



City of Saginaw
Historic District Commission
City Hall Council Chamber, Room 205
1315 S Washington Avenue
Saginaw, MI 48601
989-754-8222
Minutes
Tuesday February 20, 2024

I. Call to Order - Commissioner Mixer called the meeting to order at 5:02 pm.

II. Roll Call – Staff took roll.

Members Present: Lee Amo, Alex Mixer, Steven Meyers, and Andrew Naumann

Members Absent: Kevin Mark Rooker

Staff Present: Cassi Zimmerman, Robert Gollin, Attorney Amy Lusk

III. Approval of Minutes

Motion by Commissioner Meyers, seconded by Commissioner Naumann, to approve the January 25, 2024, meeting minutes. **4 ayes, 0 nays, 1 absent. Motion approved.**

IV. Approval of Agenda

Motion by Commissioner Meyers, seconded by Commissioner Amo, to approve the agenda as presented. Commissioner Mixer requested that a discussion of Case # J24-0366 be added to the Old Business portion of the agenda. Motion by Commissioner Amo, seconded by Commissioner Meyers, to approve the amended agenda. **4 ayes, 0 nays, 1 absent. Motion approved.**

V. Public Comment

No Public Comment.

VI. New Business

a. Resolution To Establish an East Saginaw Historic Business District Study Committee

Commissioner Mixer asked if this would represent creating a new study committee as opposed to assigning this to the Standing Study Committee. City Attorney Lusk responded that the Standing Study Committee term dissolves December 31 of 2024. She opined that the tract record of the current ongoing study committees to complete the necessary tasks within that short of a time frame supported establishing a new study committee.

Commissioner Meyers asked about the make-up of some of the outstanding study committees. He mentioned that there were vacancies. City Attorney Lusk suggested that the Historic District Commission should be working to recruit members either before or during the establishment to avoid these vacancies. Commissioner Mixer asked if the members needed to be residents of the City. Attorney Lusk stated that inherently, they would need to mirror the requirements of the Commission but should also have an interest in or knowledge of the site. Commissioner Amo suggested that the position should be posted on the City's website and social media outlets. Attorney Lusk explained that any requests for posts on the City's website or social media page should be directed to Vicky Davis, the City's Information Officer.

Motion by Commissioner Amo, seconded by Commissioner Meyers, approving a resolution to establish an East Saginaw Historic Business District Study Committee be sent to the City Council for adoption. **4 ayes, 0 nays, 1 absent. Motion approved.**

VII. Old Business

a. 2024 Goals

Commissioner Mixer pointed out that most of the 1st quarter goals have been accomplished. He noted that there are two applicants to fill the vacancies on the HDC to be considered at the next City Council Meeting.

b. J24 0366 HDC App 303 Adams – Demo

Commissioner Mixer asked if the motion of Notice to Proceed, could be revisited to include “contingent upon Planning Commission approval of the site plan”. City Attorney Lusk responded that this was her recommendation at the time, but the motion did not include that language. She added that amendment to the motion would have to have been offered and voted on at the time of the motion. Commissioner Mixer asked if they need to come back to the HDC for site plan approval. Staff Gollin responded that since being granted the Notice to Proceed from the HDC, the owners could go ahead with the demolition. He added that the elevation drawings were part of the application that was approved, and the owner would still need to get site plan approval by the Planning Commission.

Commissioner Mixer suggested that, moving forward, it would be beneficial to have additional information or documentation supporting the demolition. He cited a few examples of communities in Michigan that have specific required documentation to prove economic hardship. Attorney Lusk suggested that staff will investigate other Commissions’ guidelines for consideration.

VIII. Adjournment

Motion by Commissioner Meyers, seconded by Commissioner Amo, to adjourn the meeting at 5:22 p.m. **4 ayes, 0 nays, 1 absent. Motion approved.**

Respectfully submitted.
Robert Gollin, Staff