

MANISTEE CITY HISTORIC DISTRICT COMMISSION

Meeting of Thursday, April 2, 2015

3:00 p.m. - Council Chambers, City Hall, 70 Maple Street,
Manistee, Michigan

AGENDA

I Call to Order

II Roll Call

III Approval of Agenda

At this time the Historic District Commission can take action to approve the April 2, 2015 agenda.

IV Approval of Minutes

At this time Historic District Commission can take action to approve the March 5, 2015 meeting minutes.

V New Business

VI Old Business

Update on Permits 347 & 411 River Street (numerous)

The owner of the properties at 347 and 411 River Street prepared a permit status update for the Commissioners to review.

Permit Review

At this time the Commission may take action to close out any outstanding permits.

VII Public Comments and Communications concerning Items not on the Agenda

At this time the Chair will ask if there are any public comments.

VIII Correspondence

At this time the Chair will ask if any correspondence has been received to be read into the record.

IX Reports

Main Street/DDA Director
Museum Curator
Museum Director
Planning & Zoning Administrator

X Members Discussion

At this time the Chair will ask members of the Historic District Commission if they have any items they want to discuss.

XI Worksession

Building Plaques

The members of the Historic District Commission will continue their discussion on the development of temporary plaques for properties in the district that details the buildings history.

Misc

XII Adjournment



City of Manistee Planning & Zoning Administrator



MEMORANDUM

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TO: Historic District Commissioners

FROM: Denise Blakeslee, Planning & Zoning

DATE: March 26, 2015

RE: Historic District Commission Meeting April 2, 2015

Commissioners, the next Historic District Commission meeting will be on Thursday, April 2, 2015.

Jeff Gordon has submitted an update on his two buildings that has been put under old business on the agenda.

After staff updates we will go into a worksession to continue our discussion on building plaques.

We will welcome new member Aaron Bennett. If you are unable to attend the meeting please call me at 398-2805, see you next Thursday!

HISTORIC DISTRICT COMMISSION

Council Chambers, City Hall
70 Maple Street
Manistee, MI 49660

MEETING MINUTES

March 5, 2015

A Meeting of the Manistee City Historic District Commission was held on Thursday, March 5, 2015 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 3:04 p.m. by Chair Kracht.

ROLL CALL:

Members Present: Teena Kracht, Thomas Smith, John Perschbacher, Mary Russell,

Members Absent: Aaron Bennett (excused), Dave Carlson, T. Eftaxiadis (excused),

Others: Mark Fedder (Museum Director) and Denise Blakeslee (Planning & Zoning Administrator)

APPROVAL OF AGENDA:

MOTION by John Perschbacher, seconded by Mary Russell that the Agenda be approved as prepared.

With a voice vote this motion passed unanimously

APPROVAL OF MINUTES:

MOTION by John Perschbacher, seconded by Thomas Smith that the Minutes of the February 5, 2015 Meeting be approved.

With a voice vote this motion passed unanimously

NEW BUSINESS:

None

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA

None

CORRESPONDENCE

None

STAFF REPORTS

Mark Fedder, Museum Director – spoke about the awning permit issued to Jim Mathews and that they discussed a site visit with the commission when the weather gets warmer.

Denise Blakeslee, Planning & Zoning Administrator - Staff reviewed the answers from the commission to the MHPN Community Historic Preservation Assessment from the February meeting to make sure everything was included; there were no additions or changes. A copy will be forwarded to MHPN.

Ms. Blakeslee received an inquiry from the Ramsdell Theater if there were any issues with the installation of two banners on the marquee on Maple Street. Discussion by the Commission was that the Ramsdell Theater needs to prepare a sign plan and bring it back to the Commission for discussion.

The Commissioners were shown the façade plan that was prepared by the State Architect for the North Channel Outlet building. The Commission liked the plan but wants the paint color approval to come to the commission.

MEMBERS DISCUSSION

None

Commissioner Perschbacher left the meeting at 3:40 pm

WORKSESSION:

Building Plaques

The members of the Historic District Commission discussed the development of temporary plaques for properties in the district that details the buildings history. Staff had drafted a template that was discussed and what information the plaque should include. Layout of the plaque included:

- Construction Date
- Historical Name/Address
- Historical Photo
- Architect and/or Original Building Owner
- Narrative

Update building records/surveys/photos

The Commission discussed how duties will be assigned for updating the building records/surveys/photos in the district. Updating the survey will be done in conjunction with gathering information for the building plaques.

Misc.

The Next meeting of the Historic District Commission will be on Thursday, April 2, 2015 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street.

ADJOURNMENT:

MOTION by Thomas Smith, seconded by Mary Russell that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 4:15 P.M.

