



DESIGN REVIEW COMMITTEE OF THE CITY OF BUCHANAN
WEDNESDAY, JUNE 03, 2026 – 6:00 PM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

AGENDA

THE DESIGN REVIEW COMMITTEE OF THE CITY OF BUCHANAN, in compliance with Michigan's Open Meetings Act, hereby gives notice of a regular meeting to be held in the Chamber of City Hall.

** Comments may be submitted in writing at least 4 hours in advance to the Community Development Director/Zoning Administrator at "mailto:rmurphy@cityofbuchanan.com" rmurphy@cityofbuchanan.com*

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Approve Agenda**
- V. Public Comments - Agenda Items Only (3-minute limit)**
- VI. Approve Minutes**
 - A. Minutes**- Consider approving the Regular Meeting Minutes from May 6th, 2026.
- VII. Unfinished Business**
 - A. Design Review Committee and the Unified Development Code**- Consideration of Draft Amendments to Unified Development Code (zoning ordinance) associated with Downtown Design Review - 2nd Draft
- VIII. New Business**
 - A. 211 E Front St** - Consideration of Request at 211 E Front Street - Request for Design Review - Replacement Windows and Doors and Paint on Trim
- IX. Public Comment - Non-Agenda Items Only (3-minute limit)**
- X. Staff/Committee Comments**
- XI. Adjournment**



DESIGN REVIEW COMMITTEE OF THE CITY OF BUCHANAN
WEDNESDAY, MAY 06, 2026 – 6:00 PM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

MINUTES

I. Call to Order

The meeting was called to order by Brayak at 6:03 PM.

II. Pledge of Allegiance

The Pledge of Allegiance was recited.

III. Roll Call

Present: Chris Brayak, Dan Carolson, Michael Rowland, Peter Lysy

Absent: Joe Paolucci

City Staff: Kristen Gunderstan and Kalla Langston

IV. Approve Agenda

Motion made by Rowland, supported by Carlson, to approve the agenda as presented. Voice vote carried unanimously.

V. Public Comments - Agenda Items Only (3-minute limit)

Beth Murphy, President of the Buchanan Preservation Society, addressed the Committee regarding the standards used to review proposed changes to downtown buildings. She expressed concern that decisions may appear inconsistent and asked how the Committee determines what is allowed. The Committee explained that applicants present their proposed work, which is then reviewed using the Secretary of the Interior's Standards, City of Buchanan standards, and Committee discussion. The Committee may approve, approve with conditions, or disapprove a request. Ms. Murphy specifically questioned the decision to allow the Brick and Bloom building to be painted, noting that painting brick is generally discouraged and that downtown Buchanan contains historic brick buildings. Committee members stated that the decision was difficult and involved extenuating circumstances, including multiple brick types, concrete masonry units, metal panels, and the rear of the building becoming a more visible façade due to a planned outdoor patio. Members emphasized that painting brick is generally not preferred, but the decision was based on the full application, needed repairs, building functionality, and code considerations. The Committee noted that the vote was split and that the decision was not made lightly. Ms. Murphy stated that she wanted to make her position known, and the Committee thanked her and the Preservation Society for their work.

VI. Approve Minutes

A. Consider approving the Meeting Minutes from April 9th, 2026.

Motion by Rowland, supported by Lysy, to approve the minutes as presented with the following corrections: revise the sign attachment language to state that the sign will be attached "into the mortar joints," and revise the reference to the "downtown design standards." Roll call votes are carried unanimously.

VII. Unfinished Business

A. Bylaws- Review and consider approving the draft bylaws.

Staff reviewed the proposed bylaw revisions. The draft included the addition of two alternates, comments from legal review, and expanded conflict-of-interest language. The Committee discussed the different actions it may take on applications, including approval, denial, and approval with conditions. Staff explained that conditions need to be clear so the applicants, staff, and inspectors know what is required. Staff also noted that an application can be broken into separate items if the Committee wants to approve some parts and deny others. The Committee discussed whether tabling or postponing an application needed to be listed as a separate option. It was noted that those actions are already available under the meeting procedure. The Committee reviewed the officer section and agreed that the bylaws should refer to a "recording secretary" and clarify that City staff will serve in that role. Several minor edits were also identified, including correcting typos and updating the secretary language for consistency. The Committee also discussed the attendance section. It was clarified that the attendance requirements would apply moving forward after the bylaws are approved. Staff noted that delaying approval until June would also delay City Commission review and could affect progress with the MEDC Redevelopment Ready Communities process. Because the changes were minor, the Committee can approve the bylaws as amended.

*Motion made by Rowland, supported by Carlson, to approve the bylaws as amended.
Voice votes are carried unanimously.*

Rowland had to leave for prior commitments at 6:55 PM.

VIII. New Business

A. Design Review Committee and the Unified Development Code- Draft 1 of proposed changes review and discuss.

Staff reviewed the proposed UDC amendments for downtown design review. It was noted that the current UDC references the Committee but does not include detailed standards for review. The proposed changes would create a Downtown Design Review Overlay District and add standards for exterior changes in the downtown area. The Committee discussed the proposed boundaries, zoning map, and whether certain nearby properties should be included. The overlay is expected to generally follow the D Downtown District, with the map to be clarified. The Committee also discussed how future PUD requests would be handled and how exterior design review could be included as part of those approvals. Several text edits were discussed, including changing references from "village" to "city," clarifying overlay district language, and adding language to "protect and promote" the historic and architectural qualities of the city. The Committee had a broader discussion about whether its role is strictly design review or whether it also includes historic preservation. Staff noted that if the Committee wants to formally act as a historic preservation body, the City Commission may need to consider creating a Historic Preservation Commission. The Committee discussed that design review and historic preservation overlap in Buchanan, but clear and consistent standards are needed for applicants, staff, and the Committee. The Committee also discussed standards for windows, doors, storefronts, materials, and exterior alterations. Concerns were raised about protecting important features such as prism glass, original storefront systems, and other architectural details, while still allowing reasonable updates for energy efficiency, functionality, and cost.

Staff will send a Word version of the proposed amendments for review. Comments are due by May 20, so the item can come back at the June 3 meeting. The goal is to continue reviewing in June and July, send the amendments to the Planning Commission in August, and hold a public hearing in September.

B. Board Training

Staff provided training regarding the Michigan Open Meetings Act and board conduct expectations. Topics included meeting notices, quorum requirements, avoiding email or text discussions involving board business, avoiding outside discussions with applicants, and keeping deliberation and decision-making in public meetings. Staff emphasized that factual information may be shared through staff so it can be distributed equally to the full Committee, but discussion of pending applications or items that may come before the Committee should occur during an open meeting. The Committee also discussed general board expectations, including acting in the best interest of the public, maintaining respectful discussion, and ensuring that decisions are made openly and consistently.

IX. Public Comment - Non-Agenda Items Only *(3-minute limit)*

X. Staff/Committee Comments

The Committee discussed ongoing attendance concerns regarding one member. It was noted that the member had indicated they were not resigning but had not been attending meetings. Staff and City administration will discuss how to proceed.

Staff noted that internal processes, permitting procedures, and enforcement mechanisms continue to be improved. The Committee discussed the importance of clear standards, consistent procedures, and having enforceable rules in place.

XI. Adjournment

Motion made by Brayak, supported by Carlson, to adjourn the meeting at 8:15 PM. Voice vote carried unanimously.

Kalla Langston-Weiss, City Clerk

Chris Brayak, Chairperson

Memorandum



Date: May 27, 20256

To: Downtown Design Review Committee

From: Kristen Gundersen, Planning and Community Development Director

Subject: **Design Review Committee and the Unified Development Code (zoning ordinance) – Draft 2 of proposed changes**

Background

During the May 6th meeting, the Committee reviewed and began discussions of changes to the Unified Development Code (UDC) which was adopted in November 2025. The UDC has elements of a form-based code which provides additional language for the design of buildings to help maintain built environment characteristics found in the different zoning districts. UDC documents can also include all regulations associated with the development of land including stormwater and engineering design standards, signage, subdivision regulations to name a few.

Language found in the 2003 zoning ordinance as amended is now superseded by the UDC adopted in 2025. Properties that were located in the C-3 Central Business District are now designated as D Downtown District in the UDC.

While the DRC is referenced in three locations, other sections provide development standards for properties located in the D Downtown District. The April 1st packet included an excerpt from the UDC as it relates to development in the D Downtown District which included:

- Article III – Section 71-14 Zoning districts – establishes zoning districts
- Figure 71-A – Zoning Map
- Section 71-16 – General Requirements
- Table 71-F Downtown D Standards – provides setback and glazing requirements
- Section 71-17 – Façade requirements – language pertaining to façade regulations
- Table 71-F Façade Types – provides information regarding Shopfronts, Awning or Canopy and Common Entry
- Article 4 – Administration – Section 71-33 Review and decision-making bodies. Section 71-33.E specifically references the Design Review Committee.
- Section 71-36 Specific standards for development approval includes Table 71-V Development Review Procedures and Section 71-36.H Downtown applications – provides language for staff review and approval

Discussion

Staff drafted proposed changes that were included in the May 6th packet. Due to members present and time spent discussing other agenda items, there was limited discussion on this matter. It was suggested that members review the draft document and provide written comments to be compiled

Memorandum

by staff and reviewed during the June 3rd meeting. Below is a summary of the original proposed changes:

1. Sections 71-5.A.9 and 71-14.A and 71-16H.12 - Creation of the Downtown Design Review Overlay District. This includes intent language for the purpose of the district and will include a map of the Downtown district for clarity. In addition, there is a short list of exceptions for design review.
2. Section 71-33.E Review and decision-making bodies – Downtown Design Review expanded existing language to include powers and duties of the committee along with where appeals are sent.
3. Sections 71-34 and 71-36 added Downtown Design Review Overlay District to notice information for clarity and updated review procedures to include staff as a decision-making body, and the planning commission as the appellant body.
4. Section 71-36.H Downtown Design review expanded section to include: 1) reference to overlay district; 2) approval process with language regarding no building or sign permits may be issued associated with exterior alterations until approval has been granted; 3) modified administrative approval to include city manager review and deleted criteria b regarding previous interpretations; 4) provided process for downtown design review committee approvals; 5) established objectives and standards for eight items associated with the exterior of the building along with appeal process; and 6) added term Downtown Design Review Overlay District to definitions under Overlay District.

Member Lysy spent time drafting proposed changes to the draft language which has been depicted in redline in the attached document. Chair Brayak provided comments also. The attached redline document in red are Mr. Lysy's comments and those shown in blue or notes from Kristen or CHRIS are from Chair Brayak. While it is best to review from the redline document, I also included a cleaned up document that auto accepted all changes, this might be easier for some to review.

Staff reviewed the proposed changes and are concerned about Section 71-34.K.4 with the reference to the meeting on-site. Meetings that do not take place at city hall require additional notice of the new location which can be difficult for interested parties to attend the meeting. Some concerns include no seating, how to record the formal meeting and what happens in inclement weather. There may be disruption while standing on the sidewalk or being across the street looking at a building to get a full view and understanding. When standing in groups there may be side conversations that the entire Board does not hear. It is strongly recommended and encouraged that members visit the property alone prior to the meeting and not engage with the applicant. Both the applicant and staff provide photographs in the agenda packet to help members remember the building.

Next Steps

Review and discuss the redline document which is based on the original draft amendments. Direct staff make changes as needed.

Memorandum

The Planning Commission is reviewing other sections of the UDC to address concerns that have arisen since its adoption. The intent is there will be several sections amended at one time with remaining sections reviewed later.

At this time, staff is requesting the Design Review Committee review language found in the UDC and determine if any changes are necessary. Staff have confirmed with the Planning Commission that the DRC should review the existing language and direct staff to draft changes that would improve the existing document. Once the DRC is supportive of the draft changes they will be forwarded to the Planning Commission for review and inclusion in the future a larger amendment to the UDC which will require City Commission approval after two readings of the adopting ordinance and public hearings.

New language is underlined and ~~language to be deleted is stricken~~ Disregard formatting.

Sec. 71-5 Zoning districts established

A. Zoning under this chapter is limited to the following district designations.

8. Short-term rental Overlay District allows short-term rental uses to be located in specific geographic areas.

9. Downtown Design Review Overlay District establishes specific geographic areas where exterior design review by the Downtown Design Review Committee is required-

Sec. 71-14 Zoning districts

A. Official zoning map – Figure 71-A (Zoning Map shall have the following language added under “Zoning Districts”)

Overlay District

Short-Term Rental Overlay District – see Sec. 71-16.H.11

Downtown Design Review Overlay District – see Sec. 71-16.H.12

Sec. 71-16 General requirements

Section 71-16.H Establishment of zoning districts and regulations

1. through 10 - intentionally left blank (in future Tables 71-C through 71-H will be retitled)

11. Short-Term Rental Overlay District (STROD)

a. Intent. The Short-Term Rental Overlay District is established and applies to the area shown on the map in Section 71-16.H.11.c. The intent of the Short-Term Rental Overlay District is:

i. Protect and promote the health, safety and welfare of the City’s residents, property owners, visitors, and neighborhoods by allowing short-term rentals (STR) within the City under certain conditions as found in Chapter 14 of the Code of Ordinances and in certain zoning districts.

ii. Recognizes that short-term rentals may potentially promote tourism, increase property values, and provide valuable business opportunities for property owners.

