

CITY OF GRAND HAVEN
HISTORIC CONSERVATION DISTRICT COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, February 21, 2024 AT 5:00 PM
GRAND HAVEN CITY HALL
COUNCIL CHAMBERS
519 WASHINGTON AVENUE GRAND HAVEN, MI 49417

Call to order: Chair Liza Dora at 5:02pm

Roll call of members present: Chair Liza Dora, Vice Chair Erik Bye, Secretary Linda Rosema, Members Patrick Qua, Chad Fisk and Robyn Vandenberg.

Absent: Member Nina Bryn

Others present: Mary Angel, Administrative Liaison, Brian Urquhart City Planner; Tim Price, Assistant City Manager; Jeannette Weiden, Loutit District Library Representative; and Kate Crosby Tri-Cities Museum Advisory Member.

Chair Dora announced that Urquhart will be replacing Angel as our new Administrative Liaison and also thanked Angel for her service to the commission over the years with a token gift of appreciation. She also thanked Mayor Bob Monetza for his attendance and interest in our commission. The commission took a short break to enjoy cake and punch.

1) **General Business Call to Viewing Audience** [3 minutes per person] No citizens present.

2) **Planning Commission Site Plan Reviews** [Refer to City Ordinance Ch 19-16(3) and Mainstreet Guidelines]

a. Urquhart presented plans for renovations to Grand Theatre lobby building at 24 Washington Ave. by New Holland Brewing as a Tasting Bar. Interior and exterior renovations are needed. They would like to repaint the exterior orange the front door and windows to include a take-out window, with plans to open by Memorial Day. They are keeping the marquee, adding their logo to it and removing the stage on the interior to add more seating. This property is in the Downtown Historic District and has Local Landmark Status. It is also mentioned on the National Register of Historic Places. It was recommended that they make a presentation to the HCDC with their exterior improvements to make sure they are in keeping the historic nature of this iconic building.

Discussion followed with Fisk sharing concerns about exterior tiles, lighting and the full scope of the improvements. Consensus was incandescent lighting would be preferred but LED lighting may be required. Urquhart will take our suggestions to New Holland Brewing.

b. Urquhart shared that someone is interested in purchasing a vacant building on Washington Ave. in the Downtown Historic District. They would want to tear it down and construct a new building possibility as a boutique hotel. At this time, he has not been informed as to which building is under consideration. The commission need to review our role as the HCDC in this situation. The commission would need to make a recommendation to City Council. It was decided that this party should be invited to make a presentation to the HCDC and Planning Commission for a joint meeting. Due to the unknown location, it was not possible to have a constructive conversation regarding Commission's opinion of tearing a building down.

3) Discussion and Review of DRAFT Bylaws

Brian Urquhart, City Planner reported that due to MEDC and RRC regulations, the HCDC needs to create Bylaws. He drafted a set based on Ordinance 19 guidelines. Dora mentioned that they seemed pretty cut and dry based on the ordinance with the exception of the times of the Commissions annual elections and the added position of recording secretary. Urquhart will make corrections and present again at next meeting for our approval.

4) Approval of the Regular Meeting Minutes of January 17, 2024. Correction by Fisk to reflect his absence and not present. Motion made by Qua and seconded by Vandenberg to approve with correction. Motion approved unanimously.

5) Tri-Cities Museum Update. Kate Crosby, Museum Advisory Member not present. No report.

6) Loutit Library Update Report. Representative Jeanette Weiden not present. No report.

7) Updates & Reports/Comments By HCDC Members.

a. Dora mentioned her term will be expiring this June and that she will have completed 2 full terms so unable to remain on Commission for 1-year minimum absence. Asked members to think about anyone they may know that may be a good fit for this vacancy and have them reach out to the Mayor for appointment. Terms are 3 year and can be appointed for a second term.

b. Dora mentioned attending an event at The Lilley Mansion in Spring Lake and meeting the owner, Patrick Roggenbau. He is the Chair of Spring Lake Historic Commission. He suggested that it may be advantageous to have our 2 commissions get together sometime to discuss ways that we could compliment and/or promote both communities' rich history.

c. Both subcommittees are still working on their district brochures to present soon.

d. Dora informed members that although Rosema is taking notes for the minutes at each meeting, it was necessary for Angel type her notes each month. Dora volunteered to type them for her in the short term but it can not continue to do it with other Commission duties. A volunteer needs to step forward to take over at the next meeting.

8) Second General Business Call to Viewing Audience [3 minutes per person] none

9) Adjournment 6:45pm.

Submitted by Linda Rosema, Secretary
Liza Dora, Chair