

CITY OF MACKINAC ISLAND

AGENDA

HISTORIC DISTRICT COMMISSION

Tuesday, August 13, 2024 at 1:00 PM

City Hall – Council Chambers, 7358 Market St., Mackinac Island, Michigan

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Approval of Minutes

[a.](#) July 9, 2024

V. Adoption of Agenda

VI. Correspondence

[a.](#) Rentrop May 31 2024 Statement

[b.](#) Rentrop Statement June 30 2024

[c.](#) Letter from Planning Commission re Light Fixtures

VII. Committee Reports

VIII. Staff Report

[a.](#) CD24-039-043(H) Shea Gate Post and Stone Wall Repairs

[b.](#) MD24-073-044(H) Griffin Fence Repair

[c.](#) R324-008-045(H) Small Point B&B Porch Roof and Gutter Replacement

IX. Old Business

[a.](#) MD23-026-085(H) Rose Gazebo Front Deck Amendment

[b.](#) MD23-011-072(H) Lenox Porch Permit Extension Request

[c.](#) Demolition Application Discussion

X. New Business

[a.](#) Approval of Appreciation Letter to Rentrop

[b.](#) HB24-026-046(H) Harbour View Inn Enclosed Fire Escape and Like for Like Repairs

[c.](#) R324-008-047(H) Doud Benser Mission House Relocation and New Building

[d.](#) MD24-036-048(H) Mackinac Island State Park Historical Marker

XI. Public Comment

XII. Adjournment

MINUTES

HISTORIC DISTRICT COMMISSION

Tuesday, July 09, 2024 at 1:00 PM

City Hall – Council Chambers, 7358 Market St., Mackinac Island, Michigan

I. Call to Order

The meeting was called to order at 1:02 PM.

II. Roll Call

PRESENT

Andrew Doud

Lee Finkel

Alan Sehoyan

Lorna Straus

Nancy Porter

Peter Olson

Shannon Schueller

Staff: Gary Rentrop, Richard Neumann, Erin Evashevski, Dennis Dombroski

III. Pledge of Allegiance

IV. Approval of Minutes

a. May 14, 2024

Motion to approve as written.

Motion made by Sehoyan, Seconded by Finkel.

Voting Yea: Doud, Finkel, Sehoyan, Straus, Porter, Olson, Schueller

b. June 11, 2024

Motion to approve as amended. Amendment was to add "...rezoning and applicant stated no.", on page 2.

Motion made by Sehoyan, Seconded by Doud.

Voting Yea: Doud, Finkel, Sehoyan, Straus, Porter, Olson, Schueller

V. Adoption of Agenda

Attorney Rentrop announced his resignation but stated he would still be working as a consultant with Erin Evashevski. Finkel announced that Sehoyan has been appointed the temporary Chair. Doud apologized for being out of line at last meeting.

Motion to adopt the Agenda as presented.

Motion made by Finkel, Seconded by Olson.

Voting Yea: Doud, Finkel, Sehoyan, Straus, Porter, Olson, Schueller

VI. Correspondence

None

VII. Committee Reports

None

VIII. Staff Report

Motion to place the Staff Report on file.

Motion made by Doud, Seconded by Straus.

Voting Yea: Doud, Finkel, Sehoyan, Straus, Porter, Olson, Schueller

a. Job Status Report

A revised report dated July 9 was presented at the meeting. Sehoyan asked if anyone has updates to let us know. Straus asked about the expired date. Sehoyan explained that if it has started it is not expired. Motion to approve

Motion made by Finkel, Seconded by Doud.

Voting Yea: Doud, Finkel, Sehoyan, Porter, Olson, Schueller

Voting Abstaining: Straus

Sehoyan addressed the commission and asked that all members be respectful and don't talk over others. When a Motion is made, it is to be supported, then any discussion, then the vote. Doud stated he thinks we need to say going forward we need to make motions more clear. Olson stated that meetings following some kind of Roberts Rules keeps it clearer.

b. C24-066-033(H) Mary's Bistro Rot Repair at Window Stops

Dombroski stated this is typical Mackinac island trim that has rotted and is being repaired like for like.

c. MD24-078-035(H) Chambers Trim Board Replacement

Dombroski stated that rotted trim is to be replaced like for like.

d. R124-080-038(H) Lounsbury Log Repairs

Dombroski stated there are not many log structures on the island but the rotted logs on this house need to be repaired.

e. MD22-069-022(H) May Repair Update

Dombroski stated this was not a repair but a follow up to the demolition by neglect. Dombroski stated that the porch was nicely shored up and they also did shoring on the inside of the porch. The contractor did his best to add a temporary fix to the leak on the roof.

f. C24-012-040(H) MIFC Main Dock Lateral Support Repairs

Dombroski stated this is ongoing work on main dock. Dombroski stated he is in discussions with Starline and getting the main dock improved and there is work going on now with lateral bracing that started two weeks ago. This repair will add serious structural stability to the dock. Doud asked if HDC is hindering them at all. Dombroski said no not with this. Dombroski is treating it as like for like because it was what the dock had for stability originally and we need that back. Doud stated he was all for it and if the contractor needs to come after the fact that is ok with him.

Finkel asked about the lighting. Dombroski said he has talked to Fetty and has been told the hours the lights are on have been reduced, and pointed out the zoning ordinance for type of lighting to be in keeping with the neighborhood. Dombroski stated warm lighting is about 2700 kelvin. Lumens are identical in white and warm lighting. Dombroski doesn't think the island should go with bright lights. Cloverland agreed and is putting in the warm lights.

IX. Old Business

a. C23-083-019(H) Gatehouse Amendment

Gene Hopkins stated after discussions with the Grand the plan has changed. They are minimizing the exterior changes. The applicant would like to upgrade the metal railing, deck, and add lighting. The egress door and fireplace will remain. A new awning will be going over the doors. Schueller asked if the railing is being moved back and patio extended. Hopkins stated no. They intend to extend the railing along the side by bike parking. Finkel asked if lighting will be down lighting. Hopkins stated yes. Sehoyan stated Neumann approved the amendment. Neumann stated the other

side of building is going to be a new trash enclosure and that meets the standards as well. Dombroski asked about the water access lines. Hopkins wasn't aware but said they would move the shed location if needed. Neumann was ok with that. Motion to approve.

Motion made by Finkel, Seconded by Olson.

Voting Yea: Doud, Finkel, Sehoan, Straus, Porter, Olson, Schueller

b. Jaquiss Resolution

Rentrop confirmed the committee had the correct version in the packet. Finkel wanted to remind everyone that the resolution in whole as well as the specific aspects of it are the sole discretion of the HDC, meaning we can do whatever we want. There is no appeal or redo. Finkel further stated this resolution is a deviation of our usual process but because of concern of precedence we did a resolution. Rentrop stated Sehoan's original motion is reflected in the current resolution. Doud pointed out the point that the 4 month point making it unique was not included and Rentrop reminded him that is what he wanted. Doud confirmed Rentrop was correct and was OK with the resolution as presented. Motion to approve the Resolution.

Motion made by Doud, Seconded by Finkel.

Voting Yea: Doud, Finkel, Sehoan, Straus

Voting Abstaining: Porter, Olson, Schueller

c. Demolition Application Discussion

Sehoan asked for refresher on why this was on the Agenda. Doud said it was something the Commission had talked about and it is a broad application and it needs to be discussed. Pereny did not put the application in the packet. Rentrop stated the general directions is what the hdc wanted to review. Doud stated the checklist and the process need to be reviewed. Doud stated he doesn't think the application should come to HDC until complete. Motion to table until next month to have a chance to review the application and the ordinance.

Motion made by Doud, Seconded by Sehoan.

Voting Yea: Doud, Finkel, Sehoan, Straus, Porter, Olson, Schueller

d. Discussion Regarding Minutes Being Reviewed by Attorney

Doud stated he brought this up a couple of months ago. Doud asked what the process is for review. Pereny said chair, lawyer and Neumann review the minutes. Porter stated the Motions need to be clear. Sehoan further stated if there is something that a Commissioner would like included in the minutes, they must state that at the time it is said. Pereny made it clear that going forward all Motions must be slowly stated so Pereny can type it correctly, and Pereny will not restate

Motions. Any restatements must be made by the person making the Motion. Olson asked if they can present an amendment at time of review in the meeting. Doud said we would like to call Pereny with changes before the meeting. Fortino stated that all deliberations including minute changes, have to happen in an open meeting. All corrections must be made at the meeting.

X. New Business

Rentrop stated he is tendering his resignation. He has had discussions with Evashevski and Mayor Doud. Evashevski will represent the HDC and Rentrop will continue as a consultant. Rentrop thanked the Commission for the opportunity to work with all of them and for the friendships formed.

a. MD24-069-034(H) Twilight Building Doors and Stoop

Hopkins passed out updated plans for review. Jurcak wanted to say rebuilding after fire we wanted to make as safe as possible. Everything today is a safety measure. Hopkins stated there are three things which are the front doors and panic hardware update, doors and a stoop. The doors are historic and significant so they are having doors made to match. This takes time so panic hardware will be installed on the old doors until the new doors arrive. The stoop on the back of building to allow for people to come out of the door, which will have panic hardware, will have a guardrail so people will have to follow the steps. Sehoyan asked Neumann if he was comfortable with the changes. Neumann stated he hasn't seen it but trusts Hopkins to select the correct guardrail, and everything else meets our standards for review. Finkel asked if the new doors will be fire rated. Hopkins stated yes. Motion to approve

Motion made by Doud, Seconded by Olson.

Voting Yea: Doud, Finkel, Sehoyan, Straus, Porter, Olson, Schueller

b. MD24-074-036(H) Beeck Lift

Pereny gave an update on Beeck not using the product. Dombroski recommended to the applicant to review the concept of the lift. Neumann did not give a favorable review. Neumann stated that he feels even though in the back yard and seems pretty screened, overall the concept of adding exterior lift to a historic building in a historic setting is not appropriate. The critical standards of fitting in with historic environment are not met. Finkel asked Rentrop because of ADA would there be an issue. It was confirmed it is for freight not people. Neumann asked Dombroski about the purpose of the lift. Dombroski thought it is to move furniture and appliances in to the unit due to the narrow steps. Porter asked how often you have to move furniture or appliances. Porter suggested he rent something temporary when needed. Finkel agrees owners convenience is irrelevant to the HDC. Motion to deny

Motion made by Doud, Seconded by Finkel.

Voting Yea: Doud, Finkel, Sehoyan, Straus, Porter, Olson, Schueller

c. R324-003-041(H) Chambers Porch Replacements

McGreevy stated the front porch has a few rotten boards which will be replaced like for like. The two porches on the newer addition on the side and back are rotting and will be replaced with Azek with same 3.5" tongue and groove and same color. Neumann stated Azek is a good substitute and has the same appearance and meets the standards. Motion to approve.

Motion made by Finkel, Seconded by Doud.

Voting Yea: Doud, Finkel, Sehoyan, Straus, Porter, Olson, Schueller

d. R324-030-037(H) Rearick Chimney Repair

Dombroski stated it is a necessary repair and along with the repair of the alternate liner the exterior portion of the chimney needs to be rebuilt and brought up to be above the ridge of the roof to meet current code. The contractor also wants to put a top and Dombroski agrees that is a good idea. Neumann has not been able to see the application due to email issues and confers to Dombroski's judgement. Based on codes Neumann believes he would approve it. Sehoyan asked how much height was to be added but Dombroski wasn't sure. Motion to approve.

Motion made by Porter, Seconded by Finkel.

Voting Yea: Doud, Finkel, Sehoyan, Straus, Porter, Olson, Schueller

e. Lighting Discussion

Doud stated normally if the Chippewa called and said the lights are too bright, he would turn them down. Doud doesn't think lighting is something we need to review. Doud asked Michael Straus. Straus stated it was brought to Planning Commission a couple months ago with the complaint of brightness and fixture change. Straus stated Initially the Planning Commission thought what was installed was not in keeping with our ordinance. Porter confirmed that lighting falls under the Planning Commission. Straus stated it is his understanding the fixtures are different so that would be HDC. The ordinance could always be changed if needed. Olson appreciates the comment from Dombroski and lumens. The color of the light might play in as much as the fixture. Dombroski agrees and that is why he thinks the HDC should comment on lighting. Straus stated that anything in the ordinance is city wide and not specific to historic districts. Dombroski referred to section 18 and the statement that it refers to HDC for review. Porter asked for guidelines to what lighting should be allowed. Olson stated if we had a number we needed to follow it might take out the "feel" of what looking for. Neumann stated that since whole island is considered historic, there would be nothing wrong with requiring 2700 kelvin for all lights on the island. Doud asked if Neumann could study this and give us a suggestion? Neumann thinks parameters have already been stated and that the

warmer light is more appropriate. M Straus stated if there is something they want planning to do better, send them a letter. Porter's conclusion is that the HDC reviews fixtures and Zoning reviews lighting.

XI. Public Comment

Jurcak confirmed that with Rentrop retiring Evashevski will represent both Commissions. Jurcak stated he finds it odd that the City would have a single legal representative for everything. With potential new historic districts he finds it odd that there would be cooperation between the Planning Commission and HDC to create an ordinance because that is bypassing the work being done on a historic district if your already doing it amongst the two boards, and it is dangerous. Jurcak recommended that Pereny not record any more meetings. Jurcak thanked Rentrop for all his work.

Dombroski introduced Dave Lipovsky who will eventually be replacing Dombroski.

Mayor Doud thanked Rentrop for all of his work and he will continue as a consultant because his expertise is needed. Also Pete has looked in to workshop for Michigan Municipal League open to all city committee's . No date set yet but will keep you posted.

XII. Adjournment

Motion to adjourn at 2:22 PM.

Motion made by Porter, Seconded by Doud.

Voting Yea: Doud, Finkel, Sehoyan, Straus, Porter, Olson, Schueller

Alan Sehoyan, Chair

Katie Pereny, Secretary

Adkison, Need, Allen, & Rentrop, PLLC
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248-540-7400, Fax 248-540-7401
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City of Mackinac Island
7358 Market Street
PO Box 455
Mackinac Island MI 49757

Attn: Danielle Leach

Page: 1
May 31, 2024
Account No: 3872M

	Balance
HDC General	\$7,520.00
HDC - City	\$520.00
	<u>\$8,040.00</u>

Credit card payments may be made online through the firm's website at www.anafirm.com. Please note that the firm accepts Visa, Mastercard, American Express and Discover.

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 7358 Market Street
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Attn: Danielle Leach

HDC General

Page: 1

May 31, 2024

Account No: 3872-0000M

Statement No: 137435

Previous Balance \$6,218.03

Fees

			Rate	Hours	
05/01/2024	KT	Attended Mackinac City Council meeting. Office conference with Gary Rentrop regarding next steps and potential issues.	200.00	0.50	100.00
	GR	Telephone call with Erin regarding three attachments of Freedom of Information Act from Attorney Koester, attorney for Jaquiss Trust. Office discussion on helping gather requested documents. Prepare file memorandum on all legal issues, and evidence submitted concerning notice to proceed regarding Red House.	200.00	2.60	520.00
05/02/2024	KT	Receive and review Freedom of Information Act request filed by counsel for Cheryl Jaquiss as to the Red House, and litigation hold letter. Office conference with Gary Rentrop regarding same and matter exempt for attorney client privilege. Office conference regarding calculation of days under the ordinance for a completed application. Analysis of issues pertaining to conflict of interest.	200.00	1.10	220.00
	GR	Email exchange with J. Metz regarding her review letter on Red House demolition; review packet from Katie regarding May 14th HDC meeting. Receive and review "litigation hold" writing from Attorney Koester via Erin; discussion with Erin regarding same. Formalize memorandum into draft opinion letter on Red House; various office conferences regarding same.	200.00	3.70	740.00
05/05/2024	GR	Update research on cases that found or denied a Notice to Proceed, continue revising opinion letter.	200.00	5.00	1,000.00
05/06/2024	KT	Receive, review and revise correspondence of attorney client privilege to Mackinac City Commission.	200.00	0.60	120.00
	GR	Continue analyzing law and prior facts, revise and finalize opinion letter.	200.00	4.00	800.00
05/13/2024	HR	Research issues re closed session discussion on demolition standards.	200.00	0.50	100.00
	GR	Prepare for HDC regular meeting regarding Red House, etc. Work on draft motions, approving and denying Notice to Proceed in preparation for decision on Red House. Locate and forward prior email to R. Neumann and J. Metz regarding Red House.	200.00	2.10	420.00
05/14/2024	KT	Municipal meeting by HDC regarding the Red House demolition application. Office			

City of Mackinac Island

May 31, 2024

Account No: 3872-0000M

Statement No: 137435

HDC General

			Rate	Hours	
		conference with Gary Rentrop regarding outcome and next steps. (NO CHARGE)		1.80	No Charge
	GR	Prepare for and attend HDC meeting.	200.00	4.00	800.00
05/20/2024	GR	Work on findings of fact and motion approving notice to proceed regarding Red House, using notes, draft minutes, application, Murray letter on findings and conditions of approval.	200.00	2.40	480.00
05/21/2024	KT	Telephone call with Gary Rentrop regarding proposed resolution for the HDC regarding the Red House Notice to Proceed. (NO CHARGE)		0.20	No Charge
	GR	Continued work on Motion findings and conditions, complete draft. Send to K. Tomasik to organize draft into final.	200.00	3.20	640.00
05/23/2024	KT	Finalized proposed HDC Resolution approving the notice to proceed on the Red House. Email same to Gary Rentrop.	200.00	1.00	200.00
05/28/2024	GR	Office conference regarding questions on draft resolution; work on revising draft resolution, email marked-up draft to discuss.	200.00	4.30	860.00
05/29/2024	GR	Receive and review revision to resolution on notice to proceed on Red House. Make additional changes to provision on delay of proceedings; email to Murray with draft resolution and send to Katie. Telephone call with Katie regarding requirements of zoning permit. Email Murray regarding Notice to Proceed and zoning permit required before work commences.	200.00	2.60	520.00
		For Current Services Rendered		37.60	7,520.00
		Total Current Work			7,520.00
<u>Payments</u>					
06/03/2024		Payment Received, Check # 19354			-6,218.03
		Subtotal			<u>\$7,520.00</u>
		Total Due for this Matter			<u>\$7,520.00</u>

City of Mackinac Island

May 31, 2024

Account No: 3872-0002M

Statement No: 137435

HDC - City

Previous Balance	\$3,220.00
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Fees

			Rate	Hours	
05/01/2024	GR	Prepare for Council meeting on proposed Small Point; receive and review email from Brian Dunigan of East End Mission Historic District.	200.00	0.50	100.00
05/02/2024	GR	Email to Danielle Leach and from Danielle Leach regarding recording Small Point.	200.00	0.60	120.00
05/03/2024	GR	Telephone call with Jennifer regarding comments at council meeting regarding her letter.	200.00	0.20	40.00
05/15/2024	GR	Telephone call and emails with clerk's office. Preparation of historic ordinance amendment for seven member board.	200.00	0.50	100.00
	KT	Office conference with Gary Rentrop regarding amendment to Mackinac Island ordinance to expand HDC members from 5 to 7 people. Prepare and revise amendment to ordinance. Telephone call to Danielle Leach to confirm the sending of ordinance amendment. Email proposed ordinance amendment to clerk with instructions to put before City Council that day.	200.00	0.80	160.00
		For Current Services Rendered		2.60	520.00
		Total Current Work			520.00

Payments

06/03/2024	Payment Received, Check # 19354	-3,220.00
	Subtotal	<u>\$520.00</u>
	Total Due for this Matter	<u>\$520.00</u>
	Total Balance Due	<u>\$8,040.00</u>

Credit card payments may be made online through the firm's website at www.anafirm.com. Please note that the firm accepts Visa, Mastercard, American Express and Discover.

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Page: 1
April 30, 2024
Account No: 3872M

	Balance
HDC General	\$6,218.03
HDC - City	\$3,220.00
	<u>\$9,438.03</u>

Credit card payments may be made online through the firm's website at www.anafirm.com. Please note that the firm accepts Visa, Mastercard, American Express and Discover.

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Attn: Danielle Leach

Page: 1
April 30, 2024
Account No: 3872-0000M
Statement No: 137110

HDC General

Previous Balance \$12,177.72

Fees

			Rate	Hours	
04/01/2024	KT	Receive and review documents and correspondences pertaining to the Jacquiss Red House demolition application, Historic District Council meeting minutes from 3/21/24, and numerous correspondences with Jennifer Mertz from Past Practice regarding East End Mission Historic District and Small Point Cottage and the upcoming City Council meeting agenda.	200.00	1.30	260.00
	GR	Review section 2103 as basis for denying demolition and how to address in effort to create a finding of fact that is in the best interest of a majority of the community. Work on alternative approach for HDC to address: 1) denial of demolition and 2) granting of demolition and how to support that decision in the interest of the public to avoid the Red House demolition creating a precedence for future historic resource demolition. Research regarding planning commission review related to demolition, locate and review prior zoning ordinance provisions, email relevant portions of same.	200.00	3.80	760.00
04/02/2024	GR	Work on draft motions for HDC concerning Red House for granting demolition and denying demolition in compliance with Historic District Ordinance and Statute. Telephone calls with Neumann regarding architect review letter of manufactured home.	200.00	1.80	360.00
04/03/2024	GR	Telephone calls with Erin suggesting joint meeting with Council and the HDC. Telephone call with Rick and Jennifer regarding call from Erin. Review Section 2006. Email Erin to be assured in place in 2022 per question posed. Research who has standing to appeal an HDC decision. Telephone call from Dennis regarding information on application for Red House - new application.	200.00	2.30	460.00
04/04/2024	GR	Research ordinance and material on SHPO websites regarding standards for denial of notice to proceed; review draft minutes; research issues regarding motion procedure; continue to analyze next steps, draft memo regarding same.	200.00	4.30	860.00
	GR	Emails with Jennifer regarding joint meeting to be scheduled. Telephone call with Erin regarding Council wanting joint session. Receive and review minutes regarding action by the HDC on the Red House application. Telephone call with Rick regarding joint meeting and status of his review letter; outline for HDC requirements for finding "interest in a majority of the community." Identify what proof have or have not been submitted and what proof that it is in the interest of a majority of the community. Telephone call with Katie regarding application and fee requirement. Review tape from March 21st			

City of Mackinac Island

April 30, 2024

Account No: 3872-0000M

Statement No: 137110

HDC General

			Rate	Hours	
		HDC meeting on content of resolution; further telephone calls with Katie regarding procedures and educational session.	200.00	3.00	600.00
04/05/2024	GR	Research for standards for notice to proceed for demolition on Secretary of the Interior website; review HDC Bylaws, proposed rules of procedure, and next steps given no quorum for April 9th meeting; locate and email excerpt from General Directions; review lengthy SHPRB decision on a demolition request, and review court decision upholding administrative ruling; office conference regarding same and regarding J. Metz' testimony cited in administrative decision, standard for community interest factor.	200.00	3.20	640.00
04/06/2024	GR	Email to R. Neumann and J. Metz that HDC meeting will be rescheduled, sending excerpt from case and link.	200.00	0.50	100.00
04/08/2024	KT	Office conference with Gary Rentrop regarding Historic District Council meeting on April 9th and legal research on the open meeting act regarding quorum. (NO CHARGE). Receive and review several correspondences regarding said meeting and the City Council meeting on April 17th. Second office conference with Gary Rentrop regarding city council meeting coverage on April 17th. (NO CHARGE). Research and review materials created and maintained by State Historic Preservation Office and review of City ordinance regarding economic hardship standards.	200.00	0.90	180.00
	GR	Research regarding Open Meetings Act issue, what can occur when quorum not present, research HDC Bylaws; office conference with Kate regarding research results. Email excerpt of case to E. Evashevski. Email exchange with Jennifer regarding HDC April 9th meeting and her role; review Open Meetings Act on extent of non-quorum to discuss act on Red House to advise. Prepare for April 9th HDC meeting. Review bylaws on voting authority for less than quorum and Attorney General opinion regarding same.	200.00	2.20	440.00
04/11/2024	GR	Revise draft alternative motions, denying demolition, granting demolition, adding in statements coming from Rick and Jennifer in draft denial, and drafting provision in an attempt that a demolition approval based on a limited finding in support doesn't become precedence for demolition of all old houses. Send ordinance provision to Erin and Dennis.	200.00	2.60	520.00
04/16/2024	GR	Telephone call with Erin regarding joint meeting.	200.00	0.20	40.00
04/17/2024	MR	Receive and review email from Danielle Leach regarding East End Mission District materials for April 17, 2024 City Council Agenda; resize Map and Inventory Sheets and forward to D. Leach re same. Note preference on orientation of submitted agenda items; memo to file. [NO CHARGE]		0.25	No Charge
04/18/2024	GR	Review prior emails, opinion letter and telephone call with Neumann regarding Mr B.'s.	200.00	0.60	120.00
04/20/2024	GR	Receive and review email to Katie regarding joint meeting and those who can't attend. Gather summary evidence seemingly to address best interest of the community.	200.00	1.80	360.00
04/23/2024	GR	Continue review of law, board review law in preparation for discussion with Erin.	200.00	1.00	200.00
04/24/2024	GR	Email from Jennifer regarding her review letter on the Red House, copy requested by Katie, reply.	200.00	0.60	120.00
04/25/2024	GR	Telephone call with Erin regarding joint meeting, etc.	200.00	0.20	40.00

City of Mackinac Island

HDC General

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April 30, 2024

Account No: 3872-0000M

Statement No: 137110

			Rate	Hours	
04/29/2024	KT	Receive and review correspondence from Jennifer Metz. Receive and review Mackinac City Council Agenda and items, Jennifer Metz letter on red house demo, and Small Point Cottage Historic District proposed ordinance materials. (NO CHARGE)		0.50	No Charge
	GR	Review Metz letter to HDC and Council concerning Red House demolition; Re-review Neumann's letter regarding concerns over demolition.	200.00	0.60	120.00
		For Current Services Rendered		30.90	6,180.00
<u>Expenses</u>					
04/17/2024		Westlaw - Computer Aided Legal Research.			38.03
		Total Expenses			38.03
		Total Current Work			6,218.03
<u>Payments</u>					
04/22/2024		Payment Received, Check # 19286			-12,177.72
		Subtotal			<u>\$6,218.03</u>
		Total Due for this Matter			<u>\$6,218.03</u>

City of Mackinac Island

April 30, 2024

Account No: 3872-0002M

Statement No: 137110

HDC - City

Previous Balance	\$500.00
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Fees

