

City of Portage - Historic District Commission
Wednesday, December 7, 2016
Portage City Hall – Conference Room #2

MINUTES

Called to Order at 8:23 a.m.

Present: Marty Maytnier, Fred Grunert, Jessie Duniphin, John Lotz, Russ Randall, Jim Ebert, Collin Forrest and Erica Eklov (SL). Citizen Mike Barton.

Absent: Suzanne Nemeth, Katie VanLonkhuyzen (excused).

Old Business:

- 1) John volunteered to run the meeting in the Chair & Vice Chair's absence.
- 2) Minutes from the regular meeting of November 2, 2016 were approved with two revisions.
- 3) John reviewed the budget. Collin inquired on the size of the budget and methods to bolster it. Discussion followed.
- 4) At John's request, Erica provided a verbal update on the Current Properties / Open Cases:
 - a. 3221 W. Milham – new construction for the barn continues
 - b. 5720 Oakland - barn has no updates pending additional feedback from Steve Stier & local contacts
 - c. 2663 Mandigo (Kiley) code enforcement – ongoing / no update
 - d. 1521 E. Centre (Davis) / Selinon Park development – no update
 - e. 10234 East Shore (Giem) Train Barn – no update
 - i. Collin inquired on the status of the adjacent East Shore trail development
 - f. 922 W. Osterhout (Norman) exterior work (siding/windows) – no update
 - g. 8021 Oak (Vermuelen) exterior code enforcement issues – ongoing / no update
 - h. 8009 Cox's Drive (Kasten) – utilities off
- 5) Fred asked for an update on the status of the rental trailer removal for the StoryPoint project at 3821 W. Milham. There was general discussion reminding this would occur in April or May.
- 6) John asked for an update on the community awareness efforts.
 - a. Area Realtor Contact – Collin relayed that he would be working on this project during the month of December and would have more information to share at the January 2017 meeting.
 - b. Newsletter – in Katie's absence, there was no update
 - c. May HDC event & other events – Erica noted that Mick Lynch was still interested in hosting the event at his business on Sprinkle Road. He had confirmed via phone that he would provide some possible May 2017 dates that worked with his schedule once he had completed some December maintenance work.
 - d. Outreach Sub-Committee (Marty, John & Jessie) – no update. A replacement member for John will be needed starting in January.
- 7) Statement of Significance: member suggestions
 - a. Collin supplied his draft working document for review.
 - b. Marty relayed verbal input regarding the township beginnings and types of properties included in Portage (residential/educational/cemeteries).
 - i. She noted she is working on framing her statement to reflect the national trends as they appeared locally as well.
 - c. It was noted that this item would be carried through to January's meeting for continued discussion.
- 8) Site Categorization - tabled for January 2017 meeting

New Business: Erica inquired on the scheduling of the January meeting and whether the statutory first Wednesday would work with everyone's holiday schedule. Discussion followed and it was decided that due

to the PPS holiday break, the January meeting would be pushed back a week to January 11. Erica relayed she would notice this change.

Citizen Comments: Michael Barton noted we would be one of the new members starting in January 2017 and looked forward to the task based on his construction trades background.

Member Comments: None.

Adjournment: 9:15 a.m.