

# MANISTEE CITY HISTORIC DISTRICT COMMISSION

Meeting of Thursday, June 14, 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 June 14, 2012 Agenda.

### IV Approval of Minutes

At this time Historic District Commission can take action to approve the May 3, 2012 meeting Minutes.

### V New Business

#### **HDC-2012-07 Mike Cnudde, 335 River Street – Façade Improvements**

A request has been received from Mike Cnudde, 335 River Street for Façade Improvements as submitted with Application HDC-2012-07. The requested Façade Improvements were done by the Michigan Main Street Design Services.

At this time the Historic District Commission could take action to approve/deny the request from Mike Cnudde, 335 River Street for Façade Improvements as submitted with application HDC-2012-07

### 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

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## MEETING MINUTES

May 3, 2012

A Meeting of the Manistee City Historic District Commission was held on Thursday, May 3, 2012 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, T. Eftaxiadis, Teena Kracht, John Perschbacher, Mary Russell

**Members Absent:** Jeremy Loveless (excused)

**Others:** Jayne Wortle-Caro (The Briny), Mark Fedder (Manistee County Historical Museum) Steve Harold (Manistee County Historical Museum) and Denise Blakeslee (Planning & Zoning) and others

### APPROVAL OF AGENDA:

MOTION by John Perschbacher, seconded by Maria DeRee that the Agenda be approved as prepared.

With a voice vote this motion passed unanimously

### APPROVAL OF MINUTES:

MOTION by John Perschbacher, seconded by Mary Russell that the Minutes of the April 5, 2012 Meeting be approved as written.

With a voice vote this motion passed unanimously

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**NEW BUSINESS:**

**HDC-2012-06; The Briny, 50 Filer Street – Replacement of two Windows**

A request has been received from The Briny, 50 Filer Street a Certificate of Appropriateness for the replacement of two windows on the East Corner facing Filer Street where the MRA Offices are located as submitted with application HDC-2012-05.

Jayne Wortley-Caro, The Briny – the windows were already installed when the Building Inspector came and a Stop Work order was placed on the project. The windows need to be caulked and trimmed.

MOTION by John Perschbacher, seconded by Mary Russell to approve the request from the Briny, 50 Filer Street for a Certificate of Appropriateness for the replacement of two windows on the East Corner facing Filer Street where the MRA Offices are located as submitted with application HDC-2012-06.

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

Yes: Carlson, Perschbacher, DeRee, Eftaxiadis, Russell, Kracht

No: None

The Commissioner's discussed that a stop work order had to be issued. This project received a Main Street Downtown Development Authority (MSDDA) Façade Grant from the Main Street Design Committee; when Commissioner DeRee asked the MSDDA Director about the request he responded that he did not know that The Briny building was in the Historic District; The Commission asked that MSDAA be asked to add standard language to their approval letter that includes any project in the Historic District will need approval before work begins; MSDAA will be given some HDC Brochures that they can distribute and another copy of the District Map for their use.

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**Application Review Form- Application for a Certificate of Appropriateness**

Staff has drafted a new Review Form for requests for Certificates of Appropriateness which includes the Secretary of the Interior's Standards for Rehabilitation. Commissioners reviewed form and determine no changes were needed.

MOTION by Maria DeRee, seconded by John Perschbacher that the Historic Commission adopt the new Review Form for requests for Certificates of Appropriateness which includes the Secretary of the Interior's Standards for Rehabilitation.

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

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

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#### **OLD BUSINESS**

None

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

None

#### **CORRESPONDENCE**

None

#### **STAFF REPORTS**

Mark Fedder, Museum Director – Approved Paint Colors for:

James Pawlowski, 395 River Street (Reusch Jewelers Building), Base Color – Gull Green, Trim Colors – Cashmere Throw, Henna Glow, Warm Welcome. This was issued Permit #PHDC12004.

Snyder's Shoes, 397 River Street, Base Color - Downing Sand; (3) Major Trim Colors - Mississippi Mud, Avocado, Rookwood Antique Gold; (2) Minor Trim Colors - Bittersweet Chocolate, Woodstock Tan

#### **MEMBERS DISCUSSION**

Commissioner Carlson – said that the MSDDA report to Council was great and that Travis is good to work with; asked if approval was received for the Black Storefront.

