

MANISTEE CITY HISTORIC DISTRICT COMMISSION

Meeting of Tuesday, August 2, 2016
2:00 p.m. – Second Floor Conference Room, City Hall, 70 Maple Street,
Manistee, Michigan

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 August 2, 2016 Agenda.

IV Approval of Minutes

At this time Historic District Commission can take action to approve the March 3, 2016 meeting Minutes.

V New Business

Site Visit – 334 River Street

Members of the Historic District Commission will perform a site visit at 334 River Street to close out permits.

Close out permit for 334 River Street

Upon their return the Commission will review and close outstanding permits for 334 River Street.

VI Old Business

Permit Review

At this time the Commission may take action to close out any outstanding permits.

VII Public Comments and Communications concerning Items not on the Agenda

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

VIII Correspondence

At this time the Chair will ask if any correspondence has been received to be read into the record.

IX Reports

Museum Curator

Museum Director

Planning & Zoning Administrator

X Members Discussion

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

XI Worksession

XII Adjournment



City of Manistee Planning & Zoning Administrator



MEMORANDUM

231.398.2805

Fax 231.723-1546

dblakeslee@manisteemi.gov

www.manisteemi.gov

TO: Historic District Commissioners

FROM: Denise Blakeslee, Planning & Zoning

DATE: July 26, 2016

RE: Historic District Commission Meeting August 2, 2016 **(NOTE CHANGE IN DATE)**

Commissioners, the August Historic District Commission meeting was rescheduled to Tuesday, August 2, 2016 so we could perform a site visit at 334 River Street to close out permits. The Brownfield Redevelopment Authority will also be performing a site visit to the property.

Our meeting will be held in the Second Floor Conference Room (across the hall from my office) at City Hall. The meeting will begin at 2pm and after approving the agenda/minutes we will go to 334 River Street and review outstanding permits so we can close them out. Please wear comfortable shoes since we plan to walk down to the site.

Attached is a list of outstanding permits that includes comments from a walkthrough that Mark Fedder and I performed on July 14, 2016.

If you are unable to attend the meeting please call me at 398-2805.

HISTORIC DISTRICT COMMISSION

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

MEETING MINUTES

March 3, 2016

A Meeting of the Manistee City Historic District Commission was held on Thursday, March 3, 2016 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 3:10 p.m. by Chair Kracht.

ROLL CALL:

Members Present: Dave Carlson, Teena Kracht, John Perschbacher, Lee Trucks

Members Absent: Aaron Bennett (excused), T. Eftaxiadis (excused), Mary Russell (excused)

Others: Mark Fedder (Museum Director) Steve Harold (Museum Curator) and Denise Blakeslee (Planning & Zoning Administrator) and others

APPROVAL OF AGENDA

MOTION by John Perschbacher, seconded by Dave Carlson that the Agenda be approved as prepared.

With a voice vote this motion passed unanimously.

APPROVAL OF MINUTES

MOTION by Dave Carlson, seconded by John Perschbacher that the Minutes of the February 4, 2016 Meeting be approved as prepared

With a voice vote this motion passed unanimously.

NEW BUSINESS

Kit Holmes and Cynthia Millonzi, 346/348 River Street – Inquiry on secondary egress

Kit Holmes and Cynthia Millonzi own the building at 346/334 River Street and are planning to construct three residential living spaces on the upper level of the building. They are asking for input from the Historic District Commission for secondary egress (fire escape) on the rear (north side) of the building.

Staff contacted the State Historic Preservation Office regarding the inquiry. There is not a preservation brief that addresses fire escapes, but they indicated the design and location should be compatible with the historic character of the building and that the local Fire Department should be contacted regarding Fire Code. The main issue they address relating to fire escapes is relating to removing them.

Staff discussed the request with Brent Haskins the Inspector for the Fire Department and he said he did not have an issue if it were built to meet the code requirements. The Fire Department would like to review the drawings and perform a site visit as they move along with the process.

