

MANISTEE CITY HISTORIC DISTRICT COMMISSION

Meeting of Thursday, April 5, 2012

3:00 p.m. - Council Chambers, 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 April 5, 2012 Agenda.

IV Approval of Minutes

At this time Historic District Commission can take action to approve the February 2, 2012 meeting Minutes.

V New Business

James Pawlowski, 395 River Street – Façade Improvements

A request has been received from James Pawlowski, 395 River Street for a Certificate of Appropriateness for Façade Improvements as submitted with application HDC-2012-02. The request included; remove Reusch sign; remove sign panel to reveal six original ransom windows; remove panel under main window to reveal existing tile; remove entryway carpet to reveal existing tile floor.

At this time the Historic District Commission could take action to approve/deny the request from James Pawlowski, 395 River Street for a Certificate of Appropriateness for Façade Improvements as submitted with application HDC-2012-02.

Vogue Theatre, 383 River Street – Signage

A request has been received from Kendra C. Thompson Architects, PC for a Certificate of Appropriateness for Signage for the Vogue Theatre as submitted with application HDC-2012-03.

At this time the Historic District Commission could take action to approve/deny the request from Kendra C. Thompson Architects, PC for a Certificate of Appropriateness for Signage for the Vogue Theatre as submitted with application HDC-2012-03.

VI Old Business

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

Main Street/DDA Director
Museum Curator
Museum Director
Community Development Director

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

HISTORIC DISTRICT COMMISSION

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

MEETING MINUTES

February 2, 2012

A Meeting of the Manistee City Historic District Commission was held on Thursday, February 2, 2012 at 4:00 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

Meeting was called to order at 4:25 p.m. by Chair Kracht.

The members of the Historic District Commission attended a training/workshop at 1pm which resulted in the meeting start time being changed to 4pm.

ROLL CALL:

Members Present: Dave Carlson, Maria DeRee, T. Eftaxiadis, Teena Kracht, John Perschbacher,

Members Absent: Mary Russell (excused), Vacancy

Others: Travis Alden (MSDDA Director), Jon Rose (Community Development), Mark Fedder (Manistee County Historical Museum) Steve Harold (Manistee County Historical Museum)

APPROVAL OF AGENDA:

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

With a voice vote this motion Passed Unanimously.

APPROVAL OF MINUTES:

MOTION by Perschbacher, seconded by DeRee that the Minutes of the January 5, 2012 Meeting be approved

With a voice vote this motion Passed Unanimously.

NEW BUSINESS:

HDC-2012-01 - Jeff Gordon and Paula Rozmiarek, 411 River Street – Door Replacement

A request has been received from Jeff Gordon and Paula Rozmiarek, 411 River Street to replace the existing metal main entrance door with a historically accurate wooden double door as submitted with application HDC-2012-01

MOTION by DeRee, seconded by Perschbacher to approve the request from Jeff Gordon and Paula Rozmiarek, 411 River Street to replace the existing metal main entrance door with a historically accurate wooden double door as submitted with application HDC-2012-01

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

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

OLD BUSINESS

None

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA

None

CORRESPONDENCE

None

STAFF REPORTS

Travis Alden, DDA/Main Street Director - The Leadership Team issued a RFP for “North Channel” area from the river to the Hotel Northern. Looking for development proposals.

Mark Fedder, Museum Director - No report.

Steve Harold, Museum Curator - No report.

Jon Rose, Community Development Director - No report.

MEMBERS DISCUSSION

Perschbacher requested that he be called as an alternate for the review committee even if he is not needed for a quorum.

Carlson suggested we prepare a HDC Brochure for Real estate agents.

The Next meeting of the Historic District Commission will be on Thursday, March 1, 2012 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street.

ADJOURNMENT:

MOTION by Perschbacher, seconded by Eftaxiadis that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 5:00 P.M.

MANISTEE HISTORIC DISTRICT COMMISSION

Jon R. Rose, temporary Recording Secretary



Historic District Commission
 Planning & Zoning Department
 70 Maple Street, P.O. Box 358
 Manistee, MI 49660
 231.398.2805
www.ci.manistee.mi.us