Mark Fedder and Steve Harold said that it was approved and that there were examples of storefronts with black already in the district.

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Commissioner Russell – asked how approval was granted to the former Glik’s building.

Steve Harold gave a history on how it was the first project before the former Commission and that the developer was running out of funds and the approval was based upon funding to complete the project.

The Next meeting of the Historic District Commission will be on Thursday, June 14, 2012 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street.

**ADJOURNMENT:**

MOTION by John Perschbacher, seconded by Mary Russell that the meeting be adjourned. Motion passed unanimously.

MEETING ADJOURNED AT 3:37 P.M.

MANISTEE HISTORIC DISTRICT COMMISSION

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Denise J. Blakeslee, 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](http://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, <b>APPLICATION MUST BE MADE FIRST TO THE STATE HISTORIC PRESERVATION OFFICE.</b> 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"/> <b>This box must be checked by the applicant</b> 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 <b>at least 10 days</b> 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: <u>335 RIVER ST</u>	Parcel # <u>453-710-21</u>	
Applicant Information		
Name of Owner or Lessee: <u>MICHAEL CNUDDE</u>		
Address: <u>678 RAVINE DR MANISTEE, MI 49660</u>		
Phone #:	Cell#: <u>231-620-9108</u>	e-mail: <u>MIKER@COLDWENBANKER.COM</u>
Name of Contractor (if applicable): <u>KEN ORSHAC</u>		
Address:		
Phone #:	Cell#: <u>231 920-1262</u>	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 checked="" 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.	

### 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:

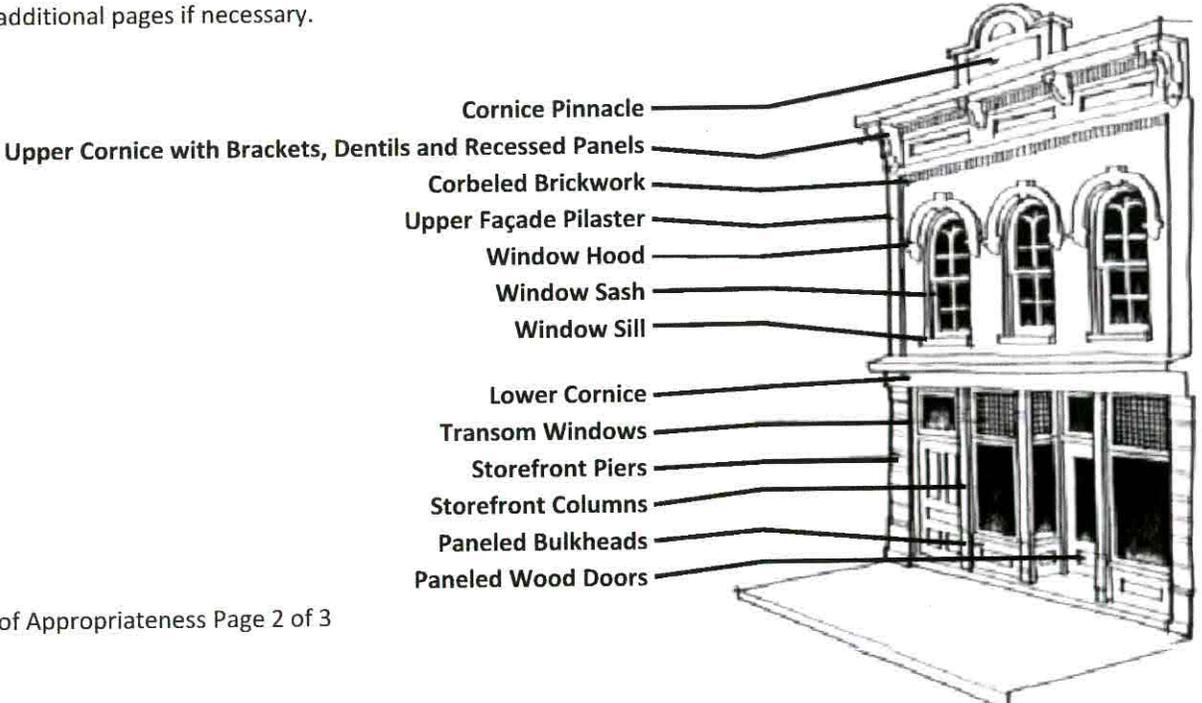
Example:

