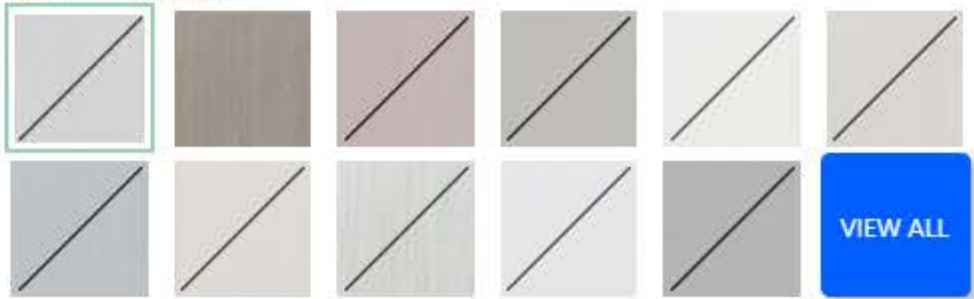
\$15.72
~~\$1.73~~
\$13.99
each

\$3.09 /sq.ft After Rebate*
You Save \$1.73 After Mail-In Rebate*

- Manufactured with a durable, injection-molded polypropylene polymer
- .090" thickness for added strength and rigidity that creates a 220 mph wind rating
- Each piece covers approximately 4.54 sq. ft.

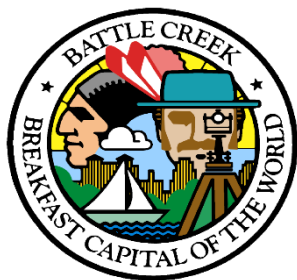
[View More Information >](#)

Variation: Charcoal



Unfortunately, the vendor is unable to supply this item at this time. Please check back again in the future.

Sold in Stores



Battle Creek Historic District Commission

123 W. Manchester Street Memo

To: Battle Creek Historic District Commission
From: Travis Sullivan, Planning and Zoning Administrator
Date: April 7, 2025
Subject: 123 W. Manchester St. Certificate of Appropriateness Application

Summary

At the February 10, 2025 regular meeting, the Historic District Commission (HDC) considered an application for a Certificate of Appropriateness for a number of replacement and rehabilitation items related to the home located at 123 W. Manchester St. At the meeting, the commission discussed a number of the items in the application in greater detail, with specific attention given to the first and second story windows on the front of the home.

Based on a review of the meeting minutes and re-listening to the audio recording of the meeting, the commission has requested that the first and second story windows on the front of the building facing W. Manchester St. be converted back to the form that is visible in the historical photograph of the building from the Willard Library collection. In the historical photograph, both windows consist of a single pane, versus the present-day configuration, which sees each split into two separate windows. It was also recommended that where wood window frames exist, that the original wood be preserved and wrapped in aluminum to match the other windows on the home, and that the “gingerbread” architectural feature near the peak of the home be preserved. The HDC requested that plans be updated to incorporate the suggestions and brought back to the HDC at a later date for further consideration.

At the March 10, 2025 regular meeting, the HDC took action to deny the application in order to comply with the sixty-day review requirements outlined in Section 1470.09 (Review of Applications). As such, the item being brought back before the commission at this meeting is to be viewed as a new application, inclusive of all items proposed by the applicant.

The new application, matches the previous application, with the exception of the fact that the applicant has included details of the proposed windows in accordance with the request of the HDC. For reference, the original staff report and recommendation from February 2025 is included in this packet as a supplement to this memo.

Staff Recommendation

Staff recommends that the HDC consider the updated window plans that the applicant has provided. Following the HDC's review and discussion of the proposed plans, and pending the commission's determination of whether the proposed plans represent an appropriate treatment of the resource in accordance with requests of the commission, **staff would recommend approval of Certificate of Appropriateness for the proposed replacement of siding, replacement and wrapping of all windows on the home, replacement of the three exterior doors, and repair and replacement of any fascia work and soffits in need and detailed in the application and in the attached staff report for the property at 123 W Manchester St., as the request meets the standards outlined in Section 1470.09 "Review of Applications," Section 1470.17 "Preservation of Historic Features" and the Secretary of the Interior's Standards and Guidelines, as outlined in the attached staff report, with the following conditions:**

- **That the ornate siding and trim detail near the peak of the home facing W. Manchester St. be preserved during the rehabilitation process.**
- **That any additional conditions recommended by the HDC in order to ensure that the propose work meets the Secretary of the Interior's Standards and Guidelines, including those related to preservation of existing original wood window frames and other features, are imposed accordingly.**



Battle Creek Historic District Commission

Staff Report

123 W Manchester St.

Meeting: February 11, 2025

To: Historic District Commission

From: Travis Sullivan, Planning and Zoning Administrator

Date: January 28, 2025

Subject: The petition, filed by Calhoun County Land Bank Authority, for the rehabilitation of the home at 123 W Manchester St., to include the replacement and wrapping of the windows on the home, the exterior doors, and the fascia as well as replacing the siding and installing new soffits where needed.

Summary

Staff recommends approval, pending discussion and consideration of specifics as covered in this staff report, of the subject petition at 123 W Manchester St. (Parcel 5020-00-113-0) for the replacement of the existing wood and vinyl windows with new vinyl windows wrapped in aluminum, the replacement of the exterior doors, the replacement of the fascia, and the replacement of the existing vinyl siding with new vinyl siding and new soffits where needed. Provided that the Historic District Commission (HDC) is satisfied with the assessment of the resource as detailed in this report, the proposed work 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.

Site & History

The subject site is located at 123 W Manchester St. (Parcel #5020-00-113-0), along the south side of W Manchester St. and between Kendall St. N to the west and Howland St. to the east within the Old Advent Town local historic district. The Old Advent Town District features primarily Colonial Revival, Americian Foursquare, Bungalow, and American Craftsman style single-family residences that were constructed throughout the late 19th and early 20th Centuries. While not independently included in the National Register of Historic Places, the subject site does fall within the federally listed Advent Historic District, which was added to the register on June 30, 1994.

The subject site consists of a 1,705 sq. ft. single-family residence, constructed in 1918. According to information contained within the City's BS&A system, the site has not been the subject of any prior applications for Certificates of Appropriateness, although the current applicant was given emergency approval in 2022 for the replacement of the asphalt-shingled roof with new asphalt shingles in order to prevent further destruction to the existing roofline (as a portion of the previous roof had caved into the

living room). Additionally in 2022, two geo-lock wall anchors were installed in the basement's interior in order to stabilize the foundation.

The home is currently included on the City's Dangerous Buildings list and has been since 2013, which requires that a number of repairs and rehabilitation activities take place at the site in order for the building to receive a new certificate of occupancy and avoid further progressing toward demolition. Attached as an exhibit to this report is a copy of the 2013 dangerous building violation notice, which includes the items that were identified at the time as needing to be addressed by the owner.

It will be important for the Historic District Commission (HDC) to note the significant degradation to a number of the historically-defining features of this resource which has taken place over the years and is evidenced by comparison of present day photos to the historical photo of the resource provided by the Willard Library digital collection. Examples of degradation of features includes the enclosure of the previously existing historic porch, the apparent alteration of the window sizes and openings along the front of the building facing W Manchester St., the current cladding of the home with vinyl siding, and what appears to be significant alterations to roofline of the home, specifically with regard to the addition of a dormer on the second story of the east side of the home and the with the aforementioned full enclosure of the what was once a porch at the northeast entrance to the home.

Figure 1 provides an aerial view of the subject site. Figure 2 provides a street level view of the subject site.

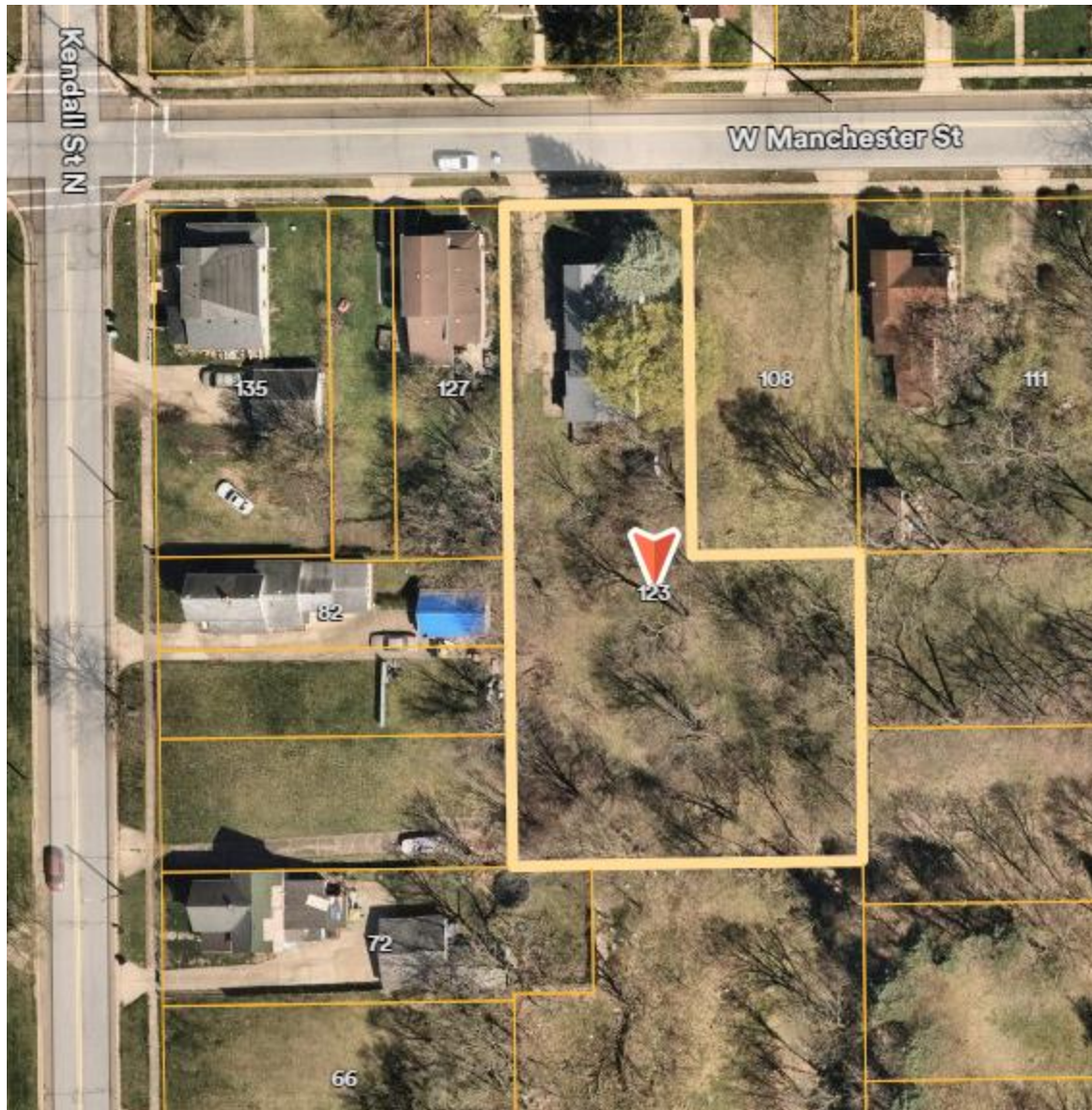


Figure 1: Orange pin on aerial points to subject site (123 W Manchester St). The thick yellow outline shows the boundary of the subject parcel. Photo courtesy of Nearmap.



Figure 2: Street view of the subject structure at 123 W Manchester St., January 2025. Photo courtesy of City of Battle Creek staff.

Summary of Request

The applicant has filed the subject HDC Certificate of Appropriateness application for a variety of rehabilitation items, including:

1. The replacement of the existing vinyl siding with new Certainteed 3” Clapboard Encore Siding (or comparable company and product) vinyl siding.
2. The existing wood windows with new Jeld-Wen Better Series white double-hung vinyl windows with aluminum wrapping. The applicant is proposing to examine the type of window trim that is under the current aluminum, and if salvageable, to utilize the existing trim to the extent possible. If replacement proves to be more cost effective, the applicant is proposing replacement. While not indicated on the application, conversations with the applicant have confirmed that windows currently on the building are a mixture of wood and vinyl materials, and are not uniform throughout the home.
3. The replacement of all three of the existing exterior doors with doors from the Heritage Company or other historic architectural restoration company/store (doors will be selected to match the existing 1900-era and Italianate style). The applicant is, however, also seeking

flexibility to apply a more conventional option should affordability and function become an issue. The applicant has stated that none of the doors are original to the building, and that the rear door is missing and currently boarded. The applicant has also stated that the estimated cost of restoration of the home, if each of the proposed materials are used, will be between \$225 and \$250 per square foot, and that the estimated market for such a property in this location to be roughly \$120,000. The applicant's goal is to save the home from demolition, with the hope of selling the home to a lower to moderate income buyer in order to encourage and provide an opportunity for homeownership.

Applicable HDC Guidelines and Analysis for a Certificate of Appropriateness for multiple rehabilitation items at 123 W Manchester St.

This property is reviewed in accordance with City of Battle Creek Building and Housing Code Chapter 1470 "Historic Preservation", as amended, the Michigan 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.*

Staff finds that some aspects of the proposed replacement of the existing vinyl siding with new vinyl siding, the replacement of the existing wood windows with new vinyl windows, and the replacement of the existing exterior doors on the site with doors that may potentially offer an economically and functionally feasible

option may not on their face meet a number of the Secretary of the Interior's Standards for Rehabilitation. However, staff feels it will be important for the HDC to consider the current state of the resource, and evaluate the degree to which the resource has been degraded and potentially lost its historical significance over time. The proposed alterations to the exterior of the building are substantial, but required in order for the resource to be used for its originally intended purpose.

- (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 proposed rehabilitation activity involves aspects of the resource that may have already seen original qualities or character destroyed.

With regard to the windows, a comparison of the historical photo from the Willard Library to present day photos appears to clearly indicate that the original windows, as well as the sizes of the openings, have been previously altered on the front of the resource. Unfortunately, photographic evidence does not exist of the west side or rear of the home with which to evaluate any additional changes. It is also worth noting that the hood feature visible over the top of the front first story window was also at some point removed.

The original siding on the resource is presumed to have been wood clapboard. However, the existing siding on the home is of a vinyl material, and is in a badly deteriorated state, as is evidenced by the present day photos which display a number of holes and cracks, as well as degradation of the corner trim. As an aside, the replacement of artificial siding with a material matching the existing (provided that the exposed vertical dimension of the new "clapboard" is no more than five inches or within one inch of the missing or covered original) and provided that no new material covers nor requires the removal of any original trim or architectural detail such as ornamental shingles, carved brackets, window hoods and the like may be approved administratively as a minor class of work.

With regard to the replacement of the exterior doors, the applicant has stated in conversations that of the three doors, one door at the rear of the building is missing and with the opening currently boarded. The other two doors (one on the west side of the building, one on the front) are non-original. With regard to the front door, this statement can be confirmed by comparing the historical photo (porch was unenclosed) to the present day photo (the former porch area has been completely enclosed). The side door is visible in photos submitted by the applicant, and does not appear to be original.

Should Commissioners be satisfied with the assessment that the resource in its current state has experienced significant degradation and loss of the majority of its historically defining features, the Commission may find this standard to be met. However, should the Commission find the standard the standard to be met, staff would recommend the preservation of the existing ornamental shingles on

the front of the second story, as well as the ornate trim feature along the roofline at the peak of the building.

- (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 applicant is not proposing any alterations that have no historic basis or which seek to create an earlier appearance.

The Commission may find this standard to be met.

- (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.***

None of the proposed work at the subject site is anticipated to represent a change in any characteristic of the resource which may have acquired significance in its own right.

The Commission may find this standard to be met.

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

As has been stated, while it is staff's opinion that the resource has seen significant degradation of its historically significant features, what appear to be original ornamental shingles on the front of the second story of the building as well as the trim feature above do remain in place.

Staff recommends as a condition of approval that the ornamental shingles and ornate trim feature be preserved throughout the rehabilitation process.

- (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.***

As has been discussed, the resource at the subject site has experienced years of neglect and significant degradation to the point that the home has been on the dangerous buildings list since 2013. Additionally, many of the features which would have defined the home in its original state (the existence of the historic porch and entryway, the presumably original wood siding, and the original windows and window opening dimensions) are no longer present or have been

significantly altered, as evidenced by comparing the historical photo from the Willard Library with present-day photos. Additionally, discussions with the applicant confirm that a number of the windows and doors proposed for replacement have been either removed from the building (and boarded over), or have been replaced with more modern contemporary materials (vinyl windows, modern door on the west side of the home). The windows that remain on the home appear to be in a significant state of disrepair, and are likely beyond salvageable (although the Commission may want to discuss this with the applicant).

Given the missing features, the combination of existing wood and vinyl windows (and the significant state of degradation to the wood windows), and the lack of original doors on the building, the building as a whole (with the exception of the aforementioned ornamental shingles and trim features) may be viewed as having lost its historical significance.

The Commission may find this standard to be met, provided that Commissioners are satisfied with the assessment that the resource has lost its historical significance.

- (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.***

No surface cleaning of the resource on the subject site is being proposed.

The Commission may find this standard to be met.

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

No groundwork associated with the proposed work on the resource is anticipated.

The Commission may find this standard to be met.

- (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 applicant is proposing the use of contemporary materials in the way of the proposed installation of vinyl windows (although, as the applicant states, a number of the existing windows on the home are made of a vinyl material). The applicant is also proposing the use of contemporary door materials, as the three existing doors on the home are not original. Finally, the applicant is proposing the replacement of the existing vinyl siding with new vinyl siding (3" Clapboard Encore Style). The applicant is also proposing the use of aluminum window wrap,

although also states that the existing trim that is under the current aluminum wrapping will be inspected and salvaged where possible.

Should the Commission be satisfied with the assessment that the resource at the subject site has lost the majority of its historically defining features over the course of time, the Commission may find this standard to be met.

- (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 impaired.*

The proposed work on the resource does not include an addition or alteration which, if removed in the future, would impair the essential form and integrity of the resource.

The Commission may find this standard to be met.

Recommendation

The applicant is proposing significant replacement and rehabilitation work at the subject site at 123 W Manchester St. in an effort to salvage the home and provide an affordable option for an individual (or individuals) seeking to become homeowners. As has been discussed in this staff report, numerous historically defining elements of this resource appear to have deteriorated over the course of time or are no longer present. The windows facing W Manchester St., as evidenced by comparison of the historical photo to present day street view provided by staff, are not original to the building, and the sizes of the openings appear to have been altered. Additionally, in conversations with the applicant, it has been discovered that a number of the existing windows on the home are constructed of a vinyl material. The once open front porch visible in the historical photo with defining column work and balustrade has been fully enclosed and sided, with the ornate detail no longer present. A second story dormer appears to have at some point been added to the east side of the building (visible in a supplementary photo attached to this report), with the roofline of the east side of the home also altered as a result of this change and the full enclosure of the porch. As evidenced by the photos attached to this report, each of the three doors on the building appear to not be original. A number of the existing window openings have also been boarded over, as the windows themselves are missing. Finally, the home was granted emergency approval for the like-for-like reroofing of the resource in 2022 as a result of the roof having caved in over the living room, exposing the home to potentially significant water damage.

Therefore, following discussion of the specifics of the property, should HDC members be satisfied with the assessment that the home has lost most of its historically defining features, planning staff recommends approval of a Certificate of Appropriateness for the proposed replacement of the siding, replacement and wrapping of all windows on the home, replacement of the three exterior doors, and repair and replacement of any fascia work and soffits in need as detailed in the application and in this report for the property at 123 W Manchester St., as the request meets the standards outlined in Section 1470.09 “Review of Applications,” Section 1470.17 “Preservation of Historic Features” and the Secretary of the Interior’s Standards and Guidelines, as outlined in the staff report, with the following condition:

- That the ornate siding and trim detail near the peak of the home facing W Manchester St. be preserved during the rehabilitation process.

Support Material

Historic District Commission Application

Supplementary Photos and Description



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: 3-27-2025

APPLICANT**

NAME: Calhoun County Land Bank Authority

ADDRESS: 315 W Green St, Marshall MI 49068

PHONE: 269-781-0777 FAX: _____

EMAIL: arobinson@calhouncountymi.gov; theath@calhouncountymi.gov; qhay@calhouncountymi.gov

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: 123 Manchester St W

Current use of the property: Residential Improved - Vacant

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

Currently the property has a 2160 Sq Ft single family home located on it. The home was built in 1918, making it 106 years old in the Old Advent Town historic district. There is an accessory building located behind the home in the form of a small shed. These are the only two structures located on the property.

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

The property will undergo a full rehabilitation, using funding from State Land Bank Authority Blight Elimination Program. The property was also combined with an adjacent Land Bank owned property to create a lot area of 0.559 acres. Work on the roof and foundation has already been completed with WK Kellogg Foundation funds to stabilize the structure. Proposed exterior work consists of replacing and wrapping the windows, exterior doors, and soffit/fascia as well as replacing the siding. Proposed interior work consists of full rehabilitation plus plumbing, mechanical, and electrical replacing/updating systems.