			Rate	Hours	
04/01/2024	GR	Office conference to identify correct set of exhibits for resolution going to Council for proposed East End Mission Historic District, and regarding inventory sheets and next steps for resolution; receipt and review of email from J. Metz and have corrections made to Exhibit B (correcting Scrivener's errors.)	200.00	0.70	140.00
	GR	Email from Metz regarding changes in inventory sheet and study report. Telephone call with Stakoe looking for plat number, organize presentation to Council regarding Mission District. Need original draft. No action required but to comply with statute, and revised draft with Stakoe numbers for ordinance to be adopted by Council. Telephone call with Stakoe, numbers will not be ready for April 3rd Council meeting. Emails to persons with City to so advise.	200.00	1.50	300.00
04/04/2024	GR	Email to Kate and office staff regarding two packets for City Council's resolution on the Mission District.	200.00	0.50	100.00
04/11/2024	GR	Assemble separate packet for Council on: 1) Mission District from Study Committee 2) Ordinance for recording with Register of Deeds and 3) Small Point.	200.00	0.40	80.00
04/15/2024	GR	Telephone conference regarding J. Stakoe's property description for proposed East End Mission District; receipt and review of Stakoe's email, conference with him regarding revisions needed and recording information for plats, prepare marked-up draft with revisions, revise Exhibit C draft ordinance and cover sheets for Council packet, email same.	200.00	1.90	380.00
	GR	Various telephone calls with Stakoe regarding assessor plat numbers, legal description of proposed Mission District, issues with his description; email exchanges with Jennifer, Anneke and Danielle regarding material for the City Council meeting on April 17th. Assemble Item A and Item B on Mission District, Resolution of Study Committee, Resolution Council, Ordinance and add new and old Exhibit C. Email to clerk regarding Small Point.	200.00	2.20	440.00
04/16/2024	GR	Email to Study Committee members regarding Council addressing Mission District on April 17th. Review submittal material in preparation for meeting. Telephone call with Jennifer regarding same. Email exchange with Stakoe and telephone call with same regarding legal for Small Point.	200.00	1.00	200.00
04/17/2024	GR	Call and emails with Nancy May and Jennifer Metz regarding presentation to Council on proposed Mission District. Prepare for and attend Council meeting via Zoom regarding Mission District for adoption.	200.00	1.80	360.00
	KT	Receive and review several correspondences among Past Perfect and Gary Rentrop and the opinion letters, documents, and finalized ordinance attached thereto. Attend City Council Meeting. (NO CHARGE)		1.10	No Charge
04/18/2024	GR	Prepare East End Mission HD ordinance certification page for Clerk to execute and cover sheet for ordinance; exchange emails with Clerk Danielle Leach regarding recording requirements. Emails with Danielle regarding questions for language in minutes; email to Katie regarding next steps on Mission District, etc. Various emails with Danielle and Katie; emails regarding required certification of ordinance.	200.00	1.90	380.00

City of Mackinac Island

April 30, 2024

Account No: 3872-0002M

Statement No: 137110

HDC - City

			Rate	Hours	
04/23/2024	GR	Telephone conference with J. Stakoe regarding clarifying property description for Small Point, his drawing shows Main Street running through lot as described; office conference regarding same; revise text of legal description per J. Stakoe to make it more clear and finalize draft ordinance, have property drawing attached to Exhibit C.	200.00	1.00	200.00
04/24/2024	GR	Review material to go to Council on Small Point and approved to send. Telephone call regarding Danielle's question of what date of referral from Study Committee to Council on Small Point; email to Danielle regarding Small Point date of referral and notice when on Council agenda. Email exchange regarding wording for amending HD Ordinance for 5 to 7 and timing to accomplish same. Receive and review proposed Resolution on Mission District from Danielle suggesting minor changes to Resolution.	200.00	2.00	400.00
04/29/2024	GR	Prepare required survey from CLG on behalf of HDC; emails regarding recording of Mission District with Register of Deeds.	200.00	1.20	240.00
		For Current Services Rendered		16.10	3,220.00
		Total Current Work			3,220.00

Payments

04/22/2024	Payment Received, Check # 19286	-500.00
	Subtotal	<u>\$3,220.00</u>
	Total Due for this Matter	<u>\$3,220.00</u>
	Total Balance Due	<u>\$9,438.03</u>

Credit card payments may be made online through the firm's website at www.anafirm.com. Please note that the firm accepts Visa, Mastercard, American Express and Discover.

Adkison, Need, Allen, & Rentrop, PLLC¹
39572 Woodward
Suite 222
Bloomfield Hills, MI 48304
248-540-7400, Fax 248-540-7401
Tax ID Number: 38-3224154

Section VI, Itema.

City of Mackinac Island
7358 Market Street
PO Box 455
Mackinac Island MI 49757

Attn: Danielle Leach

Page: 1
March 31, 2024
Account No: 3872M

	Balance
HDC General	\$12,177.72
HDC - City	\$500.00
	<u>\$12,677.72</u>

Fy 23/24

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Section VI, Itema.

City of Mackinac Island
7358 Market Street
PO Box 455
Mackinac Island MI 49757

Attn: Danielle Leach

HDC General

Page: 1
March 31, 2024
Account No: 3872-0000M
Statement No: 136766

Previous Balance \$9,500.00

Fees

			Rate	Hours	
03/01/2024	GR	Accusatory email from Murray regarding application is not complete; prepare short response given he intends "comprehensive reponse." Telephone call with Katie regarding email from Lee requesting special meeting; review application - it alerts applicant to consult General Directions; office conference regarding response to 9 point email from Murray; search 2017 emails regarding adoption of rules of procedure. Telephone call with Katie, she has draft copy in her book also.	200.00	3.00	600.00
03/02/2024	GR	Research to locate court cases reviewing the administrative ruling on SHPRB case.	200.00	0.40	80.00
03/03/2024	GR	Review full application.	200.00	1.60	320.00
03/04/2024	GR	Office conference; revise response to Murray, email same; office conference with additional revisions; email same.	200.00	0.70	140.00
	GR	Continue work on structure of hearing and standards for demo of red house.	200.00	2.50	500.00
03/05/2024	GR	Attendance at City Hall; review and outline tape of Red House discussion and claim by Murray.	200.00	2.00	400.00
03/06/2024	GR	Review underlying statute, resolution, and work on revising letter to Commissioners in preparation for 03.21.24 meeting.	200.00	1.10	220.00
03/07/2024	GR	Finalize letter to the Commission regarding General Directions Rules and supplement with application requirement on application; sent to City. Email from Early regarding inspection on hold. Research authority for the adoption of the General Directions; review further research on history of Red House; email to Jennifer and Rick. Telephone call regarding special meeting process.	200.00	2.40	480.00
03/11/2024	GR	Draft Proposed Motion for HDC concerning Red House application, office conference regarding same. Telephone call with Erin regarding March 21st hearing; telephone call with Tom Chamber regarding his report on the Red House; various telephone calls concerning March 21st HDC meeting.	200.00	1.80	360.00
03/12/2024	KT	Office conference with Gary Rentrop regarding Local Historic District Act applications and upcoming HDC meeting on March 21st. Review PA 169 of 1970 and application			

HDC General

			Rate	Hours	
		submitted for demolition of the Red House.	200.00	1.50	300.00
	GR	Receipt and review draft resolution, begin revising same.	200.00	0.50	100.00
	GR	Telephone call with Katie regarding agenda for the March 21st meeting; continue preparing responses to Murray's claims in preparation for the March 21st meeting; finalize draft of Motion; office conference with K. Tomasik; pull together all email exchanges with Murray in preparation for rebuttal to claims.	200.00	1.80	360.00
03/13/2024	KT	Received and reviewed emails from Neuman regarding the Red House and file materials pertaining to the pending application for demolition.	200.00	0.40	80.00
	GR	Office conference on resolution timing, outcome in Clarkston case; review case, check on status of any further appeal of that with the Court of Appeals; telephone conference with City Clerk regarding deadline to submit to be on agenda; receipt and review email with questions regarding details of application review; research status and send statute excerpts to reply to questions.	200.00	1.25	250.00
	GR	Review history of Neumann's review of house plans to rebut claim delay is from the City. Rick's response was one year before filing regarding plans to save the original front that were agreed to between Clements and Neumann and could have been filed with HDC in March of 2023 but did not file until January of 2024. Email from Metz regarding meeting date, reply.	200.00	1.60	320.00
	GR	Continue organizing email exchange with Murray for rebuttal; telephone call with Neumann regarding review letter, etc. Review of recent case for Village of Clarkston on various applicable points to the Red House case; telephone call with Neumann regarding finding Secretary of the Interior Standards don't apply.	200.00	1.70	340.00
	GR	Research in light of the Clarkston holding that Secretary of the Interior Standards do not apply when demo is proposed. What standards does Rick apply given the HDC directive to do a review letter.	200.00	1.50	300.00
03/15/2024	GR	Receive and review email from Murray and new submittal, supplement to application. Prepare reply to email disputing claims; prepare rebuttal to Murray's "proof." Conference call with office and Neumann regarding scope of his review letter given the Lehman v Clarkston case on demolition. Continue preparation, research, review of SHPRB opinion on Notice to Proceed based upon Financial Hardship and interest of the Community.	200.00	3.50	700.00
03/16/2024	GR	Work on Red House response to claims in preparation for meeting on March 21st.	200.00	1.80	360.00
03/17/2024	GR	Work on drafting revision to memo to client; scan and email marked-up draft; continue revising reply to latest email from Murray; review General Directions from City's website, email regarding need to draft list of what is missing from required information.	200.00	2.40	480.00
	GR	Continue preparation and research for March 21, 2024 meeting. Analyze issue of how to address notice to proceed standards when usual review is based on Secretary of the Interior standards which do not apply for a notice to proceed.	200.00	2.80	560.00
03/18/2024	KT	Review of PA 169 of 1970 and caselaw pertaining to it. Review of Mackinac City Ordinance 443. Review of HDC's General Directions for applications for work in historic district. Review of Jim Murray's January 30, 2024 application materials. Prepared analysis of same. Office conference with Gary Rentrop.	200.00	1.50	0

HDC General

			Rate	Hours	
	GR	Revise reply to J. Murray's email; office conference regarding same; telephone conference with R. Neumann; continue revising instruction memo to client; email same; review SHPRB case and Circuit Court ruling, email regarding same.	200.00	2.80	560.00
	GR	Preparation of instructions going forward on Red House hearing. Response to Murray claims in email, Rick's letter and draft resolution. Finalize response to Murray. Pull together rebuttal for each potential claim and unsubstantiated claims in application; office conference regarding ten day in advance of hearing requirement.	200.00	2.00	400.00
03/19/2024	KT	Review of Supplemental materials to 1/30/24 application for demolition of the Red House and updated the memorandum of analysis. Office conference with Gary Rentrop.	200.00	2.00	400.00
	GR	Revise instruction memo for client; office conference regarding rules of procedure; work on revising a possible draft resolution.	200.00	3.80	760.00
	GR	Continue preparation for HDC March 21st meeting. Address various issues under cases and SHPRB to provide to Commission as a basis that there are no required proofs being presented for demolition. Review letter; receive and review email from Murray looking for all documents presented to the HDC; reply with document; edit instruction to HDC and sent to HDC.	200.00	2.80	560.00
03/21/2024	KT	Attend HDC meeting by Zoom. Office conference with Gary Rentrop to discuss results. Office conference with Hans Rentrop to discuss results.	200.00	2.00	400.00
	GR	Finalize draft of Motion in event application determined incomplete. Send to Katie with instruction not to use until after HDC acts. Continue preparing for HDC meeting on Red House. Telephone calls with Metz and Pereny. Telephone call with Evashevski regarding outcome, etc. Email from Dennis, Rick and Jennifer regarding importance of Red House.	200.00	1.30	260.00
	GR	Email exchanges with Metz and Neumann regarding revised plan. Can the front of the building be saved?	200.00	0.60	120.00
	GR	Attend meeting and present issues concerning preservation of the Red House versus request for demolition. (NO CHARGE)		2.50	No Charge
03/22/2024	KT	Prepare proposed Resolution denying demolition of the Red House, finalize same. Email finalized Resolution to Gary Rentrop and conference on coordinating further changes or sending along to Historic District Commission.	200.00	1.10	220.00
	GR	Email from May regarding possible April 3rd council meeting on Mission District. Prepare reply as tentative; email from Jennifer regarding same. Receive and review letter from Finley to Red House owner denying demolition. Receive and review draft resolution that comply with the requirement of statute finding of what denied. Receive and review draft Motion from Finley and from K. Tomasik. Send K. Tomasik version to Lee and Katie.	200.00	1.40	280.00
03/26/2024	GR	Receive and review email from Jennifer regarding rear of house is also historic. Telephone call with Neumann regarding same and regarding Andrew expecting review; receive and review email from Andrew; reply to same on HDC March action and going forward.	200.00	1.20	240.00

HDC General

			Rate	Hours	
03/27/2024	GR	Receive and review new plans from Murray for consideration at April meeting. Send to Rick and Jennifer; email from Katie questioning process; reply to Katie.	200.00	1.00	200.00
	GR	Telephone calls with Neumann regarding new plans for Red House.	200.00	0.40	80.00
		For Current Services Rendered		60.15	12,030.00

Expenses

03/12/2024	Westlaw - Computer Aided Legal Research.	47.02
03/18/2024	Westlaw - Computer Aided Legal Research.	78.45
03/19/2024	Westlaw - Computer Aided Legal Research.	22.25
	Total Expenses	147.72
	Total Current Work	12,177.72

Payments

03/25/2024	Payment Received, Check # 19199	-9,500.00
	Subtotal	<u>\$12,177.72</u>
	Total Due for this Matter	<u>\$12,177.72</u>

HDC - City

Previous Balance				\$2,880.00
<u>Fees</u>				
			Rate	Hours
03/05/2024	GR	Telephone conference with J. Metz regarding source of base map for district; receipt and review of her email with correction to Study Committee report.	200.00	0.20 40.00
03/06/2024	GR	Forward email from J. Metz; office conference regarding next step for errata correction; brief review of Eastern UP GIS map for Island.	200.00	0.30 60.00
03/26/2024	GR	Office conference on status of J. Stakoe having legal description for districts.	200.00	0.10 20.00
03/27/2024	GR	Locate and email copy of resolution from Study Committee and with questions regarding preferred format for inserting legal descriptions once received from J. Stakoe into draft ordinances; telephone conference with Clerk regarding absolute latest to submit agenda item if we receive information from J. Stakoe.	200.00	0.50 100.00
03/28/2024	GR	Receive and review draft Ordinance for the Mission District and Small Point; office conference on how to coordinate what was approved by the Study Committee versus a new Exhibit C on the ordinance after information from Stakoe; email to Katie for dissemination of draft ordinance to the Study Committee with explanation; telephone call with Jennifer regarding draft ordinance regarding Mission District and change to Study Committee report not necessary except to correct Scrivener's error.	200.00	1.40 280.00
		For Current Services Rendered		2.50 500.00
		Total Current Work		500.00
<u>Payments</u>				
03/25/2024		Payment Received, Check # 19199		-2,880.00
		Subtotal		<u>\$500.00</u>
		Total Due for this Matter		<u>\$500.00</u>
		Total Balance Due		<u>\$12,677.72</u>

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248-540-7400, Fax 248-540-7401
Tax ID Number: 38-3224154

Section VI, Itema.

City of Mackinac Island
7358 Market Street
PO Box 455
Mackinac Island MI 49757

Attn: Danielle Leach

Page: 1
February 29, 2024
Account No: 3872M

	Balance
HDC General	\$9,500.00
HDC - City	\$2,880.00
	<u>\$12,380.00</u>

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Section VI, Itema.

City of Mackinac Island
7358 Market Street
PO Box 455
Mackinac Island MI 49757

Attn: Danielle Leach

HDC General

Page: 1
February 29, 2024
Account No: 3872-0000M
Statement No: 136280

Previous Balance \$160.00

Fees

			Rate	Hours	
02/02/2024	GR	Email exchange with office regarding needed testimony on hardship claim regarding red house; email Neumann regarding same; telephone call with Neumann regarding evaluation of structural integrity of red house.	200.00	1.00	200.00
02/05/2024	GR	Review Conflict of Interest statement regarding Nancy voting on Red House; discussion with office for further opinion.	200.00	0.60	120.00
	GR	Receive and review packet for February meeting in preparation for meeting. Further review of Attorney Murray letter on Red House for HDC to review demolition request; outline steps under Act for HDC review and approvals when area under consideration for being a historic district.	200.00	1.80	360.00
02/08/2024	HR	Office conference re study committee's review of proposed new Historic District for the East End. [No Charge]		0.40	No Charge
02/12/2024	GR	Detailed review of Murray letter and sequence of steps to get to council referral for Red House review to HDC; email to office regarding procedural issues. Prepare for HDC meeting on February 13th. Email to Neumann regarding plans for "new home" and what he reviewed.	200.00	2.40	480.00
	GR	Conference regarding reviewing statute, research statute and email relevant section to discuss; review plats that are within proposed historic districts; begin compiling list of platted lots compared with proposed Historic District boundaries.	200.00	0.90	180.00
02/13/2024	GR	Prepare for and attend Zoom meeting with HDC on issue of fines and application for demolition of the Red House. Various telephone calls with Early, Doud, and Neumann to schedule conference call regarding hiring Early for structural consultation. Telephone call with Rick to send application to Early; email Dennis regarding conference call.	200.00	4.20	840.00
	GR	Review zoning ordinance regarding claim by Murray that no standards make required approval of Planning Commission not enforceable.	200.00	0.80	160.00
02/14/2024	GR	Telephone call with Dennis regarding including Lee in conference call with Early; email to advise others. Email Early regarding including Lee. Zoom conference call with Early, Neumann, Doud, and Lee. Post conference call with Dennis. Email to Neumann; review law and adopted policy of any conflict of interest on Red House; telephone call with Dennis regarding basis of referring Red House to Planning Commission; Review Art 4 sent by Dennis.	200.00	2.50	500.00
02/15/2024	GR	Telephone call with Doud regarding disagreements on process by city of review. Advise delay			

HDC General

			Rate	Hours	
		not a HDC issue but a Planning Commission issue. Telephone call with Dennis regarding zoning ordinance provision he relied on to refer to Planning Commission and issue of concern about conflicts review sufficiently of standards law for granting and denying.	200.00	2.00	400.00
02/16/2024	GR	Receive and review email letter from Murray regarding requesting review of letter and objecting to Early as a consultant. Prepare draft reply. Various emails and telephone calls with Katie, Neumann, etc. (Allan, Anneke, Jennifer) regarding going forward with request for demolition of Red House. Begin research of law on governing claims by applicant - not in public interest, financial hardship, etc.	200.00	3.80	760.00
	GR	Receipt and review letter from J. Murray.	200.00	0.20	40.00
02/19/2024	GR	Renew research of criteria of applicant must meet to show "undue financial hardship" and "not in the best interest of the public," burden of proof rests with applicant, Trayser "plan" versus Red House plan in terms of information provided.	200.00	3.80	760.00
	GR	Email exchange with Metz regarding presentation schedule to Council of Early's proposal; review proposed edits to letter of reply to Murray; email to Clerk regarding putting Early's proposal on the council agenda for the 21st. Email from Neumann regarding scope of Early's inspection; email to Danielle, Erin, Rick and Jennifer regarding scope of Red House inspection by Early. Email from Danielle; prepare email response; send final response to Murray.	200.00	2.20	440.00
02/20/2024	GR	Telephone call with Neumann regarding participation on council meeting on February 21st regarding Early's proposed contract; prepare for meeting with Council, outline for understanding why we need to establish costs with assistance of Early and what are proofs to show "undue financial hardship to retain the resource." Pull Review Board cases with language on these points to share with the Council and the same for "not in the interest of the community." Both are proposed by Red House applicant as basis for demolition; email to Katie regarding adoption of Rules of Procedure.	200.00	3.50	700.00
02/21/2024	GR	Prepare for and attend City council meeting on retaining Early on Red House.	200.00	1.00	200.00
02/22/2024	GR	Email from Early regarding scheduling Red House inspection; email to Neumann regarding same. Various emails to Dennis, Early and Neumann regarding only dates available are the 11th and 12th and not the 6th.	200.00	0.80	160.00
02/26/2024	GR	Emails and telephone call with Early, Neumann, Dennis, Andrew, Lee and Murray regarding scheduling house inspection.	200.00	1.00	200.00
	GR	Receipt and review email re letter from Murray. Review directions for applications on City's website, office conferences re same.	200.00	0.80	160.00
02/27/2024	GR	Review application against required application information as set forth in "General Directions for work within a HD" regarding Red House. Various telephone calls with Katie for special meeting and do we have a quorum; review statute and ordinance on denial of incomplete application by HDC or another. Review Rules of Procedure for process of denial of application; receive and review minutes from February HDC meeting on appointment of engineer.	200.00	3.50	700.00
02/28/2024	GR	Work on approach to possible 60 day deadline to act; attempts to schedule meeting; various telephone calls and emails regarding same. Prepare for special meeting for topics to cover various items. Prepare list of possible HDC resolutions at a special meeting. Emails with Jennifer on status of Council Action on Mission District.	200.00	2.80	560.00
	GR	Receipt and review draft minutes, office conference re same; research statute, General Directions and other documents on City's website, other ordinances, email excerpts; office			

HDC General

			Rate	Hours	
		conference re sending General Directions document to J. Murray; review section with mandatory language on incomplete application, office conference on application to proposed district in language of General Directions; review and revise letter to Murray, research statute re time limit and logistics about a stipulated extension, email statute excerpt.	200.00	2.80	560.00
02/29/2024	HR	Research issues re alternative plat identification for historic district ordinance amendment.	200.00	0.30	60.00
	GR	Various telephone calls with Katie regarding special meeting. Telephone call with Neumann regarding same. Email to Lee regarding sending Katie an email calling for a special meeting; email to the Commissioners regarding special meeting (Doud, Finkel, Straus.) Email from Murray regarding list of questions and statements; email to Murray regarding application recommended incomplete and include directions as basis of incomplete; research authority.	200.00	3.40	680.00
	GR	Review 2-28 letter from Murray; office conference on next steps, revise response, email same with attached pdf; review terms of motion at meeting, email re same; review Bylaws and conference re chair can call special meeting.	200.00	1.40	280.00
		For Current Services Rendered		47.50	9,500.00
		Total Current Work			9,500.00
<u>Payments</u>					
02/26/2024		Payment Received, Check # 19143			-160.00
		Subtotal			<u>\$9,500.00</u>
		Total Due for this Matter			<u>\$9,500.00</u>

HDC - City

Previous Balance \$4,680.00

Fees

			Rate	Hours	
02/01/2024	GR	Various emails scheduling Study Committee meeting; email to Erin with copy of council resolution referring properties in Mission area to HDC for review; emails to Metz with revised report and email outlining change; receive and review revised draft council resolution.	200.00	1.40	280.00
02/05/2024	GR	Receive and review original resolution creating broad study area of island to utilize on small point council charge. Telephone call with Stakoe regarding status of providing assessor plat number to replace parcel numbers. Review statute for process of referring property to HDC in a proposed historic district.	200.00	1.60	320.00
02/06/2024	GR	Telephone call with Joe Stakoe regarding providing assessor plat numbers, his timing and Council meeting time. Telephone call with Joe Stakoe regarding timing on providing assessor numbers to coordinate with New Study Committee meeting and Council meeting; review notes from discussion with Erin on \$5,000 fine. Send email to Katie to distribute to commissioners and council recommendation.	200.00	0.80	160.00
02/07/2024	GR	Various calls to Katie, Joe Stakoe and office regarding completion of resolution for Study Committee. Katie will complete transposing plan number in place of address. Telephone call with Stakoe to not proceed, locating and using original charge from City Council.	200.00	0.50	100.00
02/08/2024	GR	Receive and review revised map for Mission. Office conference regarding transposing numbers into Council Resolution; email exchange regarding need for plat liber and page for new resolution. Office conference regarding lot numbers and tax parcels provided by city. Need to be replaced with assessor plat numbers. How to handle in time for Study Committee meeting on February 9th.	200.00	1.90	380.00
02/09/2024	GR	Various telephone calls with office, Stakoe, and Katie. Email regarding how to best provide a legal description of the Mission District; attend Study Committee meeting via Zoom.	200.00	2.00	400.00
02/12/2024	GR	Various telephone calls with Stakoe regarding getting the assessor numbers if know owners; various telephone calls with Metz regarding same and can her map drafter obtain those numbers; telephone calls with Danielle regarding not scheduling council meeting given Stakoe advises we can get numbers within a week.	200.00	1.40	280.00
02/13/2024	GR	Emails with Jennifer, her mapper can't get plat numbers. Telephone call with Joe Stakoe, need number what is his timing to provide them; email to Jennifer, etc on status of Stakoe's replacement assessor plat numbers.	200.00	1.20	240.00
02/14/2024	GR	Locate and forward 3 plats affected by proposed historic districts and email same to J. Stakoe.	200.00	0.30	60.00
02/17/2024	GR	Telephone call from J. Stakoe re details on preparing legal description, what to include, and getting more specific legal descriptions for several portions of proposed historic district boundaries, his difficulties with workload in coming week.	200.00	0.60	120.00
02/19/2024	GR	Lengthy telephone call with Erin regarding \$5,000 fine and when it should apply, Mission District when it will come before council and likely issue raised attending demolition of Red House and standards.	200.00	1.40	280.00
	GR	Research statute, revise reply to attorney Murray. Review index of administrative decisions. Office conference re timing of getting survey from J. Stakoe, which properties have docks along shore where historic district map is different than plat.	200.00	1.30	260.00

City of Mackinac Island

Section VI, Item 5

Account No: 3872-0002M

Statement No: 136280

HDC - City

	Rate	Hours	
For Current Services Rendered		14.40	2,880.00
Total Current Work			2,880.00
<u>Payments</u>			
02/26/2024			
Payment Received, Check # 19143			-4,680.00
Subtotal			<u>\$2,880.00</u>
Total Due for this Matter			<u>\$2,880.00</u>
Total Balance Due			<u>\$12,380.00</u>

Credit card payments may be made online through the firm's website at www.anafirm.com. Please note that the firm accepts Visa, Mastercard, American Express and Discover.