- 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 checked="" type="checkbox"/> Lower Cornice	<u>RESTORE TO ORIGINAL</u>
<input type="checkbox"/> Transom Windows	
<input type="checkbox"/> Storefront Piers	
<input type="checkbox"/> Storefront Columns	
<input type="checkbox"/> Paneled Bulkhead	
<input type="checkbox"/> First Floor Windows	
<input type="checkbox"/> Doors	
<input checked="" type="checkbox"/> Other	<u>REMOVE BATH TILE AND REPAINT ORIGINAL BRICK.</u>

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 <b>RESTORE FRONT OF BUILDING TO ORIGINAL LOOK.</b>			
Proposed Start Date _____		Proposed Completion Date _____	
<b>Incomplete requests will be returned to the applicant to supply needed information for review.</b>			
<b>Authorization</b>			
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>Michael Crudde</u>		Date: <u>5-31-12</u>	
<b>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.</b>			
<b>Office Use Only</b>			
HDC - <u>2012 - 07</u>	Notes:		
Signature: <u>[Signature]</u>	Date: <u>6-1-12</u>		

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.





RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY  
STATE HISTORIC PRESERVATION OFFICE

GARY HEIDEL  
EXECUTIVE DIRECTOR

May 15, 2012

Michael Crudde  
1121 Parkdale Ave.  
Manistee, MI 49660

Re: Michigan Main Street Design Services  
335 River Street, Manistee, MI

Dear Mr. Crudde:

Thank you so much for your interest in improving the façade of your building at 335 River Street in Manistee and participating in Michigan Main Street's Design Services program. Enclosed is a drawing depicting a proposed schematic design based upon the information submitted in your Design Assistance Application and our conversation on site in March. Also included with the drawing are paint samples and some additional information to assist with the improvements.

Originally built in 1885, your building was a good example of a simple, one-story, brick Victorian commercial building of its time. Historic photographs show a large storefront with recessed entrance, storefront cornice with brackets, and a brick upper façade with a simple corbelling detail at the parapet.

Major alterations made to the building during the 1960s however have diminished the historic integrity of the building. These alterations include replacing the original storefront, removing the storefront cornice, and covering the upper façade with plywood. More recent changes added tile to the storefront and brick. All of these alterations have resulted in the building being considered a non-contributing building with downtown Manistee's Local Historic District.

Despite the loss of historic integrity, your building is an important part of downtown Manistee, both economically and physically, and has the potential to play a role in the district's revitalization. The intent of the proposed design is to outline a plan that will not only return the historic integrity and character to the building but also improve its visibility and appearance and make it more marketable to a potential tenant.

Sheet "A1" illustrates the selective demolition of some existing, non-historic materials and the proposed facade improvements. The proposed scope of work includes:

- Selective Demolition – As annotated on the existing conditions photograph, carefully remove 1) the existing storefront and all infill from the original storefront opening including all tile, windows, door, and wall framing, 2) the plywood, trim, and any furring

