

# HISTORIC DISTRICT COMMISSION

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

## MEETING MINUTES

September 4, 2008

A Meeting of the Manistee City Historic District Commission was held on Thursday, September 4, 2008 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 3:04 p.m. by Chair Kracht.

### ROLL CALL:

**Members Present:** Dave Carlson, Maria DeRee, Teena Kracht, Kelly Niles, and John Perschbacher

**Members Absent:** T. Eftaxiadis (excused), Dennis terHorst, Mallory Barkholz (Youth Observer)

**Others:** Tom Amor Jr. (Amor Sign Studios), Elbert Purdom (369 River Street), Vanessa Buhs (DDA Consultant), Jon Rose (Community Development), Steve Harold (Manistee County Historical Museum) and Denise Blakeslee (Planning & Zoning)

Chair Kracht read her opening statement which includes how the meeting will be conducted and the roll of the Youth Observer who was appointed by City Council to the Historic District Commission. The Youth Observer may be asked for her consensus relating to requests before the commission but is not a voting member of the Commission and will not participate in Motions/Roll Call Votes.

### APPROVAL OF AGENDA:

MOTION by Dave Carlson, seconded by Maria DeRee that the Agenda for the September 4, 2008 Meeting be approved.

With a roll call vote this motion passed 5 to 0.

Yes: Niles, Perschbacher, DeRee, Carlson, Kracht

No: None

### APPROVAL OF MINUTES:

MOTION by John Perschbacher, seconded by Kelly Niles that the Minutes of the August 7, 2008 Meeting be approved.

With a roll call vote this motion passed 5 to 0.

Yes: Carlson, Niles, DeRee, Perschbacher, Kracht

No: None

**NEW BUSINESS:**

**Amor Sign Studios/Richard Mosher, 358 River Street - Signage**

Amor Sign Studios/Richard Mosher, 358 River Street are requesting to install signage to the door and a wall sign as submitted with application HDC-2008-29 [DISK: Amor/Design/Design Prop/Yoga Fitness Center; FILENAME: Door Lettering DATE 8-21-08].

Commissioners discussed items that were missing from the application.

MOTION by Maria DeRee, seconded by Dave Carlson to table the request from Amor Sign Studios/Richard Mosher, 358 River Street to install signage to the door and a wall sign as submitted with application HDC-2008-29 [DISK: Amor/Design/Design Prop/Yoga Fitness Center; FILENAME: Door Lettering DATE 8-21-08]. To allow time for the applicant to include the following missing items:

- ▶ Current Photo of the entire building.
- ▶ Composite sketch of proposed signage as shown on the building.
- ▶ Narrative of all existing signage on building.

With a roll call vote this motion passed 4 to 0 with Commissioner Niles abstaining.

Yes: Perschbacher, DeRee, Carlson, Kracht  
No: None

Tom Amor Jr. expressed his disappointment in the Commission.

**Amor Sign Studios, Manistee Insurance 330 River Street - Awning and Signage**

Amor Sign Studios/Manistee Insurance, 330 River Street are requesting to install an awning and signage to the building as submitted with application HDC-2008-30 [DISK: Amor/Design Prop/Manistee Insurance; FILE NAME: Awning; DATE 8/21/08]

This application was to install an awning on the front of the building and apply a new window sign, move the existing sign on the front of the building to the east side of the building; remove the existing sign on the east elevation of the building to the rear of the building. With this many components to the application the Historic District Commission broke the request into each facade for discussion and consensus as follows:

Discussion included the amount of signage that the building is allowed. Mr. Rose said that the Zoning Ordinance allows for the front of the building to have 1.5 times the principal building width, measured from corner to corner, facing the public right-of-way, or 50 square feet whichever is greater and on the Riverfront portion of the building to have .75 times the principal building width, measured from corner to corner, facing the public right-of-way, or 25 square feet whichever is greater. In the past they have allowed a portion of the signage permitted from the signage allowed for the building to be placed on the side of a building that does not front on a public right-of-way.