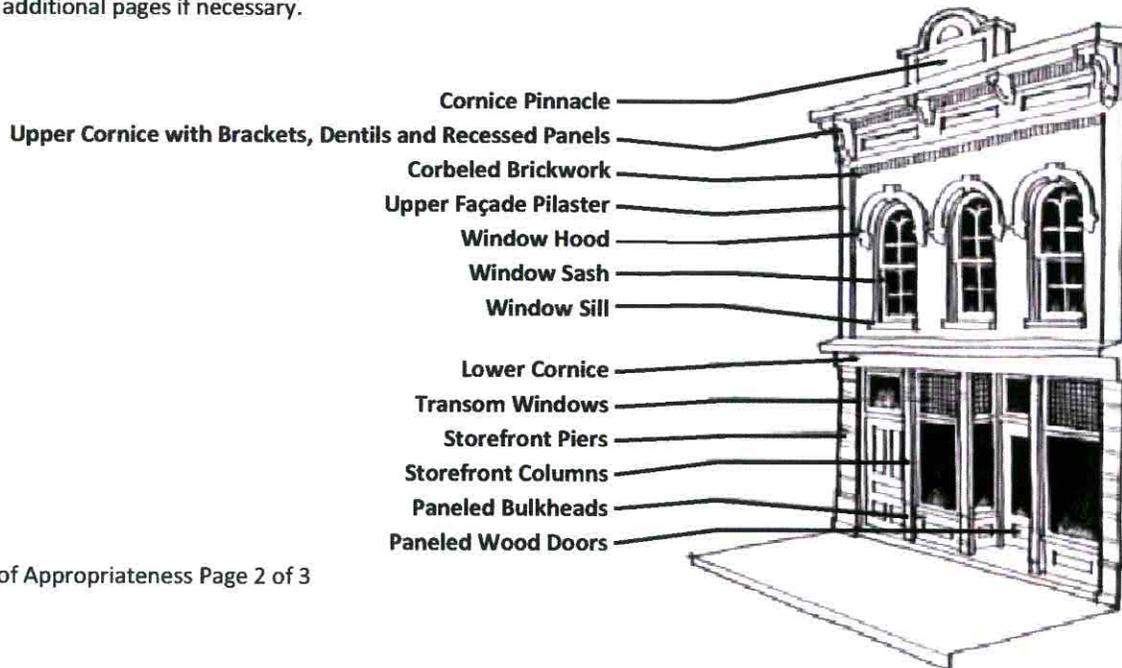
Application for a Certificate of Appropriateness

Please Print

Standards		
<p>If the owner of the property is interested in receiving tax credits, APPLICATION MUST BE MADE FIRST TO THE STATE HISTORIC PRESERVATION OFFICE. If original features are found during renovation or demolition, a project must be stopped until an emergency meeting of the Historic District Commission is held to determine if the feature is to be incorporated into the project. If the applicant applied for Tax Credits the State Historic Preservation Office must be notified also.</p>		
<p><input type="checkbox"/> This box must be checked by the applicant indicating that they have read and understood the requirements for tax credits and that a project may be stopped for review if original features are found during the course of the project. If this box is not checked the application will not be processed.</p>		
<p>Properties within the City of Manistee Historic District are subject to the City of Manistee Historic District Ordinance (Chapter 1280 Historic District of the Code of Ordinances). The purpose of the ordinance is to preserve and protect our historic resource. The Historic District Commission is established by the Ordinance, and has the authority to review and approve all work permit applications and plans for exterior property improvements within the Historic District. Regular building maintenance is permitted and encouraged; however, a work permit is required for all alterations, significant repairs, new construction, demolition, moving of buildings, and all other activities affecting the exterior appearance of buildings and properties within these districts. Please consult staff for guidelines and specific details on permissible work.</p>		
Submission of Application		
<p>This application must be received by the City at least 10 days prior to a regularly scheduled monthly Historic District Commission meeting. The meeting is held the first Thursday of the month at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan unless it is a legal holiday. Applicants are strongly encouraged to conduct a preliminary discussion with staff and attend the meeting to explain the proposed work.</p>		
Property Information		
Address: 395 River Street	Parcel # 51-51-453-701-06	
Applicant Information		
Name of Owner or Lessee: James Pawlowski		
Address: 395 1/2 River Street, Manistee Mi 49660		
Phone #: 231-723-5348	Cell#:	e-mail: The_Pabst_Bldg@yahoo.com
Name of Contractor (if applicable):		
Address:		
Phone #:	Cell#:	e-mail:
License Number:	Expiration Date:	
Application Requirements		
<p>The following information must be included with this application. Additional information may be required. The applicant must supply 12 copies of any items submitted that are in color. Paint colors, Signage and Awnings are approved under a separate application. The Historic District Commission requires a copy of the Building Plans for review and for file.</p>		
<input type="checkbox"/>	Current photo of the structure as seen from the street and where proposed work is to take place.	
<input type="checkbox"/>	Sketch, drawing or plans drawn to scale to show details and specification of ornamental features. Replacement doors, windows and lights require a copy of the specification sheet.	
<input type="checkbox"/>	A completed Certificate of Appropriateness Checklist.	
<input type="checkbox"/>	Replacement doors, windows and lights require a copy of the specification sheet.	

