

# HISTORIC DISTRICT COMMISSION

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

## MEETING MINUTES

December 6, 2012

A Meeting of the Manistee City Historic District Commission was held on Thursday, December 6, 2012 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, T. Eftaxiadis, Teena Kracht, John Perschbacher

**Members Absent:** Maria DeRee (excused), Jeremy Loveless (excused), Mary Russell (excused)

**Others:** Joe Mathewson, 339 River Street, Roger T. Hall, Jon Rose (Community Development), Travis Alden (Main Street/DDA Director), Mark Fedder (Manistee County Historical Museum,) and Denise Blakeslee (Planning & Zoning)

### APPROVAL OF AGENDA:

MOTION by Dave Carlson, seconded by T. Eftaxiadis that the Agenda be approved as prepared.

With a voice vote this motion passed unanimously.

### APPROVAL OF MINUTES:

MOTION by John Perschbacher, seconded by Dave Carlson that the Minutes of the November 1, 2012 Meeting be approved

With a voice vote this motion passed unanimously.

**NEW BUSINESS:**

**Election of Officers 2013**

According to the By-Laws of the City of Manistee Historic District Commission their annual election of Officers is held at the December Meeting for the following year.

Chair

At this time the meeting was turned over to Jon Rose who asked for nominations for the Position of Chair.

T. Eftaxiadis nominated Teena Kracht for the position of Chair

Nominations were asked for three times. There being no further nominations, nominations were closed.

With a roll call vote, Teena Kracht was elected Chair of the Historic District Commission for 2013, 4 to 0.

Yes: Perschbacher, Carlson, Eftaxiadis, Kracht

No: None

Jon Rose turned the meeting over to Chair Kracht.

Vice-Chair

Chair Kracht asked for nominations for the Position of Vice-Chair.

T. Eftaxiadis nominated John Perschbacher for the position of Vice Chair

Nominations were asked for three times. There being no further nominations, nominations were closed.

With a roll call vote, John Perschbacher was elected Vice - Chair of the Historic District Commission for 2013, 4 to 0.

Yes: Eftaxiadis, Perschbacher, Carlson, Kracht

No: None

**Appointment of a Recording Secretary 2013.** At this time the Historic District Commission will appoint a Recording Secretary to handle the administrative functions of the office.

Motion by T. Eftaxiadis, seconded by John Perschbacher that Denise Blakeslee be appointed Recording Secretary for the Historic District Commission for 2013.

With a roll call vote, Denise Blakeslee was appointed Recording Secretary of the Historic District Commission for 2012, 4 to 0.

Yes: Carlson, Perschbacher, Eftaxiadis, Kracht

No: None

## **OLD BUSINESS**

None

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

Joe Mathewson, 339 River Street – Mr. Mathewson is ready to begin renovation the exterior of his building at 339 River Street. Mr. Mathewson introduced Roger T. Hall who would be assisting with the project.

Mr. Mathewson had contacted Ms. Blakeslee about the project, after discussing the project with her she suggested he contact Travis Alden, Main Street/DDA Director to see if there were any grant funds available to assist with the project. She also suggested that he speak to the commission to determine what components of the project may be able to be done under Routine Repair and Maintenance so he could begin sooner.

The Commission reviewed the List that was submitted by Mr. Mathewson and Mr. Hall. The Commissioners asked questions and Mr. Mathewson and Mr. Hall answered responded. A photo of the building was reviewed with the list and the commission determined the following:

Item 1 could be addressed under a Signage-Awning request reviewed by Mark Fedder, Museum Director.

Items 2 through 9 could be addressed under either an Application for Routine Maintenance or Paint

Colors or both which would be reviewed by Mark Fedder, Museum Director.

**Mathewson Upholstery  
339 River Street  
Manistee, MI 49660**

The

**Scope of work to be done to Store Front at above address**

- 1) **Remove existing awning cover to be sandblasted, primed, and painted.**
  - a) **Paint to match Lamp Post.**
- 2) **Remove existing cornice to be restored and replaced.**
- 3) **Sand, Prime and Paint Soffit tin roof.**
  - a) **Black**
- 4) **Strip paint off brick columns on either side of store front back to original brick, pressure wash and seal.**
- 5) **Remove and strip entry door to upstairs and replace.**
- 6) **Remove all existing wood and trim around windows and replace with new white oak, to be stained and apply polyurethane.**
- 7) **Remove all damaged wood on soffits and replace – strip and stain remainder.**
- 8) **Paint 3 upstairs windows.**
- 9) **Remove old sign post from front of building.**

Commission explained the need to follow the requirements of Preservation Brief 1 – Assessing Cleaning and Water Repellent Treatments for Historic Masonry Buildings and Preservation Brief 2 Repointing Mortar Joints in Historic Masonry Buildings. Mr. Mathewson and Mr. Hall were given copies for their review and Mark Fedder will review the requirements with them when they submit their application.

**CORRESPONDENCE**

We received two complimentary copies of the Lead Resource Guide for Owners of Older and Historic Buildings. One copy will be available at the museum the other at City Hall.

## **STAFF REPORTS**

Jon Rose, Community Development Director – discussed the Cnudde project with the Commissioners.

Travis Alden, DDA/Main Street Director – reported to the Commission on recent activities including the grant program, changes to the program, possible purchase of the former Tuscan Grill.

## **MEMBERS DISCUSSION**

Commissioner Perschbacher asked for an answer to his question about grants for a Building in Grand Rapids. Commissioner Eftaxiadis offered to research it for him.

MOTION by T. Eftaxiadis, seconded by John Perschbacher to close the Historic District Commission Meeting.

With a voice vote motion passed unanimously. Meeting Closed at 4:20 pm

## **WORKSESSION:**

Certified Local Government Program – Staff will follow up with Mr. Conway.

Paint Pallets – Hold till next Worksession

Close out permits – Permits will be divided up by members of the committee and a meeting will be scheduled. Hopes are to have the majority closed out by mid-February.

The Next meeting of the Historic District Commission will be on Thursday, January 3, 2013 at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street.

WORKSESSION ADJOURNED AT 4:25 P.M

MANISTEE HISTORIC DISTRICT COMMISSION

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Denise J. Blakeslee, Recording Secretary