Review of the request shows that the application does not leave any extra signage area to be transferred to the side of the building.

Mr. Rose noted that there are two internally lit signs that are currently in place at this location. The Zoning Ordinance requires the removal of pre-existing internally lit signs when a new sign application is received.

Tom Amor Jr. brought a new signage plan for this request that changes the color of the awning and the logo.

MOTION by Maria DeRee, seconded by Kelly Niles to table the request from Amor Sign Studios/Manistee Insurance, 330 River Street to install an awning and signage to the building as submitted with application HDC-2008-30 [DISK: Amor/Design Prop/Manistee Insurance; FILE NAME: Awning; DATE 8/21/08]

Discussed if the change in color and logo should result in the tabling of the request.

With a roll call vote this motion failed 3 to 2.

Yes: DeRee, Niles

No: Carlson, Perschbacher, Kracht

Commission proceeded with discussion of the request.

**South Elevation** (Furnish and Install (1) awning on south elevation with signage as submitted with application; Furnish and Apply Window Graphics to south window as submitted with application.)

The Commission discussed this portion of the request and Consensus from the Commission showed no concerns with this portion of the application except that the internally lit signs must be removed.

Consensus:

In favor: Niles, Perschbacher, Carlson, DeRee, Kracht

Opposed: None

**East Elevation** (Repaint and Reinstall existing wall sign from South Elevation to East Elevation as submitted with application)

Chair Kracht discussed the amount of signage that is allowed under the Zoning Ordinance and how the applicant has exceeded that amount. The amount of signage has been met or exceeded for both the South and North Elevation as submitted with the application.

Chair Kracht asked for a consensus from the commission **to deny signage** on the East Elevation because the signage would exceed the amount of signage that is allowed under the ordinance.

Consensus:

In favor to deny: Perschbacher, Carlson, Niles, DeRee, Kracht

Opposed to deny: None

**North Elevation** (Repaint and re-install existing wall sign from East Elevation to North Elevation as submitted with application.)

Commission discussed that this is five square feet more than allowed under the ordinance, but encourages the re-use of signage when possible.

Consensus:

In Favor: Carlson, Niles, DeRee, Perschbacher, Kracht  
Opposed: None

There being no further questions or discussion Chair Kracht asked for a motion.

MOTION by Dave Carlson, seconded by Maria DeRee to approve the request from Amor Sign Studios/Manistee Insurance, 330 River Street to install an awning and signage to the North and South building elevation as submitted with new plans as submitted under application HDC-2008-30, [DISK: Amor/Design Prop/Manistee Insurance; FILE NAME: Awning V3; DATE 8/29/08] and to **deny signage** on the East Elevation because the signage would exceed the amount of signage that is allowed under the ordinance.

With a roll call vote this motion passed 5 to 0.

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

Mr. Amor said that the DDA Parking lot is similar to a street right-of-way and should be allowed signage.

## **OLD BUSINESS**

### **Amor Sign Studios/Manistee Inn & Marina, 378 River Street - Open ended Awnings & Signage**

Amor Sign Studios/Manistee Inn & Marina, 378 River Street requested to install open ended awnings and signage as submitted with application HDC-2008-28 at the August 7, 2008 Historic District Commission Meeting. The Commission tabled the request until the September 4, 2008 Meeting to allow the applicant time to complete the application.

Mr. Amor showed a photograph of an open ended awning that is currently under construction at their business. Awning Material samples were shown to the commission, samples of sign colors. Commission asked what color the lettering on the "Vincent's Ice Cream" awning would be. Mr. Amor stated it would be white.

Discussed the center awning being at a different height than the other awnings. This is a non-contributing building. The awnings have been changed to be closer to a 45 degree angle than under the previous application.

Due to the complexity of the application the Historic District Commission broke the request into each facade for discussion and consensus as follows:

**South Elevation** (Furnish and install (5) awnings on south elevation as submitted with application; One awning will include "Manistee Inn" signage; One awning will include "Vincent's Ice Cream" signage; Furnish and install (2) "M" Logos on south elevation as submitted with application; Furnish and install (1) hanging Sign from awning as submitted with application for "Vincent's Ice Cream").

