

# CITY OF MUSKEGON

## HISTORIC DISTRICT COMMISSION

### MEETING

**March 3, 2026 @ 4:00 PM**  
**MUSKEGON CITY HALL, ROOM 204**  
**933 TERRACE STREET, MUSKEGON, MI 49440**

- CALL TO ORDER:
- ROLL CALL:
- APPROVAL OF MINUTES:
  - A. Approval of minutes of the February 3, 2026 regular meeting. Planning
- OLD BUSINESS:
- NEW BUSINESS:
  - A. Case 2026-03: 557 W. Western Planning
  - B. Case 2026-04: 1011 2nd Planning
- ANY OTHER BUSINESS:
  - A. 2026 Staff Approval Update #1 Planning
  - B. HDC Neighborhood Association Presentation Planning
- PUBLIC COMMENT:
- ADJOURNMENT:

#### **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](http://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. 933 Terrace St. Muskegon, MI 49440. (231)724-6705.  
[clerk@shorelinecity.com](mailto:clerk@shorelinecity.com)



# Agenda Item Review Form

## Muskegon Historic District Commission

<b>Approval of minutes of the February 3, 2026 regular meeting.</b>	<b>Description of Work:</b>
<b>Applicant:</b>	<b>District:</b>
<b>Current Use:</b>	<b>Date of Construction:</b>
<b>Discussion:</b>  The draft minutes will be shared at the meeting.	
<b>Standards:</b>	
<b>Deliberation:</b>  I move that the HDC (approve/deny) the minutes of the February 3, 2026 regular meeting.	



## Agenda Item Review Form

### Muskegon Historic District Commission

<b>Case 2026-03: 557 W. Western</b>	<b>Description of Work:</b> Signs
<b>Applicant:</b> Love Cafe	<b>District:</b> Clay-Western
<b>Current Use:</b> Commercial	<b>Date of Construction:</b> 1/1/1910
<b>Discussion:</b>  The applicant is seeking approval to install two, 18" x 44" vinyl window signs on the building's storefront windows. A previous request for new signage was reviewed at the September 2, 2025 meeting, but only the vinyl window signs on the transom windows and the side-facing window near the front door and the wall sign in the former transom above the front door were approved. The existing two front vinyl window signs on the building's storefront windows were denied with the HDC allowing six-months to complete the removal of these signs.	
<b>Standards:</b> See attached <i>Sign Policy</i> .	
<b>Deliberation:</b>  I move that the HDC (approve/deny) the request to install two, 18" x 44" vinyl window signs on the inside or outside face of the building's storefront windows as presented in the March 3, 2026 HDC staff report as long as the work meets all zoning requirements and the necessary permits are obtained.	



View of building from W. Western Avenue, looking east.



View from W. Western Avenue, looking south.