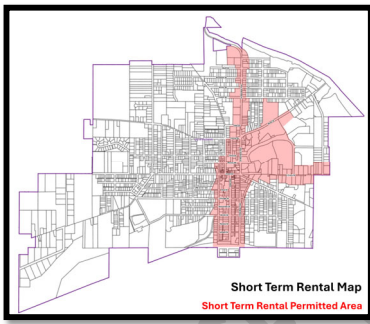
iii. Ensure that the operation of short-term rentals is done in a safe and beneficial manner for the well-being of all in the community. The character of residential zoning districts must also be protected and preserved.

iv. While short-term rentals can provide community benefits, their proliferation in residential neighborhoods can cause difficulties where character of the use takes on a more transitory and commercial character.

v. By creating the overlay district it will decrease potential conflicts with adjacent properties, limit impact on long-term housing availability and maintain the residential character of neighborhoods.

b. Basis for Regulations. Whereas in 2025, the City Commission adopted Ordinance 2025.09.443 establishing regulations that must be met for short-term rental in Chapter 14 of the Code of Ordinance which may be amended from time to time.

c. Short-term rental Areas. The Short-Term Rental Overlay Map as established in Chapter 14 of the Code of Ordinances.



d. Applicability, Exception

i. Properties located outside of the overlay district are prohibited from requesting use variances from the Zoning Board of Appeals for the establishment of a short-term rental unit.

12. Downtown Design Review Overlay District (DDR/D)

a. Intent. The Downtown Design Review Overlay District is established and applies to the area shown on the map in Section 71-16.H.12.c. The intent of the Downtown Design Review Overlay District is:

i. Preserve and pPromote the historic and architectural qualities of the Citydowntown and thereby preserve the distinctive character of the City. Various areas of the City, such as the area in tThe downtown business district: have has special historical, cultural, and design significance. ~~These areas contain and contains~~ historic or unique sites deserving protection. The preservation and

Commented [PL1]: The focus and purview of the DDR/D is strictly the D Downtown District; the intent section that follows should therefore only concern itself with the D District.

appropriate development of these ~~areas/sites~~ require rules and regulations specifically addressing these distinctive characteristics.

ii. To effect and accomplish the protection, enhancement, perpetuation, and use of improvements and areas of special character or special historic and aesthetic interest or value which represent or reflect elements of the City's cultural, social, economic, ~~political~~, and architectural history or distinction.

iii. To maintain the local, "small town" atmosphere of ~~various residential and the downtown~~ business areas within the City.

iv. To insure compatibility of new development with the existing characteristics of the area.

v. To protect sensitive areas of transition from one land use to another.

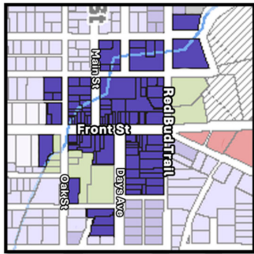
vi. To protect and enhance the ~~City's downtown's~~ attractiveness to visitors and the support and stimulus to local business provided thereby.

vii. To strengthen the economy and promote improvements in the City.

viii. To promote the use of areas within the Downtown Design Review Overlay District for the education, pleasure, and welfare of the residents of the ~~VillageCity~~.

b. Downtown Design Review Areas. The Downtown Design Review Overlay District will consist of all properties located in the D Downtown District.

INSERT MAP OF THE D DISTRICT



c. Applicability, Exception

i. The placement of allowed ~~non-permanent~~ items such as sandwich board signage, outdoor seating, planter boxes and other similar items in accordance with adopted regulations and policies shall be excluded from the Downtown Design Review Overlay District standards of review as found in _____.

Sec. 71-33 Review and decision making bodies.

E. Downtown Design Review Committee

1. Powers and duties. The Downtown Design Review Committee has the following powers and duties under this chapter:

a. Downtown Design Review Overlay District. To review, hear, consider and approve, approve with conditions or disapprove applications requests.

b. Appeals to administrative decisions. To hear, review, consider and affirm, modify, or review and decisions of the Zoning Ordinance Administrator as allowed under Sec

2. Appeals. An appeal of a decision by the Downtown Design Review Committee must be filed with the City of Buchanan Planning Commission in writing within 60 days after the decision in writing is made.

is the decision-making body for applications subject to downtown design standards unless the proposed work qualifies for administrative approval under Sec. 71-36.1 Downtown applications:

2. The Design Review Committee meets on an as needed basis when discretionary review is required.

Sec. 71-34 General provisions.

G. Timing of notice. Unless otherwise provided in the Michigan statutes and laws or this chapter, notice will be provided as shown in [Table 71-U](#).

TABLE 71-U NOTICE TIMING		
Application	Notice Required	
	Written	Published
Text amendment	None	Planning Commission: Not less than 15 days prior to public hearing. City Commission: not less than 15 days prior to public hearing.
Zoning map amendment	Planning Commission: not less than 15 days prior to public hearing. City Commission: reasonable time prior to public hearing	Planning Commission: Not less than 15 days prior to public hearing. City Commission: not less than 15 days prior to public hearing.
Special use permits	Not less than 15 days prior to public hearing.	Not less than 15 days prior to public hearing

Commented [PL2]: Should "review" actually be "reverse"?

Commented [PL3]: I'm not what "decision of the Zoning Ordinance" means? Ordinances don't make decisions. Should this be Zoning Administrator in consultation with the City Manager?

Commented [KG4]: Where is the next step for appeal after PC?

Commented [PL5]: This timeline is different from the timeline found under "Appeal process", below.

Variance	Not less than 15 days prior to public hearing	Not less than 15 days prior to public hearing
Appeal	Not less than 15 days prior to public hearing	Not less than 15 days prior to public hearing
Downtown Design Review Overlay District	None	None

K. Review of applications by decision-making bodies.

4. Downtown Design Review Overlay District. After submission of an ~~application~~ ~~Application for downtown-Downtown design-Design review-Review~~, the ~~downtown-Downtown design-Design review-Review committee-Committee~~ will hearing comments on the application during a public meeting. Typically, the meeting will include an on-site visit to the property in question so that Committee members may observe firsthand and understand existing conditions. The ~~downtown-Downtown design-Design review-Review committee-Committee~~ will either approve, approve with conditions, or disapprove the application based on actual conditions and the relevant review standards.

Commented [KG6]: Can the DDRC postpone a request - KG response - yes, but a best practice would be for the applicant to agree to the postponement - they may just want the vote so they can appeal to PC and move forward

Sec. 71-36 Specific standards for development approval.

A. General. Table 71-V summarizes the development review procedures for all types of applications.

TABLE 71-V DEVELOPMENT REVIEW PROCEDURES						
Procedure	Authority					Notices
	Staff	PC	ZBA	CC	DRC	
Text amendments	R	[R]		[DM]		N
Zoning map amendment	R	[R]		[DM]		W, N
Special use permit	R	[DM]				W, N
Variance	R		[DM]			W
Appeals of administrative decision			[DM]			W
Administrative adjustments	DM		[A]			
Site plan review	DM					
Sign permit	DM		[A]			
Temporary use permit	DM		[A]			
Certificate of zoning compliance	DM					
Downtown Design design Review review application	R DM	Δ			DM	
Interpretations	DM		[A]			

TABLE 71-V DEVELOPMENT REVIEW PROCEDURES						
Procedure	Authority					Notices
	Staff	PC	ZBA	CC	DRC	

Key

Planning Commission	PC
Zoning Board of Appeals	ZBA
City Commission	CC
Design Review Committee	DRC
Review & Recommendations	R
Decision Making Body	DM
Appellate Body	A
Public Hearing Required	[]
Published Notice	N
Written Notice	W

H. ~~Downtown applications. Downtown design review.~~

~~1. Applicability Purpose. Downtown design review is required for properties located within the Downtown Design Review Overlay District as established in Sec. 71-16.H.12.a. and applies to all proposed exterior work in the Downtown Design Review Overlay District associated with exterior alterations to existing buildings ~~such as related~~ but not limited to windows, ~~and doors, replacement,~~ awnings, signage, lighting, ~~and~~ changes to the façade such as new siding or paint; and new construction.~~

2. Approval Process Options. ~~No building or sign permit may be issued for work on the exterior of a building located within the Downtown Design Review Overlay District until either an Administrative approval has been issued by the zoning administrator or the Downtown Design Review Committee has approved ~~a~~ the request.~~

~~a. This subsection applies to all proposed exterior work in the D Downtown District associated with exterior alterations to existing buildings such as but not limited to window and door replacement, awnings, signage, lighting, and changes to the façade such as new siding or paint and new construction. subject to the Downtown Design Standards, including new construction, façade alterations, cosmetic upgrades, and signage.~~

a. Administrative approvals. ~~The community development director zoning Zoning administrator Administrator~~ along with the ~~city City manager Manager~~ may review, consider and approve, approve with condition or disapprove downtown design review ~~permits applications for approve~~ proposed work when all of the following criteria are met:

i. The work does not involve the addition, ~~or removal,~~ or covering of architectural features that define the character of the building, including but not limited to cornices,

Commented [PL7]: What about mechanical permits which include alterations or placement of mechanical units on the exterior of a building, how do we make sure that they don't violate the Downtown Design Standards, especially standards re location and screening of mechanical units?

Commented [KG7R2]: Chris - should discuss sign permit as question in the past

transoms, storefront configurations, or decorative masonry.

b. ~~The work is consistent with the City of Buchanan Downtown Design Standards, including any applicable design guidance or previously issued staff interpretations. The work is located on a non-primary façade or is minimally visible from the public right-of-way, unless the proposed materials and design match the existing conditions:~~

ii. The work is limited to repainting, signage replacement, awning replacement, lighting, window or door replacement with units of the same identical size, and material, and construction, or similar minor treatments.

iii. The proposal does not require interpretation of discretionary design guidance or involve requests for exceptions to adopted standards.

2. ~~DRC referral. The community development director may refer any application to the DRC when the proposed work is unusual, precedent-setting, or potentially inconsistent with the Downtown Design Standards:~~

b. ~~Downtown Design Review Committee approvals. The downtown-Downtown design-Design review-Review committee-Committee is authorized to review and approve, approve with conditions or disapprove an application for modifications or new construction for properties located in the Downtown Design Review Overlay District in accordance with Objectives and Standards found in Sec. 71-36.Hc.~~

c. ~~Objectives and Standards~~

~~The Downtown Design Review Committee shall review the following Objectives and Standards when reviewing requests applications for exterior work within the Downtown Design Review Overlay District.~~

1. ~~Building character, context and mass~~

a. ~~Objective. Each new development or exterior renovation should relate and contribute towards a positive image in terms of architectural style and details, placement, shape, scale, character, and materials, as well as relationship to adjacent buildings.~~

b. ~~Standard: New development should-must maintain setbacks, and should maintain building proportions, roof and cornice lines, façade divisions, rhythm and proportions of openings, building materials, and colors that are consistent with or similar to surrounding commercial buildings, where present, and shall~~

Commented [PL8]: This is vague, what is it really referring to?

Commented [KG9]: The UDC D district requires a 0 bldg front setback along Front St and the remaining area may have a 12' setback - this would allow for outdoor seating on private property

adhere to with the established regulations found within this code pertaining to bulk standards and façade type requirements.

2. Architectural Style.

a. Objective. To ensure general consistency with historic architectural styles found in downtown Buchanan.

b. Standard. For new construction, historic architectural styles need not be replicated. The contemporary adaptation of elements of historic commercial architectural styles found in downtown Buchanan is encouraged. Elements should be based upon, and consistent with, an architectural inventory of the existing downtown district. Elements of multiple architectural styles should not, however, be mixed in a single building. For renovations of or additions to existing buildings, the architectural style of the existing building will inform the design of the new work, which will be consistent and harmonious with the existing building.

3. Roof Treatment.

a. Objective. Roof forms should provide visual interest that is consistent with the building adjacent rooflines and roof forms of adjacent buildings.

b. Standard. Flat roofs and low-pitch (no more than 2:12) roofs are the most common traditional downtown roof form, and should be used on all new buildings. Detailed cornices or parapets are encouraged to emphasize the roofline and conceal the roof.

4. Corner Buildings.

a. Objective. To emphasize the importance of corner locations for pedestrian circulation and visibility.

b. Standard. New buildings on corner lots should be oriented to the corner and both public streets. Both street-facing facades should be built up to the established building façade line on each block. Corner entrances may be desirable but are not required. However, both street-facing facades should maintain similar articulation, detailing, and rhythm of window openings.

c. Existing buildings on corner lots should maintain or create orientation on both public streets.

5. Building Widths and Facades

a. Objective. To reflect typical existing building widths found in the downtown River Falls and to avoid long building facades with a monolithic or monotonous appearance.

b. Standard. Buildings of more than 40 feet in width shall be divided into smaller increments (between 20 and 40 feet each) through articulation of the facade. This can be achieved through combinations of the following techniques and others that may meet the objective, as long as they all conform to a single architectural style: stepping back or extending forward a portion of the façade; using different textures or materials; the materials should be drawn from a common palette; dividing the storefronts; with separate display windows and entrances; varying the rooflines by alternating dormers, parapets, stepped roofs, gables, or other roof elements; using arcades, awnings, window bays, arched windows, and balconies as focal points or defining elements.

Commented [PL10]: If no pitched roofs allowed then no gables either

Commented [PL11]: Do this mean bay windows and oriel windows, or does it mean the rhythm of the openings across the façade?