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 exterior work will comply with the Secretary of the Interior's standards to the best of our ability. We are requesting the use of vinyl double hung windows product that is much more affordable for the rehabilitation and to maintain. The first floor window on the northern Wall A will be a large picture-style yet double-hung window, giving a similar appearance to the historic picture window used in 1940 Willard Library photo. We selected a window that the owner may open for both affordability of utility costs and for fresh air allowance. The two second floor windows on Wall A

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

The work consists of improvements/replacements to existing features such as the windows, doors and siding. Any exterior architectural elements are planning to be restored or replaced to match existing. No new structures or change in foot print will be created due to the proposed work.

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	Asphalt Shingles	N/A - completed 2023
Windows	Wood	Vinyl - aluminum wrapping
Siding	Vinyl	Vinyl - CertainTeed Mainstreet triple 3" Vinyl
Foundation	Stone and block	N/A - completed 2022
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.

Krista Saint Edwards 3.27.2025
Name Date

Supplementary Items for 123 Manchester St W 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 – Jeld-Wen Better Series white double hung vinyl windows. Features include; tilt latch, screen, Low-E glass (or comparable company and product). Window style and size will remain the same as existing.

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. If at all possible, however, we may need to have conventional option if affordability and function become an issue.

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.

Historic Photo – Willard Library Digital Archives



Existing Condition – CCLBA Images



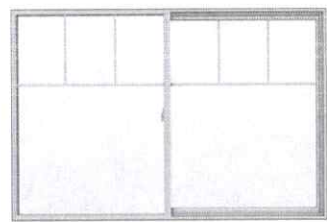






1. JELD-WEN – Builders Vinyl Sliding Window (V-2500)


Builders™ Vinyl (V-2500) Window: Sliding



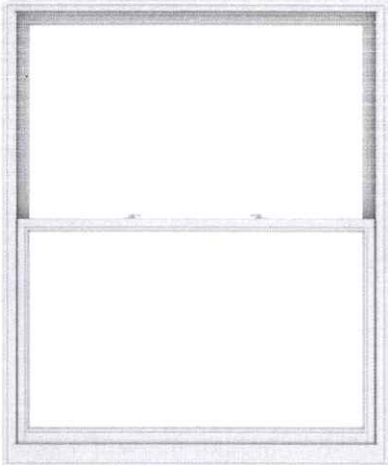
Model Overview

PROJECT TYPE New construction and replacement	MAINTENANCE LEVEL Minimal	WARRANTY Lifetime
COLORS & FINISHES 5 Exterior Colors 3 Interior Colors 1 Window Color Technology	SCREEN & TRIM OPTIONS 3 Insect Screens	FRAME Block Frame Integrated Pocket
GLASS Energy efficient, tinted, textured and protective.	DIVIDED LITES Grilles between the glass.	HARDWARE 4 Lock
CONSTRUCTION Delrin Rollers	MIN/MAX SIZING Min Width: 23-1/2" (2-Panel) Min Height: 11-1/2" (2-Panel) Max Width: 107-1/2" (107 1/2" x 59 1/2") (2-Panel) Max Height: 71-1/2" (2-Panel)	

2. Andersen - E-Series Double-Hung Window



E-Series Double-Hung Window



INTERIOR

EXTERIOR

Windows & Doors

Inspiration

Parts & Support

Technical Documents

For Professionals

Request

SIZING

INTERIOR

HARDWARE

GRILLES

EXTERIOR

TRIM

View Size Charts

Custom Sizes

Select a standard size from the choices below.

WIDTH

28" 20" 24" 30" 32" 36" 38" 40" 44" 48" 54" 60"

HEIGHT*

66" 72" 78" 84" 90" 96" 102" 108"

* Showing height options for selected width

PREVIOUS



Battle Creek Historic District Commission

Staff Report

119 W Michigan Avenue

Meeting: April 14, 2025

To: Historic District Commission

From: Travis Sullivan, Planning and Zoning Administrator

Date: April 3, 2025

Subject: The petition, filed by Burkett Signs, Inc. on behalf of Sprout/UpRoot, for the installation of one internally illuminated sign cabinet (wall sign) and two non-illuminated blade signs on the building located at 119 W Michigan Ave.

Summary

Staff recommends approval of the subject petition at 119 W Michigan Ave. (Parcel #0253-00-047-1) for the installation of one internally illuminated sign cabinet (wall sign) and two non-illuminated blade signs on the building located at 119 W Michigan Ave. The proposed sign installation meets the standards outlined in Section 1470.09 “Review of Applications,” Section 1470.17 “Preservation of Historic Features” and the Secretary of the Interior’s Standards and Guidelines.

Site & History

The subject site is located at 119 W Michigan Ave. (Parcel #0253-00-047-1) at the southeast corner of W Michigan Ave. and Carlyle St., and comprises 5,130 sq. ft. within the Central Business local historic district. The building on the site, constructed in 1923, features its distinctive original masonry façade and 13,600 sq. ft. of floor area, and is home to multiple-family residential units on the second and third floors, while Sprout/UpRoot is slated to open its retail location on the first floor (which is the subject of this Certificate of Appropriateness request for new signage).

According to information contained in the city’s BS&A system, the site has been the subject of two prior applications for Certificates of Appropriateness. The first application was approved in 2020 as a minor class of work for white boxing of the building and external repairs. The second application was approved in 2023 by the Historic District Commission (HDC) for minor tuck pointing and various exterior repairs.

Figure 1 provides an aerial view of the subject site. Figure 2 provides a street level view of the subject site.



Figure 1: Orange pin on aerial points to subject site (119 W Michigan Ave.). The thick yellow outline shows the boundary of the subject parcel. Photo courtesy of Nearmap.



Figure 2: Street view of the subject structure at 119 W Michigan Ave., April 2025. Photo courtesy of City of Battle Creek staff.

Summary of Request

The applicant has filed the subject HDC Certificate of Appropriateness application for new exterior signage on the site, including:

1. The installation of a new 166" x 19.5" internally illuminated sign cabinet (converted to feet, 13.83' x 1.62'). The sign cabinet is proposed to be placed above the storefront facing W Michigan Ave. and below the second story windows. The cabinet is proposed to be internally lit, with flat aluminum faces featuring push through acrylic letters. In the attached night view rendering of the proposed sign, the HDC will want to note that the internal LED lights illuminate only the push through acrylic lettering, and not the entire sign cabinet itself.
2. The installation of two new 20" x 30" non-illuminated blade signs with dimensional aluminum letters (one along the W Michigan Ave. frontage, one along the Carlyle St. frontage).

Applicable HDC Guidelines and Analysis for a Certificate of Appropriateness for multiple new signs on the property at 119 W Michigan Ave.

This property is reviewed in accordance with City of Battle Creek Building and Housing Code Chapter 1470 "Historic Preservation", as amended, the Michigan 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.*

Staff finds that the proposed installation of three new signs will require minimal or no alteration to the building on the site and its environment, or to the use of the resource for its originally intended purpose as a mixed-use building (ground floor commercial and upper floor multiple-family residential uses).

The applicant's proposed plans do state that mounting of the sign cabinet will include "securing to the brick wall with recommended fasteners." The plans for the proposed blade signs do not indicate a method of attachment. However, generally with signs of the nature proposed in this request, the method of attachment results in little to no alteration to the resource upon which the sign is being placed.

The HDC may wish to seek some more detail regarding the method of attachment, but provided that the commission is satisfied with the proposed attachments, the commission may find this standard to be met.

- (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.*

Staff does not anticipate that the proposed installation of new signage will destroy any original qualities of the resource on the property and its environment.

As was discussed with the previous item, provided the HDC is satisfied with the proposed method of attachment, the commission may find this standard to be met.

- (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 applicant is not proposing any alterations that have no historic basis or which seek to create an earlier appearance.

The commission may find this standard to be met.

- (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.*

None of the proposed work at the subject site is anticipated to represent a change in any characteristic of the resource which may have acquired significance in its own right.

The commission may find this standard to be met.

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

No distinctive stylistic features or examples of skilled craftsmanship which characterize the resource are anticipated to be impacted by the proposed sign installation.

The commission may find this standard to be met.

- (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.*

No architectural features are proposed to be repaired or replaced.

The commission may find this standard to be met.

- (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.***

No surface cleaning of the resource on the subject site is being proposed.

The commission may find this standard to be met.

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

No digging or underground work is anticipated as a part of this request.

The commission may find this standard to be met.

- (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 applicant is proposing the installation of a 166" x 19.5" internally lit sign cabinet, as well as two 30" x 20" non-illuminated blade signs with dimensional aluminum letters.

While internal illumination of a sign cabinet would in many cases be viewed as an inappropriate treatment on a historical resource, in this instance, it is important to note that only the push through acrylic lettering is illuminated, not the entirety of the cabinet. It is also important to note that similar signage is currently in place along W Michigan Ave., most notably the signage located at 25 W Michigan Ave. (United Federal Credit Union), which has previously been reviewed with no concern by the State Historic Preservation Office (and was thus administratively approved in 2024). The sign cabinet proposed for 119 W Michigan Ave. will present a similar appearance when illuminated, with only the acrylic lettering on the sign being illuminated and not the entire cabinet itself. The only notable difference between the proposed sign at 119 W Michigan Ave. and the existing sign at 25 W Michigan Ave. is that the existing sign lettering features the illumination of only the outlining of the letters, while the sign cabinet at 119 W Michigan Ave. proposes to illuminate the entirety of the lettering.

The proposed blade signs meet all zoning ordinance requirements and are similar in nature to a number of other blade signs within the Central Business local historic district.

Provided that the commission is satisfied with the method of illumination of the proposed sign cabinet, the commission may find this standard to be met.

- (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 impaired.*

It is anticipated that the proposed new signage on the property could be removed in the future without impairing the essential form and integrity of the resource on the site.

The Commission may find this standard to be met.

Recommendation

The applicant is proposing the addition of one 166" x 19.5" internally illuminated sign cabinet to be placed above the storefront along W Michigan Ave. and below the second story windows, as well as the addition of two 30" x 20" blade signs (one along the W Michigan Ave. frontage, one along the Carlyle St. frontage). The proposed signage is compliant with all provisions of Chapter 1263 (Signs) of the zoning ordinance, and in staff's opinion is consistent with existing signage along W Michigan Ave. and more broadly throughout the Central Business local historic district.

Therefore, planning staff recommends approval of a Certificate of Appropriateness for the proposed installation of one 166" x 19.5" internally illuminated sign cabinet to be placed above the W Michigan Ave. storefront, and two 30" x 20" non-illuminated blade signs (one along the W Michigan Ave. frontage, one along the Carlyle St. frontage) on the property located at 119 W Michigan Ave., as the request meets the standards outlined in Section 1470.09 "Review of Applications," Section 1470.17 "Preservation of Historic Features" and the Secretary of the Interior's Standards and Guidelines, as outlined in the staff report.

Support Material

Historic District Commission Application

Sign Plans

Supplementary Photos and Renderings



CITY OF BATTLE CREEK

COMMUNITY SERVICES DEPARTMENT - PLANNING AND ZONING

Historic District Commission

Application for (check all that apply):

- ☐ Certificate of Appropriateness (for repairs or rehab projects)
☐ Notice to Proceed (for demolition requests)

Petition No. _____

Date Received: 3-11-2025

APPLICANT**

Name: Burkett Signs Inc

Address: 15886 E Michigan Ave

Phone: 269 746 4285 Fax: _____

Email: dosborn@burkettsgn.com

OWNER (if different from applicant)

Name: Sprout / UpRast

Address: 119 W Michigan Ave

Phone: 269 832 0777 Fax: _____

Email: jeremy@sproutbc.org

** 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: 119 W Michigan Ave

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: Installation of (1) internally illuminated

sign cabinet and (2) non-illuminated blade signs

10 N. DIVISION ST. P.O. BOX 1717 BATTLE CREEK
 PHONE (269) 966-3320 FAX (269) 966-3555

MICHIGAN 49016-1717
 WWW.BATTLECREEKMI.GOV

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

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

New Sign cabinet & Blade Signs

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. If the material and location is not listed below, please use the spaces left at the bottom of the list to indicate the feature and the proposed materials.

	Existing Materials	Proposed Materials (if applicable)
Roof		
Windows		
Siding		
Foundation		
<u>Signs</u>	<u>aluminum / led</u>	

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 the attached information, each request requires supplementary items that thoroughly describe the existing structure and proposed project. These items are to be submitted with the completed application, including:

- (If the petitioner is not the owner) an affidavit authorizing an applicant to act on behalf of the owner
- Property Site Plan
 - Residential occupied properties: applicants shall submit a drawing of the property indicating existing and proposed property features, including but not limited to any structures, drives, fences, decks/patios, etc. The dimensions of all existing and proposed features shall be labeled, as well as property dimensions. Distances between existing and/or proposed buildings and property lines shall also be included on the drawing. Indicate the location of any proposed building additions subject to review by the HDC.

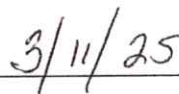
- Non-residential properties that propose any revisions from an approved site plan will require a new site plan submittal, per Chapter 1294 of the Zoning Ordinance. If the requested project will NOT result in changes to the property including buildings (new or additions), parking, landscaping, etc. the applicant shall submit a drawing as specified in 2a.
- Photographs of the property and structure, including all elevations of the building, historical photographs of the property and structure, and street photos of structures adjacent to the property.
- **For Certificate of Appropriateness applications only:**
 - Provide one set of drawings that explain exactly what is being proposed including details of the project, specifications, and product information as needed. All drawings should be to scale.
 - Provide specific information on all materials proposed for the project, including manufacturer names, illustrations, specifications, and samples. Material information should be submitted with this application and all samples should be brought to the meeting,.
- **For Notice to Proceed applications only:**
 - Labeled photographs of the interior and exterior of the structure proposed for demolition.
 - Estimates for the complete repair of the property and estimates for demolition of the property OR
 - Documentation that the demolition is needed in order to further a major improvement program that has community-wide benefit OR
 - Any other supporting documentation that demonstrates compliance with any of the above standards for issuance of a Notice to Proceed.

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 herein.


Name


Date

Uproot

Custom Sign - Uproot
(Battle Creek)

Specifications:

Two Non-Illuminated blade signs with
dimensional aluminum letters.

Lighting: none

Color(s):

- PMS 7618 C
- PMS 7409 C
- C-50 Y-78 Y-93 K-70



water jet cut aluminum letters with custom paint colors

This Design & Engineering drawing is submitted as our proposal and is to remain our property exclusively until accepted and approved by purchase. This artwork is not to be shared or distributed without written permission.

Due to variations in substrates, finishing processes and printer capabilities the final product may differ in color from original artwork. Effort will be made to achieve the most accurate finish. If color matches are required, request finish samples BEFORE approving drawings and specifications. **PRODUCT FINISHES AND CONSTRUCTION ARE DEEMED ACCEPTABLE BY APPROVAL OF SHOP DRAWINGS.** Designs applied to photo images are intended as rough visual representations, which are not to scale. Refer to specifications for actual size.



15886 E. Michigan Ave.

Climax, MI

Phone: 269-746-4285

burkettsgns.com



Uproot

Custom Sign - Uproot
(Battle Creek)

140

Specifications:

- **Overview**- Internally illuminated sign cabinet with push through acrylic. 166" x 19.5"
- **Body**- SignComp single face body or single face narrowbody with 1.5" retainers for flush faces.
- **Faces**- Flat aluminum faces with push through acrylic letters.
- **Lighting**- G2G 7500K white LED pods.
- **Mounting**- Secure to brick wall with recommended fasteners



166 in

Push thru acrylic copy

19.4 in

MARKET & EATERY

10.3 in

Color(s):

☒ C-50 Y-78 Y-93 K-70

☐ White Acrylic

This Design & Engineering drawing is submitted as our proposal and is to remain our property exclusively until accepted and approved by purchase. This artwork is not to be shared or distributed without written permission.

Due to variations in substrates, finishing processes and printer capabilities the final product may differ in color from original artwork. Effort will be made to achieve the most accurate finish. If color matches are required, request finish samples BEFORE approving drawings and specifications. **PRODUCT FINISHES AND CONSTRUCTION ARE DEEMED ACCEPTABLE BY APPROVAL OF SHOP DRAWINGS.** Designs applied to photo images are intended as rough visual representations, which are not to scale. Refer to specifications for actual size.



15886 E. Michigan Ave.

Climax, MI

Phone: 269-746-4285

burkettsgns.com

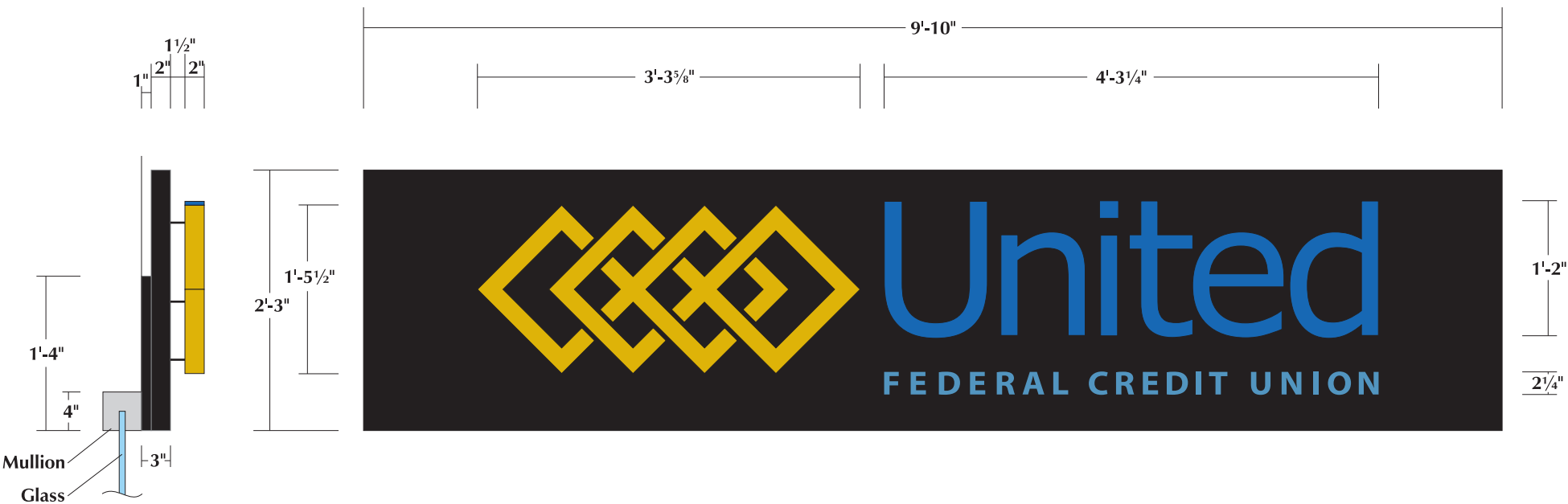


MARKET & EATERY

United Federal Credit Union Sign Photo and Renderings (25 W Michigan Ave.)



Sign #1



Reverse Illuminated Wall Sign

Plaque Construction
2" and 1" Aluminum returns.
.100 Aluminum face.
Paint with GripGard EFX semi-gloss enamel.
Applied digitally printed pressure sensitive vinyl with U.V. overlaminate.

Channel Letter Construction
2" Deep, .080 aluminum returns.
Clear polycarbonate backs.
Paint with GripGard EFX semi-gloss enamel.

Faces
.100 Aluminum
Paint with GripGard EFX semi-gloss enamel.

Electrical/Illumination
White LEDs powered by low voltage power supplies.

Mounting
Letters stud mounted 1 1/2" from plaque face.
Plaque mounted flush to facade using a concealed angle mounting system.

Note: Plaque to be justified with the bottom of window mullion for electrical access in same position as neighboring "Raymond James" sign. Mounting points only to occur in the lower 1'-0" of granite facade.

Sign #1 — Reverse Illuminated Wall Sign

Scale: 3/4" = 1'-0"

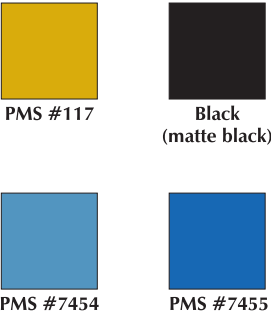


Existing Elevation



Proposed Elevation

Plaque to overhang mullion for electrical access in same position as neighboring "Raymond James" sign.



Night Time View

Square Footage	
Sign #1	2'-3" x 9'-10" = 22.13 Sq.Ft.



