

MANISTEE CITY HISTORIC DISTRICT COMMISSION

Meeting of Thursday, September 3, 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 September 3, 2015 Agenda.

IV Approval of Minutes

At this time Historic District Commission can take action to approve the August 6, 2015 meeting minutes.

At this time the Historic District Commission can take action to approve the August 14, 2015 emergency meeting minutes.

V New Business

VI Old Business

344 River Street

An emergency meeting of the Historic District Commission was held on August 14, 2015 regarding the building at 344 River Street.

At this time the Historic District Commission will finalize paperwork for file.

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

XII Adjournment



City of Manistee Planning & Zoning Administrator



MEMORANDUM

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TO: Historic District Commissioners

FROM: Denise Blakeslee, Planning & Zoning

DATE: August 28, 2015

RE: Historic District Commission Meeting September 3, 2015

Commissioners, the next Historic District Commission meeting will be on Thursday, September 3, 2015. We do not have any requests for the September meeting, but will need to finalize the paperwork from the emergency meeting held on August 14, 2015 for the building at 344 River Street.

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

August 6, 2015

A Meeting of the Manistee City Historic District Commission was held on Thursday, August 6, 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: T. Eftaxiadis, Teena Kracht, Mary Russell, Lee Trucks

Members Absent: Aaron Bennett, Dave Carlson, John Perschbacher (excused)

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

APPROVAL OF AGENDA:

MOTION by T. Eftaxiadis, seconded by Mary Russell that the Agenda be approved as prepared.

With a voice vote this motion passed unanimously

APPROVAL OF MINUTES:

MOTION by Mary Russell, seconded by T. Eftaxiadis that the Minutes of the June 4, 2015 Meeting be approved as printed.

With a voice vote this motion passed unanimously

Note the July meeting was cancelled

NEW BUSINESS:

Historical Building Information

The Commission discussed building history/plaque pages that are being developed for the buildings in the

district. Staff showed how the pages will be accessed on the City Web Page. The commissioners discussed how to proceed with developing the remaining pages.

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA

None

CORRESPONDENCE

None

STAFF REPORTS

Mark Fedder, Museum Director – Issued the following permits:

Briny Inn, 50 Filer Street, - Routine maintenance of brickwork *issued permit #PHDC2015-07*

Manistee Elks 251, 432 River Street – Awning *issued permit #PHDC2015-008*

Manistee Elks 251, 432 River Street – Paint Colors *issued permit #PHDC2015-009*

Manistee Elks 251, 432 River Street – Railings *issued permit #PHDC2015-010*

MEMBERS DISCUSSION

Commissioner Eftaxiadis asked if trees can be planted on River Street.

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

ADJOURNMENT:

MOTION by Mary Russell, seconded by T. Eftaxiadis that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 3:58 P.M.

MANISTEE HISTORIC DISTRICT COMMISSION

Denise J. Blakeslee, Recording Secretary

HISTORIC DISTRICT COMMISSION

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

EMERGENCY MEETING MINUTES

August 14, 2015

An Emergency Meeting of the Manistee City Historic District Commission was held on Friday, August 14, 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, John Perschbacher, Mary Russell, Lee Trucks

Members Absent: Dave Carlson

Others: Dena (Famous Flynn), Gerald (Orshal Construction), Mark Fedder (Museum Director) and Denise Blakeslee (Planning & Zoning Administrator)

APPROVAL OF AGENDA:

MOTION by Lee Trucks, seconded by T. Eftaxiadis that the agenda be approved with the removal of Approval of Minutes being moved to the next regular meeting.

With a voice vote this motion passed unanimously.

NEW BUSINESS:

344 River Street – Famous Flynn’s

A stop work order was issued on Tuesday, August 11, 2015 for the building at 344 River Street for façade modifications that were being made without a permit. The owner had applied for a Façade Improvement Grant from the DDA for their building and has proceeded under the direction of the MS/DDA Director. Staff spoke with the owner after the Stop Work Order was issued. The owner believed that all the necessary permits were in place. An emergency meeting has been called in order to prevent the owner from losing their contractor and delaying the start of the business. The owner was working under a directive of a Public Servant and the modifications to the building were made in good faith. The owner has expended money for elements that were not installed but were under that directive.

