

City of Portage - Historic District Commission
Wednesday, July 12, 2017
Portage City Hall – Conference Room #1

MINUTES

Called to Order at 8:23 a.m.

Present: Suzanne Nemeth, Fred Grunert, Jessie Duniphin, Collin Forrest, Mike Barton, Katie VanLonkhuyzen and Erica Eklov (SL).

Absent: Dabney Dalton, Marty Maytnier (excused)

Old Business:

- 1) Suzanne began the meeting. Minutes from the regular meeting of June 7, 2017 were approved with Collin noting a change to his attendance status. Fred motioned/Collin seconded.
- 2) Erica provided a verbal update on the list of Current Properties / Open Cases:
 - a. 5134 Oakland Drive – no update
 - b. 3221 W. Milham barn – no update
 - c. 5720 Oakland barn – Erica relayed there have been various communications between owner and staff; nothing new to report.
 - d. 1521 E. Centre (Davis) / Selinon Park development – no update; Collin inquired on status so Erica will check in with Community Development.
 - e. 10234 East Shore (Giem) Train Barn – no update. Fred inquired on split parcels, Erica will check on status.
 - f. 922 W. Osterhout (Norman) exterior work (siding/windows)
 - i. Erica provided Certificate of Appropriateness application; return pending.
 - g. 8021 Oak (Vermuelen) exterior code enforcement issues – ongoing / no update
 - h. 8009 Cox's Drive (Kasten) utilities off – no update
 - i. 2112 Vanderbilt – Erica confirmed letter on roof with application was sent; Fred noted the property has since been listed for sale. Erica will check-in for an update at next meeting.
- 3) Community Awareness
 - a. Katie noted the HDC update before City Council on June 27th was quick but valuable.
 - b. Area Realtor Contact – Collin confirmed submission of two draft letters and members reviewed. Two slight adjustments to the language and formatting were suggested. Jessie noted mention of building permit language in second letter. Collin will e-mail Erica the Word versions and Erica will revise / include in HDC files.
 - c. May HDC event & other events – Erica provided an update on the recent discussions with the Parks Department regarding potential Fall 2017 joint events (New Business).
 - i. There will be a Parks Department sponsored event on August 27, 2017 in celebration of the saving/moving of Stuart Manor. Erica noted that the Parks Department would like to have HDC members volunteer to assist with tours and hosting.
 - ii. Erica also noted an upcoming October event that would be a dual event to open Celery Flats buildings for tours but also have a Halloween/October theme. This is slated for Sunday, October 15 and will need full HDC participation.
 - iii. Jessie volunteered for both; Fred and Katie volunteered for August 27; Suzanne volunteered for August 27 but would have to check on October scheduling.
 - d. Outreach Sub-Committee Update (Marty, Jessie & _____) – Nothing new to report.
- 4) Statement of Significance member suggestions: Erica noted Marty provided draft statement at the June meeting. It was recommended that this item be tabled for Marty's return for discussion at the August

meeting.

New Business:

- 1) October 15, 2017 Celery Flats Parks Department Event and August 27, 2017 Stuart Manor Celebration
(see Community Awareness discussion above)

Citizen Comments: Katie inquired on HDC opinion regarding potential plans to enclose a screened-in porch on the northeast corner of her historic home at 6638 Angling Road to include windows and additional insulation.

Member Comments: None.

Adjournment: 9:00 a.m.