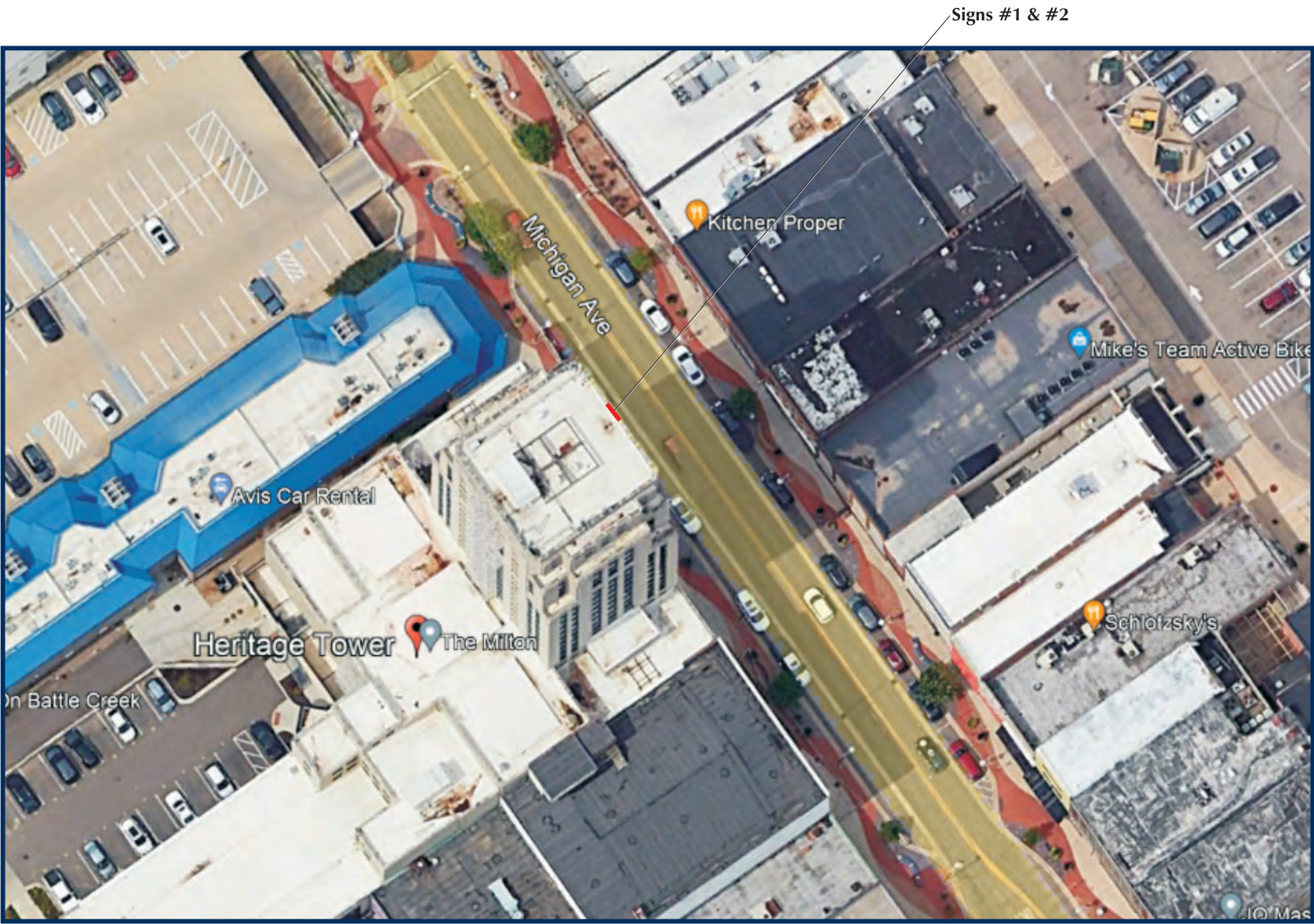
This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.



Signs with craftsmanship.

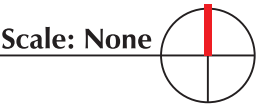
signartinc.com • 269.381.3012 • 5757 E. Cork St., Kalamazoo, MI 49048

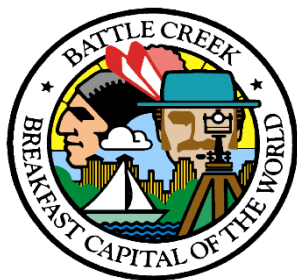
Site Plan



Notes:

Site Plan





Battle Creek Historic District Commission

Staff Report

9 Wilkes Street

Meeting: April 14, 2025

To: Historic District Commission

From: Travis Sullivan, Planning and Zoning Administrator

Date: April 1, 2025

Subject: The petition, filed by Justice Fence on behalf of Aris Kritz, for the replacement of a 40-foot section of the existing 6-foot tall treated wood privacy fence in the rear yard with a new 6-foot tall treated wood privacy fence, as well as the addition of a new 4-foot gate off the house in the side yard, a 10-foot section between the house and garage with a gate in the rear yard and a 3-foot section between the garage and the existing fence in the rear yard.

Summary

Staff recommends approval of the subject petition at 9 Wilkes St. (Parcel #7270-00-017-0) for the replacement of a 40-foot section of the existing 6-foot tall treated wood privacy fence in the rear yard with a new 6-foot tall treated wood privacy fence, as well as the addition of a new 4-foot gate off the house in the side yard, a 10-foot section between the house and garage with a gate in the rear yard and a 3-foot section between the garage and the existing fence in the rear yard. The proposed work meets the standards outlined in Section 1470.09 “Review of Applications,” Section 1470.17 “Preservation of Historic Features” and the Secretary of the Interior’s Standards and Guidelines.

Site & History

The subject site is located at 9 Wilkes St. (Parcel #7270-00-017-0), along the west side of Wilkes St. and between Walter Ave. to the north and Emmett St W to the south within the Old Advent Town local historic district. The Old Advent Town District features primarily Colonial Revival, American Foursquare, Bungalow, and American Craftsman style single-family residences that were constructed throughout the late 19th and early 20th Centuries. While not independently included in the National Register of Historic Places, the subject site does fall within the federally listed Advent Historic District, which was added to the register on June 30, 1994.

The subject site comprises 5,924 sq. ft., and consists of a 1,512 sq. ft. single-family home constructed in 1915 and a 396 sq. ft. detached garage constructed in 1996. According to information contained in the city’s BS&A system, the site has been the subject of two prior applications for Certificates of Appropriateness. The first application was approved in 2018 as a minor class of work for the reroofing

of the home. The second application was approved in 2022 as a minor class of work for the replacement of the existing fencing in the side and rear yard.

The Historic District Commission (HDC) will want to note that while the adopted resolution which delegates minor classes of work for staff approval does include the replacement of existing fences (in accordance with the 2022 administrative approval), the addition of new fencing on a property within a local historic district is NOT included. Although the application currently before the HDC primarily addresses the replacement of 40 feet of existing fencing, it also includes three sections of new fencing. For this reason, this item is not able to approved administratively by staff (as it was in 2022), and is thus being brought before the body for consideration.

Figure 1 provides an aerial view of the subject site. Figure 2 provides a street level view of the subject site.

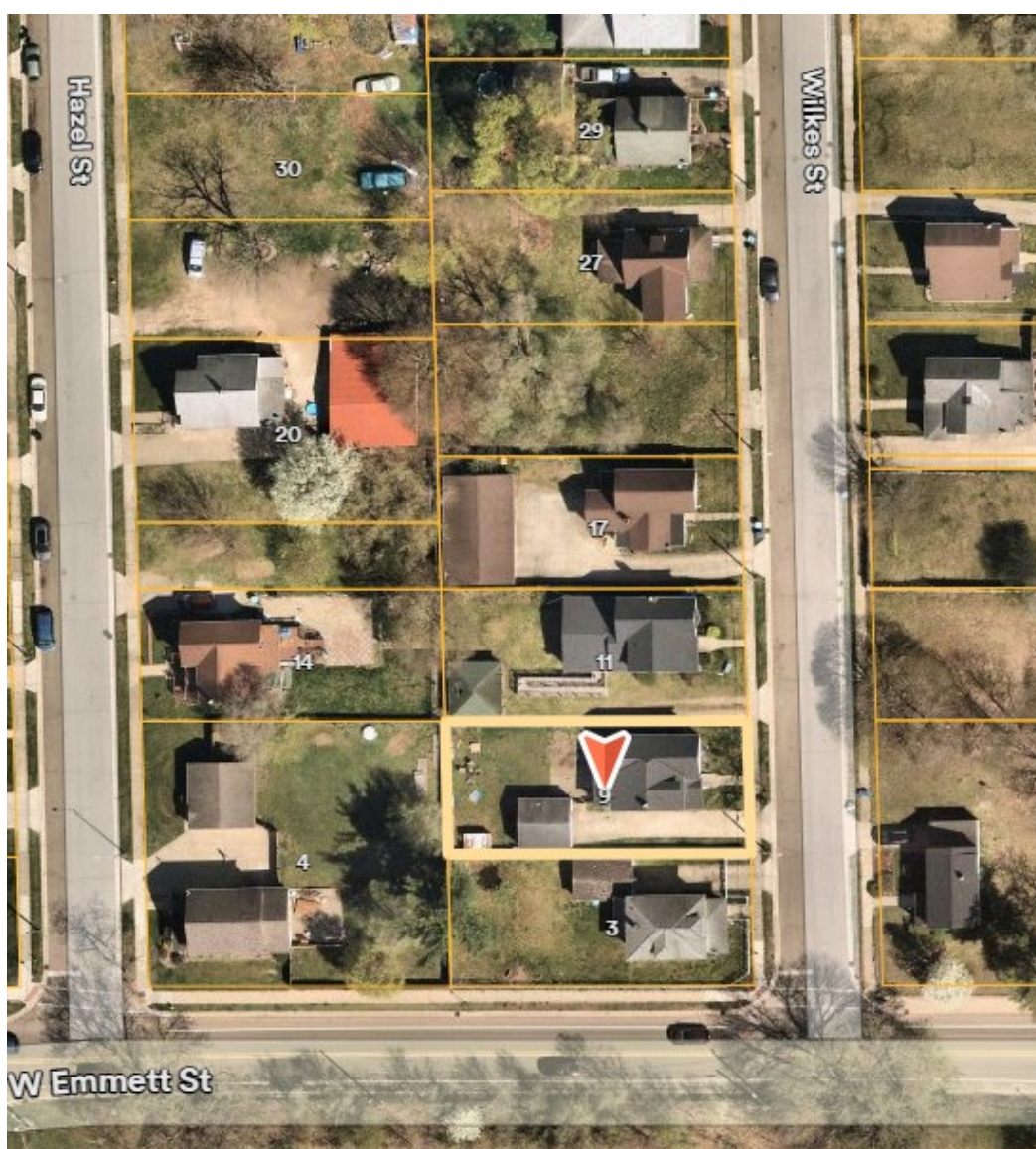


Figure 1: Orange pin on aerial points to subject site (9 Wilkes St). The thick yellow outline shows the boundary of the subject parcel. Photo courtesy of Nearmap.



Figure 2: Street view of the subject structure at 9 Wilkes St., September 2023. Photo courtesy of Google Street View.

Summary of Request

The applicant has filed the subject HDC Certificate of Appropriateness application for a variety of fencing items, including:

1. The replacement of 40 feet of existing 6-foot tall treated wood privacy fencing in the rear yard (new material to match the existing).

2. The addition of a new 4-foot gate off of the north side of the house (connecting to the existing fencing along the north lot line).
3. The addition of a new 10-foot section of 6-foot tall wood privacy fencing between the house and the garage.
4. The addition of a new 3-foot section of 6-foot tall wood privacy fencing between the garage and the existing fence.

It should also be noted that all proposed fencing included in this Certificate of Appropriateness application is compliant with the provisions of Section 1260.02 (Fences) of the city's zoning ordinance.

**Please see attached application and site plan for a graphical depiction of the work as described in this staff report. All proposed gates and fencing are to consist of 6-foot tall treated wood privacy fencing to match the existing fencing on the site.*

Applicable HDC Guidelines and Analysis for a Certificate of Appropriateness for multiple fencing items at 9 Wilkes St.

This property is reviewed in accordance with City of Battle Creek Building and Housing Code Chapter 1470 "Historic Preservation", as amended, the Michigan 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.***

Staff finds that the proposed replacement of existing privacy fencing and addition of small portions of new privacy fencing in the side and rear yards of the property will require minimal or no alteration of the buildings on the site and its environment, or to the use of the resource for its originally intended purpose as a single-family home.

The Commission may find this standard to be met.

- (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.***

Staff does not anticipate that the proposed fencing replacement and the addition of portions of new fencing will destroy any original qualities of the resource on the property (the house) and its environment.

The commission may find this standard to be met.

- (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 applicant is not proposing any alterations that have no historic basis or which seek to create an earlier appearance.

The commission may find this standard to be met.

- (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.***

None of the proposed work at the subject site is anticipated to represent a change in any characteristic of the resource which may have acquired significance in its own right.

The commission may find this standard to be met.

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

No distinctive stylistic features or examples of skilled craftsmanship which characterize the resource are anticipated to be impacted by the proposed fencing replacement and additions.

The commission may find this standard to be met.

- (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.***

No architectural features are proposed to be repaired or replaced.

The commission may find this standard to be met.

- (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.***

No surface cleaning of the resource on the subject site is being proposed.

The commission may find this standard to be met.

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

Staff recommends that as a condition of approval, the Commission require that any archeological resources discovered during the process of the proposed work be preserved and reported to the City of Battle Creek.

With the condition of approval as recommended by staff, the Commission may find this standard to be met.

- (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 applicant is proposing the simple replacement of a 40-foot portion of 6-foot tall wood privacy fence with matching fencing material, as well as the addition of three small portions of fencing in the side and rear yards with matching fencing materials.

The proposed fencing is consistent with existing fencing on the property, as well as with a number of neighboring privacy fences in the immediate vicinity.

The commission may find this standard to be met.

- (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 impaired.*

It is anticipated that the proposed addition of new fencing on the property could be removed in the future without impairing the essential form and integrity of the resource on the site.

The commission may find this standard to be met.

Recommendation

The applicant is proposing the replacement of 40 feet of 6-foot tall wood privacy fencing in the rear yard of the property with matching fencing material, as well as the addition of three small portions of fencing in the side and rear yards of the property with the same material. Wood privacy fencing in the side and rear yards of properties within a local historic district is typically viewed as an appropriate treatment. Further, in the instance of the application at 9 Wilkes St, the proposed style of fencing is consistent with a number of neighboring fences in the immediate vicinity of the property.

Therefore, planning staff recommends approval of a Certificate of Appropriateness for the proposed replacement of 40 feet of 6-foot tall wood privacy fencing in the rear yard, as well as the addition of three smaller portions of matching fencing and gates in the side and rear yards of the property as detailed in this staff report located at 9 Wilkes St, as the request meets the standards outlined in Section 1470.09 “Review of Applications,” Section 1470.17 “Preservation of Historic Features” and the Secretary of the Interior’s Standards and Guidelines, as outlined in the staff report, with the following condition:

- **The discovery of any archeological or historically significant resources during the course of work be preserved and reported to the City of Battle Creek.**

Support Material

Historic District Commission Application
Supplementary Photos, Description and Site Plan



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: _____

RECEIVED
By Melody at 11:12 am, Mar 27, 2025

APPLICANT**

NAME: Justice Fence Acquisition dba Justice Fence
ADDRESS: 12716 E. Columbia
PHONE: 269-964-1596 FAX: _____
EMAIL: msutherland@justicefence.com

OWNER (if different from applicant)

NAME: Alex Krutz
ADDRESS: 9 Wilkes Street Battle Creek 49037
PHONE: 269-249-8065 FAX: _____
EMAIL: AKrutz8386@gmail.com

**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: 9 Wilkes St

Current use of the property: Residence

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

Garage - same year as house

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

Enclose yard

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

No changes in size. Repair existing and adding gate access

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

We are repairing 40ft that fell and adding a 4ft gate off the house, a 10ft section between the house and garage with gate and 3ft section between the garage & existing fence

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>fence</u>	<u>Treated Wood</u>	<u>Treated Wood</u>

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.

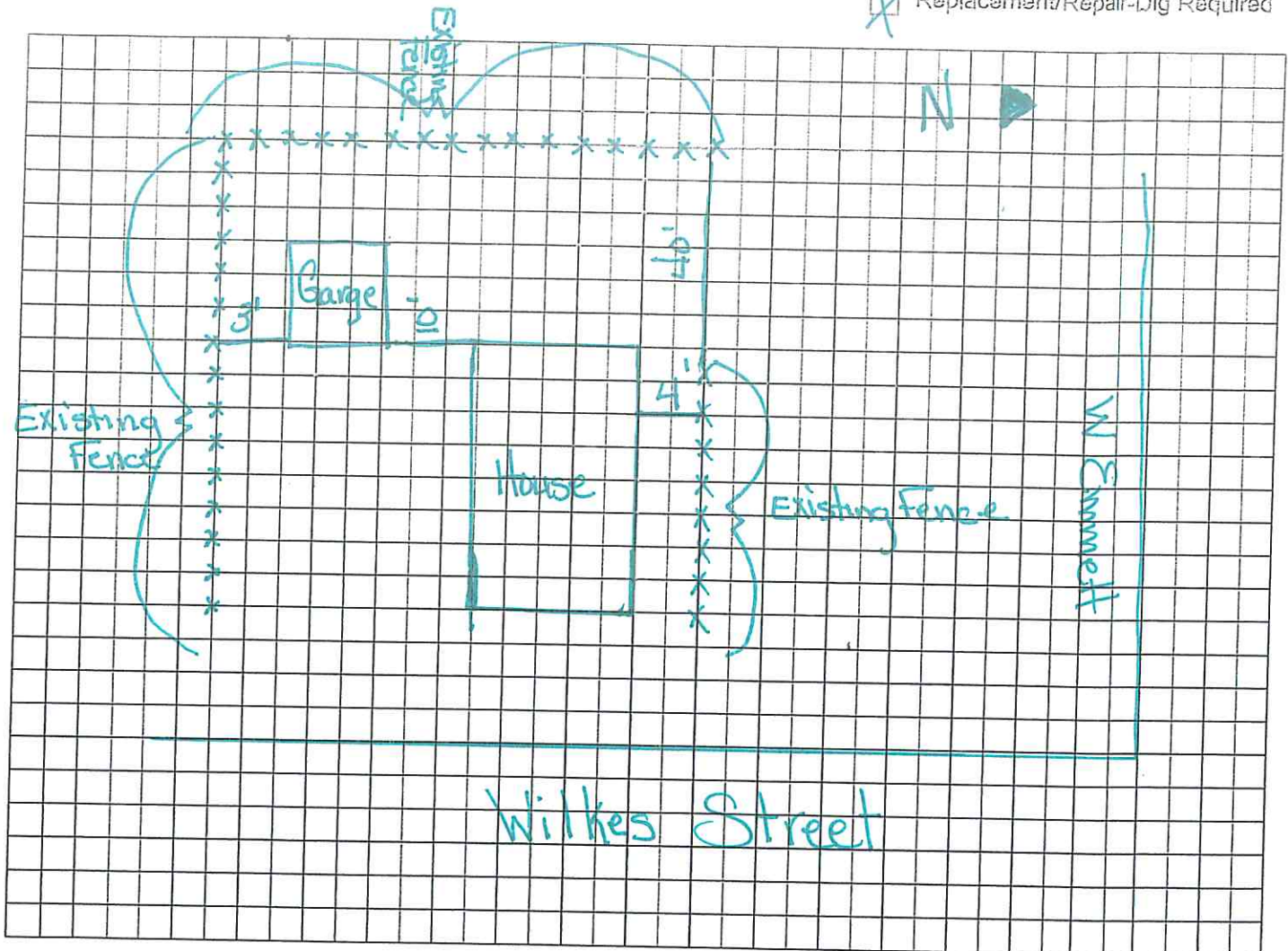
Marius Sutter
 Name

3-27-25
 Date

Project/Client Name: **Aris Krite**
 Address: **9 Wilkes St
 Battle Creek, MI**

Select All That Apply:

- ☐ New Install
☐ Replacement/Repair- No Dig
☒ Replacement/Repair-Dig Required



SITE PLAN: Please ensure you include the following:

- ☒ Location of all roads surrounding property
☒ Fence Measurements (both existing if we are repairing/adding onto and new)
☒ Include any accessory buildings (always include any pool location)
☒ Compass showing accurate North direction

NOTES:

03-18-2025

19143

Aris ~~Kritz~~ (Kritz)
9 Wilkes St
Battle Creek, MI 49037
269.249.8065
Akritz8386@gmail.com

MD 2025032600788

SUBJECT: Fence Repairs/Replacement

We are pleased to provide you with a quote for materials, labor, and supervision to install the following:

- 57' of 6' tall, treated fence repairs/replacement.
 - 40' that fell.
 - 4' gate off the house
 - 10' section between the house and garage with a gate.
 - 3' section between the garage and existing fence.

TOTAL: \$2,637.00

- 40' section on its own.

TOTAL: 1,505.00

- Other (3) misc. sections at another time.