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248-540-7400, Fax 248-540-7401
Tax ID Number: 38-3224154

City of Mackinac Island
7358 Market Street
PO Box 455
Mackinac Island MI 49757

Attn: Danielle Leach

Page: 1
January 31, 2024
Account No: 3872M

	Balance
HDC General	\$160.00
HDC - City	\$4,680.00
	<u>\$4,840.00</u>

Credit card payments may be made online through the firm's website at www.anafirm.com. Please note that the firm accepts Visa, Mastercard, American Express and Discover.

Adkison, Need, Allen, & Rentrop, PLLC
39572 Woodward
Suite 222
Bloomfield Hills, MI 48304
248-540-7400, Fax 248-540-7401
Tax ID Number: 38-3224154

Section VI, Itema.

City of Mackinac Island
7358 Market Street
PO Box 455
Mackinac Island MI 49757

Attn: Danielle Leach

HDC General

Page: 1
January 31, 2024
Account No: 3872-0000M
Statement No: 136141

Previous Balance \$320.00

Fees

			Rate	Hours	
01/04/2024	GR	Email to Katie regarding no need for attorney on January agenda; email to Rick Neumann regarding same.	200.00	0.40	80.00
	GR	Telephone call with Rick Neumann regarding late application on Chippewa. Advise Kate regarding no issue with late filing.	200.00	0.40	80.00
		For Current Services Rendered		0.80	160.00
		Total Current Work			160.00

Payments

01/16/2024 Payment Received, Check # 19073 -320.00

Subtotal \$160.00

Total Due for this Matter \$160.00

City of Mackinac Island

January 31, 2024

Account No: 3872-0002M

Statement No: 136141

HDC - City

Previous Balance	\$120.00
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Fees

			Rate	Hours	
01/15/2024	GR	Receive and review attorney letter of behalf of Azzar; sent to Jennifer for comment; trace objections on map for discussion with Study Committee.	200.00	1.00	200.00
	GR	Review council comment on \$5,000 fine; make suggestions in email to Erin.	200.00	0.80	160.00
	GR	Locate John Dennity parcel and how is open space listed - contributing or non-contributing.	200.00	0.80	160.00
01/16/2024	GR	Prepare for Study Committee meeting, telephone call with Metz in preparation and need to let study commission consider reducing south boundary of proposed district. Preparation of cover letter from Study Committee to Council; draft required resolution of referral from Study Committee to Council. Receipt email with reason with east end boundary remains unchanged. Revise cover letter to add and modify reasons which Study Committee has not changed boundary; attend public hearing on Zoom on Small Point.	200.00	4.00	800.00
01/19/2024	GR	Edit draft letter for May to Council and resolutions on East End Mission District and Small Point.	200.00	0.80	160.00
01/22/2024	GR	Final resolutions and dates of reports and maps for Small Point and Mission District; email to Katie regarding same. Email from Jennifer regarding Council meeting; send final resolution to Jennifer.	200.00	2.60	520.00
01/25/2024	GR	Receive and review email and respond to Jennifer regarding Council meeting requirement.	200.00	0.60	120.00
	GR	Email exchange with Jennifer, Katie and Erin regarding Council's February 7th meeting and proposed Council resolutions.	200.00	0.50	100.00
	GR	Work on resolution for City Council for new SD ordinance to cover Small Point and one to cover the Mission District.	200.00	0.60	120.00
01/26/2024	GR	Email to J. Stakoe regarding can he do a legal description on Mission District as required given no metes and bounds; work on Council Resolutions and ordinance to comply with state statute requirements.	200.00	1.60	320.00
01/28/2024	GR	Research status; review resolution on proposed historic district, prior ordinance creating an amended district; email regarding same.	200.00	1.50	300.00
01/29/2024	GR	Telephone call with office regarding need for draft ordinance for new districts; telephone call with Metz, Katie, Danielle regarding moving Mission District and Small Point to new Council date and reason why; review proposed changes to Mission District ordinance.	200.00	1.60	320.00
	GR	Search files for Ord. 474, draft proposed ordinances to use for new proposed historic districts to attached to resolutions, office conference regarding next steps on sending resolutions back to study committee after			

City of Mackinac Island

January 31, 2024

Account No: 3872-0002M

Statement No: 136141

HDC - City

			Rate	Hours	
		getting the legal descriptions from J. Stakoe; begin revising resolutions.	200.00	2.30	460.00
01/30/2024	GR	Telephone call with Joe Stakoe on timing to get parcel numbers changed to plat numbers, also timing on getting a boundary survey. Review and revise draft revisions to address definition of area not in parcel number.	200.00	0.20	40.00
	GR	Telephone call with J. Stakoe, does not recognize parcel number. Telephone call with Metz where did number come from, Eastern UP planning and zoning. Telephone call with J. Stakoe and office regarding same and timing for boundary description.	200.00	0.80	160.00
	GR	Check citations, continue revising resolutions to be sent to Council.	200.00	1.00	200.00
01/31/2024	GR	Receive and review letter from Attorney Murray regarding red house demolition request going to HDC; discussion with office regarding same; discussion with office and telephone call with Erin regarding Council Resolution deferring HDC after moratorium expired. Review records for Council Resolution; office conference to check with Clerk's office.	200.00	2.00	400.00
	HR	Telephone call re Red House; review letter from attorney Jim Murray; second telephone call re same.		0.50	No Charge
	GR	Receipt and review of email with demolition application to HDC, forward same to H. Rentrop; office conference regarding strategy, next steps regarding same. Obtain copy of adopted resolution 2022.0004 from Clerk.	200.00	0.70	140.00
		For Current Services Rendered		23.40	4,680.00
		Total Current Work			4,680.00

Payments

01/16/2024		Payment Received, Check # 19073			-120.00
		Subtotal			<u>\$4,680.00</u>
		Total Due for this Matter			<u>\$4,680.00</u>
		Total Balance Due			<u>\$4,840.00</u>

Credit card payments may be made online through the firm's website at www.anafirm.com. Please note that the firm accepts Visa, Mastercard, American Express and Discover.

Adkison, Need, Allen, & Rentrop, PLLC
39572 Woodward
Suite 222
Bloomfield Hills, MI 48304
248-540-7400, Fax 248-540-7401
Tax ID Number: 38-3224154

City of Mackinac Island
7358 Market Street
PO Box 455
Mackinac Island MI 49757

Attn: Danielle Leach

Page: 1
December 31, 2023
Account No: 3872M

	Balance
HDC General	\$320.00
HDC - City	\$120.00
	<u>\$440.00</u>

Credit card payments may be made online through the firm's website at www.anafirm.com. Please note that the firm accepts Visa, Mastercard, American Express and Discover.

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39572 Woodward
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Bloomfield Hills, MI 48304
248-540-7400, Fax 248-540-7401
Tax ID Number: 38-3224154

Section VI, Itema.

City of Mackinac Island
7358 Market Street
PO Box 455
Mackinac Island MI 49757

Page: 1
December 31, 2023
Account No: 3872-0000M
Statement No: 135649

Attn: Danielle Leach

HDC General

Previous Balance \$900.00

Fees

			Rate	Hours	
12/11/2023	GR	Preparation for HDC meeting, \$5,000 fine provision. Telephone call with Neumann regarding agenda, etc.	200.00	0.80	160.00
12/12/2023	HR	Review materials in preparation for HDC meeting; research issues re same. [No charge]		0.80	No Charge
	HR	Attend HDC Meeting.	200.00	0.80	160.00
	GR	Attend HDC meeting via Zoom. (NO CHARGE)	200.00		
		For Current Services Rendered		1.60	320.00
		Total Current Work			320.00

Payments

12/19/2023		Payment Received, Check # 19015			-900.00
		Subtotal			<u>\$320.00</u>
		Total Due for this Matter			<u>\$320.00</u>

City of Mackinac Island

December 31, 2023

Account No: 3872-0002M

Statement No: 135649

HDC - City

	Previous Balance		\$2,180.00
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Fees

			Rate	Hours	
12/20/2023	GR	Telephone calls and emails to Metz and Katie regarding scheduling Small Point Public Hearing and notice requirement; we can meeting on a January date.	200.00	0.60	120.00
		For Current Services Rendered		0.60	120.00
		Total Current Work			120.00

Payments

12/19/2023		Payment Received, Check # 19015		-2,180.00
		Subtotal		<u>\$120.00</u>
		Total Due for this Matter		<u>\$120.00</u>
		Total Balance Due		<u>\$440.00</u>

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39572 Woodward
Suite 222
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248-540-7400, Fax 248-540-7401
Tax ID Number: 38-3224154

Section VI, Itemb.

City of Mackinac Island
7358 Market Street
PO Box 455
Mackinac Island MI 49757

Attn: Danielle Leach

Page: 1
June 30, 2024
Account No: 3872M

	Balance
HDC General	\$6,010.26
HDC - City	\$2,460.00
	<u>\$8,470.26</u>

Adkison, Need, Allen, & Rentrop, PLLC
39572 Woodward
Suite 222
Bloomfield Hills, MI 48304
248-540-7400, Fax 248-540-7401
Tax ID Number: 38-3224154

Section VI, Itemb.

City of Mackinac Island
7358 Market Street
PO Box 455
Mackinac Island MI 49757

Page: 1
June 30, 2024
Account No: 3872-0000M
Statement No: 137946

Attn: Danielle Leach

HDC General

Previous Balance			\$7,520.00		
			<u>Fees</u>		
			Rate	Hours	
06/03/2024	GR	Receive and review emails from Murray on draft resolution on Notice to Proceed, changes; email to Murray regarding same, made change, let me know of other changes.	200.00	0.80	160.00
06/04/2024	GR	Red House review; review of minutes to confirm my draft Resolution conforms.	200.00	0.60	120.00
06/06/2024	GR	Make minor changes raised by Murray to Draft Resolution; send to office for redraft; send Draft Resolution to Neumann; receive and review Neumann review letter regarding Coal Dock fences; Twilight Fire Renovation, Callewart Shed, Pulte Cottage Gazebo.	200.00	1.60	320.00
06/07/2024	GR	Email to Murray with Motion with revision he raised earlier and will have all changes to give to the Commission at meeting and not before. Email to Murray to see his proposed changes before the meeting. Receive and review reply from Murray with changes to Motion but not redlined. Note changes not shown as deleted. Need to redo from our original draft and not Murray's draft; conference call with office regarding same. Telephone call from Neumann regarding motion and assurance 1 window not 2 in plan. Continued review from changes in Murray draft not shown.	200.00	3.00	600.00
06/09/2024	GR	Work on revising draft resolution.	200.00	1.60	320.00
06/10/2024	GR	Review draft minutes; office conference regarding language from draft minutes and additional revisions to make to resolution; revise resolution and prepare red-lined draft; receipt and review of timeline and verify facts in recitals; email same.	200.00	2.00	400.00
	GR	Continue work on Murray draft Motion revisions, addressing issues of "precedence." Email to Murray with suggested changes to his draft; email to Katie with Motion and my changes to circulate to the Commissioners; email to Katie with draft document as template to revise after HDC acts. Prepare for HDC meeting to identify from minutes provisions that support our suggested changes to Murray's draft Motion.	200.00	3.80	760.00
06/11/2024	KT	Attendance and monitoring of Historic District Commission Meeting.	200.00	2.20	440.00
	GR	Prepare for and attend in person Historic District Commission meeting. (NO CHARGE 2.20 HOURS FOR ATTENDANCE)	200.00	2.80	560.00
06/12/2024	GR	Begin review of Katie's draft minutes and Doud transcript on content of motion. Gather			

HDC General

			Rate	Hours	
		other "promises" not in Motion for HDC review.	200.00	1.90	380.00
	GR	Various calls with Katie and Andrew on HDC action. Provide Andrew with (1) opinion always defers to HDC, (2) 4-month delay and my my draft on this in resolution rejected by Murray.	200.00	0.80	160.00
06/19/2024	GR	Work on revised draft Motion to work from Alan's Motion and provide as separate for discussion possible finding not in Alan's motion.	200.00	2.80	560.00
06/20/2024	GR	Final possible revision to Motion for Notice to Proceed addressing Alan's original motion. Telephone call with Doud regarding same and getting his input in effort to get something before the HDC that can be approved. Telephone calls with Doud regarding same. Make revisions based on discussion with Doud and send to Doud.	200.00	2.00	400.00
06/25/2024	GR	Email from Katie regarding deadline to submit Motion; prepare email and wait for input in draft and send draft to Katie; emails to Lee and Andrew regarding Motion; receive and review Appearance filed by Kate on behalf of the HDC; email to Kate regarding next steps.	200.00	1.50	300.00
06/27/2024	GR	Telephone call with Andrew regarding last draft of a motion on Red House for his comments, structure alternative language if necessary at HDC meeting on "owner will use as residence." Send draft to Murray and to Erin.	200.00	1.20	240.00
06/28/2024	GR	Email from Murray regarding confused wording in Draft Motion #6; send source of #6 being two-part Motion from Alan to Jim with explanation and assurance on not rezoning when say for residential use of owner and family.	200.00	0.80	160.00
		For Current Services Rendered		29.40	5,880.00

Expenses

06/19/2024	Westlaw - Computer Aided Legal Research.	86.37
06/20/2024	Westlaw - Computer Aided Legal Research.	43.89
	Total Expenses	130.26

Total Current Work 6,010.26

Payments

06/17/2024	Payment Received, Check # 19390	-7,520.00
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Subtotal \$6,010.26

Total Due for this Matter \$6,010.26

HDC - City

Previous Balance \$520.00

Fees

			Rate	Hours	
06/12/2024	GR	Receive and review Freedom of Information Act request from Attorney Koester. Discuss same with Erin. Receive and review Freedom of Information Act request on Azzar concerning Mission District; telephone call with Erin and Kate regarding same.	200.00	1.40	280.00
	KT	Receive and review multiple requests submitted to the City of Mackinac for recordings of meetings regarding historic districts. Researched court rule referenced in letters and researched the Freedom of Information Act. Exchange multiple correspondences with the City of Mackinac with recommendations for handling requests for meeting recordings and records.	200.00	0.80	160.00
06/17/2024	HR	Receive and review Claim of Appeal by James Azzar; research basis of claim; office conference with Gary Rentrop and Kate Tomasik. (NO CHARGE .10 FOR OFFICE CONFERENCE)	200.00	0.30	60.00
	GR	Receive and review claim of appeal regarding Azzar; office conference with Kate Tomasik and Hans Rentrop regarding response on behalf of HDC; telephone call and email to Erin that the HDC will file motion to dismiss.	200.00	0.80	160.00
06/18/2024	GR	Various telephone calls with Erin regarding process for appointment to the Commission and qualification of appointee requirements and regarding Azzar appeal; HDC not a correct party.	200.00	1.00	200.00
06/19/2024	KT	Office conferences with Gary Rentrop regarding the nature of the recordings made by the secretary as being subject to Freedom of Information Act, and plan for addressing issues. Legal research on caselaw and its treatment of secretarial recordings and notes and analyzed its applicability here. Telephone call to Katie Pereny to clarify type of recording and its treatment. Telephone call to Danielle Leach regarding same. Prepared proposed response to request for records dated June 3, 2024 by Rhoades McKee regarding East End Mission Historic District. Email same to Danielle Leach with instructions to place on letterhead and send out to requester. Telephone call with Danielle Leach to discuss interpretation of request for recordings and treatment of same in response. Received and review Freedom of Information Act request dated June 11 from Coleman Yavanovich Koester requesting audio recording of HDC's May 14th meeting. Prepared proposed response to same. Email to Danielle Leach providing Freedom of Information Act request and copy of proposed response, and instructions for response to requester.	200.00	3.60	720.00
	GR	Office conference with K. Tomasik regarding Azzar appeal and Freedom of Information Act and how to best respond. (NO CHARGE)		0.40	No Charge
06/20/2024	KT	Receive and review claim of appeal filed by James Azzar. Research applicable statute and court rules governing the appeal, and determined timelines and analysis for moving forward. Determined grounds for motion for dismissal and legal research on jurisdictional issues. Prepare an appearance for the claim of appeal. Email to Gary and City attorney recommending filing of appearance and course of action. Office conference with Gary Rentrop to finalize strategy for making timely appearance.	200.00	1.70	340.00
	GR	Discussion with Kate regarding Azzar Freedom of Information Act response in that we have no tape City can send, appearance filing and first responsive pleading. (NO			

City of Mackinac Island

Section VI, Item b: 4

June 30, 2024

Account No: 3872-0002M

Statement No: 137946

HDC - City

			Rate	Hours	
		CHARGE .70) Telephone call with Erin regarding same and City's need to file appearance.	200.00	0.30	60.00
	KT	Receive and review email from Gary Rentrop regarding issue of furnishing an audio recording under Freedom of Information Act. Review of FOIA statute on public summaries. Email to Gary Rentrop responding to question, and email to Danielle Leach regarding compliance requirements for public summary.	200.00	0.50	100.00
06/21/2024	KT	Telephone call with City Attorney Erin Evashevski to discuss the Azzar claim of appeal, appearances to be filed, and considerations for moving forward.	200.00	0.30	60.00
06/24/2024	KT	Revise proposed appearance on Azzar appeal to add City counsel. Email to City counsel requesting permission to sign and submit. Receive and review permission from City attorney and executed said appearance and cover letter to file the same with the court.	200.00	0.40	80.00
	KT	Research conflict of interest question in the context of the Local Historic Districts Act appointment of historic district commission by mayor or appointment of mayor thereto. Review of the Incompatible Public Offices Act and the Standards of Conduct for Public Officers and Employees Act, and City of Mackinac Island Code of Ordinances.	200.00	0.40	80.00
06/25/2024	GR	Telephone call with Erin regarding job description for Dennis' function on HDC. Preparation of description and send to Erin.	200.00	0.50	100.00
06/27/2024	KT	Office conference with Hans Rentrop regarding various strategies for handling the Azzar appeal from a procedural prospective. Determined ideal course of action.	200.00	0.30	60.00
		For Current Services Rendered		12.30	2,460.00
		Total Current Work			2,460.00
<u>Payments</u>					
06/17/2024		Payment Received, Check # 19390			-520.00
		Subtotal			<u>\$2,460.00</u>
		Total Due for this Matter			<u>\$2,460.00</u>
		Total Balance Due			<u>\$8,470.26</u>

Credit card payments may be made online through the firm's website at www.anafirm.com. Please note that the firm accepts Visa, Mastercard, American Express and Discover.

MACKINAC ISLAND

Section VI, Itemc.

PLANNING COMMISSION ★ HISTORIC DISTRICT COMMISSION ★ BUILDING DEPARTMENT

July 17, 2024

City of Mackinac Island Historic District Commission
PO Box 455
Mackinac Island, MI 49757



Dear Historic District Commission Members:

The Planning Commission would like to follow up on our letter dated May 15, 2024. The Planning Commission is requesting a response from the HDC in regards to what action they may take regarding light fixtures that are not like for like. The Planning Commission, Richard Neumann and Erin Evashevski have determined that the brightness of lights falls under the purview of the Planning Commission, but the actual fixtures are something that would be reviewed by the HDC, as per Article 18.04.

Respectfully submitted,

Michael Straus

Michael Straus
Chair of the City of Mackinac Island Planning Commission

GENERAL APPLICATION FOR WORK LOCATED WITHIN A HISTORIC DISTRICT

☒ Minor Work (Complete Section A and refer to General Directions)

☐ New Construction (Complete Section B and refer to General Directions and Item B)

☐ Demolition (Complete Section B and refer to General Directions and Item C)

Section VIII, Itema.

Application Deadline: Application and materials must be completed and submitted by 4:00 p.m. ten (10) business days before each Commission Meeting. Late applications will be placed on the agenda for the following month. Decision by the Commission will not necessarily occur at the meeting at which the application materials are first received.

A) MINOR WORK

PROPERTY LOCATION:

8268 GRAND AVE. 2724 DAVENPORT
(Number) (Street) (Property Tax ID #)

051-650.039-00

PROPERTY OWNER

Name: DIANE Shea

Email Address: danielmurphyxshea@gmail.com

Address: 8268 GRAND AVE. 2724 DAVENPORT
(Street) (City) (State) (Zip)

Telephone: 906-847-3904 MACKINAC ISLAND MI 49757
(Home) (Business) (Fax)

APPLICANT/CONTRACTOR

Name: DIANE SHEA

Email Address: danielmurphyxshea@gmail.com

Address: 8268 GRAND AVE. MACKINAC ISLAND, MI 49757
(Street) (City) (State) (Zip)

Telephone: 906-847-3904
(Home) (Business) (Fax)

Attach a brief description of the nature of the minor work proposed and the materials to be used.

Attach one or more photograph(s) of the whole building including façade and any relevant elevations showing the area, item or feature proposed to be repaired or replaced. The Building Official or Historic District Commission may require additional information necessary to determine the work to be Minor Work.

If the Building Official determines that the proposed work is not Minor Work, the Building Official shall direct the applicant to complete an Application for New Work and/ or Application for Demolition or Moving work which will then be referred to the HDC.

I certify that the information provided in this Application and the documents submitted with this Application are true to the best of my information, knowledge and belief; and that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MLC 125.1501 to 125.1531

X

SIGNATURES: File No. CD24-039-043(H)

Signature

Signature

Exhibit A

Please Print Name

Date

7-3-24

Initials

KP

NOTE: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

RETURN THIS FORM AND SUPPORTING MATERIALS TO:

MACKINAC ISLAND BUILDING OFFICIAL

7358 MARKET STREET, MACKINAC ISLAND, MI 49757

PHONE: (906) 847-4035

File Number: CD24-039-043(H) Date Received: 7-3-24 Fee: \$25

Received By: KPeremy

Work Completed Date:

MACKINAC ISLAND

PLANNING COMMISSION ★ HISTORIC DISTRICT COMMISSION ★ BUILDING DEPARTMENT

Section VIII, Itema.

JUL - 3 2024

Historic District Application Checklist

☒ Brief Description of the nature of the work proposed and the materials to be used.* *Repair/replace gate post/wall behind barn, corner of barn*

☒ Photographs - Clear photographs of entire project site, streetscape, water view (if applicable), surrounding context and all elevations of the existing structure(s).

Property address should be identified on all photographs.*

☐ Site Survey/Plan (to scale) – with the following information: Lot dimensions, **existing & proposed** structures, **existing & proposed** setback and yard lines, fences, walls, easements, public rights of way, utilities, driveways, and other relevant information.

☐ Floor Plans & Elevations – Floor plans, building elevations and where relevant to the proposed work, sections, must include dimensions, material notes, window and door details, topography, foundation height, porch details and other relevant information as requested. For additions, the existing structure and proposed addition must be clearly shown.

☐ Include detail on drawings of all materials proposed to be used and their dimensional and property characteristics.

☐ Provide drawings, product literature, specifications, product photographs, or similar, for all new elements. Items include, but are not limited to, windows, doors, siding, trim, columns, railings, louvers, shutters, and roofing.

☐ Identify on drawings where any existing materials and architectural features will be removed or replaced.

*** Only the first two items are required for Like for Like projects.**

Note: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

Revised March 2017

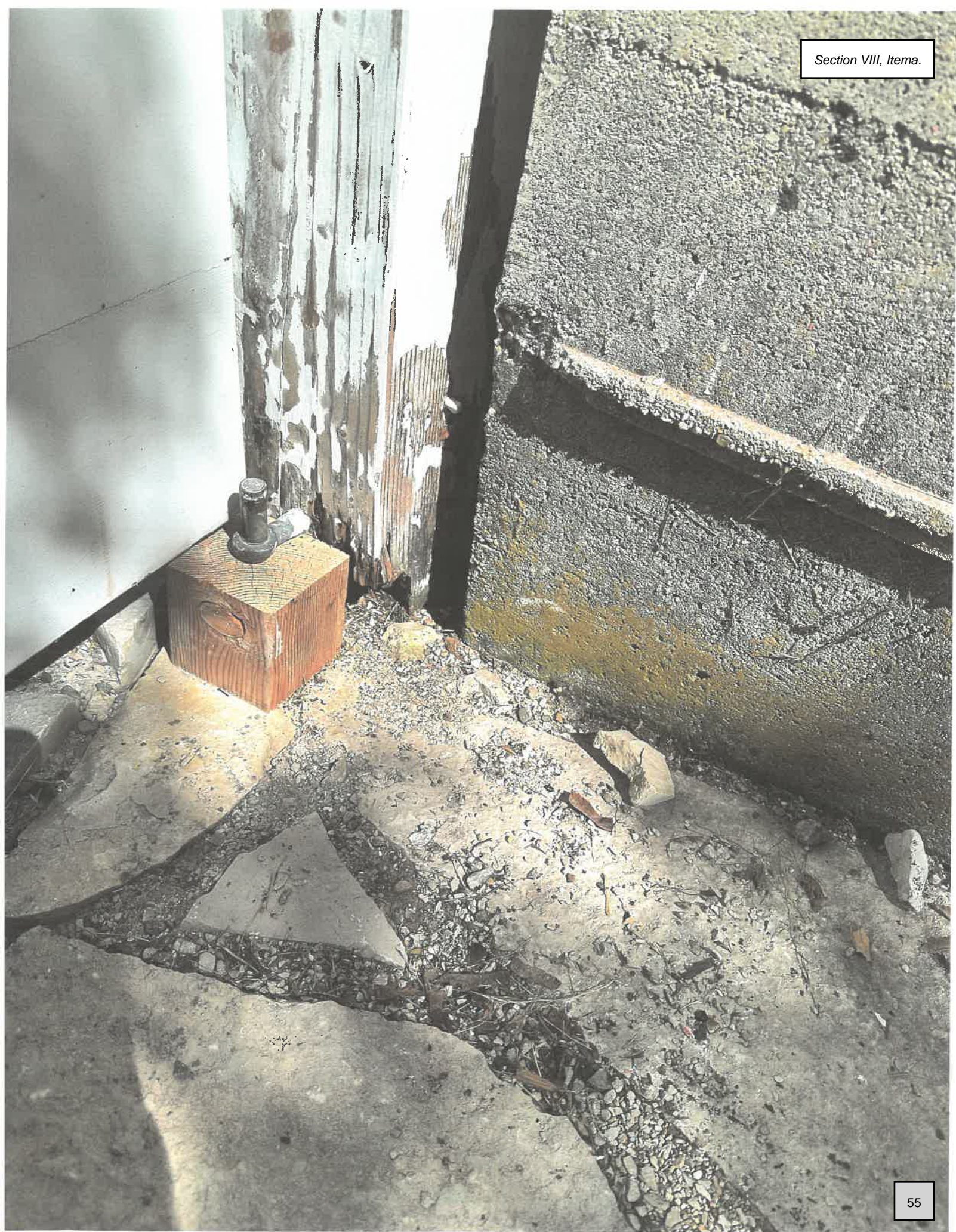
RECEIVED
JUL - 3 2024
KP

File No. CD24-039-043(H)

Exhibit B

Date 7-3-24

Initials KP







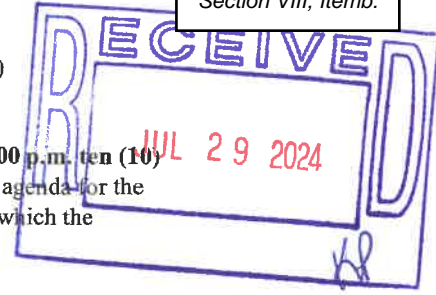


GENERAL APPLICATION FOR WORK LOCATED WITHIN A HISTORIC DISTRICT

Section VIII, Itemb.