Discussion by the Commission included:

- There is not a way to install an interior staircase for the second means of egress
- Would be supportive of either a fire escape or porches on the rear of the building
- Concerns about potential damage from a metal fire escape if not properly maintained can rust and stain the brick on the building
- The DDA encourages the development of the properties with waterfront in the district and suggested sending photos of other buildings with porches overlooking the river for the owner to review.
- Suggested the applicant send photos or specifications for their review prior to having engineered plans developed.

OLD BUSINESS - None

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA - None

CORRESPONDENCE - None

STAFF REPORTS

Mark Fedder, Museum Director – Issued a permit to 336 River Street - Certificate of Appropriates for a Window/Door Sign for “Dwelling Realty” *Issued Permit #PHDC-16-005*

Denise Blakeslee, Planning & Zoning Administrator – spoke about window wraps and asked if the commission had any concerns with the installation of a window wrap vs a window display on the building at 332 River Street.

MEMBERS DISCUSSION - None

The Next meeting of the Historic District Commission will be on Thursday, April 7, 2016 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street.

ADJOURNMENT

MOTION by John Perschbacher, seconded by Lee Trucks that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 3:30 pm

MANISTEE HISTORIC DISTRICT COMMISSION

Denise J. Blakeslee, Recording Secretary

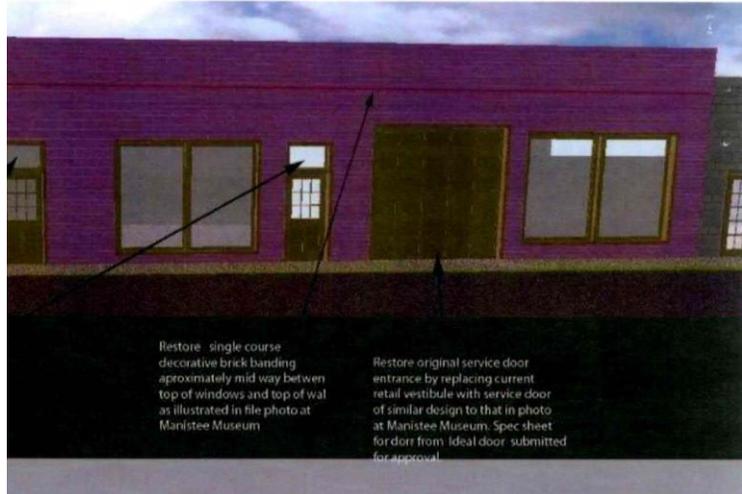
Outstanding permits for 334 River Street
With notes/photos from walkthrough 7/14/16
Denise Blakeslee/Mark Fedder

River Street Façade – PHDC09028

Permit PHDC09028 was issued on January 7, 2010 and had received an extension until December 31, 2013 for the following:

- Remove East Entrance and install a garage door where a garage door previously existed.
- Removal of the existing window and replace with an entrance door where an entrance door was previously located

Both garage and entry door were installed.



Demolition – PHDC10012

Permit PHDC10012 was issued on June 3, 2010 for the demolition of a portion of the building as submitted with application HDC-2010-12 with the understanding that the building footprint will be as proposed when reconstruction is completed and had received an extension until December 31, 2013.

Demolition is complete. Note Commission approved shed/pool addition with permit PHDC1020.



Outstanding permits for 334 River Street
With notes/photos from walkthrough 7/14/16
Denise Blakeslee/Mark Fedder

Rear of Building (north Façade) – PHDC1020

Permit PHDC1020 was issued on September 22, 2010 and had received an extension until December 31, 2013 for the following:

- Windows will be 6 over 6 *or* 6 over 1.
- The proposed egress door on the west side of the building and two doors on the riverwalk will be six panel steel security doors.
 - ***A double half sized window was installed on the west side of the building, over the kitchen sink area (second uppers story window from the riverwalk)***
 - ***Fourth upper story window from the riverwalk is a double window (original opening was a double window that was revealed once siding was removed).***
 - ***Lower level third window and door were not installed due to neighboring staircase.***



