



CITY OF MARINE CITY

Historical Commission Meeting Agenda

Marine City Fire Hall, 200 South Parker, Marine City

Regular Meeting: Tuesday, July 16, 2019; 5:00 PM

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Chairperson Kim Turner; Commissioners William Beutell, Suzanne Jenken, Genevieve Prange, Rosalie Skwiers, Scott Tisdale; City Manager Elaine Leven
4. **APPROVE AGENDA**
5. **APPROVE MINUTES**
 - A. Historical Commission Regular Meeting – April 16, 2019
6. **COMMUNICATIONS**
7. **PUBLIC COMMENT** *Anyone in attendance is welcome to address the Historical Commission. Please state name and address. Limit comments to five (5) minutes.*
8. **UNFINISHED BUSINESS**
9. **NEW BUSINESS**
 - A. Application for Certificate of Appropriateness – River Rec Teen Zone
10. **ADJOURNMENT**

**City of Marine City
Historical Commission Meeting
April 16, 2019**

A Regular Meeting of the Historical Commission was held in the Fire Hall, 200 South Parker Street, Marine City, Michigan, on Tuesday, April 16, 2019, and was called to order by Chairperson Kim Turner at 5:00 pm.

Present: Chairperson Kim Turner; Commissioners Suzanne Jenken, Rosalie Skwiers, Scott Tisdale; City Manager Leven; City Clerk Kristen Baxter

Absent: Commissioners William Beutell and Genevieve Prange

Motion by Commissioner Tisdale, seconded by Chairperson Turner, to excuse Commissioner Prange from the meeting. All Ayes. Motion Carried.

Approve Agenda

Motion by Commissioner Skwiers, seconded by Commissioner Tisdale, to approve the Agenda. All Ayes. Motion Carried.

Approve Minutes

Motion by Commissioner Tisdale, seconded by Chairperson Turner, to approve the minutes from the January 15, 2019 Historical Commission meeting. All Ayes. Motion Carried.

Communications

There were no Communications presented.

Public Comment

No members of the audience addressed the Board.

Unfinished Business

None.

New Business

Application for Certificate of Appropriateness

Motion by Commissioner Skwiers, seconded by Chairperson Turner, to approve the Application for Certificate of Appropriateness, Historical Commission File No. 005, from Judith White representing Friends of City Hall. All Ayes. Motion Carried.

Adjournment

Motion by Commissioner Tisdale, seconded by Chairperson Turner, to adjourn at 5:05 pm. All Ayes. Motion Carried.

Respectfully submitted,

Kristen Baxter
City Clerk

City of Marine City Historical Commission

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Application for a Certificate of Appropriateness

Property Address: 300 Broadway Historical Commission File Number City of Marine City
 Owner: City of Marine City Applicant: River Rec Teen Zone
 Address: 430 S. Water St. App. Address: 430 S. Water St. MC
 Phone: (248) 631-6805 Phone: (248) 631 6805 Laura Scaccia
 Email: Lscaccia@me.com Email: Lscaccia@me.com
 Contractor: Blackstock Tenant/Occupant River Rec Teen Zone
 Address: 70 Macomb Place Address: 430 S. Water St.
Ste 220 mc 48039
 Phone: 586 - 468 - 9568 Phone: 248 631 6805
 Email: HBlackstock@b-a-2.com Email: main info@riverrecteen
 Year building was constructed: 1884 zone.org.

The following must be observed or submitted with this application:

Brief description of the work proposed:

In order to be in compliance with building
code we are required to put a extra door on
the west side of the building.

- 1) Applicant must attend the Historical Commission meeting in which their application is considered.
- 2) Additional materials pertinent to the project, i.e. brochures, pictures, material samples.
- 3) Additions and new construction: architectural drawings of site plans, floor plans, and elevations.
- 4) Signage: Marine City application for sign permit and required drawings.
- 5) Other information as requested by the Commission or city staff.

Office Use:

Inspector Review: _____ Date: _____

Historical Commission Action: _____

Historical Commission Chairperson: _____ Date: _____

Date Received: _____ Date Complete: _____ Date Historical Commission Informed: _____

Date Decision Letter Sent: _____ By: _____

Completed Building Permit Issued: _____ Date: _____ Number: _____

Application Requirements

The Marine City Historical Commission (Historical Commission) reserves the right to request additional information on a case by case basis.

General Work (doors, windows, roofs, siding, porches, garage doors)

1. Completed Historical Commission application for work.
2. Completed Building Permit, if required.
3. A copy of the contract or work write up that gives a detailed description of all the work proposed.
4. A written description giving the location and condition of the existing elements to be replaced (doors, windows, siding, etc.) .
5. A brochure showing the configurations, materials and size of the new replacements (doors, windows, siding, etc.).

Fencing/Walls (including driveways, patios, and landscaping)

1. Completed Historical Commission application for work.
2. Completed applicable City of Marine City Building Permit for fence/wall/screening wall or at-grade concrete/pavers.
3. Dimensioned site plan showing property and exactly where the fence wall, driveway or patio will be installed or removed, or where other landscaping will be installed or removed such as trees, hedges, etc.
4. Brochures or drawings showing overall look, materials, and sizes of ALL materials/plants to be used.

Permanent Sign Installation

1. Completed Historical Commission application for work.
2. Completed City of Marine City application for Building Permit for Signs.
3. Dimensioned drawing showing exactly what the sign will look like including text, materials, and lighting.

New Construction/Additions (including decks & garages)

1. Completed Historical Commission application for work.
2. Completed applicable City of Marine City applications for Building Permit (decks, or garage/accessory buildings).
3. Site plan (plot plan) showing setbacks and grade elevations sealed by a certified engineer or surveyor.
4. Dimensioned drawings for floor plans and elevations; all must be shown.
5. Brochures showing all materials to be used in the project.

Demolition (including partial demolition)

1. Complete Historical Commission application for work.
2. Completed City of Marine City application for Zoning Compliance for razing.
3. A detailed, written description of why the demolition is being proposed, and the conditions of the structure. (Review of the property by a structural engineer or preservation architect may be required by the Historical Commission at the applicant's expense.)
4. A detailed, written description of what is proposed after the demolition is completed. In cases of new construction, the applicant must include the information required for a New Construction application above.
5. In cases of partial demolition, include an elevation drawing showing the building and surface treatments to newly exposed walls.