- ☒ Minor Work (Complete Section A and refer to General Directions)
- ☐ New Construction (Complete Section B and refer to General Directions and Item B)
- ☐ Demolition (Complete Section B and refer to General Directions and Item C)

Application Deadline: Application and materials must be completed and **submitted by 4:00 p.m. ten (10) business days before each Commission Meeting.** Late applications will be placed on the agenda for the following month. Decision by the Commission will not necessarily occur at the meeting at which the application materials are first received.



A) MINOR WORK

PROPERTY LOCATION: 1370 FRENCH LANE 051-550-073-00
(Number) (Street) (Property Tax ID #)

PROPERTY OWNER

Name: JENNIFER M. GRIFFIN Email Address: KARLHOFER@AOL.COM
Address: 931 S. MAIN Findlay OH 45840
(Street) (City) (State) (Zip)
Telephone: 419 421 7340
(Home) (Business) (Fax)

APPLICANT/CONTRACTOR — OWNER & Nathan St. Onge

Name: _____ Email Address: _____

Address: _____
(Street) (City) (State) (Zip)

Telephone: 231-620-2807
(Home) (Business) (Fax)

- ☒ Attach a brief description of the nature of the minor work proposed and the materials to be used.
- ☒ Attach one or more photograph(s) of the whole building including façade and any relevant elevations showing the area, item or feature proposed to be repaired or replaced. The Building Official or Historic District Commission may require additional information necessary to determine the work to be Minor Work.

If the Building Official determines that the proposed work is not Minor Work, the Building Official shall direct the applicant to complete an Application for New Work and/ or Application for Demolition or Moving work which will then be referred to the HDC.

I certify that the information provided in this Application and the documents submitted with this Application are true to the best of my information, knowledge and belief; and that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MCL 25.1501 to 25.1531

LIKE SAME KIND REPLACE
PICKET FENCE
Gates
Hardware
Cedar
PAINTED
White

File No. MD24-073-044(A)

Exhibit A Signature _____

Date 7-29-24
Please Print Name _____

Initials KD

SIGNATURES

Signature

Please Print Name

Jennifer M. Griffin 7/22/24
JENNIFER M. GRIFFIN

NOTE: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

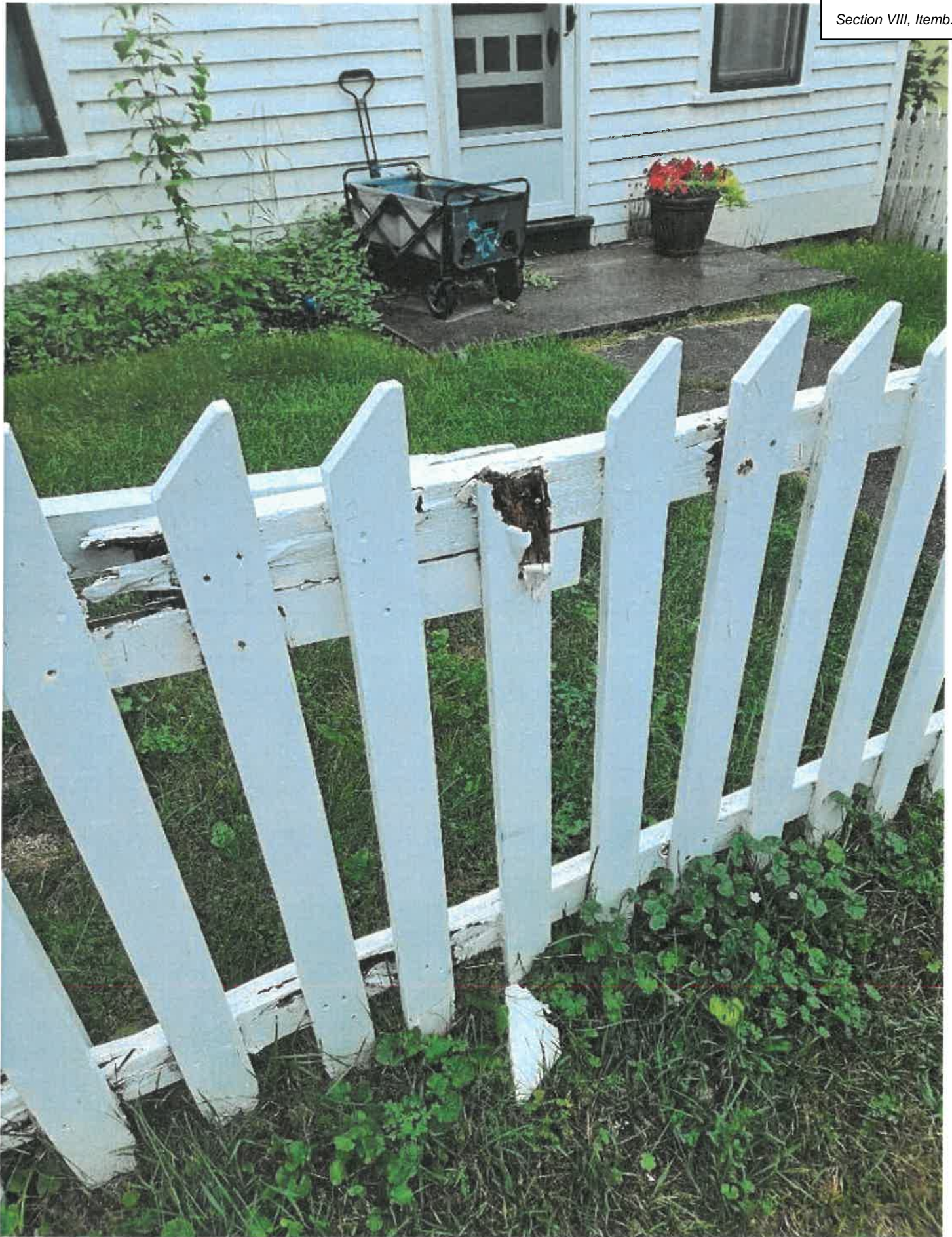
RETURN THIS FORM AND SUPPORTING MATERIALS TO:
MACKINAC ISLAND BUILDING OFFICIAL
3758 MARKET STREET, MACKINAC ISLAND, MI 49757
PHONE: (906) 847-4035

File Number: MD24-073-044(A) Date Received: 7-29-24 Fee: \$25-
Received By: KPeremy Work Completed Date: _____











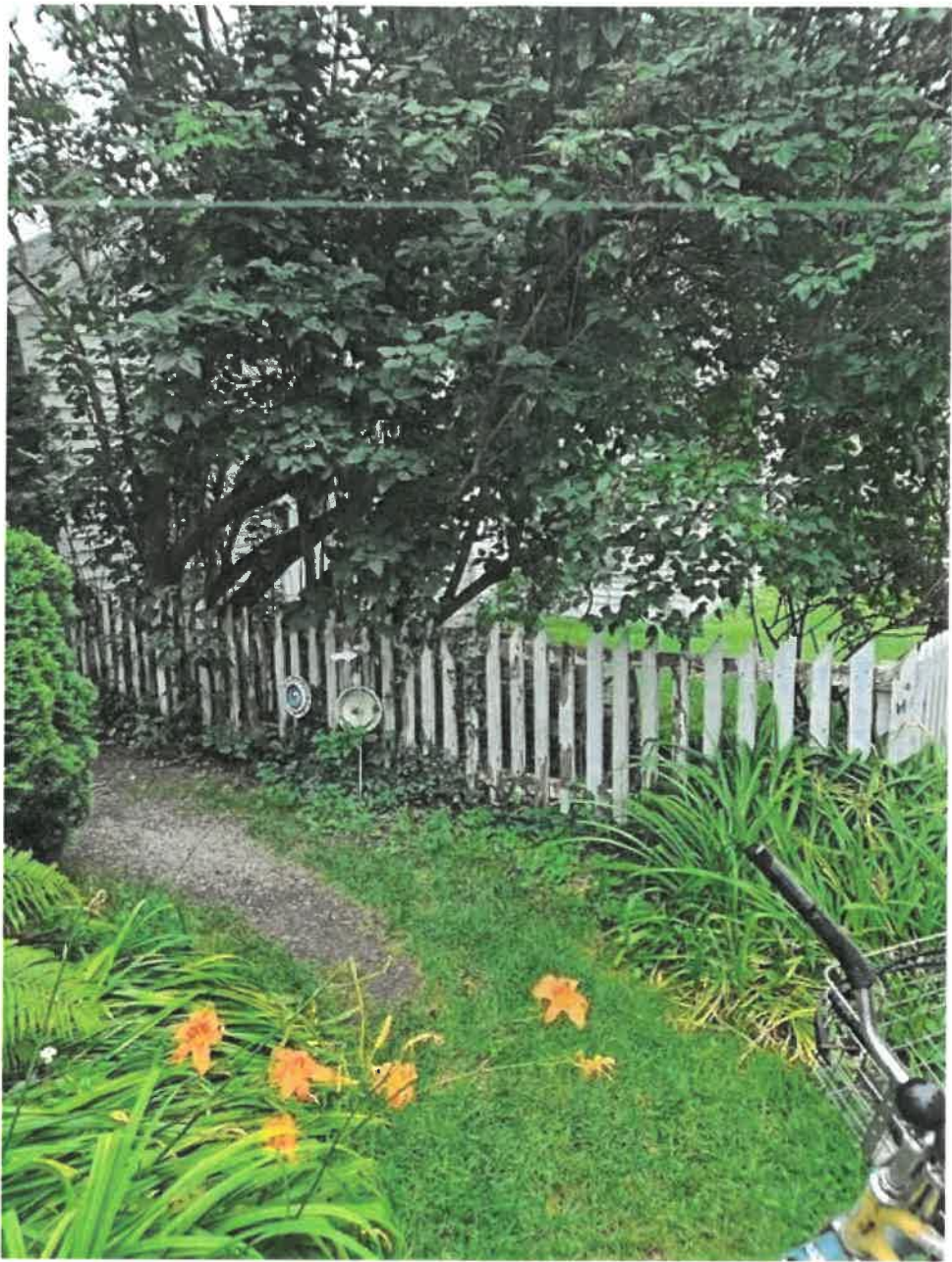














GENERAL APPLICATION FOR WORK LOCATED WITHIN A HISTORIC DISTRICT

Section VIII, Itemc.



- ☐ Minor Work (Complete Section A and refer to General Directions)
- ☐ New Construction (Complete Section B and refer to General Directions and Item B)
- ☐ Demolition (Complete Section B and refer to General Directions and Item C)

Application Deadline: Application and materials must be completed and submitted by 4:00 p.m. ten (10) business days before each Commission Meeting. Late applications will be placed on the agenda for the following month. Decision by the Commission will not necessarily occur at the meeting at which the application materials are first received.

A) MINOR WORK

PROPERTY LOCATION: 6220 Main Street 051-600-008-10
(Number) (Street) (Property Tax ID #)

PROPERTY OWNER

Name: Brian Findley Email Address: bfindley40@gmail
Address: 6220 Main Street, Mackinac Island MI 49757
(Street) (City) (State) (Zip)
Telephone: (906) 847-3758
(Home) (Business) (Fax)

APPLICANT/CONTRACTOR

Name: Matt Myers Email Address: _____
Address: _____ Mackinac Island MI 49757
(Street) (City) (State) (Zip)
Telephone: _____ (231) 881-6600
(Home) (Business) (Fax)

____ Attach a brief description of the nature of the minor work proposed and the materials to be used.
____ Attach one or more photograph(s) of the whole building including façade and any relevant elevations showing the area, item or feature proposed to be repaired or replaced. The Building Official or Historic District Commission may require additional information necessary to determine the work to be Minor Work.

If the Building Official determines that the proposed work is not Minor Work, the Building Official shall direct the applicant to complete an Application for New Work and/ or Application for Demolition or Moving work which will then be referred to the HDC.

I certify that the information provided in this Application and the documents submitted with this Application are true to the best of my information, knowledge and belief; and that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MCL 25.1501 to 25.1511.

Signature

SIGNATURES

Brian P. Findley
Please Print Name

Exhibit A

Date

Initials

Please Print Name

7-30-24

KP

NOTE: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

RETURN THIS FORM AND SUPPORTING MATERIALS TO:
MACKINAC ISLAND BUILDING OFFICIAL
7358 MARKET STREET, MACKINAC ISLAND, MI 49757
PHONE: (906) 847-4035

File Number: B324-008-045(H) Date Received: 7-30-24 Fee: 25 -
Received By: KPerery Work Completed Date: _____

MACKINAC ISLAND

Section VIII, Itemc.

PLANNING COMMISSION ★ HISTORIC DISTRICT COMMISSION ★ BUILDING DEPARTMENT

Historic District Application Checklist

☒ Brief Description of the nature of the work proposed and the materials to be used.*

☒ Photographs - Clear photographs of entire project site, streetscape, water view (if applicable), surrounding context and all elevations of the existing structure(s). Property address should be identified on all photographs.*

☐ Site Survey/Plan (to scale) – with the following information: Lot dimensions, **existing & proposed** structures, **existing & proposed** setback and yard lines, fences, walls, easements, public rights of way, utilities, driveways, and other relevant information.

☐ Floor Plans & Elevations – Floor plans, building elevations and where relevant to the proposed work, sections, must include dimensions, material notes, window and door details, topography, foundation height, porch details and other relevant information as requested. For additions, the existing structure and proposed addition must be clearly shown.

☐ Include detail on drawings of all materials proposed to be used and their dimensional and property characteristics.

☐ Provide drawings, product literature, specifications, product photographs, or similar, for all new elements. Items include, but are not limited to, windows, doors, siding, trim, columns, railings, louvers, shutters, and roofing.

☐ Identify on drawings where any existing materials and architectural features will be removed or replaced.

*** Only the first two items are required for Like for Like projects.**

Note: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

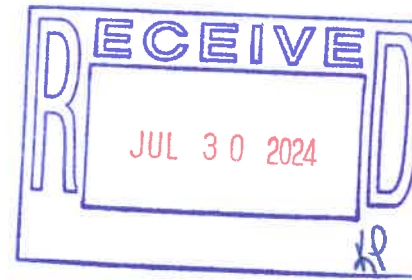
Revised March 2017

7358 Market Street, PO Box 455 • Mackinac Island, MI 49757-0455
(906) 847-4035 Office • (906) 847-6430 Fax

**Small Point Bed and Breakfast
6220 Main Street,
Mackinac Island, Michigan 49757**

Section VIII, Itemc.

Porch & Rear Roof Replacement 2024



The front porch of the house requires a new roof. The project will be the removal of a single layer of black asphalt shingles and replacing it with new black asphalt shingles. Total number of squares is estimated at 15 squares. The white gutters will also be replaced. The work will be completed by Matt Myers of Mackinac Island.



Ariel view of structure



File No. R324.008.045(H)

Exhibit B

Date 7-30-24

Initials KP

1 Rear Roof with gutter already removed.



Project is scheduled for late September or October. The date is to be determined.

Brian Findley
6220 Main Street,
Mackinac Island, MI 49757
(906)847-3758

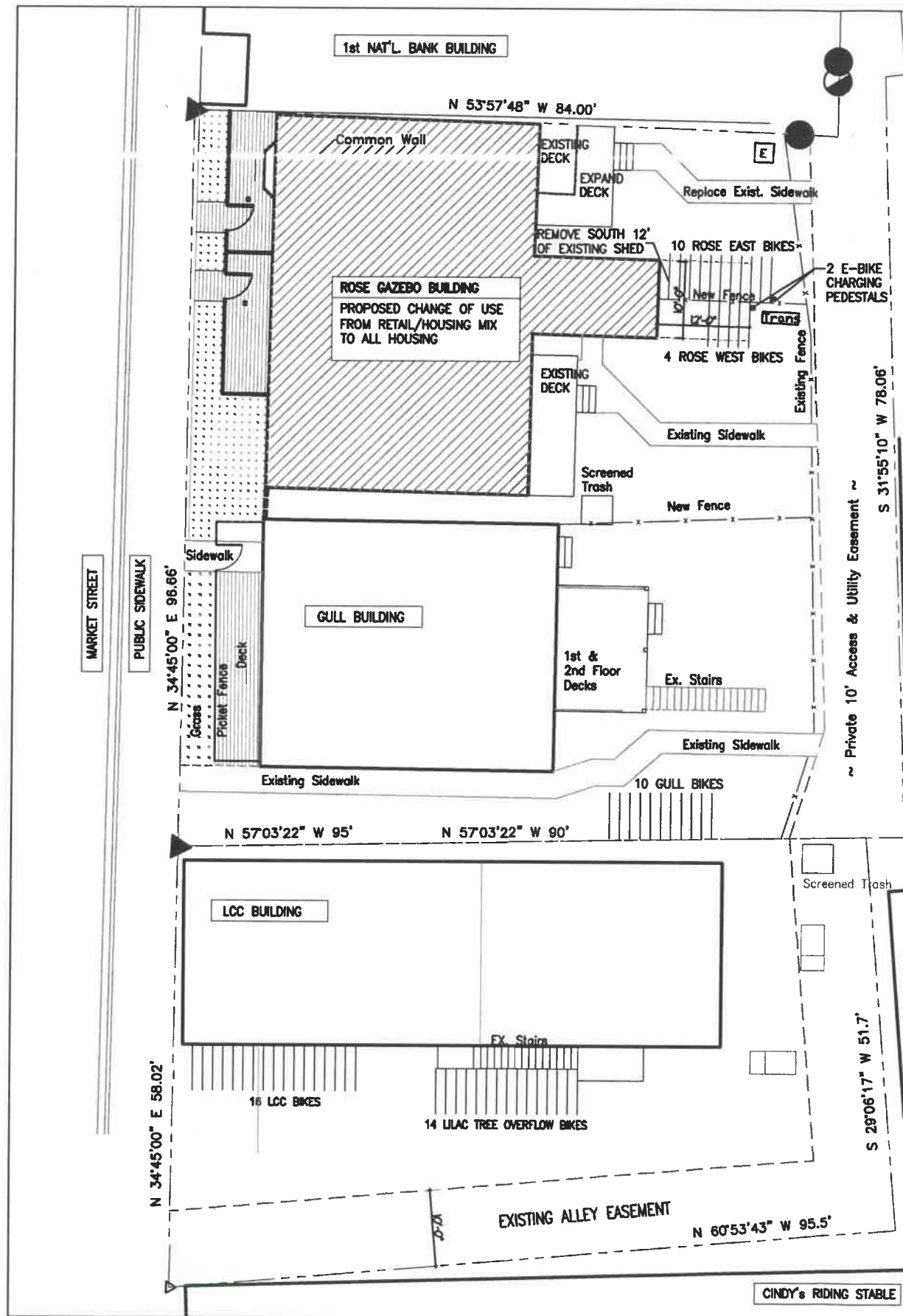
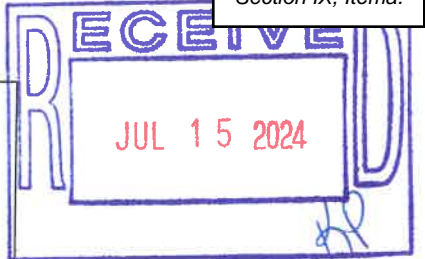












ZONING INFORMATION: DISTRICT: MD
SITE PLAN INFORMATION BASED ON A SURVEY BY NEIL E. HILL, P.S. #27447, ST. IGNACE, MICHIGAN.

CITY OF MACKINAC ISLAND, MACKINAC COUNTY, MICHIGAN
PROPERTY # 051-550-026-00

LOT AREA: 8,945 SQUARE FEET (0.20 ACRES)
NO CHANGE TO HEIGHT.

LOT COVERAGE:
ROSE BUILDING STOR. AREA REMOVED = -120 Sq. Ft.
GULL FRONT DECK AREA REMOVED = -112 Sq. Ft.
ADDED REAR ROSE DECK AREA = +85 Sq. Ft.

ADDED FRONT ROSE DECK AREA = + 70 Sq. Ft.
REMOVED FRONT ROSE DECK AREA = - 70 Sq. Ft.

NET CHANGE TO LOT COVERAGE = 147 Sq. Ft. REDUCTION

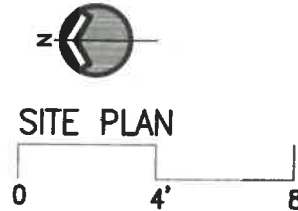
ALLOWABLE DENSITY = 1 OCCUPANT per 500 S.F. OF SITE AREA.
8,945 S.F. / 500 = 17 OCCUPANTS ALLOWED.

PROPOSED DENSITY:

- 2 OCCUPANTS AT 1st FLOOR GULL BUILDING
- 2 OCCUPANTS AT 2nd FLOOR GULL BUILDING
- 2 OCCUPANTS AT EXISTING UNIT IN ROSE BUILDING
- 2 OCCUPANTS AT PROPOSED UNIT IN ROSE BUILDING
- 8 OCCUPANTS TOTAL

PROJECT ADDENDUM:

REMOVE 10' EXISTING WOOD DECK WHICH IS ADJACENT TO THE PUBLIC SIDEWALK, REPLACE w/ 4' OF GRASS LAWN, REBUILD 6' OF EXISTING DECK w/ NEW 3"x6" TREATED DECKING. BUILD PICKET FENCE w/ 2 GATES FOR PRIVACY AT EDGE OF DECK.



File No. MD23-026-085(H)
Exhibit W
Date 7.16.24
Initials KP

THEATRE

- Found Property Iron
- △ Found Nail in Conc
- ▶ Set Nail in Conc
- Set Property Iron #27447

MAIN STREET CENTER

Richard Clements Architect, PLLC

15215 Merry Lane
Ocuqec, MI 49759

richardlee1523@live.com

989-370-3681

ROSE GAZEBO

7407 MARKET STREET
MACKINAC ISLAND, MI

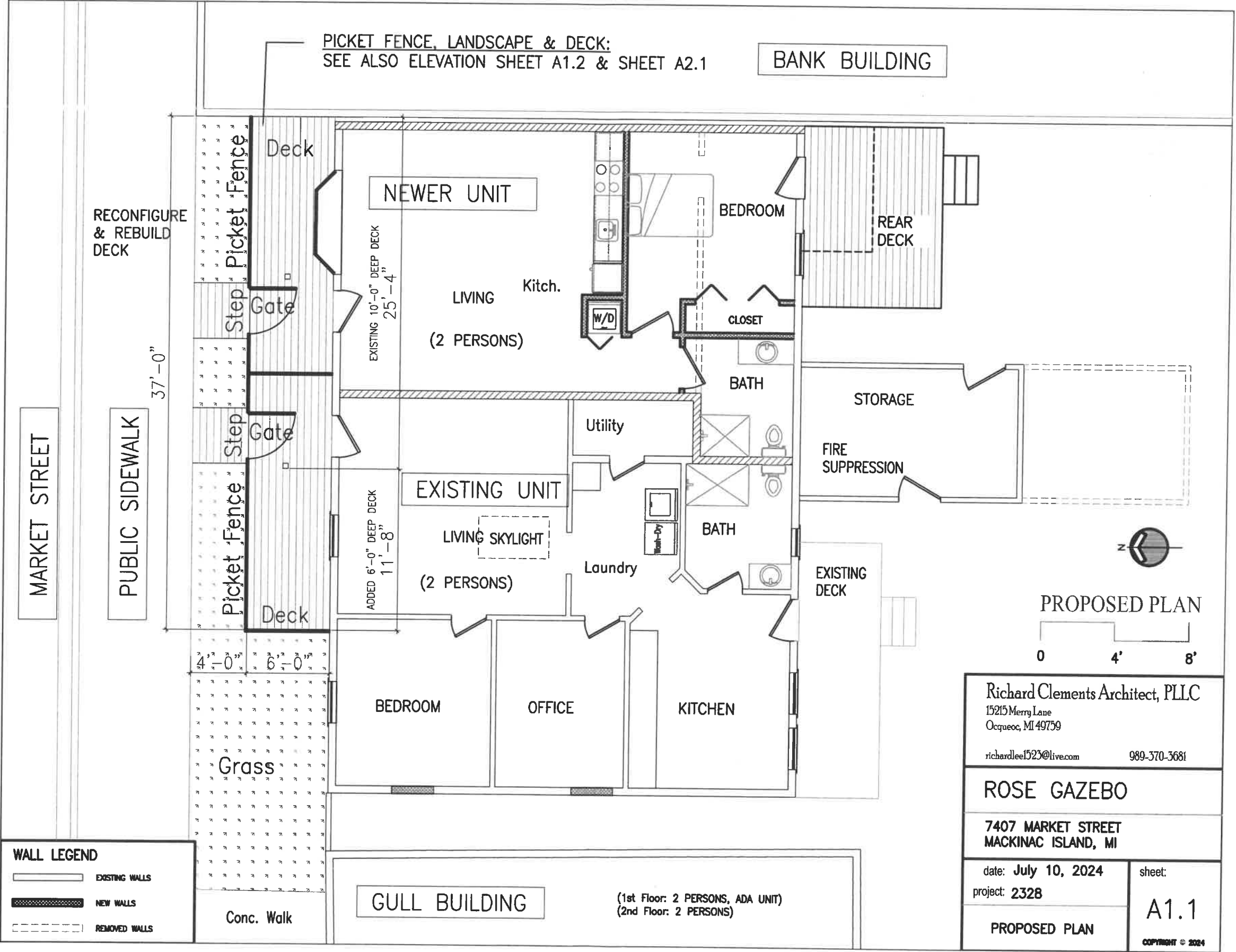
date: July 10, 2024
project: 2328

sheet:

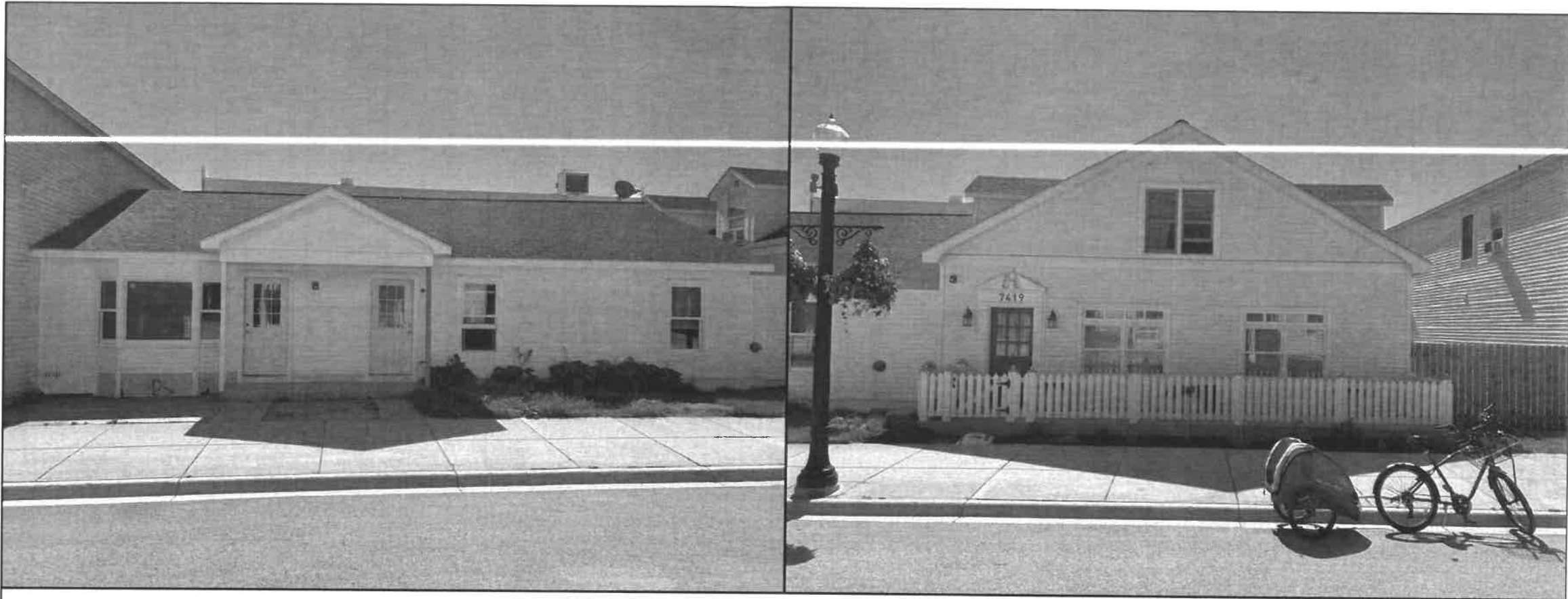
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COPYRIGHT © 2024

SITE PLAN

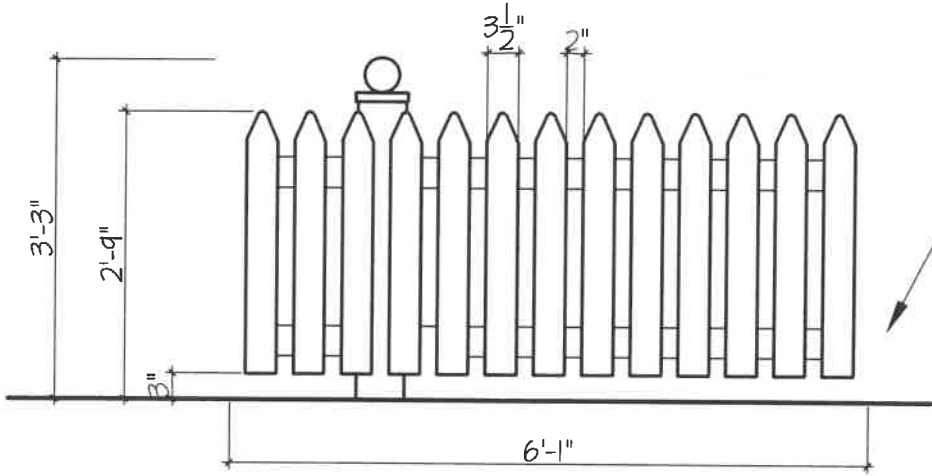






CURRENT STREET VIEW OF ROSE GAZEBO

CURRENT STREET VIEW OF GULL BUILDING



PICKET FENCE CONSTRUCTION:
1x4 CEDAR PICKETS w/ 2" SPACING PAINTED WHITE
4x6 CEDAR POSTS PAINTED WHITE

Pro. Picket Fence
SCALE" 1" = 1'-0"



Richard Clements Architect, PLLC 15215 Merry Lane Oshtemo, MI 49759 richardlee1523@live.com 989-370-3681	ROSE GAZEBO	date: July 10, 2024 project: 2328	sheet: A2.1 COPYRIGHT © 2024
	7407 MARKET STREET MACKINAC ISLAND, MI	PHOTOS	



Mackinac Island HDC,

I am seeking approval to build a new front deck at 7407/7411 Market Street. The deck is necessary to create a barrier between people traveling up and down Market Street and the people who will be calling these apartments home. The new deck will be built to look exactly like the new deck located next door at 7419 Market Street.

Thank you for your time!

Roy Shryock



Richard
Neumann
Architect

610 Grand Avenue, Petoskey, Michigan 49770, 231.347.0931

26 July 2024

Katie Pereny, Secretary
Historic District Commission
City of Mackinac Island
P.O. Box 455
Mackinac Island, MI 49757

Re: **ROSE GAZEBO FRONT PORCH**
Design Review

Dear Ms. Pereny:

I have reviewed the proposed additions at the former Rose Gazebo Building in the Market and Main Historic District.

Find attached the Design Review for the above referenced proposed project.

Should you have any questions, please contact me.

Sincerely,

RICHARD NEUMANN ARCHITECT

Rick Neumann

- c. Richard Clements, Richard Clements Architect
Dennis Dombroski, City of Mackinac Island
Gary Rentrop, Rentrop & Morrison



Richard
Neumann
Architect

610 Grand Avenue, Petoskey, Michigan 49770, 231.347.0931

26 July 2024

DESIGN REVIEW

ROSE GAZEBO FRONT PORCH

7407 and 7411 Market Street

Market and Main Historic District
Mackinac Island, Michigan

INTRODUCTION

The proposed project is renovation work on the former Rose Gazebo retail building, at 7407 and 7411 Market Street, in the Market and Main Historic District. The building is a Contributing structure in the district. Exterior and interior renovation work to convert the retail to residential use was previously approved. Now proposed is the addition of front decks and fencing to separate the private residential activity from the immediately adjacent busy public street activity. The deck and fencing would be just like the front deck and fencing next door at the old Gull Building, 7419 Market Street.

This design review is based on City Code Sec. 10-161 "Design Review Standards and Guidelines", of Article V. "Historic District", of the City of Mackinac Island Ordinance No. 443, adopted October 21, 2009. The review standards are those of the Department of the Interior entitled "The United States Secretary of the Interior's Standards for Rehabilitation" and "Guidelines for Rehabilitating Historic Buildings", as set forth in 36 CFR, part 67, as well as the factors set forth in City Code Sec. 10-161(b).

Materials submitted for Review include site plan, floor plans, elevations, and photographs of the existing building, dated 10 July 2024, by Richard Clements Architect.

REVIEW

The Standards for review are the following:

Standard 1 - *"A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment."*

The building use is changed, from commercial retail use to residential apartments.

Rose Gazebo Front Porch Design Review
26 July 2024
Page 2

Standard 2 - *"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a building shall be avoided."*

The existing character of the property would be retained; actually the proposed porch and fencing would improve the building's front appearance. No historic materials or features would be removed, or spaces altered.

Standard 3 - *"Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historic development such as adding conjectural features or architectural elements from other buildings, shall not be undertaken."*

The proposed porch and fencing additions would not create a false sense of historic development. And the changes would be appropriate.

Standard 4 - *"Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved."*

No previous changes that have achieved historic significance in their own right would be affected.

Standard 5 - *"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."*

Distinctive features, finishes, or craftsmanship that characterize the existing building would be maintained.

Standard 6 - *"Deteriorated historical features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence, or structures."*

This standard does not apply to the proposed project.

Standard 7 - *"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."*

This standard does not apply to the proposed project.

Standard 8 - *"Significant archaeological resources shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken."*

This standard does not apply to the proposed project.

Rose Gazebo Front Porch Design Review
 26 July 2024
 Page 3

Standard 9 - *"New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size and architectural features to protect the historic integrity of the property and its environment."*

The proposed exterior additions would not destroy historic materials that characterize the property. The new work would be differentiated from the character of the original building, and the changes would be appropriate. The proposed new work would be compatible with the architectural character of the building, and actually improve its appearance.

Standard 10 - *"New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired."*

The proposed changes could be removed in the future without impairing the essential form and integrity of the property.

Standards Under Code Sec. 10-161(b)

In reviewing applications, the Commission shall also consider all of the following:

(1) - *The historic or architectural value and significance of the resource and its relationship to the historic value of the surrounding area.*

The proposed porch and fence additions would not change the significance of the resource, and would improve its relationship to the Market Street neighborhood.

(2) - *"The relationship of any architectural features of the resource to the rest of the resource and to the surrounding area."*

The proposed project additions would result in a more appropriate relationship to the larger resource, and to the district.

(3) - *"The general compatibility of the design, arrangement, texture and materials proposed to be used."*

The proposed additions would be compatible with the building, and enhance its character.

(4) - *"Other factors, such as aesthetic value, that the Commission finds relevant."*

The aesthetic value of the former Rose Gazebo building would be positively enhanced by the proposed exterior renovations.

Rose Gazebo Front Porch Design Review
26 July 2024
Page 4

CONCLUSION

Based on the findings above, the proposed exterior front porch and fence additions at the Rose Gazebo building at 7407 and 7411 Market Street would meet the Standards for review.

END OF REVIEW

Katie Pereny

From: Andy <andy@mict.com>
Sent: Monday, July 29, 2024 3:20 PM
To: Katie Pereny
Subject: Lenox Porch
Attachments: 1 Lenox Porch HD.pdf; 1 Lenox Porch PC.pdf



Katie,

I need to extend the Lenox Porch applications for a year. Can we get them added to the August meetings?

Thanks,

Andy McGreevy
Mackinac Island Carriage Tours
PO Box 400
Mackinac Island, MI. 49757

Cell 906-430-8175

PLANNING COMMISSION ★ HISTORIC DISTRICT COMMISSION ★ BUILDING DEPARTMENT

Historic District Application Checklist

- ☐ Brief Description of the nature of the work proposed and the materials to be used.*
- ☐ Photographs - Clear photographs of entire project site, streetscape, water view (if applicable), surrounding context and all elevations of the existing structure(s). Property address should be identified on all photographs.*
- ☐ Site Survey/Plan (to scale) – with the following information: Lot dimensions, **existing & proposed** structures, **existing & proposed** setback and yard lines, fences, walls, easements, public rights of way, utilities, driveways, and other relevant information.
- ☐ Floor Plans & Elevations – Floor plans, building elevations and where relevant to the proposed work, sections, must include dimensions, material notes, window and door details, topography, foundation height, porch details and other relevant information as requested. For additions, the existing structure and proposed addition must be clearly shown.
- ☐ Include detail on drawings of all materials proposed to be used and their dimensional and property characteristics.
- ☐ Provide drawings, product literature, specifications, product photographs, or similar, for all new elements. Items include, but are not limited to, windows, doors, siding, trim, columns, railings, louvers, shutters, and roofing.
- ☐ Identify on drawings where any existing materials and architectural features will be removed or replaced.

*** Only the first two items are required for Like for Like projects.**

Note: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

Revised March 2017

GENERAL APPLICATION FOR WORK LOCATED WITHIN A HISTORIC DISTRICT

Section IX, Itemc.

- ☐ Minor Work (Complete Section A and refer to General Directions)
☐ New Construction (Complete Section B and refer to General Directions and Item B)
☐ Demolition (Complete Section B and refer to General Directions and Item C)

Application Deadline: Application and materials must be completed and **submitted by 4:00 p.m. ten (10) business days before each Commission Meeting.** Late applications will be placed on the agenda for the following month. Decision by the Commission will not necessarily occur at the meeting at which the application materials are first received.

A) MINOR WORK**PROPERTY LOCATION:**

(Number)

(Street)

(Property Tax ID #)

PROPERTY OWNER

Name: _____ Email Address: _____

Address: _____
(Street) (City) (State) (Zip)Telephone: _____
(Home) (Business) (Fax)**APPLICANT/CONTRACTOR**

Name: _____ Email Address: _____

Address: _____
(Street) (City) (State) (Zip)Telephone: _____
(Home) (Business) (Fax)

____ Attach a brief description of the nature of the minor work proposed and the materials to be used.

____ Attach one or more photograph(s) of the whole building including façade and any relevant elevations showing the area, item or feature proposed to be repaired or replaced. The Building Official or Historic District Commission may require additional information necessary to determine the work to be Minor Work.

If the Building Official determines that the proposed work is not Minor Work, the Building Official shall direct the applicant to complete an Application for New Work and/ or Application for Demolition or Moving work which will then be referred to the HDC.

I certify that the information provided in this Application and the documents submitted with this Application are true to the best of my information, knowledge and belief; and that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MLC 125.1501 to 125.1531

SIGNATURES

Signature _____

Signature _____

Please Print Name _____

Please Print Name _____

NOTE: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

RETURN THIS FORM AND SUPPORTING MATERIALS TO:**MACKINAC ISLAND BUILDING OFFICIAL****7358 MARKET STREET, MACKINAC ISLAND, MI 49757****PHONE: (906) 847-4035**

File Number: _____ Date Received: _____ Fee: _____

Received By: _____ Work Completed Date: _____

B) NEW CONSTRUCTION & DEMOLITION OR MOVING OF STRUCTURES

Section IX, Itemc.

PROPERTY LOCATION: _____
(Number) (Street) (Property Tax ID #)

LEGAL DESCRIPTION OF PROPERTY: _____
(Attach supplement pages as needed)

ESTIMATED PROJECT COST: _____

APPLICANT/CONTRACTOR

(Applicant's interest in the project if not the fee-simple owner): _____

Name: _____ Email Address: _____

Address: _____
(Street) (City) (State) (Zip)

Telephone: _____
(Home) (Business) (Fax)

I certify that the information provided in this Application and the documents submitted with this Application are true to the best of my information, knowledge and belief.

Signature: _____ Date _____

PROPERTY OWNER(S) AND ALL PARTIES WITH A CLAIM OF RIGHT IN PROPERTY¹ This includes mortgagees, easement holders, and lien holders. You may be asked to provide a title search of the property and if the estimated is in excess of \$250,000 you are required to do so. Attach additional pages listing the person(s) or entity(ies) with legal interest(s) in the property and the nature of the legal interest(s).

Name: _____ Email Address: _____

Address: _____
(Street) (City) (State) (Zip)

Telephone: _____
(Home) (Business) (Fax)

The undersigned certify(ies) and represent(s)

1. That he/she, it or they is (are) all of the fee title owner(s) of all of the property involved in the application; and
2. That he/she, it or they has (have) attached a list which identifies all parties with a legal interest in the property at issue other than the undersigned owner(s) and has (have) identified the nature of each legal interest; and
3. That the answers and statements herein attached and materials provided are in all respects true and correct to the best of his, her, its or their information, knowledge and belief. The undersigned hereby further certify(ies) and represent(s) that he/she, it or they has (have) read the foregoing and understand(s) the same.
4. That the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MLC 125.1501 to 125.1531.

Signature SIGNATURES _____
Signature

Please Print Name Please Print Name

Signed and sworn to before me on the _____ day of _____, 20____.

Notary Public

County, Michigan
My commission expires: _____

¹ The decision by the Historic District Commission may be in the form of Restrictions to which such Parties may be required to agree. (revised 04/17)

GENERAL DIRECTIONS FOR WORK WITHIN A HISTORIC DISTRICT

I. Determine the Classification of Work

An Application is required for all "Work" (construction, addition, alteration, repair, moving, excavation or demolition) involving a "Resource" (one or more historic or non-historic buildings, structures, sites, objects, features, or open spaces) located within a historic district or proposed historic district.

Please determine which classification of work you are proposing from the Categories below. The Building Official can assist you in this determination. Your proposed work may involve both Demolition and New Construction (for example, removal and replacement of a porch where the replacement is not "like for like"). If this is the case, please complete the General Application and the required Application Information for both Demolition and New Construction.

All applicants must include a completed form entitled "General Application for Work Located in a Historic District". **See the attached checklist to help compile a complete application package.**

A. MINOR WORK IN A HISTORIC DISTRICT (COMPLETE SECTION "A" ON THE GENERAL APPLICATION)

Applications that indicate the work will be minor work may be administratively approved on behalf of the Commission by the City's Building Official. Minor work is:

1. Exterior repair work with little or no change in the appearance using material(s) like the material(s) being replaced or repaired (known as "like for like").
2. Re-roofing using asphalt shingles of traditional color, that are either: 3 tab architectural, low profile, (Landmark CertainTeed or equivalent) or heavy duty architectural dimensional (or equivalent).

Where the City's Building Official is uncertain as to whether the work is minor, the Building Official shall refer the application to the Historic District Commission.

B. NEW CONSTRUCTION (SEE PAGE 2 FOR INSTRUCTIONS)

1. This is work that changes the footprint or volume of a building or structure; or creates a new building, addition or structure; or materially alters the appearance of the resource; or may not be consistent with the historic integrity of the property.
2. Applicant shall complete that application identified as New Construction and provide the requested material. (Section "B")

C. DEMOLITION OR MOVING OF STRUCTURE (SEE PAGE 3 FOR INSTRUCTIONS)

1. This is work which includes one or more of the following:
 - Removes materials
 - Reduces the footprint or volume of a building or structure
 - The moving or removing of a building or structure within the same site or off site.
2. Applicant shall complete that application identified as Demolition or Moving and provide the requested material. (Section "B")

II. Historic District Commission Procedure

- A. Note that your application will not be processed until all the required information and fee have been received by the submittal due date. (14 days prior to the scheduled meeting date)
- B. For all work in a Historic District which is not determined by the Building Official to be minor work, Applicant will need to obtain a determination by the Historic District Commission (the "HDC") that the work is minor or obtain the approval of the HDC with a Certificate of Appropriateness or Notice to Proceed before work can commence within a Historic District.

ITEM B**INSTRUCTIONS FOR THE APPLICATION FOR
NEW CONSTRUCTION WITHIN HISTORIC DISTRICT**

Regarding proposed new construction (which is any Work within a historic district or a proposed historic district which changes the footprint or volume of a building or structure; or creates a new building, addition or structure; or materially alters the appearance of a resource; or may not be consistent with the historic integrity of the property), the HDC in reviewing plans, shall follow the relevant requirements of the State's Local Historic Districts Act, the City's Historic District Ordinance and the HDC's Design Review Standards and Guidelines which include the United States Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings as set forth in 36 C.F.R. part 67 and consideration of the following:

- a) The historic or architectural value and significance of the resource and its relationship to the historic value of the surrounding area.
- b) The relationship of any architectural features of the resource to the rest of the resource and to the surrounding area.
- c) The general compatibility of the design, arrangement, texture and materials proposed to be used.
- d) Other factors, such as aesthetic value, that the commission finds relevant.
- e) Whether the applicant has certified in the application that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MLC 125.1501 to 125.1531.

Resource means one or more publicly or privately owned historic or non-historic buildings, structures, sites, objects, features, or open spaces located within a historic district. Open Space means undeveloped land, a naturally landscaped area, or a formal or man-made landscaped area that provides a connective link or a buffer between other resources.

APPLICATION REQUIREMENTS

Each application requires submittal of eleven (11) identical packets of documentation. Blueprint size or 11" x 17" paper is requested when scaled and/or dimensioned drawings are required. Applications must be on top with backup documentation attached to the back of each application. See the attached checklist to help compile a complete application package.

THESE ARE THE MINIMUM REQUIREMENTS. THE COMMISSION AND ITS STAFF RESERVES THE RIGHT TO ASK FOR ADDITIONAL INFORMATION AS AN INDIVIDUAL CASE REQUIRES.

ITEM C**REQUIRED APPLICATION INFORMATION FOR THE DEMOLITION OR MOVING OF RESOURCES WITHIN THE CITY OF MACKINAC ISLAND HISTORIC DISTRICTS****A. RESPONSIBILITY OF THE HISTORIC DISTRICT COMMISSION**

The City of Mackinac Island's Historic District Commission is the entity which reviews all applications for work within a historic district or proposed historic district. The demolition or moving of any historic resource constitutes an irreplaceable loss to a historic district or proposed historic district and to the City of Mackinac Island. The demolition or moving of even a non-contributing resource can have serious consequences for a historic district or proposed historic district.

B. APPLICATIONS FOR DEMOLITION OR MOVING OF RESOURCES

The following guidelines apply to *Applications for Demolition or Moving of Resources*. The guidelines do not apply to the moving, razing or destruction, whether entirely or in part, of a resource which has been destroyed by neglect and/or by fire when arson by the owner or owner's agent has been proven.

C. REQUIREMENTS OF APPLICANT

The Applicant who proposes to demolish or move a resource in a Historic District must submit eleven (11) identical packets of the completed application. An application shall include all of the following:

1. Signatures of the applicant and property owner.
2. Name and mailing address of the property owner.
3. Name and mailing address of the applicant.
4. Specific grounds under the provisions of the local Historic District Ordinance upon which the application for a demolition or moving permit is based.
5. Information sufficient to justify the grounds upon which the applicant has chosen to base the application.
6. Written evidence that alternatives to demolition or moving have been evaluated (including but not limited to rehabilitation, sale, adaptive reuse) and provide both architectural and financial data to support a conclusion the demolition or moving is the only feasible option. This evidence shall show that the property was offered for sale, the price asked, the period of time during which the property was offered for sale, and how the property was advertised for sale. The evidence shall show if there are actions or omissions of the owner that have impaired the ability to market the property.
7. Written evidence of any advice sought by the applicant from a professional(s) experienced in historic preservation work.
8. A description of all measures that will be taken to protect surrounding buildings and any other resources from the risk of adverse impact due to demolition or moving.
9. It is the applicant's burden to provide all the required information on the application and to show that the application complies with the ordinance. If the applicant does not meet the burden, the application shall be denied.

D. GROUNDS UPON WHICH AN APPLICATION MAY BE BASED

The Applicant must demonstrate that one or more of the following conditions prevail and that the proposed work is necessary to substantially improve or correct any of the following conditions set forth in bold type below:

1. **The resource constitutes a hazard to the safety of the public or to the structure's occupants.**
Applicant shall provide:
 - a. Certified written report by a structural engineer licensed in Michigan as to the structural soundness of the building and its adaptability for rehabilitation.
Any dangerous conditions should be identified.

- b. Detailed description of existing conditions, including environmental conditions of the building(s) and property.
- c. Detailed description of proposed changes.
- d. Site plan, to scale, showing the location of the resource proposed to be demolished in relationship to other resources on the property, and to the property lines.
- e. Site plan, to scale, and any other information which accurately describes the proposed use and appearance of the site after demolition or moving of the resource.
- f. Feasibility of alternative uses for the property that would allow retention of the structure.
- g. Floor plans with dimensions.
- h. Photographs of the property showing all elevations, close-ups of details, and relationship to adjacent and surrounding resources.

Applicant shall also provide architectural and historical data, as available:

- a. Date of construction of the resource.
- b. Architectural style of the resource.
- c. Historic photographs of the resource.
- d. Name of original owner / builder / developer.
- e. Building timeline (i.e., dates and location of additions, demolition and changes).
- f. Detailed description of building materials that are original to the resource.
- g. Historic information regarding the resource (i.e., notable residents, highly recognized landmark, important site, etc.).

Note: The City's representatives and consultants may require access and an opportunity to inspect the resource.

2. **The resource 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.**

Applicant shall provide:

- a. Written description of the nature of the proposed improvement and how it will benefit the broader community.
- b. Site plan, to scale, showing the site after the proposed work, including existing and new construction.
- c. Building schematic plans and elevations sufficient to illustrate the size, mass, materials and appearance of the proposed new construction in relation to remaining historic elements on the applicant's property and surrounding sites.
- d. Evidence of required planning and zoning approval for proposed work, financing and environmental clearances.
- e. Floor plans with dimensions.
- f. Photographs of the property showing all elevations, close-ups of details, and relationship to adjacent and surrounding resources.

Applicant shall also provide architectural and historical data, as available:

- a. Date of construction of the resource.
- b. Architectural style of the resource.
- c. Historic photographs of the resource.
- d. Name of original owner / builder / developer.
- e. Building timeline (i.e., dates and location of additions, demolition and changes).
- f. Detailed description of building materials that are original to the resource.
- g. Historic information regarding building (i.e., notable residents, highly recognized landmark, important site, etc.).

3. **Retaining the resource will cause undue financial hardship to the owner when a governmental action, an act of God, or other events 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 its fair market value or moving the resource to a vacant site within the historic district, have been attempted and exhausted by the owner.**

Applicant shall provide, in written form, information sufficient to establish it meets the elements of this condition, which shall include:

- a. Form of ownership of the property, including names and addresses of the owners. If owner is an organization, governmental entity or corporation, include name and telephone number of a contact person.
- b. Amount paid for the property, date of purchase, party from whom property was purchased, and any relationship between the parties.
- c. Remaining balance on any mortgage or other financing secured by the property.
- d. If property is income-producing, (1) annual gross income for the previous three years (2) itemized operating and maintenance expenses (3) depreciation deduction (4) annual cash flow before and after debt service.
- e. Assessed value and real estate tax on the property, according to the two most recent tax assessments
- f. Estimated fair market value of the property (1) in its current condition (2) after complying with HDC Standards and Guidelines (3) after the proposed demolition or moving. There shall be a detailed explanation of what the property conditions are, including the environmental condition of the property, and how those conditions impair the ability to market the property.
- g. Any real estate listing of the property for sale or rent in the past three years, including price asked, open houses held, prospects shown the property and offers received.
- h. Three bids each for the cost of the proposed demolition or moving compared with the cost of stabilizing or "mothballing" the resource.
- i. Long term and short term availability of funds, including income and financing, available to the owner that would allow retention of the resource.
- j. List of financial incentives for preserving the resource available to the applicant through federal, state, city or private programs.
- k. Floor plans with dimensions.
- l. Photographs of the property showing all elevations, close-ups of details, and relationship to adjacent and surrounding resources.