Description of Work			
<input type="checkbox"/> New Construction	<input checked="" type="checkbox"/> Rehabilitation/Restoration	<input type="checkbox"/> Addition	<input type="checkbox"/> Other (specify)
Describe the proposed project Remove Reusch sign. Remove sign panel to reveal six original transom windows. Remove panel under main window to reveal existing tile. Remove entryway carpet to reveal existing tile floor.			
Proposed Start Date <u>April 2012</u>		Proposed Completion Date <u>MAY 2012</u>	
Incomplete requests will be returned to the applicant to supply needed information for review.			
Authorization			
I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.			
Applicant Signature: <u>[Signature]</u>		Date: <u>3-21-12</u>	
By Signing this form the Applicant/Owner certifies that on or before the date of completion of proposed work, my building will have a code compliant smoke detector or fire alarm system.			
Office Use Only			
HDC <u>2012 - 02</u>	Notes:		
Signature: _____		Date: _____	

This drawing depicts many of the types of historical decoration found in the Manistee Historical Business District. While all of the elements may not apply to your building this should assist in listing areas of renovation. The next page is a check list to assist in the application process. Please check all that apply to your project and give a brief explanation of proposed work. Use additional pages if necessary.



Certificate of Appropriateness Checklist

Check all of the Renovations that Apply to your project and give a brief explanation of the project attach additional sheets if necessary:

Example:

- Cornice Pinnacle: N/A
- X Upper Cornice Repair and replace with new materials. Wood will be used and painted to match exiting color scheme.
- X Corbeled Brickwork Clean using method prescribed in Preservation Brief #1 - Assessing Cleaning and Water-Repellent Treatment for Historic Masonry Buildings.

<input type="checkbox"/> Cornice Pinnacle	
<input type="checkbox"/> Upper Cornice	
<input type="checkbox"/> Corbeled Brickwork	
<input type="checkbox"/> Upper Façade Pilaster	
<input type="checkbox"/> Window Hood	
<input type="checkbox"/> Upper Windows	
<input type="checkbox"/> Lower Cornice	
<input checked="" type="checkbox"/> Transom Windows	clean & re-glaze if needed
<input type="checkbox"/> Storefront Piers	
<input type="checkbox"/> Storefront Columns	
<input type="checkbox"/> Paneled Bulkhead	
<input checked="" type="checkbox"/> First Floor Windows	clean & re-glaze if needed
<input type="checkbox"/> Doors	
<input checked="" type="checkbox"/> Other	repair & clean tile under window & under carpet

