

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

DATE OF MEETING: Tuesday, June 4, 2024
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 April 2, 2024 regular meeting
- III. Old Business
- IV. New Business
 - Case 2024-02 – 280 W. Muskegon – Solar Panels
 - Case 2024-03 – 1593 Jefferson – Pergola
- V. Other Business
 - Update on Hackley Square Project
 - 2024 Staff Approval Update #1
 - SHPO Muskegon County Civil Rights Project
 - Public Art in Historic Districts
 - HDC Public Outreach
- VI. Adjourn

**AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE CITY OF MUSKEGON
AND ANY OF ITS COMMITTEES OR SUBCOMMITTEES**

To give comment on a live-streamed meeting the city will provide a call-in telephone number to the public to be able to call and give comment. For a public meeting that is not live-streamed, and which a citizen would like to watch and give comment, they must contact the City Clerk's Office with at least a two-business day notice. The participant will then receive a zoom link which will allow them to watch live and give comment. Contact information is below. For more details, please visit: www.shorelinecity.com

The City of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting with twenty-four (24) hours' notice to the City of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the City of Muskegon by writing or by calling the following: Ann Marie Meisch, MMC, City Clerk at 933 Terrace Street, Muskegon, MI 49440 or by calling 231-724-6705 or emailing clerk@shoreline-city.com

II. APPROVAL OF MINUTES

Approval of Minutes of the regular meeting of April 2, 2024.

III. OLD BUSINESS

None.

IV. NEW BUSINESS

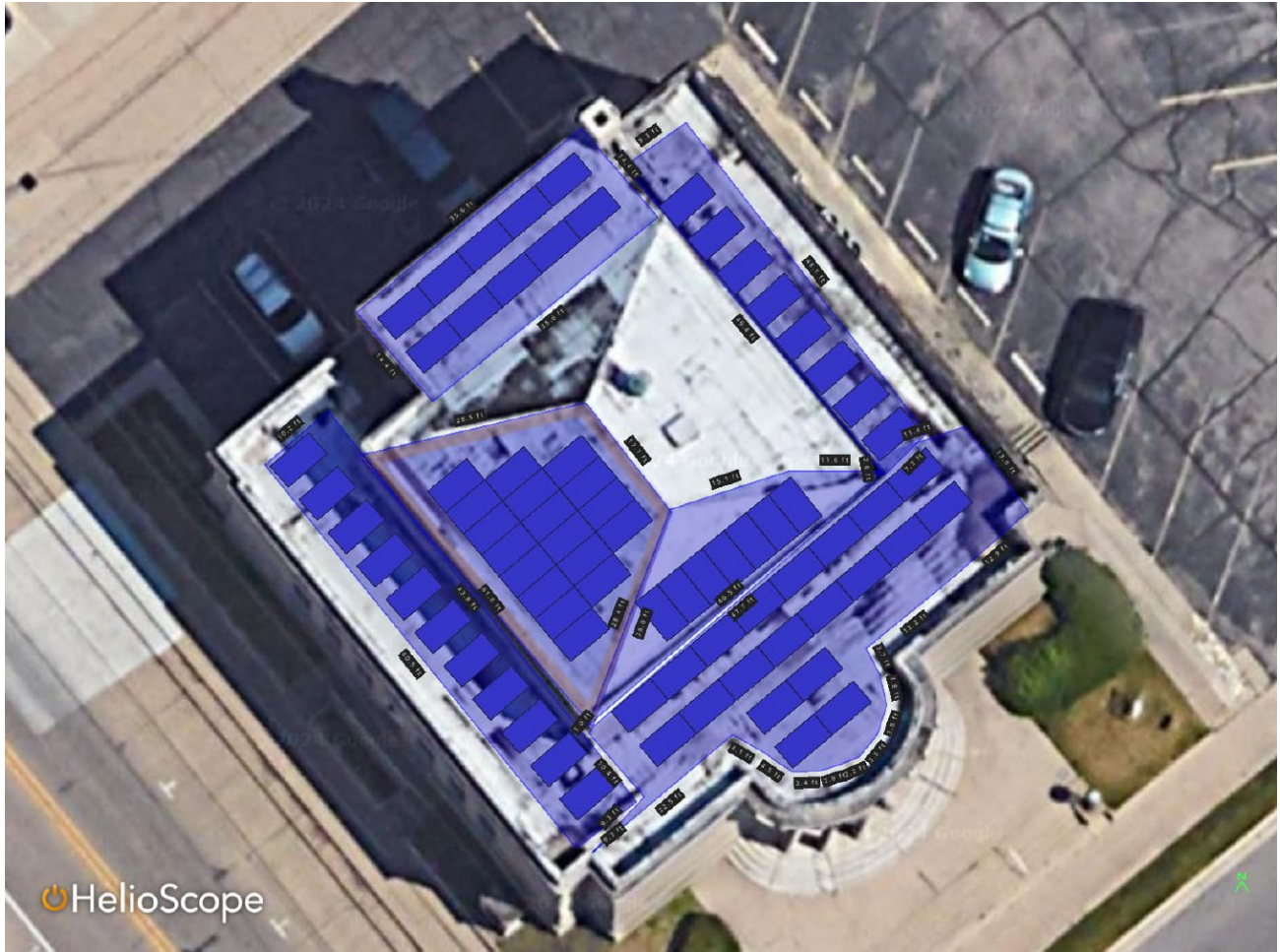
Case 2024-02 – 280 W. Muskegon – Solar Panels
Applicant: Mike Bernhardt
District: National Register
Current Function: Institutional

