



## MEETING MINUTES

### Jackson Historic District Commission

City Hall | 161 W. Michigan Avenue | 2nd Floor Council chambers  
Monday, March 21, 2016 @ 6:00 PM

MEMBERS PRESENT: Grant Bauman, Marilyn Guidinger, Ric Scheele, and Matt Swartzlander

MEMBERS ABSENT: Lynn Fessel, Jeannette Woodard, and John Schaub

GUESTS PRESENT: Elaine Robinson and Dale Wallace

#### 1. Call to Order

Chairperson Bauman called the meeting to order at 6:04 PM.

#### 2. Public Comment

Elaine Robinson commented on the website improvements, gave an update on the HB5253 amendments and possible new versions, asked about the repair work being done to the exterior of 145 W. Cortland and recommended disapproval item 5 B on the agenda.

Dale Wallace commented on the condition of item 5 B and recommended approval to demolish the property.

#### 3. Adoption of Agenda

Chairperson Bauman *amended the agenda removing 7A. New Business; Discussion on the Lighter, Quicker, Cheaper program and reversed the order of Applications for Permission, 5 A and 5 B.*

*Commissioner Swartzlander moved to approve the amended agenda, supported by Commissioner Guidinger.*

***The motion passed unanimously on a voice vote.***

#### 4. Approval of Minutes

*Commissioner Guidinger moved, with support from Commissioner Scheele, to approve the February 08, 2016 minutes.*

***The motion passed unanimously on a voice vote.***

#### 5. Application(s) for Permission

##### A. Window Replacement for 315 Fourth Street

Owner, Ray Putnam explained to the commissioner the scope of the window project.

*Commissioner Scheele moved approval of the application as presented per Secretary of Interior Standards for Rehabilitation # 6, support by Commissioner Swartzlander.*

*Yeas- 4, Nays- 0*

**The motion passed on a 4-0, roll call vote.**

##### B. Demolition of 756 W. Michigan Ave



Owner, Karl Schelling explained to the commission a brief history for the uses and renovations that have taken place at the property.

*Commissioner Swartzlander moved to postpone the application, support by Commissioner Guidinger. Yeas- 3, Nays-1*

**The motion failed on a 3-1, roll call vote.**

*Commissioner Scheele moved to reconsider the previous motion to postpone, support by Commissioner Swartzlander. Yeas- 4, Nays-0*

**The motion passed on a 4-0, roll call vote.**

*Commissioner Scheele moved to reconsider the previous motion to postpone the application, to allot the commission more time to research the historical significance of the property in question, support by Commissioner Guidinger. Yeas- 4, Nays-0*

**The motion passed on a 4-0, roll call vote.**

## 6. Old Business

### A. Discuss Pre-Civil War and Claire Allen Homes

None.

### B. Discuss design guidelines/standards

Committee Member Elaine Robinson updated the Commission on the progress of the subcommittee for Design Standards; the committee is currently working on putting together a list and visual aids for examples of design standards for both commercial and residential properties.

## 7. Final Comments:

### A. Public Comment.

Elaine Robinson explained to the committee their right to ask an applicant of their plans for a property after the demolition phase.

City Manager, Patrick Burtch explained to the commission the necessity for the design standards and guidelines the Planning Commission took to City Council, due to all of the current interest and investment in the downtown buildings.

### B. Commissioner Comment.

Commissioner Scheele and Commissioner Swartzlander commented on the decision to postpone item 5 B and an existing list of historic district properties.

## 8. Reminder: Next Regular Meeting

Chairperson Bauman reminded the Commission that the next regularly scheduled meeting will be Monday, April 18, 2016 at 6:00 pm.

## 9. Adjournment

Chairperson Bauman adjourned the meeting at 7:03pm.

**Respectfully submitted,**  
Jennifer Morris