

**MEETING MINUTES
HISTORIC DISTRICT COMMISSION
CITY OF FARMINGTON HILLS
April 9, 2014 – 7:30
FARMINGTON HILLS CITY HALL – COMMUNITY ROOM
31555 W. ELEVEN MILE ROAD, FARMINGTON HILLS, MI**

#	AGENDA ITEM	DISCUSSION SUMMARY/PERTINENT INFO	FORMAL MOTIONS:
1	CALL TO ORDER:	The meeting was called to order at 7:30 pm	
2	ROLL CALL:	MEMBERS PRESENT: Steve Olson, Michael Hegarty, Don Millington, David Johnston, Joan Barber, Ken Weikal MEMBERS ABSENT: Donna Smolinski OTHERS PRESENT: Mark Stec, Staff Liaison; Bryan Farmer, Public Services; Ellen Schnackel, Public Services	
3	APPROVAL OF AGENDA:		MOTION BY: MILLINGTON SUPPORT BY: WEIKAL MOTION TO HEAR NEW BUSINESS ITEM 5.A. FIRST MOTION CARRIED: UNANIMOUS
4A	UNFINISHED BUSINESS: <u>FARMINGTON HILLS CMETERY FINDINGS REPORT</u>	No new information submitted.	
5A	NEW BUSINESS: <u>CERTIFICATE OF APPROPRIATENESS 14-2</u> HISTORIC DISTRICT: #516 Spicer House Stables/Chauffeur Quarters LOCATION: 24723 Farmington Road PARCEL ID: 23-21-401-004 PROPOSAL: Parking lot expansion for proposed archery range APPLICANT: City of Farmington Hills Department of Public Services OWNER: City of Farmington Hills	After a brief review by Liaison Stec, the Proponents expanded on the purpose of the request, answered questions regarding the range design and necessity of the parking lot expansion, and explained the amount of land affected by the proposed expansion. Improvements to the existing parking area will be made in concert with the expansion, using 21AA aggregate or that material necessary to meet City Code. Parking blocks will be installed in concert with the existing blocks to control vehicle parking area(s). Water drainage will be controlled through appropriate swales. Range opening date is anticipated for June, 2014	MOTION BY: WEIKAL SUPPORT BY: MILLINGTON MOTION TO APPROVE THE PROPOSED ADDITION AS PRESENTED MOTION CARRIED: UNANIMOUS
5B	NEW BUSINESS; <u>OFFICER NOIMINATIONS AND ELECTIONS</u>		MOTION BY: WEIKAL SUPPORT BY: MILLINGTON MOTION TO ELECT THE FOLOWING: CHAIR: OLSON VICE-CHAIR: MICHAEL HEGARTY SECRETARY: MILLINGTON MOTION CARRIED: UNANIMOUS

#	AGENDA ITEM	DISCUSSION SUMMARY/PERTINENT INFO	FORMAL MOTIONS:
5C	NEW BUSINESS: <u>FY 2014-2015 BUDGET</u>		MOTION BY: HEGARTY SUPPORT BY: MILLINGTON MOTION TO ACCEPT FY 2014-2015 BUDGET MOTION CARRIED: UNANIMOUS
6A	POINTS OF INTEREST/UPDATES: Historic Markers	<p>Liaison Stec will create a “sign-off” sheet for all future historic markers; sign-off signatures required will be of the Historic District Commission Chair and the owner of the Historic District the marker relates to. This will prevent any erroneous wording or interpretations being cast onto the marker.</p> <p>HDC #511 marker was cast with inaccurate information as taken from the “blue book” of historic structures. Thus, a new marker will need to be made using corrected information. Commissioner Hegarty will reword accordingly and submit same for approval using the new forthcoming form.</p> <p>The “blue book” information will then be updated using this new information.</p> <p>The current sign will be evaluated for its scrap value.</p>	
6B	POINTS OF INTEREST/UPDATES: Sarah Fisher Property	<p>Chair Olson raised concerns of the sale status of the subject property. Perceived inability to redevelop the property due to its “historic” designation has arisen and the Commission now wants to be more proactive in the property’s protection without encumbering future potential development.</p> <p>Some subjects to be addressed might be: Identify which buildings to be saved versus those to be demolished. Asking price of the property. Investigate Historic Preservation credits. Can HDC have a walkthrough of the property.</p> <p>Discussion of the issue with City Staff, ie, Brickner, Brock, Gardiner.</p> <p>Liaison Stec will investigate holding a joint meeting with the Planning Commission to determine a development process amenable to future potential developers.</p> <p>Providence Hospital still retains ownership of the property as of this date.</p> <p>Commission conversation regarding the possibility of the City purchasing the property, ensuring its preservation. Also, an “artist community” was discussed as a possible use, enhancing the “arts” and “intellectual” viewpoint of the City through the use of studio space.</p>	
Asking price	POINTS OF INTEREST/UPDATES: Publicity Opportunities	Chair Olson will contact Dave Tietmeyer regarding video timing of historic structures.	
6D	POINTS OF INTEREST/UPDATES: Reference Materials Long Term Storage	Ken Weikal will transfer the files he received from Jean Fox to Don Millington for future short term storage in a more stable temperature environment. These files will be reviewed by the HDC at a future date; those files deemed important for retention will then be securely kept at City Hall once a storage unit is obtained. The City Hall storage location is yet to be determined.	

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6E	POINTS OF INTEREST/UPDATES: 2013 Survey Letter Responses	The evaluation process is to start relative to the Millbrook residence; an evaluation packet will be formulated and the owner will be contacted.	
6F	POINTS OF INTEREST/UPDATES: Standing Historic District Study Committee	David Johnston volunteered to be the HDC liaison to the Committee.	
6G	POINTS OF INTEREST/UPDATES: Commissioner Plaque	HDC discussed the plaque installation and determined it would be best to hang the plaque when the Orange Risdon map is installed since they are in the same general location.	
7A	CORRESPONDENCE:	Mail was distributed.	MOTION BY: BARBER SUPPORT BY: WEIKAL MOTION TO AUTHORIZE EXPENDITURE OF \$150 FOR RENEWAL OF NATIONAL ALLIANCE OF PRESERVATION COMMISSIONS MEMBERSHIP MOTION CARRIED: UNANIMOUS
8	PUBLIC COMMENTS:	None.	
9	COMMISSIONER COMMENTS:	Olson presented draft of Orange-Risdon map print order form. Some commissioners expressed a desire to purchase a print when available, preferably not in a rolled condition. When available, mailings could be in the USPS triangular shipping boxes.	
10A	APPROVAL OF MINUTES: January 8, 2014 February 12, 2014		MOTION BY: WEIKAL SUPPORT BY: HEGARTY JANUARY 8, 2014 MINUTES APPROVED AS SUBMITTED. FEBRUARY 12, 2014 MINUTES APPROVED WITH MINOR CORRECTION. MOTION CARRIED: UNANIMOUS
12	ADJOURNMENT:	Meeting adjourned at 9:40	
	MINUTES PREPARED BY	Commission Secretary Millington	