

MANISTEE CITY HISTORIC DISTRICT COMMISSION

Worksession of Tuesday, February 9, 2010

2:00 p.m. in the Executive Council Chambers, City Hall

70 Maple Street - Manistee, Michigan

AGENDA

I Call to Order

II Roll Call

III Items for Discussion

1. Demolition Policy

2. Misc.

IV Adjournment



PLANNING AND ZONING
COMMUNITY DEVELOPMENT
231.398.2805
FAX 231.723-1546
www.ci.manistee.mi.us

MEMORANDUM

TO: Historic District Commissioners

FROM: Denise Blakeslee 

DATE: February 5, 2010

RE: Worksession

Commissioners, a Worksession has been scheduled for **2:00 p.m. on Tuesday, February 9, 2010** in the Executive Council Chambers.

We will continue working on the Demolition Policy. A new draft is enclosed with the changes that were made at the February 4th meeting.

If you are unable to attend please call me at 398-2805.

Thank you!

:djb



Manistee Commercial Historic District Policy #14 Demolition

Historic District Commission, 70 Maple Street, Manistee, MI 49660 231.398-2805
www.ci.manistee.mi.us

[Changes made by the Historic District Commission at their worksession on January 20, 2010 are highlighted in green.]

[Changes made by the Historic District Commission at their meeting on February 4, 2010 are highlighted in pink]

The Historic District Commission is charged with the Maintenance and Preservation of Buildings in the Manistee Commercial Historic District. Under exceptional circumstances a request may be made for the demolition of all or a portion of a building. The City of Manistee Historic District Commission defines the demolition of all or a portion of a building as a reduction in the footprint or elevation of a building. This policy shall apply to demolition requests.

The Historic District Commission uses the Secretary of the Interior's Standards for Rehabilitation as interpreted by the Preservation Briefs. Copies are available through the National Park Service on line www.nps.gov/history/hps/TPS/briefs/presbhom.htm, at the Manistee County Historical Museum and in the Planning & Zoning Department at City Hall.

Contributing Buildings in the Manistee Commercial Historic District may be eligible for both Federal and State Tax Credits. By demolishing a portion of a building the owner may forfeit eligibility. Owners are advised to have all demolition plans reviewed by the State Historic Preservation Office prior to demolition to determine if the demolition may jeopardize tax credits.

EVALUATION CRITERIA

Structures are evaluated in the following four categories:

Contextual merit

- a. Character, interest or value as part of the heritage of the City of Manistee
- b. Provides certain historic or scenic value significant to the area.
- c. Is essential to the integrity of the Manistee Commercial Historic District

Architectural merit

- a. Exemplifies a particular architectural type.
- b. Is significant to the architectural period in which it was built and has distinguishing characteristics of an architectural style

c.. Is the last remaining example of its kind in the district.

Cultural merit

- a. Contributes information of historical, cultural, or social importance.
- b. Is the site of a significant historic event.
- c. Is identified with a person(s) or Group(s) who significantly contributed to the culture of the City of Manistee.
- d. Is associated with the life of an outstanding historical person or persons or an historic event with significant effect upon the District.

~~4. Structural merit~~

~~→ Condition of the Structure~~

~~→ Probable life expectancy.~~

SCORING PROCESS

Structures will be scored from 0 - 3 in whole numbers in each category.

- 0 - Doesn't meet criteria
- 1 - Partially meets criteria
- 2 - Mostly meets criteria
- 3 - Fully meets criteria

THIS NEEDS TO BE REDONE A score of 6 or more establishes a building of significant status. If the building or portion of the building slated for demolition is determined to be of significant status the applicant must demonstrate in detail the justification for demolition.

DEMOLITION CRITERIA

Demolition of all or a portion of a non-contributing building. The Historic District Commission may consider the demolition of a portion of all or a **portion of a non-contributing** building under the following circumstances:

~~→ The portion of the building slated for demolition is not facing a public street.~~

- ▶ Determined by the Historic District Commission not of architectural or aesthetic significance.
- ▶ The Building Inspector has determined that the portion of the building is unsafe and creates a dangerous situation.

If approved by the Historic District Commission a **Certificate of Appropriateness** will be issued.