**The Pabst Building
395 River Street
Manistee MI**



**Remove sign &
sign panel to reveal
6 panel transom** ⇐

**Remove panel under
window to reveal** ⇐
tile

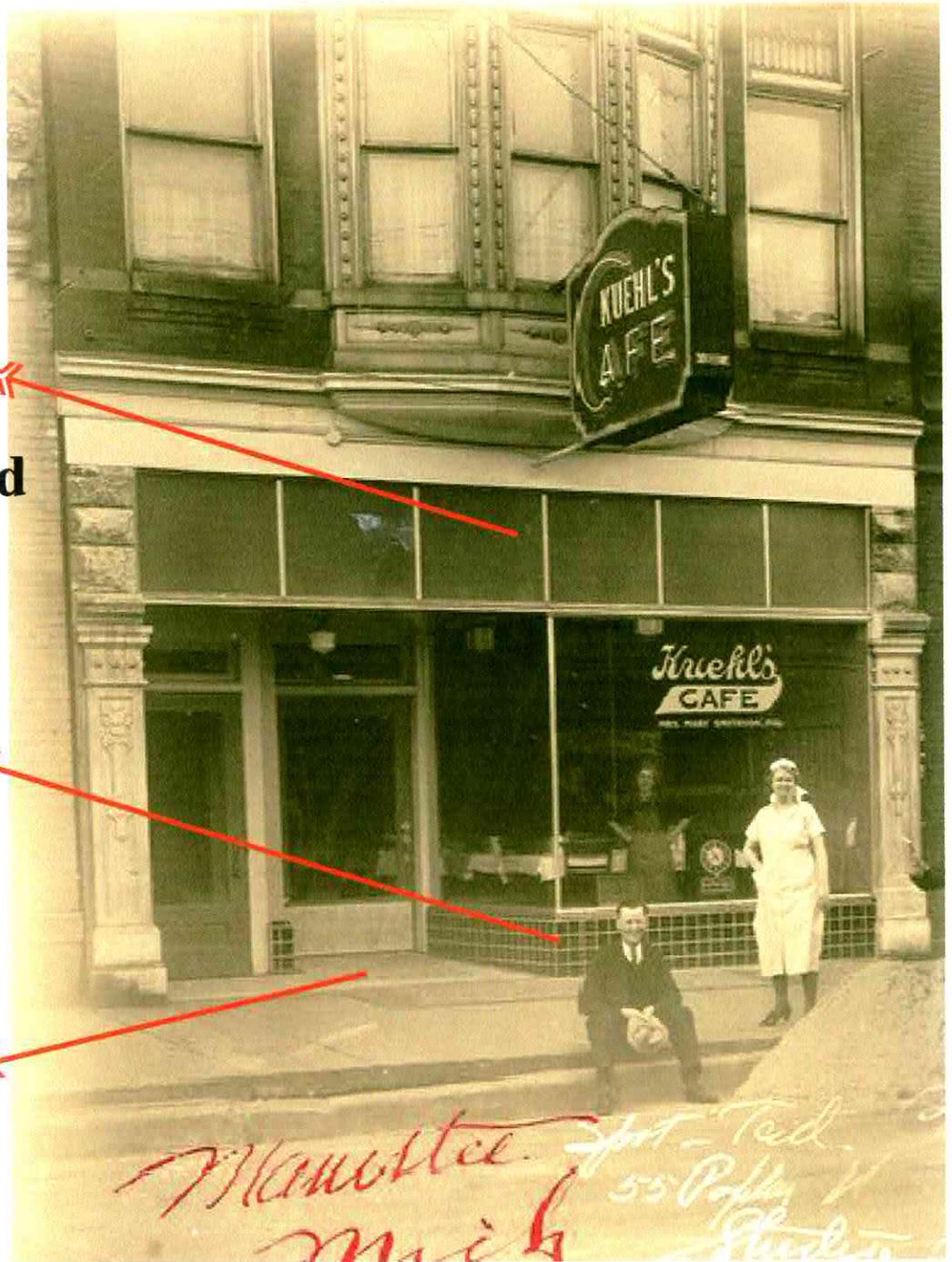
**Remove carpet
to reveal tile** ⇐

**The Pabst Building
395 River Street
Manistee MI**

**Clean revealed
glass transom &
re-glaze as needed**

**Clean revealed
tile & repair as
needed**

**Clean revealed
tile floor &
repair as needed**





Historic District Commission
 Planning & Zoning Department
 70 Maple Street, P.O. Box 358
 Manistee, MI 49660
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www.ci.manistee.mi.us

Signage – Awnings Application for a Certificate of Appropriateness

Please Print

Submission of Application		
<p>Signage within the Historic District requires an approved Sign Permit prior to review/approval by the Manistee County Historical Museum Director or Curator. Projecting Signs require a Building Permit prior to installation.</p> <p>Awning material and dimensions must be approved by the Manistee County Historical Museum Director or Curator. A Building Permit must be obtained prior to installation.</p>		
Property Information		
Address: 383 River Street		Parcel #
Applicant Information		
Name of Owner or Lessee: The Historic Vogue Theatre of Manistee (Agent: Kendra C. Thompson Architects, PC)		
Address: P.O. Box 291, Manistee, MI 49660 (Agent: 803 Cherry Street, Manistee, MI 49660)		
Phone #: 231.723.4325	Cell#: 231.723.4195 (K. Thompson)	e-mail: thompson.kendra@sbcglobal.net
Name of Contractor (if applicable): NA		
Address:		
Phone #:	Cell#:	e-mail:
License Number:		Expiration Date:
Sign Plan Requirements		
<input checked="" type="checkbox"/>	Proposed signage or awning, drawn to scale showing dimensions as it will appear on the property.	
<input checked="" type="checkbox"/>	Description of proposed materials for signage or awning. (i.e. wood, vinyl lettering for windows, metal bands, etc.)	
<input checked="" type="checkbox"/>	Description of proposed materials for signage or awning. (i.e. wood, vinyl lettering for windows, metal bands, etc.)	
Authorization		
<p><i>I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.</i></p>		
Applicant Signature: _____		Date: 3/26/2012
<p>By Signing this form the Applicant/Owner agrees to the terms of the Sign Permit and agrees to remove any non-conforming signs prior to installation of new signage.</p>		
<input type="checkbox"/> Sign Plan for project attached (permit cannot be issued without plan)		
Office Use Only		
HDC - 2012 - 03	Notes:	
/		
Signature: _____		Date: _____