TOTAL: \$1,254.00

**** Signed quote and half down to be placed on our schedule, balance of contract due within 7 days of completion, add 4% fee for credit card payments**

****Miss Dig will mark public utilities; all unmarked underground items are the sole responsibility of owner if damage occurs**

****Fence will be installed at customer requested location; all costs associated with moving the fence are the sole responsibility of the property owner**

****Any tore out items will be disposed of unless otherwise communicated, dirt spoils raked along fence line (haul off at additional price)**

Any alterations or deviation from the above specs involving extra cost will be executed on written orders and will become an extra charge added to the estimate. All temporary fencing quotes are based on a six-month rental unless otherwise specified. All agreements are contingent upon strikes, accidents, weather, or delays beyond our control. Unknown underground obstructions causing delays may result in extra charges. Our workers are fully covered by Workman's Compensation Insurance. Material pricing is good for 10 days. **PROPOSAL IS GOOD FOR 10 DAYS.**

A finance charge of 2 1/2% per month and any legal fees associated with collection shall apply to all overdue balances owed.

ACCEPTANCE OF PROPOSAL:

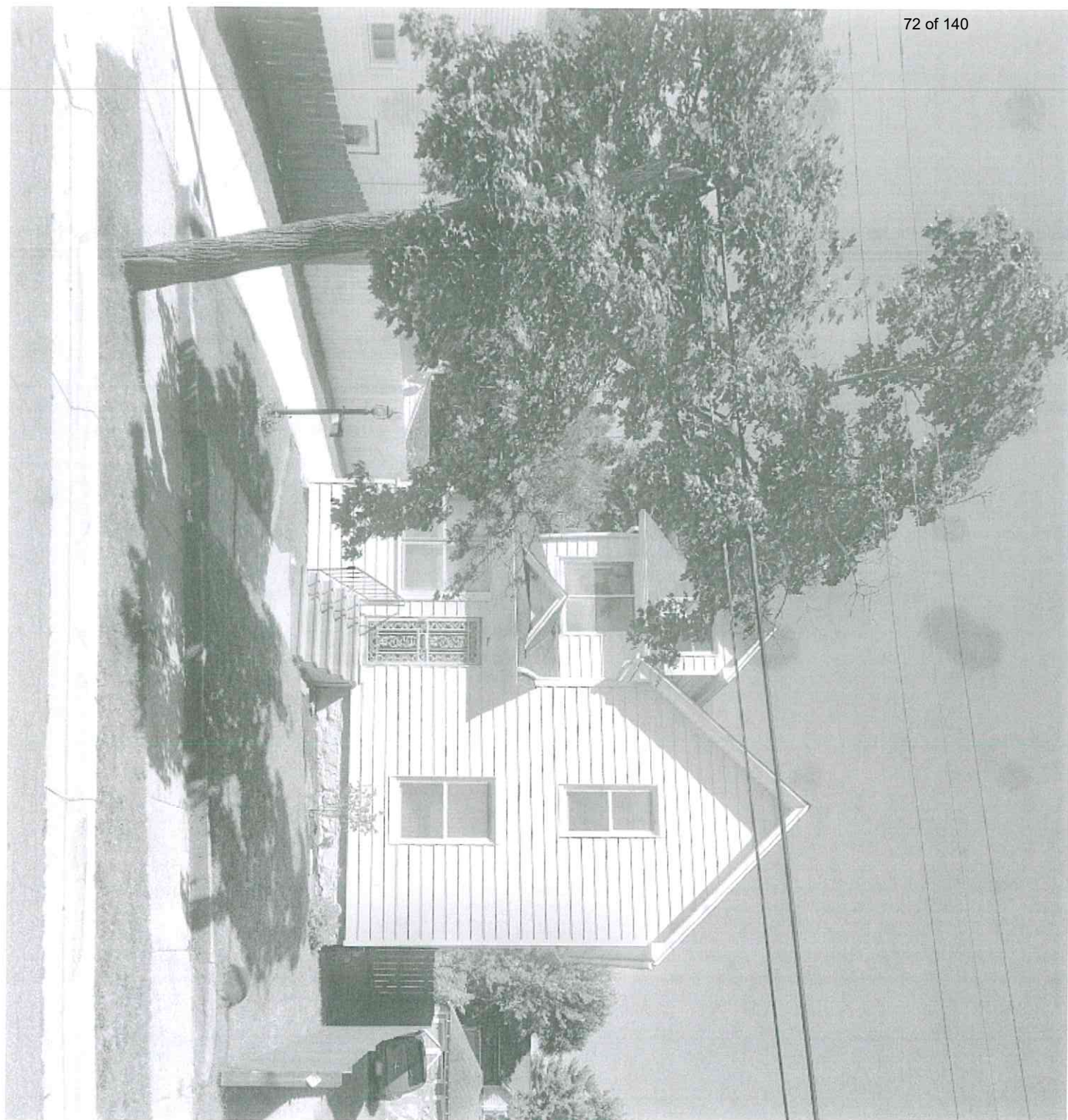
Signature: _____ Date: _____

Sincerely,
Zach Crawford



West Location and Billing: 1276 E. Columbia Ave., Battle Creek, MI 49014
Phone: 269-964-1596 Fax: 269-964-0425

Debit 3/25
\$2,137.00
JCC





Calhoun GIS

Parcel Report: 52-7270-00-017-0

3/27/2025

10:28:29 AM



Property Address

9 WILKES ST
BATTLE CREEK, MI, 49037-2935

Owner Address

KRITZ ARIS	Unit:	52
--	Unit Name:	CITY OF BATTLE CREEK
--		
--		

General Information for 2024 Tax Year

Parcel Number:	52-7270-00-017-0	Assessed Value:	\$34,473
Property Class:	401	Taxable Value:	\$34,473
Class Name:	RESIDENTIAL	State Equalized Value:	\$34,473
School Dist Code:	13020		
School Dist Name:	BATTLE CREEK SCHOOLS		

PRE 2023: 100%

PRE 2024: 100%

Prev Year Info	MBOR Assessed	Final SEV	Final Taxable
2023	\$29,810	\$29,810	\$19,092
2022	\$24,606	\$24,606	\$18,183

Land Information

Acreage: 0.136
Zoning: R2

Tax Description

RICE & WESTONS ADD LOT 11

Sales Information

Sale Date: 06-01-2023

Sale Price: 126000
Instrument: WD
Grantor: LESLEY,CRYSTAL
Grantee: KRITZ, ARIS
Terms of Sale: 03-ARM'S LENGTH
Liber/Page: 4750/568

Sale Date: 03-29-2023

Sale Price: 0
Instrument: OTH
Grantor: PULLEY III,MARSHALL L
Grantee: LESLEY,CRYSTAL
Terms of Sale: 06-COURT JUDGEMENT
Liber/Page: 4734/0452

Sale Date: 02-06-2015

Sale Price: 0
Instrument: OTH
Grantor: PULLEY,PAMELA S III
Grantee: (DECEASED)
Terms of Sale: 21-NOT USED/OTHER
Liber/Page: 0000/0000

Sale Date: 03-25-2003

75 of 140

Sale Price: 0

Instrument: QC

Grantor: PULLEY,PAMELA S III

Grantee: PULLEY,MARSHALL III & PAMELA III

Terms of Sale: 21-NOT USED/OTHER

Liber/Page: 2609/0366

Sale Date: 10-29-1998

Sale Price: 0

Instrument: QC

Grantor: LESLEY ESTATE,GERTRUDE

Grantee: PULLEY

Terms of Sale: 08-ESTATE

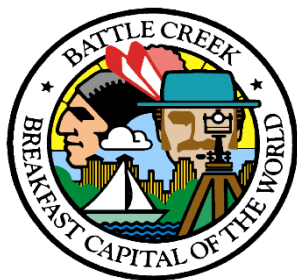
Liber/Page: 2078/0217

Application Use:

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GIS/Mapping:

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Battle Creek Historic District Commission

Staff Report

171 W Manchester Street

Meeting: April 14, 2025

To: Historic District Commission

From: Travis Sullivan, Planning and Zoning Administrator

Date: April 8, 2025

Subject: The petition, filed by Daniel Peterson of Summit Construction Solutions on behalf of Adventists Historic Properties, for the construction of a lean-to style addition to the building at the northeast corner of W Manchester St. and Champion St. to bring the building to its original appearance and revitalization including like-for-like siding repair, roof replacement and window restoration as needed, and for the reconstruction of the front and rear entrances in order to comply with current building code requirements.

Summary

The applicant, Mr. Daniel Peterson of Summit Construction Solutions, has applied for various rehabilitation and improvement work on the building located at the northwest corner of W Manchester St. and Champion St. (addressed as 171 W Manchester St.), and located on Parcel #0601-15-955-0. The applicant is proposing the construction of a lean-to addition off of the rear of the building, as well as repairs to the existing siding on the building, the like-for-like replacement of the roof, and window restoration, as needed.

Site & History

The subject property is located at 171 W Manchester St. (Parcel 0601-15-955-0), and is bounded by W Manchester St. to the north, N Wood St. to the west, N Kendall St. to the east and Champion St. to the south within the Old Advent Town local historic district. The Old Advent Town District features primarily Colonial Revival, American Foursquare, Bungalow, and American Craftsman style single-family residences that were constructed throughout the late 19th and early 20th Centuries. While not independently included in the National Register of Historic Places, the subject site does fall within the federally listed Advent Historic District, which was added to the register on June 30, 1994.

The subject site consists of a number of original and relocated buildings intended to preserve the history and heritage of the Adventist community within the City of Battle Creek. The specific building which is the subject of this application was constructed in 1859 and relocated to the site in 1999, and was the home to Deacon John and Betsy White between the years of 1859 and 1870.

Figure 1 provides an aerial view of the subject site, with the building that is the subject of this application circled. Figure 2 provides a closer aerial view of the subject building, with the location of the proposed lean-to addition roughly depicted, and Figure 3 provides a street view of the subject site.

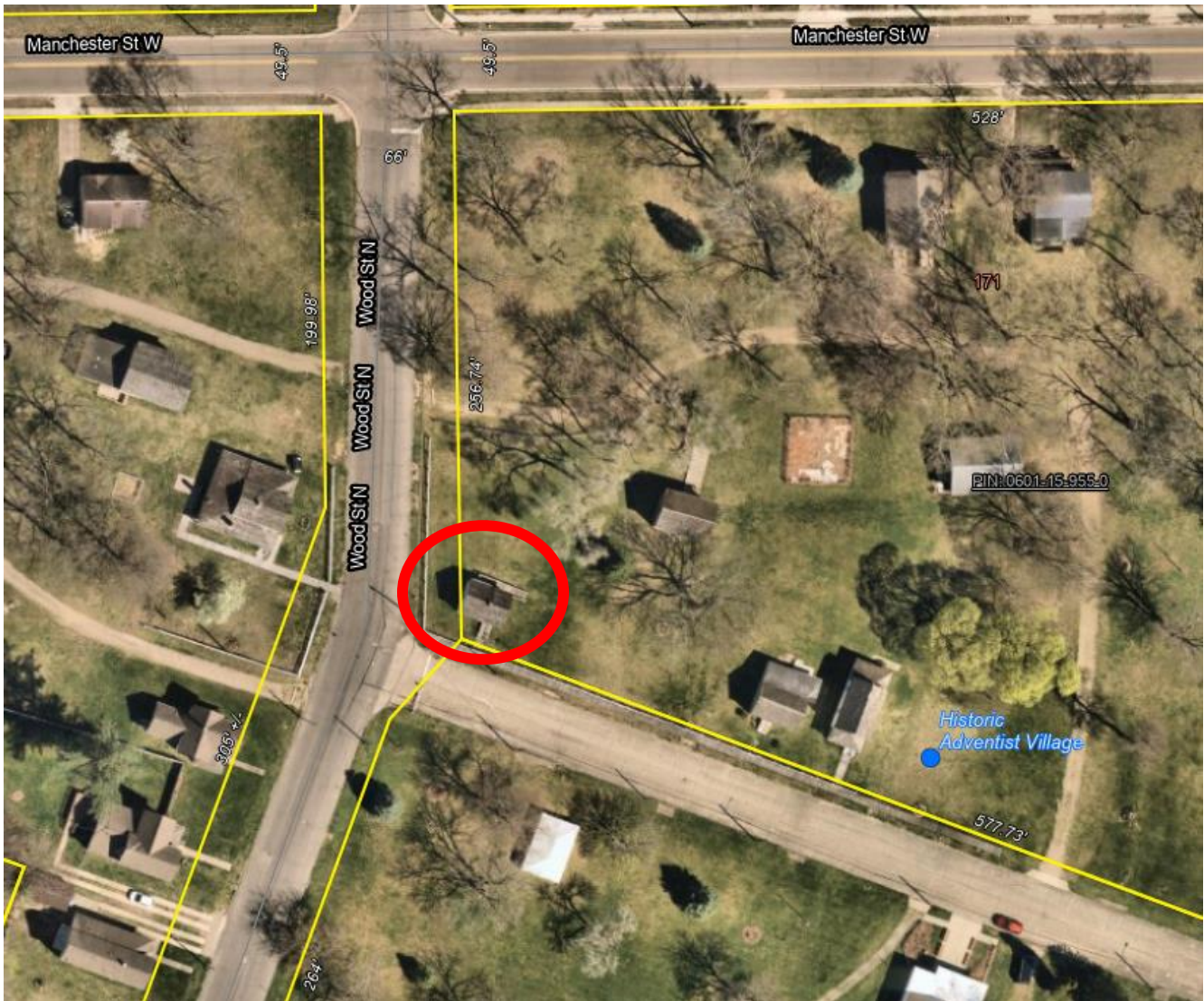


Figure 1: Red circle on aerial points to the building which is the subject of this application (171 W Manchester St.). Photo courtesy of City of Battle Creek BS&A.



Figure 2: Aerial view of the subject site, with location of the proposed lean-to addition outlined red. Photo courtesy of City of Battle Creek BS&A.



Figure 3: Street view of the subject structure at 171 W Manchester St., September 2019. Photo courtesy of Google Street View.

Summary of Request

The applicant has filed the subject HDC Certificate of Appropriateness application for the addition of a lean-to style addition extending 12 feet off of the rear of the building and extending across the entire width of the building. The applicant is also proposing the like-for-like repairs to the wood siding on the building, as well as the like-for-like replacement of the cedar shingled roof with new cedar shingles matching the existing, and for the restoration of the existing windows as needed, with any replacement components to match the existing wood and glass lites. Finally, the applicant is proposing a rebuild of the front and rear entrances to the building in order to meet building code requirements per the city's request.

For the commission's information, the applicant has provided building plans for the proposed work, which are attached as supplementary information to this staff report.

Applicable HDC Guidelines and Analysis for a Certificate of Appropriateness for the replacement of the original, previously covered cedar shake shingles near the peak of the house at 171 W Manchester St.

This property is reviewed in accordance with City of Battle Creek Building and Housing Code Chapter 1470 "Historic Preservation", as amended, the Michigan 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.*

Staff finds that the proposed alterations would allow for the continued use of the resource as an exhibit within the larger Historic Adventist Village. The proposed lean-to addition, according to the applicant, is intended to restore an original feature of the home, and is consistent with at least one of the neighboring buildings on the site with a similar feature. The applicant is proposing cedar shingle roofing that matches the existing building, as well as wood siding and building overhangs that match the existing building.

The applicant is also proposing the like-for-like repair of the existing wood siding, the like-for-like replacement of the existing cedar shingled roof (with aluminum and copper flashing and trim) and window restoration as needed, with replacement components to match the existing in a like-for-like fashion. All proposed repairs and alterations maintain the existing character of the building while new materials where needed in order to keep the building in good and safe order. The front and rear entrances to the building do not appear to be original, and reconstruction in a fashion which meets the requirements of the building code is necessary to maintain safe entry and exit from the resource.

The commission may find this standard to be met.

- (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 applicant is proposing 12-foot long lean-to style addition extending off the rear of the home and running the entire width of the home. It is not anticipated that the addition of the lean-to would destroy any distinguishing original qualities or character of the resource and its environment, nor would the restoration and/or like-for-like replacement of the existing siding, roofing and window materials destroy any distinguishing original qualities.

The commission may find this standard to be met.

- (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 applicant is proposing the construction of a 12-foot long lean-to style addition off the rear of the building and extending the entire width of the building. The applicant is proposing wood siding and cedar shingle roofing that matches that of the existing portion of the building. While additions to historical resources many times can benefit from some sort of differentiation in features (allowing for future differentiation between the original structure and the newly added feature), in this case the applicant is proposing traditional building materials, and is not seeking to create an earlier appearance by attempting to recreate any historically defining components of the resource that are unique to the time of the construction. Additionally, as stated in the application and supplementary materials, the proposed lean-to addition is intended to replicate a feature which was originally present on the home, but was at some point removed from the resource. The applicant is attempting to replicate in a matching fashion the cladding of the addition as it once existed as a portion of the resource. Reconstruction of the front and rear entrances are intended to meet current building code requirements.

The commission may find this standard to be met.

- (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.***

None of the proposed work at the subject site is anticipated to represent a change in any characteristic of the resource which may have acquired significance in its own right.

The commission may find this standard to be met.

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

The applicant is proposing repairs (and like-for-like replacement where necessary) of the existing siding, windows, and roofing on the building. These items, as most are

The commission may find this standard to be met.

- (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.***

The applicant has stated that the intent is to repair the existing siding and window components where possible. Where necessary, the applicant is proposing replacing any original features with materials matching the existing.

The commission may wish to seek further information from the applicant regarding specifics of any proposed replacement items, including window components, amount/percentage of siding expected to be replaced, etc. The commission may also wish to seek specifics regarding the front and rear entrances, and whether the proposed entrances will seek to replicate the existing steps landing in the front and ramp in the rear of the building.

Provided that the commission is satisfied with any further details regarding rehabilitation and replacement of historical materials as sought, the commission may find this standard to be met.

- (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.***

No surface cleaning of the resource on the subject site is being proposed.

The commission may find this standard to be met.

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

As is standard, staff would recommend as a condition of approval that any archeological resources discovered during the process of the proposed work be preserved and reported to the City of Battle Creek.

With the above recommended condition, the commission may find this standard to be met.

- (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.***

As explained by the applicant in supplementary materials attached to the application, the intent with regard to the proposed lean-to style addition is to replicate the lean-to that previously existed on this building. Utilization of materials matching the existing building (wood siding and cedar shingle roofing) are consistent with the applicants intent reconstruct the former lean-to as it previously existed. This does not represent a contemporary alteration or addition, is not expected to destroy significant historic, architectural or cultural material and would be compatible with the size, scale, color, material and character of the property, neighborhood and environment. This same analysis is anticipated to be true regarding all proposed rehabilitation and replacement activities with regard to the existing siding and roofing on the existing portion of the building. As has been stated, however, the commission may wish to more specific information regarding any of these items should more detail be desired.

Provided the commission feels that ample detail is present or has been provided by the applicant in response to any questions, the commission may find this standard to be met.

- (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 impaired.***

The proposed work on the resource does not include an addition or alteration which, if removed in the future, would impair the essential form and integrity of the resource. According to the applicant, a lean-to at the rear of the building was once present, and the construction of a new lean-to with cladding matching the existing building is intended to replicate the now missing feature. It is not anticipated that the lean-to would need to be removed in the future. However, should the lean-to ever need to be removed, simple matching of the new siding to cover the rear of the building would likely be sufficient to ensure that the essential form and integrity of the resource would not be impaired.

The commission may find this standard to be met.

Recommendation

The applicant is proposing a number of rehabilitation items / replacement and additions to the existing building located at 171 W Manchester St., including the construction of a new 12-foot wide lean-to type addition to the existing building that runs the entire width of the building, the repair and replacement

where necessary of the existing wood siding on the building in a like-for-like fashion, the repair of the existing windows on the site and any necessary component replacement in a like-for-like fashion, the replacement of the existing cedar shingled roofing with new cedar shingles, and the reconstruction of the front and rear entrances to the building in order to meet current building codes. The proposed addition is intended to replicate a previously existing feature of the historical resource, and any proposed replacement materials where rehabilitation of the existing material is not feasible is proposed to be done in a like-for-like fashion.

Therefore, following discussion of the specifics of the proposed work, and should HDC members be satisfied with any further details or information sought from the applicant, planning staff recommends approval of a Certificate of Appropriateness for the proposed construction of a new 12-foot long lean-to type structure spanning the width the existing building, the repair and replacement where necessary of the existing wood siding in a like-for-like fashion, the replacement of the existing cedar shingled roof with new cedar shingles, and the replacement of the front and rear entrances in order to comply with current building code requirements as detailed in the application and in this report for the property at 171 W Manchester St., as the request meets the standards outlined in Section 1470.09 “Review of Applications,” Section 1470.17 “Preservation of Historic Features” and the Secretary of the Interior’s Standards and Guidelines, as outlined in the staff report, with the following condition:

- **Any archeological resources discovered during the course of the proposed work be preserved and reported to the City of Battle Creek.**

Support Material

Historic District Commission Application
Supplementary Photos and Description



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: 3-28-2025

APPLICANT**

NAME: Summit Construction Solutions - Daniel Peterson

ADDRESS: 52860 Hathaway Rd Marcellus MI 49067 United States

PHONE: +12695691261 FAX: _____

EMAIL: Build.SCS1@gmail.com

OWNER (if different from applicant)

NAME: Adventist Historic Properties

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: 171 W Manchester - Deacon John White Home

Current use of the property: Exhibit - Vacant

List existing structures on the property and the approximate age of each. Primary Structure c. 1820s

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

Lean-to style addition to bring it to its original appearance. (See historical sketches and photos)

And revitalization including like-for-like siding repair and roof replacement and window restoration as needed.

