



**HISTORIC DISTRICT COMMISSION**  
**Allegan City Hall**  
**231 Trowbridge Street**  
**Allegan MI 49010**  
**January 6, 2020**

I. Call to Order by Jill Bentley at 7:00pm

II. Attendance

<b>PRESENT:</b> Dave Redding, Rob Way, Eddie Quinones-Walker, Jill Bentley and Brad Burke
<b>ABSENT:</b> Mike Morton and Cassandra Seelhoff
<b>TARDY:</b> None
<b>STAFF:</b> Joel Dye – City Manager

III. Approval of the Previous Meeting Minutes

Motion by Rob Way, supported by Eddie Quinones-Walker, to approve the minutes from the December 2, 2019 meeting. Motion carried 5-0.

IV. Public Comment

No comments were received.

V. Applications

**1. 103 N Cedar Street**

Applicants were requesting to replace existing shingles with architectural style shingles, restore window trim, replace porch steps and install hand rails and replace and refurbish windows.

**Motion by Rob Way, supported by Eddie Quinones-Walker, to approve replacement of the existing shingles based on Historic District Handbook Design Guidelines 1-6, 9 and 10 and authorize staff to approve all other improvements as requested as administrative approvals. Motion carried 5-0.**

<b>RESULT:</b>	<b>Approved (UNANIMOUS)</b>
<b>MOVER:</b>	Rob Way
<b>SECONDER:</b>	Eddie Quinones-Walker
<b>YEAS:</b>	Way, Quinones-Walker, Redding, Bentley, and Burke

**2. 440 Monroe Street**

Applicant is requesting to replace existing wood windows with double hung vinyl windows and removed a picture window and install four (4) new windows and newly cut in transom window.

**Motion by Eddie Quinones-Walker, supported by Rob Way, to postpone the application to allow the homeowner more time to provide additional information. Motion carried 4-1.**

<b>RESULT:</b>	<b>Approved (UNANIMOUS)</b>
<b>MOVER:</b>	Eddie Quinones-Walker
<b>SECONDER:</b>	Rob Way
<b>YEAS:</b>	Way, Quinones-Walker, Redding, and Bentley
<b>NAES:</b>	Burke

**3. 132 Brady Street**

Applicant is requesting to install two (2) picture windows in previously covered openings on their store front.

**Motion by Brad Burke, supported by Rob Way, approve the installation of two (2) picture windows based on Historic District Handbook Design Guidelines 1-6, 9 and 14. Motion carried 5-0.**

<b>RESULT:</b>	<b>Approved (UNANIMOUS)</b>
<b>MOVER:</b>	Brad Burke
<b>SECONDER:</b>	Rob Way
<b>YEAS:</b>	Way, Quinones-Walker, Redding, Bentley, and Burke

VI. Staff Approvals

No staff approvals were presented.

VII. Other Business

The Commission discussed and agreed to put on the next meeting agenda an item to discuss individual commissioner values when it comes to Historic Preservation in the City of Allegan.

X. Staff/Commission Comment

XI. Adjournment

The meeting was adjourned at 8:37 pm.

**Respectfully Submitted**

**Joel Dye**

**City Manager**



## HISTORIC DISTRICT COMMISSION

Allegan City Hall  
231 Trowbridge Street  
Allegan MI 49010  
February 3, 2020

I. Call to Order by Jill Bentley at 7:00pm

II. Attendance

<b>PRESENT:</b>	Dave Redding, Rob Way, Jill Bentley and Cassandra Seelhoff
<b>ABSENT:</b>	Mike Morton, Eddie Quinones-Walker and Brad Burke
<b>TARDY:</b>	None
<b>STAFF:</b>	Joel Dye – City Manager Eric Thompson – PCI, Zoning Administrator

Motion by Rob Way, supported by Dave Redding to excuse the absences of Brad Burke, Eddie Quinones-Walker and Mike Morton. Motion Carried 4-0.

III. Approval of the Previous Meeting Minutes

Motion by Rob Way, supported by Dave Redding, to approve the minutes from the January 6, 2020 meeting. Motion carried 4-0.

IV. Public Comment

Nora Kelly and Joe Wilson inquired about the process to replace their roof at 409 Monroe Street and potentially demolishing the home at 415 Monroe Street. Nora Kelly and Joe Wilson were directed to contact PCI for the appropriate applications.

V. Applications

**1. 440 Monroe Street (tabled from the January 6, 2020 Meeting)**

Applicants represented their request to replace wood windows with double hung vinyl windows and remove a picture window and install four (4) new windows and newly cut in transom window. During their presentation the applicants noted other homes that were approved to install vinyl windows as well as noted that they will keep the exterior wood trim around the windows in place. The Commission discussed at length their desire to preserve the wood windows and their concern that the applicants plan to replace the picture window can create a false sense of history.

