

**CITY OF MUSKEGON
HISTORIC DISTRICT COMMISSION
REGULAR MEETING**

DATE OF MEETING: Tuesday, November 1, 2022
TIME OF MEETING: 4:00 p.m.
PLACE OF MEETING: Conference Room 204, City Hall

AGENDA

- I. Call to Order
- II. Approval of Minutes of the regular meeting of October 4, 2022
- III. Old Business
- IV. New Business
- V. Other Business

Discussion of HDC Goals
- VI. Adjourn

“We admire that which is old not because it is old, but because it is beautiful.” Winston Churchill

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OR SUBCOMMITTEES

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II. APPROVAL OF MINUTES

Approval of Minutes of the regular meeting of October 4, 2022.

III. OLD BUSINESS

None

IV. NEW BUSINESS

None

VI. OTHER BUSINESS

Discussion of HDC Goals – A general discussion of the board’s activities from the past year, and planning efforts to continue to work toward achieving these goals.

VII. ADJOURN

F. GOALS

Briefly describe 2-4 goals the community has for its preservation program over the next 4 years. Goals should relate to identifying, evaluating, protecting, and telling the story of important historic resources and/or educating the public on the value of preservation. At least one goal should relate to survey work the community hopes to complete.

Goal 1: Increase awareness of Muskegon's local historic districts within the community.	
Major Tasks	Anticipated Completion
Mailings to property owners within the historic districts containing info on HDC procedures	07-01-2023
Outreach to local realtors with literature highlighting benefits of properties in historic district	01-01-2023
Create a publicly accessible database for shared information on historic district properties	01-01-2024
Installation of street sign "toppers" identifying the location of all nine local historic districts	07-01-2024

Goal 2: Nominate local historic resources for listing on the National Register. Target resources threatened with obsolescence or demolition.	
Major Tasks	Anticipated Completion
Identify resources with particular historic significance to the Muskegon community	01-01-2023
Public outreach using initial list of locally significant resources to verify or update list	07-01-2023
Research/survey final list of locally significant resources to determine eligibility for listing	01-01-2024
Complete nomination forms for initial list of resources for listing on the National Register	07-01-2025
Encourage rehabilitation projects that utilize federal tax credits for historic preservation	Ongoing

Goal 3: Through SHPO's Community Partnership Program, complete a historic resource survey of area(s) adjacent to existing historic district(s) (likely Clinton-Peck and/or Jefferson) for potential expansion of the existing historic district(s) or creation of a new historic district	
Major Tasks	Anticipated Completion
Apply for identification project through SHPO Community Partnership Program	01-01-2023
Plan survey for area(s) surrounding existing district(s) and establish rough survey boundary	07-01-2023
Complete historic resource survey	07-01-2024
Establish new boundaries/district through City Commission/State process (if necessary)	01-01-2025
Evaluate other potential boundary updates/new historic districts adjacent to existing district	Ongoing

Goal 4: Create a funding source to assist property owners in Muskegon's local historic districts with improvement projects that make compliance with HDC decisions more economically feasible.	
Major Tasks	Anticipated Completion
Draft a policy for approving/denying applications for funding assistance	01-01-2024
Establish a fund or funding source for HDC assistance program	07-01-2023
Seek City Commission approval for creation of HDC assistance program	01-01-2024
Review applications and update program policies as needed	Ongoing