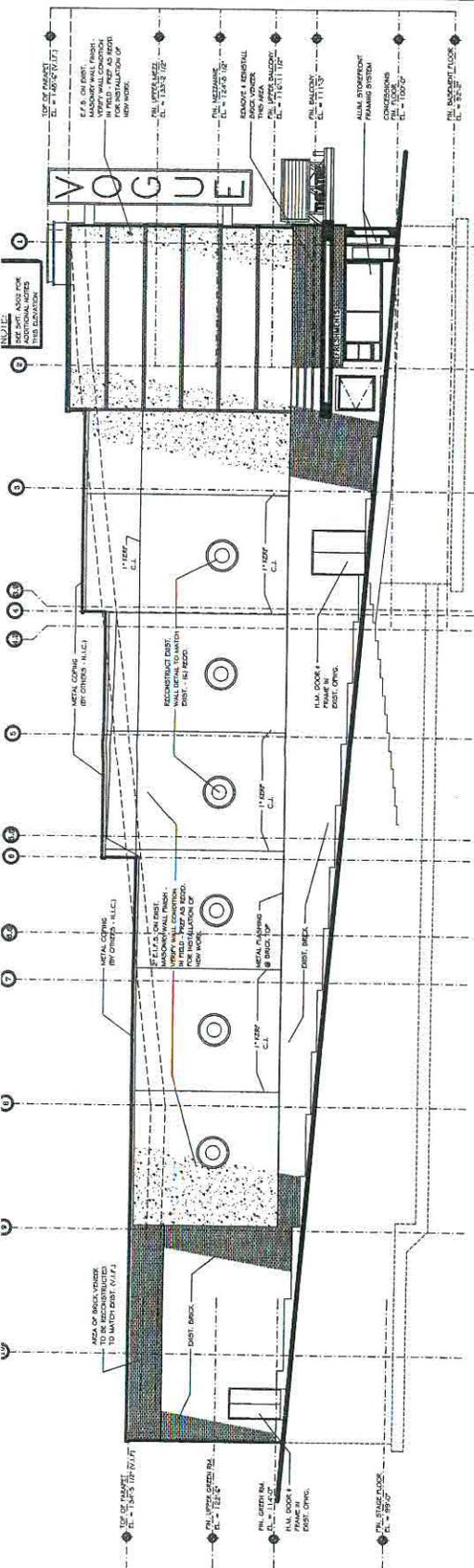
Kendra C.
THOMPSON
 architects, p.c.
 603 Cherry Street
 Manassas, VA 49600
 Tel: 231.723.4195
 thompson.kendra@skidmore.com
 www.kendrabthompsonarchitects.com

6	UD - SIGNAGE REVIEW	03/26/2012
5	95% CD REVIEW SET	02/17/2012
4	INTERIOR DEMOLITION BID PACKAGE	01/06/2012
3	ROOFING BID PACKAGE	10/01/2011
2	HISTORIC DISTRICT COMMISSION REVIEW	09/16/2011
1	SCHEMATIC DESIGN	04/16/2011
NO.	REVISIONS / SUBMISSIONS	DATE

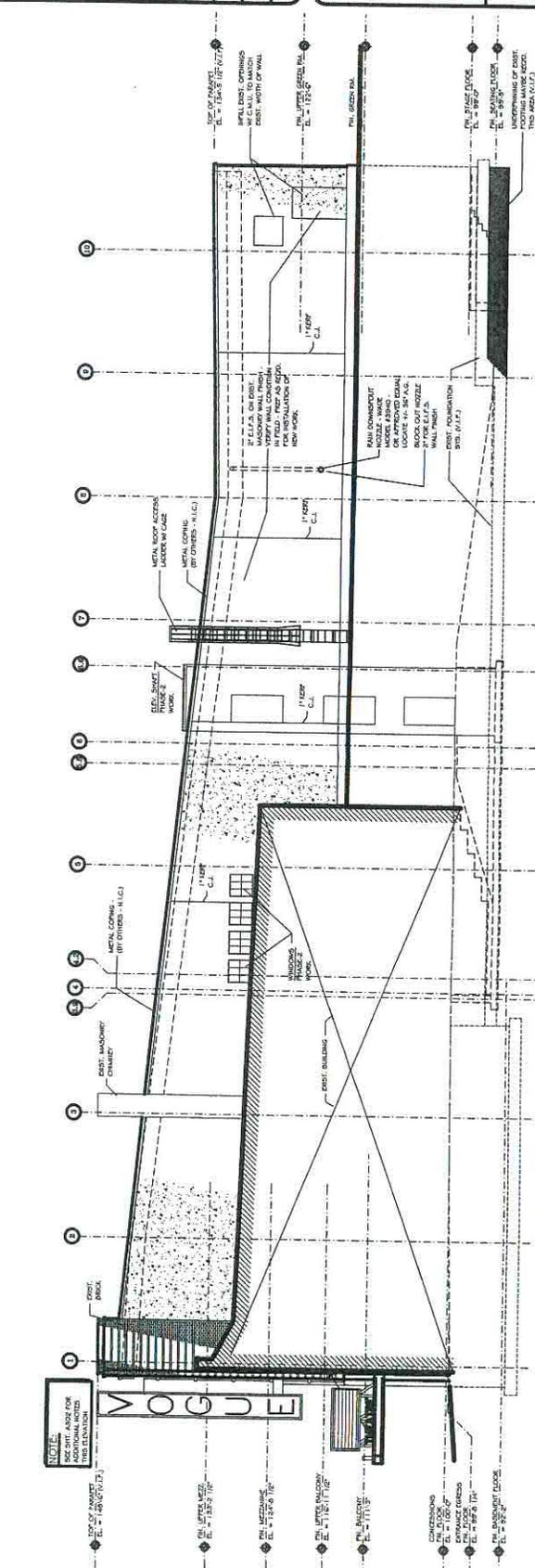
PROJECT NAME
PROPOSED RENOVATIONS
VOGUE
THEATRE
 383 RIVER STREET
 MANISTEE, MICHIGAN