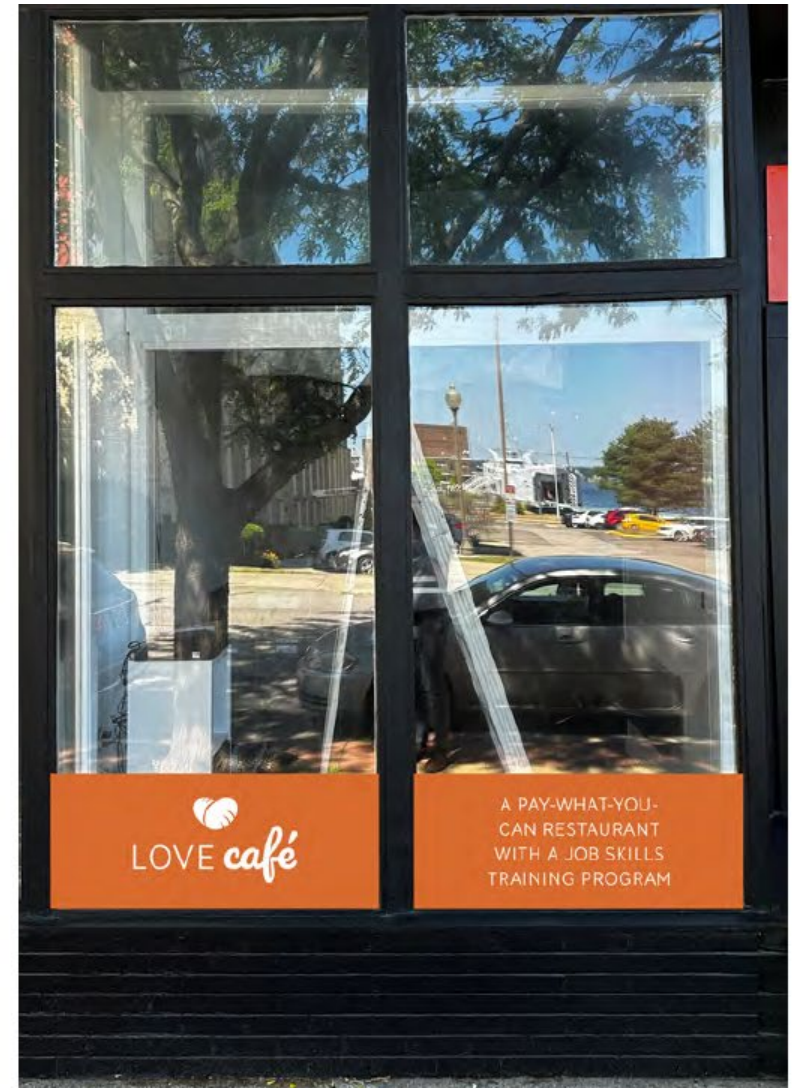


18"H x 44"W

A PAY-WHAT-YOU-  
CAN RESTAURANT  
WITH A JOB SKILLS  
TRAINING PROGRAM

18"H x 44"W

Proposed replacement window sign design and rendering.



CITY OF MUSKEGON  
HISTORIC DISTRICT COMMISSION  
SIGNAGE POLICY

Adopted October 2, 1986 with revisions

**Purpose & Intent**

A. It is recognized by the Historic District Commission that signs in general perform certain functions in the community which are essential for the public safety and general welfare, such as communicating messages, providing information about the availability of goods and services, and providing orientation. It is further recognized by the Historic District Commission that because of their potential detrimental impact on the historic and architectural character of the structures and surroundings within the City's designated historic districts, exterior signs must be regulated in order to:

1. Prevent conditions which have a blighting influence and contribute to the loss of character and declining property values within the historic districts.
2. Safeguard the heritage of the City by preserving and protecting historic district environments which include elements reflective of its cultural, social, economic, political, and architectural history.
3. Preserve the historic quality and architectural content of the historic districts by curbing deterioration and otherwise unsuitable additions, removals, or alterations to the properties within them.
4. Permit compatible signs for use within historic districts which would provide for easy recognition, legibility, and comply with other acceptable conditions.

It is the intent of this policy by the Historic District Commission to protect property values, preserve and enhance the architectural features of the City's historic structures, promote a more enjoyable and visually pleasing historic environment and encourage the most appropriate use and type of exterior signs for location within the historic districts.

The establishment of the sign standards, design criteria and other regulations and requirements of this policy as the basis for acceptance or denial of a sign by the Historic District Commission ensures that all signs will be reviewed in an objective manner, thereby protecting the right of property owners from any potentially arbitrary or capricious decisions of the Commission.

## **Definitions**

A. Sign: The use of any letters, numerals, pictorial representations, devices, designs or trademarks which constitute a name, identification, description, display, or illustration which is affixed or applied to or represented directly or indirectly upon a building structure or historic district property which attention to an object, product, activity, person, institution, organization, or business.

B. Sign Types: The Historic District Commission shall review for approval the installation or alternation of any sign type as indicated below:

1. Flat wall signs. Any sign that is painted directly on a building surface or painted on a separate background material and applied to the facade as a unit.
2. Dimensional surface signs. Any sign that consists in whole or in part, of three-dimensional letter forms applied directly to the building surface or applied to a separate flat background which is attached parallel to the building surface.
3. Free-standing signs. Signs supported by upright braces, frames, poles, or other similar structures, independent of any building.
4. Ground signs. Any free standing sign located on or close to the ground, the top of which does not extend more than four feet above the ground.
5. Projecting or pole signs. Any sign that has a face that is other than parallel to the exterior facade of the building. A sign which is attached to a pole or other structure and extends above or projects out there from.
6. Window signs. Any sign that is applied directly to the inside or outside surface of a window glass or exists as opaque, translucent or transparent panels which are suspended or supported by other means inside the window and parallel to its surface, which are intended to be seen from the exterior.
7. Awning & canopy signs. Any symbol or message which is attached to or is an integral part of any awning (fixed or retractable) or canopy is considered a sign.
8. Banners. Any banner hung either with or without frames that contains a message, symbol, or which is simply a decorative addition is considered a sign.
9. Directional signs. A sign directing and guiding vehicular or pedestrian traffic or parking but bearing no advertising matter.