City of Battle Creek Department of Planning and Community Development
10 N. Division Street, Suite 117 • Battle Creek, Michigan 49014 • (269) 966-3320

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 intent is to complete a currently half-finished actual/replica home that is historically significant to the organization.

The addition will increase the depth of the house by 12 feet and extend along the width of the back of the house.

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

Both "new" (not presently existing) features and repair of the existing structure

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	<u>Cedar shingle</u>	<u>Cedar Shingle</u>
Windows	<u>Wood with glass lites</u>	<u>Wood with glass lites (brand and series TBD)</u>
Siding	<u>Wood Clapboard <5"</u>	<u>Wood Clapboard <5"</u>
Foundation	<u>Poured with stone veneer</u>	<u>Poured with stone veneer</u>
Other <u>Flashing & Trim</u>	<u>Aluminum</u>	<u>Aluminum & Copper</u>

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.

Daniel Peterson
Name

3/27/25
Date

Deacon John White Home Addition

While there is limited photographic or visual record of the original structure and design, we have models and written records that the house had a 12' deep lean to portion on the back of the current structure. This was not added when the home was relocated due to many of the components being missing or lack of funds however it is clear that the intention was to recreate this portion at a later date. Our intention is to bring the home to its original appearance by recreating this portion of the house.

We used the limited records we do have along with reports from individuals involved in the relocation process in the late '90's to create a building plan that as closely resembles what would have originally existed. (See plan set)

This home has historical significance to our organization as the boyhood home of one of the key players in the foundation of our organization and because of this, we would like it to be as historically accurate as possible which in it's current state, it is not.

The structure next door very closely matches this structure and is from a similar time period. (See reference photos) This building also has served to aid in the design and validate the historical accuracy of the proposed addition.

As part of this project, we would like to perform some much needed like-for-like repairs and maintenance on the existing structure as well as re-build the front and rear entrances to meet code compliance per the City's specific request.

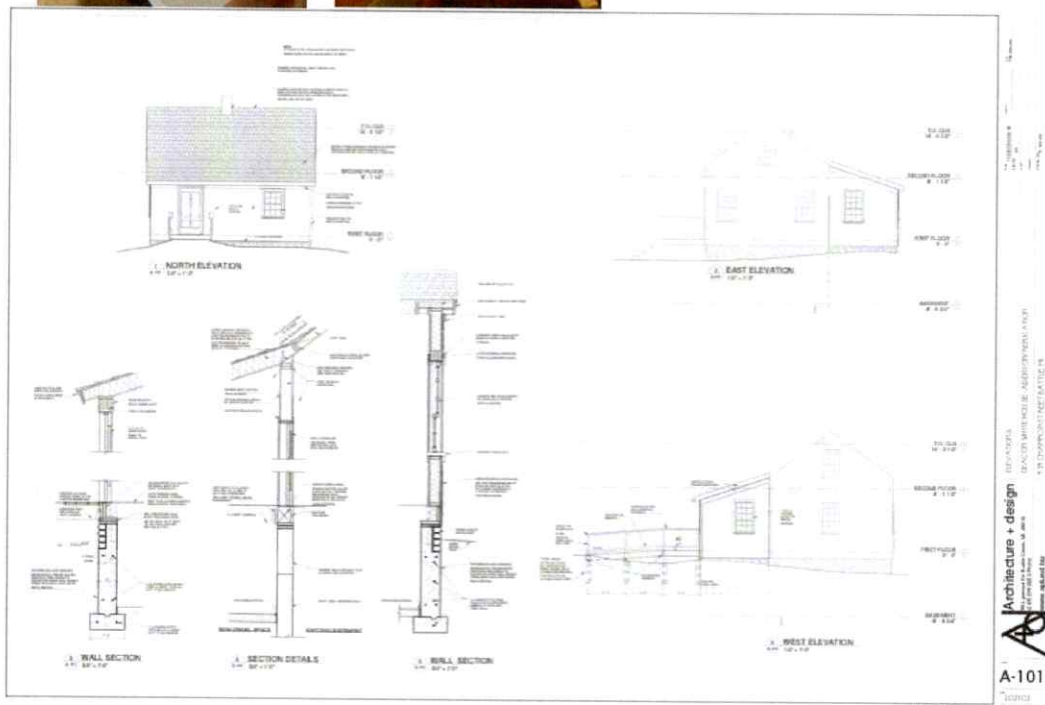
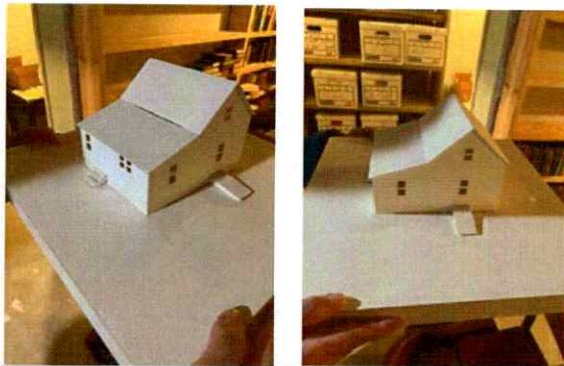
Current Deacon John White Home:

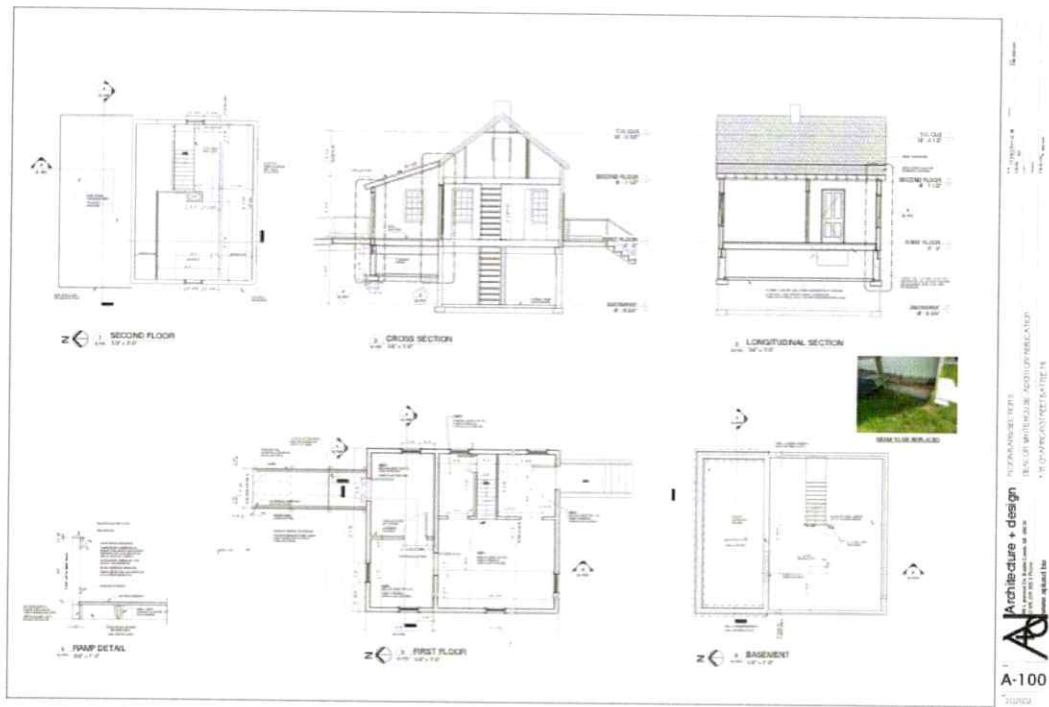


Reference structure (Next Door)



Model found in archives:





DEACON WHITE HOUSE

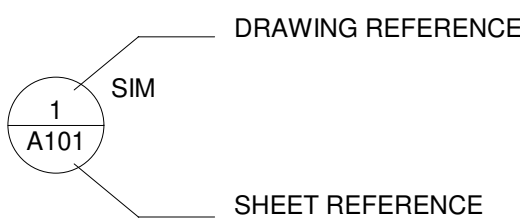
434 CHAMPION STREET BATTLE, MI

A/C	AIR CONDITIONING	EQ	EQUAL	LH	LEFT HAND	S	SOUTH, SEAL
ABT	ABOUT	EQUIP	EQUIPMENT	LL	LIVE LOAD	SC	SOLID CORE
ACCESS	ACCESSIBLE	EST	ESTIMATE(D)	LP	LOW POINT	SCHED	SCHEDULE
ACOUS	ACOUSTIC	EXHA	EXHAUST	LTG	LIGHTING	SECT	SECTION
ACP	ACOUSTICAL CEILING PANEL	EXIST	EXISTING	LTL	LINTEL	SF	SQUARE FEET
AD	AREA DRAIN	EXP	EXPOSED, EXPANSION			SHT	SHEET
ADA	AMERICANS WITH DISABILITIES ACT	EXT	EXTERIOR	MAS	MASONRY	SIM	SIMILAR
ADJ	ADJUSTABLE			MATL	MATERIAL(S)	SLL	SOUND / LIGHT LOCK
AFF	ABOVE FINISHED FLOOR	FA	FIRE ALARM	MAX	MAXIMUM	SPEC(S)	SPECIFICATION(S)
AGG	AGGREGATE	FAS	FASTEN(ER)	MECH	MECHANICAL	SO	SQUARE
ALT	ALTERNATE	FD	FLOOR DRAIN	MED	MEDIUM	SS	STAINLESS STEEL
ALUM	ALUMINIUM	FDN	FOUNDATION	MEMB	MEMBRANE	ST	STAINLESS
APPROX	APPROXIMATELY	FE	FIRE EXTINGUISHER	MFR	MANUFACTURE(R)	STD	STANDARD
ARCH	ARCHITECT(URAL, URE)	FEC	FIRE EXTINGUISHER CABINET	MIN	MINIMUM	STL	STEEL
ASPH	ASPHALT(IC)	FF	FINISHED FACE	MISC	MISCELLANEOUS	STN	STAIN
ASSOC	ASSOCIATED	FGL	FIBERGLASS	MTD	MOUNTED	STO	STORAGE
AUTO	AUTOMATIC	FHC	FIRE HOSE CABINET	MTG	MOUNTING	STRUC	STRUCTURAL
AWP	ACOUSTICAL WALL PANEL	FIN(S)	FINISH(ES)	MTL	METAL	SUSP	SUSPENDED
		FIXT	FIXTURE			SYM	SYMMETRICAL
BD	BOARD	FL	FLOOR(ING)			SYS	SYSTEM
BIT	BITUMINOUS, BITUMEN	FLAM	FLAMMABLE	N	NORTH		
BLDG	BUILDING	FLUOR	FLUORESCENT	NAT	NATURAL	T	TREAD
BLKG	BLOCKING	FOC	FACE OF CONCRETE	NIC	NOT IN CONTRACT	T&G	TONGUE AND GROOVE
BM	BEAM	FOS	FACE OF STUDS	NO	NUMBER	T.O.	TOP OF
BOT	BOTTOM	FP	FIREPROOF(ING)	NOM	NOMINAL	TECH	TECHNOLOGY
		FR	FRAME(D,ING)	NTS	NOT TO SCALE	TEL	TELEPHONE
CAB	CABINET	FT	FEET			TEMP	TEMPERED
CEM	CEMENT	FTG	FOOTING	OC	ON CENTER	THK	THICK(NESS)
CJ	CONTROL JOINT	FUR	FURR(ED,ING)	OD	OUTSIDE DIAMETER	THRESH	THRESHOLD
CLG	CEILING			OFF	OFFICE	TOC	TOP OF CURB
CLO	CLOSET	GA	GAUGE	OH	OVERHEAD	TOL	TOLERANCE
CLR	CLEAR(ANCE)	GALV	GALVANIZED	OPNG	OPENING	TOM	TOP OF MASONRY
CMU	CONCRETE MASONRY UNIT	GB	GRAB BAR	OPP	OPPOSITE	TOS	TOP OF STEEL
CO	CONTRACTING OFFICER	GC	GENERAL CONTRACT(OR)	OPP HD	OPPOSITE HAND	TOW	TOP OF WALL
COL	COLUMN	GL	GLASS, GLAZING			TRANS	TRANSPARENT
COM	COMMUNICATIONS	GOVT	GOVERNMENT	PAR	PARALLEL	TV	TELEVISION
CONC	CONCRETE	GT	GROUT	PART	PARTITION	TYP	TYPICAL
COND	CONDITION	GWB	GYPSUM WALLBOARD	PC	PRECAST		
CONFIG	CONFIGURATION			PERF	PERFORATE(D)	UL	UNDERWRITER'S LABORATORY
CONST	CONSTRUCTION	H	HIGH	PL	PLATE	UNFIN	UNFINISHED
CONT	CONTINUOUS	HC	HOLLOW CORE	PLAM	PLASTIC LAMINATE	UON	UNLESS OTHERWISE NOTED
COORD	COORDINATE	HDR	HEADER	PLAS	PLASTER		
CORR	CORRIDOR	HDWD	HARDWOOD	PLWD	PLYWOOD	VAR	VARIES
CPT	CARPET(ED)	HDWR	HARDWARE	PNL	PANEL(ED)	VCT	VINYL COMPOSITION TILE
CT	CERAMIC TILE	HGT	HEIGHT	PR	PAIR	VERT	VERTICAL
CTR	CENTER	HM	HOLLOW METAL	PREP	PREPARE (SURFACE)	VEST	VESTIBULE
		HORIZ	HORIZONTAL	PROV	PROVIDE	VIF	VERIFY IN FIELD
D	DEEP	HP	HIGH POINT	PSF	POUNDS PER SQUARE FOOT	VU	VENTILATION UNIT
DEG	DEGREE	HR	HOUR	PSI	POUNDS PER SQUARE INCH	VWC	VINYL WALLCOVERING
DF	DRINKING FOUNTAIN	HT	HEIGHT	PT	POINT		
DIAG	DIAGONAL	HVAC	HEATING, VENTILATION & AIR CONDITIONING	PTD	PAINT(ED)	W	WIDE, WEST
DIAM	DIAMETER			PVMT	PAVEMENT	W/	WITH
DIM	DIMENSION					W/O	WITHOUT
DIV	DIVISION	ID	INSIDE DIAMETER	QTY	QUANTITY	WC	WATER CLOSET
DN	DOWN	IN	INCH(ES)			WD	WOOD
DR	DOOR	INCAN	INCANDESCENT	R	RADIUS, RISER	WDW	WINDOW
DTL	DETAIL	INCL	INCLUDE(D,ING)	RB	RUBBER BASE	WH	WALL HUNG
DWG(S)	DRAWING(S)	INSUL	INSULATION, INSULATED	REF	REFERENCE	WP	WORK POINT
		INT	INTERIOR	REINF	REINFORCED	WT	WEIGHT
E	EAST			REQD / REQ'D	REQUIRED	WWF	WELDED WIRE FABRIC
E-P	EPOXY PAINT	JAN	JANITOR	RES	RESILIENT		
EA	EACH	JT(S)	JOINT(S)	RET	RETAINING	#	NUMBER
EJ	EXPANSION JOINT			REV	REVISION(S) / REVISE(D)	&	AND
EL	ELEVATION (TOPO)	KIT	KITCHEN	RFG	ROOFING	+	EXIST (OR APPROX) DIM - VIF
ELEC	ELECTRICAL			RH	RIGHT HAND	@	AT
ELEV	ELEVATION (ARCH)	LAM	LAMINATE(D)	RL	RAIN LEADER	C	CENTER LINE
EMER	EMERGENCY	LAV	LAVATORY	RM	ROOM	L	ANGLE
ENCL	ENCLOS(E,URE)	LBL	LABEL	RO	ROUGH OPENING		

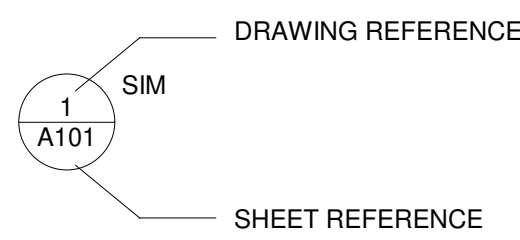
MATERIAL DESIGNATIONS & SYMBOLS

	EXISTING WALL TO REMAIN	Room name	ROOM NUMBER
	ELEMENTS TO BE REMOVED		FINISH TYPE
	EXTENT OF WORK		DOOR NUMBER
	NEW CMU		WALL TYPES
	NEW CONCRETE		WINDOW NUMBER
	WOOD BLOCKING		EXISTING ELEVATION
	STEEL (LARGE SCALE)		NEW ELEVATION
	PLASTER		BATT INSULATION
	RIGID INSULATION		
	PLYWOOD		

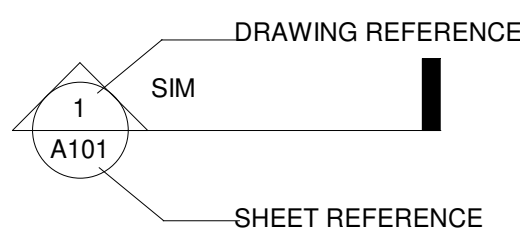
DETAIL / PLAN



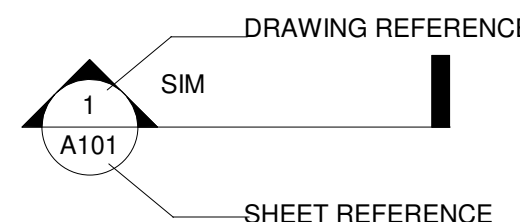
ELEVATION



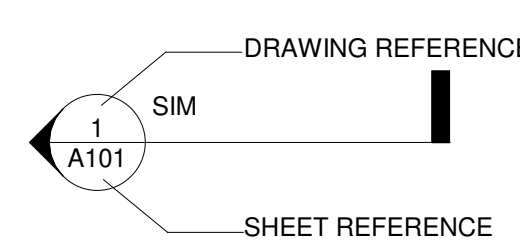
WALL SECTION CUT



BLDG SECTION CUT



DETAIL CUT



SHEET INDEX

SHEET NO.	SHEET NAME	NOTES
T-000	COVER SHEET	DRAWING INDEX, LOCATION AND VICINITY MAPS, BIRD'S EYE VIEW
A-100	FLOOR PLANS/SECTIONS	SITE PLAN
A-101	ELEVATIONS	PLANS, SECTIONS, AND ELEVATIONS

GENERAL NOTES

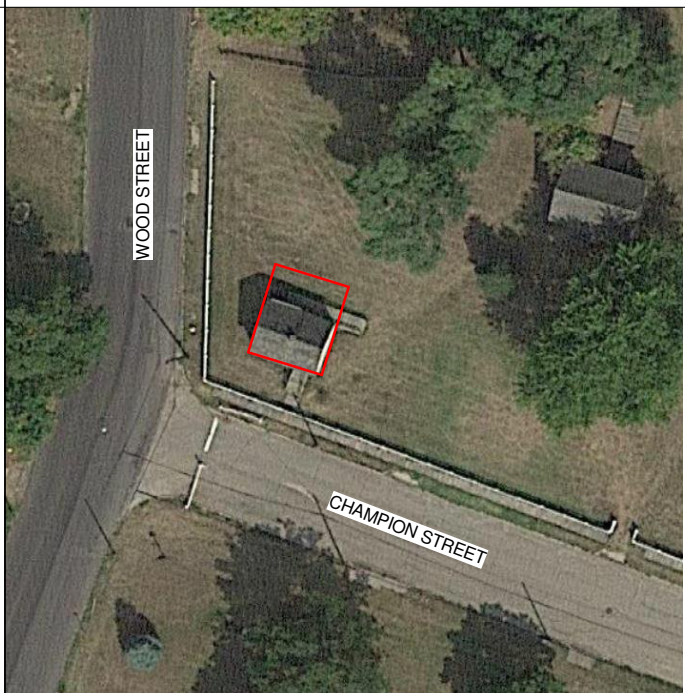
- CONSTRUCTION MUST COMPLY WITH ALL NATIONAL, STATE AND LOCAL BUILDING CODES, MICHIGAN REHABILITATION CODE 2015 AND THE CITY OF BATTLE CREEK ORDINANCES.
- DO NOT SCALE DRAWINGS. NOMINAL DIMENSIONS ARE SHOWN. REFER TO DETAILS, NOTES, SPECIFICATIONS AND PARTITION KEY FOR INFORMATION. CONTACT ARCHITECT IF ADDITIONAL INFORMATION IS REQUIRED.
- EXISTING INFORMATION WAS OBTAINED FROM THE OWNER AND ADDITIONAL FIELD MEASUREMENTS BY THE ARCHITECT. THE CONTRACTOR SHALL VERIFY ALL EXISTING FIELD CONDITIONS PRIOR TO COMMENCEMENT OF WORK. IF DISCREPANCIES ARE DISCOVERED BETWEEN FIELD MEASUREMENTS, OR FIELD OBSERVATION AND THE CONSTRUCTION DOCUMENTS, THE GENERAL CONTRACTOR SHALL CONTACT THE ARCHITECT FOR CLARIFICATION.
- THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS RELATING TO THE PROJECT BY FIELD MEASUREMENT, PRIOR TO ORDERING MATERIAL AND OR COMMENCING WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER QUANTITIES AND SIZES TO BE COORDINATED WITH FIELD CONDITIONS.
- INSTRUCTIONS FOR BUILDING CONSTRUCTION MAY BE LOCATED IN ANY PART OF THE CONSTRUCTION DRAWINGS. FAILURE OF THE GENERAL CONTRACTOR OR HIS SUB CONTRACTORS AND SUPPLIERS TO SEE INFORMATION IN ANY PART OF THE CONTRACT DOCUMENTS WILL NOT BE A VALID REASON FOR ISSUING A CHANGE ORDER.
- ALL HOLES CREATED FROM ABANDONED DUCT, CONDUIT, ELEC. DEVICES, ETC., WHICH ARE IN VIEW AND ARE NOT SCHEDULED TO BE BOARDED OVER, OR ON A WALL TO BE DEMOLISHED, ARE TO BE FILLED AND PATCHED TO MATCH EXISTING.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL SHORING REQUIRED TO EXECUTE WORK.
- CONTRACTOR IS RESPONSIBLE FOR PROTECTING ALL SURFACES NOT BEING REMODELED IN THE PROJECT AND IN THE PATH OF THE CONTRACTOR'S TRAVEL, SETUP AND/ OR PROJECT MATERIAL STORAGE. THE CONTRACTOR MUST RETURN THE AREAS DISTURBED AS REQUIRED FOR ACCESS TO ITS PRE-EXISTING CONDITION.
- THE CONTRACTOR SHALL BE RESPONSIBLE TO OBTAIN AND PAY FOR ALL LOCAL/REQUIRED PERMITS AND INSPECTIONS.
- ALL SAFETY ISSUES RELATED TO CONSTRUCTION ARE THE RESPONSIBILITY OF THE CONTRACTOR AND MUST COMPLY WITH ALL STATE, LOCAL, ENVIRONMENTAL AND LABOR LAWS DURING THE CONSTRUCTION OF THIS PROJECT.
- ALL WORK TO BE GUARANTEED A MINIMUM OF ONE YEAR FROM THE DATE OF OWNER ACCEPTANCE OF WORK, EXCEPT WHERE MANUFACTURER'S GUARANTEE IS LONGER.
- IF DISCREPANCIES OCCUR BETWEEN DRAWINGS & FIELD CONDITIONS CONTACT THE ARCHITECT TO VERIFY HOW TO PROCEED BEFORE DOING SO.

