

# HISTORIC DISTRICT COMMISSION

## Organizational Meeting

Manistee County Historical Museum  
425 River Street  
Manistee, MI 49660

## MEETING MINUTES

March 1, 2007

The Organizational of the Manistee City Historic District Commission was held on Thursday, March 1, 2007 at 4:00 p.m. at the Manistee County Historical Museum, 425 River Street, Manistee, Michigan.

Meeting was called to order at 4:00 p.m. by Jon Rose

### ROLL CALL:

**Members Present:** David Carlson, T.Eftaxiadis, Teena Kracht, Kelly Niles, John Perschbacher, Dennis terHorst

**Members Absent:** Vacancy

**Others:** Steve Harold (Manistee County Historical Museum), Jon Rose (Community Development), and Denise Blakeslee (Planning & Zoning)

### ORGANIZATIONAL BUSINESS:

▶ **Introductions:** Members and Staff introduced themselves. Ms. Blakeslee reviewed binders that she prepared and handed out to each member. Includes Historic District Act, Ordinance, Final Report, Survey Report, Guidelines.

Commissioner Perschbacher entered the meeting.

▶ **Summary of the Historic District Ordinance:** Jon Rose reviewed the Historic District Ordinance.

▶ **Roles and Responsibilities of Members:** Jon Rose and Steve Harold Discussed the process used by the Historic Overlay Review Committee.

▶ **Review of Draft By-Laws:** Began review of Draft By-Laws

▶ **Election of Officers:** Election of Officers will be held at the next meeting

▶ **Appointment of Recording Secretary:** Will be held at the next meeting.

- ▶ **Meeting Dates/Times:** Members discussed holding their regular Meetings at 4:00 p.m. the first Thursday of each month. Due to the amount of items that still need to be discussed the members schedule another meeting for Thursday, March 15, 2007 at 4:00 p.m. at the Manistee County Historical Museum. Mr. Rose asked to schedule a meeting for Wednesday, April 4, 2007 for a presentation from Robb McKay of the State Historic Preservation Office.

Commissioner Eftaxiadis left the meeting.

#### NEW BUSINESS:

##### Sign Request - Pizelle Gourmet Pantry and Spices

Steve Harold presented a request for signage at 417 River Street. Commissioner Niles abstained from discussion because he is the owner of the building. A drawing was presented that showed the proposed signage which included two window signs and a projecting sign. The sign was of "typical design" of the era of the building. No dimensions were shown on the drawings. Jon Rose said that the signs would have to comply with the requirements of the Sign Ordinance.

MOTION by John Perschbacher, seconded by Teena Kracht to approve the signage for Pizella Gourmet Pantry and Spices.

MOTION PASSED UNANIMOUSLY with Commissioner Niles Abstaining

##### Restoration Request - Manistee County Historical Museum

Steve Harold presented a request for color for the newly installed rear doors at the Museum. Commission Kracht and Perschbacher abstained as members of the Museum Board. Mr. Harold explained that the doors were previously approved by the Historic Overlay Review Committee but the selection of color was not. Mr. Harold asked for approval for doors that would match the color of the brick.

MOTION by Dennis terHorst, seconded by Kelly Niles to approve the request to paint the rear museum doors to match the color of the brick.

MOTION PASSED UNANIMOUSLY with Commissioners Kracht and Perschbacher Abstaining.

Mr. Harold said that they were going to need to install an exterior door at the top of the stairs at the museum. A fire exit door needs to be installed. Mr. Harold will bring this request to a future meeting.

**MISC.**

Discussed the need for an application form for items that were to come before the commission. The members were given a draft that was prepared similar to the application used by the City of Muskegon. Discussed if drawings need to include dimensions and/or be drawn to scale. Will continue discussion at the next meeting.

Next agenda will include - Election of Officers and review/approval of By-Laws.

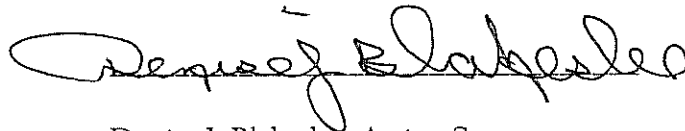
Packets will be mailed to members the Thursday or Friday before regularly scheduled meetings and as early as possible for Special Meetings.

**ADJOURNMENT:**

MOTION by John Perschbacher, seconded by Dave Carlson that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 5:38 P.M.

MANISTEE PLANNING COMMISSION

A handwritten signature in cursive script, reading "Denise J. Blakeslee". The signature is written in black ink and is positioned above the printed name.

Denise J. Blakeslee, Acting Secretary