C. Sign Area: The area within the smallest circle or rectangle that encloses the extreme limits of the advertising message, including any frame, background, or trim. Two faces which are back- to-back are counted only once.

D. Signage Wall Area: The area of a wall that is a continuous portion of a building unbroken by columns, ridges, doors, or windows. It is calculated by selecting a continuous facade, then drawing an imaginary rectangle within specified height limitations and computing the square-foot area of this rectangle.

E. Sign Face: The surface of a sign board or background area on which a message is displayed.

## **Review Requirements**

### A. Policy Statement

As established by Chapter 38 of the Code of Ordinances of the City of Muskegon, the Historic District Commission is empowered with the authority to review and approve plans for Building Permit applications for exterior work to construct, alter, repair, move or demolish any structure in a historic district. As described by City Building Code, a sign is a structure and, therefore, installation of such structure requires the filing of a Building Permit which must be subjected to Historic District Commission approval.

### B. Historic District Commission (HDC)

The Historic District Commission will hold meetings on the first Tuesday of every month (unless otherwise publicly notified) for review of Building Permits, including any sign applications. If approved, a “Certificate of Appropriateness” will be issued by the Commission for all appropriate signs.

### C. Review Requirements

To effectively determine the appropriateness of any sign for use within the City’s historic districts, the Historic District Commission shall require that the following permits, plans, drawings and/ or other details be provided, prior to the fabrication and installation of such sign, and prior to the Commission’s meeting for approval.

1. Building Permit: A Building Permit Application must be filed for installation of all new exterior signs and alteration of any existing signs.

2. Site Plan: drawn to scale with measurements indicating proposed location and position of the sign in relation to building(s) on site, lot lines, sidewalks, drives, streets, and any other proposed or permanently existing structures or objects.

3. Elevation drawing(s): drawn to scale with measurements depicting complete sign dimensions, including minimum and maximum heights, distances from other structures (if appropriate), method of installation, supporting members, and any other features which might be visible.

4. Wall signs: For signs attached to a building wall, drawings shall indicate wall surface dimensions and any outstanding building lines or architectural details which may exist, including

complete sign dimensions, method of attachment and size of protrusion.

5. ALL PLANS/DRAWINGS: shall indicate types of installation materials to be used, colors of sign display and other components, letter styles and sizes, method of installation (anchoring) and any other elements which may affect the sign's exterior appearance.

6. Material samples: provide material samples and/or other catalog information when possible.

7. Photographs: provide current photos of the proposed site and/or building surface where the sign(s) will be installed.

8. Examples and HDC assistance: The HDC will provide additional information and samples of acceptable drawings upon request.

### **Standards & Design Criteria**

General Conditions: All signs shall comply with the regulations for erection and construction of structures as contained within the City's Building Code of Ordinances and shall comply with existing zoning requirements as established within the City's Code of Zoning Ordinances.

The following Standards and Design Criteria shall be used in whole or part by the Historic District Commission in its determination of appropriateness of a particular type of sign for a specific property, including size, design features, fabrication and methods, intended positioning and on-site location, and all other elements affecting a sign's physical appearance:

#### A. Letters

1. Style. Uniform lettering style shall be used throughout the sign to avoid incoherence and otherwise incompatible letter form combinations which may be determined as inappropriate by the Historic District Commission. The use of serified (footed) letter styles is preferred for certain historical buildings; however, Gothic letter forms (those without serifs) and script letter forms may be acceptable to the Historic District Commission dependent upon the style and period of architecture represented by the building involved.

2. Size. "Letters should be subordinate to the background area". The maximum allowable height of capital letter forms shall not exceed two-thirds the height of the background area on which it appears (the background area is, in turn governed by the sign size and location restrictions which follow) or shall be reduced to the size declared appropriate by the Historic District Commission, dependent upon the actual signable wall area or sign size, location and viewing distance.

#### B. Fabrication Materials

The following materials, when properly used to compliment the architectural features and character of a historic building, are considered compatible for use in whole or part within the historic districts, provided the conditions as described are adhered to:

1. Wood - Any wood utilized shall be painted, stained, varnished or lacquered, carved or routed, or be negative cutout (letter forms described by voids in continuous background) or positive cutouts (individual dimensional letters).