The commission reviewed the application that was submitted to the DDA for the façade grant and the drawings that were part of the request against the work that was started on the building. The Commission worked with the owner on what modifications were made to the building so that they could get the permits needed to open and what changes would be needed to meet the Secretary of the Interior Standards for renovations.

Storefront

Installation of exterior lights adjacent to the entrance door - The installation of two exterior light fixtures would have been questioned by the Historic District Commission. There is sufficient lighting from the street lights for the buildings on River Street. If a light fixture were to have been approved it would most likely have been a single fixture hanging above the door.

Recommendation: Remove two light fixtures; allow a single fixture to be installed that can be approved by Museum Director Mark Fedder.

Removal of the Double Hung windows in the entry, replaced with single pane of glass - The installation of a single pane of glass is approvable, the commission would have required a specification sheet on the window that includes what type of glass was used.

Recommendation: Acceptable as installed

Removal of Paneled Bulkheads (all except one of the bulkheads have been removed) – There is no historical documentation on how the front of the building appeared when it was constructed. The bulkheads could have been left in place and repainted; there would not have been a requirement from the commission to have them removed.

Recommendation: Frame out to look similar to the bulkhead at 387 River Street, add beadboard and trim to match custom front door.

Removal of trim detail around entrance door - The detailed trim around the entrance door has been removed on the east side. There is no historical documentation on how the front of the building appeared when it was constructed. The trim that was in place could have been left in place and repainted; there would not have been a requirement from the commission to have it removed.

Recommendation: Either reinstall trim and paint or remove trim, sand and paint

Installation of new entrance door – Building owner had purchased a custom door that cannot be returned. This door would not have been acceptable to the commission.

Recommendation: Commission will allow the door to be installed

Installation of vinyl or aluminum wrap around storefront windows – this type of material is not acceptable and does not meet the secretary of the interior standards.

Recommendation: Replaced existing window wrap, the commission will allow it as repair and maintenance must be painted.

Rear of the building

Renovations to the rear façade, staff when reviewing the work that had been done on the building photographed the rear of the building where the siding has been removed; windows and door have been replaced. A photograph of the building that showed the conditions prior to work shows that this portion of the rear building addition that was constructed in the 1992 was reviewed by the Commission. The Historic District Commission has oversight for all exterior modifications to the building. The changes that had been made were not reviewed or approved by the commission.

Siding – The siding was removed

Recommendation: Building owner will install 6" cement board that will be painted

Windows – New windows were installed, the windows that were installed would not have been approved by the Commission.

Recommendation: Allow the windows to remain, add 3 ½ inch trim with paint

Door – New door was installed, the door that was installed would not have been approved by the Commission.

Recommendation: Allow the door to remain

Light Fixture – Light fixture was installed.

Recommendation: Commission will allow it to remain; they would have liked to have seen a fixture that matched the fixture in the front.

NOTE: Paint colors for rear of the building must be submitted to the Museum Director for final approval.

A permit will be issued for the project to allow the business to open for business. This permit is NOT a Certificate of Appropriateness.

MOTION by John Perschbacher, seconded by T. Eftaxiadis that the Stop Work Order for the Building at 344 River Street be lifted and a permit is issued that allow the owner to make the necessary modifications to the building to obtain the permits needed to open the business. The Historic District Commission directs the Chair to send a letter to each member of the Main Street/Downtown Development Authority advising them of the situation and that the Historic District Commission holds them responsible for the necessary corrections needed to bring the building at 344 River Street in compliance.

With a roll call vote this motion passed 6 to 0.

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

ADJOURNMENT:

MOTION by Lee Trucks, seconded by Mary Russell_ that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 4:45 P.M.

MANISTEE HISTORIC DISTRICT COMMISSION

Denise J. Blakeslee, Recording Secretary

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