

HISTORIC DISTRICT COMMITTEE

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

March 4, 2020

A meeting of the 2020 Historic District Committee was held on Wednesday, March 4, 2020 at 4:00 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

The meeting was called to order at 4:00 by Chair Trucks.

Members Present: Dick Albee, Debra Greenacre, Kathryn Levy, Ron Helmboldt, Dennis Otto and Lee Trucks

Members Absent: William Connor

Others: Kyle Storey (City Zoning), Mike Szokola (GIS/Planner 1) and Nancy Baker (Recording Secretary)

APPROVAL OF AGENDA

MOTION by Commissioner Albee, seconded by Commissioner Levy to approve the Agenda as printed.

With a voice vote motion passed 6 to 0.

APPROVAL OF MINUTES

Commissioner Albee wished to amend the minutes under Old Business, Permit Review, 347/349 "progress is notable at" to "there is no visible progress at".

MOTION by Commissioner Albee, seconded by Commissioner Helmboldt to approve the February 4, 2020 minutes as amended.

With a voice vote motion passed 6 to 0.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

MEDC Presentation – S. Alan Higgins: Certified Local Government Coordinator-State Historic Preservation Office

Mr. Higgins gave a brief description of his position. He stated programs are available to assist communities to meet their goals.

- Grants are offered for brick and mortar type projects, preservation work, condition assessments, community preservation plan work plus others.
- They offer webinars, workshops, trainings, and educational sessions that can be presented at an HDC meeting.
- Grants have a minimum of \$10,000 and a maximum of \$100,000, most grants awarded are between \$40-80,000, 4-5 communities receive awards per year.
- Property acquisitions cannot be funded, however a brick and mortar grant on the property can be.
- Interior projects, such as a mechanical project, may possibly be awarded if it is for a building that is a civic or nonprofit property.
- A city owned building can qualify as a property.
- A land bank property could qualify if it is a municipal or nonprofit property.
- Riverwalks that are in a national registered area or an area tied to the area's history can be considered.
- Returning lighting back to the traditional lighting would require photo evidence of that area's past lighting type.

SHPO Annual Report Update

Mr. Storey stated the annual report documents from the Certified Local Government Historic District Commission's to the Michigan Economic Development Corporation-State Historic Preservation Office were submitted before the March 1st deadline and has been accepted.

Community Development Block Grant-Ramsdell Theatre: Seeking Letter of Support

The Ramsdell Theatre is working through a CDBG grant application for infrastructure building improvements. The Ramsdell Theatre is seeking a letter of support from the HDC to help aid in their application.

MOTION by Commissioner Albee, seconded by Commissioner Levy to write a letter of support for the Ramsdell Theater to aid with their CDBG grant application.

With a voice vote motion passed 6 to 0.

OLD BUSINESS

Permit Form Update

Mr. Storey provided updated forms to the HDC. The notable changes on all the forms included: adding a last bullet point on the Step-By-Step Guide, Status Update, a fee payment of \$50, and the new City letterhead at the top of each form.

MOTION by Commissioner Albee, seconded by Commissioner Helmboldt to accept the revised forms as presented.

With a voice vote motion passed 6 to 0.

Permit Review

Mr. Storey stated the permit for 400 River Street, WSCC façade improvements has been added to the outstanding permit listing. One permit on the list will expire in June.

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA

Dennis Ter Horst, 63 Clay Street, of Communicraft business stated there is a signage issue at the corner of River and Maple Streets. Presently “Do Not Enter” signs are in front of the masonry pillars. Signs should not promote a negative atmosphere. The question is whether the signs be kept or be removed. The suggestion is to place “One Way” signs with an arrow symbol, next to the light signals on the arm posts. Chair Trucks requested this be placed on next month’s meeting agenda to allow for better discussion regarding the matter when more information can be made available and to review other possible ideas. This will allow an opportunity to review the information and ideas so the HDC can share their views with the City.

CORRESPONDENCE

Mr. Storey stated he received communication of the application to the National Registry of Historic Places for the Guardian Angels Church. They passed the state level and now at the national level.

REPORTS

DDA Executive & Economic Development Director

Caitlyn, DDA Director, reviewed projects that are occurring.

- Ongoing work with several development agreements, infrastructure projects and consolidated Little River agreement.
- Downtown merchant requests of improvements concerning Riverwalk improvements, placemaking on the Riverwalk and parking.
- There are 2 active communities of design and development with summer projects. Projects of facade painting, uplifting and repairs of light posts and trash cans, and sidewalk lifting and repairs.
- 4 goals: business development, business retention, entrepreneurship and public relations.
- Program forms: CDBG rehabilitation pre-application, MEDC rental rehab guide, façade grant application, MDDA revolving loan program disclosure, MDSSA revolving loan application, personal financial statement, program guidelines and review board recommendations.

Museum Director

Mark Fedder, approved paint colors for 354 River Street, the former Sunrise Bakery/Fabric business. They are working on a project grant through the DDA. Summer is the projected start of the project.

Zoning Administrator

Mr. Storey informed the HDC that a Michigan Historic Preservation Network conference is being held in Kalamazoo. Conference information was given to the members. Mr. Storey informed the HDC of his departure from the County Planning Department. His last day will be March 13th. Mr. Mike Szokola will replace Mr. Storey as the City Zoning Administrator.

MEMBERS DISCUSSION

Mr. Otto inquired about the 347 River Street permit's expiration. Mr. Storey stated the permit cannot be extended. If the permit expires and the permit project has not been completed it will be turned over to the City. This building could then become blighted. This is the City's decision. Mr. Albee welcomed Ms. Levy to the HDC.

ADJOURNMENT

MOTION by Commissioner Albee, seconded by Commissioner Helmboldt to adjourn the meeting. The meeting was adjourned at 5:25 pm.

2020 Historic Study Review Committee


Nancy Baker, Recording Secretary