2. Metal - Any metal shall be painted or varnished engraved mechanically or chemically etched. Bright chromium effect is not acceptable. Individually cast or cutout letters applied to building surface or separate background of wood would be acceptable.

3. Glass - Glass may be stained, leaded, painted, silk screen printed, etched, gold leafed, or any combination of the foregoing. Neon signs are not appropriate for use on historic buildings and, therefore, are considered unacceptable by the Historic District Commission.

4. Masonry - Masonry shall be carved stone or brick, molded concrete or terra cotta, provided such material would appear to be an authentic architectural addition to the facade of the building, as determined by the Historic District Commission.

5. Plastic or Fiberglass - The use of custom thin-gauge, die-cut vinyl letters which give the effect of a painted or silk screen imprinted letter is permitted. Any other use of plastic or fiberglass or the use of molded surface plastics or corrugated fiberglass sheeting is prohibited except in those cases where the surface finish closely duplicates the effect of a painted surface, as determined by the Historic District Commission.

6. Fabric - The use of bright, glossy, or leatherette finished vinyls is prohibited. All banner fabric must be durable and designed for outdoor use and maintained to prevent fraying, disintegration, and other unsightly appearances. Paper signs for window displays are prohibited for permanent use.

C. Illumination: Certain lighted signs are permitted for use with the historic districts, provided that they shall be illuminated by a reflected light from an exterior source which may be incandescent or fluorescent and that the light source is non-exposed and shielded from view.

1. Intensity of light. All lighting devices shall employ lights of constant intensity. No sign shall be illuminated by flashing, intermittent, rotating or moving lights or lights creating the illusion of movement or in such a manner as to affect adversely the use and enjoyment of the neighboring historic district properties – as determined by the Historic District Commission.

D. Sign Message - Content: All signs shall display only the formal name of the business or operation conducted on the premises. A brief secondary identification describing the nature of the business/operation and street numbers is also permitted. Where buildings are occupied by professional offices, the listing of occupants is permitted, provided the sign complies with all provisions established within this policy.

There shall be no labeling, graphics or commercial advertising on any part of any sign that the Historic District Commission determines to be inappropriate, whereas it will adversely affect the

use and enjoyment of neighboring historic district properties.

E. Number of Signs: The maximum allowable number of business identification signs per street frontage per establishment shall be limited to one (1). Whereas additional directory or directional signs which point out parking lots and other specific services are requested, the Historic District Commission shall determine the appropriateness and building/site compatibility of such exceptions.

F. Shape and Form: The physical form of a sign shall be proportioned in massiveness and scale to the building for which it is meant. All shapes shall be simple (square, rectangle...) and relate directly to the architectural features of the immediate and surrounding historic structures.

G. Location and Size: Sign use, sign type and location may be dictated by established district zoning ordinances. Whether those ordinance requirements are established or nonexistent, the following standards shall apply and prevail for all signs used within the City's designated historic districts.

1. General:

a. No sign may be erected upon or within any dedicated public easement or right-of-way without the expressed permission of the Muskegon City Commission.

b. No sign shall be placed so as to conceal, disfigure, or otherwise violate any architectural features of a building.

c. Sign size shall be visually compatible with the scale of the building for which it is meant. No sign shall be located in such a manner or position as to affect adversely the use and enjoyment of neighboring historic district properties.

2. Flat wall signs. No flat wall sign shall exceed twenty (20) percent of the signable wall area to which it will be attached, and shall not exceed twenty four (24) square feet in sign face area. No flat wall sign shall exist above a point fifteen (15) feet from the sidewalk level or one (1) inch below the second story window sill, whichever is lower.

3. Dimensional surface signs. No such sign shall exceed the above limits of a flat wall sign or extend above the building roof line, and shall not protrude from the primary building facade surface more than eight (8) inches.

4. Free standing signs. When used as business identification, these shall not exceed twenty (20) square feet per sign face. Such signs shall not exceed fifteen (15) feet in height from ground level or exist above the roof line of the building for which it is meant. The Historic District Commission may require a size and height less than these limits, including a specific location, in order to ensure consistency with the objectives and standards as established within this policy.

Directional signs, when permitted by the Historic District Commission, shall not exceed four (4) square feet in sign face area and shall not be higher than four (4) feet from ground level.

