

**HISTORIC DISTRICT COMMISSION MEETING AGENDA
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET
WEDNESDAY NOVEMBER 15, 2023 - 5:30 PM**

- I. Call to Order / Roll Call / Pledge of Allegiance
- II. Petitions from the Public (*members of the public have 5 minutes to speak*)
- III. Approval of Minutes from September 20, 2023 Regular Meeting
- IV. Acceptance of Agenda
- V. Unfinished Business
 - 1. KNHPAC Heritage Grant (Street Sign Project)
- VI. New Business
 - 1. Applications for Certificate of Appropriateness (*none*)
 - 2. Administrative Approvals (*none*)
 - 3. HDC Documents:
 - i. Actual Permit for Certification of Appropriateness?
 - 4. Building Assessments in the Historic District
 - 5. FY 25 Budget
 - 6. HDC coordinator Report
 - 7. Architectural Advisor Report
- VII. Announcements and/or Comments
- VIII. Comments from the Public (*members of the public have 5 minutes to speak*)
- IX. Adjourn

**HISTORIC DISTRICT COMMISSION MEETING AGENDA
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET
WEDNESDAY OCTOBER 18, 2023 - 5:30 PM**

- I. Call to Order / Roll Call / Pledge of Allegiance
- II. Petitions from the Public (*members of the public have 5 minutes to speak*)
- III. Approval of Minutes from September 20, 2023 Regular Meeting
- IV. Acceptance of Agenda
- V. Unfinished Business
 1. KNHPAC Heritage Grant (Street Sign Project)
- VI. New Business
 1. Applications for Certificate of Appropriateness (*none*)
 2. Administrative Approvals (*none*)
 3. HDC Documents:
 - i. Actual Permit for Certification of Appropriateness?
 4. Building Assessments in the Historic District
 5. Joint Annual Meeting for Strategic Plan
 6. HDC coordinator Report
 7. Architectural Advisor Report
- VII. Announcements and/or Comments
- VIII. Comments from the Public (*members of the public have 5 minutes to speak*)
- IX. Adjourn

**HISTORIC DISTRICT COMMISSION (HDC) MEETING MINUTES - DRAFT
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET
WEDNESDAY SEPTEMBER 20, 2023 - 5:30 PM**

Present: Chair Voelker (*arrived at 6:01pm); Commissioners Dronet, Geisler, Green, Que;
coordinator Haselden

Absent: Architectural Advisor Arnold

Also Present from the Village:

Present from the Public: V. Pulido

- I. Call to Order / Roll Call / Pledge of Allegiance
Acting Chair Que called the meeting to order at 5:30pm with roll call and led the Pledge of Allegiance.
- II. Petitions from the Public (*members of the public have 5 minutes to speak*)
None.
- III. Approval of Minutes from July 26, 2023 Regular Meeting
Geisler moved, seconded Dronet to approve the minutes as presented.

Motion Carried 4/0
- IV. Acceptance of Agenda
Geisler moved, seconded by Dronet to accept the agenda as presented.

Motion Carried 4/0
- V. Unfinished Business
 1. KNHPAC Heritage Grant (Street Sign Project)
Que provided an update for the street signs project which is taking longer than expected. She will continue to follow up.
 2. HDC Standard Operating Procedures (SOP)
Haselden reviewed updates to the HDC SOP Document created.
Geisler moved, seconded by Que to approve the Standard Operating Procedures as presented.

Motion Carried 4/0
 3. HDC Conflict of Interest Policy
Geisler moved, seconded by Dronet to approve the HDC Conflict of Interest Policy.

Motion Carried 4/0
- VI. New Business
 1. Applications for Certificate of Appropriateness (*none*)
 2. Administrative Approvals (*none*)

**HISTORIC DISTRICT COMMISSION (HDC) MEETING MINUTES - DRAFT
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET
WEDNESDAY SEPTEMBER 20, 2023 - 5:30 PM**

3. Demolition by Neglect provisions of the Historic District Ordinance (Ordinance No. 140 §9d).

(Chair Voelker arrived and took over as Chair at 6:01pm)*

Haselden reviewed documents regarding Demolition by Neglect, a part of the HDC Ordinance. Green provided more feedback including a flow chart of properties and criteria for assessing at-risk buildings. The group agreed this would be a good project for the HDC to work on an updated list of properties and issues. Pulido mentioned the possibility of using GIS for uploading information on blighted properties.