Discussion

The applicant is seeking approval to install a solar panel array on the roof of the building using non-penetrating racking.



View of the west (side) and north (front) elevations from W. Muskegon Avenue.



Aerial photo of building roof showing proposed location of solar panels (individual panels denoted with blue rectangles).



View of the east (side) elevation from W. Muskegon Avenue.

Standards

GENERAL UTILITY/OUTDOOR APPLIANCES (Abbreviated)

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Solar Panels

All solar panels and associated mechanical or service equipment should not be located on a primary or character-defining elevation or roof, nor damage or obscure character-defining features of the resource. New solar panels mounted at grade level should be located in an area not visible from the street. New solar panels located on a sloped roof surface should be installed parallel to the roof, should match or be similar in color to the roof surface, should not extend more than eight (8) inches above the roof surface, and should be installed on the rear half of resources (typically a side- or rear-facing roof surface) out of view from the street. New solar panels located on flat roof surfaces should be located and positioned to reduce visibility from the street and should utilize existing architectural features (parapets, chimneys, dormers, etc.) to further limit their visibility.

Deliberation

I move that the HDC (approve/deny) the request to install a solar panel array to the location and installation specifications provided in the June 4th, 2024 HDC staff report as long as the work meets all zoning requirements and the necessary permits are obtained.

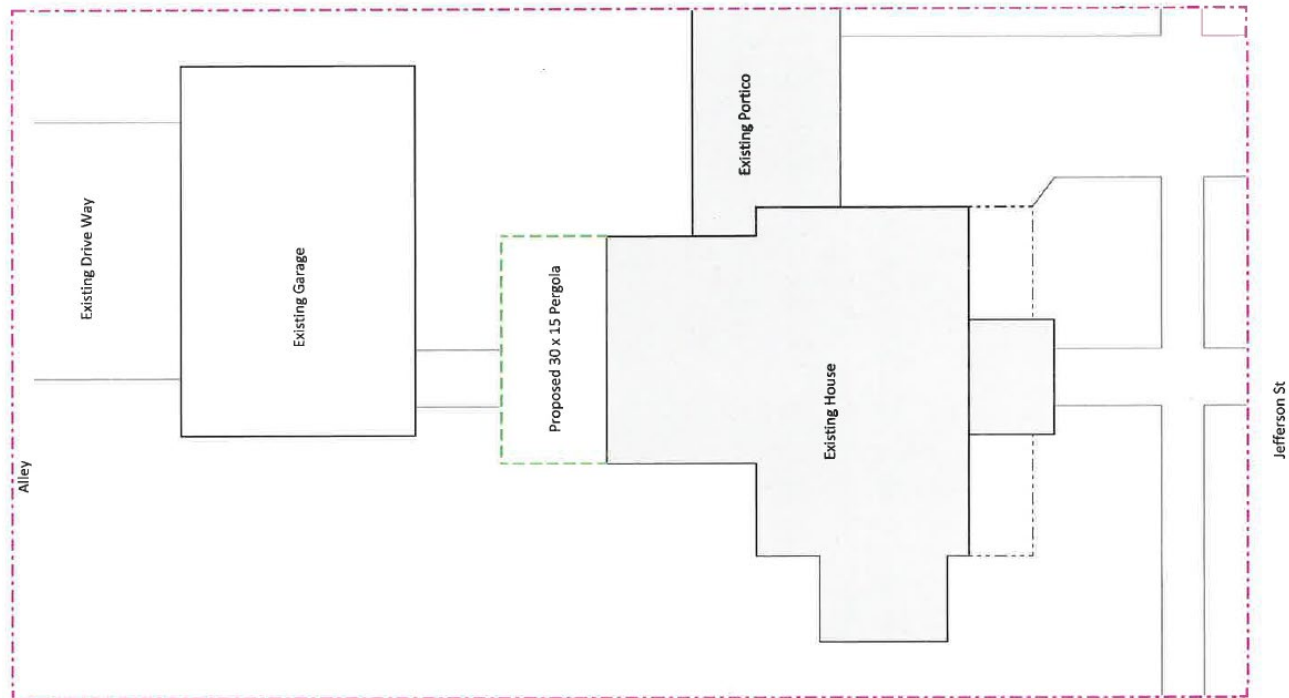
Case 2024-03 – 1593 Jefferson – Pergola
Applicant: Frank Peterson
District: Jefferson
Current Function: Residential

