

Council Chamber  
Henry L. Brown Municipal Bldg.  
One Grand Street  
Coldwater, Michigan



May 10, 2023  
5:30 p.m.  
(517) 279-9501  
[www.coldwater.org](http://www.coldwater.org)

## HISTORIC DISTRICT COMMISSION REGULAR MEETING

**MEMBERS PRESENT:** Neighborhood Services Director Jake VanBoxel called the meeting to order at 5:30 p.m. with the following members present: Sarah Zimmer, Michael Caywood, Jenny Rakocy and Tracy Kelley.

**MEMBERS ABSENT:** Chairman Randall Hazelbaker, Tamara Barnes and one vacancy.

**OTHERS PRESENT:** Audrey Tappenden and Shauna Chávez.

### PUBLIC COMMENTS

1. Approval of the Regular Minutes of December 14, 2022.

**Commission Action:** Motion by Commissioner Caywood, seconded by Commissioner Rakocy, to approve and place on file the Regular Minutes of December 14, 2022, as presented.

Ayes: 4

Nays: 0

Motion carried.

### OLD BUSINESS

None.

### NEW BUSINESS

2. Certified Local Government Unit (CLG) application update and memo from Audrey Tappenden, Main Street Director, requesting the two updates to Chapter 1490 Local Historic District Code as required by Public Act 169 of 1970, the Local Historic Districts Act (listed below) as well as non-required update to increase our current civil infraction penalty from \$500 to \$5,000.

- 399.203 Historic districts; establishment; study committee; duties; public hearing; notice; actions; availability of writings to public.
- 399.214 Local units; establishing, modifying, or eliminating historic districts; study committee; considerations; review of applications within proposed historic district.

**Commission Action:** Motion by Commissioner Kelley, seconded by Commissioner Rakocy, to request City Council to update to Chapter 1490 Local Historic District Code bringing it into compliance with state law and to increase our current civil infraction penalty from \$500 to \$5,000, as presented.

COLDWATER CITY HISTORIC DISTRICT COMMISSION MINUTES  
May 10, 2023

Ayes: 4

Nays: 0

Motion carried.

3. Main Street project update — Audrey Tappenden, Main Street Director.

**Commission Action:** None — Information only.

4. Upcoming Training Opportunities — Potential June training opportunity. Jake will forward information to the commissioners.

5. Chair/Co-Chair to be elected and Goal Setting to be on the next agenda.

6. Vandalism at 22 W. Pearl — We have funds to cover the vandalism and enhance the appearance of the boarded-up building.

**PUBLIC COMMENT**

- None.

**ADJOURNMENT** – Next meeting Wednesday, June 14, 2023.

There being no further business to come before the Historic District Commission, Neighborhood Services Director Jake VanBoxel declared the meeting adjourned at 5:46 p.m.



Shauna Chávez  
City Clerk, CMC