4. Calumet Community Day/Agassiz Park 100th Anniversary

Haselden reminded everyone of Calumet Community Day on September 23rd noon-4:00pm and asked all to attend.

5. HDC coordinator Report

Haselden is working on a letter of completion to send when projects are complete. Haselden updated the HDC on the 5th Street Fire Site.

6. Architectural Advisor Report

None.

- VII. Announcements and/or Comments

Geisler reminded everyone of Fall Festival at St. Paul's Church October 1st, 11:00-1:00pm. Green mentioned that the Nelson Schroeder building (corner of Oak & 7th Street is now for sell).

- VIII. Comments from the Public *(members of the public have 5 minutes to speak)*

Pulido mentioned the National Bulletin as a resource as well as MI Tech as a resource for community engagement.

- IX. Adjourn

Que moved, seconded by Dronet to adjourn the meeting at 6:32pm.

Motion Carried 5/0

Respectfully Submitted,

Megan Haselden, HDC coordinator

Abe Voelker, Chair

DEPT BLDGS Job No. 123199653
 Scan Code ESHS2040264



THE NEW YORK CITY LANDMARKS PRESERVATION COMMISSION
 1 CENTRE STREET, 9TH FLOOR, NORTH NEW YORK NY 10007
 TEL: 212 669-7700 FAX: 212 669-7780



PERMIT

CERTIFICATE OF APPROPRIATENESS

ISSUE DATE: 11/30/17	EXPIRATION DATE: 7/11/2023	DOCKET #: LPC-19-19657	COFA COFA-19-19657
ADDRESS: 60 NORFOLK STREET		BOROUGH: Manhattan	BLOCK/LOT: 346 / 37
Beth Hamerdash Hagodol Synagogue, Individual Landmark			

Display This Permit While Work Is In Progress

ISSUED TO:

Herman Grunbaum
Beth Hamedrash Hagodol of New York
60 Norfolk Street
New York, NY 10002

Pursuant to Section 25-307 of the Administrative Code of the City of New York, the Landmarks Preservation Commission, at the Public Meeting of July 11, 2017, following the Public Hearing of the same date, voted to approve a proposal to demolish portions of the synagogue due to hazardous conditions following a fire, as put forward in your application completed on June 15, 2017, and as you were notified in Status Update Letter 19-13310, issued on August 24, 2017.

The proposal, as approved, consists of building-wide emergency stabilization work, including demolition of unstable top sections of the masonry walls and towers down to a stable structural condition. The proposal was shown on presentation documents with the title "Beth Hamedrash Hagodol Proposal for Demolition" dated July 11, 2017, prepared by Howard L. Zimmerman Architects, and submitted as components of the application, and presented at the Public Hearing and Public Meeting.

In reviewing this proposal, the Commission noted that the Designation Report describes 60 Norfolk Street as a modified Gothic Revival style synagogue originally built in 1850 and altered in 1885; the Commission further noted that originally the building was constructed as a church, clad with brownstone ashlar, and featuring crenelated parapets at the two towers; that the main façade was stuccoed-over, and the crenelated parapets removed when the structure was altered for the Beth Hamedrash Hagodol Synagogue in 1885; that historically the Synagogue featured a central finial consisting of a domed roof supported by slender

Building Assessment: Calumet Village Historic District

Building Address:		
Building Name:		
Property Owner		
Property ID		
Item Assessed:	SCORE	COMMENTS
<i>Health Life Safety</i>		
Risk to general public		
Access to interior		
Animals and birds		
<i>Roof Condition</i>		
Structural		
Visual		
<i>Wall Condition</i>		
Stone or Brick masonry		
Wood Framed		
Structural		
<i>Foundation Condition</i>		
Foundation Walls		
<i>Building Envelope</i>		
Windows		
Doors		
Features: cornice, trim		
<i>Water Intrusion</i>		
Level of infiltration		
Level of damage		
<i>Risk to Adjacent Structures</i>		
Level of threat		
<i>Special Considerations</i>		
Location		
Prominence		
Historical Significance		
Contributing structure		
TOTAL SCORE	0	

