

MANISTEE CITY HISTORIC DISTRICT COMMISSION

Meeting of Thursday, May 7, 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 May 7, 2015 Agenda.

IV Approval of Minutes

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

V New Business

Signage

Staff will discuss current signage requirements with the members of the Commission.

VI Old Business

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
Misc.

XII Adjournment



City of Manistee Planning & Zoning Administrator



MEMORANDUM

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TO: Historic District Commissioners

FROM: Denise Blakeslee, Planning & Zoning

DATE: May 1, 2015

RE: Historic District Commission Meeting May 7, 2015

Commissioners, the next Historic District Commission meeting will be on Thursday, May 7, 2015. Staff would like to discuss signage requirements in the district. After staff updates we will go into a worksession to continue our discussion on building plaques.

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

April 2, 2015

A Meeting of the Manistee City Historic District Commission was held on Thursday, April 2, 2015 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 3:05 p.m. by Chair Kracht.

ROLL CALL:

Members Present: Aaron Bennett, T. Eftaxiadis, Teena Kracht, Thomas Smith, John Perschbacher, Mary Russell,

Members Absent: Dave Carlson, Mary Russell (excused), Thomas Smith

Others: Terry Lindeman (308 River Street), Jeff Gordon (347 & 411 River Street), Mark Fedder (Museum Director), and Denise Blakeslee (Planning & Zoning Administrator)

Mr. Lindeman introduced himself to the Commission as the new owner of the Hokanson's building at 308 River Street. He will be submitting requests to the Commission in the future.

The Commission welcomed new member Aaron Bennett.

APPROVAL OF AGENDA:

MOTION by John Perschbacher, seconded by Aaron Bennett that the Agenda be approved as prepared.

With a voice vote this motion passed unanimously.

APPROVAL OF MINUTES:

MOTION by John Perschbacher, seconded by T. Eftaxiadis that the Minutes of the March 5, 2015 Meeting be approved as prepared.

With a voice vote this motion passed unanimously.

NEW BUSINESS:

None

OLD BUSINESS

Update on Permits 347 & 411 River Street (numerous)

Jeff Gordon the owner of the properties at 347 and 411 River Street prepared a permit status update for the Commissioners to review prior to the meeting. Mr. Gordon reviewed each permit with the Commission and discussed the projects. The Commission discussed how to extend the permits and to see if any permits could be combined.

347 River Street – Permit PHDC08032, PHDC09014 and PHDC11009

Mr. Gordon will be applying for a façade grant for a portion of this project and requested that the permits remain separate.

MOTION by T. Eftaxiadis, seconded by John Perschbacher that permits PHDC08032, PHDC09014 and PHDC11009 be individually extended until December 31, 2015 based on the owner's expectation that the project will be completed at that time.

With a roll call vote motion passed 4 to 0.

Yes: Eftaxiadis, Perschbacher, Bennett, Kracht
No: None

411 River Street – Permits PHDC10015, PHDC10018, and PHDC1103

Mr. Gordon said these three permits could be combined into one permit. He asked that all the permits have the same expiration date.

MOTION by John Perschbacher, seconded by T. Eftaxiadis that permits PHDC10015, PHDC10019, and PHDC1103 be combined into one permit to expire on December 31, 2015 based on the owner's expectation that the project will be completed at that time.

With a roll call vote motion passed 4 to 0.

Yes: Perschbacher, Eftaxiadis, Bennett, Kracht
No: None

411 River Street – Permits PHDC11006, PHDC11007, and PHDC11008

Mr. Gordon said these three permits could be combined into one permit.

MOTION by T. Eftaxiadis seconded by Aaron Bennett that permits PHDC11006, PHDC11007, and PHDC11008 be

combined into one permit to expire on December 31, 2015 based on the owner's expectation that the project will be completed at that time.

With a roll call vote motion passed 4 to 0.

Yes: Perschbacher, Eftaxiadis, Bennett, Kracht
No: None

411 River Street – Permit PHDC12001

Mr. Gordon said this portion of the project may not be completed by December 31, 2015. The Commission said that he could request an extension if needed and the request could be made on his behalf by the Museum Director if needed.

MOTION by John Perschbacher, seconded by T. Eftaxiadis that permit PHDC12001 be extended until December 31, 2015 based on the owner's expectation that the project will be completed at that time.

With a roll call vote motion passed 4 to 0.

Yes: Perschbacher, Eftaxiadis, Bennett, Kracht
No: None

The Commission noted that there needs to be a policy to extend permits.

COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA

None

CORRESPONDENCE

None

Commissioner Bennett left the meeting.

STAFF REPORTS

Mark Fedder, Museum Director

Issued a permit to Shari Wild, 429 River Street for Routine Repair and Maintenance to repair the lower portion of the outside front display window by removing existing tin and replace with wood similar in appearance to the Haley Sisters Block building. *This was issued permit #PHDC15-003*

Denise Blakeslee, Planning & Zoning Administrator

Pleased to report that as of March 2, 2015 the City of Manistee has been accepted into the Certified Local Government Program.

Commissioner Russell informed staff that she has a conflict with the July 2, 2015 meeting and asked if the Commission would consider rescheduling the meeting to July 9, 2015. The Commission will need to discuss this at the May meeting since no quorum is present for deliberation.

MEMBERS DISCUSSION

Commissioner Eftaxiadis noted that copies of all SHPO façade projects need to be included in the master files.

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 at their next meeting.

Master Plan Update

Staff asked the Commission to review language that has been drafted for the Master Plan update that pertains to historical resources in the community. The Commission will review the drafted language and give any comments to staff.

The Next meeting of the Historic District Commission will be on Thursday, May 7, 2015 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street.

When Commissioner Bennett left the meeting there was no quorum so the meeting portion was closed at 4:00 pm.

WORKSESSION ADJOURNED AT 4:23 P.M.

MANISTEE HISTORIC DISTRICT COMMISSION

Denise J. Blakeslee, Recording Secretary