**Motion by Dave Redding, supported by Rob Way, to approve replacement of the wood windows, not including the picture window, and in their place install vinyl windows based on Historic District Handbook Design Guidelines #6. Motion carried 3-1.**

<b>RESULT:</b>	<b>Approved (UNANIMOUS)</b>
<b>MOVER:</b>	Dave Redding
<b>SECONDER:</b>	Rob Way
<b>YEAS:</b>	Way, Redding, and Seelhoff
<b>NAES:</b>	Bentley

**Motion by Rob Way, supported by Cassandra Seelhoff, to postpone action on the picture window at 440 Monroe Street until the applicant can bring forth a more detailed plan that includes a quote for rehabbing the current window, the size of the new windows, details on the new trim around the new window and its proposed exact placement in the wall. Motion carried 4-0.**

<b>RESULT:</b>	<b>Approved (UNANIMOUS)</b>
<b>MOVER:</b>	Rob Way
<b>SECONDER:</b>	Cassandra Seelhoff
<b>YEAS:</b>	Way, Redding, Bentley and Seelhoff
<b>NAES:</b>	None

VI. Staff Approvals

Eric Thompson informed the Commission that he gave a staff approval to replace existing vinyl windows with new vinyl windows at 223 Hubbard Street.

VII. Other Business

The Commission discussed ways to gauge the opinions of the residents of the City’s various historic districts and identify which aspects of the districts, they value the most. Through this discussion, the Commission felt a survey would be the best way to accomplish this task and then follow up with a community meeting. Staff was directed to develop a cover letter and survey for the Commission to review at their March meeting.

X. Staff/Commission Comment

Jill Bentley reported that a window at 249 N. Cedar is covered with plywood and would PCI to investigate it and have the window restored.

Cassandra Seelhoff reported that a porch at 249 Marshall that was recently reconstructed did not have the spindles reinstalled.

XI. Adjournment

Motion by Dave Redding, supported by Casandra Seelhoff to adjourn the meeting at 8:58 pm.

**Respectfully Submitted**

**Joel Dye  
City Manager**



**HISTORIC DISTRICT COMMISSION**  
**Allegan City Hall**  
**231 Trowbridge Street**  
**Allegan MI 49010**  
**March 2, 2020**

I. Call to Order by Jill Bentley at 7:00pm

II. Attendance

<b>PRESENT:</b>	Dave Redding, Jill Bentley, and Eddie Quinones-Walker
<b>ABSENT:</b>	Rob Way, Mike Morton and Cassandra Seelhoff
<b>TARDY:</b>	None
<b>STAFF:</b>	Joel Dye – City Manager Eric Thompson – PCI, Zoning Administrator

**THERE WAS NO QUORUMS AS SUCH THERE WAS NO OFFICIAL MEETING**

III. Approval of the Previous Meeting Minutes

No action taken since there was no quorum.

IV. Public Comment

None.

V. Applications

The Commission had a general discussion regarding the application for 440 Monroe and 155 Brady Street.

Staff informed the Commission that the homeowner withdrew their application for 440 Monroe.

Staff and the Commission came to an agreement the service window and sign for 155 Brady Street can be approved administratively.

VI. Staff Approvals

None.

VII. Other Business

None.

X. Staff/Commission Comment

None

XI. Adjournment

The meeting was adjourned at 7:38 p.m.

**Respectfully Submitted**

**Joel Dye  
City Manager**



## HISTORIC DISTRICT COMMISSION

Allegan City Hall  
231 Trowbridge Street  
Allegan MI 49010  
August 31, 2020

I. Call to Order by Jill Bentley at 7:00pm

II. Attendance

<b>PRESENT:</b>	Dave Redding, Jill Bentley, Alan Sopko, Mike Morton, Katelyn James, and Eddie Quinones-Walker
<b>ABSENT:</b>	None
<b>TARDY:</b>	None
<b>STAFF:</b>	Joel Dye – City Manager Lori Castello – PCI, Zoning Administrator

III. Approval of the Previous Meeting Minutes

Quinones-Walker offered a motion with support from Redding to approve the meeting minutes for February 3, 2020. **Motion Passes 6-0**

IV. Public Comment

Let the record show no public comment was offered.

V. Applications

Quinones-Walker offered a motion with support from James to approve agenda item 5A – application from 113 N Walnut (Old Jail Museum) for a front and side/rear porch. Yes votes; Quinones-Walker, James **and Morton**. No votes; Sopko, Bentley, Redding, ~~and Morton~~. **Motion Fails 3-3**

Redding offered a motion with support from Quinones-Walker to table agenda item 5B – application from 440 Monroe for replacement of existing single pane windows throughout the home and the alteration of a non-historic picture window to four (4) conjoining windows with transom. **Motion Passes 6-0.**

Quinones-Walker offered a motion with support from Sopko to approve agenda item 5C – application from 113 Locust Street for replacement of windows. **Motion Passes 6-0.**



VI. Staff Approvals

Zoning Administrator Castello, noted of staff approvals agenda item 6A - 200 Locust Street, Kara Jones for Vinyl Signage and for agenda items 6B - 322 Marshall Street, Michael Campbell for Patch, and repair exterior stucco as present.