Discussion

The applicant is seeking approval to install a 30'x15' wooden pergola attached to the rear of the house. The pergola will be painted white and supported by round columns similar to those found on the front porch of the house.



View of proposed location of pergola as viewed from back yard, looking East.



Location of proposed pergola behind house.



Proposed style of pergola structure.

Standards

No specific standards apply.

Deliberation

I move that the HDC (approve/deny) the request to install a 30'x15' wooden pergola attached to the rear of the house, painted white, and supported by round columns similar to those found on the front porch of the house as long as the work meets all zoning requirements and the necessary permits are obtained.

V. OTHER BUSINESS

Update on Hackley Square Project – Frank Peterson from Wheelfish Group will provide a project update following the City of Muskegon’s determination that the building would not be a good fit for City Hall operations.

2024 Staff Approval Update #1 – Since the start of 2024, staff has approved 17 projects. Those in bold were discussed with the HDC chairperson prior to approval:

- 504 W. Clay – Turret restoration project
- 510 W. Clay – Reroof
- 510 W. Clay – Barn door restoration
- 430 W. Clay – Reroof flat roof
- 1102 Terrace – Reroof two flat roofs
- 1641 Clinton – Reroof
- 460 W. Clay – Installation of an at-grade 28’x14’ concrete patio in rear yard
- **1163 Terrace – Installation of vinyl windows to replace damaged aluminum windows on newer building addition**
- 1138 Terrace – Wood stockade fence along south property line
- **446 W. Webster – Installation of exterior downspouts to replace undersized interior downspouts**
- 1569 Clinton – Reroof
- 621 W. Western – Repointing brick
- **1752 Jefferson – Shed (staff approval granted after May 14th meeting cancellation)**
- **1604 Peck – Wood stockade fence along south property line to screen utility box (staff approval granted after May 14th meeting cancellation)**
- 1196 Peck – Reroof house and garage
- **1624 Jefferson – Replace gutters and damaged parts of soffit and fascia (permission to staff approve granted at May 2nd, 2023 meeting)**
- 349 W. Webster – Install equipment to automate the clock and bell striker (original central-drive unit will be left in place), re-glaze two clock faces to match the other two faces, and install replica fabricated aluminum hands.

SHPO Muskegon County Civil Rights Project – SHPO was awarded a grant from the National Park Service to identify and study sites of historic significance to the 20th Century African American Civil Rights Movement in Muskegon County. City and SHPO staff presented to the City Commission in April, and the final survey report products are available online at the following link: <https://www.miplace.org/historic-preservation/programs-and-services/mi-civil-rights-project/muskegon-civil-rights-sites-survey/>

Public Art in Historic Districts – Staff wishes to review this topic as there has been turnover on the HDC since this topic was last discussed in February 2020. At that time, the HDC decided that it would

not be a requirement to review new public art installations unless the art installation would somehow directly affect a building in a historic district.

HDC Public Outreach – A continuation of the discussion on the HDC’s public outreach efforts.

VI. ADJOURN