

**HISTORIC DISTRICT COMMISSION
CHERRY HILL SCHOOL
50040 Cherry Hill Road
Canton, MI 48188**

**MEETING MINUTES OF
May 1, 2019**

Roll Call:

Members Present: Scott Beutner, Kathy Martin, Dave Curtis, Steve Foley, JoAnn Dionne
Member Absent: Ralph Welton
Staff Present: Gregg King
Guests: None

Call to Order:

Once a quorum was assembled, Chairperson - Steve Foley called the meeting to order at 7:06 p.m. and led the Pledge of Allegiance.

Approval of Agenda:

Agenda was amended to include discussion on a proposed Demolition Permit Process and Discussion on the Sheldon Inn pending demolition. Motion by Dionne, supported by Martin to approve the agenda as amended. Motion carried by all members present.

Approval of Minutes:

Motion by Foley, supported by Beutner to approve the minutes of the April 3, 2019 Meeting. Motion carried by all members present.

Committee Reports:

I. Historical Society

Mr. Curtis discussed that the Museum display from last year was being taken down and a new display was being put up. He also discussed that there was a need for volunteer help at the BT House and that the Society was working to clean up the Agricultural Display Pole Barn so it would be open for the first Farmers Market and the River Day event.

II. Buildings and Grounds

Discussion regarding the recently laid stone for a parking area at Preservation Park north of the entrance driveway. Work continuing to assure better drainage and the possibility of the addition of a pavilion at the north end of the property. The pavilion will be planned for so that a bathroom can be added after the initial build.

III. Education

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Discussed the upcoming opportunities that this commission has and that Staff will be forwarding, on an ongoing basis information and training materials relative to the roles and responsibilities of the Historic District Commission. A pamphlet titled "Code of Ethics for Commissioners" was distributed and discussed. Additionally, the CLG annual report Template was discussed. Staff has asked that commissioners keep this form and to become familiar with the scope of the CLG requirements. It was suggested that each commissioner keep the form and use it as a note taking pad so that at the end of the year entire commission input will be available.

It was noted that the State has yet to advise us on the status of the CLG review. We are also still waiting on concurrence from the State regarding the re-survey summary considerations. Staff will reach out to the SHPO to see where these determinations are.

IV. Development

Discussion on how the newer developments are really starting to pop up this season. The home concentration is very high.

V. Legal

Nothing to report

Old Business:

I. Upcoming Training Opportunities/Toolkits and Wheelhouses

Discussed that Kathy Martin is attending the Southeast Michigan Regional HDC Workshop in Northville on Monday the 6th of May as is Mr. King. Mr. King also advised the commission that he will be attending the State Historic Conference in Holland May 16, 17 and 18. He will report back in next month's meeting.

II. HDC Photo Documentation Discussion / Sears Houses

There was discussion regarding the need and the urgency to begin photo documentation of historic assets in the Township. Staff discussed that there was a Historical Survey that was completed in 1981 and that it would be a great beginning to go to each location listed in the survey and to photograph and to document it's condition.

Additionally staff has asked the commission to begin documenting parcels and building and to send them to staff so a file can begin to form on the present day assets.

Discussed too the Lilley Road bridge that repairs and or replacement of that bridge was due to occur this year. This too is another item that should be photo documented.

Staff also talked about the VHS library that the HDC has that requires conversion to digital. Staff will look into what there is and what can be done to get those tapes converted

Martin asked if we could interview Terry Bennet by Skype but staff does not have that capability and that the commission is invited to reach out to Terry. The use of

Canton Cable was discuss and when the interview is scheduled Cable will be contacted to see if they can be of assistance.

III. Follow up on CLG Annual Report and Ordinance Update

Staff advised the commission that no reports have been received from the SHPO. The SHPO was sent the information on 3/8.2019. Staff to follow up tomorrow with a call.

IV. Election of Secretary for the Commission

No Commission member has volunteered to act as Secretary. Staff is filling in at this point until such time that a commissioner volunteers for the position. The ordinance was reviewed that indicates that “The commission shall elect from its membership a chairperson, Vice-chairperson and secretary at the first meeting of the year.” While a second staff member from Township staff had been provided regularly in the past the Township Clerk and Leisure Services Director has made it clear that no such administrative support will be given to the Commission. Staff advised the commissioners that a township employee will be available to assist the HDC Liaison but they will not serve as a secretary. To that end that staff will be able to transcribe minutes, make postings on the web and other like assignments to assist the Staff Liaison. If there is no person that volunteers the commission will be in violation of their ordinance and Staff will look to the SHPO and Township Legal for direction.

New Business:

I. Welcome Joan Lager to the Historic District Commission

Joan was unable to attend due to a family emergency.

II. Discussion on 50325 Cherry Hill/Criteria necessary

Mr. Curtis discussed the newly found information that he has presented to the commission for consideration. It has in part found that the information found by Kosky and Glynn and used for the Nation Register Nomination for this property was incorrect. Mr. Curtis’ research is very thorough and detailed and as such was presented to the National Register person at the SHPO, Todd Walsh so that this new and more accurate information be added to the National record for this property.

III. Distribution and Discussion on NAPC Code of Ethics

Pamphlet was distributed to the commissioners and they were asked to review and come back with questions for comments at the next meeting.

IV. Demolition Permit Application Discussion and Vote

A discussion was had about a new Demolition Permit and process for historic properties. The commissioners were given a sample application and Guidelines for the Consideration for the Demolition or Moving of Structures prior to the meeting for consideration. After discussion there was a motion by Foley and a second by Curtis to “Incorporate the proposed Canton Township Historic District

Commission Demolition Permit Application and the Guidelines for the Consideration of Applications for the Demolition, or Moving of Structures with in the Canton Township Historic District as presented with the addition of the caveat that the permit approved would have an expiration date of one year after the permit has been approved.”

With consideration of the Secretary of Interior Standards for Rehabilitation this new process will establish specific objective criteria for the consideration of such actions. Specifically that a building that is being considered for demolition should:

1. Constitute a hazard to the safety of the public or the occupants.
2. That the structure is a deterrent to a major improvement program that will be of substantial benefit to the community, and the applicant proposing the work has obtained all necessary planning and zoning approvals, financing and environmental clearances.
3. That retaining the structure will cause undue financial hardship (as defined on p. 10 of the Guidelines) to the owner when a governmental action, an act of God, or other event beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at it's fair market value, or moving the resource to a vacant site within the historic district, have been attempted and exhausted by the owner.
4. That retaining the structure is not in the interest of the majority of the community.

Motion carried by all members present. Staff will discuss with the SHPO and Township Legal counsel regarding the incorporation of this process into the Canton Historic Preservation Ordinance.

V. Sheldon Inn Demolition Notification

Discussion was had regarding the call to the Township wherein the owner of the Sheldon Inn at 44134 Michigan Ave. has notified staff of his intentions to demolish the building. The owner of this Nation Register Property has called and has advised staff that the building is no longer occupied by residents as it has served as an apartment for the past several years. The Inn is not included in the Canton Township Historic Preservation Ordinance. The owner has agreed to allow the commission to enter the building and photograph anything they wish to photo document the structure. Additional consideration will be discussed with the owner to include the possible filming of the building and the return to the Township the National Register designation sign so that it can be held by the Historical Society.

Adjourn:

Motion by Foley, supported by Dionne to adjourn at 8:16 p.m. Motion carried by all members present.