- strips from the upper façade, and 3) all tile from brick masonry. Maintain and reuse any original historic material that may still exist.
- Storefront – Construct new wood storefront that matches the original seen in the historic photograph in size, design, proportions, profiles, and materials and includes a recessed entry, large display windows, transom windows, bulkheads, and door. Any elements of the original historic storefront that may still exist should be maintained and reused. The profile angle of the recessed entry should match any documented evidence that can be found on site such as the profile from the original pressed metal ceiling, discoloration or change in floor material, etc. Prep, prime, and paint storefront.
  - Storefront Cornice – Construct new wood cornice with brackets that matches the original seen in the historic photograph. Because the adjacent building (333 River Street) has all of its original details and the buildings were very similar historically, the design for the new cornice can be similar with a few minor adjustments visible in the historic photograph. Prep, prime, and paint storefront cornice.
  - Masonry – Repair and repoint brick masonry where needed. Damaged brick should be replaced with new brick that matches the original in size, color, texture, and strength. New mortar should match original mortar material in color, texture, strength, joint width, and joint profile. Care must be taken with regards to raking out the mortar joints (especially the vertical joints) so as not to damage masonry units. If possible or desired, remove existing paint from surface of the brick. If not possible or desired, prep, prime, and paint the brick (as shown on drawing).
  - Signage – Install projecting sign and apply vinyl lettering/graphics on windows and doors. The font shown is to serve as a representative example and not a specific recommendation. As an alternative to the projecting sign, a mounted sign with gooseneck lighting may be installed.

During our conversation on site, we discussed the possibility of phasing the improvements for budgeting purposes. The proposed schematic design illustrates a long-term plan for improvements; however, the work can be divided into two phases if needed. Improvements for a first phase of work should focus on the upper façade of the building by removing the plywood and furring strips and repairing/painting the brick masonry along with reconstructing the wood cornice and installing a projecting sign. The tile on the brick columns on either side of the storefront should also be removed and the brick repaired. The "Additional Information" section of this package further details this phase.

Improvements for a second phase of work should then focus on the storefront. The existing storefront should be removed and a new wood storefront matching the original seen in historic photographs should be constructed.

The proposed work conforms to the Secretary of Interior's Standards for Rehabilitation as developed by the National Park Service. The paint colors and signage shown are only one of many options available to you. I would be happy to assist you or a future tenant further if you have anything more specific in mind.

335 River Street, Manistee, MI  
May 15, 2012

Please keep in mind this schematic design is provided and intended for planning and design review purposes only. It is not for construction or intended to be construction documents. Services of a registered architect are required by law when the extent and/or nature of construction work require a sealed set of drawings. Included in the "Additional Information" section is a list of qualified architects who will be able to provide these services.

Again, thank you for your interest in Michigan Main Street's Design Services program and investing in the future of your building and the community. Please feel free to contact me with any questions, clarifications or concerns. You can reach me at 517-241-0242 or email [larsenk@michigan.gov](mailto:larsenk@michigan.gov). I would be happy to help.

Cordially,



Kelly Larson, Design Specialist  
State Historic Preservation Office

cc: Travis Alden, Manistee DDA/Main Street  
Laura Krizov, MSHDA/Michigan Main Street

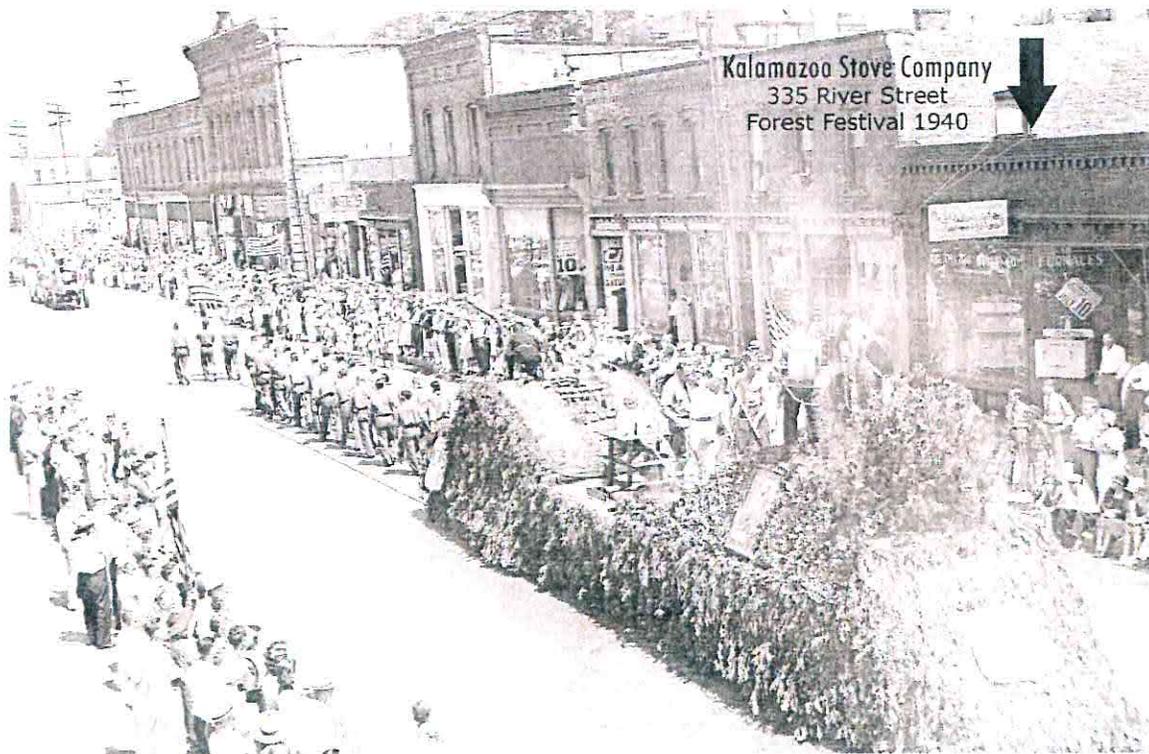
Enclosure(s)