OWNER	REV PROJECT NO.
ARCHITECT	002
DATE	02/23/11
SCALE	A300

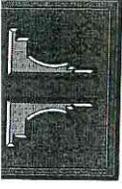
DRAWING TITLE
BUILDING
ELEVATIONS



EAST ELEVATION
 SCALE: 1/8" = 1'-0"



WEST ELEVATION
 SCALE: 1/8" = 1'-0"



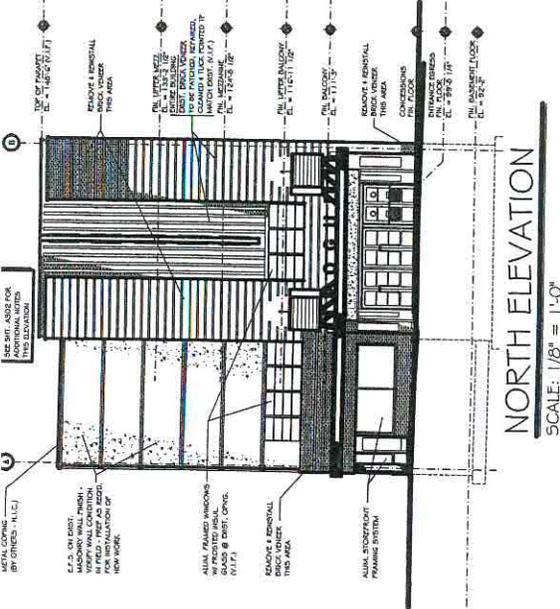
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 Manistee, Michigan
 tel: 231.723.4195
 thompson.kendra@thompsonarchitects.com
 www.kendra-thompsonarchitects.com

NO.	REVISIONS / SUBMISSIONS	DATE
1	SCHEMATIC DESIGN	04/18/2011
2	CONTRACT DOCUMENTS COMMISSION REVIEW	06/15/2011
3	ROOFING BID PACKAGE	10/01/2011
4	INTERIOR DEMOLITION BID PACKAGE	01/18/2012
5	30% CD REVIEW SET	03/17/2012
6	10% - 30% BIDDING REVIEW	03/26/2012

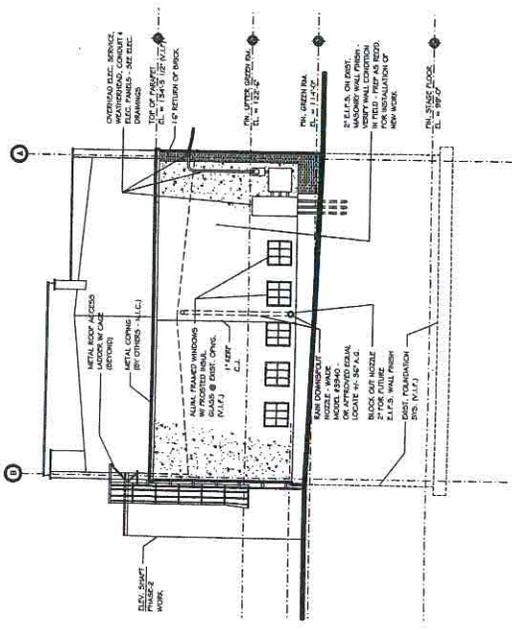
PROJECT NAME
**PROPOSED RENOVATIONS
 VOGUE
 THEATRE**
 303 RIVER STREET
 MANISTEE, MICHIGAN

