

# MANISTEE CITY HISTORIC DISTRICT COMMISSION

Meeting of Wednesday, December 1<sup>st</sup>, 2021

This meeting will be held in the City Council Chambers.

## 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 December 1, 2021, Agenda.

**IV Approval of Minutes**

At this time Historic District Commission can take action to approve the September 1, 2021, Meeting Minutes.

**V Public Comment on Agenda Related items**

At this time, the Chair will ask if there are any public comments.

**VI New Business**

- 2022 Meeting Dates

**VII Old Business**

**Permit Review**

**VIII Public Comments and Communications concerning items not on the agenda.**

At this time, the Chair will ask if there are any public comments.

**IX Correspondence**

**X Reports**

DDA Executive & Economic Development Director

Museum Curator

Museum Director

Planning & Zoning Administrator

**XI Members Discussion**

At this time, the Chair will ask members of the Historic District Commission if they have any items they want to discuss.

**XII Adjournment**

## **HISTORIC DISTRICT COMMISSION**

70 Maple Street  
Manistee, MI 49660

### **MEETING MINUTES**

September 1, 2021

A Meeting of the 2021 Historic District Commission was held on Wednesday, September 1, 2021 at 4:00 pm, Manistee, Michigan.

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

**Members Present:** Ron Helmboldt, Dennis Otto, Nick Hawkins, Thad Taylor, and Lee Trucks

**Members Absent:** Shelly Memberto and William Connor

**Others:** Zach Sompels (City Zoning /Planner 1), and Nancy Baker (Recording Secretary)

#### **APPROVAL OF AGENDA**

MOTION by Commissioner Taylor, seconded by Commissioner Hawkins to approve the agenda as printed. Motion passed with a voice vote.

#### **APPROVAL OF MINUTES**

Mr. Trucks wished to amend the agenda under Reports, Museum Curator/Director, screen doors with peat materials to be pet materials.

MOTION by Commissioner Hawkins, seconded by Commissioner Taylor to approve the August 4, 2021 minutes as amended. Motion passed with a voice vote

#### **PUBLIC COMMENT ON AGENDA RELATED ITEMS**

None

#### **NEW BUSINESS**

None

#### **OLD BUSINESS**

##### Finalize Mural Guidelines

Mr. Sompels stated the amendment to mural guidelines were sent to Mr. Alan Higgins of SHPO for allowable confirmation. Mr. Higgins made a minor recommendation. Mr. Sompels made the change to the mural guidelines. Commissioners inquired about the responsible party of maintaining a mural. Mr. Sompels stated maintenance could fall on the applicant or a

performance bond allowing the ability to cover the cost. All will require following HDC guidelines. Mural maintenance would require coming before the HDC.

MOTION by Commissioner Taylor, seconded by Commissioner Hawkins to approve the final mural guidelines.

With a roll call vote: Yes; Helmboldt, Hawkins, Taylor, Otto, and Trucks. No: none  
Motion passed 5 to 0.

### **Permit Review**

Mr. Sompels stated all open listed permits will be inspected. He will close all completed permits. The permit list will be updated.

### **COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA**

None

### **CORRESPONDENCE**

None

### **REPORTS**

#### **DDA Executive & Economic Development**

No one in attendance to submit report.

#### **Museum Curator/Director**

Mr. Fedder was contacted by Ramsdell Theater. They requested utilizing the River Street Social Distance banners by putting up some banners for upcoming events. The Ramsdell would remove their banners by November. Mr. Fedder has approved the event banners. The HDC reviewed pictures of the banners.

#### **Planning & Zoning Administrator**

Mr. Sompels will present a report from the HDC to City Council. Permits will be reviewed along with mentioning the importance of the HDC. He stated Mr. Fricanos, owner of 440 River Street, is removing some façade to the building. This is a noncontributing building but still requires HDC approval.

Mr. Higgins, SHPO coordinator spoke on the following points.

- ❖ Has reviewed activities and goals with the Planning Department
- ❖ Different interpretation of reviewable/nonreviewable HDC items
- ❖ HDC does have authority to review changes to noncontributing properties within the Historic District (HD)
- ❖ Under the state law the HDC does have the authority to review buildings/properties in the HD that have not retained their historic character

- ❖ State law gives the HDC the authority to review (other than buildings) other features such as trash containers, banners, benches, etc.
- ❖ Any work in the HD must come before the HDC for approval BEFORE work is started
- ❖ The exact wording of the state laws/regulations can be supplied to the HDC
- ❖ It is recommended to consult the attorney in matters involving foreign nations
- ❖ Can be advisory to these types of situations

Mr. Sompels received confirmation from Mallory of the Michigan Historic Preservation Network regarding the upcoming training. The training will be September 15<sup>th</sup>, 4 pm, online. The recording will not be available; however, copies of the slides and notes can be provided.

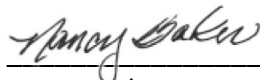
### **MEMBERS DISCUSSION**

Discussion ensued:

- Murals: a building owner and the participant could work together on being responsible, there are other scenarios regarding ways murals could be kept up, mural signage would come before the HDC.
- HDC can decide to look at things such as the butterfly garden or the small park between the businesses on River Street
- Benches and streetlights would come before the HDC
- Downtown benches: wood benches require a great deal of maintenance to keep them presentable, composite benches are washable with no maintenance, come in many colors including many shades of wood and last longer than wood

### **ADJOURNMENT**

MOTION by Commissioner Taylor, seconded by Commissioner Hawkins to adjourn the meeting. Meeting was adjourned at 4:40 pm.



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Nancy Baker, Recording Secretary

# 2022

## Calendar

### January 01

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### February 02

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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### March 03

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### April 04

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### May 05

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### June 06

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### July 07

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31						

### August 08

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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### September 09

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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### October 10

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### November 11

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### December 12

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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