

City of Portage – Historic District STUDY COMMITTEE

SPECIAL MEETING

Wednesday, July 12, 2017 @ 9 a.m.
Portage City Hall – Conference Room #1

MINUTES

Call to Order: 9:00 a.m.

Old Business:

1. Conduct a photographic inventory of resources within the existing historic district. *Jessie and Collin relayed confirmation of visit on June 10, 2017.*
2. Conduct basic research of the historic district and the historic resources located within the district. *(Erica noted the PDL Heritage Room file was rather light on additional property history aside from statements from prior owner.)*
3. Determine the total number of historic and non-historic resources within the historic district and the percentage of historic resources of that total. *(Erica noted the map she had assembled as the last page on the draft preliminary report visually denoting the significant resources.)*
4. Prepare a preliminary report. *(Erica asked all members to review the draft preliminary report that was mailed and e-mail to everyone prior to the meeting. Further, she noted the report and photo report from Jessie have been posted to the HDC web page.*

New Business:

1. Preliminary Report and Site Visit results
 - a. *Katie called for a vote to approved the preliminary report with two minor corrections and approve transmission of the preliminary report to the Planning Commission, Michigan Historical Commission, State Historic Preservation Review board and public. Collin seconded – motion passed unanimously. Erica noted that she would provide a copy to the County Treasurer’s Office.*
2. *Erica suggested scheduling the public hearing for the post-60 day period on Wednesday, September 13 and to re-schedule the regular HDC meeting for that same day for best efficiency. Katie called for a vote, which passed unanimously.*

Citizen/Member Comments: None.

Adjournment: 9:35 a.m.