5. Ground signs. These shall not exceed twenty (20) square feet per sign face. No such sign shall exceed four (4) feet in height from ground level. To maintain consistency with the objectives and standards of this Policy, the Historic District Commission may require a smaller sign face and specific location.

For directional sign size and height limitations, use the same as above under No. 4.

6. Projecting or pole signs. These shall not exceed nine (9) square feet in area per sign face nor shall they extend below a point eight (8) feet from the sidewalk surface or out from the building facade surface more than four (4) feet. The top edge of such sign may not exist higher than a point fifteen (15) feet above the sidewalk surface or one (1) inch below the second-story window sill, whichever is lower.

7. Window signs. These may be applied directly to the glass and shall exist as message lettering only. Such a window sign message may not obscure more than twenty (20) percent of the area of the window surface to which it is applied.

8. Awning & canopy signs. These must comply with all provisions established within this Policy. The size, location, and height of awning and canopy structures are predetermined by existing City Ordinance.

9. Banners shall not exceed twenty-four (24) square feet in area or extend below a point eight (8) feet from the sidewalk surface or out from the facade surface more than four (4) feet. The top edge of such banner may not exist higher than a point fifteen (15) feet above the sidewalk surface or one (1) inch below the second-story window sill, whichever is lower.

Banners, when permitted, are on an interim basis only and shall be annually reviewed by the Historic District Commission to ensure their sightly appearance.

### **Special Provisions**

#### **A. Signs exempted from Historic District Commission Review**

1. Signs required by Federal, State, or other local ordinance for purposes of traffic, public safety, and other directional assistance.
2. Special event signs: which will exist for a single period of not more than seven (7) days in any quarter calendar year and are not prohibited under any provision of this policy.
3. Signs not visible off the lot upon which they are situated.
4. Commemorative plaques not exceeding one (1) square foot in area.
5. Address signs: indicating street address and not exceeding one (1) square foot in area.

6. Temporary signs: any sign relating to construction, real estate, political elections which are not in violation of any provision of this policy.

7. Flags: National, State, or municipal flags with messages or symbols representing institutions or businesses.

B. Prohibited signs. It shall be unlawful to erect, install, place, or maintain any of the following:

1. Portable signs: Any sign that is readily moveable from one location to another and is not permanently affixed to a building or the ground.

2. Roof signs: Any sign which projects above or beyond the roof or parapet.

3. Signs which move or create the illusion of movement. Signs which flash or make noise.

4. Signs attached to any natural growth (i.e. trees or other natural foliage).

5. Signs which are obsolete, that do not relate to existing business.

6. Signs which are not expressly permitted by this policy or which violate any provision thereof.

C. Alteration to Existing Signs. Any sign that exists on the effective date of this policy or amendment thereof, which is nonconforming and does not at that time comply with all of the provisions hereof, including any amendment, shall not be changed, altered, or rebuilt in any manner described as follows, without prior review and written approval of the Historic District Commission. These signs shall not:

1. Be changed to another type of sign which is not in compliance with the policy; or

2. Have any changes made in the words or symbols used or message displayed on the sign (unless the sign is designed for periodic change of message); or

3. Be structurally altered so as to prolong the life of the sign or so to change the shape, size, type or design of the sign.