6. Materials – All elevations and roof

a. Objective. To ensure that high-quality, durable and authentic materials typical of Buchanan’s traditional downtown continue to be used.

b. Standard:

i. Primary materials: New buildings should be constructed of high-quality materials, including the following: ~~Brickbrick, Natural natural stone, Precast precast~~ concrete units and decorative concrete block ~~–p~~ (provided that surfaces are molded, serrated or textured giving the wall surface a three-dimensional character), ~~Stucco stucco, Jumbo jumbo~~ brick (which may be used on up to 30 percent of any façade, provided that it is used only on the lower third of the building wall), EIFS (exterior insulating finish system, which) may be used as an accent but not a primary material), and ~~Architectural architectural~~ metalwork.

ii. The following materials are prohibited: ~~Unadorned unadorned~~ plain or painted concrete block, ~~Fit tilt~~ tilt-up concrete panels, ~~Prepre~~ pre-fabricated steel or sheet metal panels, ~~Reflective reflective and or~~ darkly tinted glass, ~~siding materials which simulate wood or masonry (Aluminum metal, vinyl, fiberglass, asphalt, or fiberboard siding), Pole pole~~ buildings

Commented [PL12]: What is the rationale for allowing precast concrete but not tilt-up units?

Commented [KG12R2]: CHRIS - historic cornices were metal - pre-fab steel or sheet. Aluminum and fiberglass - replicated materials are sometimes fiberglass

iii. Accent materials may be used on up to 15 percent of the building’s façade. These may include metal, glass, block, painted wood panels, spandrel glass or similar materials as approved by the Downtown Design Review Committee (DDRC).

iv. Existing buildings should be rehabilitated using original materials; to the extent feasible. If original features or materials cannot be restored or replicated, the primary materials listed above may be used.

v. Roofs, generally flat roofs should be used or low pitch (2:12 or less). ~~Covering flat roofs with gravel ballast to reduce heat gain and glare is~~

Commented [PL13]: Flat or low-pitch roofs are now generally membrane roofs, which don’t require ballast.

~~encouraged. Asphalt shingles and roll roofing are prohibited on flat or low-pitch roofs. New roofing material may not be terminated on the fascia or the wall below the roof, that is, the existing fascia must be retained or replaced in kind and may not be covered by the roofing material.~~

Commented [KG14]: The use of gravel ballast is not used very much now

5. Architectural Details.

- a. Objective. Incorporate architectural details to serve as identifiable and visually interesting enhancements to building facades and help to establish a pedestrian supportive environment.
- b. Standard. Architectural design shall be sensitive to the massing and proportion of adjacent structures, and reflect or complement the detailing of surrounding buildings, with elements such as lintels, cornice lines, balconies and decorative brick or stone work. Exterior lighting, awnings and signage shall be installed without damaging the building or visually impairing distinctive architectural features. Fasteners will be placed in mortar joints and not into masonry units.
- i. ~~The installation of exterior lighting, awnings or signage shall be installed without damaging the building or visually impairing distinctive architectural features.~~

6. Openings in Front – ~~Windows and Doors.~~

- a. Objective. To establish the visual importance of the primary street entrance, and to ensure those entries contribute to the visual attractiveness of the building and are readily visible to the customer.
- b. Standard. The main entrance should always face the primary street, with secondary entrances to the side or rear. Entries to corner oriented buildings may face the corner rather than either primary street. The main entrance of commercial, office and mixed-use facilities should be placed at sidewalk grade to facilitate ease of access.

7. Windows and Doors

- a. Objective. Preservation of the historic character of the building and downtown. Text is needed here
- b. Standard. Historic windows and doors will be rehabilitated or repaired if possible. Replacement of historical windows or doors will either replicate or simulate the appearance of the historical unit.
- i. The removal of existing doors and windows ~~with and~~ replacement ~~by~~ of a solid wall is typically not ~~supported-allowed~~ unless the applicant can provide detailed information regarding why the removal is necessary.

- ii. ~~Original or historic windows and doors should be rehabilitated or repaired whenever possible. Options for dual glazing (storm panels) is the preferred method to improve energy efficiency. When rehabilitation or repair is impossible, replacement is allowed. The replacement of original doors and windows is recognized as necessary when the equipment is nonfunctioning, broken or energy efficiency is needed. The door~~

Door and window openings shall not decrease in size. When it is proposed to increase the size of an existing opening or create a new opening, clear and detailed information is necessary must be provided in the application. Care must be given not to damage or remove any existing architectural elements.

~~When original or historic doors are to be replaced, the new units must be of a similar style, have the same number and placement of panels, lights, etc., and have similar molding profiles. Historic pattern or decorative glass (glue-chip, etched, beveled, etc.) must be replaced with identical materials. When non-historic doors are to be replaced, the new doors should be of a style appropriate to the architectural style of the building. Replacement doors should be of similar design or one typical of the architecture of the building.~~

~~When original or historic windows are to be replaced, the new units must be of a similar style (i.e. double-hung, casement, fixed, etc.), have the same number and placement of lights (i.e. 6 over 6, 3 over 1, etc.), and have similar muntin widths (with no more than 1/8" variation from the original). Historic pattern or decorative glass (prism, reeded, glue-chip, etched, beveled, etc.) must be replaced with identical materials. If the window sash are not true divided light, grilles simulating muntins must be permanently installed on both the inner and outer sides of the glass.~~

~~When non-historic windows are to be replaced, the new windows should be of a style appropriate to the architectural style of the building and should otherwise follow the standards for replacement of historic windows, above.~~

~~Triple-track storm units are not allowed~~

~~Replacement windows shall be of similar design. The replacement of wood windows with _____ windows is acceptable when the design~~

Commented [PL15]: This clause, in and of itself, makes the replacement of historic windows a right, since people will always claim a new window is more energy-efficient than the old.

Commented [KG15R2]: CHRIS need to discuss fake mullins/grills

~~remains the same (i.e., windows being double-hung or 6 over 6 shall be replaced with similar windows). NEED TO DISCUSS FAKE MULLINS/GRILLES~~

Commented [PL16]: This gives applicants the right to replace windows whenever they want to. They should not have that right. They should be made to demonstrate that they have an actual need to replace windows.

Commented [KG17]: CHRIS - should the colors the city has pre-approved be specifically identified

78. Color and Use of Paint.

- a. **Objective.** To ensure that building colors are aesthetically pleasing and compatible with surrounding buildings.
- b. **Standard.** Principal building colors shall consist of subtle, neutral or muted colors, with low reflectance. ~~Recommended-Allowed~~ colors include browns, grays, tans, beiges, and ~~dark or~~ muted greens, blues and reds as found in the Sherwin Williams – Victorian collection. No more than two principal colors may be used on a façade or storefront. Bright, white, or primary colors shall be used only as accents, occupying a maximum of 15 percent of a building's facades. (This standard does not apply to murals or other works of public art).
- i. ~~Buildings that currently have painted masonry may change paint color as stated above.~~
- ii. ~~The use of paint on masonry~~Painting masonry surfaces is ~~not advised~~strongly discouraged as it cannot be easily removed without damaging the masonry, often creates conditions that lead to the accelerated deterioration of the masonry, and turns a maintenance-free surface into a maintenance-required surface. ~~Building that currently have masonry painted may change paint color as stated above.~~Any application to paint an unpainted masonry building must include clear, detailed, and persuasive reasons as to why painting the masonry is necessary. Simple aesthetic preference is not a sufficient reason.
- iii. ~~Removing the paint from historically painted masonry surfaces is also strongly discouraged. Any application to remove paint in such situations must clearly demonstrate why the removal of the paint is necessary, what methods and materials are to be used in the removal, the plan for repairing or replacing deterioration which is revealed, and the planned material to be used to treat or finish the newly exposed brick.~~

89. Mechanical Equipment and Service Areas.

- a. **Objective.** To ensure that views of rooftop equipment and services areas from public streets or pedestrian ways are minimized.
- b. **Standard.** All rooftop equipment shall be screened from view ~~by an adult standing at ground level on~~from adjacent streets, public rights-of-way, or ~~and adjacent~~ properties. Preferably, rooftop equipment should be screened by the building parapet, or located out of view from the ground. If this is not feasible,

the equipment shall be grouped within a single enclosure. This structure shall be set back a distance of 1 ½ times its height from any façade fronting a public street. Screens shall be of durable, permanent materials (not including wood) that are compatible with the primary building materials.

If ~~an~~ outdoor mechanical units or storage, service, or loading areas face adjacent residential uses or are visible from a public street, alley or walkway, they~~it~~ shall be screened from view by masonry walls or plant material. Screen walls shall be architecturally compatible with the primary structure. Loading docks and loading doors shall be located to the side or rear of the building.

Commented [PL18]: I would think a wood-framed wall with an EIFS finish would be acceptable for this particular use.

Commented [KG18R2]: CHRIS - masonry walls is very restrictive

Commented [KG18R3]: UDC states loading and refuse collection must be located and screened so it is not visible from adjacent streets, or residential uses

d. Appeal process.

a. ~~Applications denied-A decision by the zoning Zoning administrator-Administrator may be appealed to the downtown-Downtown design-Design review-Review committeeCommittee-. the~~ The applicant shall submit a complete application for such request to the ~~planning commission-Downtown Design Review Committee~~ on such forms provided by the ~~city-City~~ for that purpose and subject to the fees set by the ~~city-City commission-Commission~~ prior to the posted submittal deadline prior to the next regularly scheduled ~~downtown-Downtown design-Design review-Review committee-Committee~~ meeting.

b. Appeals ~~from-of~~ a decision of the ~~downtown design review committee Downtown Design Review Committee~~ shall be made to the ~~planning-Planning commission-Commission~~ on such forms provided by the ~~city-City~~ for that purpose and subject to such fees set by the ~~city-City commission-Commission~~ and within 30 days after the decision in writing, or within 21 days after the ~~downtown design review committee-Downtown Design Review Committee~~ approves the meeting minutes.

Commented [PL19]: This timeline is different from the timeline found in 71-33 E.2, above.

c. A building permit may not be issued for proposed exterior work unless the Downtown Design Review Application has been approved or approved with conditions. An occupancy permit will not be issued until the Zoning Administrator has inspected the work and finds it is in compliance with the plans approved by the Zoning Administrator or the Downtown Design Review Committee.

3. ~~Effect of noncompliance. Proposals determined not to comply with Downtown Design Standards may not proceed until amended to achieve compliance and receive approval from the appropriate review authority.~~

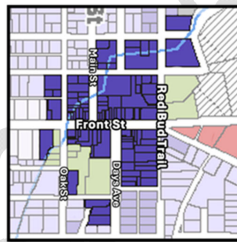
Commented [PL20]: What are the consequences of doing work that has not been approved? Are we relying on the building inspector to say what is submitted in the plans and what is actually built meets the approval or conditions set forth by the DDRC? Do we feel confident that that is enough to secure compliance? Will the building inspect refuse to issue an occupancy permit if work is done that was not approved by the DDRC? Should the Zoning Administrator have to sign off as well?

Article V. DEFINITIONS

Overlay District: A zoning district which has definite boundaries and is superimposed over all existing zoning districts within those boundaries. The overlay district may establish additional regulations, reduce existing regulations, or extend or limit the permitted uses within the underlying zoning district. Where there is a conflict between standards in the Overlay district and the underlying Zoning district, the standards in the Overlay district shall be applied. The intent is to address particular issues that span a geographic area and may include more than one underlying zoning district or portions of underlying zoning districts.

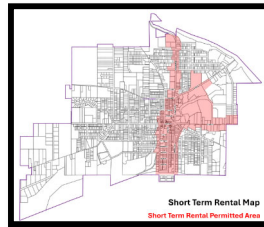
Downtown Design Review Overlay District: Establishes design review process for properties located within the district.

Downtown (D)
MAP OF THE DOWNTOWN DISTRICT



INSERT

Short-Term Rental Overlay District: Allows short-term rental with stays of less than one month as a permitted use in accordance regulations found in Chapter 14 of the Code of Ordinance.



Kg draft 1-050620262 06032026 pl revisions

New language is underlined and ~~language to be deleted is stricken~~ Disregard formatting.

Sec. 71-5 Zoning districts established

A. Zoning under this chapter is limited to the following district designations.

8. Short-term rental Overlay District allows short-term rental uses to be located in specific geographic areas.

9. Downtown Design Review Overlay District establishes specific geographic areas where exterior design review by the Downtown Design Review Committee is required

Sec. 71-14 Zoning districts

A. Official zoning map – Figure 71-A (Zoning Map shall have the following language added under “Zoning Districts”)

Overlay District

Short-Term Rental Overlay District – see Sec. 71-16.H.11

Downtown Design Review Overlay District – see Sec. 71-16.H.12

Sec. 71-16 General requirements

Section 71-16.H Establishment of zoning districts and regulations

1. through 10 - intentionally left blank (in future Tables 71-C through 71-H will be retitled)

11. Short-Term Rental Overlay District (STROD)

a. Intent. The Short-Term Rental Overlay District is established and applies to the area shown on the map in Section 71-16.H.11.c. The intent of the Short-Term Rental Overlay District is:

i. Protect and promote the health, safety and welfare of the City’s residents, property owners, visitors, and neighborhoods by allowing short-term rentals (STR) within the City under certain conditions as found in Chapter 14 of the Code of Ordinances and in certain zoning districts.

ii. Recognizes that short-term rentals may potentially promote tourism, increase property values, and provide valuable business opportunities for property owners.

