

**CHARTER TOWNSHIP OF PLYMOUTH
HISTORIC DISTRICT COMMISSION
SPECIAL MEETING
WEDNESDAY, OCTOBER 23, 2019**

Chairperson Harless called the special meeting of the Historic District Commission to order at 7:00 p.m.

MEMBERS PRESENT: Jack Dempsey
Dennis Cebulski
Kevin Gurtowsky
Wendy Harless
Sybil Hunter
Jim Salamay (in at 7:10 p.m.)
Carol Souchock

MEMBERS EXCUSED: None

OTHERS PRESENT: Laura Haw, AICP, NCI, Planning Consultant
Alice Geletzke, Recording Secretary
1 Member of the Public

2. APPROVAL OF OCTOBER 23, 2019 AGENDA

Moved by C. Souchock and seconded by D. Cebulski to approve the agenda for the special meeting of October 23, 2019. Ayes all.

3. ENACTMENT OF CONSENT AGENDA

- a. Approval of September 26, 2019 Meeting Minutes

Spelling corrections were made to the names of K. Gurtowsky and C. Souchock.

Moved by D. Cebulski and seconded by K. Gurtowsky to approve the minutes of the meeting of September 26, 2019, as corrected. Ayes all.

4. BOARD MEMBERS COMMENTS

J. Dempsey indicated he'd received an e-mail regarding a bill introduced in both houses of Congress called the Historic Tax Credit Growth and Opportunity Act. He also had questions regarding the project planned on the Court House Grill property and any opportunities to salvage structural items prior to demolition, if that should occur. The possibility of storing these items in the DPW area was mentioned.

C. Souchock had comments regarding the possibility of training for the commission and the award of grants by the Michigan Council for Arts and Public Affairs.

Chairperson Harless indicated that she received information from Supervisor Heise that the Township owns the Shearer Cemetery and is interested in making it a historic district. She suggested that commissioners inspect the site and return with ideas for the December meeting.

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5. NEW BUSINESS

a. Historic District Creation Flow Chart - *Wendy*

1. Review the draft flow chart

Commissioners made suggestions to clarify the language in the suggested flow chart.

Moved by S. Hunter and supported by J. Salamay to accept the flow chart with suggested changes. Ayes all.

b. Plymouth Tourism Brochure – *Jack*

A brochure was distributed which was produced by the Plymouth Preservation Network regarding the City's Kellogg Park Historic District. Commissioners discussed the possibility of a brochure showing the Township's tourism, showing historical sites and sites illustrating the quality of life in the Township. The possibility of including this on-line initially and printing copies at a later date was mentioned. Chairperson Harless suggested that members compile a wish list for what might appear in the brochure for the December meeting, what size might be preferred, and the amount to print.

c. Discussions on the Open Meetings Act – *Laura*

1. Communication from the Township Attorney dated April 6, 2017 (originally provided to the Planning Commission but applicable to other appointed bodies); and the
2. Open Meetings Act Handbook

Ms. Haw recommended erring on the side of caution with e-mails, keeping in mind that a group e-mail can be used for disseminating information; but if input is requested, it is best to wait until a meeting or provide written comment directly to the Township to be read into the record at the next meeting.

6. OLD BUSINESS

a) Fee Schedule 2nd review – *Laura and Jack*

Commissioners reviewed the information on fees charged by other communities as gathered by Ms. Haw.

Moved by J. Salamay and supported by C Souchock that no fees be charged until August, 2020. Ayes all.

b) Web site text 2nd review – *Wendy*

Moved by K. Gurtowsky and seconded by S. Hunter to approve the second draft of the web site text. Ayes all.

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7. PUBLIC COMMENTS AND QUESTIONS

A resident of the Township discussed with Commissioners some of the regulations for becoming a historic district and what might be the advantages of doing so.

8. ADJOURNMENT

Moved by C. Souchock and seconded by D. Cebulski to adjourn the meeting at 8:30 p.m. Ayes all.

Wendy Harless, Chairperson
Plymouth Township Historic District Commission