Applicant shall also provide architectural and historical data, as available:

- a. Date of construction of the resource.
- b. Architectural style of the resource.
- c. Historic photographs of the resource.
- d. Name of original owner / builder / developer.
- e. Building timeline (i.e., dates and location of additions, demolition and changes).
- f. Detailed description of building materials that are original to the resource.
- g. Historic information regarding the resource (i.e., notable residents, highly recognized landmark, important site, etc.).

4. **Retaining the resource is not in the interest of the majority of the community.**

Applicant shall provide:

- a. Written description of the nature of the resource and existing conditions.
- b. Written description of proposed changes.
- c. Written discussion of how the demolition or moving of the resource might benefit the community.

- d. Site plan, to scale, showing the location of the resource proposed to be demolished or moved in relationship to other resources on the property, and to the property lines.
- e. Site plan, to scale, and any other information which accurately describes the proposed use and appearance of the site after demolition or moving of the resource. The HDC may require the completion of a Application for New Construction.
- f. Feasibility of alternative uses for the property that would allow compliance with City of Mackinac Island Historic District Standards and Guidelines.
- g. Floor plans with dimensions.
- h. Photographs of the property showing all elevations, close-ups of details, and relationship to adjacent and surrounding resources.

E. Applicant's Proposed Use of the Property after the Proposed Demolition.

As a condition precedent to the issuance of a notice to proceed with the proposed demolition, Applicant shall provide plans for the intended use of the property after demolition and if new construction is intended, Applicant must complete that portion of the General Application and required Application Information for New Construction.

An application which does not include the required information and material is incomplete. If the application is incomplete, the applicant shall be notified after review of the application by the Commission that the application is incomplete and in what manner it is incomplete, in order to allow the applicant to submit such materials as will constitute a complete application. An applicant who does not submit the requested materials risks denial of the application. All documentation becomes part of the public record.

THESE ARE THE MINIMUM REQUIREMENTS. THE COMMISSION AND ITS STAFF RESERVES THE RIGHT TO ASK FOR ADDITIONAL INFORMATION AS AN INDIVIDUAL CASE REQUIRES.

NOTE: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

RETURN THE APPLICATION, SUPPORTING MATERIALS, AND FEE TO:

HISTORIC DISTRICT COMMISSION

c/o KATIE PERENY

BOX 455, 7358 MARKET ST.

MACKINAC ISLAND, MI 49757

PHONE: (906) 847-6190

EMAIL: kep@cityofmi.org

FACILITIES AND USES REQUIRING A FEDERAL
LICENSE, PERMIT, OR APPROVAL WITHIN THE CITY OF
MACKINAC ISLAND, MICHIGAN

NOTICE TO APPLICANTS WHOSE PROPOSED STRUCTURE
AND/OR USE REQUIRES FEDERAL APPROVAL OR A
FEDERAL LICENSE OR PERMIT

SECTIONS 106/ 110(f) AGREEMENT WITH THE CITY

All of Mackinac Island is a National Historic Landmark. Thus, before there can be any City of Mackinac Island ("City") review of any proposed application by an Applicant for a structure, equipment, or facility within the City whose construction or use would require a federal license, permit, or approval (a "Prospective Applicant"), which may include but is not limited to, a communications facility, wireless facility, wireless support structure, utility pole for wireless facility(ies), or related structures, or installation of a dock requiring U.S. Army Corps of Engineers approval, a Prospective Applicant must, pursuant to federal law, apply for and obtain approval under Sections 106 and 110(f) of the National Historic Preservation Act of 1966 (now codified at 54 U.S.C. Sections 306108 and 306107) ("Sections 106 and 110(f)").

AGREEMENT BETWEEN THE CITY AND THE APPLICANT

All Prospective Applicants are encouraged to meet with the City prior to any Sections 106/110(f) application and to arrive at an Agreement between the Applicant and the City regarding a proposed plan for the project which will not have an adverse effect upon this National Historic Landmark district or which minimizes the adverse effect to the maximum extent possible. Such an Agreement could allow the City to provide support for the Applicant's Section 106 application to be submitted to the State Historic Preservation Office ("SHPO") as well as satisfying the requirements for review and approval by the Historic District Commission and Planning Commission after such time as the Prospective Applicant has obtained Sections 106 and 110(f) approval. Prior to such time, an Application to the HDC or Planning Commission is considered to be incomplete and premature.

In addition to other entities which are required to be sent documents under the above federal statutory provisions and related regulations, the City is a required Consulting Party and all notices and other documents including all submissions to the SHPO, National Park Service, and Advisory Council under the Sections 106 and 110(f) review process shall also be simultaneously sent to:

Katie Pereny, Secretary, Building and Zoning Department,
Planning Commission, and Historic District Commission City of
Mackinac Island
7358 Market Street
PO Box 455
City of Mackinac Island, MI 49757

Dennis Dombroski, Building Inspector
City of Mackinac Island
7358 Market Street
PO Box 455
City of Mackinac Island, MI 49757

with a copy to:
Gary Rentrop, Esq.
Rentrop & Morrison, P.C.
39572 Woodward Ave.
Suite 222
Bloomfield Hills, MI 48304

Be further advised that obtaining review and approval under Sections 106 and 110(f) does not exempt the Prospective Applicant from compliance with all other applicable City Ordinances and applicable codes including, but not limited to, the building, fire, electrical, plumbing or mechanical codes adopted under the state construction code act, Public Act 230 of 1972.

Please provide the following information:

Date:

Prospective Applicant's Name:

Prospective Applicant's Company Name in full:

Prospective Applicant's Phone No.:

Prospective Applicant's Email Address:

Billing Address:

Location of and details of design of proposed structure, facilities, equipment, power supply, and wiring:

For communications service facilities, also provide:

- The owner of Proposed Support Structure/Pole:
- Wireless Provider's Name:
- Wireless Provider's Contact Person & Phone No.:

Dates and times when the Prospective Applicant is available to meet with City representatives to discuss reaching an Agreement regarding Sections 106/ 110(f) compliance:

Thank you for your cooperation.

Dennis Dombroski,
Building Inspector for the City of Mackinac Island

August 13, 2024

Gary Rentrop
Adkison, Need, Allen, & Rentrop, PLLC
39572 Woodward Avenue
Suite 222
Bloomfield Hills, MI 48304

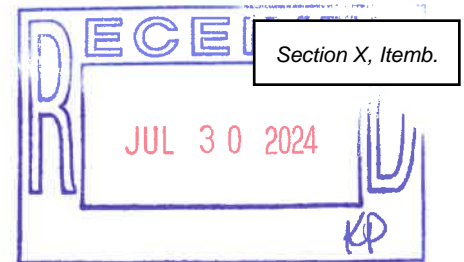
Dear Gary,

The entire City of Mackinac Island Historic District Commission would like to thank you for your service as a Mackinac Island Historic District Commission Attorney. Your hard work, time commitment, dedication and historic preservation knowledge and expertise was very much appreciated.

Sincerely,

Alan Sehoan
Chairman of the Mackinac Island Historic District Commission

File No. HB24-026-046 (4)
Exhibit C
Date 7-30-24
Initials KP



Historic District Application Checklist

- ☒ Brief Description of the nature of the work proposed and the materials to be used.*
- ☒ Photographs - Clear photographs of entire project site, streetscape, water view (if applicable), surrounding context and all elevations of the existing structure(s). Property address should be identified on all photographs.*
- ☒ Site Survey/Plan (to scale) – with the following information: Lot dimensions, **existing & proposed** structures, **existing & proposed** setback and yard lines, fences, walls, easements, public rights of way, utilities, driveways, and other relevant information.
- ☒ Floor Plans & Elevations – Floor plans, building elevations and where relevant to the proposed work, sections, must include dimensions, material notes, window and door details, topography, foundation height, porch details and other relevant information as requested. For additions, the existing structure and proposed addition must be clearly shown.
- ☒ Include detail on drawings of all materials proposed to be used and their dimensional and property characteristics.
- ☒ Provide drawings, product literature, specifications, product photographs, or similar, for all new elements. Items include, but are not limited to, windows, doors, siding, trim, columns, railings, louvers, shutters, and roofing.
- ☒ Identify on drawings where any existing materials and architectural features will be removed or replaced.

*** Only the first two items are required for Like for Like projects.**

Note: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

GENERAL APPLICATION FOR WORK LOCATED WITHIN A HISTORIC DISTRICT

- ☐ Minor Work (Complete Section A and refer to General Directions)
☒ New Construction (Complete Section B and refer to General Directions and Item B)
☐ Demolition (Complete Section B and refer to General Directions and Item C)

Application Deadline: Application and materials must be completed and submitted by 4:00 p.m. ten (10) business days before each Commission Meeting. Late applications will be placed on the agenda for the following month. Decision by the Commission will not necessarily occur at the meeting at which the application materials are first received.

A) MINOR WORK**PROPERTY LOCATION:** See New Construction in Section B

(Number)

(Street)

(Property Tax ID #)

PROPERTY OWNER

Name: _____ Email Address: _____

Address: _____
(Street) (City) (State) (Zip)Telephone: _____
(Home) (Business) (Fax)**APPLICANT/CONTRACTOR**

Name: _____ Email Address: _____

Address: _____
(Street) (City) (State) (Zip)Telephone: _____
(Home) (Business) (Fax)

____ Attach a brief description of the nature of the minor work proposed and the materials to be used.

____ Attach one or more photograph(s) of the whole building including façade and any relevant elevations showing the area, item or feature proposed to be repaired or replaced. The Building Official or Historic District Commission may require additional information necessary to determine the work to be Minor Work.

If the Building Official determines that the proposed work is not Minor Work, the Building Official shall direct the applicant to complete an Application for New Work and/ or Application for Demolition or Moving work which will then be referred to the HDC.

I certify that the information provided in this Application and the documents submitted with this Application are true to the best of my information, knowledge and belief; and that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MLC 125.1501 to 125.1531

SIGNATURES

Signature



Please Print Name

Signature

Please Print Name

NOTE: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

RETURN THIS FORM AND SUPPORTING MATERIALS TO:

MACKINAC ISLAND BUILDING OFFICIAL
7358 MARKET STREET, MACKINAC ISLAND, MI 49757
PHONE: (906) 847-4035

File Number: 4B24-026-046(A) Date Received: 7-30-24 Fee: 625 -
 Received By: K. Perry Work Completed Date: _____

B) NEW CONSTRUCTION & DEMOLITION OR MOVING OF STRUCTURES

PROPERTY LOCATION: 6860 Main Street 051-525-026-00
 (Number) (Street) (Property Tax ID #)

LEGAL DESCRIPTION OF PROPERTY: See attached
 (Attach supplement pages as needed)

ESTIMATED PROJECT COST: \$400,000

APPLICANT/CONTRACTOR

(Applicant's interest in the project if not the fee-simple owner): Agent

Name: Sam Barnwell Email Address: sam@hishotels.com

Address: 213 Sixth St Traverse City MI 49684
 (Street) (City) (State) (Zip)

Telephone: 906-430-7310
 (Home) (Business) (Fax)

I certify that the information provided in this Application and the documents submitted with this Application are true to the best of my information, knowledge and belief.

Signature: Sam Barnwell Date 29 July 2024

PROPERTY OWNER(S) AND ALL PARTIES WITH A CLAIM OF RIGHT IN PROPERTY¹ This includes mortgagees, easement holders, and lien holders. You may be asked to provide a title search of the property and if the estimated is in excess of \$250,000 you are required to do so. Attach additional pages listing the person(s) or entity(ies) with legal interest(s) in the property and the nature of the legal interest(s).

Name: Jon Cotton Email Address: sam@hishotels.com

Address: PO Box 1207 Mackinac Island MI 49757
 (Street) (City) (State) (Zip)

Telephone: 906-430-7310
 (Home) (Business) (Fax)

The undersigned certify(ies) and represent(s)

1. That he/she, it or they is (are) all of the fee title owner(s) of all of the property involved in the application; and
2. That he/she, it or they has (have) attached a list which identifies all parties with a legal interest in the property at issue other than the undersigned owner(s) and has (have) identified the nature of each legal interest; and
3. That the answers and statements herein attached and materials provided are in all respects true and correct to the best of his, her, its or their information, knowledge and belief. The undersigned hereby further certify(ies) and represent(s) that he/she, it or they has (have) read the foregoing and understand(s) the same.
4. That the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MLC 125.1501 to 125.1531.

SIGNATURES
 Signature Jon Cotton Signature _____

Please Print Name

Please Print Name

Signed and sworn to before me on the 29 day of July, 2024.

SARA TERNIO
 NOTARY PUBLIC, STATE OF MI
 COUNTY OF OAKLAND
 MY COMMISSION EXPIRES Jan 1, 2030
 ACTING IN COUNTY OF Wayne

Notary Public

Oakland

County, Michigan

My commission expires: January 1, 2030

¹ The decision by the Historic District Commission may be in the form of Restrictions to which such Parties may be required to agree. (revised 04/17)

File No. HB24-026-046(H)

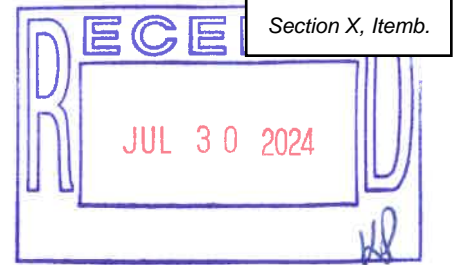
Exhibit A

Date 7.30.24

Initials KP

July 29, 2024

Mackinac Island Planning Commission



The Harbour View Inn is submitting the plan to add an enclosed fire escape at the rear of the old La Chance building at 6860 Main Street. This will replace the old metal open fire escape on the rear of the building (Photo 2, 3, 4) to provide a 4-season safe egress path at the request of the building department. This will require the removal of siding and doors at the rear of the building, the construction of the addition. The new addition will be done to match the remainder of the building as outlined in the plans. The scope of this seasons projects will also include fire suppression for this building, air conditioning updates (Photos 5, 6, 7, 9, 10, 11, 12, 13) for the campus of buildings as well as some rot repairs and roofing updates that is being submitted in concert with the Historic District Commission.

The brick paver walkways have not been finalized by the landscape architect. The existing and the future walkways will continue to be over a bed of natural sand. At this time the zoning ordinance still considers all brick pavers as impenetrable surface based on a known accidental change to the ordinance. This project would need a variance to the lot coverage based on the brick walkways or an update to return the ordinance to it historical form.

Most of the Site Plan Review Checklist items are included in the attached drawings. Below you will find narrative on the remaining items for your review.

This project will have no material effect on adjoining lands and occupants.

We plan to deliver freight for construction to the Main Street side of the building and to the back of the structure via Bogan Lane and Church Street. Material will be stored in the front yard as well as the flat areas in the rear of the buildings. We anticipate making a city council request for dumpsters and telehandler for construction and the typical vehicle request for the waterline installation and paving of Bogan Lane when the street cut is restored. We do not anticipate any fencing needs for safety but will work with the building and fire departments on any needs they see to provide a safe worksite for the public over the winter including markers that identify the dumpster(s) that are lit at night.

The proposed start dates are with the end of the season in 2024. We anticipate completion by April 15th 2025. Their will be additional phase 2 work in the winter of 2025/2026.

We do not anticipate this project to have any change to the exiting community services, water supply, solid waste, sanitary sewer or water drainage.

The demolition of the existing metal staircase on this project is minimal and we have not provided the items on the demolition check list. While digging the new foundation should we find any unknown historic or archeological remains we will immediately shop and make the required notification to the City.

We are looking to also replace items in a “like for like” fashion on the project. They include Rot on the windows at the Chateau building (Photo 1), roof shingle replacement on Chateau (Photo 1) and the bridgeway between guesthouse and carriage house buildings (Photo 14), rot on porches and hand railings, and rot on wood pillars (Photo 15,16,17,18).

Respectfully submitted

Sam Barnwell

29 July 2024

City of Mackinac Island Building Department,

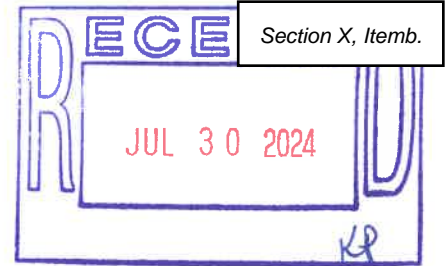
Please accept this letter authorizing Sam Barnwell as my agent to speak on behalf of the properties owned by Harbour View Mackinac, LLC, CCHVI, LLC, and CCHVI Housing, LLC, to any department or board of the City of Mackinac Island.

Sincerely



Joe Cotton

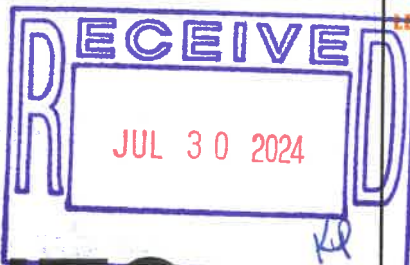
Manager – Harbour View Mackinac, LLC
Manager – CCHVI, LLC
Manager – CCHVI Housing, LLC



File No. HB24-026-046(H)
Exhibit E
Date 7.30.24
Initials KP

HARBOUR VIEW MACKINAC LLC

HARBOUR VIEW INN IMPROVEMENTS



LEGAT ARCHITECTS
Design with a Difference
**HARBOUR VIEW
MACKINAC LLC**
**HARBOUR VIEW
INN
IMPROVEMENTS**

6876 Main St, Mackinac Island, MI 49757

File No. H024-026-046(H)
Exhibit D
Date 7-30-24
Initials KP



SCHEDULE OF DRAWINGS

- GENERAL DRAWINGS
 - G-001 TITLE SHEET
 - ALTA Survey
- ARCHITECTURAL DRAWINGS
 - A-001 ARCHITECTURAL SITE PLAN
 - A-002 PHOTOGRAPHS
 - A-003 PHOTOGRAPHS
 - A-004 PHOTOGRAPHS
 - A-101 GROUND FLOOR PLAN
 - A-102 LEVEL TWO AND THREE FLOOR PLAN
 - A-103 LEVEL FOUR FLOOR PLAN
 - AR-101 ROOF PLAN
 - A-201 EXTERIOR BUILDING ELEVATIONS & ISOMETRICS
 - A-301 BUILDING SECTIONS



SITE LOCATION MAP



CAMPUS PLAN

RELEASE

ENTITLEMENT

DATE OF ISSUE

06/28/24

ARCHITECT'S PROJECT NUMBER

22407800

LEGAT ARCHITECTS



PIERCE ENGINEERS
CONSULTING STRUCTURAL ENGINEERS



G-001
ENTITLEMENT

SIGNATURE _____
DATE _____

REVISIONS		
NO.	DESCRIPTION	DATE
1		

PROJECT NUMBER 22407800
DATE OF ISSUE 06/28/24
DRAWN BY Author
REVIEWED BY Checker

TITLE SHEET

ALTA/NSPS Land Title Survey

Sheet 1 of 1
ALTA Survey

Mackinac Country Land Surveys
429 Ellsworth St. ~ St. Ignace, MI 49781
(906) 643-9418 www.MackinacSurveys.com



DATE: 1/31/2024 ~ Revised 3/06/2024
ORDER #: 23109-HVI-72/59-AP2-MI
DRAWN BY: Matthew B. Bliss

Part of Lot 72
051-725-(001-10/006-00)
1407 Church St
Rowe House Terraces Condo
Various Owners

73
051-525-028-00
1450 Bogan Ln
William Chambers Etal

74
051-525-029-00
1432 Bogan Ln
M.I. Carriage Tours

75
051-525-030-00
1420 Bogan Ln
Patricia Martin

051-525-011-10
1392 Church St
Armin Porter Etal

051-525-011-00
1392 Church St
MCT Investments LLC
& Michael Hart

Parcel B
051-525-012-00
1378 Church St
Harbor View Inn LLC
3,218 SqFt

Parcel C
051-525-015-00
Church St
Harbor View Inn LLC
1,321 SqFt

Part of Lot 72
Parcel A
051-525-026-00
6860 Main Street
Harbor View Inn LLC
1.391 Ac

Certification:

To: Harbour View Mackinac LLC, CCHVI LLC, First National Bank of Michigan & Seaver Title Agency - ATA National Title Group, and Stewart Title Guaranty Company and Corporate Settlement Solutions:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 7a, 13, 16, & 17 of Table A thereof. The fieldwork was completed on 1/31/2024 & the Date of Plat or Map is 1/31/2024.

Record Legal Description:

Land situated in the City of Mackinac Island, County of Mackinac, State of Michigan, described as:

Parcel A:
Commencing at the corner being common to the Southwest corner of Lot 72 and the Southeast corner of Lot 76, Assessor's Plat No. 2, as recorded in Liber 2, Page 46 of Plats, Mackinac County Records as to the point of beginning; thence along the Southerly line of said Lot 76, N 71°11'57" W 62.50 feet to the Westerly line of said Lot 76; thence along said Southerly line, N 12°14'51" E 170.60 feet to the Northerly line of said Lot 76; thence along said Northerly line, S 74°47'57" E 65.15 feet to the Easterly line of Lot 76 and Westerly line of Lot 72; thence along said Westerly line of Lot 72, N 13°13'26" E 160.80 feet; thence S 75°33'08" E 145.00 feet to the Easterly line of said Lot 72; thence along said Easterly line, S 13°01'22" W 346.00 feet to the Southerly line of Lot 72; thence along said Southerly line of said Lot 72, 147 feet more or less to the point of beginning. All being Lot 76 and part of Lot 72, Assessor's Plat No. 2, as recorded in Liber 2, Page 46 of Plats, Mackinac County Records.

Parcel B:
Lot 59, Assessor's Plat No. 2, as recorded in Liber 2, Page 46 of Plats, Mackinac County Records.

Parcel C:
Lot 60B, Assessor's Plat No. 2, as recorded in Liber 2, Page 46 of Plats, Mackinac County Records.

Parcel D:
Not included in this survey

Special Title Exceptions:

Per Schedule B Part II of ATA National Title Group, LLC, Registry ID: No. 1033513, Office File Number 49-23899197-SCM, Revision No. 1, dated December 15, 2023 at 8:00AM:

- Items 1-7 are not graphically plottable on survey.
- Item 8 10 foot wide utility easement recorded in Liber 272, Page 412, (Parcels A & D) - plotted along the North line of Parcel A. NOTE: Due to the uncertainty of the North line of Assessor's Plat No. 2, and Lot 72, this easement must be field verified.
- Item 9 ROW Easement in favor of Cloverland Electric Corporation, recorded in Liber 876, Page 571 (Parcel A) Blanket easement, limited to 8 feet each side of an underground electric line, and/or 15 feet each side of an overhead electric line. - Known electric utilities plotted on map, NOTE: others may be present.
- Item 10 ROW Easement in favor of Cloverland Electric Corporation, recorded in Liber 955, Page 313 (Parcels B & C) Blanket easement, limited to 8 feet each side of an underground electric line, and/or 15 feet each side of an overhead electric line. - Known electric utilities plotted on map, NOTE: others may be present.
- Items 11-13 are not graphically plottable on survey.
- Item 14 Various utilities shown on Porter's Survey P.C. Job No. 73-16, dated August 1, 2016 (Parcel A)
a. Overhead Telephone and Cable TV lines over Lot 76 without reference to an easement - Shown on map
b. Overhead Power Line over Lot 76 without reference to an easement - Appears to be moved, shown on map.
c. Underground Telephone and Power Lines over Lot 72 without reference to an easement - Shown on map
d. Cable TV Lines over Lot 72 without reference to an easement - Shown on map
NOTE: Underground utilities shown via previous survey, and are not located as part of this survey.
- Items 15 & 18 are not graphically plottable on survey.
- Items 16 & 17 Parcel not included in this survey. (Parcel D)

Notes:

- No regular vehicular access to parcel. Normal access is limited to pedestrian, bicycle & horse carriage.
- According to the FIRM 26097C1001C on www.FEMA.gov these parcels reside in Community No. 260764, with the entirety of the parcels in Zone X, via graphic plotting.
- All utilities are located via visual inspection, and previous survey map. No utility marking was performed for this project.
- There was no evidence of recent earth moving work, building construction, or building additions observed.
- The surveyor is unaware of any proposed changes in street right of way lines and there is no evidence of recent street or sidewalk work on subject parcels.