Commission discussed if there were any concerns, none were expressed.

Consensus:

In Favor: Niles, Perschbacher, Carlson, DeRee, Kracht  
Opposed: None

**East Elevation** (Furnish and install (8) awnings on east elevation as submitted with application; Two awning will include "Manistee Inn" signage; Furnish and install (1) "M" Logon on east elevation as submitted with application).

Commissioners discussed that this is the Main Entrance that is used for the Manistee Inn. This is an unusual circumstance and that signage should be allowed under this exception.

Consensus:

In Favor: Perschbacher, Niles, DeRee, Carlson, Kracht  
Opposed: None

**North Elevation** (Furnish and Install (16) awnings on north elevation as submitted with application; Furnish and install "Manistee Inn & Marina" Letters on North Elevation/Wall Sign).

Discussed that the upper awning on the right hand sign has been added to provide semantics.

Consensus:

In Favor: Carlson, Niles, DeRee, Perschbacher, Kracht  
Opposed: None

There being no further discussion Chair Kracht asked the Commission for a motion.

MOTION by Maria DeRee, seconded by Dave Carlson to approve the request from Amor Sign Studios/Manistee Inn & Marina, 378 River Street to install open ended awnings and signage as submitted with application HDC-2008-28 [DISK Amor/Design/Design Prop/Manistee Inn 2008; FILENAME: Manistee Inn; DATE 8-19-08].

With a roll call vote this motion passed 6 to 0.

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

Chair Kracht thanked Mr. Amor for the submission of the application.

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

Vanessa Buhs (DDA Consultant) said that she has been working with Steve Harold on the Exterior Facade improvements to 369 River Street.

Mr. Harold stated that he misunderstood the directive of the commission and did not realize the request had to go back to the Commission.

The new plan includes Shutters on the Second and Third Floor Windows, two exterior lights on the first floor, the installation of a wooden door on the first floor, recessed entry.

Elbert Purdom (369 River Street) said that they do not have funds to renovate the second and third floor of the building for use. The proposed shutters will swing open if needed to provide ventilation.

Jon Rose noted that there is a concern about timing issues for letting out bids for this project.

Steve Harold said that functional shutter could be used.

Commissioner Niles wanted clarification that the proposed shutters would be wood not plastic. The applicant said that the shutters would be wooden.

The Commission is unable to make a determination at the meeting today due to noticing requirements in the State Act. The Commission said that under the circumstances and need for the applicant to proceed with the bid process that they could give them a consensus.

The Consensus from the Commission was that approval for the request as shown on the plan this evening could be approved at the October Meeting. A formal application that meets the submission deadline and details the project must be submitted.

## **CORRESPONDENCE**

Members received a copy of a letter sent by Jon Rose, Community Development Director to the owner and occupant of 440 River Street regarding their need to apply for permanent signage.

Commissioners said that staff needs to proceed with taking the necessary action to have the temporary signage removed. A citation should be issued.

## **STAFF REPORTS**

Steve Harold said that the Commissioners will be getting copies for their files of approved paint details for paint colors he has approved for several properties in the district.

Denise Blakeslee informed the Commission that she had received a phone call from Denis terHorst who said he would be resigning from the Commission.

Chair Kracht spoke of the opening statement that she reads at each meeting to clarify how the commission conducts meetings. This statement will be revised to include the expiration of permits and will be attached to all permits that are issued in the future. A draft will be prepared.

Chair Kracht scheduled a Worksession for Thursday, September 18, 2008 at 3:00 p.m. Due to a conflict with another meeting the Worksession will not run past 5:00 p.m.

The Next meeting of the Historic District Commission will be on Thursday, October 2, 2008 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street.

## **ADJOURNMENT:**

MOTION by Maria De Ree, seconded by Kelly Niles that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 4:50 P.M.

MANISTEE HISTORIC DISTRICT COMMISSION

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Denise J. Blakeslee, Recording Secretary