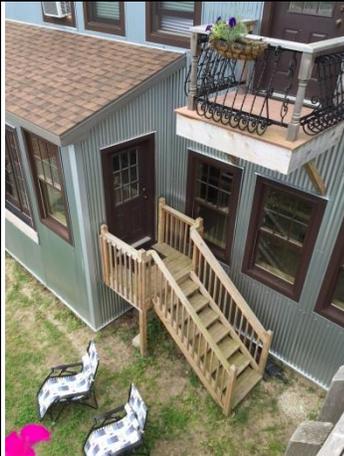
- The privacy wall will reuse the existing 5 feet of concrete and 3 feet of existing brick. The step wall will reuse existing brick. In the event that a portion of the wall needs to be rebuilt then the applicant will need to come back to the commission for approval of finish materials.
 - ***Step wall was not constructed as submitted due to addition of shed/pool addition a gate was installed to provide egress from area.***



- The corrugated galvanized siding is to be painted within one year of installation.
 - ***On July 11, 2013 the Commission discussed if the siding needed to be painted as specified in the permit, they said they did not feel it would be required, but will wait for the site visit.***

Outstanding permits for 334 River Street
With notes/photos from walkthrough 7/14/16
Denise Blakeslee/Mark Fedder

- The egress doors on the two decks will either be glass doors with grids as submitted with the application or a six panel steel security door.
- The Shed/pool will have French doors with grids as submitted with the application.
- The shed/pool addition with skylights will be acceptable as submitted with a reduction in the roof pitch as recommended by the Commission.
 - ***Skylights were not installed in the shed/pool addition.***
 - ***Second story balcony has wrought iron spindles***
 - ***First floor deck/ is smaller than proposed in request***



Complete list of changes to permit PHDC10020 that were noted by Denise Blakeslee/Mark Fedder

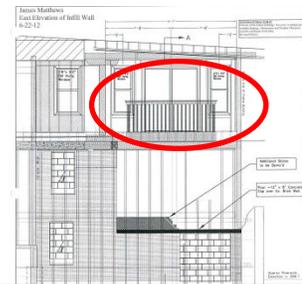
- ***A double half sized window was installed on the west side of the building, over the kitchen sink area (second upper story window from the riverwalk)***
- ***Fourth upper story window from the riverwalk is a double window (original opening was a double window that was revealed once siding was removed).***
- ***Lower level third window and door were not installed due to neighboring staircase.***
- ***Step wall was not constructed as submitted due to addition of shed/pool addition a gate was installed to provide egress from area.***
- ***Determined that the corrugated galvanized siding does not require painting.***
- ***Skylights were not installed in the shed/pool addition.***
- ***Second story balcony has wrought iron spindles***
- ***First floor deck/ is smaller than proposed in request***

Outstanding permits for 334 River Street
With notes/photos from walkthrough 7/14/16
Denise Blakeslee/Mark Fedder

French Door & Balcony NE Corner of the rear of Building PHDC12-015

Permit PHDC12-015 was issued on August 2, 2012 and had received an extension until December 31, 2013 for a French Door and Balcony with a 4' x 10' deck on the North East Corner of the rear of the building.

- *The applicant had to expand the deck to extend on both side of the windows to attach it to the building.*



PHDC12-016 – Skylight

Permit PHDC12-016 was issued on August 2, 2012 and had received an extension until December 31, 2013 to restore skylight in area that was previously the auto shop.

- *Skylight was been installed*



OUTSTANDING PERMITS ISSUED BY MUSEUM DIRECTOR

Paint Colors – PHDC10021

Paint Colors – Window Frames – Marvin Bahama Brown

- *Window frames were painted in accordance with permit.*

Museum Director Mark Fedder closed out permit and a Certificate of Compliance will be issued.

Front Façade – Tuck point PHDC14-008

Tuck point brick work front lower half of the building where needed. Type “N” mortar to be used (Nominal compression strength approx. 750)

- *Tuck point brick work front lower have of the building was completed in accordance with permit*

Museum Director Mark Fedder closed out permit and a Certificate of Compliance will be issued.