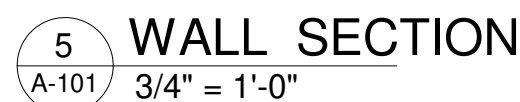
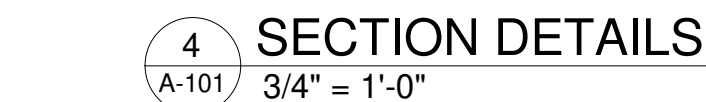
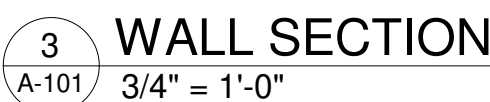
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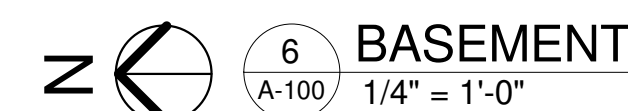
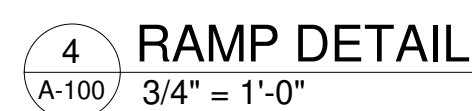
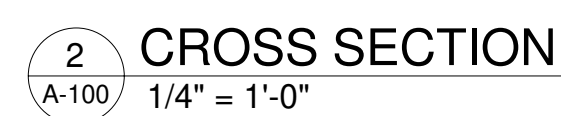
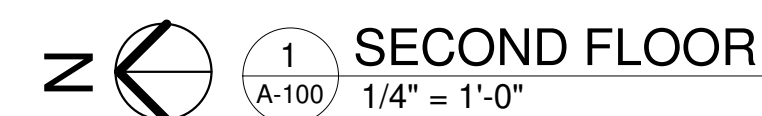
2015 MICHIGAN REHAB CODE
2015 MICHIGAN PLUMBING CODE
2015 MICHIGAN MECHANICAL CODE
2017 NATIONAL ELECTRICAL CODE

CONSTRUCTION TYPE: 5B
ZONING: R3
USE GROUP: B
ADDITION/ REPLICATION SQUARE FOOTAGE: 192
EXISTING SQUARE FOOTAGE: 445
IT IS PART OF THE OLD ADVENT TOWN HISTORIC DISTRICT AND IS USED AS AN EXHIBIT FOR TOURS ONLY (EXEMPT FROM ENERGY CODE).
ALL THE ADJACENT BLDGS AND LAND ARE OWNED BY ADVENTIST HISTORIC MINISTRIES.

AREA MAP









Battle Creek Historic District Commission

Staff Report

63 N Wood Street

Meeting: April 14, 2025

To: Historic District Commission

From: Travis Sullivan, Planning and Zoning Administrator

Date: April 2, 2025

Subject: The petition, filed by Daniel Peterson of Summit Construction Solutions on behalf of Adventist Historic Properties, for the restoration and preservation of original windows and the replacement of components as required on the carriage house located at 63 N Wood St.

Summary

Staff recommends approval, pending discussion regarding further details between the commission and the applicant, of the subject petition at 63 N Wood St. (Parcel #5020-00-168-0) for the restoration and preservation of original windows and the replacement of components as required on the carriage house located at 63 N Wood St. The proposed work meets the standards outlined in Section 1470.09 “Review of Applications,” Section 1470.17 “Preservation of Historic Features” and the Secretary of the Interior’s Standards and Guidelines.

Site & History

The subject site is located at 63 N Wood St. (Parcel #5020-00-168-0) within the Historic Adventist Village, along the west side of N Wood St. between W Manchester St. to the north, W Van Buren St. to the south and Hubbard St. to the west within the Old Advent Town local historic district. The Old Advent Town District features primarily Colonial Revival, American Foursquare, Bungalow, and American Craftsman style single-family residences that were constructed throughout the late 19th and early 20th centuries. While not independently included in the National Register of Historic Places, the subject site does fall within the federally listed Advent Historic District, which was added to the register on June 30, 1994.

The site comprises 4.16 acres, with the carriage house that is the subject of this application measuring approximately 1,300 sq. ft. While the year of construction of the carriage house is not certain, buildings sited on the subject property generally date back to the late 19th century, with the carriage house appearing to be original to the site. The carriage house currently serves as a restroom and storage for the Historic Adventist Village.



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 (check all that applies)

☐ Certificate of Appropriateness (for repairs or rehab projects)

☐ Notice to Proceed (for demolition requests)

Petition No. _____

Date Received: _____

APPLICANT**

NAME: Summit Construction Solutions - Daniel Peterson

ADDRESS: 52860 Hathaway Rd Marcellus MI 49067 United States

PHONE: 2695691261 FAX: _____

EMAIL: Build.scs1@gmail.com

OWNER (if different from applicant)

NAME: Adventist Historic Properties

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: 63 N Wood St. - Carriage House

Current use of the property: Restroom & Storage

List existing structures on the property and the approximate age of each. White Home c 1880s, Carriage
House c. 1900 & 1990 (Relocated and added on)

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

Window restoration, preservation of original windows and replacements of components as required

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

No visual change is intended. This is a restoration of the existing windows

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

Maintenance & Repair

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	<u>Wood & Glass</u>	<u>Wood & Glass</u>
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.

Daniel Peterson
 Name

3/27/25
 Date

According to the city's BS&A system, the property overall (including numerous buildings which are not the subject of this application) has been the subject of five previous Certificate of Appropriateness applications. A complete restoration of the property was approved in 1999, new fencing was approved in 2014, a roof replacement was approved in 2024, and the replacement of the existing wood siding with new wood siding was approved in 2025 (see Quarter 1 administrative approval summary, also included within this agenda packet).

Figure 1 provides an aerial view of the subject site. Figure 2 provides a street level view of the subject site.

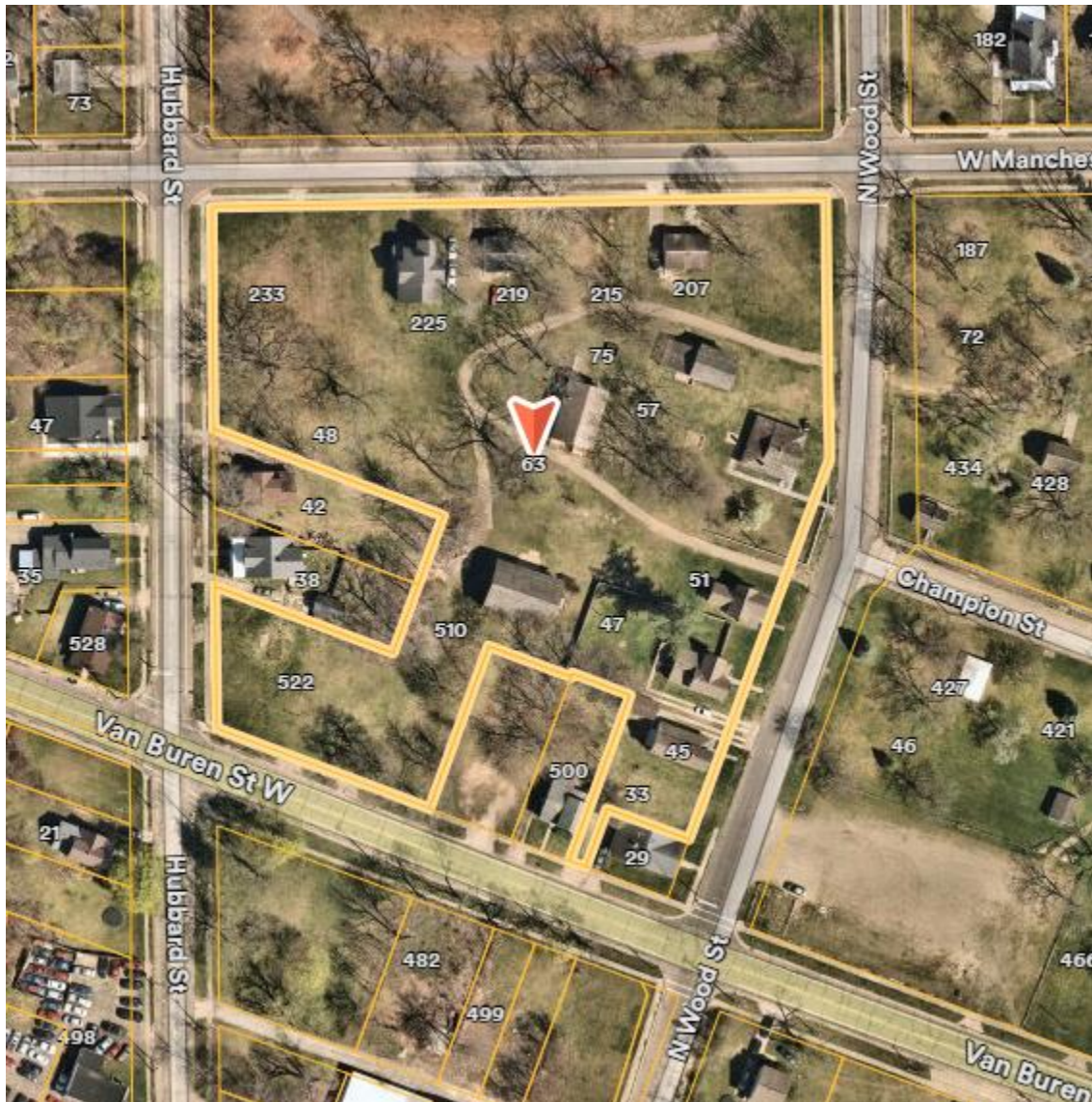


Figure 1: Orange pin on aerial points to subject site (63 N Wood St.). The thick yellow outline shows the boundary of the subject parcel. Photo courtesy of Nearmap.



Figure 2: Street view of the subject carriage house on the property located at 63 N Wood St., September 2019. Photo courtesy of Google Street View.

Summary of Request

The applicant has filed the subject HDC Certificate of Appropriateness application for the maintenance and repair of the existing windows on the carriage house. The applicant states that this request is for the simple maintenance and repair of the existing windows, and that no visual change is intended. While no replacement of any of the existing windows is being proposed, the applicant does state that components of some windows may need to be replaced based on the level of deterioration. In speaking with the applicant, it has been noted that some of the grills have rotted, and some of the panes of glass are broken. The applicant has stated that where necessary, these components will need to be replaced, but in a like-for-like fashion (wood for wood, glass pane for glass pane, etc.). The applicant has stated in conversations that no hardware is proposed to be replaced at this time.

Applicable HDC Guidelines and Analysis for a Certificate of Appropriateness for restoration and repair of the windows on the carriage house located on the property at 63 N Wood St.

This property is reviewed in accordance with City of Battle Creek Building and Housing Code Chapter 1470 "Historic Preservation", as amended, the Michigan 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.*

Staff finds that the proposed restoration and preservation of the existing windows on the carriage house will help in continuing to provide a compatible use for the resource, which requires minimal alteration of the building, structure or site and its environment, and in the utilization of the resource for its originally intended purpose. The carriage house has been in use for a number of years as a restroom and storage for the Historic Adventist Village, and the repair and restoration of the existing windows is not anticipated to impact the current use.

However, the Historic District Commission (HDC) may wish to seek additional information from the applicant regarding the proposed replacement of components as required (as stated in the application) at the April 14 meeting. It is worth noting that the applicant does state in the application that both the existing materials and proposed materials each consist of "wood and glass."

Provided that the HDC is satisfied with details regarding the potential replacement of window components, the commission may find this standard to be met.

- (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.***

Staff does not anticipate that the proposed restoration and preservation of the existing windows will destroy any original qualities of the resource on the property (the carriage house) and its environment. However, as was discussed with regard to the previous item, the HDC may wish to seek clarification from the applicant regarding any potential window component replacement, which may become necessary.

Provided the HDC is satisfied with details of any potential component replacement, the commission may find this standard to be met.

- (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 applicant is not proposing any alterations that have no historic basis or which seek to create an earlier appearance.

The commission may find this standard to be met.

- (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.***

None of the proposed work at the subject site is anticipated to represent a change in any characteristic of the resource which may have acquired significance in its own right.

The commission may find this standard to be met.

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

No distinctive stylistic features or examples of skilled craftsmanship which characterize the resource are anticipated to be impacted by the proposed window restoration.

The commission may find this standard to be met.

- (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.***

The applicant has stated that in some cases, the grills and mullion grids on some windows will need to be replaced. The applicant is proposing a like-for-like replacement of these features utilizing wood with no visual change proposed.

Provided the commission is satisfied with further details regarding potential component replacement, the commission may find this standard to be met.

- (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.***

No surface cleaning of the resource on the subject site is being proposed.

The commission may find this standard to be met.

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

No digging or underground work is anticipated as a part of this project.

The commission may find this standard to be met.

- (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 work is not anticipated to impact any historic, architectural or cultural material. The applicant is not proposing the replacement of any original windows with those of a contemporary design. The preservation of the existing windows maintains compatibility with the size, scale, color, material and character of the property, neighborhood and environment. As has been discussed previously, the commission will likely wish to seek clarification regarding any proposed window component replacement.

The commission may find this standard to be met, provided it is satisfied with additional details regarding potential window component replacement.

- (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 impaired.*

The applicant is not proposing any additions or alterations to the resource beyond the restoration of the existing windows on the carriage house.

The Commission may find this standard to be met.

Recommendation

The applicant is proposing the restoration and preservation of the existing original windows on the carriage house on the property located at 63 N Wood St. While the applicant is not proposing the replacement of any windows, some components may need to be replaced (grills, broken window panes) as part of the restoration process. The application indicates that any component replacement would be in a like-for-like manner (wood for wood, glass for glass).

Therefore, provided that the HDC is satisfied with any additional details sought regarding possible component replacement, planning staff recommends approval of a Certificate of Appropriateness for the proposed restoration of the original windows on the carriage house on the property located at 63 N Wood St., as the request meets the standards outlined in Section 1470.09 “Review of Applications,” Section 1470.17 “Preservation of Historic Features” and the Secretary of the Interior’s Standards and Guidelines, as outlined in the staff report.

Support Material

Historic District Commission Application

Supplementary Photos

102 of 140



103 of 140



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Battle Creek Historic District Commission

Staff Report

Administrative Approval Quarterly Report

Meeting: April 14, 2025

To: Historic District Commission
From: Travis Sullivan, Planning and Zoning Administrator
Date: April 4, 2025
Subject: Quarterly reporting of all minor classes of work approved administratively in any of the local historic districts, as required by Section 1470.10 (Delegation of Authority)

Summary

Section 1470.10 of the City of Battle Creek Code of Ordinances requires that the Historic Commission review, on at least a quarterly basis, the certificates of appropriateness, if any, issued for work by the authorities delegated pursuant to Section 1470.10 to determine whether or not the delegated responsibility should be continued.

Given this requirement, staff has provided in this packet an inventory of each certificate of appropriateness issued for a minor class as specified by resolution of the Commission adopted on April 18, 2019 (amended on February 12, 2024). Such certificates were issued during the fourth quarter of the year 2024.

2025 Quarter 1 Administrative Approvals

1. 73 Ann Ave. – Approval for the reroofing of the main building at 73 Ann Ave. The proposed reroofing consists of the like-for-like replacement of the existing asphalt shingles with new asphalt shingles.
2. 20 Buckeye St. – Approval for the reroofing of the main building at 20 Buckeye St. The proposed reroofing consists of the like-for-like replacement of the existing asphalt shingles with new asphalt shingles.
3. 29 Walter Ave – Approval for the like-for-like (asphalt for asphalt shingles) reroofing of the home.
4. 136 Frelinghuysen Ave. – Approval for the following minor classes of work:
 - The like-for-like reroofing of the main building at 136 Frelinghuysen Ave. (asphalt shingles for asphalt shingles).
 - The repair of the stone masonry foundation to exactly match the existing in color, size, texture, coursing, mortar profile, composition, and joint width. The restoration work includes returning the stones that had fallen out back to the foundation where they were originally set.

- The repair of the corner pillar on the historic porch. The materials and design must exactly match the existing materials and design.

5. 52 Ann Ave. – Approval for the reroofing of the main building at 52 Ann Ave. The proposed reroofing consists of the like-for-like replacement of the existing asphalt shingles with new asphalt shingles.
6. 63 Wood St. – Approval for the replacement of the existing wood siding on the carriage house located at 63 N Wood St. with new cedar siding matching exactly the appearance of the existing siding, and with a 4-3/8” exposed vertical dimension of the clapboard.