7	Building Name	Building Address	Health Life Safety	Roof Condition	Wall Condition	Foundation Condition	Building Envelope	Water Intrusion	Risk to Adjacent Structures	TOTAL	2023 Comments
	Quello Block	308 5th St	8	9	4	2	7	9	3	42	Maas rehab project
	Hermann Flats	104-106 6th St	7	9	5	4	5	8	3	41	Now in Land Bank
	formerly C.J's Upholstry + residence	310 5th St	4	9	7	1	3	8	7	39	Maas rehab project
	Aho	425 5th St	7	7	4	2	8	6	3	37	Now in Land Bank
	Quito's	512 Portland	5	7	5	4	7	4	4	36	Stabilized - DDA for sale
	Evergreen Restaurant	106 5th St	3	6	5	2	5	7	8	36	Gone - fire
	former Penney's, Ruppe Department Store	211 5th St	9	3	9	1	2	5	7	36	Haugland - stabilization in progress
	formerly Palosari Construction	513 Scott St	3	5	8	2	7	5	3	33	Haugland - stabilized some - now for sale
	Nelson Schroder Block - West	613 Oak St	7	3	6	2	7	3	2	30	Flood - some stablation - now for sale
	Nelson Schroder Block - East	611 Oak St	3	7	5	2	4	3	2	26	No change?
	former H&R Block	113 6th St.	2	5	3	2	3	5	0	20	Gone - demo

How to Start a Preservation Project: Building Condition Assessment

Why Conduct a Condition Assessment?

A Condition Assessment allows homeowners, contractors, and/or preservationists to get holistic documentation of the building including the general condition at the time of the assessment, the existing identifying features and structure of the building. Additionally, a Condition Assessment identifies areas of deterioration which allows for the work that needs to occur on the building to be prioritized throughout the repair or construction on the building. Condition Assessments can also serve as records of the state of a structure through time and different repair projects.

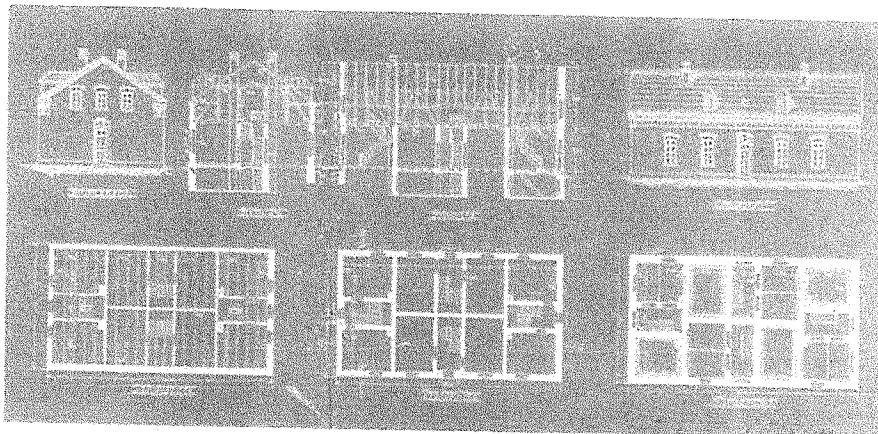
What You Need

Gather the tools that you will need to make to perform a comprehensive Condition Assessment:

1. The National Center for Preservation Technology & Training's "Rapid Building Site and Condition Assessment" and this form for further notes
2. Ample graph paper for documentation sketches
3. Ample paper for note taking
4. Writing Utensils
5. A camera to take photographs
6. A measuring tape
7. A flashlight
8. A way to note the time (phone or watch)

Other tools that may be helpful depending on the level of detail you are able to get in your assessment:

1. A Penknife
2. A Pair of binoculars
3. A Ladder
4. A Compass
5. A Plumb line



THE CAMPAIGN FOR
HISTORIC TRADES

Calumet Village HDC Agenda Packet October 18, 2023
CALUMET VILLAGE HDC PACKET NOVEMBER 15, 2023

