

CITY OF MUSKEGON
HISTORIC DISTRICT COMMISSION
MINUTES

April 3, 2018

Chairperson J. Hilt called the meeting to order at 4:00 p.m. and roll was taken.

MEMBERS PRESENT: J. Hilt, S. Kroes, L. Wood, K. Panozzo

MEMBERS ABSENT: A. Riegler, excused; D. Warren, excused; S. Radtke

STAFF PRESENT: J. Pesch, D. Renkenberger

OTHERS PRESENT: M. Dickinson, 475 W. Webster; S. Pulos-Porter, 487 W. Webster; D. Pintoski, 1181 Peck St; S. Zimmerman, Port City Signs, 771 Access Hwy; B. Gilbert; M. Irwin

APPROVAL OF MINUTES

A motion to approve the regular meeting minutes of March 6, 2018 was made by J. Hilt, supported by S. Kroes and unanimously approved.

NEW BUSINESS

Case 2018-09 – 475 W. Webster Avenue – Fence. Applicant: Matthew Dickinson. District: Houston. **Current Function: Residential.** J. Pesch presented the staff report. The applicant is seeking approval to reconfigure part of the existing fence and install some new fencing in the side yard according to the site plan presented. This case was discussed along with the following case at 487 W. Webster, since the properties were adjacent to each other. The same type of fence will be used at both locations.

A motion that the HDC approve the request to relocate portions of the existing fence and gate and install the new 4-foot fence as proposed at 475 W. Webster Avenue, and to install the same type of fence along the side yard at 487 W. Webster Avenue as long as the work meets all zoning requirements and the necessary permits are obtained was made by K. Panozzo, supported by L. Wood and unanimously approved with J. Hilt, S. Kroes, L. Wood, and K. Panozzo voting aye.

Case 2018-10 – 487 W. Webster Avenue – Fence. Applicant: Samantha Pulos-Porter. District: Houston. **Current Function: Residential.** The applicant is seeking approval to install approximately four feet of new fencing and a gate in the side yard. The proposed fencing and gate will match that at 475 W. Webster (presented in the previous case). See the previous case for the motion to approve the request.

Case 2018-11 – 1181 Peck Street – Windows & Fascia/Soffit. Applicant: Dennis Pintoski. District: McLaughlin. **Current Function: Residential.** J. Pesch presented the staff report. The applicant is seeking approval to replace 13 windows (29 ¼" x 78 ¼") with vinyl windows of the same size. Similar work was approved by the HDC in 1999, but the work was never started. Additionally, the applicant is proposing to cover the existing roof eaves with a new vinyl and aluminum fascia and soffit.

D. Pintoski explained that the new windows would be the same size as the existing ones but rather than having 4 panes, they would be a double hung-style. A photo of the proposed window style was provided. K. Panozzo asked if he was replacing the larger window on the side of the house. D. Pintoski stated that he was not replacing that one at this time; the windows being replaced were all the same size. A photo of

a damaged eave and the proposed vinyl and aluminum replacement coverings were provided in the staff report.

A motion that the HDC approve the request to replace 13 windows and install a new vinyl and aluminum fascia and soffit as proposed as long as the work meets all zoning requirements and the necessary permits are obtained, was made by L. Wood, supported by K. Panozzo and unanimously approved with J. Hilt, S. Kroes, L. Wood, and K. Panozzo voting aye.

Staff had two walk-on cases where the applications were received after the deadline date. Both cases were for signs, with S. Zimmerman of Port City Signs being present to answer questions.

Case 2018-12 - 280 W. Muskegon Avenue. Signage. Applicant: The Corner Church. District: National Register. Current Function: Institutional. J. Pesch provided renderings from S. Zimmerman of Port City Signs for a proposed ground sign to be erected on the lawn of the church, rather than having signs attached to the building. J. Hilt asked if the signs met the guidelines. J. Pesch stated that the dimensions of the sign came closer to the HDC requirements, and it was smaller than the signs that had originally been proposed. He stated that HDC guidelines did not generally allow lighted motion signs but the Eagles building had been given permission for that style in the past. He stated that the issue was something to be addressed when revising the HDC standards, as those types of signs were seldom used when the standards were originally adopted. The board discussed scrolling signs versus static signs and concurred that a scrolling sign would not be appropriate. K. Panozzo stated that she wouldn't have a problem with the proposed sign as long as it met size and zoning requirements. J. Pesch stated that he would check into the sign ordinance to make sure the proposal met the requirements.

A motion to approve the ground sign as proposed as long as the the dimensions meet the ordinance requirements, only static messages are displayed, and the necessary permits are obtained was made by K. Panozzo, supported by L. Wood and unanimously approved, with J. Hilt, S. Kroes, L. Wood, and K. Panozzo voting aye.

Case 2018-13 - 550 W. Western Avenue. Signage. Applicant: Amazon. District: Clay-Western. Current Function: Apartments/Condominiums. J. Pesch stated that the Amazon was requesting to replace the large signs on the exterior of their building due to repeated damage and repair costs. S. Zimmerman stated that he had had received several service calls to the Amazon for sign repairs, with the neon needing to be replaced. They needed more durable signs with protection from the winds coming off Muskegon Lake. The size of the new signs would be the same as the current ones. He was proposing to replace the neon letters with LED lighting, with a Lexan cover over the new signs.

A motion to approve the update to the Amazon signs by replacing the neon letters with LED lighting and installing a Lexan cover over the signs with the conditions that 1) the sign size remains the same and 2) any necessary permits are obtained, was made by L. Wood, supported by S. Kroes and unanimously approved, with J. Hilt, S. Kroes, L. Wood, and K. Panozzo voting aye.

OLD BUSINESS

None

OTHER

B. Gilbert was looking for HDC input on a building project he was working on which was located just outside one of the city's established historic districts. He explained that he wished to keep the historic

wooden doors and windows in the building but there was concern that they may not meet current energy code. The wooden windows had previously been restored with a grant from MSHDA. The HDC board was supportive of maintaining the wooden windows and doors.

Certified Local Government - M. Irwin addressed the board regarding her interest in historic preservation. She was part of a group formed to ensure that the Muskegon Public Schools administration building located at 349 W. Webster Ave. remained as a historic structure. She stated that she would also like to see the City of Muskegon become a Certified Local Government, and had contacted the State Historic Preservation Office (SHPO) for requirements. J. Pesch stated that the city had begun to pursue certification in the past, the last time being in 2011. At that time, the City Commission had approved the idea but staff did not have the time to pursue it further; he thought it would be worthwhile to do so now. M. Irwin stated that it would give the city national recognition and open the door to grant assistance available to certified local governments. J. Pesch distributed some written material on the program from the SHPO, and asked the board members to review it prior to the next meeting.

There being no further business, the meeting was adjourned at 4:40 PM.