

MANISTEE CITY HISTORIC DISTRICT COMMISSION

Meeting of Wednesday, October 5th, 2022, at 4:00 PM

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 October 5, 2022, Agenda.

IV Conflicts of Interest

At this time, the Chair will ask if there are any members with a conflict of interest on the approved Agenda.

V Approval of Minutes

At this time Historic District Commission can take action to approve the September 7, 2022, Meeting Minutes.

VI Public Comment on Agenda Related items

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

VII New Business

VIII Old Business

- 435 River Street – Joesph Mathewson
- Permit Review

IX Public Comments and Communications concerning items not on the agenda.

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

X Correspondence

XI Reports

DDA Executive & Economic Development Director
Museum Curator
Planning & Zoning Administrator

XII Members Discussion

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

XIII Adjournment

HISTORIC DISTRICT COMMISSION

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

September 7, 2022

A meeting of the Historic District Commission was held on Wednesday, September 7, 2022, at 4:00 pm, Manistee, Michigan.

The meeting was called to order at 4:03 by Chair Trucks.

Members Present: William Connor, Ron Helmboldt, Lee Trucks, Kathryn Kenny, Dennis Otto, Angie Quinn

Members Absent: Thad Taylor

Others: Katie Mehl (City Zoning /Planner 1), and Nancy Baker (Recording Secretary)

APPROVAL OF AGENDA

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

CONFLICT OF INTEREST

None.

APPROVAL OF MINUTES

MOTION by Commissioner Connor, seconded by Commissioner Kenny to approve the August 3, 2022, minutes as printed. Motion passed with a voice vote.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

343 River St—Goody's Juice & Java

Katie Mehl:

- Sign permit was approved by Mark Fedder, Museum Director, no action required from HDC.

OLD BUSINESS

435 River Street—Joseph Mathewson

Ms. Mehl: address on agenda reads 235; correct address is 435

Mr. Mathewson:

- Presented building brick samples to the HDC
- Cedar shingle siding sample was offered as an idea to replace the black area around the windows
- White posts and area above the windows to be painted white or a complimenting color
- Paint rod iron fence black

HDC:

- Requested application with site plan has not been submitted
- Return black area and windows to a look as originally historically accurate as possible
- Present windows were put in place without an application/permit and were not approved before installation
- Application with plans were requested at past meetings; deadline of submission was September 7th (2022) meeting, this deadline has not been met

MOTION by Commissioner Connor, seconded by Commissioner Quinn to extend the deadline until the next scheduled HDC meeting in October for drawings and application to be presented.

Roll call vote

Yes: Connor, Helmboldt, Trucks, Quinn, Otto

No: Kenny

Motion passed.

Permit Review

Ms. Mehl reviewed the permit list.

Permit actions: City Attorney—Gordon/Rozmarek properties—Circuit Court show of cause granted property owners an extension—returning to court October; Guardian Angel Church was removed from the list and will submit new application when ready; upcoming permits to be added to the list; permit for 100 Washington to be added; 141 Washington Northern Hotel-- SUP not signed at this time—will be checked into; other permits will be included.

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA

None

CORRESPONDENCE

None

REPORTS

DDA Executive & Economic Development

None

Museum Curator

Mr. Fedder presented a book to each commissioner. The book was compiled with the assistance of the Visitor Center and Little River Band via a USDA grant; the Origin Walk at 1st Beach will be mid-October-- videos narrated by Tony Trucks are available at visitmanisteecounty.com.

Planning & Zoning Administrator

Ms. Mehl: gave a presentation of HDC responsibilities etc. to City Council, at this time the County grant writer is not available to local entities.

MEMBERS DISCUSSION

Mr. Trucks: inquired on the statues/sculptors. Mr. Fedder stated the dedication of the sculptors will be October 15th.

Mr. Otto inquired on the number of historical pictures available for 435 River. Mr. Fedder stated only one has been located.

Mr. Connor will be absent at the October meeting.

Ms. Kenny inquired on considering large scale murals on noncontributing historic buildings. Ms. Mehl will locate the mural policy and share this with the HDC.

ADJOURNMENT

MOTION by Commissioner Connor, seconded by Commissioner Helmboldt to adjourn the meeting. Meeting was adjourned at 5:05 pm.

Nancy Baker

Nancy Baker, Recording Secretary



Historic District Commission

September 27, 2022

Joesph Mathewson
435 River St.
Manistee, MI 49660

Katie Mehl
Manistee County Planner
395 3rd St.
Manistee, MI 49660
231.723.6041
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Dear Commission Members,


I contacted Joesph Mathewson on September 27, 2022, to discuss what he would be presenting to the HDC at the October meeting for his property located at 435 River Street. He has indicated that he will not be applying for a Certificate of Appropriateness at this time and will restore the side of the building to how it appeared before the windows were installed. I indicated that he would need to get this done in a reasonable amount of time; staff recommendation would be to give him until June 1, 2023, or some other date in the spring, as property owners across the county have struggled to obtain contractors and materials. Please see below for section 1280.14 Work Without a Permit, from the City of Manistee Codified Ordinances:

1280.14 WORK WITHOUT A PERMIT

When work has been done upon a resource without a permit, and the Commission finds that the work does not qualify for a Certificate of Appropriateness, the Commission may require an owner to restore the resource to the condition that the resource was in before the inappropriate work or to modify the work so that it qualifies for a Certificate of Appropriateness. If the owner does not comply with the restoration or modification requirement within a reasonable time, the Commission may seek an order from the Circuit Court to require the owner to restore the resource to its former condition or to modify the work so that it qualifies for a Certificate of Appropriateness. If the owner does not comply or cannot comply with the order of the Court, the Commission or its agents may enter the property and conduct work necessary to restore the resource to its former condition or modify the work so that it qualifies for a Certificate of Appropriateness in accordance with the court's order. The costs of the work done shall be charged to the owner, and may be levied by the City of Manistee as a special assessment against the property. When acting pursuant to an order of the Circuit Court, the Commission or its agents may enter a property for purposes of this section. (Ord. 07-04 adopted 2-20-07)

At this time, staff is requesting a formal motion indicating when the property must be restored to how it appeared before the work without a permit was commenced. Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,

A handwritten signature in cursive script that reads "Katie Mehl". The signature is written in black ink on a light-colored background.

Katie Mehl
Zoning Administrator
City of Manistee



Katie Mehl
 Planning/Zoning Administrator
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Historic District Commission Permits as of 08/30/2022

Date Approved	Permit #	Date Expires	Address	Name	Details	Status
8/05/2021	PHDC21-010	8/05/2022	411 River St	Jeff Gordon	Cornice, Windows, Doors, Columns	In Progress
8/05/2021	PHDC21-011	8/05/2022	347 River St	Paula Rozmarek	Cornice & Windows	In Progress
5/10/2022	PHDC22-006	5/10/2023	369 River St	Brandon Ball	Painting Building	In Progress
5/12/2022	PHDC22-007	5/12/2023	95 Maple St	Library	Maintenance & Repair	In Progress
7/08/2022	PHDC22-010	7/08/2023	321 River St	Paulette Junker	Doors/Windows Front & Rear	In Progress
7/12/2022	PHDC22-011	7/12/2023	432 River St	BPO Elks No 250	Digital Sign	In Progress
7/27/2022	PHDC22-012	7/27/2023	343 River St	Goody's Juice & Java	Projecting Sign & Vinyl Graphics	Complete
8/3/2022	PHDC22-013	4/03/2024	100 Washington St	CDI Construction Design	Façade	In Progress
1/05/2022	PHDC22-014	1/05/2024	141 Washington St	141 Washington St	Façade	In Progress