Legend

- | | |
|---|-------------------------------|
| Found Concrete Monument | Fire Hydrant |
| Found Property Iron | Storm Catch Basin |
| Set 1/2"x18" Iron #50439 | Sanitary Man Hole |
| Measured Dimension | Sanitary Clean Out |
| Record / Previous Dimension | Electric Transformer |
| Lot or Parcel Line | Electric Power Meter |
| Subject Parcel Line | Water Valve |
| Powerline | Fire Department Hookup |
| Underground Power Line | Power Pole |
| Underground Storm Line | Light & Pole |
| Underground Fiberoptic Line | Gas Meter |
| Telephone/Cable Line | Telephone Box |
| Title item as referenced on Commitment XXXXXXXX | Underground Telephone Box |
| | Air Conditioning/Heating Unit |

Bearing from GPS
Michigan State Plane
North Zone

Scale: 1" = 20'
0 20 40

Neil W. Hill P.S.
Professional Surveyor #50439

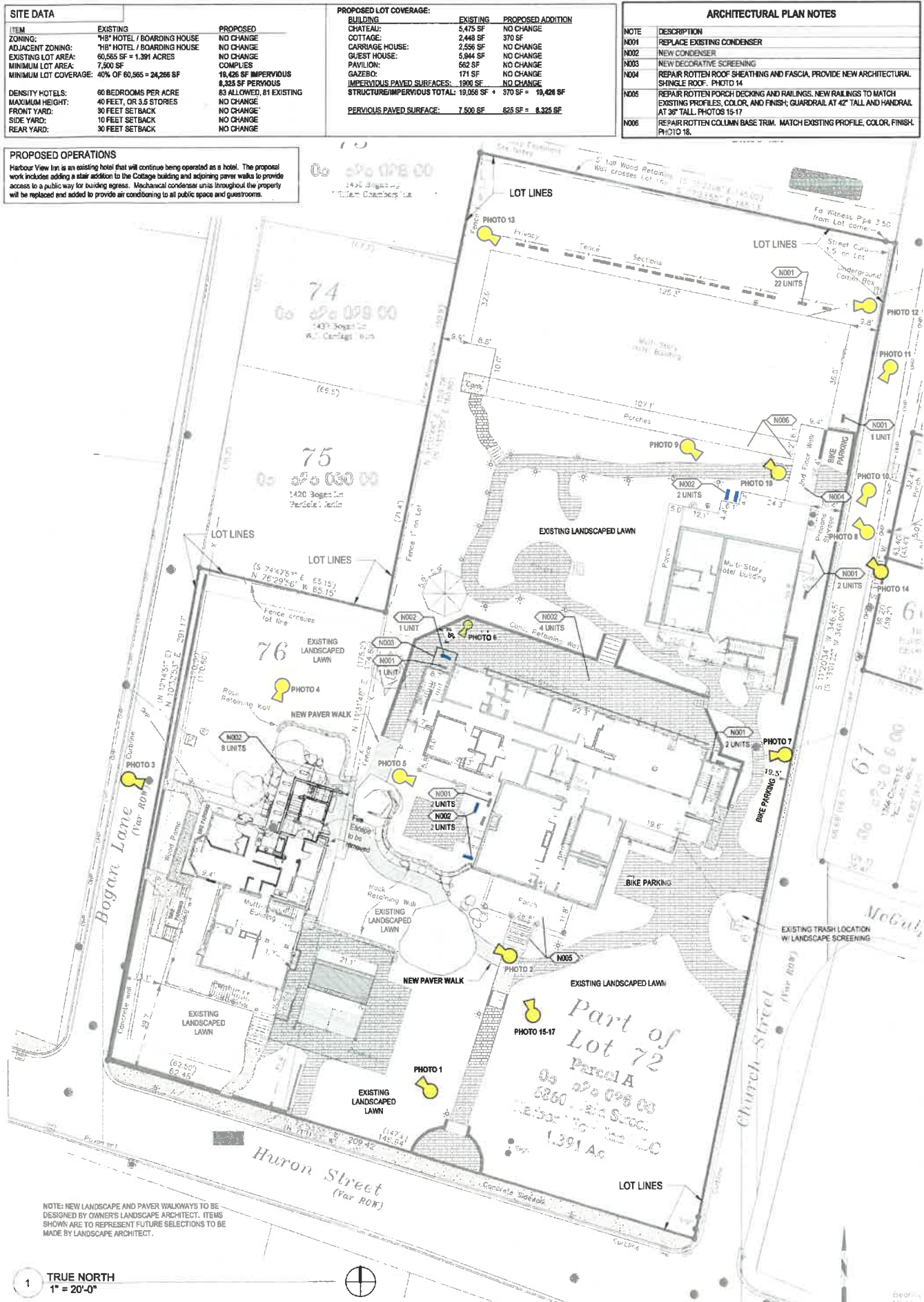




PHOTO 1 RENDERING



PHOTO 1



LEGAT ARCHITECTS
Design with a Difference

**HARBOUR VIEW
MACKINAC LLC**

**HARBOUR VIEW
INN
IMPROVEMENTS**

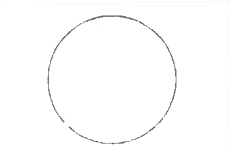
6876 Main St, Mackinac Island, MI 49757

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Legat Architects, Inc.
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www.legat.com

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www.sengerdesigngroup.com

STRUCTURAL ENGINEER
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Chicago, IL 60654
P: (312) 761-5693
www.pierceengineers.com

CIVIL ENGINEER
OHM Advisors
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Livonia, MI 48150
P: 734-522-6711
www.ohm-advisors.com



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REVISIONS		
NO.	DESCRIPTION	DATE

PROJECT NUMBER 22407800
DATE OF ISSUE 06/28/24
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REVIEWED BY Checker

PHOTOGRAPHS

A-002
ENTITLEMENT



PHOTO 4 RENDERING



PHOTO 3 RENDERING



PHOTO 2 RENDERING



PHOTO 4 🐟



PHOTO 3 🐟

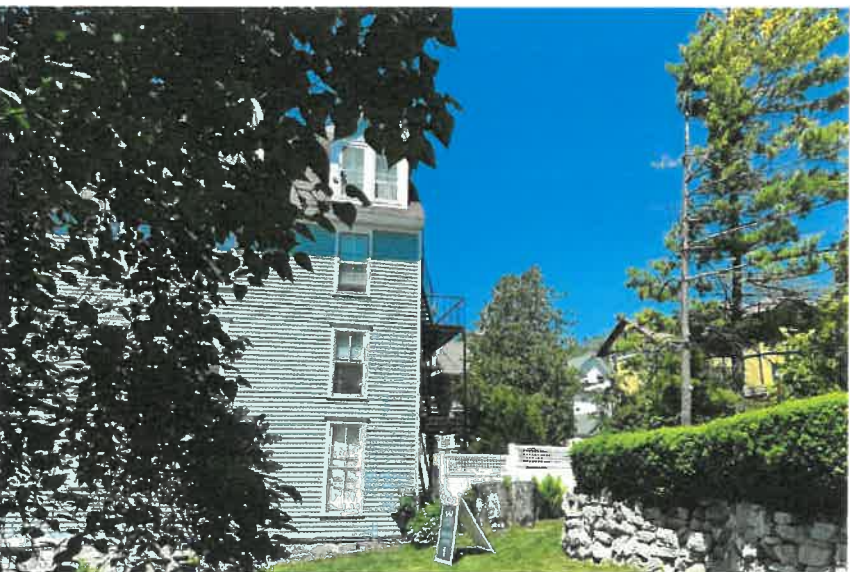


PHOTO 2 🐟

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PROJECT NUMBER 22407800
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PHOTOGRAPHS

A-003
ENTITLEMENT



PHOTO 13



PHOTO 12



PHOTO 11



PHOTO 10



PHOTO 9



PHOTO 8



PHOTO 7



PHOTO 6



PHOTO 5

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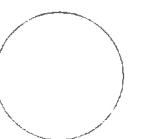
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PHOTOGRAPHS

A-004
ENTITLEMENT



PHOTO 18



PHOTO 17



PHOTO 16



PHOTO 15



PHOTO 14

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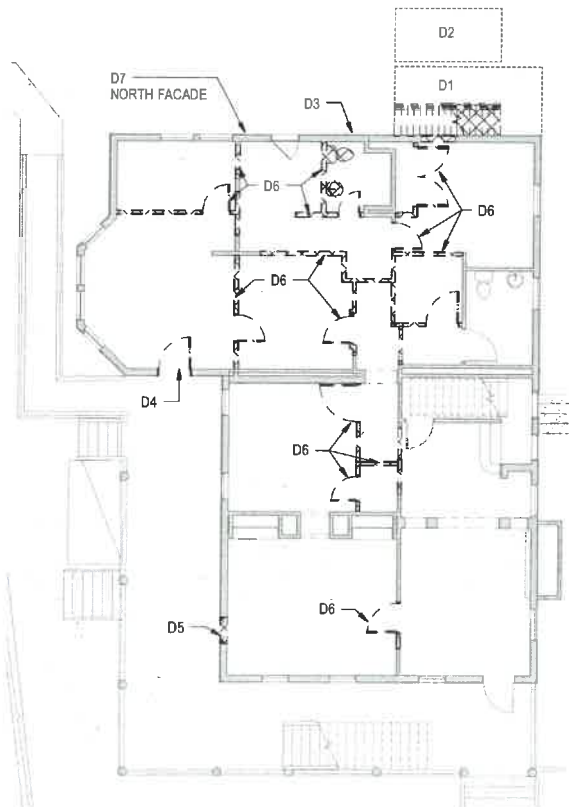
GROUND FLOOR PLAN

A-101
ENTITLEMENT

FLOOR PLAN LEGEND			
	1 A101		CG CORNER CIRCLE - REFER TO DETAIL
	1 A101		FE FIRE EXTINGUISHER - WALL MOUNTED
	S3FA		FEC RECESSED FIRE EXTINGUISHER AND CABINET
	101		FEC-R FIRE RATED RECESSED FIRE EXTINGUISHER AND CABINET
	ROOM NAME		FEC-S SEMI-RECESSED FIRE EXTINGUISHER AND CABINET
	ROOM NUMBER		FEC-B SEMI-RECESSED FIRE EXTINGUISHER AND CABINET AND BLANKET
	A101 Ref		MB# MARKER BOARD
	A101 Ref		TB# TACK BOARD
	0		FLOOR DRAIN
	A101 Ref		AREA NOT IN CONTRACT
			NH# NEW WORK NOTE

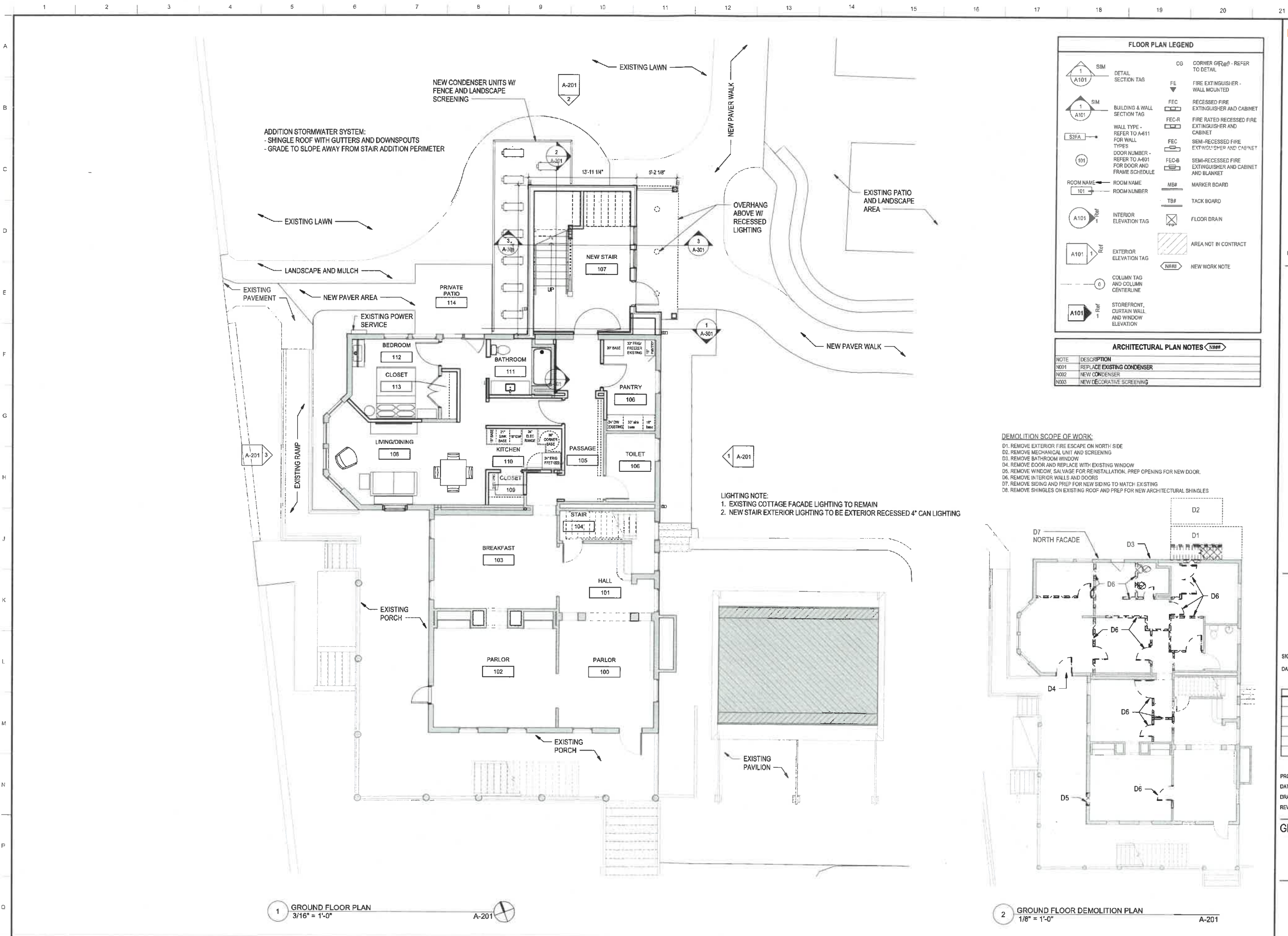
ARCHITECTURAL PLAN NOTES	
NOTE	DESCRIPTION
N001	REPLACE EXISTING CONDENSER
N002	NEW CONDENSERS
N003	NEW DECORATIVE SCREENING

DEMOLITION SCOPE OF WORK:
D1. REMOVE EXTERIOR FIRE ESCAPE ON NORTH SIDE
D2. REMOVE MECHANICAL UNIT AND SCREENING
D3. REMOVE BATHROOM WINDOW
D4. REMOVE DOOR AND REPLACE WITH EXISTING WINDOW
D5. REMOVE WINDOW, SALVAGE FOR REINSTALLATION, PREP OPENING FOR NEW DOOR.
D6. REMOVE INTERIOR WALLS AND DOORS
D7. REMOVE SIDING AND PREP FOR NEW SIDING TO MATCH EXISTING
D8. REMOVE SHINGLES ON EXISTING ROOF AND PREP FOR NEW ARCHITECTURAL SHINGLES



2 GROUND FLOOR DEMOLITION PLAN
1/8" = 1'-0"

1 GROUND FLOOR PLAN
3/16" = 1'-0"



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Design with a Difference

**HARBOUR VIEW
MACKINAC LLC**

**HARBOUR VIEW
INN
IMPROVEMENTS**

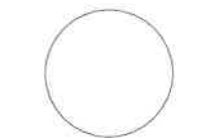
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**LEVEL TWO AND THREE
FLOOR PLAN**

A-102
ENTITLEMENT

FLOOR PLAN LEGEND

1
A101

SIM

DETAIL
SECTION TAG

1
A101

SIM

BUILDING & WALL
SECTION TAG

SSFA

WALL TYPE -
REFER TO A-611
FOR WALL
TYPES

101

DOOR NUMBER -
REFER TO A-601
FOR DOOR AND
FRAME SCHEDULE

ROOM NAME

ROOM NAME

101

ROOM NUMBER

A101

INTERIOR
ELEVATION TAG

A101

EXTERIOR
ELEVATION TAG

0

COLUMN TAG
AND COLUMN
CENTERLINE

A101

STOREFRONT,
CURTAIN WALL,
AND WINDOW
ELEVATION

CG

CORNER G/Ref - REFER
TO DETAIL

FE

FIRE EXTINGUISHER -
WALL MOUNTED

FEC

RECESSED FIRE
EXTINGUISHER AND CABINET

FEC-R

FIRE RATED RECESSED FIRE
EXTINGUISHER AND
CABINET

FEC

SEMI-RECESSED FIRE
EXTINGUISHER AND CABINET

FEC-B

SEMI-RECESSED FIRE
EXTINGUISHER AND CABINET
AND BLANKET

MB#

MARKER BOARD

TB#

TACK BOARD

F

FLOOR DRAIN

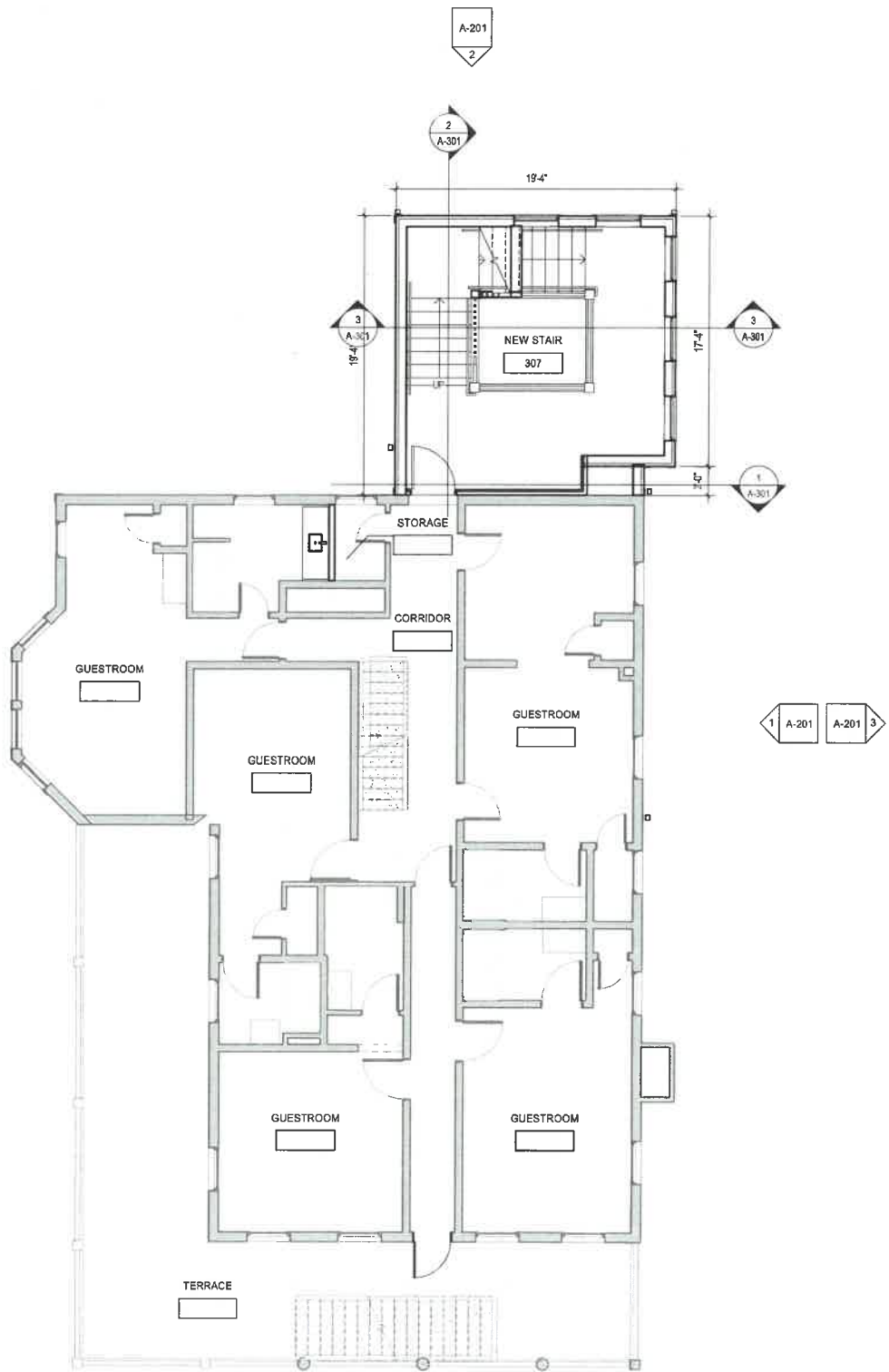
AREA NOT IN CONTRACT

NEW#

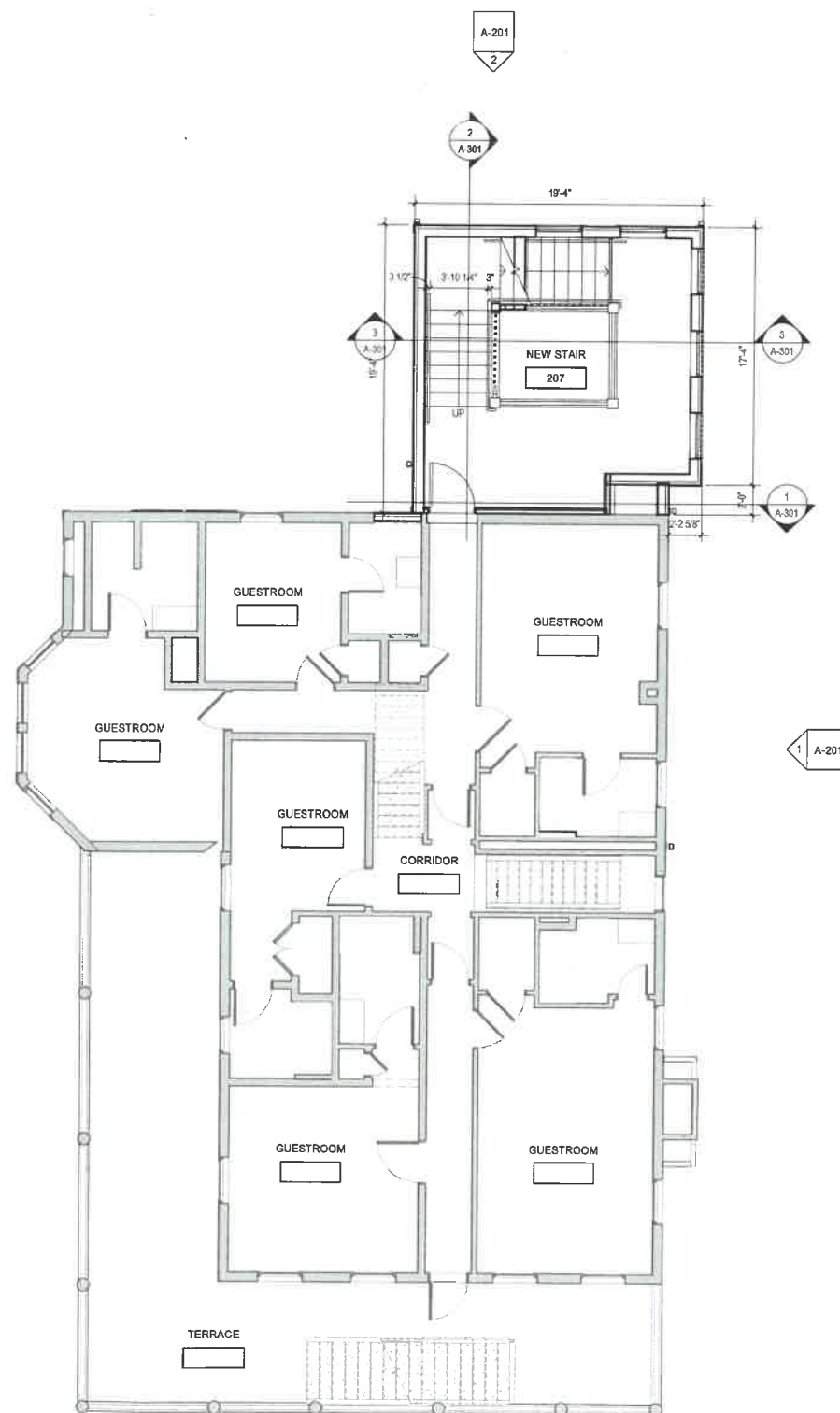
NEW WORK NOTE

ARCHITECTURAL PLAN NOTES **NEW#**

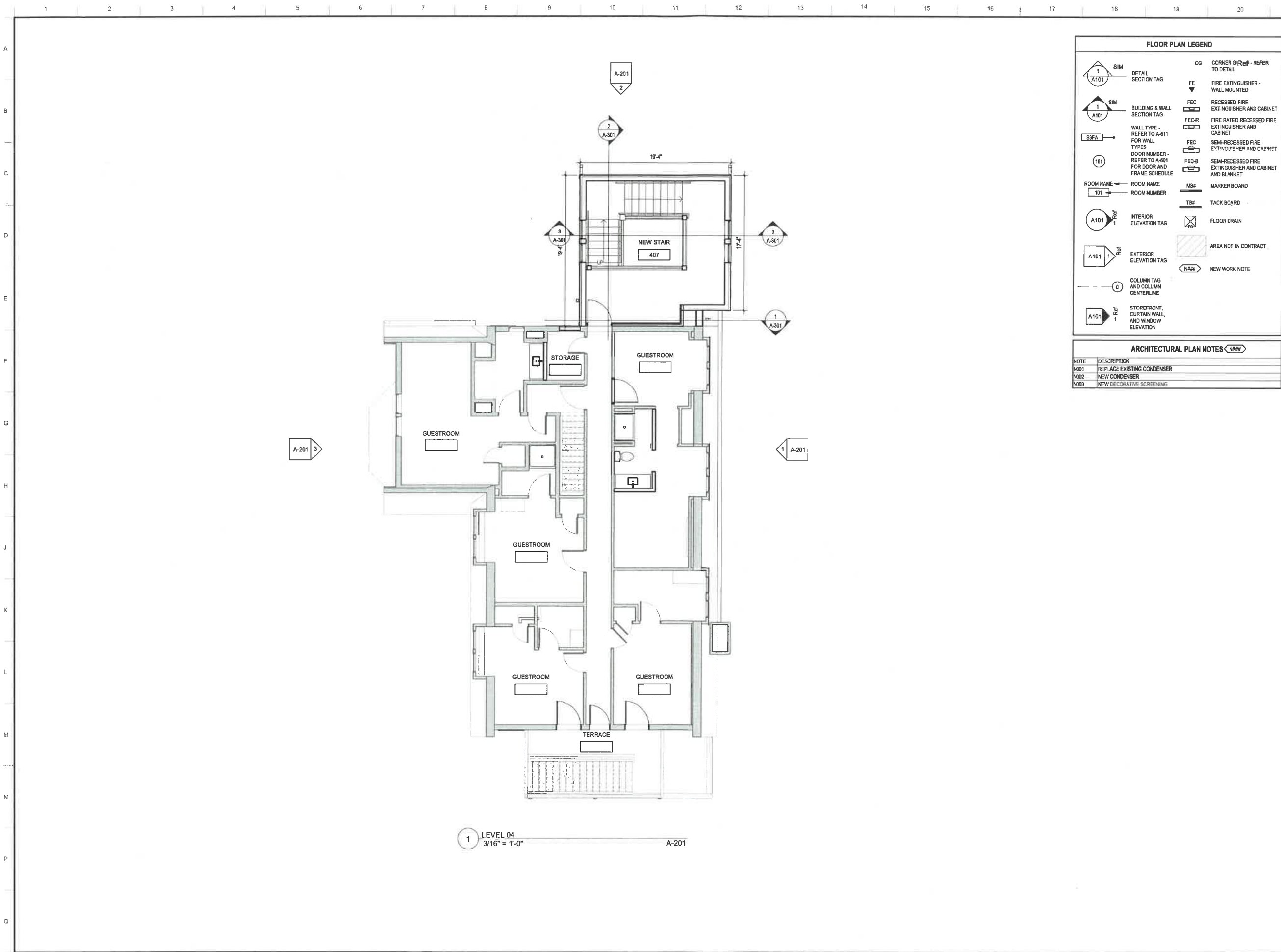
NOTE	DESCRIPTION
ND01	REPLACE EXISTING CONDENSER
ND02	NEW CONDENSER
ND03	NEW DECORATIVE SCREENING