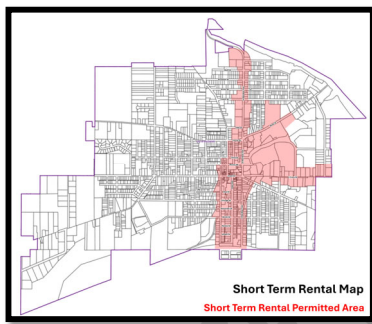
iii. Ensure that the operation of short-term rentals is done in a safe and beneficial manner for the well-being of all in the community. The character of residential zoning districts must also be protected and preserved.

iv. While short-term rentals can provide community benefits, their proliferation in residential neighborhoods can cause difficulties where character of the use takes on a more transitory and commercial character.

v. By creating the overlay district it will decrease potential conflicts with adjacent properties, limit impact on long-term housing availability and maintain the residential character of neighborhoods.

b. Basis for Regulations. Whereas in 2025, the City Commission adopted Ordinance 2025.09.443 establishing regulations that must be met for short-term rental in Chapter 14 of the Code of Ordinance which may be amended from time to time.

c. Short-term rental Areas. The Short-Term Rental Overlay Map as established in Chapter 14 of the Code of Ordinances.



d. Applicability, Exception

i. Properties located outside of the overlay district are prohibited from requesting use variances from the Zoning Board of Appeals for the establishment of a short-term rental unit.

12. Downtown Design Review Overlay District (DDR0D)

a. Intent. The Downtown Design Review Overlay District is established and applies to the area shown on the map in Section 71-16.H.12.c. The intent of the Downtown Design Review Overlay District is:

i. Preserve and promote the historic and architectural qualities of the downtown and thereby preserve the distinctive character of the City. The downtown business district has special historical, cultural, and design significance and contains historic or unique sites deserving protection. The preservation and appropriate development of these sites require rules and

Commented [PL1]: The focus and purview of the DDR0 is strictly the D Downtown District; the intent section that follows should therefore only concern itself with the D District.

regulations specifically addressing these distinctive characteristics.

ii. To effect and accomplish the protection, enhancement, perpetuation, and use of improvements and areas of special character or special historic and aesthetic interest or value which represent or reflect elements of the City’s cultural, social, economic, , and architectural history or distinction.

iii. To maintain the local, "small town" atmosphere of and the downtown business area within the City.

iv. To insure compatibility of new development with the existing characteristics of the area.

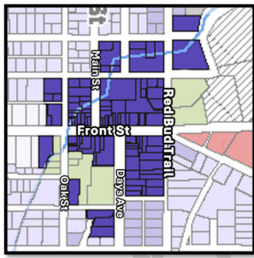
v. To protect sensitive areas of transition from one land use to another.

vi. To protect and enhance the downtown’s attractiveness to visitors and the support and stimulus to local business provided thereby.

vii. To strengthen the economy and promote improvements in the City.

viii. To promote the use of areas within the Downtown Design Review Overlay District for the education, pleasure, and welfare of the residents of the City.

b. Downtown Design Review Areas. The Downtown Design Review Overlay District will consist of all properties located in the D Downtown District.



■ Downtown (D)

c. Applicability, Exception

i. The placement of allowed non-permanent items such as sandwich board signage, outdoor seating, planter boxes and other similar items in accordance with adopted regulations and policies shall be excluded from the Downtown Design Review Overlay District standards of review as found in _____.

Sec. 71-33 Review and decision making bodies.

E. Downtown Design Review Committee

1. Powers and duties. The Downtown Design Review Committee has the following powers and duties under this chapter:

a. Downtown Design Review Overlay District. To review, hear, consider and approve, approve with conditions or disapprove applications.

b. Appeals to administrative decisions. To hear, review, consider and affirm, modify, or review decisions of the Zoning Administrator as allowed under Sec _____.

2. Appeals. An appeal of a decision by the Downtown Design Review Committee must be filed with the City of Buchanan Planning Commission in writing within 60 days after the decision is made.

~~is the decision-making body for applications subject to downtown design standards unless the proposed work qualifies for administrative approval under Sec. 71-36.11 Downtown applications:~~

~~2. The Design Review Committee meets on an as needed basis when discretionary review is required.~~

Sec. 71-34 General provisions.

G. Timing of notice. Unless otherwise provided in the Michigan statutes and laws or this chapter, notice will be provided as shown in [Table 71-U](#).

TABLE 71-U NOTICE TIMING		
Application	Notice Required	
	Written	Published
Text amendment	None	Planning Commission: Not less than 15 days prior to public hearing. City Commission: not less than 15 days prior to public hearing.
Zoning map amendment	Planning Commission: not less than 15 days prior to public hearing. City Commission: reasonable time prior to public hearing	Planning Commission: Not less than 15 days prior to public hearing. City Commission: not less than 15 days prior to public hearing.
Special use permits	Not less than 15 days prior to public hearing.	Not less than 15 days prior to public hearing
Variance	Not less than 15 days prior to public hearing	Not less than 15 days prior to public hearing
Appeal	Not less than 15 days prior to public hearing	Not less than 15 days prior to public hearing

Commented [PL2]: Should "review" actually be "reverse"?

Commented [KG3]: Where is the next step for appeal after PC?

Commented [PL4]: This timeline is different from the timeline found under "Appeal process", below.

Downtown Design Review Overlay District	None	None
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K. Review of applications by decision-making bodies.

4. Downtown Design Review Overlay District. After submission of an Application for Downtown Design Review, the Downtown Design Review Committee will hear comments on the application during a public meeting. Typically, the meeting will include an on-site visit to the property in question so that Committee members may observe firsthand and understand existing conditions. The Downtown Design Review Committee will either approve, approve with conditions, or disapprove the application based on actual conditions and the relevant review standards.

Commented [KG5]: Can the DDRRC postpone a request - KG response - yes, but a best practice would be for the applicant to agree to the postponement - they may just want the vote so they can appeal to PC and move forward

Sec. 71-36 Specific standards for development approval.

A. General. Table 71-V summarizes the development review procedures for all types of applications.

TABLE 71-V DEVELOPMENT REVIEW PROCEDURES						
Procedure	Authority					Notices
	Staff	PC	ZBA	CC	DRC	
Text amendments	R	[R]		[DM]		N
Zoning map amendment	R	[R]		[DM]		W, N
Special use permit	R	[DM]				W, N
Variance	R		[DM]			W
Appeals of administrative decision			[DM]			W
Administrative adjustments	DM		[A]			
Site plan review	DM					
Sign permit	DM		[A]			
Temporary use permit	DM		[A]			
Certificate of zoning compliance	DM					
Downtown design review application	R DM	Δ			DM	
Interpretations	DM		[A]			

TABLE 71-V DEVELOPMENT REVIEW PROCEDURES						
Procedure	Authority					Notices
	Staff	PC	ZBA	CC	DRC	

Key

- Planning Commission PC
- Zoning Board of Appeals ZBA
- City Commission CC
- Design Review Committee DRC
- Review & Recommendations R
- Decision Making Body DM

Appellate Body	A
Public Hearing Required	[]
Published Notice	N
Written Notice	W

H. ~~Downtown applications.~~ Downtown design review.

1. ~~Applicability.~~ Purpose. Downtown design review is required for properties located within the Downtown Design Review Overlay District as established in Sec. 71-16.H.12.a. and applies to all proposed exterior work in the Downtown Design Review Overlay District associated with exterior alterations to existing buildings related but not limited to windows, doors, awnings, signage, lighting; changes to the façade such as new siding or paint; and new construction.

2. Approval Process Options. No building or sign permit may be issued for work on the exterior of a building located within the Downtown Design Review Overlay District until either an Administrative approval has been issued by the zoning administrator or the Downtown Design Review Committee has approved the request.

a. ~~This subsection applies to all proposed exterior work in the D Downtown District associated with exterior alterations to existing buildings such as but not limited to window and door replacement, awnings, signage, lighting, and changes to the façade such as new siding or paint and new construction. subject to the Downtown Design Standards, including new construction, façade alterations, cosmetic upgrades, and signage.~~

a. Administrative approvals. The community development director Zoning Administrator along with the City Manager may review, consider and approve, approve with condition or disapprove downtown design review applications for proposed work when all of the following criteria are met:

i. The work does not involve the addition, removal, or covering of architectural features that define the character of the building, including but not limited to cornices, transoms, storefront configurations, or decorative masonry.

b. The work is consistent with the City of Buchanan Downtown Design Standards, including any applicable design guidance or previously issued staff interpretations. The work is located on a non-primary façade or is minimally visible from the public right-of-way, unless the proposed materials and design match the existing conditions.

Commented [PL6]: What about mechanical permits which include alterations or placement of mechanical units on the exterior of a building, how do we make sure that they don't violate the Downtown Design Standards, especially standards re location and screening of mechanical units?

Commented [KG6R2]: Chris - should discuss sign permit as question in the past

- ii. The work is limited to repainting, signage replacement, awning replacement, lighting, window or door replacement with units of the identical size, material, and construction, or similar minor treatments.
- iii. The proposal does not require interpretation of discretionary design guidance or involve requests for exceptions to adopted standards.

Commented [PL7]: This is vague, what is it really referring to?

~~2. DRC referral. The community development director may refer any application to the DRC when the proposed work is unusual, precedent-setting, or potentially inconsistent with the Downtown Design Standards.~~

~~b. Downtown Design Review Committee approvals. The Downtown Design Review Committee is authorized to review and approve, approve with conditions or disapprove an application for modifications or new construction for properties located in the Downtown Design Review Overlay District in accordance with Objectives and Standards found in Sec. 71-36.c.~~

~~c. Objectives and Standards~~

~~The Downtown Design Review Committee shall review the following Objectives and Standards when reviewing applications for exterior work within the Downtown Design Review Overlay District.~~

~~1. Building character, context and mass~~

~~a. Objective. Each new development or exterior renovation should relate and contribute towards a positive image in terms of architectural style and details, placement, shape, scale, character, and materials, as well as relationship to adjacent buildings.~~

~~b. Standard: New development must maintain setbacks, and should maintain building proportions, roof and cornice lines, façade divisions, rhythm and proportions of openings, building materials, and colors that are consistent with or similar to surrounding commercial buildings, where present, and shall adhere to the established regulations found within this code pertaining to bulk standards and façade type requirements.~~

Commented [KG8]: The UDC D district requires a 0 bldg front setback along Front St and the remaining area may have a 12' setback - this would allow for outdoor seating on private property

~~2. Architectural Style.~~

~~a. Objective. To ensure general consistency with historic architectural styles found in downtown Buchanan.~~

~~b. Standard. For new construction, historic architectural styles need not be replicated. The contemporary adaptation of elements of historic commercial architectural styles found in downtown Buchanan is encouraged. Elements~~

should be based upon, and consistent with, an architectural inventory of the existing downtown district. Elements of multiple architectural styles should not, however, be mixed in a single building. For renovations of or additions to existing buildings, the architectural style of the existing building will inform the design of the new work, which will be consistent and harmonious with the existing building.

3. Roof Treatment.

- a. Objective. Roof forms should provide visual interest that is consistent with the roof forms of adjacent buildings.
- b. Standard. Flat roofs and low-pitch (no more than 2:12) roofs are the most common traditional downtown roof form, and should be used on all new buildings. Detailed cornices or parapets are encouraged to emphasize the roofline and conceal the roof.

4. Corner Buildings.

- a. Objective. To emphasize the importance of corner locations for pedestrian circulation and visibility.
- b. Standard. New buildings on corner lots should be oriented to the corner and both public streets. Both street-facing facades should be built up to the established building façade line on each block. Corner entrances may be desirable but are not required. However, both street-facing facades should maintain similar articulation, detailing, and rhythm of window openings.
- c. Existing buildings on corner lots should maintain or create orientation on both public streets.

5. Building Widths and Facades

- a. Objective. To reflect typical existing building widths found in the downtown and to avoid long building facades with a monolithic or monotonous appearance.
- b. Standard. Buildings of more than 40 feet in width shall be divided into smaller increments (between 20 and 40 feet each) through articulation of the facade. This can be achieved through combinations of the following techniques and others that may meet the objective, as long as they all conform to a single architectural style: stepping back or extending forward a portion of the façade; using different textures or materials drawn from a common palette; dividing the storefronts with separate display windows and entrances; varying the rooflines by alternating parapets, stepped roofs, or other roof elements; using

arcades, awnings, window bays, arched windows, and balconies as focal points or defining elements.

Commented [PL9]: Do this mean bay windows and oriel windows, or does it mean the rhythm of the openings across the façade?

6. Materials – All elevations and roof

a. Objective. To ensure that high-quality, durable and authentic materials typical of Buchanan’s traditional downtown continue to be used.

b. Standard:

i. Primary materials: New buildings should be constructed of high-quality materials, including the following: brick, natural stone, precast concrete units and decorative concrete block (provided that surfaces are molded, serrated or textured giving the wall surface a three-dimensional character), stucco, jumbo brick (which may be used on up to 30 percent of any façade, provided that it is used only on the lower third of the building wall), EIFS (exterior insulating finish system, which may be used as an accent but not a primary material), architectural metalwork.

ii. The following materials are prohibited: unadorned plain or painted concrete block, tilt-up concrete panels, pre-fabricated steel or sheet metal panels, reflective or darkly tinted glass, siding materials which simulate wood or masonry (metal, vinyl, fiberglass, asphalt, or fiberboard), pole buildings

Commented [PL10]: What is the rationale for allowing precast concrete but not tilt-up units?

Commented [KG10R2]: CHRIS - historic cornices were metal - pre-fab steel or sheet. Aluminum and fiberglass - replicated materials are sometimes fiberglass

iii. Accent materials may be used on up to 15 percent of the building’s façade. These may include metal, glass, block, painted wood panels, spandrel glass or similar materials as approved by the Downtown Design Review Committee (DDRC).

iv. Existing buildings should be rehabilitated using original materials to the extent feasible. If original features or materials cannot be restored or replicated, the primary materials listed above may be used.

v. Roofs, generally flat or low pitch (2:12 or less). Asphalt shingles and roll roofing are prohibited on flat or low-pitch roofs. New roofing material may not be terminated on the fascia or the wall below the roof, that is, the existing fascia must be retained or replaced in kind and may not be covered by the roofing material.

