

MANISTEE CITY HISTORIC DISTRICT COMMISSION

NOTES OF MAY 8, 2008

The City of Manistee Historic District Commission met in a worksession May 8, 2008 at 3:00 p.m. in the Executive Council Chambers, 70 Maple Street, Manistee, Michigan.

Members Present: Dave Carlson, Maria DeRee, Teena Kracht, John Perschbacher, and Dennis terHorst

Members Absent: T. Eftaxiadis, Kelly Niles, and Mallory Barkholz (Youth Observer)

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

Worksession began at 3:06 p.m.

WORKSESSION ITEMS

Application for Signs

Discussed the concerns that were expressed by Amor Sign Studio regarding the process for Sign Permits. The Temporary Sign Permit Policy # 1 will be recommended to be changed to allow temporary signs to remain in place until a permanent sign is installed after approval is received for a permanent sign.

Discussed the need to verify that the Guidelines that have been developed will work without a full commission present. This will need to be done on a trial basis and once the guidelines have been tried another alternative for signs may be discussed at that time.

Each Commissioner will be given a Sign Application and Building to do a practice application to see if the application is too complicated. This assignment will be discussed by Chair Kracht at the June Meeting.

Policies/Guidelines

Denise has completed draft Policy and Guidelines for each member. Each member is asked to review them closely for any necessary changes or typographical errors. She has updated the scans and commentary for the illustrations. The goal is to have these two documents approved at the June 5, 2008 meeting. She was instructed to update the Temporary Sign Policy #1 to include the language that was discussed earlier.

Chair Kracht scheduled a Worksession for Thursday, May 29, 2008 at 3:30 p.m. to review the documents.

Once the Guidelines are in place the Commission will distribute them to the merchants and building owners.

Commissioner terHorst requested that meetings and worksession times be changed to 3:30 p.m. This item will be on the June 5th agenda for discussion.

Discussed conflict of interest and members meeting with applicants. Denise will copy some standards that are used by the Planning Commission and Zoning Board of Appeals that address these areas. If time permits she will draft a new policy for review.

ADJOURN

The Worksession adjourned at approximately 4:39 p.m.

Respectfully Submitted


Denise J. Blakeslee, Recording Secretary