# Historic Photographs

335 River Street  
Manistee, Michigan

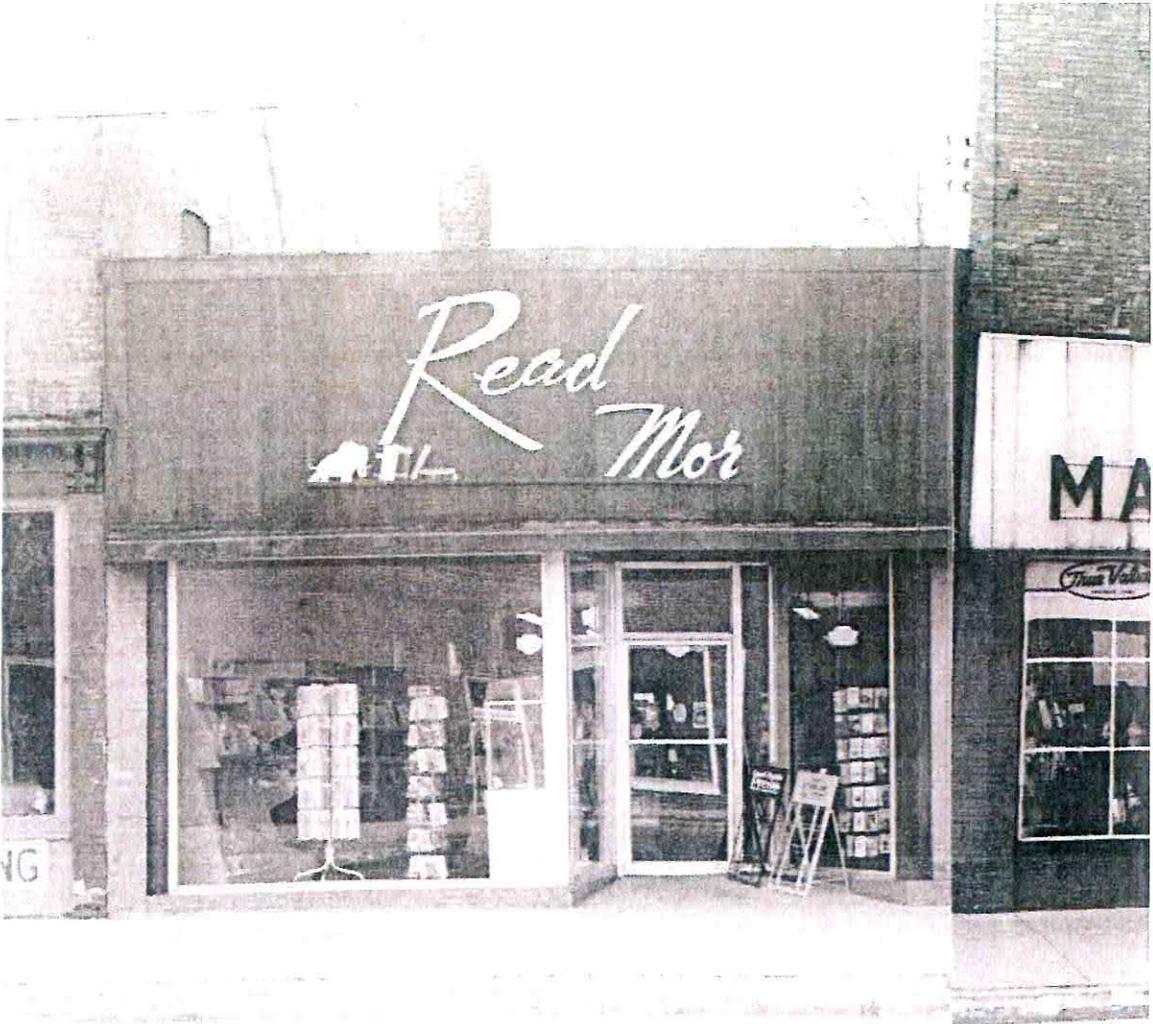


Circa 1888



Kalamazoo Stove Company  
335 River Street  
Forest Festival 1940

Circa 1940



Circa 1970

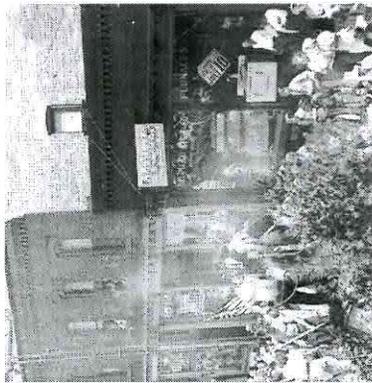


PHOTO FROM 1940 SHOWING THE STOREFRONT (WITH RECESSED ENTRY, TRANSOMS, AND DISPLAY WINDOWS) AND WOOD CORNICE WITH BRACKETS. SEE 'ADDITIONAL INFORMATION' SECTION FOR LARGER VERSION OF PHOTO

**01 HISTORIC PHOTOGRAPH**

A1 NOT TO SCALE