Commented [KG11]: The use of gravel ballast is not used very much now

5. Architectural Details.

a. Objective. Incorporate architectural details to serve as identifiable and visually interesting enhancements to building facades and help to establish a pedestrian supportive environment.

b. Standard. Architectural design shall be sensitive to the massing and

proportion of adjacent structures, and reflect or complement the detailing of surrounding buildings, with elements such as lintels, cornice lines, balconies and decorative brick or stone work. Exterior lighting, awnings and signage shall be installed without damaging the building or visually impairing distinctive architectural features. Fasteners will be placed in mortar joints and not into masonry units.

6. Openings in Front

a. Objective. To establish the visual importance of the primary street entrance, and to ensure those entries contribute to the visual attractiveness of the building and are readily visible to the customer.

b. Standard. The main entrance should always face the primary street, with secondary entrances to the side or rear. Entries to corner oriented buildings may face the corner rather than either primary street. The main entrance of commercial, office and mixed-use facilities should be placed at sidewalk grade to facilitate ease of access.

7. Windows and Doors

a. Objective. Preservation of the historic character of the building and downtown. Text is needed here

b. Standard. Historic windows and doors will be rehabilitated or repaired if possible. Replacement of historical windows or doors will either replicate or simulate the appearance of the historical unit.

i. The removal of existing doors and windows and replacement by a solid wall is typically not allowed unless the applicant can provide detailed information regarding why the removal is necessary.

ii. Original or historic windows and doors should be rehabilitated or repaired whenever possible. Options for dual glazing (storm panels) is the preferred method to improve energy efficiency. When rehabilitation or repair is impossible, replacement is allowed.

Door and window openings shall not decrease in size. When it is proposed to increase the size of an existing opening or create a new opening, clear and detailed information must be provided in the application. Care must be given not to damage or remove any existing architectural elements.

When original or historic doors are to be replaced, the new units must be of a similar style, have the same number and placement of panels, lights, etc., and have similar molding profiles. Historic pattern or

decorative glass (glue-chip, etched, beveled, etc.) must be replaced with identical materials. When non-historic doors are to be replaced, the new doors should be of a style appropriate to the architectural style of the building.

When original or historic windows are to be replaced, the new units must be of a similar style (i.e. double-hung, casement, fixed, etc.), have the same number and placement of lights (i.e. 6 over 6, 3 over 1, etc.), and have similar muntin widths (with no more than 1/8" variation from the original). Historic pattern or decorative glass (prism, reeded, glue-chip, etched, beveled, etc.) must be replaced with identical materials. If the window sash are not true divided light, grilles simulating muntins must be permanently installed on both the inner and outer sides of the glass.

When non-historic windows are to be replaced, the new windows should be of a style appropriate to the architectural style of the building and should otherwise follow the standards for replacement of historic windows, above.

Triple-track storm units are not allowed

8. Color and Use of Paint.

a. Objective. To ensure that building colors are aesthetically pleasing and compatible with surrounding buildings.

b. Standard. Principal building colors shall consist of subtle, neutral or muted colors, with low reflectance. Allowed colors include browns, grays, tans, beiges, and muted greens, blues and reds as found in the Sherwin Williams – Victorian collection. No more than two principal colors may be used on a façade or storefront. Bright, white, or primary colors shall be used only as accents, occupying a maximum of 15 percent of a building’s facades. (This standard does not apply to murals or other works of public art).

i. Buildings that currently have painted masonry may change paint color as stated above.

ii. Painting masonry surfaces is strongly discouraged as it cannot be easily removed without damaging the masonry, often creates conditions that lead to the accelerated deterioration of the masonry, and turns a maintenance-free surface into a maintenance-required surface. Any application to paint an unpainted masonry building must include clear, detailed, and persuasive reasons as to why painting the masonry is

Commented [KG12]: CHRIS - should the colors the city has pre-approved be specifically identified

necessary. Simple aesthetic preference is not a sufficient reason.

- iii. Removing the paint from historically painted masonry surfaces is also strongly discouraged. Any application to remove paint in such situations must clearly demonstrate why the removal of the paint is necessary, what methods and materials are to be used in the removal, the plan for repairing or replacing deterioration which is revealed, and the planned material to be used to treat or finish the newly exposed brick.

9. Mechanical Equipment and Service Areas.

- a. Objective. To ensure that views of rooftop equipment and services areas from public streets or pedestrian ways are minimized.
- b. Standard. All rooftop equipment shall be screened from view by an adult standing at ground level on adjacent streets, public rights-of-way, or properties. Preferably, rooftop equipment should be screened by the building parapet, or located out of view from the ground. If this is not feasible, the equipment shall be grouped within a single enclosure. This structure shall be set back a distance of 1 ½ times its height from any façade fronting a public street. Screens shall be of durable, permanent materials (not including wood) that are compatible with the primary building materials.

If outdoor mechanical units or storage, service, or loading areas face adjacent residential uses or are visible from a public street, alley or walkway, they shall be screened from view by masonry walls or plant material. Screen walls shall be architecturally compatible with the primary structure. Loading docks and loading doors shall be located to the side or rear of the building.

d. Appeal process.

- a. A decision by the Zoning Administrator may be appealed to the Downtown Design Review Committee. The applicant shall submit a complete application for such request to the Downtown Design Review Committee on such forms provided by the City for that purpose and subject to the fees set by the City Commission prior to the posted submittal deadline prior to the next regularly scheduled Downtown Design Review Committee meeting.
- b. Appeals of a decision of the Downtown Design Review Committee shall be made to the Planning Commission on such forms provided by the City for that purpose and subject to such fees set by the City Commission and within 30 days after the decision in writing, or within 21 days after the Downtown Design Review Committee approves the meeting minutes.
- c. A building permit may not be issued for proposed exterior work unless the Downtown Design Review Application has been approved or approved with conditions. An occupancy permit will not be issued until the Zoning

Commented [PL13]: I would think a wood-framed wall with an EIFS finish would be acceptable for this particular use.

Commented [KG13R2]: CHRIS - masonry walls is very restrictive

Commented [KG13R3]: UDC states loading and refuse collection must be located and screened so it is not visible from adjacent streets, or residential uses

Commented [PL14]: This timeline is different from the timeline found in 71-33 E.2, above.

Administrator has inspected the work and finds it is in compliance with the plans approved by the Zoning Administrator or the Downtown Design Review Committee.


- 3. ~~Effect of noncompliance. Proposals determined not to comply with Downtown Design Standards may not proceed until amended to achieve compliance and receive approval from the appropriate review authority.~~

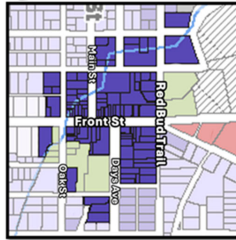
Commented [PL15]: What are the consequences of doing work that has not been approved? Are we relying on the building inspector to say what is submitted in the plans and what is actually built meets the approval or conditions set forth by the DDRC? Do we feel confident that that is enough to secure compliance? Will the building inspect refuse to issue an occupancy permit if work is done that was not approved by the DDRC? Should the Zoning Administrator have to sign off as well?

Article V. DEFINITIONS

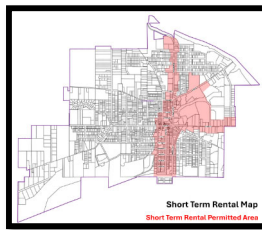
Overlay District: A zoning district which has definite boundaries and is superimposed over all existing zoning districts within those boundaries. The overlay district may establish additional regulations, reduce existing regulations, or extend or limit the permitted uses within the underlying zoning district. Where there is a conflict between standards in the Overlay district and the underlying Zoning district, the standards in the Overlay district shall be applied. The intent is to address particular issues that span a geographic area and may include more than one underlying zoning district or portions of underlying zoning districts.

Downtown Design Review Overlay District: Establishes design review process for properties located within the district.

 Downtown (D)



Short-Term Rental Overlay District: Allows short-term rental with stays of less than one month as a permitted used in accordance regulations found in Chapter 14 of the Code of Ordinance.



Memorandum



Date: May 27, 2026

To: Downtown Design Review Committee

From: Kristen Gundersen, Planning and Community Development Director

Subject: **211 E Front Street – Proposed changes – Replace front and rear access doors on ground and second floor, replace front and rear windows on ground and second floor**

Background

The two-story brick commercial building located at 211 E Front Street is in the D Downtown District. The property has been owned by the LLC since June 2007. The agent for the LLC is the applicant.

There is a retail business on the ground floor and a dwelling unit on the second floor. Two ground floor entrances into the building facing Front Street exist that serve the ground floor commercial tenant and the second-floor residential unit. At the rear of the building there is a spiral staircase providing access to the second floor along with a ground floor door.

The applicant has completed the required application which includes the standards for review. The applicant is requesting approval for the replacement of all windows and doors located on the ground and second floor of the building. The existing openings will not be increased or decreased in size. Staff confirmed with the applicant that where there is existing red painted trim, the applicant is proposing black painted trim. The proposed renderings depict the new paint color.

Standards for Review

Section 71-36.H of the Unified Development Code does not specifically state the standards for review by the Committee. There is a reference to the Downtown Design Standards which was adopted by the City Commission in December 2007. While preparing the application, staff incorporated the seven points associated with building design in addition to the five criteria that staff can review for administrative approval. The Secretary of the Interior's Standards for Rehabilitation ten points were not incorporated into the application.

For further clarification please review the 2007 Design Review Standards document along with Section 71-36.H of the Unified Development Code.

Please note the 2007 Design Review Standards references changes to the previous Zoning Ordinance and the C-3 Central Business District. This language is no longer valid. The C-3 District is now called the D Downtown District and the boundaries expanded in area to include two properties located on the east side of N. Redbud Trail. With the adoption of the Unified Development Code, the vote of the Committee is not forwarded to the Planning Commission for final action. However, the UDC does not refer to an appeal process.

Action

Memorandum

Allow the applicant time to present the application, ask questions and deliberate the request while reviewing the 2007 Design Review Standard before making a motion and voting on the request. If necessary, each individual request can be voted on separately.

A motion for approval could include “move to approve the request to replace all ground floor and second floor windows and doors as depicted in the application packet found in the June 3, 2026 Downtown Design Review Committee agenda packet as prepared by the applicant for the property located at 211 E Front Street as the request meets the standards found in the 2007 Downtown Design Review Standards as discussed.

Attachments

1. Location Map, Zoning Map and Site Photographs.
2. Application with supplemental information.
3. Historical information and photographs.

Location Map - 211 E Front Street



Zoning Map - 211 E Front Street





211 E Front St.

View looking north from Front Street.



View looking south from city parking lot.



302 Redbud Trail North
Buchanan, MI 49107
Tel: (269) 695-3844
Fax: (269) 695-4330

Downtown Design Review Application

Please print legibly. All portions must be completed. Do not leave any section blank, use N/A. Incomplete forms will be returned. If additional space is needed, please use additional sheets of paper. Return to the Planning and Community Development at City Hall.

Property Information

Property Address: 211 E. Front St., Buchanan, MI 49107

Tenant Name: SL Consignment Gallery

Property Code Number(s) (Tax Number): 11-58-0340-0001-04-8

Description of proposed work: I'm looking to update the appearance of my building by painting all of the brick red trim to a black color. I am also looking to replace inefficient windows and doors as indicated on the submitted elevation photographs. These will be color black. The new black trim paint color will match the windows and doors.

Applicant Information

In case the applicant is not the property owner, written permission from the property owner is required.

Applicant: Steve Raglin

Contact Person: Steve Raglin

Mailing Address: [REDACTED]

City: Buchanan State: MI Zip Code: 49107

Telephone Number: [REDACTED] Emergency Number: [REDACTED]

E-mail Address: [REDACTED]

Tenant Name: SL Consignment Gallery

Contact Person: Steve Raglin

Mailing Address: [REDACTED]

City: Buchanan State: MI Zip Code: 49107

Telephone: [REDACTED] E-mail Address: [REDACTED]

Name of Property Owner/Management Company: Indigo Properties, LLC

Contact Person: Steve Raglin

Mailing Address: [REDACTED]

City: Buchanan State: MI Zip Code: 49107

Telephone: [REDACTED] E-mail Address: [REDACTED]

Architect or Design Professional: N/A

Mailing Address: N/A

City: N/A State: N/A Zip Code: N/A

Telephone: N/A E-mail Address: N/A

Site Information

Type of work proposed: Exterior building alteration: X New construction/addition:

Current use of property (office, retail): Retail

What are the dimensions of the property? N/A

What is the overall length of the building facing the street? N/A

What is the width of the tenant space facing the street? N/A

What is the height of the building? N/A

Building Design Standards – Downtown Design Standards 2007

Prior to answering the following statements, please review the Downtown Design Standards document dated 2005 – 2007 consisting of definitions, design guideline goals and expectations, seven key design categories and the Secretary of the Interior’s Standards for Rehabilitation.

In some instances, the categories may not apply, please why the statement does not apply, for example “no change to the existing roof line.”

If additional written comments are needed, please use additional sheets of paper.

1. Architecture: Explain how the design is complimentary, harmonious and respects the period architecture.

The design is existing. The brick red paint color that has been used on the building since 2007 is going to be changed to black in order to better compliment the changing neighborhood and provide a more updated look. Second floor windows and doors are going to be replaced to match the existing. Energy efficiency is required.

