

HISTORIC DISTRICT COMMISSION

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

MEETING MINUTES

August 2, 2016

A Meeting of the Manistee City Historic District Commission was held on Tuesday, August 2, 2016 at 2:00 p.m. in the Second Floor Conference Room, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 2:00 p.m. by Chair Kracht.

ROLL CALL:

Members Present: T. Eftaxiadis, Teena Kracht, John Perschbacher

Members Absent: Aaron Bennett, Mary Russell, Lee Trucks Vacancy

Others: Denise Blakeslee (Planning & Zoning Administrator)

The meeting was not held due to a lack of quorum. Meeting was closed.

HISTORIC DISTRICT COMMISSION

Permit Review Committee

MEETING NOTES

August 2, 2016

On January 5, 2012 the Historic District Commission established a Permit Review Committee. The Permit Review Committee consists of three members and one alternate appointed by the Chair that will review projects and close out permits.

Members Present: Teena Kracht, John Perschbacher

Members Absent: Mary Russell

Site Visit – 334 River Street

Since a site visit of 334 River Street was scheduled for the August 2, 2016 Historic District Commission meeting and a quorum of members were not present to hold the meeting and the meeting was not held due to a lack of quorum. Teena Kracht and John Perschbacher went on the site visit in the capacity as members of the Permit Review Committee to close out outstanding permits for 334 River Street.

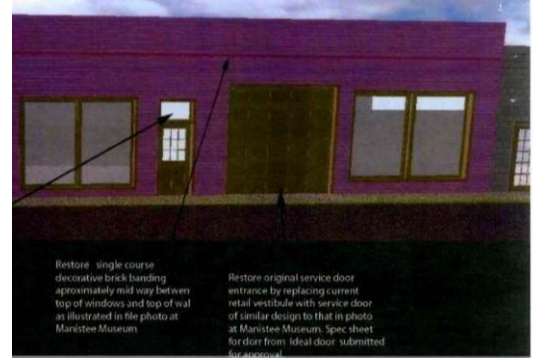
Upon their return from the site visit the Commission reviewed and closed outstanding permits for 334 River Street. Staff was directed to close out all outstanding permits as outlined outstanding permits for 334 River Street with notes/photos from walkthrough 7/14/16 by Denise Blakeslee/Mark Fedder that was included in the August 2, 2016 meeting packet as follows:

River Street Façade – PHDC09028

Permit PHDC09028 was issued on January 7, 2010 and had received an extension until December 31, 2013 for the following:

- Remove East Entrance and install a garage door where a garage door previously existed.
- Removal of the existing window and replace with an entrance door where an entrance door was previously located

Both garage and entry door were installed.



Demolition Permit – PHDC10012

Permit PHDC10012 was issued on June 3, 2010 for the demolition of a portion of the building as submitted with application HDC-2010-12 with the understanding that the building footprint will be as proposed when reconstruction is completed and had received an extension until December 31, 2013.



Demolition is complete. Note Commission approved shed/pool addition with permit PHDC1020.

Rear of Building (north Façade) – PHDC1020

Permit PHDC1020 was issued on September 22, 2010 and had received an extension until December 31, 2013 for the following:

- Windows will be 6 over 6 OR 6 over 1.
- The proposed egress door on the west side of the building and two doors on the riverwalk will be six panel steel security doors.
 - ***A double half sized window was installed on the west side of the building, over the kitchen sink area (second uppers story window from the riverwalk)***

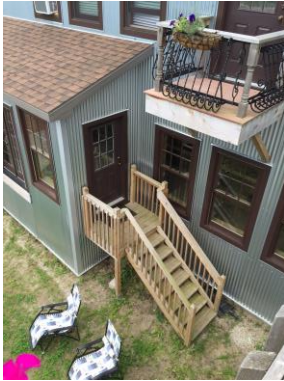
- **Fourth upper story window from the riverwalk is a double window (original opening was a double window that was revealed once siding was removed).**
- **Lower level third window and door were not installed due to neighboring staircase.**



- The privacy wall will reuse the existing 5 feet of concrete and 3 feet of existing brick. The step wall will reuse existing brick. In the event that a portion of the wall needs to be rebuilt then the applicant will need to come back to the commission for approval of finish materials.
 - **Step wall was not constructed due to addition of shed/pool addition/gate was installed to provide egress from area.**



- The corrugated galvanized siding is to be painted within one year of installation.
 - **On July 11, 2013 the Commission discussed if the siding needed to be painted as specified in the permit, they said they did not feel it would be required, but will wait for the site visit. During the site visit it was determined that the siding does not require painting.**
- The egress doors on the two decks will either be glass doors with grids as submitted with the application or a six panel steel security door.
- The Shed/pool will have French doors with grids as submitted with the application.
- The shed/pool addition with skylights will be acceptable as submitted with a reduction in the roof pitch as recommended by the Commission.
 - **Skylights were not installed in the shed/pool addition.**
 - **Second story balcony has wrought iron spindles**
 - **First floor deck/ is smaller than proposed in request**

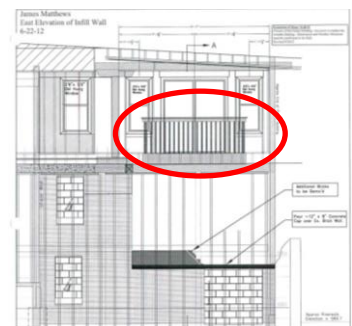


Approving after the fact the following changes:

- *A double half sized window was installed on the west side of the building, over the kitchen sink area (second upper story window from the riverwalk)*
- *Fourth upper story window from the riverwalk is a double window (original opening was a double window that was revealed once siding was removed).*
- *Lower level third window and door were not installed due to neighboring staircase.*
- *Step wall was not constructed due to addition of shed/pool addition/gate was installed to provide egress from area.*
- *Determined that the corrugated galvanized siding does not require painting.*
- *Skylights were not installed in the shed/pool addition.*
- *Second story balcony has wrought iron spindles*
- *First floor deck/ is smaller than proposed in request*

French Door & Balcony NE Corner of the rear of Building PHDC12-015

Permit PHDC12-015 was issued on August 2, 2012 and had received an extension until December 31, 2013 for a French Door and Balcony with a 4' x 10' deck on the North East Corner of the rear of the building.



- *The applicant had to expand the deck to extend on both side of the windows to attach it to the building.*

Approving after the fact that the deck is larger in size that appeared on the original request.

Skylight – PHDC12-016

Permit PHDC12-016 was issued on August 2, 2012 and had received an extension until December 31, 2013 to restore skylight in area that was previously the auto shop.

- *Skylight was been installed*



The Permit Review Committee members closed the meeting at 3:15 pm

MANISTEE HISTORIC DISTRICT COMMISSION

Denise J. Blakeslee, Recording Secretary