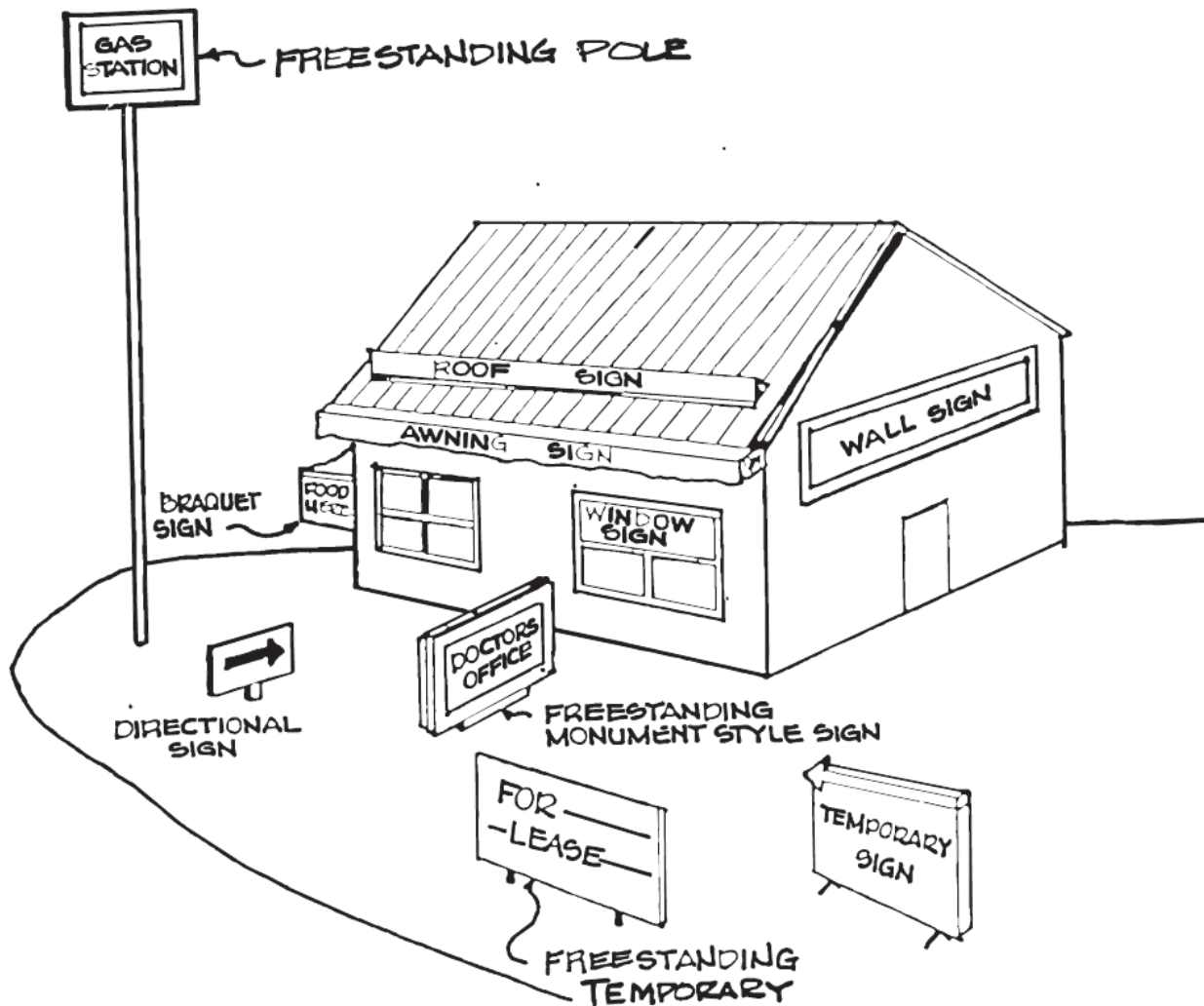
### **Maintenance & Enforcement**

A. Maintenance: All signs approved for installation by the Historic District Commission shall be maintained in a safe, presentable manner and shall remain in good structural and/or material condition at all times, including the replacement of defective or damaged parts, painting, repainting, cleaning, and other acts necessary for maintenance of such signs.

B. Inspection/Removal: The Building Inspections Department and its authorized representatives shall inspect and have the authority to order painting, repairs, or removal of any sign installed upon or after the adoption date of this policy, if it fails to comply with the conditions established under

this policy.

C. Penalties: Violation of any provision of this policy in any particular or the failure to comply with any of the regulatory measures or conditions adopted by the Historic District Commission pursuant to its approval of a specific Building Permit and/or plans can result in issuance of a civil infraction notice which carries penalties ranging from \$100 for the first offense to \$500 for the third and all subsequent offenses. Each day such violation continues shall be deemed a separate offense.





## Agenda Item Review Form

### Muskegon Historic District Commission

<b>Case 2026-04: 1011 2nd</b>	<b>Description of Work:</b> Air Conditioning Units
<b>Applicant:</b> Central United Methodist Church	<b>District:</b> Downtown Structures
<b>Current Use:</b> Institutional	<b>Date of Construction:</b> 1/1/1929
<b>Discussion:</b>  The applicant is seeking approval to relocate existing, roof-mounted air conditioning units to the ground, install the necessary conduit, and install an appropriate vegetative screen. Additional information will be provided by the applicant at the meeting.	
<b>Standards:</b> See attached <i>General Utility/Outdoor Appliances</i> .	
<b>Deliberation:</b>  I move that the HDC (approve/deny) the request to relocate the existing, roof-mounted air conditioning units to the ground, install the necessary conduit, and install an appropriate vegetative screen as presented at the March 3, 2026 HDC meeting as long as the work meets all zoning requirements and the necessary permits are obtained.	