- 2. Massing: Explain how the modified or new façade proportions have been designed to be similar to surrounding buildings.

Existing proportions shall remain. No changes are being made.

- 3. Roofs: Explain how the roof is respectful of adjacent buildings and does not detract from the building.

The existing roof shall remain. No changes are being made.

- 4. Materials. Explain and provide detailed information regarding exterior façade materials. Materials having the appearance of aluminum, pressboard or vinyl siding, plywood, concrete masonry without an applied finish are generally inappropriate.

A sample of the new window and door material has been submitted.
 The material is Fibrex by Andersen. The new doors will be by
 Therma-Tru in a similar material.

- 5. Doors and Windows. Explain how new openings are proportional and harmonious with the surrounding buildings. Replacement of doors and windows should maintain original opening size and be consistent with original material found on the building at time of construction.

All existing window and door openings shall remain. New windows
 will be custom sized to fit the existing opening. The first and second
 floor rear doors will be custom sized to match the existing openings.
 This also applies to the front first floor door to the 2nd flr. apt..

- 6. Signs and Awnings. Explain how the sign or awning comply with the regulations found in the Unified Development Ordinance (zoning ordinance) and do not detract from significant architectural details on the building.

There will be no new awnings. The 'SL' letters above the entry to
 SL Consignment Gallery are weathered and will be replaced with new
 letters to match in a brushed aluminum finish.

7. Demolition. Explain why the building or a portion of the building needs to be demolished.

No part of the building is being demolished.

Administrative Approvals. Section 71-36.H Downtown Applications. If the following criteria are met, city staff may approve the request.

H.2.a The work does not involve the addition or removal of architectural features that define the character of the building, including but not limited to cornices, transoms, storefront configurations, or decorative masonry.

Correct.

b. The work is consistent with the City of Buchanan Downtown Design Standards, including any applicable design guidance or previously issued staff interpretations.

Correct.

c. The work is located on a non-primary façade or is minimally visible from the public right-of-way, unless the proposed materials and design match the existing conditions.

Correct.

d. The work is limited to repainting, signage, awning replacement, lighting, window or door replacement of the same size and material, or similar minor treatments.

Correct.

e. The proposal does not require interpretation of discretionary design guidance or involve requests for exception to adopted standards.

Correct.

Supplemental Information

Site Plan. Required if expanding the existing or decreasing the overall square footage of the building or adding an awning, information drawn to scale and with dimensions, containing the following information:

- a. North arrow identified.
- b. Property lines or boundaries of the parcel in question.
- c. Footprint of the existing and/or proposed building with distances to parcel lot lines.
- d. Show all other major property improvements which could affect the design such as parking lots, driveways, landscape area, signage or awnings. There is a thirty (30) foot clear site line for items more than 30" in above grade as measured by the intersection of the streets and line drawing between the two street lines. See Figure 71-B Clear Site Lines of the Unified Development Ordinance.
- e. Show location and description of any easements located on the property.

Exterior Facade Drawings must be drawn to scale with dimensions, containing the following:



- a. Show the dimensions of the width and height of the building on facades visible.
- b. Show existing and proposed improvements to visible facades.
- c. Show the dimensions of existing and proposed windows and doors.
- d. Show the dimensions from grade to the top of all signs.
- e. Show placement of any proposed signage and/or exterior lighting with distances from ground to bottom of improvement and overall height of improvement.
- f. For new or expanded buildings include the outline and window placement of adjacent buildings where changes are taking place.
- g. Include photographs of the adjacent buildings.
- h. Include accurate information regarding proposed colors to be used.
- i. Superimpose the proposed improvements onto the building

Downtown Design Review Application Certification

The Applicant certifies and acknowledges and agrees that:

- A. The statements contained in this application are true and correct to the best of the Applicant's knowledge and belief. The owner of the subject property, if different from the applicant, states that they consent to the filing of the application and that all information contained is true and correct to the best of their knowledge;
- B. The Applicant understands that an incomplete or nonconforming application will not be considered. In addition, the Applicant understands that the City may require additional information prior to the consideration of this application;
- C. The Applicant shall make the property that is subject of this application available for inspection by the City at reasonable times;
- D. If any information provided in this application changes or becomes incomplete or inapplicable for any reason following submission of this application, the Applicant shall submit a supplemental application or other acceptable written statement containing the new or corrected information as soon as practicable but not less than twenty (20) days following the change, and failure to do so shall be grounds for denial of the application;
- E. The Applicant understands that when the application is approved with conditions, those conditions will need to be met as part of any permit issued; and
- F. The Applicant understands that they responsible for all application fees. Fees are non-refundable and there is no guarantee the application will be approved or permits issued. There should be no outstanding monies owed to the City (i.e., water bill or taxes).

On the 6th, day of May, 2006, I/We have read the above certification, understand it, and agree to abide by its conditions.

Signature of Applicant or Authorized Agent

Steven L. Raglin

Name of Applicant or Authorized Agent

**Downtown Design Review Application Certification
Owner's Property Managers Consent Form**


I/We, the Owner(s) of the property listed below, hereby grant permission for the Applicant,
SL Consignment Gallery/Steve Raglin

(Company name and contact person) to seek design approval

(state request that can be made) as required by the City of Buchanan, Michigan for the
property commonly known as 211 E. Front St., Buchanan, MI 49107

(street address) and having the Property Code Number (Tax Number) of 11-58-
0340-0001-04-8.

On the 6th, day of May, 2006, I/We have read the above
certification, understand it, and agree to abide by its conditions.



Signature of Property Owner

Steven L. Raglin

Name of Property Owner

Signature of Property Owner

Name of Property Owner

DEAR DESIGN REVIEW COMMITTEE,

ATTACHED ARE PHOTOGRAPHS OF THE FRONT AND REAR FACADES OF MY BUILDING AT 211 E. FRONT ST.. I'M LOOKING TO REPLACE WINDOW AND DOORS THAT ARE NOT ENERGY EFFICIENT AND HAVE FALLEN APART. THE DESIGN WILL MATCH WHAT EXISTS FOR THE WINDOWS AND THE THREE NEW DOORS WILL MATCH AS CLOSELY TO THE ORIGINAL DESIGN. PLEASE SEE ATTACHED NEW WINDOW AND DOOR SPECIFICATIONS. NOTE THAT THE FRONT DOOR TO MY STORE AND THE TWO REAR FIRST FLOOR WINDOWS SHALL REMAIN.

THE REAR FACADE WILL BE TUCK POINTED AND THE STEEL LINTELS ABOVE THE WINDOWS AND DOOR WILL BE REPLACED. THE SPIRAL STAIRCASE WILL BE REPAINTED.

SINCERELY,
STEVE FAGLIN

211 E. FRONT ST.
FRONT FACADE EXISTING

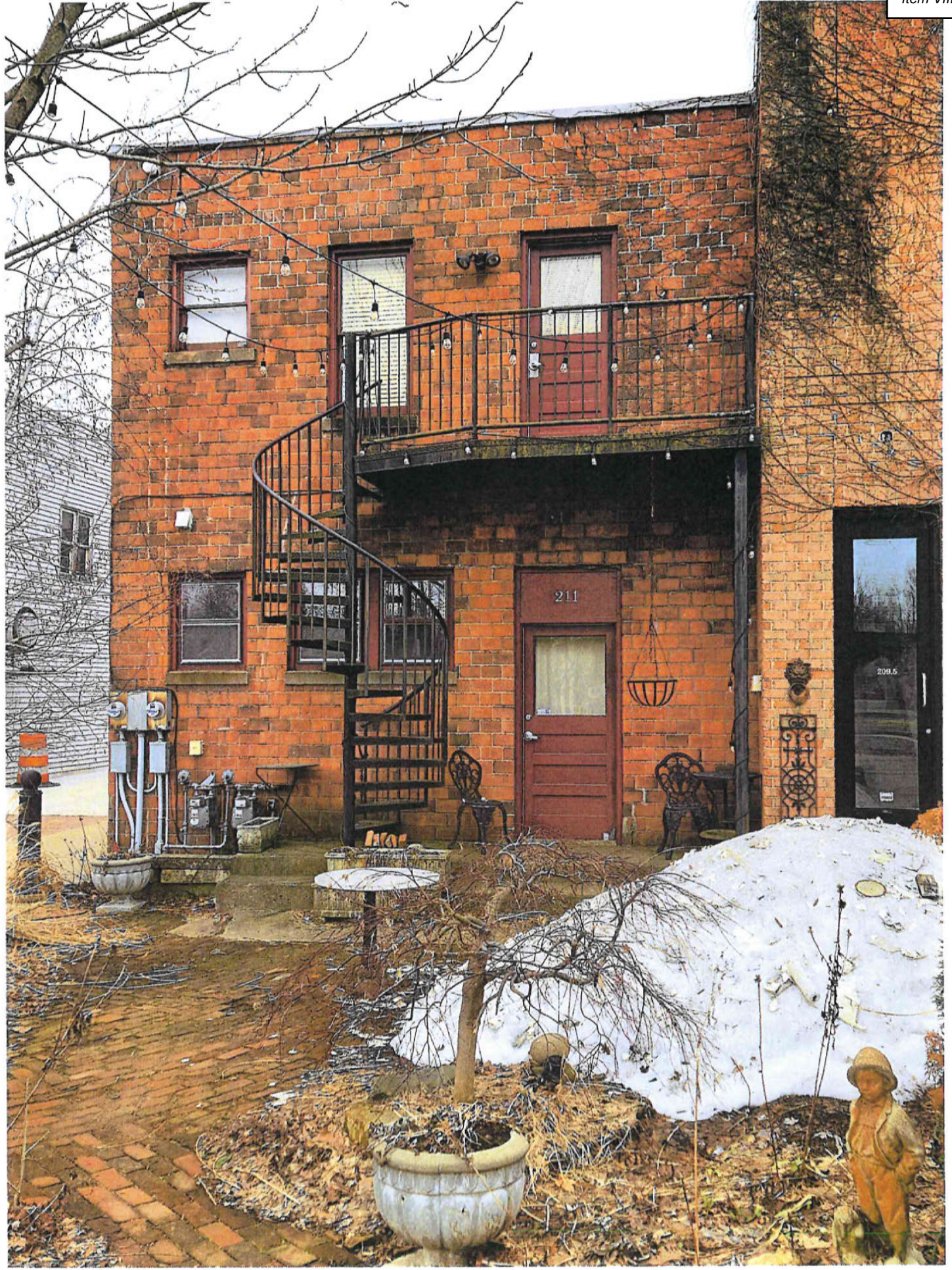


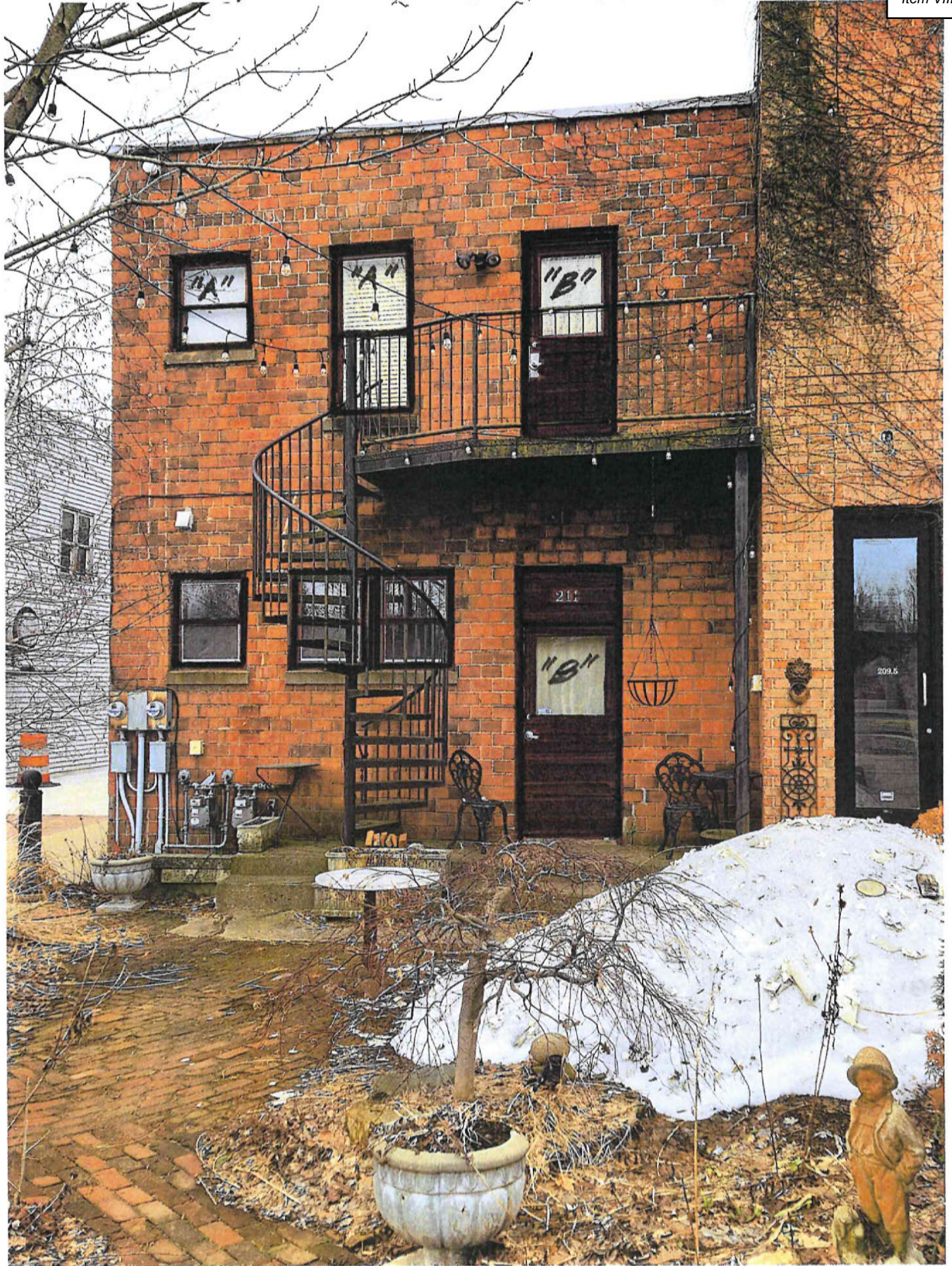
211 E. FRONT ST.
FRONT FACADE PROPOSED



611 E. FRONT ST. - REAR FACADE EXISTING

Item VIII. A.