**Note – The application for work at 63 N Wood St. includes both the re-siding of the carriage house as well as the restoration of windows. This item received partial administrative approval (the like-for-like re-siding), while the remainder of the application (window restoration) is included as a Certificate of Appropriateness application for consideration by the HDC at the April 14 meeting. The applicant has provided a separate application for the window restoration work.*

Support Material

HDC Minor Class of Work Resolution

73 Ann Ave. Certificate of Approval and Application

20 Buckeye St. Certificate of Approval and Application

29 Walter Ave. Certificate of Approval and Application

136 Frelinghuysen Ave. Certificate of Approval and Application

52 Ann Ave. Certificate of Approval and Application

63 N Wood St. Certificate of Approval and Application

**Historic District Commission
Resolution Delegating Minor Classes of Work
For Staff Approval**

WHEREAS, Michigan’s Local Historic District Act, being MCL 399.205(10), authorizes the City of Battle Creek Historic District Commission to ‘delegate the issuance of certificates of appropriateness for specified minor classes of work to its staff’, and “the commission shall provide to the delegated authority specific written standards for issuing certificates of appropriateness”; and

WHEREAS, THE City of Battle Creek Ordinance 1470.10 authorizes the City of Battle Creek Historic District Commission to “delegate the issuance of certificates of appropriateness for specific minor classes of work to its staff,” and “the commission shall provide to the delegated authority specific written standards for issuing certificates of appropriateness”;

NOW THEREFORE BE IT RESOLVED that, the City of Battle Creek Historic District Commission defines the following activities as “minor classes of work” which may be approved by the Planning Supervisor or their designee:

- 1) Installation of new **storm windows** and **storm doors** that match the opening size and are not bare metal; that mullions and meeting rails of storm windows match the prime windows; and the design of the storm door is similar in style to the prime door.
- 2) Replacement of **non-original windows or doors**; or windows or doors in non-contributing resources; with new windows or doors that are an accurate restoration using historical, pictorial, and physical documentation, or a new design that is compatible with the openings and historic character of the building.
- 3) Installation of any **awnings** at any opening on the rear elevation of a structure for properties not situated on a corner lot.
- 4) Replacement of **existing awnings** in the same location and dimension.
- 5) Replacement of **existing signage** in the same size, dimension, and location.
- 6) Installation of new **skylights** or solar panels on non-character defining roof surfaces not visible from the street provided the skylights are flat, do not extend more than 8 inches above the roof surface, are similar to the color of the roof material and cover not more than 10% of the roof surface on which they are located; bare metal finishes, bubble or domed skylights are permitted only on flat or rear-facing roofs.
- 7) Replacement of **roofs** with a material exactly matching the existing top roofing layer or with the original roofing material or a replica of the missing or covered original roofing material.
- 8) Installation of new wood clapboard **siding** or artificial siding that replicates clapboard where the existing siding is artificial and provided the exposed vertical dimension of the new “clapboard” is no more than five inches or within one inch of the missing or covered original; no new material may cover nor

- require the removal of any original trim or architectural detail such as ornamental shingles, carved brackets, window hoods and the like.
- 9) Removal of **artificial siding** to repair and restore original siding.
 - 10) Cleaning of **masonry** provided the application meets the requirements in Preservation Briefs 1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings and Preservation Briefs 6: Dangers of Abrasive Cleaning to Historic Buildings.
 - 11) Reconstruction of **masonry** to exactly match the existing in color, size, texture, coursing, mortar profile, color, composition, and joint width.
 - 12) **Gutter and downspout** replacement with exactly matching design, materials, and placement.
 - 13) The installation of **satellite dishes** or antenna, provided the location is not visible from the street or sidewalk in the front, or if a corner lot, the street or sidewalk on the side.
 - 14) Installation of new **handrails** that match the existing balustrade may be added to porch steps, or the replacement of non-original handrails with replicas of documented original handrails, or new compatible handrails.
 - 15) Re-construction of existing **fire escapes** in a matching or smaller size.
 - 16) The removal of dead, diseased or damaged **trees** with a written statement from a professional service or arborist.
 - 17) The replacement of existing on-grade **walkways**, stairways, retaining walls and driveways in the same location in matching or compatible materials.
 - 18) Replacement of **fences** of any kind except that chain link or metal security type fences may not be installed in the front open space or within the side open space on the street side of corner lots.
 - 19) Installation of **glass block** in existing basement openings that are not on the front or street facing side elevations provided that the glass block is recessed to the same plane as the window.
 - 20) Replacement of concrete **basement walls** provided that the exterior of the portions of the walls above grade are finished in a material matching the original or with a smooth parge coat.
 - 21) Window and door **boarding** provided that the boarding-up is temporary and for the protection of the building.
 - 22) Installation of **artwork** that is non-permanently attached to a building exterior provided that it measures less than 25 square feet in total area, does not damage or destroy historic materials, does not obscure historic or architectural features, and is not visible from the street or sidewalk.
 - 23) Reconstruction of existing **historic porches** or porch elements provided the materials and design exactly match the existing materials and design.
 - 24) Reconstruction of existing **non-historic porches** to match the existing design or the historic design that is documented using historical, pictorial, or physical documentation, or a new design that is compatible with the historic character of the building.
 - 25) Replacement of non-original **garage doors** with new doors that are compatible with the design of the garage and are located within the existing or historic opening.

- 26) Installation of air conditioning or **mechanical equipment** provided that the equipment is not visible from the street or sidewalk and does not destroy historic features.
- 27) Replacement of existing **playground** equipment in public parks.
- 28) The replacement of existing **decks** in the same location in a matching or smaller size; or the expansion of decks on non-contributing resources provided the expansion is not greater than 25% of the existing deck area and does not negatively impact historic resources.
- 29) Installation of a new or replacement of an existing accessory, detached building or structure which consists of 199 square feet or less and does not connect to a permanent foundation provided that the 1) exterior cladding matches in color and design of the main existing building; or 2) is mostly screened or not easily seen from the nearest street(s).
- 30) Projects reviewed and approved by the State Historic Preservation Office under Section 106 of the National Historic Preservation Act for housing rehabilitation.

ADOPTED February 12, 2024

EFFECTIVE February 12, 2024



CITY OF BATTLE CREEK

COMMUNITY SERVICES DEPARTMENT – PLANNING AND ZONING

Historic District Commission Information and Procedures

A local historic district is a historically significant area that is protected by historic district ordinance under the authority of Michigan P.A. 169 of 1970. The purpose of the districts are to safeguard the heritage of the City by preserving the resources located within the districts, foster civic beauty, strengthen local economy, and encourage property owners and residents to participate in preservation activities. The City of Battle Creek has designated four Local Historic Districts in order to preserve the architectural, historical, and/or cultural resources of the community. Proposed modifications affecting the exterior appearance of building (except minor classes of work) and property improvements within a historic district require approval from the Historic District Commission (HDC).

Pre-Application Recommendations

Prior to submitting an application to the Historic District Commission for review, it is recommended that an applicant consult with Planning Department staff to discuss the proposed work and application requirements. It is further recommended that the applicant contact the Inspections Department at (269) 966-3382 to discuss any possible requirements of the building, plumbing, mechanical, electrical, and/or fire code.

Applications to the Historic District Commission

Typically, any exterior changes to a structure require an application to the Planning Department to ensure that modifications and improvements do not compromise the historical integrity of the building or district in which it is located. Staff will determine if the proposed work is considered a “minor class of work”, requiring only administrative staff approval, or if it will require approval by the Historic District Commission. Projects involving repairs or rehabilitations require a Certificate of Appropriateness issued by the Historic District Commission and demolition require a Notice to Proceed.

Certificate of Appropriateness (repair/rehab)

In order to be approved for a Certificate of Appropriateness, a project shall conform to each of the following standards. As outlined in Chapter 1470.09 “Review of Applications” of the City of Battle Creek Codified Ordinances, the Historic District Commission shall follow the U.S. Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. These standards can be found at the following website: <https://www.nps.gov/orgs/1739/index.htm>. Please note that the above website also contains guidelines concerning specific building improvement projects, i.e., window repair vs replacement, masonry repair, cleaning methods, and general maintenance.

The commission shall also consider 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.

Lastly, the Historic District Commission shall review the plans for compliance with the preservation standards adopted by the Historic District Commission set forth in Chapter 1470.17 as follows:

- 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.
- 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 feature shall be avoided when possible.
- 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.
- 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.
- e) Distinctive stylistic features or examples of skilled craftsmanship which characterize a resource shall be treated 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.
- 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.
- h) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
- i) Contemporary design for 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.
- 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 be unimpaired.

Notice to Proceed (Demolition)

Demolition is irreversible, and therefore the Historic District Commission encourages creative rehabilitation and adaptive re-use solutions be considered before demolition of a structure is proposed. There may be situations in which the quality and/or condition of a structure make demolition an appropriate solution. Demolitions of properties within a Historic District shall be permitted through the issuance of a Notice to Proceed by the Commission if any of the following condition prevail and if the

proposed work can be demonstrated by a finding of the Historic District Commission to be necessary to substantially improve or correct any of the following conditions:

- 1) The resource constitutes a hazard to the safety of the public or to the structures and occupants.
- 2) The resource is a deterrent to a major improvement program that will be of substantial benefit to the community, and the applicant proposing the work has obtained all necessary planning and zoning approvals and financing and environmental clearances.
- 3) Retaining the resource will cause undue financial hardship to the owner when a governmental action, an act of God or other event beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at its fair market value or moving the resource to a vacant site within the Historic District, have been attempted and exhausted by the owner.
- 4) Retaining the resource is not in the interests of the majority of the community.

Submittal Requirements

In general, the completed application must be submitted to the Planning Department at least three weeks prior to a scheduled Historic District Commission meeting. Meeting dates and application deadlines can be found on the City website, or by calling the Planning Department. In order for the application to be accepted, the following items must be submitted with the completed application:

- 1) An affidavit authorizing an applicant to act on behalf of the owner if the petitioner is not the owner.
- 2) Property Site Plan:
 - a. For residential occupied properties, applicants shall submit a drawing of the property indicating existing and proposed property features, including but not limited to any structures, drives, fences, decks/patios, etc. The dimensions of all existing and proposed features shall be labeled, as well as property dimensions. Distances between existing and/or proposed buildings and property lines shall also be included on the drawing. Indicate location of any proposed building additions subject to review by the HDC.
 - b. Non-residential properties that propose any revisions from an approved site plan will require a new site plan submittal, per Chapter 1294 of the Zoning Ordinance. If the requested project will NOT result in changes to the property including buildings (new or additions), parking, landscaping, etc. the applicant shall submit a drawing as specified in 2a.
- 3) Photographs of the property and structure, including all four elevations of the building, historical photographs of the property and structure (check the Willard Library 1940 picture file), and street photos of structures adjacent to the property. Photographs shall be mounted and labeled, on an 8 ½ x 11 sheet of paper.
- 4) **For Certificate of Appropriateness applications only:**
 - a. Provide one set of drawings that explain exactly what is being proposed including details of the project, specifications, and product information as needed. All drawings should be to scale.
 - b. Provide specific information on all materials proposed for the project including manufacturer names, illustrations, specifications, and samples. Material information

should be submitted with this application and all samples should be brought to the meeting.

5) **For Notice to Proceed applications only:**

- a. Labeled photographs of the interior and exterior of the structure proposed for demolition.
- b. Estimates for the complete repair of the property and estimates for the demolition of the property OR
- c. Documentation that the demolition is needed in order to further a major improvement program that has community-wide benefit OR
- d. Any other supporting documentation that demonstrates compliance with any of the above standards for issuance of a Notice to Proceed.

Review Process

At the time the application is submitted, you will be given the date of the Historic District Commission meeting at which your request will be discussed, and once prepared, an applicant will be mailed a meeting agenda and staff report specific to the application.

The Historic District Commission meetings once a month, on the second Monday of each month at 4:00pm, and are conducted in the Commission Chamber (Rm 301) of City Hall. **Please call or email the Planning Department to verify the date of the meetings. It is possible that some months may have required a different meeting date to accommodate holidays or other events.** There is no fee to make an application to the Historic District Commission.

At the meeting the applicant is asked to present their request. The Historic District Commission will discuss the request, possibly asking additional questions of the applicant and/or staff. The Historic District Commission may postpone a decision pending additional information that is needed in order to make a decision. They may also approve, approve with conditions, or deny the request based on the standards listed above. **The applicant or a representative is highly encouraged to attend the meeting to present your request and answer any questions.**

Additional Concerns

Staff will be available to review applications for completeness and advise applicants in the preparation and submittal of their application. For complex projects, such as building additions, applicants may consider seeking the advice and expertise of an architect familiar with historic preservation.

Please ensure that the application fully details the proposed work that warrants review by the Historic District Commission. The Certificate of Appropriateness or Notice to Proceed is based upon the contents of the submitted application. Any future proposed exterior change must be reviewed with the Planning Department to ensure consistency with the approved work, and may be subject to additional review by the Historic District Commission.

Questions

Please contact the Planning Department if you have any additional questions regarding the Historic District Commission, the application, or other requirements.



CITY OF BATTLE CREEK

COMMUNITY SERVICES DEPARTMENT – PLANNING AND ZONING

Historic District Commission

Application for (check all that apply):

- ☒ Certificate of Appropriateness (for repairs or rehab projects)
☐ Notice to Proceed (for demolition requests)

Petition No. _____

Date Received: _____

APPLICANT**

Name: Walter Scott Higdon

Address: 11180 East D Ave Richland MI 49083

Phone: 2692072744 Fax: _____

Email: wscotthigdon@gmail.com

OWNER (if different from applicant)

Name: Dana McNutt

Address: 73 Anne Blvd. Battle Creek 49037

Phone: 2696016638 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: 73 Ann Avenue, Battle Creek

Current use of the property: residential

List existing structures on the property and the approximate age of each: 1920 main house and garage

Please list all activities/proposed work for the property area and how the proposed work relates to the building as a whole: reroof all of main house

Indicate in which manner the proposed work will result in changes to the size and/or appearance of the features outlined in this application: none

Does the work proposed include maintenance/repair of existing features of the structure or will it create new features that do not currently exist?
re-roof same materials. No changes in any existing structural features and no new features

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. If the material and location is not listed below, please use the spaces left at the bottom of the list to indicate the feature and the proposed materials.

	Existing Materials	Proposed Materials (if applicable)
Roof	<u>asphalt shingles/ simiiar color</u>	<u>asphalt shingles/ asphalt</u>
Windows	<u></u>	<u></u>
Siding	<u></u>	<u></u>
Foundation	<u></u>	<u></u>
	<u></u>	<u></u>

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 the attached information, each request requires supplementary items that thoroughly describe the existing structure and proposed project. These items are to be submitted with the completed application, including:

- (If the petitioner is not the owner) an affidavit authorizing an applicant to act on behalf of the owner
- Property Site Plan
 - Residential occupied properties: applicants shall submit a drawing of the property indicating existing and proposed property features, including but not limited to any structures, drives, fences, decks/patios, etc. The dimensions of all existing and proposed features shall be labeled, as well as property dimensions. Distances between existing and/or proposed buildings and property lines shall also be included on the drawing. Indicate the location of any proposed building additions subject to review by the HDC.

- Non-residential properties that propose any revisions from an approved site plan will require a new site plan submittal, per Chapter 1294 of the Zoning Ordinance. If the requested project will NOT result in changes to the property including buildings (new or additions), parking, landscaping, etc. the applicant shall submit a drawing as specified in 2a.
- Photographs of the property and structure, including all elevations of the building, historical photographs of the property and structure, and street photos of structures adjacent to the property.
- **For Certificate of Appropriateness applications only:**
 - Provide one set of drawings that explain exactly what is being proposed including details of the project, specifications, and product information as needed. All drawings should be to scale.
 - Provide specific information on all materials proposed for the project, including manufacturer names, illustrations, specifications, and samples. Material information should be submitted with this application and all samples should be brought to the meeting,.
- **For Notice to Proceed applications only:**
 - Labeled photographs of the interior and exterior of the structure proposed for demolition.
 - Estimates for the complete repair of the property and estimates for demolition of the property OR
 - Documentation that the demolition is needed in order to further a major improvement program that has community-wide benefit OR
 - Any other supporting documentation that demonstrates compliance with any of the above standards for issuance of a Notice to Proceed.

Incomplete applications will not be forwarded to the Historic District Commission.

APPLICANT SIGNATURE

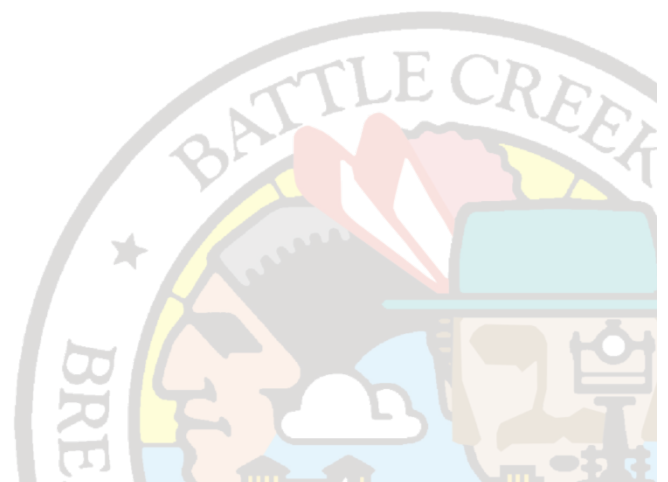
By signing this application, the applicant hereby declares that all answers given herein are true to the best of their knowledge, and confirms that all information required for Historic District Commission review has been submitted. Furthermore, the applicant confirms that they have thoroughly read the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

W. Scott Higdon

Name

01/09/2025

Date





CITY OF BATTLE CREEK
COMMUNITY SERVICES DEPARTMENT – PLANNING & ZONING

01/09/25

HISTORIC DISTRICT COMMISSION
ADMINISTRATIVE APPROVAL

73 Ann Ave.

Petition submitted Walter Scott Higdon on behalf of Dana McNutt of 73 Ann Ave., for the reroofing of the main building at 73 Ann Ave. The proposed reroofing consist of the like-for-like replacement of the existing asphalt shingles with new asphalt shingles.

Walter Scott Higdon
11180 East D Ave.
Richland, MI 49083
Sent via email to: wscotthigdon@gmail.com

By authority given by the Historic District Commission of the City of Battle Creek Planning Department, staff may review applications for approval on minor renovations on behalf of the Historic District Commission of the City of Battle Creek.

By decision of the Planner, your request to replace in a like-for-like manner the existing asphalt shingles with new asphalt shingles on the main building located at 73 Ann Ave., as described in the Minor Class of Work application you submitted meets the Secretary of the Interior's Standards for rehabilitation and guidelines for rehabilitating historic buildings for property located at 73 Ann Ave. has been APPROVED as submitted with the stipulation that it meets City Code.

Note: Historic District Commission only requires approval of exterior renovations.

If you have any questions, please feel free to contact Mr. Travis Sullivan, Planning and Zoning Administrator at 966-3320 ext 1506.

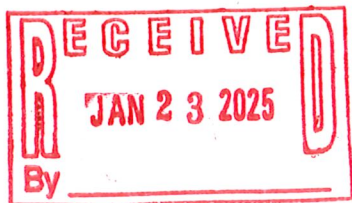
Sincerely,

HISTORIC DISTRICT COMMISSION
OF THE CITY OF BATTLE CREEK

Travis Sullivan

By Direction of the Chairperson

CC. Building Inspections

**CITY OF BATTLE CREEK****COMMUNITY SERVICES DEPARTMENT – PLANNING AND ZONING**

Historic District Commission

Application for (check all that apply):

- ☐ Certificate of Appropriateness (for repairs or rehab projects)
☐ Notice to Proceed (for demolition requests)

Petition No. _____

Date Received: _____

APPLICANT**

Name: Joshua Nicolaisen / Rapid Response Roofing
Address: 2640 West Dickman Road, Battle Creek, MI, 49037
Phone: 269-268-9540 Fax: _____
Email: josh@rapidresponse.roofs.com

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: 20 Buckeye Street, B.C., MI, 49037
Current use of the property: Homeowner, living there
List existing structures on the property and the approximate age of each: House and shed

Please list all activities/proposed work for the property area and how the proposed work relates to the building as a whole: tearing off old shingles and installing new shingles and Re-roofing to code, replacing any rotted or bad wood/sheathing
Pruelling only Not shed

Indicate in which manner the proposed work will result in changes to the size and/or appearance of the features outlined in this application: only thing changing from material is the color from grey to Blue

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

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. If the material and location is not listed below, please use the spaces left at the bottom of the list to indicate the feature and the proposed materials.

	Existing Materials	Proposed Materials (if applicable)
<u>Roof</u>	<u>Asphalt shingles (Grey)</u>	<u>Asphalt shingles (Blue)</u>
Windows		
Siding		
Foundation		

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 the attached information, each request requires supplementary items that thoroughly describe the existing structure and proposed project. These items are to be submitted with the completed application, including:

- (If the petitioner is not the owner) an affidavit authorizing an applicant to act on behalf of the owner
- Property Site Plan
 - Residential occupied properties: applicants shall submit a drawing of the property indicating existing and proposed property features, including but not limited to any structures, drives, fences, decks/patios, etc. The dimensions of all existing and proposed features shall be labeled, as well as property dimensions. Distances between existing and/or proposed buildings and property lines shall also be included on the drawing. Indicate the location of any proposed building additions subject to review by the HDC.

- Non-residential properties that propose any revisions from an approved site plan will require a new site plan submittal, per Chapter 1294 of the Zoning Ordinance. If the requested project will NOT result in changes to the property including buildings (new or additions), parking, landscaping, etc. the applicant shall submit a drawing as specified in 2a.
- Photographs of the property and structure, including all elevations of the building, historical photographs of the property and structure, and street photos of structures adjacent to the property.
- **For Certificate of Appropriateness applications only:**
 - Provide one set of drawings that explain exactly what is being proposed including details of the project, specifications, and product information as needed. All drawings should be to scale.
 - Provide specific information on all materials proposed for the project, including manufacturer names, illustrations, specifications, and samples. Material information should be submitted with this application and all samples should be brought to the meeting.
- **For Notice to Proceed applications only:**
 - Labeled photographs of the interior and exterior of the structure proposed for demolition.
 - Estimates for the complete repair of the property and estimates for demolition of the property OR
 - Documentation that the demolition is needed in order to further a major improvement program that has community-wide benefit OR
 - Any other supporting documentation that demonstrates compliance with any of the above standards for issuance of a Notice to Proceed.

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 herein.

Joshua Nicolaisen
Name Joshua Nicklison

1/23/25
Date





Salesperson Tim 124 of 140
Customer Phone _____
Customer Email _____
Projected Start Date 2.4 weeks

Roof	
How many Sq.	<u>90 + 1 Bundle</u>
Type of Roof	<u>Gable</u>
Pitch	<u>6/12</u>
Stories	<u>2</u>
Color	<u>Atlantic Blue</u>
Drip Edge	<u>White</u>
Deposit	<u>4,700</u> <u>\$3,290.16</u>
Grand Total	<u>\$6,580.23</u>

Work Agreement

Rapid Response Roofing LLC, and
Samuel Taylor, of

Owner's name
20 Buckeye St, Battle Creek MI, 49037
Owner's address

agree to the terms and conditions as provided herein. "Owner" refers to both the singular and the plural of this party. Contractor agrees to furnish all labor and material according to the following specifications on the premises located at

Same as Above
Project address

The total cash price for the project will be \$ 6,580.23

A deposit of \$ 3,290.16 ^{4,700} required prior to contractor beginning work or delivering material to the project address, and the remainder of the cash price shall be due upon substantial completion.