View of building from 2<sup>nd</sup> Street, looking west.



View of building from 2<sup>nd</sup> Street, looking west, with existing ground-mounted units visible at center.



View of building from 2<sup>nd</sup> Street, looking south.



View of building from intersection of 2<sup>nd</sup> Street and W. Webster Avenue, looking south.



View of building from W. Webster Avenue, looking east.



View of building from W. Webster Avenue, looking east, with existing roof-mounted unit visible at center above entry door.



View of existing roof-mounted unit (right) and former screen (left) from parking lot (photo from October, 2025).

CITY OF MUSKEGON

HISTORIC DISTRICT COMMISSION

GENERAL UTILITY/OUTDOOR APPLIANCES

(Adopted July 7, 2020 - Effective July 7, 2020)

**General**

Many historic resources have survived over the years with minimal alterations to the fabric of the building. Recent inventions and conveniences have placed a toll on the historic nature of our resources. These conveniences should not be prohibited, but regulated in a fashion that allows for the enjoyment of the resource while keeping the integrity of the district intact.

**Guidelines**

Air conditioning - Like many other modern day conveniences, A/C units can have a potential detrimental impact on the look of an historic resource. Large ‘whole house units’ should be placed inconspicuously – such as on the roof, in the rear, or on the side of structures not facing streets. Roof mounted equipment is to be screened by architectural features from the view of abutting streets and parcels. Equipment at grade is to be screened by landscaping, a solid wall or fencing from the view of the street or surrounding property. Tubing and connections must not be readily visible.

Window air conditioning units - Units that do not change window structure are permitted on the sides and rear of resources not facing streets. All other placements must be approved by the Historic District Commission.

Other air conditioning units - Units that must be placed in walls are discouraged because they may degrade the structural integrity of the resource. However, if properly installed, they may be placed in areas of the resource not facing the street. The Historic District Commission may approve other installations if screened from street view.

Satellite Dish Antennae - Over the years this type of equipment has drastically decreased in size to roughly 18”. However, they are still a visual, exterior change on a historic structure, and a generally negative influence in historic districts. Older satellite dishes that are greater than several feet in size are not permitted in the front yard of a resource. The smaller dish may be permitted in the front yard when proper screening (such as landscaping, solid wall, or fencing) obscures it from the street. Antennae should not be placed on the front half of the resource, including the roof, unless it can be obscured from street view. The Historic District Commission recommends that if an antennae needs to be installed, it should be placed in the rear yard of the resource. If it must be attached to the resource, then great care must be taken to secure it properly to the rear half of the resource, and route the cables so as to not damage the physical materials of the house.

Electrical, gas, water, and other utilities - As a first course of action, these services must be in good repair and be located out of view from the street. However, the appropriate code must be followed

for health and safety issues. When impossible to locate utility out of sight, the Historic District Commission may require it to be screened from view with landscaping, a solid wall, or fencing.

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.



# Agenda Item Review Form

## Muskegon Historic District Commission

<b>2026 Staff Approval Update #1</b>	<b>Description of Work:</b>
<b>Applicant:</b>	<b>District:</b>
<b>Current Use:</b>	<b>Date of Construction:</b>
<b>Discussion:</b>  Since the start of 2026, staff has approved three projects. Those in bold were discussed with the HDC chairperson prior to approval: <ul style="list-style-type: none"><li>• <b>561 W. Western - Replace eight windows on the east and south elevations with wooden, double-hung windows</b></li><li>• 77 W. Forest - Reroof house</li><li>• 143 Strong - Reconstruct damaged chimney with like materials and install new metal flashing</li></ul>	
<b>Standards:</b>	
<b>Deliberation:</b>	



# Agenda Item Review Form

## Muskegon Historic District Commission

<b>HDC Neighborhood Association Presentation</b>	<b>Description of Work:</b>
<b>Applicant:</b>	<b>District:</b>
<b>Current Use:</b>	<b>Date of Construction:</b>
<b>Discussion:</b>  During the HDC's annual goal-setting discussion, it was decided that a presentation to neighborhood associations would be a good way of informing residents about the historic districts and the role of the HDC as well as a way to generally promote success stories that have taken place within the districts. Staff will provide a draft of topics to be reviewed in such a presentation to collect feedback from the HDC and further refine the content.	
<b>Standards:</b>	
<b>Deliberation:</b>	