AMERICA'S MOST LOVED BRAND OF WINDOWS & DOORS*

You want to give your customers a home they love, and we're here to make that easy for you. That's why we're proud to offer you products that rate #1 in quality and performance,† and to be the #1 trusted and recommended window and door brand‡ by pros.

100 SERIES PRODUCTS

The best way to give your customers a modern look that's within budget and lasts! The 100 Series product line is made from our proprietary Fibrex® material that's energy efficient, environmentally responsible and stronger than vinyl.

*2022 Andersen brand surveys of U.S. realtors, contractors, builders and homeowners.
**2022 Andersen brand surveys of U.S. contractors, builders, architects and homeowners.
†Visit andersenwindows.com/warranty for details.

PERFORMANCE

100 Series products simply perform like modern windows and doors should. They're made from our proprietary Fibrex® material, which is extremely low maintenance and blocks thermal transfer 700 times better than aluminum to help your customers save money on heating and cooling costs.

ATTRACTIVE CORNER SEAMS

Low-visibility corner seams for a cleaner and more modern look.

COLORS THAT LAST

Durable factory-finished interiors and exteriors never need painting and won't fade, flake, blister or peel,* even in extreme cold or heat.

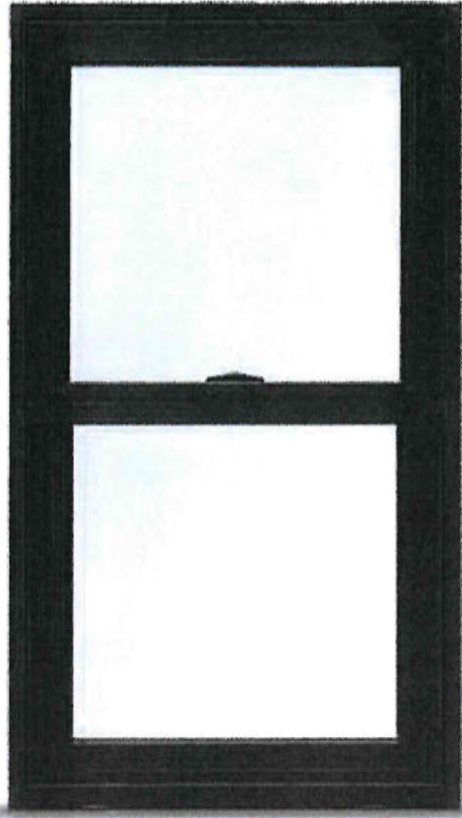
ATTRACTIVE MATTE INTERIORS

Premium matte finish isn't shiny like vinyl and is available in white, Sandtone, dark bronze and black.**

ENERGY EFFICIENT IN EVERY CLIMATE

Energy-efficient 100 Series products are available with options that make them ENERGY STAR® v. 7.0 certified throughout the U.S. so they can help reduce heating and cooling bills.

Visit andersenwindows.com/energystar for more information and to verify that the product with your glass option is certified in your area.



EASY TO OPERATE FOR YEARS TO COME

All 100 Series products are tested to the extreme to deliver years* of smooth, reliable operation.

SUPERIOR WEATHER RESISTANCE

Our weather-resistant construction seals out drafts, wind and water so well that your reputation is protected whatever the weather.

QUALITY SO SOLID, THE WARRANTY IS TRANSFERABLE*

Many other window and door warranties end when a home is sold, but our coverage – 20 years on glass, 10 years on non-glass parts – transfers from each owner to the next. And because it's not prorated, the coverage offers full benefits year after year, owner after owner. So it can add real value when you decide to sell your home.

OWNER2OWNER[®] LIMITED WARRANTY

DESIGNED FOR PERFORMANCE

100 Series products are designed to meet or exceed performance requirements in all 50 states† See pages 112-113 for details.



*Visit andersenwindows.com/warranty for details.

**Products with Sandtone, dark bronze and black interiors have matching exteriors.

†See your local code official for code requirements in your area.

††100SHS4066 PGUP +50/-50 (AAMA/WDMA/CSA 101/1.5.2/A440-08 & -11). Optional PG50 performance grade upgrade is available for most sizes. For more information, visit andersenwindows.com/100series.

"ENERGY STAR" is a registered trademark of the U.S. Environmental Protection Agency.

DURABILITY

Think vinyl, only stronger. The proprietary Fibrex® material in our 100 Series products has all the benefits of vinyl while holding up better to weather and wear. This way your customers' windows and doors are better protected from warping and cracking, even in tough climates.*



The finish on 100 Series products has superior scratch resistance compared to painted vinyl windows** so they'll look beautiful for years to come.



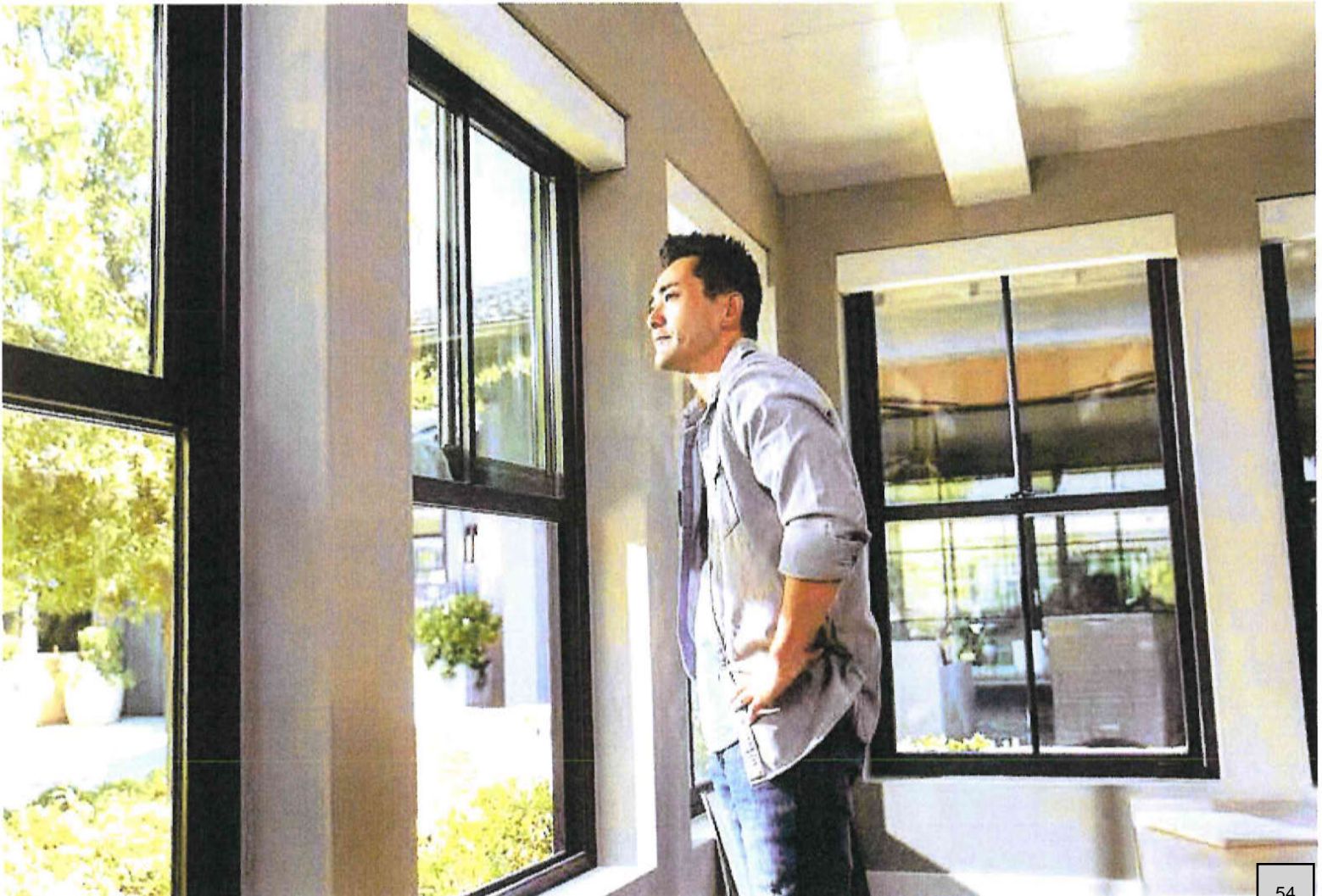
Fibrex material retains its stability and rigidity in all climates, delivering exceptional durability. It makes our 100 Series products rigid and strong so the weathertight seals stay weathertight.



100 Series products can withstand temperatures up to 150°F, even for dark colors, meaning they won't warp due to sun exposure.

*Visit andersenwindows.com/warranty for details.

**When 100 Series products were tested against five leading competitors' painted vinyl window products.



FIBREX® MATERIAL

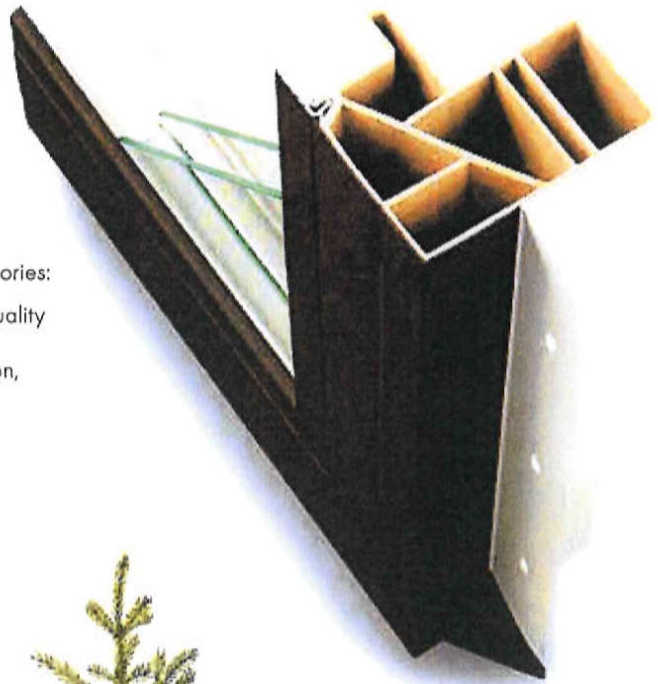
Developed by Andersen, Fibrex material is a revolutionary structural composite material that blends the very best attributes of vinyl and wood. Fibrex material saves on natural resources because it's composed of 40% reclaimed wood fiber by weight. Special polymer formulations surround and fill each wood fiber, enabling top performance. The result is a material that provides uncommon value and enhances the quality of any project. In use for over two decades in Andersen® products, Fibrex material has proven its strength and durability in all types of climates.

REVOLUTIONARY BUILDING MATERIAL

- Twice as strong as vinyl so weathertight seals stay weathertight
- Blocks thermal transfer nearly 700 times better than aluminum to help reduce heating and cooling bills
- Retains its stability and rigidity in all climates for exceptional durability
- Offers superior scratch resistance compared to painted vinyl*

ENVIRONMENTALLY RESPONSIBLE

- Since Andersen developed the highly sustainable Fibrex material, reuse of waste wood fiber has prevented the harvesting of nearly 90 million board feet of timber
- 100 Series products can help builders earn LEED® points in three key categories: Energy & Atmosphere, Materials & Resources and Indoor Environmental Quality
- 100 Series products meet or exceed California Section 01350 Specification, a California indoor emission standard – one of the toughest in the country
- Like all Andersen products, 100 Series products are designed to last** and help reduce future waste streams



See how Andersen created Fibrex material at andersenwindows.com/fibrex.

*Visit andersenwindows.com/warranty for details.

**When tested against five leading competitors' painted vinyl window products.

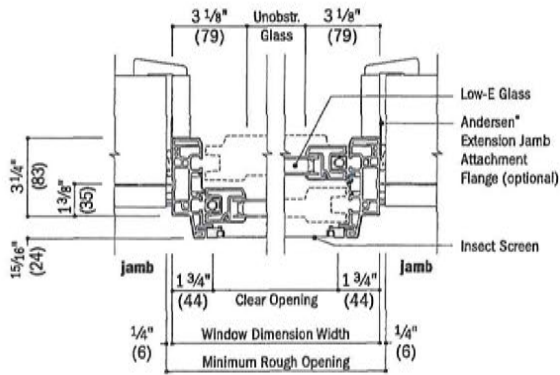
100 SERIES DOUBLE-HUNG WINDOWS

100 Series double-hung windows are available at select locations in Alabama, Delaware, District of Columbia, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Maryland, Michigan, Minnesota, Mississippi, Missouri, Nebraska, North Carolina, North Dakota, Ohio, South Carolina, South Dakota, Tennessee, Virginia, West Virginia and Wisconsin.

