CITY OF GRAND HAVEN
HISTORIC CONSERVATION DISTRICT COMMISSION
REGULAR MEETING MINUTES
THURSDAY, JULY 16, 2020 AT 5:00 PM
CENTRAL PARK

The regular meeting of the Grand Haven Historic Conservation District Commission was called to order at 5:11 pm on Thursday, July 16th, 2020 by Vice Chairperson Liza Dora at Central Park, Grand Haven, Michigan.

Roll Call of Members Present: Vice Chairperson Liza Dora; Board Members Karen Casey, Bonnie Cowles, Justin Forrest, Karen Lowe, and Lori Vanderlende.

Others Present: Mary Angel, Administrative Liaison; John Martin, Loutit District Library Director; Erin Pilarski, Tri-Cities Historical Museum Advisory Member.

Members Absent: None.

1) Introduction of New Members.
   The commission welcomed newly appointed members Justin Forrest and Lori Vanderlende. There is still one additional vacancy on the board.

2) Approval of the Minutes.
   Moved by Lowe, seconded by Cowles, to approve the June 18, 2020. Regular Meeting Minutes. This motion carried unanimously.

3) Local Landmark Historic Designation Outreach Update (Casey/Dora).
   Karen Casey reviewed the document she and Liza Dora created regarding potential properties (circa 1840-1860) to target for Local Landmark Designation. Since our last meeting, the file of 20 plus properties has been updated with more photos as well as abbreviated histories where available (based on Wally Ewing’s Buildings Directory).

   After some group discussion regarding our Dropbox documents, Karen Lowe volunteered to try to synthesize/integrate the various listings of structures (historic designations, walking tours, and pre-1900 list of structures) to identify overlap and opportunities.

4) Review of Local Landmark Designation Application 520 Lake Avenue, Paul and Lisa Veach
   As agreed in June, a letter was sent to the Veach’s acknowledging the board’s receipt of the application and explaining the delayed review process due to Covid-19. Additionally, Karen Casey did some additional research on the property using available sources (i.e., Ewing) and uncovered some conflicting information regarding James Leggat vs. John Leggat and 512 Lake Avenue vs. 520 Lake Avenue.

   Given that Ottawa County Register of Deeds is still not open for research purposes, it is difficult to confirm the date built and original owner or chain of ownership. John Martin offered to personally contact Justin Roebuck, County Clerk, Register of Deeds to request a deed search on 520 Lake. The board accepted his gracious offer.

5) Highland Park Walking Tour Update (Lowe). Per last month’s update, Covid-19 and social distancing has resulted in Highland Park residents postponing the re-boot of the Historic Cottage Tours (indoors) until at least 2021. Regarding self-guided walking tour and brochure, there are security concerns. as the majority of the historic cottages are seasonal only. John Martin asked if doing a virtual walking tour was an option for Highland Park. Loutit District Library, in conjunction with the Tri-Cities Historical Museum, is launching a virtual walking tour later this month, with roughly 6-10 stops. This may be a model to use for Highland Park. It was also suggested that we might use the cottage names (versus addresses).
6) **Lighthouse Conservancy Update (Angel).** According to the bylaws, Cindy Crane's departure from the HCDC does not leave a vacancy for representation from the HCDC to the Lighthouse Conservancy. However, if any HCDC member wishes to attend a meeting, you will be welcomed. Minutes from the Lighthouse Conservancy meetings will be provided in your monthly packets to keep you updated. If you would like a copy of the agenda, please let Mary Angel know.

7) **Tri-Cities Historical Museum Update (Pilarski).** The museum re-opened on July 7th, now with a maximum capacity of 30 visitors at one time and all visitors must wear masks. Several programs (e.g., Music@theMuseum, ice cream social, etc.) have been cancelled this year due to Covid-19 and some exhibits closed, such as the new Hands-On exhibit area for kids. Museum staff members are working to find new ways to make the exhibits experiential without requiring 'touch'.

8) **Loutit District Library Events Update (Martin).** The library is still closed to entry but offering curbside check-out/pick-up and return/drop off services. Currently scheduled tentatively to reopen August 3, 2020. Library staff members have been busy rearranging the library to conform with guidelines. This coming Monday (July 20) there will be a 'story walk' in Central Park. This is the third 'story walk' sponsored by the Loutit Public Library. The first was at Hemlock Crossing (Ottawa County Parks) and the second was in Spring Lake.

9) **Annual Election of Officers.** Per the Grand Haven Code of Ordinances, Chapter 2, Article V, Sec. 2-76.1, all city boards and commissions shall annually elect a presiding officer no later than the end of September. The following motions were made:

   a. Moved by Karen Lowe, seconded by Karen Casey, to elect Liza Dora as chair of the Historic Conservation District Commission for the next year. This motion carried unanimously.

   b. Moved by Bonnie Cowles, seconded by Liza Dora, to elect Karen Casey as Vice-Chair of the Historic Conservation District Commission for the next year. This motion carried unanimously.

   c. Moved by Karen Casey, seconded by Karen Lowe, to elect Justin Forrest as Secretary of the Historic Conservation District Commission for the next year. This motion carried unanimously.

10) **Review of 2020 Goals.** Chairperson Liza Dora reviewed the 2020 Goals discussed at the January meeting. She also read the HCDC’s Mission Statement and purpose.

11) **Other Business Not on the Agenda.**

   **Review of 101 N. Third Plans re Historical Significance.** The group discussed that 101 N. Third is a contributing structure to the National Register-Listed Grand Haven Central Historic District and one of the few remaining Art Deco-influenced buildings, built in 1937.

   a. A motion was made by Casey and seconded by Cowles to draft a statement on behalf of the Historic Conservation District Commission to call attention to the historical significance of the building, the architectural style and that it is listed as a contributing structure on the National Register of Historic Places. This motion carried unanimously. (See ATTACHMENT A).

   **Token of Appreciation.** The group discussed a token of appreciation to outgoing Chairperson Marsha Peterson as a way of thanking her for her leadership on the HCDC over the past six years.
12) **Adjournment.** The meeting was adjourned at 6:44 pm.

Respectfully submitted,
Karen Lowe

ATTACHMENT A

July 21, 2020

**TO:** Jennifer Howland / Planning Commission  
**FROM:** Grand Haven Historic Conservation District Commission (HCDC)  
**RE:** Review of Plans for 101 N. Third Street

Thank you for providing the HCDC with the opportunity to review plans for **101 N. Third Street.**

The Tribune Building at 101 N. Third Street is listed as a **contributing structure** to the GRAND HAVEN CENTRAL HISTORIC DISTRICT, listed on the **National Register of Historic Places.** Architecturally, the structure is noted as one of the few **Art Deco-influenced** buildings in the district, built in 1937.

For any contributing structures or individually listed buildings on the **National Register of Historic Places**, the HCDC recommends following the Secretary of the Interior's standards for preservation, rehabilitation, restoration and or reconstruction. The HCDC understands that the structure may need to be modified or razed in order to meet current market demands. Given this, the HCDC requests that consideration be given by the developers to create a building design that reflects and is complementary to the original Art Deco-influenced design of the building.