What To Look For

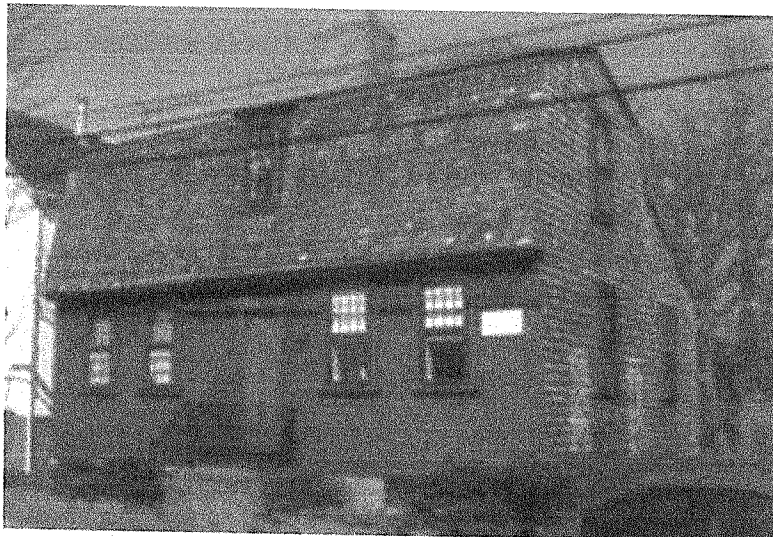
Exterior General

- What other buildings are nearby, if any?
- What general condition are these buildings in if they exist?
- Do surrounding buildings look like the one you are assessing?

- Estimate the general age of the building you are assessing.
- Is the building on a lot or yard, if so how big is the lot or yard surrounding the house?
- What is the building used for currently?
- Do you think that this how the building was used in the past?

Exterior Walls

- What materials are used?
- What is their general condition?
- Is paint in good condition or cracking/chipping?
- Is there water damage on the exterior walls? Blistering, bulging, etc.
- Are doors and windows aligned with the walls?
- What decorative elements or identifying features does the building have?
- Masonry
 - Are there cracks?
 - Is mortar crumbling?
 - Is the building brick or stone?
 - Describe the material used.
- Wood and Siding
 - Are there signs of rotting or insect infestation in any wood?
 - What material is siding made of if it exists?

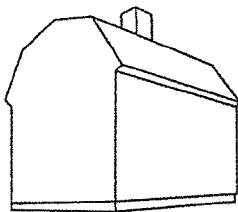


Foundation

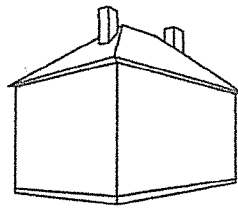
- What are the materials used?
- What is the general condition?
- Are there signs of drainage problems?
- Is water collecting on the ground near the foundation in any area?
- Are there visible cracks in concrete or masonry?
- Is there any visible leaning?
- Is any masonry or cement crumbling?
- Is there evidence of natural pests like groundhogs, termites, vines, etc.?

Roof

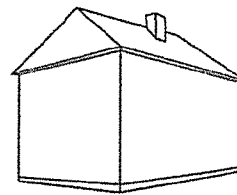
- Estimate the general age of the roof.
- What materials are used?
- What is the general condition?
- Are any portions missing?
- What is the shape of the roof? Flat, sloped?
- Is there a Chimney?
- Is there any biological growth visible such as plants, moss, algae, or animal nests?



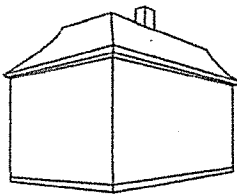
Gambrel



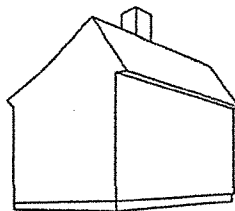
Hip Roof



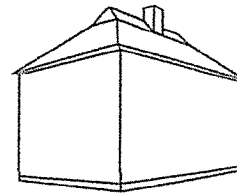
Gable



Mansard



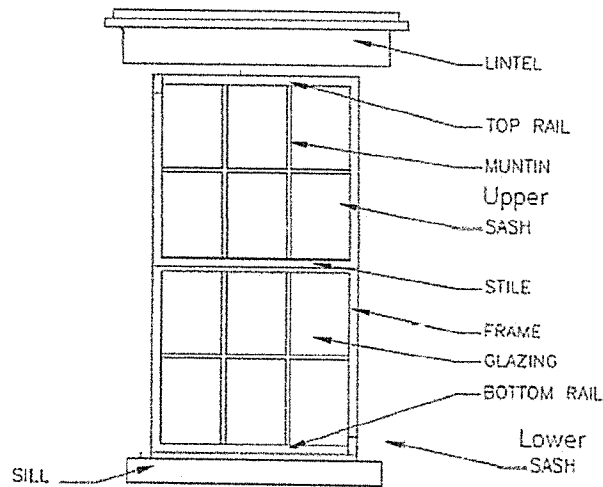
Saltbox



Gable-on-Hip

Windows

- How many windows are there?
- Are they original (wood) or new (often vinyl).
- What material are they made of?
- Are they all the same material?
- Sketch each type of window.
- Check to see if windows on certain sides are in better/worse condition compared to other sides of the building.
- Are they double paned?
- Are there storm windows?
- Is paint peeling?
- Can you see problems caused by moisture such as wood damage?
- Are any portions of the window missing or deteriorating?
- Is any glazing putty missing around the glass?
- Do the windows open and close easily?
- Is there missing hardware?