Demolition of all or a portion of a contributing building. The decision by the Historic District

Commission for the demolition of all or any portion of a building shall be guided by:

- ▶ The historic, scenic, cultural, aesthetic or architectural significance of the building, structure, or site.
- ▶ The importance of the historic structure or site to the ambiance of the district.
- ▶ The difficulty or the impossibility of reproducing such a building, structure or site because of its design, texture, material, detail, or unique location.
- ▶ Whether the historic structure or site is one of the last remaining examples of its kind in the district.
- ▶ Whether there are definite plans for the reuse of the property if the proposed demolition is carried out, and what the effect of those plans on the character of the surrounding area would be.
- ▶ Whether reasonable measures can be taken to save the historic structure or site from collapse.
- ▶ Whether the historic structure or site is capable of earning reasonable economic return on its value
- ▶ The condition of the structure and its probable life expectancy.
- ▶ Whether or not the proposed demolition could potentially affect adversely other historic buildings or the character of the historic district.
- ▶ The reason for demolishing the structure and whether or not alternatives exist.
- ▶ Whether or not relocation of the structure would be a practical and preferable alternative to demolition.
- ▶ The public necessity of the proposed demolition.
- ▶ The public purpose or interest in the land or building(s) to be protected.

If approved by the Historic District Commission a **Notice to Proceed** will be issued.

This is the point where the Worksession ended. Discussion will continue at the meeting/worksession on February 4, 2010.

GUIDELINES

- ▶ Demolish a historic structure only after all preferable alternatives have been exhausted.
- ▶ Document the building thoroughly through photographs and measured drawings. Copy is to become part of the building's permanent record.

- ▶ Empty lots are to be maintained appropriately so that they are free of hazards and trash and are well tended if the site is to remain vacant for any length of time.

APPLICATION REQUIREMENTS ADDITIONAL INFORMATION THE HISTORIC DISTRICT COMMISSION MAY REQUIRE

The City of Manistee Historic District Commission may prepare its own evaluation of the property's value, feasibility for preservation, or other factors pertinent to the case. To afford the Commission the ability to consider the economic factors of demolition, the applicant shall submit the following information when required by the Commission:

- ▶ Estimate of the cost of the proposed demolition and an estimate of any additional costs that would be incurred to comply with recommendations of the Historic District Commission for changes necessary for the issuance of a Notice to Proceed. ~~or Certificate of Appropriateness.~~
- ▶ A report from a licensed **structural** engineer ~~or architect~~ with experience in rehabilitation as to the structural soundness of the structure and its suitability for rehabilitation.
- ▶ Estimated market value of the property both in its current condition and after completion of the proposed demolition, to be presented through **an evaluation by a level 3 or higher assessor.** ~~appraisal by a qualified professional appraiser.~~
- ▶ An estimate from an architect, **contractor or appraiser** ~~developer, real estate consultant, appraiser, or other real estate professional~~ experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure.
- ▶ ~~For property acquired within twelve years of the date an application for a Certificate of Appropriateness is filed:~~ Amount paid for the property, the date of acquisition, and the party from whom acquired, including a description of the relationship, if any, between the owner of record or applicant and the person from whom the property was acquired, and any terms of financing between the seller and buyer.
- ▶ If the property is income-producing, the annual gross income from the property for the previous **two three or more** years; and the depreciation deduction and annual cash flow before and after debt service, if any, during the same period.
- ▶ Remaining balance on any mortgage or other financing secured by the property and annual debt service, if any, for the previous **three or more years.** ~~two years.~~
- ▶ All appraisals obtained ~~within the previous two years~~ by the owner or applicant in connection with the purchase, financing, or ownership of the property.
- ▶ Any listing of the property for sale or rent, price asked, and offers received, if any, within the previous **three or more years.** ~~two years.~~

- ▶ Copy of the most recent real estate tax bill.
- ▶ Name and form of ownership or operation of the property, whether sole proprietorship, for-profit or not-for-profit corporation, limited partnership, joint venture, or other method.
- ▶ Any other information that would assist the Historic District Commission in making a determination as to whether the property does yield or may yield a reasonable return to the owners, e.g. perform a financial analysis.

The Historic District Commission scheduled a Worksession for Tuesday, February 9th at 2:00 p.m. to continue discussion.

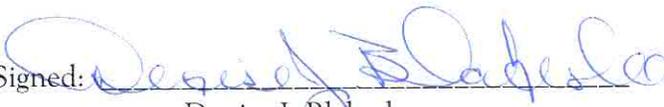
NOTICE OF Worksession Historic District Commission

The Historic District Commission will hold a Worksession on Tuesday, February 9, 2010 at 2:00 p.m. in the Executive Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

The Commission will discuss the following:

1. Demolition Policy
2. Misc.

This notice was posted by Denise J. Blakeslee to comply with Sections 4 & 5 of the Michigan Open Meetings Act (P.A. 267 of 1976) at 12:00 Noon., Friday, February 5, 2010 on the bulletin board at the south entrance to City Hall.

Signed: 
Denise J. Blakeslee