

## Meeting of May 21, 2013

**Call to Order:** Meeting was called to order by Jeff Wellman at 7:01 PM.

**Present:** Chris Bandy, Marie Sheets, Jeff Wellman.

**Absent:** none

**Guest:** Jane Mckenzie, Bill Beeman, Kelly Martin

**Staff:** Michele Hewitt, Scott McPherson

### Approval of

**Minutes:** It was moved by Sheets, second by Bandy to approve the minutes from the February 26, 2013 meeting, all ayes. Motion carried.

### Public

**Comment:** Jane McKenzie gave a brief update on 417 Boyne Avenue property that Northern Homes is working with the Charlevoix County land bank to purchase. Once purchased the home would be renovated back to its original state and transferred into senior housing which would include four rental units. Parking lot changes with entrance coming in off of Pearl Street only. Remove dumpster enclosure.

Grant money is being sought to help with costs. Jane asked the commission what she would need to do once property has been purchased. Commission replied that first step would be the Certificate of Appropriateness and drawings.

### Old

**Business:** none

### New

**Business:** A. 411 Pearl Street Certificate of Appropriateness application review for driveway reconstruction. McPherson would liked to of seen more information on materials to be used but was ok with it. Motion by Bandy, Second by Sheets, all ayes, motion carried.

B. Scott McPherson explained the procedures that will begin immediately for filing applications within the Historic District. The Planning/Zoning department will be the first point of contact for homeowners who are looking to do any type of work or construction within the Pearl Street Historic District. Once they have the proper applications and supporting documents they will contact the Historic District Commission to schedule the review at the next meeting or special meeting.

McPherson indicated that we need to have a formal denial process, and our application for Certificate of Appropriateness would need some changes

Notice to Proceed must meet standards in order to be issued. Do good fact finding, if denied it kicks in appeal process.

Bill Beeman resident of Pearl Street spoke, expressed concerns in regards to the ordinance and indicated that the commission should be aware of 36 CFR 67.7.

Wellman asked for copies of the 36-CFR67.7 that Beeman referred to so it could be reviewed with the commission.

C. Board applications:

Kelly Martin was asked to give a few words, she explained her strong longstanding interest with history and her involvement with Bob Morgridge regarding Boyne City History. Bandy motioned to recommend her application to the City Commission, second by Sheets, all ayes, motioned carried.

Chris Glassford application was tabled until next meeting allowing the applicant to update information on his application.

**Announcements:** none

**Next Meeting:** October 15, 2013

**Adjournment:** motioned by Bandy to adjourn, second by Sheets, all ayes. Motion carried.

Meeting adjourned at 7:41 PM