

HISTORIC DISTRICT COMMISSION

Council Chambers, City Hall

70 Maple Street

Manistee, MI 49660

MEETING MINUTES

December 3, 2009

A Meeting of the Manistee City Historic District Commission was held on Thursday, December 3, 2009 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 3:03 p.m. by Chair Kracht.

ROLL CALL:

Members Present: Dave Carlson, Teena Kracht, Mary Murton, John Perschbacher

Members Absent: Maria DeRee (excused), T. Eftaxiadis (excused), Nathaniel Neider (excused)

Others: Brad Kane (Ascent Properties, 359 River Street), Jim Matthews (334, 336, & 338 River Street), Jon Rose (Community Development), Steve Harold (Manistee County Historical Museum) and Denise Blakeslee (Planning & Zoning) and others

APPROVAL OF AGENDA:

MOTION by Dave Carlson, seconded by Mary Murton that the Agenda for the December 3, 2009 Meeting be approved.

With a voice vote this motion passed unanimously.

APPROVAL OF MINUTES:

MOTION by John Perschbacher, seconded by Mary Murton that the Minutes of the November 5, 2009 Meeting be approved.

With a voice vote this motion passed unanimously.

NEW BUSINESS:

Ascent Properties, 359 River Street - Design Assistance

Ascent Properties, 359 River Street is requesting Design Assistance from the Historic District Commission regarding emergency brick repair and cornice replacement.

Brad Kane, Ascent Properties - Mr. Kane spoke to the commission about the condition the building was in and that when they went to replace brick it had failed. The repairs that were made stabilized the area where the cornice will be replaced and the remainder were repointed and/or replaced. Mr. Kane reviewed the process that they used for repair. They sent a sample of the brick and mortar to a firm in Detroit and they replicated the formula for the repair. They have been working with different firms trying to replicate the cornice. The replication may be a combination of materials because of the cost and difficulties in finding a supplier. They will work with the commission to find a product that will work. Mr. Kane spoke of the need to apply a membrane roof over the area to eliminate future water damage that created the existing problem. That will be included in the application. Mr. Kane finished his discussion by inquiring about a projecting sign in the future.

Jon Rose - informed the commission that the applicant did not received the letter to attend the November meeting because of a problem with the mailing address and that the address has been updated. The removal of the cornice was under the Historic Overlay Committee and that the best plan would be to handle this as a new request and move forward with the necessary repairs.

The commission asked questions of the applicant that were answered and asked that they be kept informed of the progress and gave him six months to check back with the Commission.

This request was for design assistance and no formal action was taken.

Jim Matthews, 334, 336, 338 River Street - Garage Door/entry door HDC-2009-28

Commissioner Carlson declared a conflict of interest relating to this request and removed himself to the audience.

Jim Matthews has made an offer to purchase 334, 336, 338 River Street. Mr. Matthews is asking to remove the east entrance and install a garage door where a garage door previously existed and change what currently is a window back to a doorway as submitted with application HDC-2009-28.

The commissioners discussed if the application was complete and the following components were missing from the request:

- ▶ Current photo of the building.
- ▶ Detailed sketch
- ▶ Specification sheet for replacement garage door and entry door.

MOTION by John Perschbacher, seconded by Mary Murton to accept the application as complete.

With a roll call vote this motion failed 2 to 1.

Yes: Murton

No: Perschbacher, Kracht

The application is not complete and the commission will not take action on the request.

Mr. Matthews brought an 11 x 17 drawing for the commission and some pictures similar to the type of garage door he wanted to install. Mr. Matthews felt the application was complete and said that he wanted approval to move forward with his request.

The Commission said that they may be able to give a consensus from the members present but that they would not take formal action until the necessary items were submitted.

Questions from the Commission and **response from applicant:**

- ▶ Is the applicant willing to restore the front facade as shown in the circa 1970 picture? **May consider but low on priority.**
- ▶ What type of material is the proposed door? **Steel**
- ▶ What does the proposed passage door look like? **Plans to reuse the entrance door in the vestibule.**

The applicant said that he could supply the missing items tomorrow.

Motion by John Perschbacher, seconded by Mary Murton to postpone deliberation on the request until the January 7, 2010 meeting.

With a roll call vote this motion passed 3 to 0.

Yes: Perschbacher, Murton, Kracht

No: None

This will be placed under old business.

Travis Alden, Main Street/DDA Director -Update

Travis Alden, Main Street DDA Director gave an update on the Activities in the District.

- ▶ A Main Street Building Basics workshop will be held at City Hall at 8:00 a.m. on December 10th in the Council Chambers. Members of the Historic District were invited to attend.
- ▶ There may be a Historic Preservation Workshop held in Manistee in the future.
- ▶ AES has sent RFQ's for the Vogue Theater and Iron Works Building. They have had great response.
- ▶ Asked about the application process.

Election of Officers 2010.

According to the By-Laws of the City of Manistee Historic District Commission their annual election of Officers is held at the December Meeting for the following year.

Chair

At this time the meeting was turned over to Jon Rose who asked for nominations for the Position of Chair.

John Perschbacher nominated Teena Kracht for the position of Chair

Nomination were asked for three more times. There being no other nominations, nominations were closed.

With a roll call vote, Teena Kracht was elected Chair of the Historic District Commission for 2010, 4 to 0.

Vice-Chair

Jon Rose turned the meeting back over to Chair Kracht who asked for nominations for the Position of Vice-Chair.

Dave Carlson nominated John Perschbacher for the position of Vice-Chair

Nomination were asked for three more times. There being no other nominations, nominations were closed.

With a roll call vote, John Perschbacher was elected Vice-Chair of the Historic District Commission for 2010, 4 to 0.

Appointment of a Recording Secretary 2010

MOTION by John Perschbacher, seconded by Dave Carlson that Denise Blakeslee be appointed as the Recording Secretary for the Historic District Commission for 2010.

With a roll call vote, Denise Blakeslee was appointed as Recording Secretary of the Historic District Commission for 2010, 4 to 0.

Closing Out Permits

Members of the Historic District Commission were sent a list of outstanding permits for their review and to determine if a Certificate of Compliance is to be issued for the projects that have been completed.

Chair Kracht will appoint a sub-committee at the January Meeting to review applications for completeness.

Commission reviewed appreciation cards that have been made for applicants.

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA

None

CORRESPONDENCE

None

STAFF REPORTS

Steve Harold, Museum Director - The Commission must remember that a lot of new replacement doors have a molded woodgrain finish, this is not acceptable and it will be noted to be included in the guidelines.

Denise Blakeslee - A Parliamentary Procedure Workshop will be held on January 11, 2010 for anyone who wants to attend, just let her know and she will sign you up.

Commissioner Carlson noted that it may be helpful for the Historic District Commission and Main Street Design Commission to meet together.

The Next meeting of the Historic District Commission will be on Thursday, January 7, 2010 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street.

ADJOURNMENT:

MOTION by John Perschbacher, seconded by Mary Murton that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 5:02 P.M.

MANISTEE HISTORIC DISTRICT COMMISSION

Denise J. Blakeslee, Recording Secretary