DRAWING TITLE
**BUILDING
 ELEVATIONS**

SEAL	DRAWN KCT	RCT PROJECT NO. RE 21104
	REVIEWED KCT	DRAWING NO. A301
	DATE 03/29/11	SHEET NO.
	SCALE	



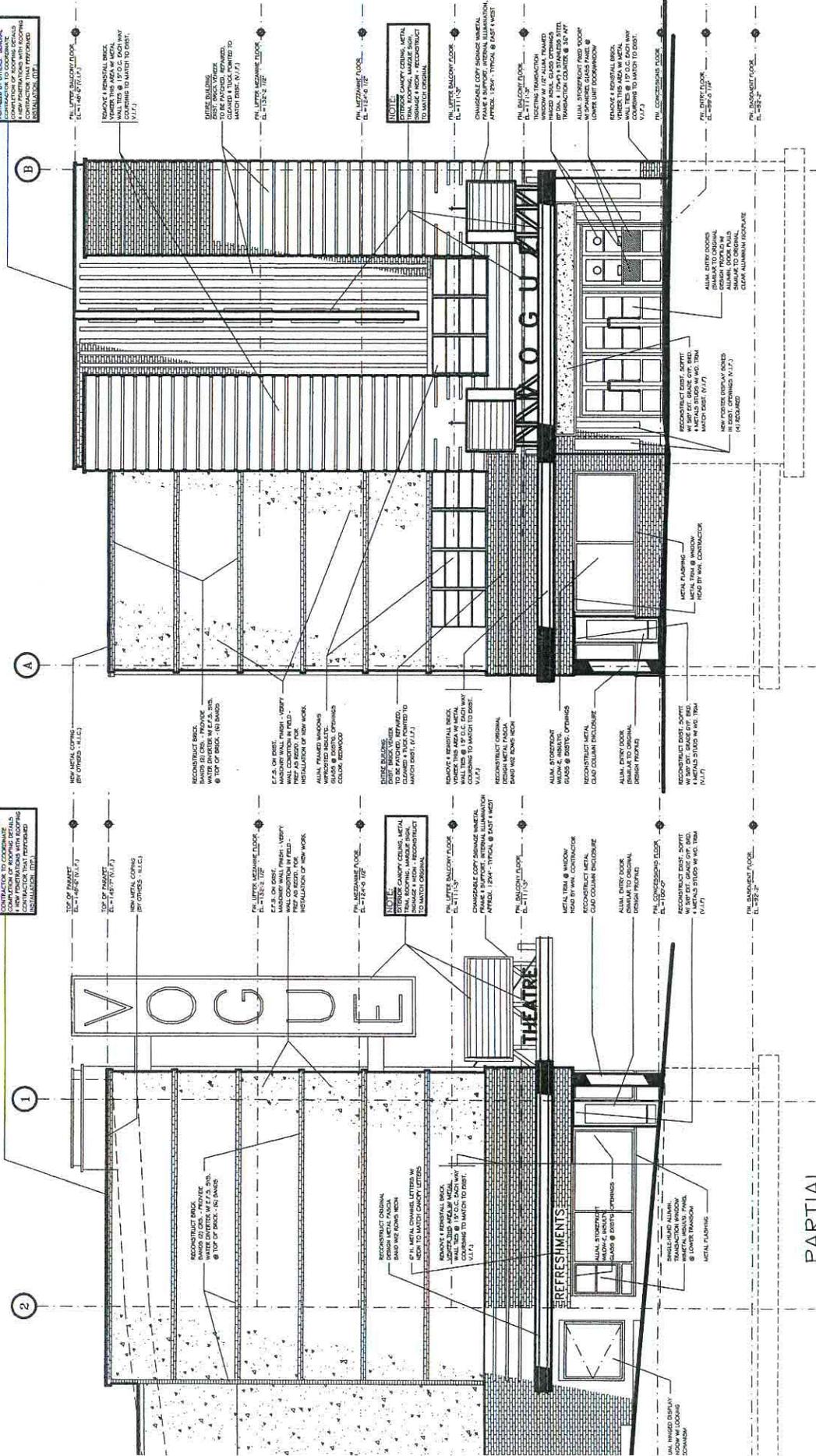
NORTH ELEVATION
 SCALE: 1/8" = 1'-0"



SOUTH ELEVATION
 SCALE: 1/8" = 1'-0"

NOTES
 1. ALL WORK SHALL BE INSTALLED BY OTHERS. GENERAL CONTRACTOR TO VERIFY ALL WORK IS INSTALLED AS SHOWN. GENERAL CONTRACTOR TO VERIFY ALL WORK IS INSTALLED AS SHOWN. GENERAL CONTRACTOR TO VERIFY ALL WORK IS INSTALLED AS SHOWN.

NOTES
 1. ALL WORK SHALL BE INSTALLED BY OTHERS. GENERAL CONTRACTOR TO VERIFY ALL WORK IS INSTALLED AS SHOWN. GENERAL CONTRACTOR TO VERIFY ALL WORK IS INSTALLED AS SHOWN. GENERAL CONTRACTOR TO VERIFY ALL WORK IS INSTALLED AS SHOWN.