REMOVE ALL PLYWOOD, TRIM, AND ANY FURRING STRIPS



REMOVE ALL WINDOWS, DOOR, TILE, FRAMING, AND INFILL FROM ORIGINAL STOREFRONT OPENING. RETAIN AND REUSE ALL HISTORIC FEATURES THAT MAY REMAIN.

REMOVE ALL TILE FROM BRICK MASONRY

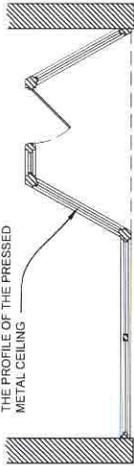
**02 EXISTING CONDITIONS**

A1 NOT TO SCALE

**PAINT COLOR LEGEND (NOT FOR COLOR MATCH)**

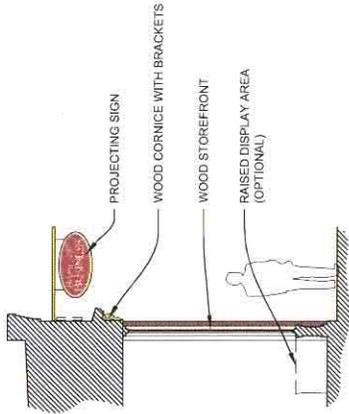
- A BENJAMIN MOORE #1465 - VINTAGE CHARM
- B BENJAMIN MOORE HC-14 - PRINCETON GOLD
- C BENJAMIN MOORE #1534 - RODEO