BUYER'S RIGHT TO CANCEL

You, the Buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. See the notice of cancellation form on the reverse side of this contract for an explanation of this right. Additionally, the seller is prohibited from having an independent courier service or other third party pick up your payment at your residence before the end of the 3 business day period in which you cancel the transaction.

By signing, owner indicates having read and understood all terms and conditions of this contract, including those which appear on the back of this contract and any attachments here to.

12-10-24
Date

Patrice Taylor
Owner

12-10-24
Date

Gunn Mead
Contractor's Representative Title

THIS CONTRACT IS NOT FINAL OR BINDING UPON THE CONTRACTOR UNLESS AND UNTIL IT HAD BEEN APPROVED BY AN OFFICER OF CONTRACTOR AND THE CONTRACTOR HAS SIGNED AND DATED BELOW.

Date

Officer of Contractor

Michigan's Construction Lien Act requires the following notice:

A residential building or a residential maintenance and alteration contractor is required to be licensed under article Act 299 of the Public Acts of 1980, as amended, being sections 339.2401 to 339.2412 of the Michigan Compiled Laws. An electrician is required to be licensed under Act No. 217 of the Public Acts of 1956, as amended, being sections 338.881 to 338.892 of the Michigan Compiled Laws. A plumber is required to be licensed under Act No. 266 of the Public Acts of 1929, as amended, being sections 338.901 to 338.917 of the Michigan Compiled Act No. 192 of the Public Acts of 1984, as amended, being sections 338.971 to 338.988 of the Michigan Compiled Laws.

Rapid Response Roofing LLC is licensed as required and its license number is 272100018.



CITY OF BATTLE CREEK
COMMUNITY SERVICES DEPARTMENT – PLANNING & ZONING

01/24/25

HISTORIC DISTRICT COMMISSION
ADMINISTRATIVE APPROVAL

20 Buckeye St.

Petition submitted by Rapid Response Roofing on behalf of Fellice Taylor of 20 Buckeye St., for the reroofing of the main building at 20 Buckeye St. The proposed reroofing consists of the like-for-like replacement of the existing asphalt shingles with new asphalt shingles.

Rapid Response Roofing
2640 W Dickman Rd.
Battle Creek, MI 49037
Sent via email to: josh@rapidresponseroofing.com

By authority given by the Historic District Commission of the City of Battle Creek Planning Department, staff may review applications for approval on minor renovations on behalf of the Historic District Commission of the City of Battle Creek.

By decision of the Planner, your request to replace in a like-for-like manner the existing asphalt shingles with new asphalt shingles on the main building located at 20 Buckeye St., as described in the Minor Class of Work application you submitted meets the Secretary of the Interior's Standards for rehabilitation and guidelines for rehabilitating historic buildings for property located at 20 Buckeye St. has been APPROVED as submitted with the stipulation that it meets City Code.

Note: Historic District Commission only requires approval of exterior renovations.

If you have any questions, please feel free to contact Mr. Travis Sullivan, Planning and Zoning Administrator at 966-3320 ext 1506.

Sincerely,

HISTORIC DISTRICT COMMISSION
OF THE CITY OF BATTLE CREEK

Travis Sullivan

By Direction of the Chairperson

CC. Building Inspections



CITY OF BATTLE CREEK

126 of 140

COMMUNITY SERVICES DEPARTMENT - PLANNING AND ZONING

Historic District Commission

Application for (check all that apply):

_____ Certificate of Appropriateness (for repairs or rehab projects)

_____ Notice to Proceed (for demolition requests)

Petition No. _____

Date Received: _____

APPLICANT**

Name: Roach Home Improvement

Address: 901 Capital Ave N.E.

Phone: (269) 420-6623 Fax: _____

Email: Jim.Coughlin@roachhomeimprovement.com

OWNER (if different from applicant)

Name: Fidel Martinez

Address: 29 Water Ave

Phone: (269) 268-2433 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: 29 Water Ave

Current use of the property: single family (Residential)

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

Single family home (Bungalow) 1372 sq ft.
Built 1920

Please list all activities/proposed work for the property area and how the proposed work relates to the building as a whole: Roof Replacement: Full tear-off

New CertainTeed's Landmark shingles. (Dark Brown) Burnt Sienna

New Aluminum Gutters (White)

No other changes to home

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

only change will be color of
shingles. currently Black/Dark Gray. New color
to be dark Brown. No changes to size

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

Repairs only to Existing features.

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. If the material and location is not listed below, please use the spaces left at the bottom of the list to indicate the feature and the proposed materials.

	Existing Materials	Proposed Materials (if applicable)
Roof	<u>Asphalt shingles</u>	<u>Asphalt shingles</u>
Windows	<u></u>	<u></u>
Siding	<u></u>	<u></u>
Foundation	<u></u>	<u></u>
	<u></u>	<u></u>

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 the attached information, each request requires supplementary items that thoroughly describe the existing structure and proposed project. These items are to be submitted with the completed application, including:

- (If the petitioner is not the owner) an affidavit authorizing an applicant to act on behalf of the owner
- Property Site Plan
 - Residential occupied properties: applicants shall submit a drawing of the property indicating existing and proposed property features, including but not limited to any structures, drives, fences, decks/patios, etc. The dimensions of all existing and proposed features shall be labeled, as well as property dimensions. Distances between existing and/or proposed buildings and property lines shall also be included on the drawing. Indicate the location of any proposed building additions subject to review by the HDC.

- Non-residential properties that propose any revisions from an approved site plan will require a new site plan submittal, per Chapter 1294 of the Zoning Ordinance. If the requested project will NOT result in changes to the property including buildings (new or additions), parking, landscaping, etc. the applicant shall submit a drawing as specified in 2a.
- Photographs of the property and structure, including all elevations of the building, historical photographs of the property and structure, and street photos of structures adjacent to the property.
- **For Certificate of Appropriateness applications only:**
 - Provide one set of drawings that explain exactly what is being proposed including details of the project, specifications, and product information as needed. All drawings should be to scale.
 - Provide specific information on all materials proposed for the project, including manufacturer names, illustrations, specifications, and samples. Material information should be submitted with this application and all samples should be brought to the meeting.
- **For Notice to Proceed applications only:**
 - Labeled photographs of the interior and exterior of the structure proposed for demolition.
 - Estimates for the complete repair of the property and estimates for demolition of the property OR
 - Documentation that the demolition is needed in order to further a major improvement program that has community-wide benefit OR
 - Any other supporting documentation that demonstrates compliance with any of the above standards for issuance of a Notice to Proceed.

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 herein.

Name



Date

2/25/25



CITY OF BATTLE CREEK
COMMUNITY SERVICES DEPARTMENT – PLANNING & ZONING

02/26/25

**HISTORIC DISTRICT COMMISSION
ADMINISTRATIVE APPROVAL**

29 Walter Ave.

Petition submitted by Roach Home Improvement on behalf of Fidel Martinez of 29 Walter Ave., for the reroofing of the home at 29 Walter Ave. The proposed reroofing consists of the like-for-like replacement of the existing asphalt shingles with new asphalt shingles, and the replacement of the existing aluminum gutter and downspouts with a matching material and in the same location as the existing.

Roach Home Improvement

901 Capital Ave NE

Battle Creek, MI 49017

Sent via email to: jim.coughlin@roachhomeimprovement.com

By authority given by the Historic District Commission of the City of Battle Creek Planning Department, staff may review applications for approval on minor renovations on behalf of the Historic District Commission of the City of Battle Creek.

By decision of the Planner, your request to replace in a like-for-like manner the existing asphalt shingles with new asphalt shingles on the home located at 29 Walter Ave., and for the replacement of the existing aluminum gutters and downspouts with a matching material in the same locations as described in the Minor Class of Work application you submitted meets the Secretary of the Interior's Standards for rehabilitation and guidelines for rehabilitating historic buildings for property located at 29 Walter Ave. has been APPROVED as submitted with the stipulation that it meets City Code.

Note: Historic District Commission only requires approval of exterior renovations.

If you have any questions, please feel free to contact Mr. Travis Sullivan, Planning and Zoning Administrator at 966-3320 ext 1506.

Sincerely,

HISTORIC DISTRICT COMMISSION
OF THE CITY OF BATTLE CREEK

Travis Sullivan

By Direction of the Chairperson

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: Yvonne Lee
 ADDRESS: 52 Ann Ave. Battle Creek, Mi 49037
 PHONE: 269-274-1585 FAX: _____
 EMAIL: sunshinegoldenglory@yahoo.com

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: 52 Ann Ave. Battle creek

Current use of the property: Home / Rental

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

House -

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

Tear off existing Roof down to decking

Re-Roof entire House

features outlined in this application.

No change

131 of 140

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

No

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	<u>3 tab shingles</u>	<u>Dimensional shingles</u>
Windows	<u></u>	<u></u>
Siding	<u></u>	<u></u>
Foundation	<u></u>	<u></u>
Other <u></u>	<u></u>	<u></u>

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.

Yvonne Lee
Name

3/19/2025
Date



CITY OF BATTLE CREEK
COMMUNITY SERVICES DEPARTMENT – PLANNING & ZONING

03/19/25

HISTORIC DISTRICT COMMISSION
ADMINISTRATIVE APPROVAL

52 Ann Ave.

Petition submitted by Yvonne Lee of 52 Ann Ave., for the reroofing of the main building at 52 Ann Ave. The proposed reroofing consist of the like-for-like replacement of the existing asphalt shingles with new asphalt shingles.

Yvonne Lee
52 Ann Ave.
Battle Creek, MI 49037
Sent via email to: sunshinegoldenglory@yahoo.com

By authority given by the Historic District Commission of the City of Battle Creek Planning Department, staff may review applications for approval on minor renovations on behalf of the Historic District Commission of the City of Battle Creek.

By decision of the Planner, your request to replace in a like-for-like manner the existing asphalt shingles with new asphalt shingles on the main building located at 52 Ann Ave., as described in the Minor Class of Work application you submitted meets the Secretary of the Interior's Standards for rehabilitation and guidelines for rehabilitating historic buildings for property located at 52 Ann Ave. has been APPROVED as submitted with the stipulation that it meets City Code.

Note: Historic District Commission only requires approval of exterior renovations.

If you have any questions, please feel free to contact Mr. Travis Sullivan, Planning and Zoning Administrator at 966-3320 ext 1506.

Sincerely,

HISTORIC DISTRICT COMMISSION
OF THE CITY OF BATTLE CREEK

Travis Sullivan

By Direction of the Chairperson

CC. Building Inspections



City of Battle Creek

Community Services – Planning and Zoning Division

10 N. Division Street, Ste. 117 • Battle Creek, Michigan 49014

Phone (269) 966-3320 • www.battlecreekmi.gov

HISTORIC DISTRICT COMMISSION Information and Procedures

A local historic district is a historically significant area that is protected by historic district ordinance under the authority of Michigan P.A 169 of 1970. The purpose of the districts are to safeguard the heritage of the City by preserving the resources located within the districts, foster civic beauty, strengthen local economy, and encourage property owners and residents to participate in preservation activities. The City of Battle Creek has designated four Local Historic Districts in order to preserve the architectural, historical, and/or cultural resources of the community. Proposed modifications affecting the exterior appearance of buildings (except minor classes of work) and property improvements within a historic district require approval from the Historic District Commission (HDC).



PRE-APPLICATION RECOMMENDATIONS

Prior to submitting an application to the Historic District Commission for review it is recommended that an applicant consult with Planning Department staff to discuss the proposed work and application requirements. It is further recommended that the applicant contact the Inspections Department at (269) 966-3382 to discuss any possible requirements of the building, plumbing, mechanical, electrical, and/or fire code.

APPLICATIONS TO THE HISTORIC DISTRICT COMMISSION

Typically, any exterior changes to a structure require an application to the Planning Department to ensure that modifications and improvements do not compromise the historical integrity of the building or district in which it is located. Staff will determine if the proposed work is considered a “minor class of work” requiring only administrative staff approval, or if it will require approval by the Historic District Commission. Projects involving repairs or rehabilitations require a Certificate of Appropriateness issued by the Historic District Commission and demolition requests require a Notice to Proceed.

Certificate of Appropriateness (repair/rehab)

In order to be approved for a Certificate of Appropriateness, a project shall conform to each of the following standards. As outlined in chapter 1470.09 “Review of Applications” of the City of Battle Creek Codified Ordinances, the Historic District Commission shall follow the U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. These standards can be found at the following website:

http://www.nps.gov/hps/tps/standguide/rehab/rehab_standards.htm

Please note that the above website also contains guidelines concerning specific building improvement projects, i.e. window repair vs. replacement, masonry repair, cleaning methods, and general maintenance.

The commission shall also consider 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.

Lastly, the Historic District Commission shall review the plans for compliance with the preservation standards adopted by the Historic District Commission set forth in Chapter 1470.17 as follows:

- (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.
- (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.
- (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.
- (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.
- (e) Distinctive stylistic features or examples of skilled craftsmanship which characterize a resource shall be treated 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.
- (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.
 - (h) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any 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.
 - (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 be unimpaired.

Notice To Proceed (demolition)

Demolition is irreversible, and therefore the Historic District Commission encourages creative rehabilitation and adaptive re-use solutions be considered before demolition of a structure is proposed. There may be situations in which the quality and/or condition of a structure make demolition an appropriate solution. Demolition of properties within a Historic District shall be permitted through the issuance of a Notice to Proceed by the Commission if any of the following conditions prevail and if the proposed work can be demonstrated by a finding of the Historic District Commission to be necessary to substantially improve or correct any of the following conditions:

- (1) The resource constitutes a hazard to the safety of the public or to the structures and occupants.
- (2) The resource is a deterrent to a major improvement program that will be of substantial benefit to the community, and the applicant proposing the work has obtained all necessary planning and zoning approvals and financing and environmental clearances.
- (3) Retaining the resource will cause undue financial hardship to the owner when a governmental action, an act of God or other event beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at its fair market value or moving the resource to a vacant site within the Historic District, have been attempted and exhausted by the owner.
- (4) Retaining the resource is not in the interests of the majority of the community.

SUBMITTAL REQUIREMENTS

In general, the completed application must be submitted to the Planning Department at least three weeks prior to a scheduled Historic District Commission meeting. Meeting dates and application deadlines can be found on the city website, or by calling the department. In order for the application to be accepted, the following items must be submitted with the completed application:

- 1. An affidavit authorizing an applicant to act on behalf of the owner if the petitioner is not the owner.
- 2. Property Site Plan:

- a) For residential occupied properties, applicants shall submit a drawing of the property indicating existing and proposed property features, including but not limited to any structures, drives, fences, decks/patios, etc. The dimensions of all existing and proposed features shall be labeled, as well as property dimensions. Distances between existing and/or proposed buildings and property lines shall also be included on the drawing. Indicate location of any proposed building additions subject to review by the HDC.
- b) Non-residential properties that propose any revisions from an approved site plan will require a new site plan submittal, per Ch. 1294 of the Zoning Ordinance. If the requested project will NOT result in changes to the property including buildings (new or additions), parking, landscaping, etc. the applicant shall submit a drawing as specified in 2a.
- 3. Photographs of the property and structure, including all four elevations of the building, historical photographs of the property and structure (check the Willard Library 1940 picture file), and street photos of structures adjacent to the property. Photographs shall be mounted, and labeled, on an 8 ½ x 11 sheet of paper.
- 4. **For Certificate of Appropriateness applications only:**
 - a) Provide one set of drawings that explain exactly what is being proposed including details of the project, specifications, and product information as needed. All drawings should be to scale.
 - b) Provide specific information on all materials proposed for the project including manufacturer names, illustrations, specifications, and samples. Material information should be submitted with this application and all samples should be brought to the meeting.
- 5. **For Notice to Proceed applications only:**
 - a) Labeled photographs of the interior and exterior of the structure proposed for demolition
 - b) Estimates for the complete repair of the property and estimates for demolition of the property OR
 - c) Documentation that the demolition is needed in order to further a major improvement program that has community wide benefit OR
 - d) Any other supporting documentation that demonstrates compliance with any of the above standards for issuance of a Notice to Proceed.

REVIEW PROCESS

At the time the application is submitted, you will be given the date of the Historic District Commission meeting at which your request will be discussed, and once prepared, an applicant will be mailed a meeting agenda and staff report specific to the application.

The Historic District Commission meets once a month, on the second Monday of each month at 4:00 pm, and are conducted in the Commission Chamber (Rm 301) of City Hall. **Please call or email to verify the date of the meetings. It is possible that some months may have required a different meeting date to accommodate holidays or other events.** There is no fee to make application to the Historic District Commission.

At the meeting the applicant is asked to present their request. The Historic District Commission will discuss the request, possibly asking additional questions of the applicant and/or staff. The Historic District Commission may postpone a decision pending additional information that is needed in order to make a decision. They may also approve, approve with conditions, or deny the request based on the standards listed above. **The applicant or a representative is highly encouraged to attend the meeting to present your request and answer any questions.**

ADDITIONAL CONSIDERATIONS

Staff will be available to review applications for completeness and advise applicants in the preparation and submittal of their application. For complex projects, such as building additions, applicants may consider seeing the advice and expertise of an architect familiar with historic preservation.

Please ensure that the application fully details the proposed work that warrants review by the Historic District Commission. The Certificate of Appropriateness or Notice to Proceed is based upon the contents of the submitted application. Any future proposed exterior change must be reviewed with the Planning Department to ensure consistency with the approved work, and may be subject to additional review by the Historic District Commission.

QUESTIONS

Please contact the Planning Department if you have any additional questions regarding the Historic District Commission, the application, or other requirements.



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 (check all that applies)

- ☐ Certificate of Appropriateness (for repairs or rehab projects)
☐ Notice to Proceed (for demolition requests)

Petition No. _____

Date Received: _____

APPLICANT**

NAME: Summit Construction Solutions LLC
ADDRESS: 52860 Hathaway Rd. Marcellus, MI 49067
PHONE: (269) 569-1261 FAX: _____
EMAIL: summitconstructionolutionsinc@gmail.com

OWNER (if different from applicant)

NAME: Adventist Heritage Ministries
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: 63 N. Wood st * carriage house

Current use of the property: restroom, storage, exhibit

List existing structures on the property and the approximate age of each. Primary "residence" c. 1880±, carriage house c. 2000

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

restoration of exterior of the carriage house: removal of painted wood siding and exact replacement with new wood (cedar) siding. Restoration of wood windows as needed (not replacement)

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 final appearance is intended to precisely match the current appearance.

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

maintenance/repair only

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	<u>NA</u>	
Windows	<u>wood</u>	<u>No change (wood)</u>
Siding	<u>wood (unknown species)</u>	<u>wood (cedar)</u>
Foundation	<u>NA</u>	
Other _____		

For Notice To Proceed requests only:

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

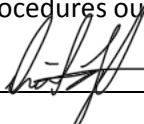
NA

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.

 3/4/2025
 Name Date



CITY OF BATTLE CREEK
COMMUNITY SERVICES DEPARTMENT – PLANNING & ZONING

03/27/25

**HISTORIC DISTRICT COMMISSION
ADMINISTRATIVE APPROVAL**

63 N Wood St (carriage house)

Petition submitted by Summit Construction Solutions Inc. on behalf of Adventist Heritage Ministries, for the replacement of the existing wood siding on the carriage house located at 63 N Wood St with new cedar siding matching exactly the appearance of the existing siding, and with a 4-3/8" exposed vertical dimension of the clapboard.

Summit Construction Solutions, Inc.
52860 Hathaway Rd
Marcellus, MI 49067

Sent via email to: summitconstructionsolutions@gmail.com

By authority given by the Historic District Commission of the City of Battle Creek Planning Department, staff may review applications for approval on minor renovations on behalf of the Historic District Commission of the City of Battle Creek.

By decision of the Planner, your request for the replacement of the existing wood siding on the carriage house located at 63 N Wood St with new cedar siding matching exactly the appearance of the existing siding, and with a 4-3/8" exposed vertical dimension of the clapboard. as described in the Minor Class of Work application you submitted meets the Secretary of the Interior's Standards for rehabilitation and guidelines for rehabilitating historic buildings for property located at 63 N Wood St has been APPROVED as submitted with the stipulation that it meets City Code.

Note: Historic District Commission only requires approval of exterior renovations.

If you have any questions, please feel free to contact Mr. Travis Sullivan, Planning and Zoning Administrator at 966-3320 ext 1506.

Sincerely,

HISTORIC DISTRICT COMMISSION
OF THE CITY OF BATTLE CREEK

Travis Sullivan
By Direction of the Chairperson