

HISTORIC DISTRICT COMMISSION

Manistee County Historical Museum
425 River Street
Manistee, MI 49660

MEETING MINUTES

May 3, 2007

A Meeting of the Manistee City Historic District Commission was held on Thursday, May 3, 2007 at 3:00 p.m. at the Manistee County Historical Museum, 425 River Street, Manistee, Michigan.

Meeting was called to order at 3:05 p.m. by Chair Kracht.

ROLL CALL:

Members Present: Dave Carlson, Maria DeRee, T. Eftaxiadis, Teena Kracht, Kelly Niles, John Perschbacher, Denis terHorst

Members Absent: None

Others: Steve Harold (Manistee County Historical Museum), Jon Rose (Community Development), and Denise Blakeslee (Planning & Zoning)

CONFLICT OF INTEREST:

Chair Teena Kracht and Vice Chair John Perschbacher declared a Conflict of Interest as members of the Museum Board on the request for the Manistee County Historical Museum. Chair Kracht appointed Kelly Niles as acting Chair during the discussion of the request for the Manistee County Historical Museum.

APPROVAL OF AGENDA:

MOTION by T. Eftaxiadis, seconded by John Perschbacher that the Agenda for the May 3, 2007 Meeting be approved.

With a roll call vote this motion passed 7 to 0.

Yes: Niles, terHorst, Eftaxiadis, Perschbacher, DeRee, Carlson, Kracht
No: None

APPROVAL OF MINUTES:

MOTION by T. Eftaxiadis, seconded by Denis terHorst that the Minutes of the April 5, 2007 Meeting be approved with typographical corrections on page 2.

With a roll call vote this motion passed 7 to 0.

Yes: Carlson, Niles, Eftaxiadis, terHorst, DeRee, Perschbacher, Kracht
No: None

NEW BUSINESS:

Ramsdell Theatre - Request for Exterior Benches

The Ramsdell Theatre is requesting approval to place benches outside their facility at 101 Maple Street.

Discussion by the committee included that the application was incomplete because a site plan was not submitted showing how many benches were proposed and their locations. Questions about what type of material is the bench slats made out of - what is Recycled Plastic? How will the benches be set with the topography of the property? Will the benches be permanent or removed during the winter season?

MOTION by Dennis terHorst, seconded by John Perschbacher that the application be returned as incomplete and it needs to be resubmitted to include a site plan, include information on whether the benches are to be fastened or not, and a sample of the bench slat material needs to be submitted for review.

With a roll call vote this motion passed 7 to 0.

Yes: Eftaxiadis, Carlson, terHorst, Perschbacher, Niles, DeRee, Kracht
No: None

Manistee County Historical Museum - Exterior Door Replacement

At this time the meeting was turned over to appointed Acting Chair Niles.

The Manistee County Historical Museum would like to replace the existing (locked) exterior door located halfway up the stairs on the front of their building at 425 River Street. They are asking to replace the door with a steel door with "panic hardware" in the event of a fire.

Steve Harold, Manistee County Historical Museum, 425 River Street - Mr. Harold spoke of the door that is located ½ way up the exterior stairway on River Street that is padlocked and barricaded from the inside. The Museum currently has one interior means of egress from the second floor. They are asking to replace the existing door with a six panel steel door with panic hardware. Mr. Harold expressed his concerns about security for the building.

Jon Rose said that our number one priority is to re-use existing building components whenever possible. He expressed a strong concern about requiring the preservation of historical elements for other requests that come before the committee while allowing a steel door to be installed on the front of the Museum.

Members of the Commission did a Site Inspection of the door and returned for discussion. Discussion by commissioners included:

- ▶ The door is a beautiful original door and does not appear to be deteriorated. The door could be restored or re-utilized.
- ▶ New hardware and hinges could be installed to address security concerns. A 3/4" plywood or a steel plate could be placed on the interior side of the door which could be painted.
- ▶ A curtain could be installed between the glass and the new plywood or steel plate to give the appearance of a window covering, while eliminating a concern about breaking out the window to gain access to the building.
- ▶ There are creative ways to reuse the existing door that would not require replacement.

MOTION by Maria DeRee, seconded by Denis terHorst to deny the application as written.

With a roll call vote this motion passed 4 to 1 with Commissioners Kracht and Perschbacher abstaining.

Yes: Carlson, terHorst, DeRee, Niles
No: Eftaxiadis

Review of Secretary of the Interior's Guidelines

This item will be on the June Agenda.

Skylights at 425 River Street

Mr. Harold spoke to the members about the condition of the Skylights at the Museum and the problems they are having with leaking and the damage that is occurring. He spoke of options that may be considered for replacement which included the installation of plastic skylights and replacement of the glass with frosted glass. This item will require an application and review by the commission.

Signs/Temporary Signs

Denise Blakeslee explained concerns that have risen by the sign companies because the Commission is scheduled to meet only once a month. The sign companies are concerned that new businesses would not be allowed any signage because of the time it takes for design, review/approval by the Historic District Commission and construction of signs. She asked if the Commission could help address the concerns.

The Commission discussed establishing a policy that would allow the installation of temporary signs until signs can be approved by the Commission. Discussion included:

- Allowing temporary signs for 45 days, this would allow an application to be reviewed by the Commission. An extension could only be given by the Historic District Commission.
- Temporary Signs would require review and approval by Steve Harold.
- Temporary Signage would be limited to 16 square feet and can only be located in the window/door of a building.

Motion by Dennis terHorst, seconded by T. Eftaxiadis that a policy be established that would allow temporary signage in the Historic District for 45 days that requires approval by Steve Harold, is limited to 16 square feet and must be located behind window/glass.

With a roll call vote this motion passed 7 to 0

Yes: Carlson, Niles, Eftaxiadis, DeRee, Perschbacher, ter Horst, Kracht

No: None

Staff was directed to draft a policy for temporary signage.

Awnings

Members of the Historic District Commission discussed establishing a policy for Awnings. The policy would address the style and design for awnings in the district. Members will review the Architectural Standards that were given to them from the Manistee Downtown Preservation and Development Plan.

The Commission discussed establishing policies/guidelines that can be handed out to applicants.

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA

None

CORRESPONDENCE

None

STAFF REPORTS

The next meeting of the Historic District Commission will be on Thursday, June 7, 2007 at 3:00 p.m. at the Museum, 425 River Street.

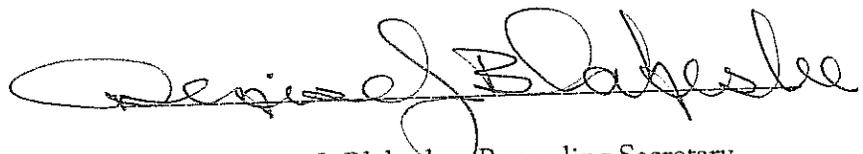
Jon Rose spoke of a workshop that the DDA is proposing to offer that would help explain the availability for tax credits in the Historic District.

ADJOURNMENT:

MOTION by T. Eftaxiadis, seconded by Kelly Niles that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 4:50 P.M.

MANISTEE HISTORIC DISTRICT COMMISSION

A handwritten signature in cursive script that reads "Denise J. Blakeslee". The signature is written in black ink and is positioned above the typed name.

Denise J. Blakeslee, Recording Secretary