NORTH ELEVATION
 SCALE: 1/4" = 1'-0"

PARTIAL EAST ELEVATION
 SCALE: 1/4" = 1'-0"

6	UNIT - CHANGE REVIEW
5	95% CD REVIEW SET
4	INTERIOR DEMOLITION
3	ROOFING BID PACKAGE
2	HISTORIC DISTRICT COMMISSION REVIEW
1	SCHEMATIC DESIGN
NO.	REVISIONS / SUBMITTALS

PROJECT NAME
**PROPOSED R
 VOC
 THEY
 MANISTEE,**
 363 FIVE
 MANISTEE,

DRAWING TITLE
**BUILDING
 ELEVATIONS**

REV.	DATE



The Historic Vogue Theatre

Manistee, Michigan

45th parallel construction management, inc.
traverse city, michigan

kendra c. thompson architects, p.c.
manistee, michigan

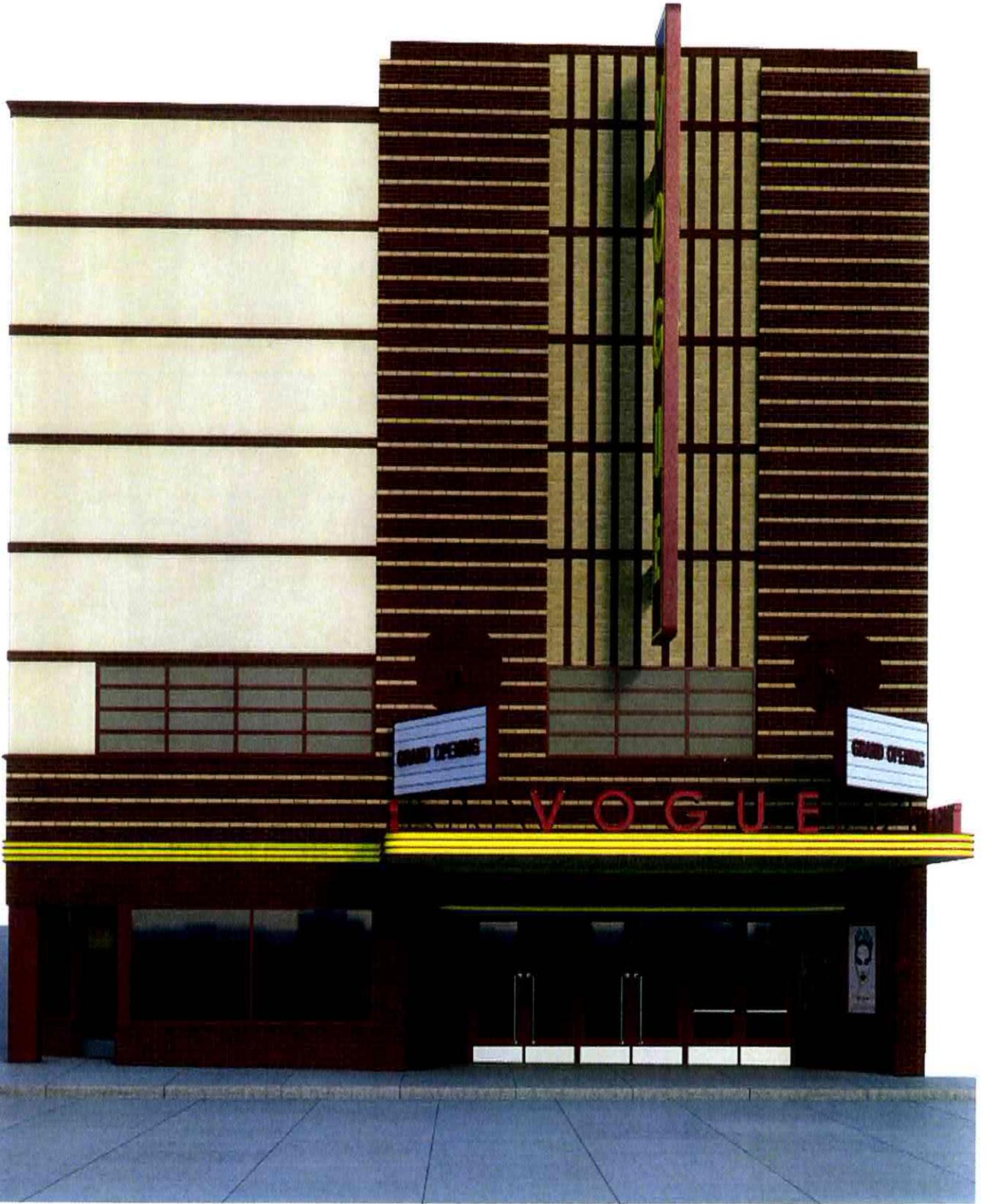


45th parallel construction management, inc.
traverse city, michigan

The Historic Vogue Theatre

Manistee, Michigan

kendra c. thompson architects, p.c.
manistee, michigan





VOGUE

VIEW VOGUE PLANS
AT WELCOME CTR

Vogue
Theatre
1927-1928

1 INVASION USA 7&9
2 CREATOR 7&9

THEATER

THEATER