MANISTEE HISTORIC DISTRICT COMMISSION

Denise J. Blakeslee, Recording Secretary

**Historical Permit Status Update Jeff Gordon
March 19, 2015**

<p>347 River Street Paula Rozmarek PHDC08032</p>	<p>For Ledge Reconstruction on the front exterior of the building at 347-349 River Street as submitted with application On 6-2-11 HDC Approved Extension – Permit Expired 6-2-12 1/3/13 MOTION by John Perschbacher, seconded by Mary Russell to extend all three permits until December 31, 2013. Motion passed unanimously.</p> <p><u>Update (3/19 – JG): Ledge deck rebuilt, existing Corbels are being refinished, with two requiring full replacement to match. Finalizing this is the next step in renovation.</u></p>
<p>PHDC09014 Rozmarek</p>	<p>Remove red planks from exterior, exposing historic store front; Remove cement tiles and expose deck of historic window displays; Reconstruct the window frames and store front matching the historic details found behind the current facade. The Museum Director will oversee the project and if needed refer any issues back to the Commission; Following Historic Preservation Brief #2 - <i>Repointing Mortar Joints in Historic Masonry Buildings</i> tuck point the bricks on the building front, using lime mortar. If any bricks need to be replaced, original bricks from building will be used; Any paint removed shall be removed following Historic Preservation Brief #1 <i>Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings</i>; The Historic District Commission will allow the wood oak trim to be stained and varnished BUT STRONGLY ENCOURAGE use of pigmented finish (paint). Paint Color and Stain Colors to be approved by the Museum Director. On 6-2-11 HDC Approved one year Extension – Permit Expired 7-10-12 1/3/13 MOTION by John Perschbacher, seconded by Mary Russell to extend all three permits until December 31, 2013. Motion passed unanimously.</p> <p><u>Update (3/19 – JG): Brick repair completed using original materials from elsewhere in building. Pilasters on either side of main entrance must be replaced due to condition. This will be completed prior to updating the windows and balance of façade.</u></p>
<p>PHDC11009 Rozmarek</p>	<p>Request to remove existing store entrance, maintaining historical elements that exist, reconstruct the door frame to match the historical details found within the building. Door will swing out in accordance with current building code (request the option to deploy a single 8’ wood door oak - or - install double doors similar to that found within the historical photograph, wood trim to be stained and varnished) as submitted with application HDC-2011-09. Permit expired 6-6-12 1/3/13 MOTION by John Perschbacher, seconded by Mary Russell to extend all three permits until December 31, 2013. Motion passed unanimously.</p> <p><u>Update (3/19 – JG): Door on order is a single 8’ Oak door, 42” wide.</u></p>
<p>411 River Street Jeffrey Gordon PHDC10015</p>	<p>Remove bay windows on east side of building and replace with commercial grade windows supplied by Glass Specialties. On 6-2-11 HDC Approved one year Extension – Permit Expired 8-5-12. 1/3/13 Bay windows removed, openings have been prepared, windows have not been installed. MOTION by Dave Carlson, seconded by Mary Russell to extend all outstanding permits until December 31, 2013. Motion passed unanimously.</p> <p><u>Update (3/19 – JG): Window frames to match front, glass quote for double pane tempered glass received.</u></p>

<p>PHDC10018 Gordon</p>	<p>- Installation of a new Wood Door on the East Side of the Building as submitted with application or a door with vertical panels as approved by Steve Harold can be used. HDC Approved amendment on 5-5-11 by adding: A 10" Limestone window heading jam for each opening; A 5" limestone window sill at the base of each opening; That either a 4" or 5" limestone, wood or brick vertical on each side of the opening. Final approval for the proportions of the vertical will be approved by the Museum Director. On 6-2-11 HDC Approved one year Extension – Permit Expired 8-5-12 1/3/13 Opening has been modified; door and window have not been installed. MOTION by Dave Carlson, seconded by Mary Russell to extend all outstanding permits until December 31, 2013. Motion passed unanimously.</p> <p><u>Update (3/19 – JG): Limestone and brick installed in openings, Oak door frame received and ready for installation.</u></p>
<p>PHDC11003 Gordon</p>	<p>- Replace the front door on the west side of the building that leads to the upstairs. In the event that Mr. Gordon’s supplier can find a door with a glass panel final approval can be granted by the Museum Director or Curator for approval. Permit Expired 5-5-12 1/3/13 Door has not been installed. MOTION by Dave Carlson, seconded by Mary Russell to extend all outstanding permits until December 31, 2013. Motion passed unanimously.</p> <p><u>Update (3/19 – JG): Door opening prepared, Oak door frame received and ready for installation.</u></p>
<p>PHDC11006 Gordon</p>	<p>- Remove existing non-historical ledge and reconstruct a new ledge to match the documented historical - Permit expired 6/6/12 1/3/13 Work has not begun. MOTION by Dave Carlson, seconded by Mary Russell to extend all outstanding permits until December 31, 2013. Motion passed unanimously.</p> <p><u>Update (3/19 – JG): Ledge deck rebuilt, Corbels matching historical design have been received. Finalizing this is the next step in renovation.</u></p>
<p>PHDC11007 Gordon</p>	<p>- Request to remove existing non-historical features and reconstruct the window frames and storefront matching the historical details found behind the current façade and expose the main entry columns hidden behind the current front Permit expired 6/6/12 1/3/13 Work has not begun. MOTION by Dave Carlson, seconded by Mary Russell to extend all outstanding permits until December 31, 2013. Motion passed unanimously.</p> <p><u>Update (3/19 – JG): Main entry columns exposed and found to be in good shape, base supporting new window frames built and ready for frame installation.</u></p>
<p>PHDC11008 Gordon</p>	<p>- Remove existing store entrance, maintaining historical elements that exist, reconstruct the door frame to match documented historical doors with the option to use either a double or single door. Permit expired 6/6/12 1/3/13 Work has not begun. MOTION by Dave Carlson, seconded by Mary Russell to extend all outstanding permits until December 31, 2013. Motion passed unanimously.</p> <p><u>Update (3/19 – JG): Door on order is a single 8’ Oak door, 42” wide.</u></p>
<p>PHDC12001 Gordon</p>	<p>- Replace the existing metal main entrance door with a historically accurate wooden double door. 1/3/13 Work has not begun. MOTION by Dave Carlson, seconded by Mary Russell to extend all outstanding permits until December 31, 2013. Motion passed unanimously.</p> <p><u>Update (3/19 – JG): Same status as PHDC11008 above, Door on order is a single 8’ Oak door, 42” wide.</u></p>