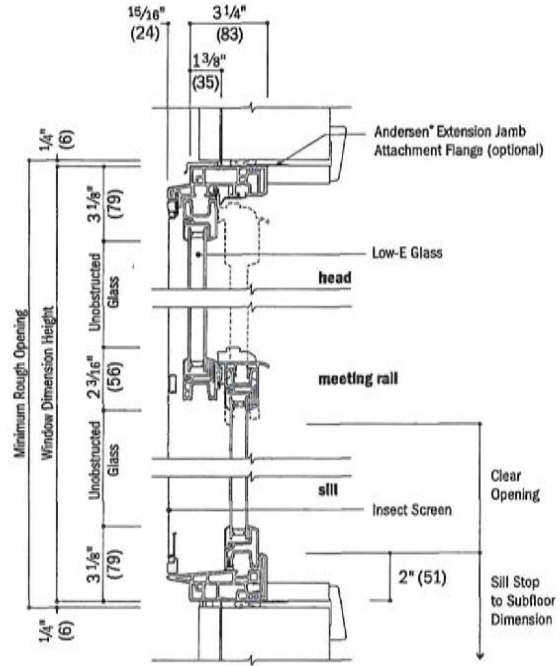
Details for Double-Hung Windows – New Construction

Scale 1 1/2" (38) = 1'-0" (305) – 1:8

1 3/8" Flange Setback



Horizontal Section

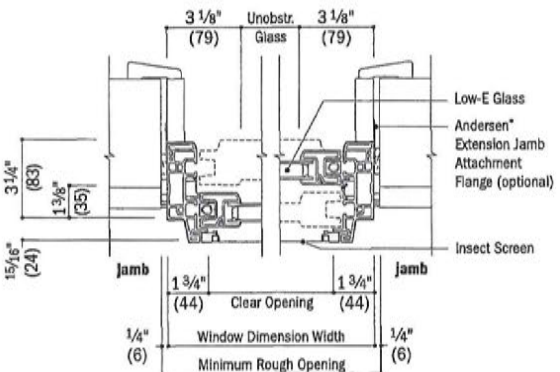


Vertical Section

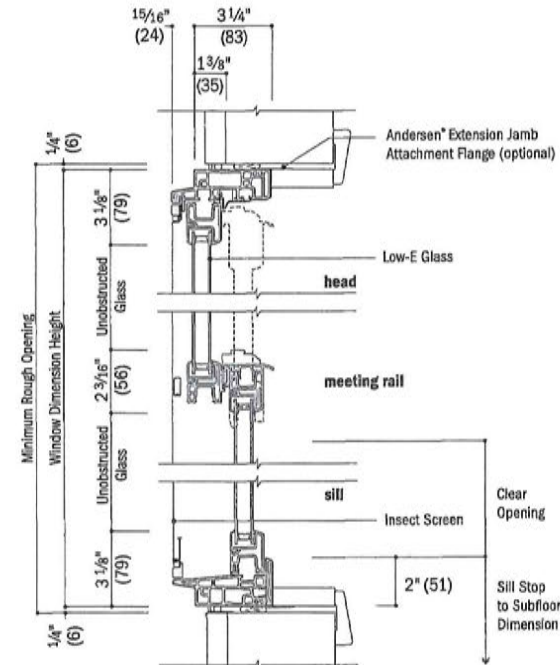
Details for Double-Hung Windows – Replacement

Scale 1 1/2" (38) = 1'-0" (305) – 1:8

No Flange



Horizontal Section
Existing Framed Opening



Vertical Section
Existing Framed Opening

continued on next page

* Light-colored areas are parts included with window. Dark-colored areas are additional Andersen® parts required to complete window assembly as shown.
 * Minimum rough openings may need to be increased to allow for use of building wraps, flashing, sill panning, brackets, fasteners or other items.
 * Details are for illustration only and are not intended to represent product installation methods or materials. Refer to product installation instructions at andersenwindows.com.
 * Dimensions in parentheses are in millimeters.

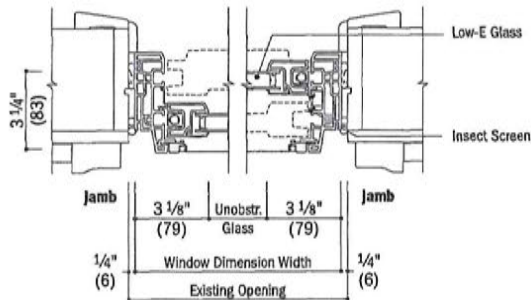
100 SERIES DOUBLE-HUNG WINDOWS

100 Series double-hung windows are available at select locations in Alabama, Delaware, District of Columbia, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Maryland, Michigan, Minnesota, Mississippi, Missouri, Nebraska, North Carolina, North Dakota, Ohio, South Carolina, South Dakota, Tennessee, Virginia, West Virginia and Wisconsin.

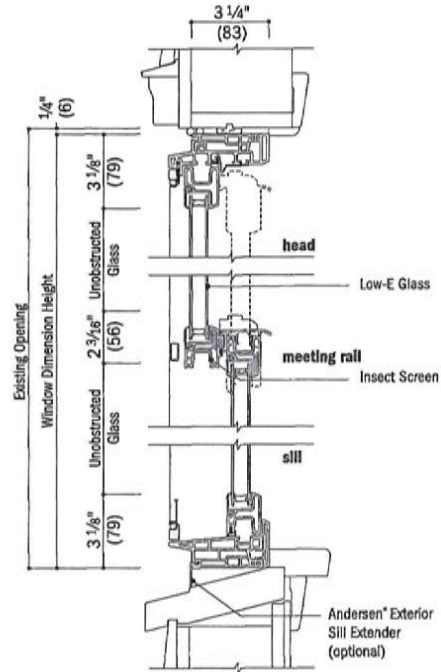
Details for Double-Hung Windows – Replacement *(continued)*

Scale 1 1/2" (38) = 1'-0" (305) – 1:8

Insert



Horizontal Section
Existing Window Opening



Vertical Section
Existing Window Opening

* Light-colored areas are parts included with window. Dark-colored areas are additional Andersen® parts required to complete window assembly as shown.
 * **Minimum rough openings may need to be increased to allow for use of building wraps, flashing, sill panning, brackets, fasteners or other items.**
 * Details are for illustration only and are not intended to represent product installation methods or materials. Refer to product installation instructions at andersenwindows.com.
 * Dimensions in parentheses are in millimeters.

DOOR TYPE "A"

Item VIII. A.

Hannapel Kitchen Bath Window & Door

Address: 204 S 11th St
Niles, MI 49120

Phone: 269-684-4050
Fax: 269-684-3848
Website: hannapel.com
Email: rcutter@hannapel.com



Quote

Quote Number:

Date: 4/13/2026

Customer Information

Name:
Address:

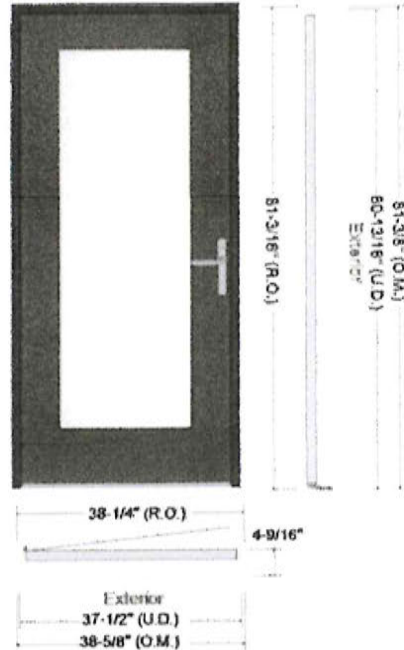
Phone 1:
Phone 2:
Fax:
Contact:

Job Name:

Specifications

U.D. = 37-1/2" x 80-13/16"; R.O. = 38-1/4" x 81-3/16"
O.M. of Exterior Trim = 38-5/8" x 81-3/8"

"A"



FROST GLASS

Image is viewed from Exterior!

Lead Time: Non-Stock

Item Description	Qty
3' 0" x 6' 8" S2000XE Full Lite Smooth-Star - Flush Glazed Fiberglass Door w/Satin Etch Glass - Left Hand Inswing (Tru-Guard Composite Edge)	1
Set of T/T Ball-Bearing - Oil Rubbed Bronze Hinges	1
Black Aluminum Clad Frame w/Primed Dura-Frame Interior - 4-9/16" Jamb w/Crown Line Exterior Trim (Applied)	1
Bronze Compression Weatherstrip	1
ADA (Public Access) - Mill Finish Sill	1
PREFINISH: Paint Door Panel Interior & Exterior ONYX	1
Therma-Tru Multipoint - Lever (not interchangeable with Grip Style) Millennium Narrow Lever Set w/Brushed Nickel Finish	1
Item Total	\$2,986.50

Order Sub Total: \$5,730.75
Tax: \$343.84
Order Total: \$6,074.59

Version #: 7.91.0
Version Date: 3/11/2026



DOOR TYPE "B"

Item VIII. A.

Hannapel Kitchen Bath Window & Door

Address: 204 S 11th St
Niles, MI 49120

Phone: 269-684-4050
Fax: 269-684-3848
Website: hannapel.com
Email: rcutter@hannapel.com



Quote

Quote Number:

Date: 4/13/2026

Customer Information

Name:
Address:

Phone 1:
Phone 2:
Fax:
Contact:

Job Name:

Specifications

U.D. = 37-1/2" x 80-13/16"; R.O. = 38-1/4" x 81-3/16"
O.M. of Exterior Trim = 38-5/8" x 81-3/8"

"B"

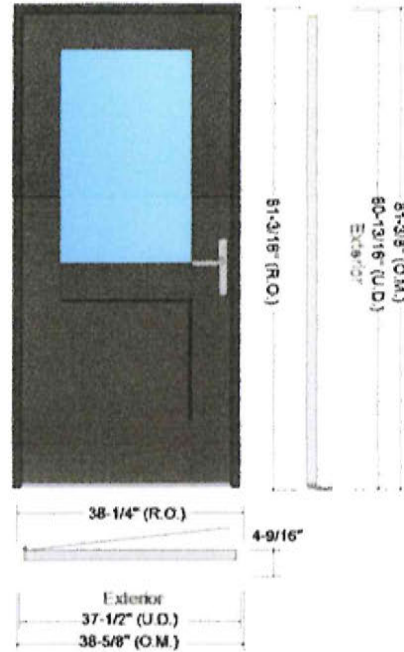


Image is viewed from Exterior!

Lead Time: Non-Stock

Item Description	Qty
3' 0" x 6' 8" S3200-LE1 Half Lite 1 Panel Shaker Flush Glazed Smooth-Star Shaker-Style Fiberglass Door w/Low E Glass - Left Hand Inswing (Tru-Guard Composite Edge)	1
Set of T/T Ball-Bearing - Oil Rubbed Bronze Hinges	1
Black Aluminum Clad Frame w/Primed Dura-Frame Interior - 4-9/16" Jamb w/Crown Line Exterior Trim (Applied)	1
Bronze Compression Weatherstrip	1
ADA (Public Access) - Mill Finish Sill	1
PREFINISH: Paint Door Panel Interior & Exterior ONYX	1
Therma-Tru Multipoint - Lever (not interchangeable with Grip Style) Millennium Narrow Lever Set w/Brushed Nickel Finish	1
Item Total	\$2,744.25



Version #: 7.91.0
Version Date: 3/11/2026

Front East 211. Treat's Grocery (1932).

Storefront Design: The Kawneer Company, Niles, MI

Contractor: W.J. Miller

Contributing

Petite, two-story, Commercial Brick building of variegated, rough-faced brick topped with masonry coping. Upper-story sills also masonry. Original Kawneer storefront, with recessed central entry, remains in place, though with transom covered up.

In 1928 George Treat, son and nephew of Buchanan grocer-brothers Willis and Charles Treat, moved his grocery store into a frame building on this site. In 1932 he demolished it and erected this small brick building. George's son Mark took over the business following his father's death and mother's retirement, operating here until between 1963 and 1980. From that point until just before 1995, the building was occupied by a series of pizza parlors. Then the Treat family reestablished a gift and card store here, which was open until sometime after 2003. The building is currently undergoing rehabilitation by a new owner, who plans retail for its main floor and residential space upstairs.

BR, 2-23-1888; BCR, 5-12-1932, 8-4-1932; UBN2

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W. W. Treat To Erect Brick Store Building

Work began this week on the demolition of the W. W. Treat store building on Front street, to be replaced by a two-story brick and tile structure erected by W. J. Miller and ready for occupancy about July 1.

In the meantime, Treat has moved his grocery stock across the street to the quarters formerly occupied by the Berrien County Electric Shop.

The new structure will mean a great improvement to this business section. It will have a pressed brick front and will be 22x60 feet in dimension, with brick and tile walls.

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BCR, 12 May 1932 page 1

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Treat Grocery Moves Monday to New Structure

The stock of the Treat Grocery was transferred Monday from the temporary location in the former Berrien County Electric quarters to the fine new building across the street completed by W. J. Miller, on the location of the old grocery. This new structure, built of tile with a pressed brick Kawneer front, is a very substantial improvement to the appearance of the business section.

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BCR 4 August 1932 page 1

211 East Front Street – historical photographs



19440's



1950-1960's



1974



1990's