Gutters

- Are there signs of clogged gutters such as wet areas or staining?
- Are portion of the gutter missing?

Porches

- If there is a porch, is it connected to the rest of the structure?
- Are there decorative portions?
- Is there any sign of water damage or pest damage (animal, plant, fungus)
- Are there signs of metal erosion or rotting?

Interior Structure

- Are floors and walls structurally intact? (no sagging, bulging, cracking, etc.)
- Are there signs of water damage or pest damage?
- Are staircases attached and/or stable?
- Is there standing water anywhere or is there musty smell, high humidity, or mold/fungus/mildew?

Interior Other

- What type of heating system is there? (gas, forced air, steam)
- Is there a water heater? If so, how old and in what condition? Is it Gas or Electric?
- Is there a water supply?
- Is the structure on a well system?
- Is the structure connected to a sewer system or septic system?
- How old is the wiring? Are there fuses or circuit breakers? Is there any remaining “knob and tube” wiring?
- Is there asbestos?
- Is there lead paint?

Rapid Building and Site Condition Assessment

Inspection

Inspection date time _____

 AM PM

Page 1 of ____

Inspector _____

Area inspected

Attachments

 Sketches Documents

Affiliation _____

 Exterior Only
 Exterior and Interior

 Photographs Other

Property Description

Building name _____

Type of Construction

 Wood Frame Brick Boat
 Steel Frame Stone Other
 Concrete Manufactured

Address _____

Occupied?

 Yes No

Historic district name _____

Primary Occupancy

 Dwelling Government
 Other Residential Museum
 Public Assembly School
 Emergency Services Religious
 Commercial Cemetery
 Offices Other
 Industrial

Repairs begun?

 Yes No

Number of stories above ground _____ below ground _____

Owner/Contact Info

Approx footprint area (square feet) _____

Number of residential units _____

Characteristics

 Building age 0- 25 yr 25 - 50 yr 50 -100 yr 100+ yr Verified Reported Estimated

 Foundation Pier Slab Chain Wall Basement Other _____

 Roof type Hipped Gable Mansard Pyramid Flat Other _____

 Roof covering Slate Metal Tile Asphalt Asbestos Other _____

 Wall finish Stucco Wood Vinyl Masonry Asbestos Other _____

 Landscape features Walkway Driveway Fences Sculpture/Fountains Structures Other _____

 Archaeological site Yes No On SHPO List Unknown Other _____

 Visible artifacts Bone Pottery Metal Stone Glass Unknown Other _____

 Interior condition Structural Damage Mold/Mildew Falling Plaster Other _____

 Interior contents Antiques Archives Art Work Other _____

 Appears historic? Yes No Don't know Is there a sign or plaque? Yes No _____

 Historic designation Nat'l Hist. Landmark Nat'l Reg/District State/Local Eligible Other _____

Flood Data

 Nature of water Standing Flowing Seepage Water Marks Other _____

 Space where water entered Basement/Crawl First Floor Second Floor _____

Depth of water measured from main floor (+/-) _____

 Sediment deposited On Site In Structure Site erosion Yes No Don't know

Evaluation

Investigate the building for the conditions and check the appropriate column.

Collapsed or off foundation	<input type="checkbox"/> Minor/None	<input type="checkbox"/> Moderate	<input type="checkbox"/> Severe
Leaning, other structural damage	<input type="checkbox"/> Minor/None	<input type="checkbox"/> Moderate	<input type="checkbox"/> Severe
Damage to windows, doors	<input type="checkbox"/> Minor/None	<input type="checkbox"/> Moderate	<input type="checkbox"/> Severe
Chimney, parapet, or other falling hazard	<input type="checkbox"/> Minor/None	<input type="checkbox"/> Moderate	<input type="checkbox"/> Severe
Roof damage	<input type="checkbox"/> Minor/None	<input type="checkbox"/> Moderate	<input type="checkbox"/> Severe
Foundation damage	<input type="checkbox"/> Minor/None	<input type="checkbox"/> Moderate	<input type="checkbox"/> Severe
Siding damage	<input type="checkbox"/> Minor/None	<input type="checkbox"/> Moderate	<input type="checkbox"/> Severe
Damage to electrical, mechanical, AC systems	<input type="checkbox"/> Minor/None	<input type="checkbox"/> Moderate	<input type="checkbox"/> Severe
Landscape damage	<input type="checkbox"/> Minor/None	<input type="checkbox"/> Moderate	<input type="checkbox"/> Severe