RECESSED ENTRANCE - ANGLE OF RECESS SHOULD MATCH THE PROFILE OF THE PRESSED METAL CEILING



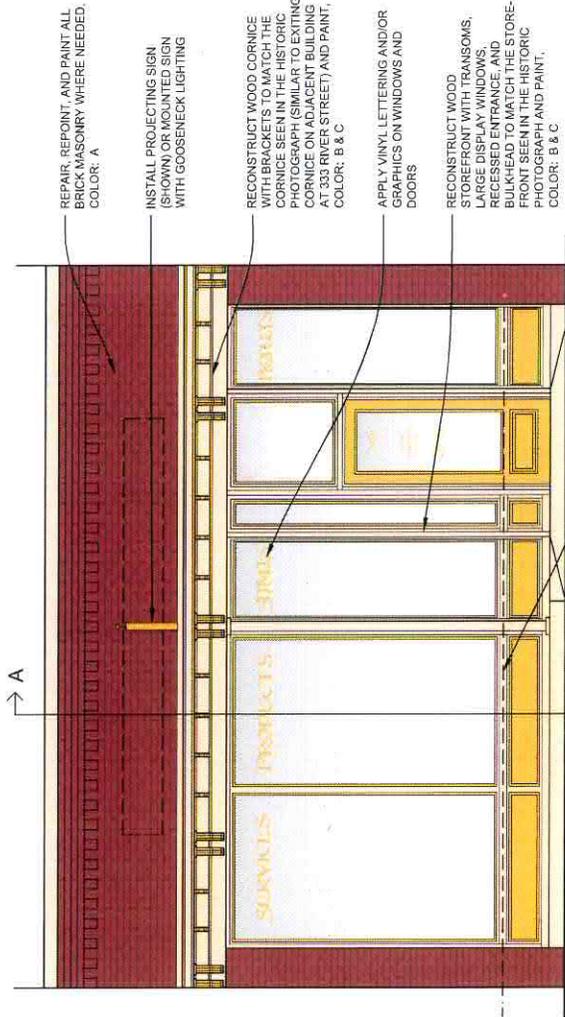
**03 PARTIAL FLOOR PLAN**

A1 NOT TO SCALE



**04 SECTION A - A**

A1 NOT TO SCALE



**05 PROPOSED FACADE - NORTH ELEVATION**

A1 NOT TO SCALE

REPAIR, REPOINT, AND PAINT ALL BRICK MASONRY WHERE NEEDED. COLOR: A

INSTALL PROJECTING SIGN (SHOWN) OR MOUNTED SIGN WITH GOOSENECK LIGHTING

RECONSTRUCT WOOD CORNICE WITH BRACKETS TO MATCH THE CORNICE SEEN IN THE HISTORIC PHOTOGRAPH (SIMILAR TO EXITING CORNICE ON ADJACENT BUILDING AT 333 RIVER STREET) AND PAINT. COLOR: B & C

APPLY VINYL LETTERING AND/OR GRAPHICS ON WINDOWS AND DOORS

RECONSTRUCT WOOD STOREFRONT WITH TRANSOMS, RECESSED ENTRANCE AND BULKHEAD TO MATCH THE STOREFRONT SEEN IN THE HISTORIC PHOTOGRAPH AND PAINT. COLOR: B & C

HEIGHT OF BULKHEAD TO MATCH ADJACENT BUILDING (333 RIVER STREET)

**General Notes**

1. THIS DRAWING IS INTENDED TO PROVIDE A SCHEMATIC DESIGN FOR THE RECONSTRUCTION OF THE EXISTING BUILDING, LOCATED AT ADDRESS INDICATED.
2. RECOMMENDATIONS ARE BASED UPON A PRELIMINARY REVIEW OF THE EXISTING CONDITIONS.
3. ALL WORK SHALL CONFORM TO THE STANDARDS FOR REHABILITATION AS DEVELOPED BY THE NATIONAL ARCHITECTURAL AND HISTORIC PRESERVATION STATES DEPARTMENT OF THE INTERIOR.
4. WHERE "REMOVE" IS GIVEN AS A DIRECTIVE, DO SO WITH EXTREME CAUTION AND CARE IN ORDER TO PRESERVE THE MATERIAL UNDERNEATH AND/OR ADJACENT. IS NOT DAMAGED.
5. THIS SCHEMATIC DESIGN DRAWING IS PROVIDED BY THE STATE HISTORIC PRESERVATION OFFICE AND THE MICHIGAN MAIN STREET PROGRAM. IT IS INTENDED FOR PLANNING AND DESIGN REVIEW PURPOSES ONLY. IT IS NOT TO BE USED FOR PERMITS, REGISTERED ARCHITECTURE DOCUMENTS, SERVICES OF A REGISTERED ARCHITECT, OR FOR CONSTRUCTION WORK. REQUIRE A SEALED SET OF DRAWINGS. IT IS THE RESPONSIBILITY OF THE REGISTERED ARCHITECT WITH PRESERVATION EXPERIENCE (09-071641) FEDERAL CERTIFIED ARCHITECT TO CONSULT TO OBTAIN THE HISTORIC INTEGRITY AND INTENT OF THE DESIGN AND TO PROVIDE CONSERVATION MEASURES.

