

HISTORIC DISTRICT COMMISSION

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

MEETING MINUTES

April 5, 2018

A Meeting of the Manistee City Historic District Commission was held on Thursday, April 5, 2018 at 3:00 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 3:08 pm by Chair Perschbacher.

New member Dick Albee was unable to attend the meeting due to a scheduled vacation. Catherine Zaring had to resign due to medical reasons. There are two vacancies on the Commission.

ROLL CALL:

Members Present: Aaron Bennett, John Perschbacher, Mary Russell, Lee Trucks

Members Absent: Dick Albee (excused) Vacancy (2)

Others: Kendra Thompson (Kendra Thompson Architects), Mark Fedder (Museum Director) Steve Harold (Museum Curator), Denise Blakeslee (Planning & Zoning Director) Tyler Leppanen (DDA Director), and Lora Laurain (Recording Secretary)

APPROVAL OF AGENDA:

MOTION by Commissioner Bennett, seconded by Commissioner Russell that the Agenda be approved as prepared.

With a voice vote this motion passed unanimously.

APPROVAL OF MINUTES:

MOTION by Commissioner Trucks, seconded by Commissioner Bennett that the Minutes of the January 4, 2018 meeting be approved as prepared.

With a voice vote this motion passed unanimously with Commissioner Bennett abstaining.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None.

NEW BUSINESS:

Selection of Vice Chair – for remainder of 2018 term

The current chair was not reappointed by City Council. Under Section 2.2 of the By Laws; the vice-chair shall act in the capacity of the chair in the absence of the chair or in the event of a vacancy in the office of chair; in which case, the Commission shall select a successor to the office of vice-chair at the earliest practicable time.

John Perschbacher assumed the position of Chair for the remainder of the 2018 term at the April 5, 2018 meeting.

Chair Perschbacher asked for nominations for the Position of Vice-Chair.

Commissioner Trucks nominated Commissioner Russell for the position of Vice Chair. Russell respectfully declined the nomination.

The Commission discussed waiting until a later meeting when more members were present to fill the position. Under the By-Laws the position is to be filled at the next meeting.

Commissioner Russell nominated Commissioner Bennett for the position of interim Vice Chair until more members were present to permanently fill the position.

Nominations were asked for three times. There being no further Nominations Commissioner Trucks moved that the nominations be closed.

With a roll call vote, Commissioner Bennett was elected interim Vice - Chair of the Historic District Commission until more members were present to select a Vice-Chair for the remainder of the 2018 term, 4 to 0.

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA

None

CORRESPONDENCE

None

STAFF REPORTS

Denise Blakeslee, Planning & Zoning Director – Members received copies of the new Secretary of the Interior Standards for Rehabilitation, The Secretary of the Interior’s Standards for the Treatment of Historic Properties with Guidelines for Preservation, Rehabilitation, Restoring and Reconstructing Historic Buildings and new Preservation Briefs. The commissioners’ books used for the meeting have been updated and they are asked to update their copies at home so that the most current standards are being used moving forward.

Ms. Blakeslee has been working with Jessica Flores, Preservation Forward to schedule training for the commissioners. Dates and times were discussed with the commissioners to schedule training that will include updating guidelines and policies for the Commission. The training will be take place on April 24, 2018 at 5:00 pm.

NEW BUSINESS - Design Assistance – 346-348 River Street (The applicant was not present, this item was moved down the agenda to allow the applicant to be present)

Kendra Thompson is the architect for the renovation of the building at 346-348 River Street. Ms. Thompson has completed a request for Design Assistance to speak to the commission about the project. The owners will be making application for Historic Tax Credits and the request will require review and approval from the State Historic Preservation Office.

Ms. Thompson spoke of the various components for the project including:

- Rehabilitation of existing structure to accommodate the Music Vault, including radio station office, recording studios, a music performance venue to accommodate up to 99 people, and two dwelling units to support the music activities.
- Work will include exterior façade rehabilitation, construction of exterior decks/stairs on the riverside and complete rehabilitation of the interior spaces.
- This project intends to seek federal (and state) historic tax credits and will be working with the State Historic Preservation Office in seeking necessary reviews and approvals.
- The plans submitted today are not the final version, which should be completed by the end of April. Following completion of the plans Ms. Thompson will make application to the State Historic Preservation Office.
- Ms. Thompson needs to bring back the final version of the plans to the Historic District Commission for their review and recommendation.

MEMBERS DISCUSSION

Commissioner Russell inquired if there was any update regarding the Rozmarek properties.

Commissioner Trucks asked Tyler Leppanen about the façade grant policies update.

WORKSESSION:

None scheduled.

The Next meeting of the Historic District Commission will be on Thursday, May 3, 2018 at 3:00 pm in the Council Chambers, City Hall, 70 Maple Street.

ADJOURNMENT:

MOTION by Commissioner Trucks, seconded by Commissioner Russell that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 3:50 pm.

MANISTEE HISTORIC DISTRICT COMMISSION

Lora Laurain, Recording Secretary