**City of Marine City**

**Historical Commission Meeting**

**April 19, 2022**

A regular meeting of the Historical Commission was held on Tuesday, April 19, 2022 and was called to order by Chairperson Kim Turner at 5:04 pm.

**Present: Chairperson Kim Turner, City Commissioner Brian Ross, Commissioners Scott Tisdale, Suzanne Jenken, Andrew Pakledinaz; City Manager Holly Tatman; City Clerk Shannon Adams**

**Absent:** Commissioner William Beutell and Commissioner Rosalie Skwiers

Motion by City Commissioner Ross, seconded by Commissioner Pakledinaz, to excuse Commissioner Beutell and Commissioner Skwiers from the meeting. All Ayes. Motion Carried.

**Approve Agenda**

Motion by City Commissioner Ross, seconded by Commissioner Pakledinaz, to approve the Agenda. All Ayes. Motion Carried.

**Approve Minutes**

Motion by Commissioner Tisdale, seconded by City Commissioner Ross, to approve the minutes from the January 18, 2022 Historical Commission meeting. All Ayes. Motion Carried.

**Communications**

None.

**Public Comment**

None.

**Unfinished Business**

Resolution to Recognize 300 Broadway as a City Park

Chairperson Turner brought in an original plat paper from Saint Clair County and an 1854 plot map of the City, both from the museum. City Commissioner Ross identified on the plat paper that lot 18 block 43 was what is now known as 300 Broadway and the plot map also supported this identification which Chairperson Turner verified was correct. The map the lot identified was designated a park.

She further explained that it appeared that Samuel Ward, founder of Newport, now known as Marine City, had given a piece of land to the City, though it was unclear what he received for compensation. City Commissioner Ross indicated that Planning Commission Chairperson Moran was open to revisiting the Master Plan to add 300 Broadway back in as a park and City Manager Tatman verified that there were funds included in the coming fiscal year to do so. Chairperson Turner stated that she would like the Historical Commission to recognize 300 Broadway as a park by adopting a Resolution. City Manager Tatman advised that if a Resolution were adopted by the Historical Commission, it would need to be sent to the City Commission to be voted on and adopted.

City Manager Tatman also informed the Historical Commission that the Workgroup for City Owned Properties recommendation related to 300 Broadway was that the City retain ownership of 300 Broadway, and that it would be voted on at the next City Commission meeting. City Commissioner Ross also indicated a need to communicate with Wade Trim related to updating the Zoning Maps to indicate where the Historic District was located. Chairperson Turner stated that there was a previous investigation done related to expanding the Historic District that needed to be revisited.

Motion by Commissioner Pakledinaz, seconded by Commissioner Tisdale, to adopt the Resolution to recognize 300 Broadway as a park to be added back into the Master Plan and to forward the Resolution to the City Commission. **Roll Call Vote.** Ayes: Turner, Jenken, Ross, Tisdale, Pakledinaz. Nays: None. Motion Carried.

**New Business**

Proposed Updates to Certificate of Appropriateness/Notice to Proceed

Chairperson Turner addressed an issue related to the Certificate of Appropriateness/Notice to Proceed form and the discrepancy related to the time the applicant had to complete a project. She verified the State’s procedures which indicated there was a one year time period versus a 90-day time period as stated on the form, therefore it needed to be corrected. She further explained that this form was used after a permit was issued and approval granted for a property owner to do work on their property located in a historic district. Chairperson Turner also proposed adding an appropriate header with the City seal on the form in conformity with others available from the City. Chairperson Turner pointed out that the City Clerk’s name needed to be corrected on the form as well.

Motion by Commissioner Tisdale, seconded by City Commissioner Ross, to update the Certificate of Appropriateness/ Notice to Proceed form to correct discrepancies related to the time to complete a project, the City Clerk’s name, and to add a header. All Ayes. Motion Carried.

**Adjournment**

Motion by Commissioner Ross, seconded by Commissioner Pakledinaz, to adjourn at 5:37 pm. All Ayes. Motion Carried.

 Respectfully submitted,

 Shannon M. Adams

City Clerk