VII. Other Business

None.

X. Staff/Commission Comment

A general discussion ensued regarding Commission Comments. Comments received, 249 N Cedar Street still has plywood, 223 Hubbard Street Commission member Bentley has concerns, 113 Walnut has a contributing building, Commission members thankful for the new membership with Commission member James and Sopko.

XI. Adjournment

Quinones-Walker offered a motion with support from Redding to adjourned at 7:38 p.m.

**Respectfully Submitted**

**Joel Dye  
City Manager**



## HISTORIC DISTRICT COMMISSION

Allegan City Hall  
231 Trowbridge Street  
Allegan MI 49010  
October 5, 2020

I. Call to Order by Dave Redding at 7:15pm

II. Attendance

<b>PRESENT:</b>	Dave Redding, Alan Sopko, Mike Morton, Katelyn James
<b>ABSENT:</b>	Jill Bentley and Eddie Quinones-Walker
<b>TARDY:</b>	None
<b>STAFF:</b>	Joel Dye – City Manager Lori Castello – PCI, Zoning Administrator

III. Approval of the Previous Meeting Minutes

Morton offered a motion with support from James to approve the corrected meeting minutes for August 31, 2020. **Motion Passes 4-0**

IV. Public Comment

Let the record show no public comment was offered.

V. Applications

Morton offered a motion with support from Sopko to approve agenda item 5A – application from 430 Marshall Street for a request from Eric Koetje, application to erect a shed. Yes votes; Redding, Sopko, Morton and James. No votes; none. **Motion Passed 4-0**

Morton offered a motion with support from James to approve agenda item 5B – application from 209 Hubbard Street for a request from Carol Snelling, application to install signage, repair windows, install lighting and install a commercial door. **Motion Passes 4-0.**

Morton offered a motion with support from James to approve agenda item 5C – application from 243 Hubbard Street from Cara Kugelard to change the façade of both sides of the building located at 243 Hubbard Street. **Motion Passes 4-0.**

Let the record show no action was taken on agenda item 5D – application from 440 Monroe Street.

VI. Staff Approvals

Zoning Administrator Castello, noted of staff approvals agenda item 6A - 200 Locust Street, Kara Jones for Vinyl Signage and for agenda items 6B – 121 Park.

VII. Other Business

None.

X. Staff/Commission Comment

The Commission discussed the operations of the Historic District Commission and potential ways to be more user friendly to the residents of the District when approving Certificates of Appropriateness.

XI. Adjournment

Redding offered a motion with support from James to adjourned at 7:47 p.m.

**Respectfully Submitted**

**Christopher Tapper**  
**City Clerk**



## HISTORIC DISTRICT COMMISSION

Allegan City Hall  
231 Trowbridge Street  
Allegan MI 49010  
December 4, 2020

I. Call to Order by Chairperson Jill Bentley at 7:02pm This meeting was held Electronically in compliance with PA 228 of 2020

II. Attendance

<b>PRESENT:</b>	Mike Morton, (Allegan, MI), Katelyn James, (Allegan, MI) Rachel McKenzie, (Allegan, MI) Jill Bentley, (Allegan, MI), and Eddie Quinones-Walker (Allegan, MI)
<b>ABSENT:</b>	Alan Sopko
<b>TARDY:</b>	None
<b>STAFF:</b>	Joel Dye – City Manager, Christopher Tapper, City Clerk Lori Castello – PCI, Zoning Administrator

III. Approval of the Previous Meeting Minutes

Morton offered a motion with support from Quinones-Walker to approve the meeting minutes for October 5, 2020. **Motion Passes 4-0**

IV. Public Comment

Let the record show no public comment was offered.

V. Applications

Morton offered a motion with support from McKenzie to approve agenda item 5A – application from 245 Hubbard Street for a request from JML Real Estate, application to change the Hubbard Street façade of the building located at 245 Hubbard Street and to replace all windows on both sides of the building. Morton noting the Commission is suggesting door option number three in the application provided to the Commission for replacement option. Roll Call votes; McKenzie, Morton, Quimones-Walker, Bentley and James. No votes; none. **Motion Passed 5-0**

McKenzie offered a motion with support from Morton to approve agenda item 5B – application from 701 Marshall Street for a request from Jim Ludema, application to installation of an electronic changeable message sign. Roll Call votes; McKenzie, Morton, Quimones-Walker, Bentley and James. No votes; none. **Motion Passed 5-0.**

VI. Staff Approvals

Zoning Administrator Castello noted no staff approvals were issued.

VII. Other Business

X. Staff/Commission Comment

City Manager Dye noted staff would like to spend out the City of Allegan Historic District Commission Property Owner Opinion Survey to those residents living in an Historic District. A general discussion ensued regarding the survey. It was the consensus of the Commission not to send out the survey.

XI. Adjournment

Quinones-Walker offered a motion with support from McKenzie to adjourned at 8:40 p.m.

**Respectfully Submitted**

**Christopher Tapper**  
**City Clerk**