**NOT FOR CONSTRUCTION**



**CNUJDE**  
335 RIVER STREET  
MANISTEE, MI 49660

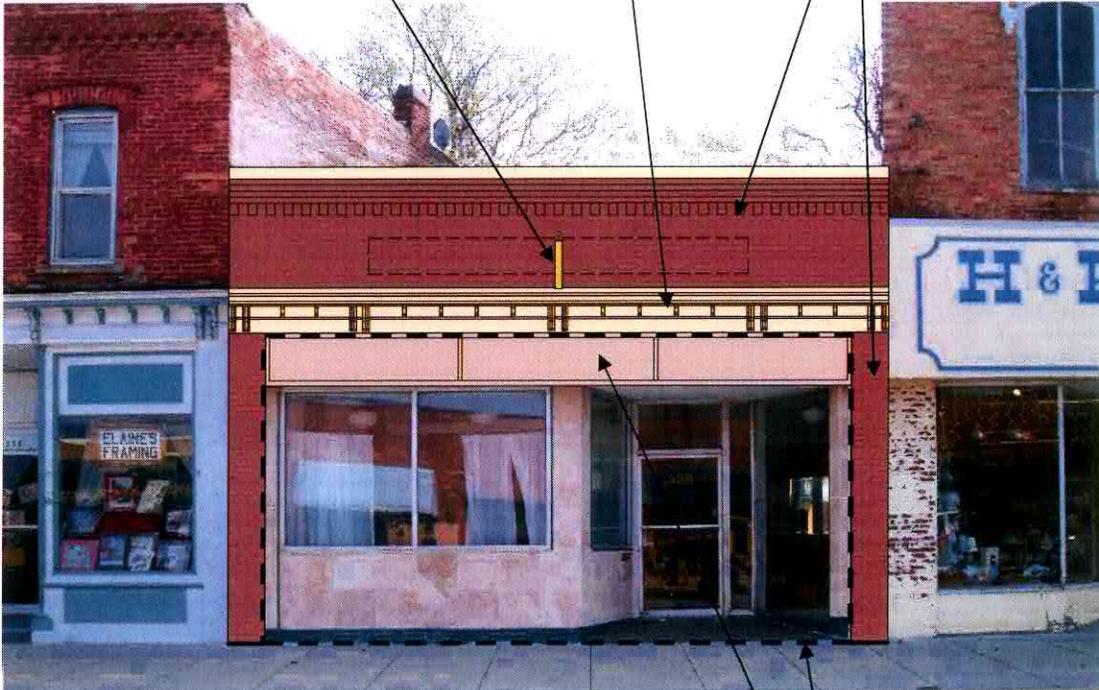
DATE	Y4 - MANISTEE	SCALE	<b>A1</b>
DATE	5/2012	SCALE	NO SCALE

# Phasing of Improvements

335 River Street  
Manistee, Michigan

## First Phase Improvements – Upper Façade & Brick Columns

- Remove plywood, furring strips, and tile from upper façade and brick columns on either side of the storefront. Repair, repoint, and paint all brick masonry.
- Reconstruct wood cornice with brackets
- Install projecting sign



- Install wood panels and trim on any areas of the storefront exposed by removing the plywood and tile

## Second Phase Improvements - Storefront

- Remove existing storefront
- Reconstruct wood storefront with transoms, large display windows, bulkhead, and door
- Install vinyl lettering/graphics on windows