

**City of Portage
Historic District Commission**

Portage City Hall
Conference Room #2
Wednesday, April 5th 2017

Meeting called to order: 8:25 AM

Present: J. Duniphin, D. Dalton, M. Barton, K. VanLonkhuyzen, C. Forrest, E. Eklov, M. Maytnier

Absent: F. Grunert, S, Nemeth, and C. Wiles

Old Business:

Property reports:

3821 W. Milham/K. VanLonkhuyzen

- Sales Trailer has been removed.
- Asphalt pad remains.
- Check back meeting minutes to find developer landscaping promises.

Open cases:

No updates.

5134 Oakland Drive

3221 Milham/Nieuwenhuis/Barn

5720 Oakland/Barn/Vergunst

- See new business.

2663 Mandigo/Kiley

1521 E. Centre/Selinon Park Development

10234 East Shore/Giem/"Train Barn"

922 W. Osterhout/Norman/exterior work

8021 Oak/Vermuelen/Exterior code violations.

8009 Cox's Drive/Kasten/Abandoned building

HDC Events and Outreach:

Newsletter: Still in discussion phase.

Realtor's Letter. In progress.

Green-A-Thon:

- Saturday, April 15th, 2017
- Need volunteers for station afternoon shift.
- Materials for display board:
- Fred or Katie to print out posters.
- Erica will supply easels.
- Jessie has HDC books and cards, but needs pricing guide.
- Jessie bringing re-cycling games to entertain children, and balloons for HDC stations.

May 18th Preservation Month Event:

- Commission members need to help find exhibitors for min-expo.
- Portager article done.
- Article submitted to Encore.
- Mick would like a tentative head count.
- Erica has draft agenda for event.
- What does Blair Bates need for his presentation?
- Erica to check on using a city van to transport tables loaned by PDL.

New Business:

5720 Oakland/Vergunst

- Rental, owner has no intention of occupying property.
- Owner lives in Grand Rapids.
- HDC would like to know long-term plans for barn.
- Concern is that the barn will be taken down for safety reasons and materials sold.
- Owner has asked for HDC guidelines and an application for Certificate of Appropriateness.
- If the barn is to be replaced, HDC would like to see feature by feature replacement
- Also, if the barn is replaced HDC would like to see a building of similar scale and retention of significant existing features.
- HDC would like to have owner submit long-term vision of project and provide updates every 6 months.
- If barn is reduced to salvage materials, HDC would like to see a list of materials.
- If salvaged materials are to be re-used in a new building, HDC expects owner to store materials according to HDC guidelines.
- Erica has spoken to Community Development and was told that new structure could be built to same size 35 X 50 sq. ft.
- Owner to set up a date for HDC to view property.

Note: HDC needs to create a standard form for all projects. Guidelines for all projects should be the same for all applications.

Meeting adjourned: 9:55 AM

Respectfully submitted: M. Maytnier/HDC Secretary