Estimated Building Damage

 None
 1-10%
 10-30%
 30-60%
 60-90%
 90-100%

 Potential Hazards Electrical Lead Asbestos Mold Other _____

Further Actions

 Recommendations Add Temporary Roof Covering Board Shore Other _____

 Detailed evaluation recommended Structural Environmental Archaeological Historic Significance Collections

Other recommendations _____

Barricades needed in the following areas _____



Posting

 Inspected Restricted Use Unsafe Historic Designation Detailed Evaluation Needed


Historical District Commission
Balance Sheet
October 31, 2023

	Current Balance	Last Year Balance
ASSETS		
Current Assets		
102 Cash - Checking Account	\$ 11,192.31	\$ 12,527.31
Total Current Assets	<u>11,192.31</u>	<u>12,527.31</u>
Total Assets	<u>\$ 11,192.31</u>	<u>\$ 12,527.31</u>
LIABILITIES AND CAPITAL		
Current Liabilities	<u>0.00</u>	<u>0.00</u>
Long-Term Liabilities		
215 Unearned Grant Income	\$ 4,500.00	\$ 4,500.00
Total Liabilities	<u>4,500.00</u>	<u>4,500.00</u>
Capital		
296 Retained Earnings - Begin Bal.	8,027.31	7,286.26
Net Income	<u>(1,335.00)</u>	<u>741.05</u>
Total Capital	<u>6,692.31</u>	<u>8,027.31</u>
Total Liabilities & Capital	<u>\$ 11,192.31</u>	<u>\$ 12,527.31</u>

Historical District Commission
Income Statement
For the Eight Months Ending October 31, 2023

	Current Month	Year to Date
Revenues		
390 Fees Income	\$ 0.00	\$ 40.00
Total Revenues	<u>0.00</u>	<u>40.00</u>
Expenses		
489 Expense - Admin - Payroll	0.00	1,250.00
494 Memberships/Dues	0.00	50.00
495 Conference Fees	50.00	75.00
Total Expenses	<u>50.00</u>	<u>1,375.00</u>
Net Income	<u>(\$ 50.00)</u>	<u>(\$ 1,335.00)</u>

VILLAGE OF CALUMET
HDC FUND

FY 2024 BUDGET

ADOPTED ON:
FEBRUARY 28, 2023

ACCOUNT DESCRIPTION REVENUES(AND OTHER SOURCES)	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	ACTUALS AS OF OCTOBER	PROPOSED BUDGET FY 2025	NOTES
Permit Fees	\$60	\$120	\$60	\$40	\$120	
GIS Grant	\$0	\$0	\$0	\$0	\$0	
Transfers from:						
DDA	\$2,000	\$2,500	\$2,500	\$0	\$2,000	
General Fund (from KNHP Grant)	\$9,000	\$2,000	\$2,000	\$0	\$2,000	
Total Revenues	\$11,060	\$4,620	\$0	\$40	\$4,120	
EXPENDITURES(AND OTHER USES)						
Administration/Salaries	\$3,000	\$3,000	\$3,000	\$1,250	\$2,000	To VOC General Fund
Advertising/Promotion/Outreach	\$615	\$103	\$100	\$0	\$750	Increased outreach
Professional Services	\$42	\$260	\$200	\$0	\$200	Share of audit
Conference Fees			\$0	\$75	\$1,000	Conferences/Trainings
Travel Expense	\$0	\$366	\$400	\$0	\$400	For Conferences
GIS Survey	\$4,998	\$0	\$0	\$0	\$0	
Memberships	\$0	\$150	\$200	\$50	\$250	MHPN Membership; NAPC Membership
TOTAL EXPENDITURES	\$8,655	\$3,879	\$3,900	\$1,375	\$4,600	
NET REVENUES(EXPENDITURES)	\$2,405	\$741	(\$3,900)	(\$1,335)	(\$480)	
Fund Balance Beginning of Year	\$4,881	\$7,286	\$8,027	\$8,027	\$6,692	
Fund Balance End of Year	\$7,286	\$8,027	\$4,127	\$6,692	\$6,212	

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CHECK NO. MB 15, 2023