1 LEVEL THREE FLOOR PLAN
3/16" = 1'-0" A-201



2 LEVEL TWO FLOOR PLAN
3/16" = 1'-0" A-201



FLOOR PLAN LEGEND

	DETAIL SECTION TAG		CORNER GRef - REFER TO DETAIL
	BUILDING & WALL SECTION TAG		FIRE EXTINGUISHER - WALL MOUNTED
	WALL TYPE - REFER TO A-611 FOR WALL TYPES		RECESSED FIRE EXTINGUISHER AND CABINET
	DOOR NUMBER - REFER TO A-601 FOR DOOR AND FRAME SCHEDULE		FIRE RATED RECESSED FIRE EXTINGUISHER AND CABINET
	ROOM NAME - ROOM NUMBER		SEMI-RECESSED FIRE EXTINGUISHER AND CABINET
	INTERIOR ELEVATION TAG		MARKER BOARD
	EXTERIOR ELEVATION TAG		TACK BOARD
	COLUMN TAG AND COLUMN CENTERLINE		FLOOR DRAIN
	STOREFRONT, CURTAIN WALL, AND WINDOW ELEVATION		AREA NOT IN CONTRACT
			NEW WORK NOTE

ARCHITECTURAL PLAN NOTES

NOTE	DESCRIPTION
N001	REPLACE EXISTING CONDENSER
N002	NEW CONDENSER
N003	NEW DECORATIVE SCREENING

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MACKINAC LLC

HARBOUR VIEW
INN
IMPROVEMENTS

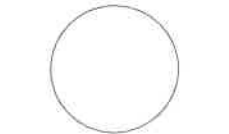
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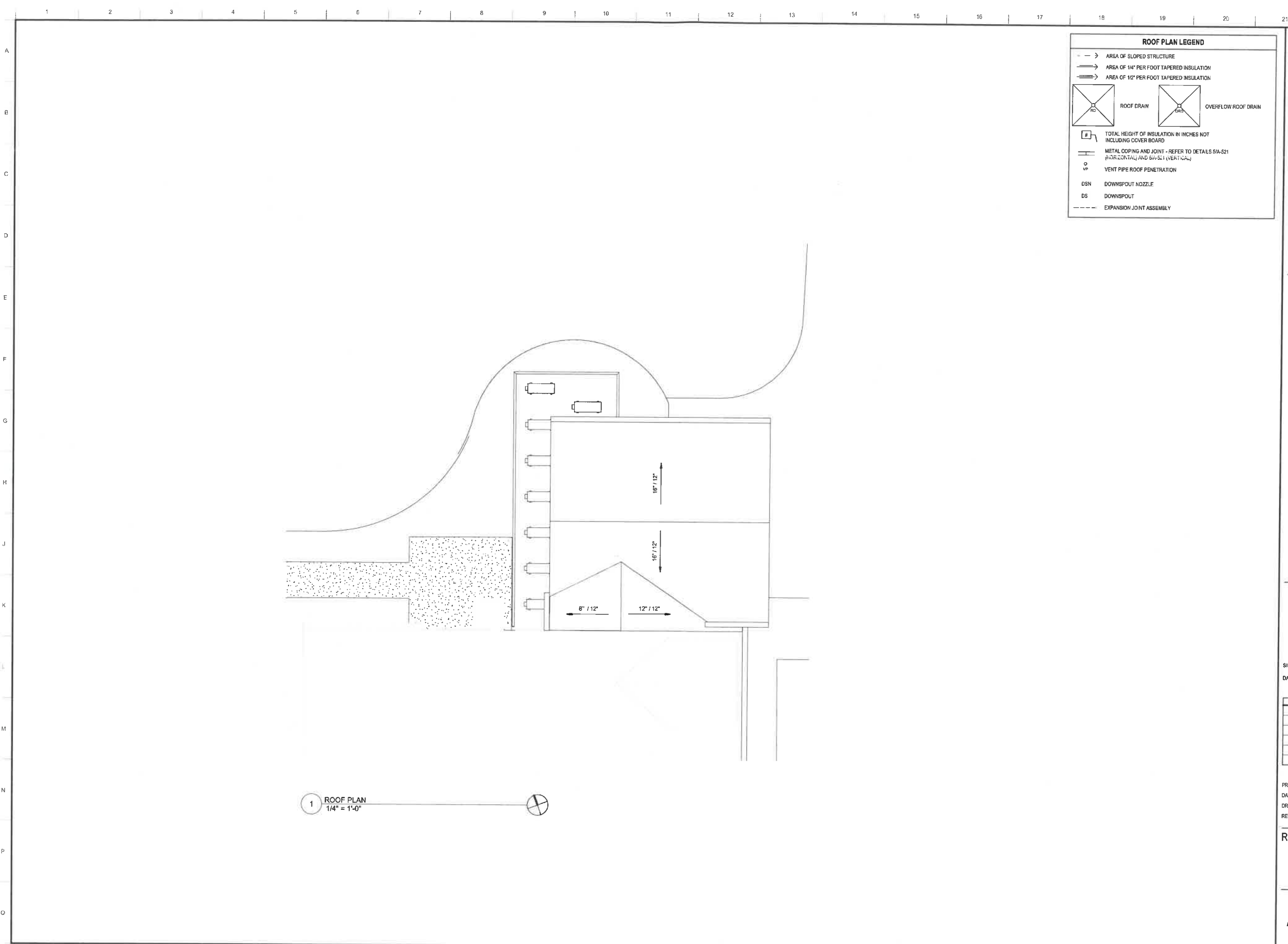
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NO.	DESCRIPTION	DATE

PROJECT NUMBER 22407800
DATE OF ISSUE 06/28/24
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LEVEL FOUR FLOOR
PLAN

A-103
ENTITLEMENT



ROOF PLAN LEGEND	
	AREA OF SLOPED STRUCTURE
	AREA OF 14" PER FOOT TAPERED INSULATION
	AREA OF 12" PER FOOT TAPERED INSULATION
	ROOF DRAIN
	OVERFLOW ROOF DRAIN
	TOTAL HEIGHT OF INSULATION IN INCHES NOT INCLUDING COVER BOARD
	METAL COPING AND JOINT - REFER TO DETAILS S/A-S21 (HORIZONTAL) AND S/A-S21 (VERTICAL)
	VENT PIPE ROOF PENETRATION
	DSN DOWNSPOUT NOZZLE
	DS DOWNSPOUT
	EXPANSION JOINT ASSEMBLY

LEGAT ARCHITECTS
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ROOF PLAN

AR-101
ENTITLEMENT

LEGAT ARCHITECTS
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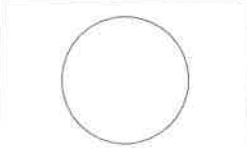
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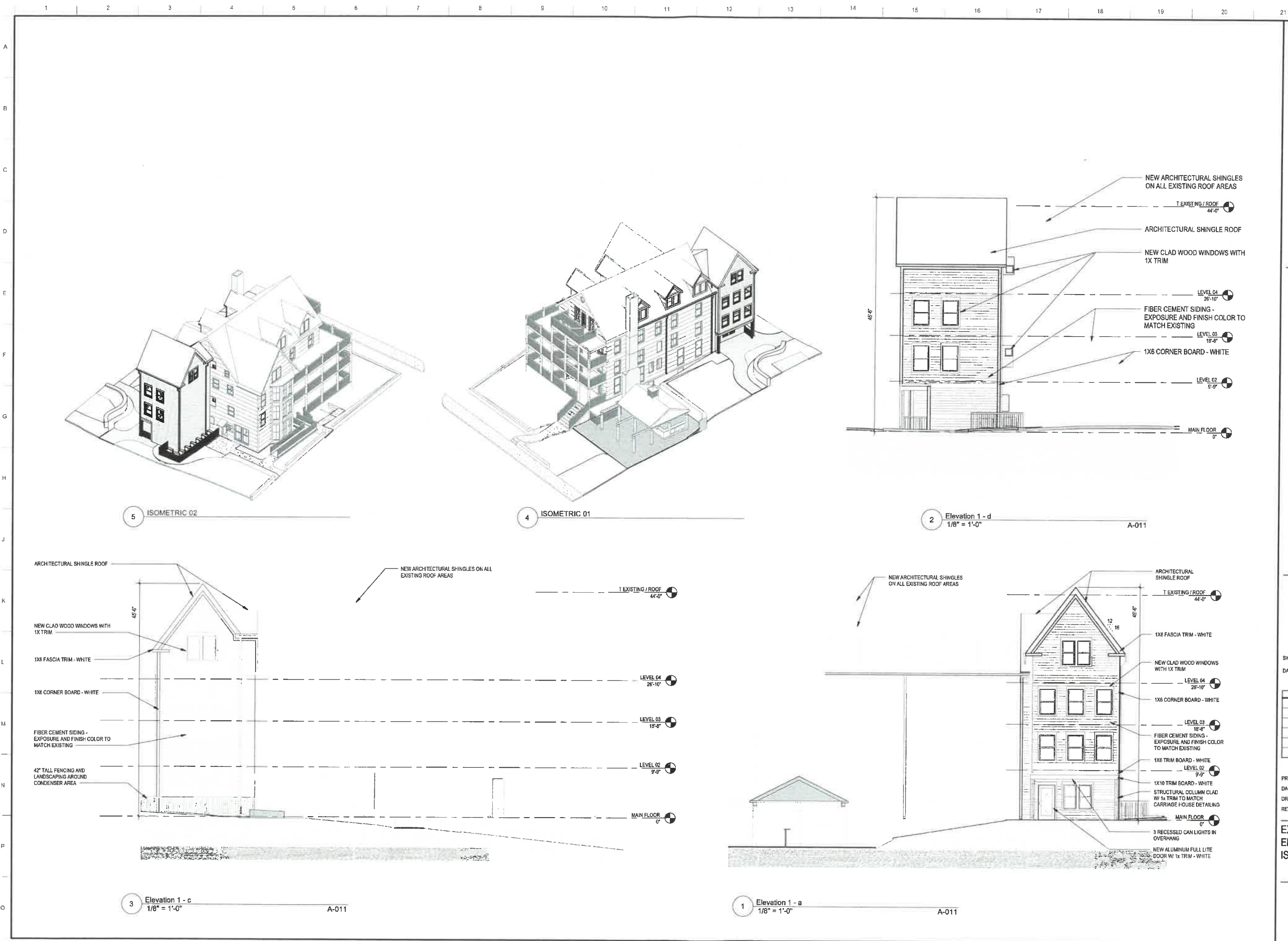
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**EXTERIOR BUILDING
ELEVATIONS &
ISOMETRICS**

A-201
ENTITLEMENT



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MACKINAC LLC**

**HARBOUR VIEW
INN
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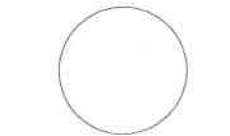
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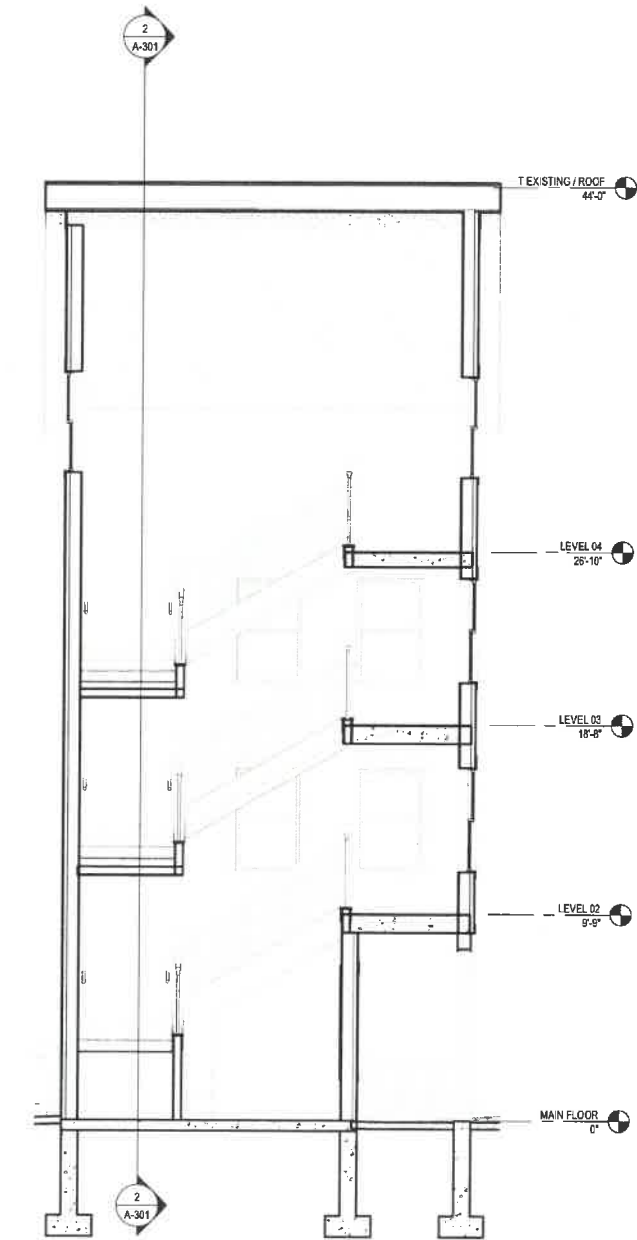
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REVISIONS		
NO.	DESCRIPTION	DATE

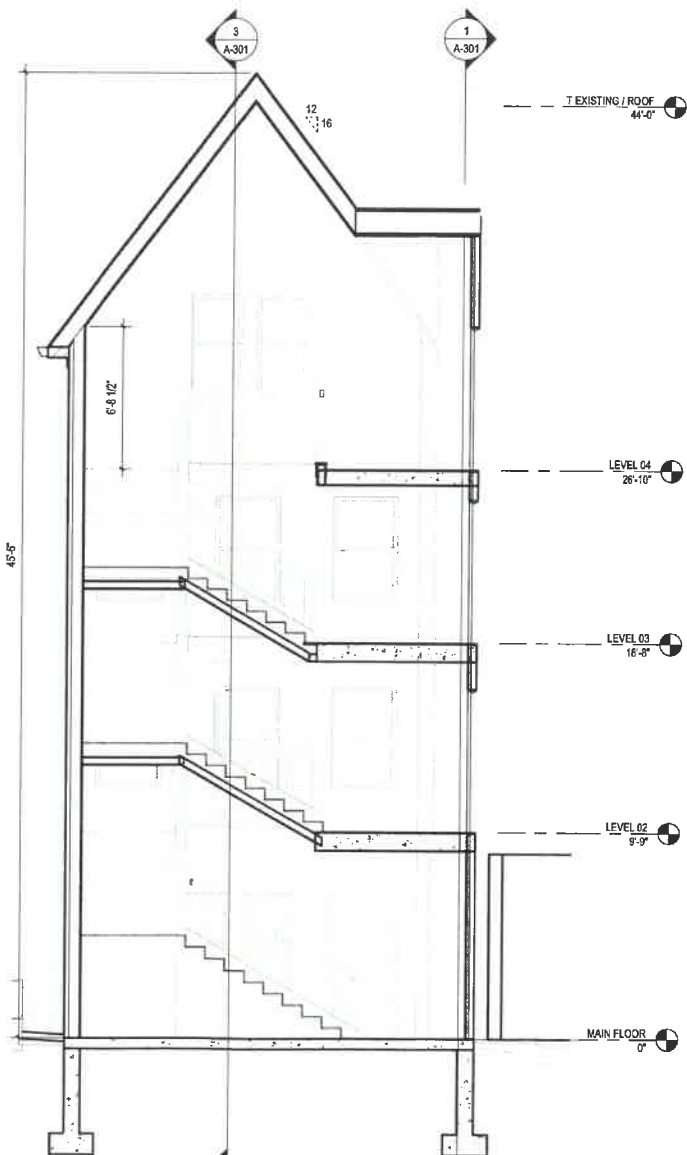
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BUILDING SECTIONS

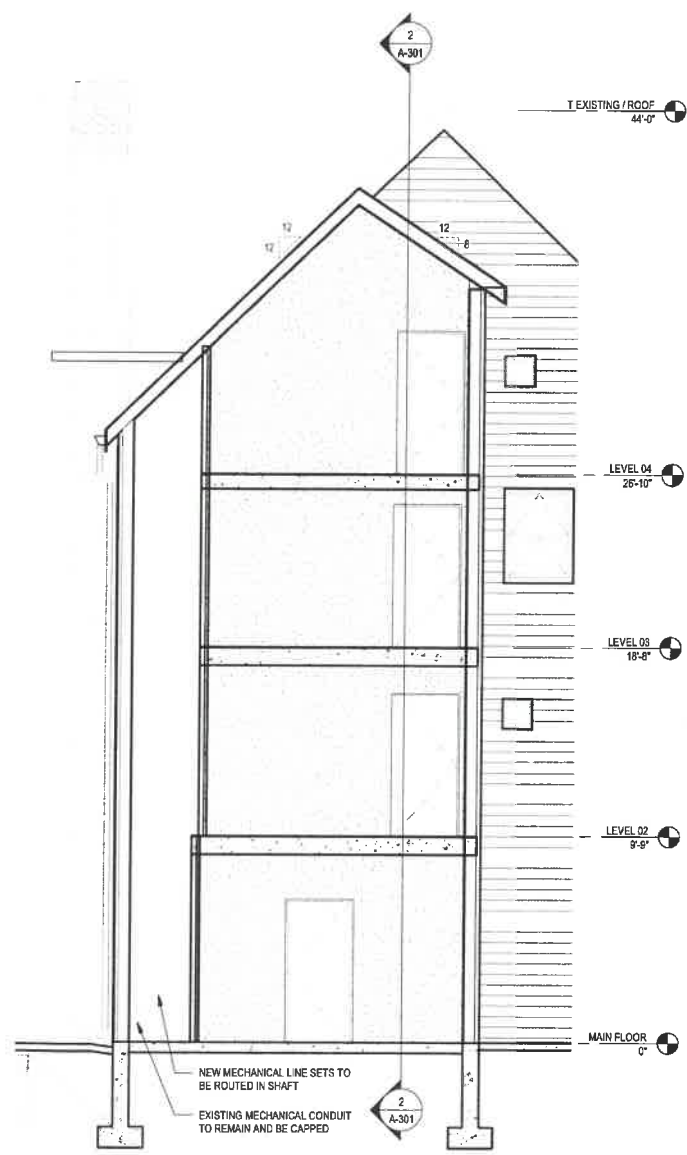
A-301
ENTITLEMENT



3 W/E SECTION THRU OPENING
1/4" = 1'-0" A-101



2 N/S Section
1/4" = 1'-0" A-101



1 W/E SECTION
1/4" = 1'-0" A-101

GENERAL APPLICATION FOR WORK LOCATED WITHIN A HISTORIC DISTRICT

- ☐ Minor Work (Complete Section A and refer to General Directions)
- ☒ New Construction (Complete Section B and refer to General Directions and Item B)
- ☐ Demolition (Complete Section B and refer to General Directions and Item C)

Application Deadline: Application and materials must be completed and submitted by 4:00 p.m. ten (10) business days before each Commission Meeting. Late applications will be placed on the agenda for the following month. Decision by the Commission will not necessarily occur at the meeting at which the application materials are first received.

A) MINOR WORK

PROPERTY LOCATION: 1274 Mission Street 051-500-008-00
(Number) (Street) (Property Tax ID #)

PROPERTY OWNER

Name: Mission House LLC Email Address: doudstep2000@yahoo.com
Address: 7358 Market Street Mackinac Island MI 49757
(Street) (City) (State) (Zip)
Telephone: 231-392-6456
(Home) (Business) (Fax)

APPLICANT/CONTRACTOR

Name: Ray Halberg Email Address: _____
Address: 227.5 Airport Road St. Ignace MI 49781
(Street) (City) (State) (Zip)
Telephone: _____
(Home) (Business) (Fax)

____ Attach a brief description of the nature of the minor work proposed and the materials to be used.

____ Attach one or more photograph(s) of the whole building including façade and any relevant elevations showing the area, item or feature proposed to be repaired or replaced. The Building Official or Historic District Commission may require additional information necessary to determine the work to be Minor Work.

If the Building Official determines that the proposed work is not Minor Work, the Building Official shall direct the applicant to complete an Application for New Work and/ or Application for Demolition or Moving work which will then be referred to the HDC.

I certify that the information provided in this Application and the documents submitted with this Application are true to the best of my information, knowledge and belief; and that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MLC 125.1501 to 125.1531

SIGNATURES
Signature _____ Signature _____
Please Print Name _____ Please Print Name _____

NOTE: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

RETURN THIS FORM AND SUPPORTING MATERIALS TO:
MACKINAC ISLAND BUILDING OFFICIAL
7358 MARKET STREET, MACKINAC ISLAND, MI 49757
PHONE: (906) 847-4035

File Number: R324-008-04761 Date Received: 7-30-24 Fee: \$1500.00
Received By: B. Kerney Work Completed Date: _____

B) NEW CONSTRUCTION & DEMOLITION OR MOVING OF STRUCTURES

PROPERTY LOCATION: Mission House LLC 051-500-008-00
 (Number) (Street) (Property Tax ID #)

LEGAL DESCRIPTION OF PROPERTY: LOT 13 & 16 Assessors Plat 1, City of Mackinac Island
 (Attach supplement pages as needed)

ESTIMATED PROJECT COST: _____

APPLICANT/CONTRACTOR

(Applicant's interest in the project if not the fee-simple owner): _____

Name: Ray Halberg Email Address: _____

Address: 227, S Airport Road St. Ignace
 (Street) (City) (State) (Zip)

Telephone: _____
 (Home) (Business) (Fax)

I certify that the information provided in this Application and the documents submitted with this Application are true to the best of my information, knowledge and belief.

Signature: _____ Date: _____

PROPERTY OWNER(S) AND ALL PARTIES WITH A CLAIM OF RIGHT IN PROPERTY¹ This includes mortgagees, easement holders, and lien holders. You may be asked to provide a title search of the property and if the estimated is in excess of \$250,000 you are required to do so. Attach additional pages listing the person(s) or entity(ies) with legal interest(s) in the property and the nature of the legal interest(s).

Name: Mission House LLC Email Address: davidstep2000@yahoo.com

Address: 7358 Market Street Mackinac Island MI 49757
 (Street) (City) (State) (Zip)

Telephone: 231-392-6456
 (Home) (Business) (Fax)

The undersigned certify(ies) and represent(s)

1. That he/she, it or they is (are) all of the fee title owner(s) of all of the property involved in the application; and
2. That he/she, it or they has (have) attached a list which identifies all parties with a legal interest in the property at issue other than the undersigned owner(s) and has (have) identified the nature of each legal interest; and
3. That the answers and statements herein attached and materials provided are in all respects true and correct to the best of his, her, its or their information, knowledge and belief. The undersigned hereby further certify(ies) and represent(s) that he/she, it or they has (have) read the foregoing and understand(s) the same.
4. That the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MLC 125.1501 to 125.1531.

S. Andrew David SIGNATURE
 Signature

S. Andrew David
 Please Print Name

Robert G. Benser SIGNATURE
 Signature

Please Print Name

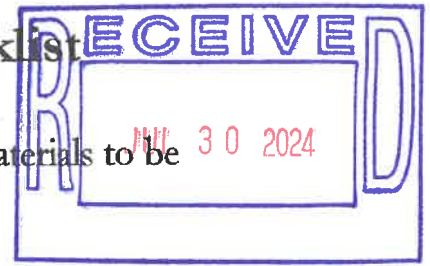
Signed and sworn to before me on the 30 day of July, 2024

[Signature]
 Notary Public
Mackinac County, Michigan
 My commission expires: 5/21/27



The decision by the Historic District Commission may be in the form of Restrictions to which such Parties may be required to agree. (revised 04/17)

Historic District Application Checklist



☒ Brief Description of the nature of the work proposed and the materials to be used.*

☒ Photographs - Clear photographs of entire project site, streetscape, water view (if applicable), surrounding context and all elevations of the existing structure(s). Property address should be identified on all photographs.*

☒ Site Survey/Plan (to scale) – with the following information: Lot dimensions, **existing & proposed** structures, **existing & proposed** setback and yard lines, fences, walls, easements, public rights of way, utilities, driveways, and other relevant information.

☒ Floor Plans & Elevations – Floor plans, building elevations and where relevant to the proposed work, sections, must include dimensions, material notes, window and door details, topography, foundation height, porch details and other relevant information as requested. For additions, the existing structure and proposed addition must be clearly shown.

☒ Include detail on drawings of all materials proposed to be used and their dimensional and property characteristics.

☒ Provide drawings, product literature, specifications, product photographs, or similar, for all new elements. Items include, but are not limited to, windows, doors, siding, trim, columns, railings, louvers, shutters, and roofing.

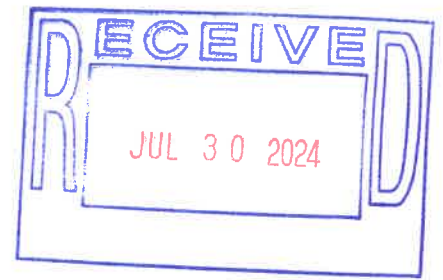
☐ Identify on drawings where any existing materials and architectural features will be removed or replaced.

*** Only the first two items are required for Like for Like projects.**

Note: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

Revised March 2017

Description of Work
 1274 Mission Street
 Mackinac Island, MI 49757



Proposed work:

To complete work in two phases:

Phase one: Move existing, two-story house to the front of the parcel, and create two separate condominiums, one on the ground floor and one on the upper floor.

Phase two: Build new condominium home on the back part of the parcel.

Refer to attached site plan dated July 29, 2024, for more detail

Property is zoned R-3 (*Hight Density Residential*) and is a non-contributing property located within the Mission Historic District.

Proposed development is a site condominium, the existing structure will be converted into two-single family condominiums, and the new structure will be a single-family condominium.

There are two existing REUs which will continue to be applied to the existing structure in “phase one” One new REU will be necessary for the new construction in “phase two”

Construction start dates:

Phase one; November 1, 2024, building of new foundation by Chad Belongia and Erin Winberg, December 1, 2024 move existing house by Nick Mangini . Construction completion target date May !12025.

Phase two; Foundation construction to begin December 1, 2024, with construction of the house commencing upon foundation completion by Ray Halberg.

Demolition of the existing basement to be performed by Chad Belongia, and construction debris will contained on property and handled by Mackinac Island Service Company.



NORTH & WEST HOUSE ▲
▼ SOUTH & WEST HOUSE



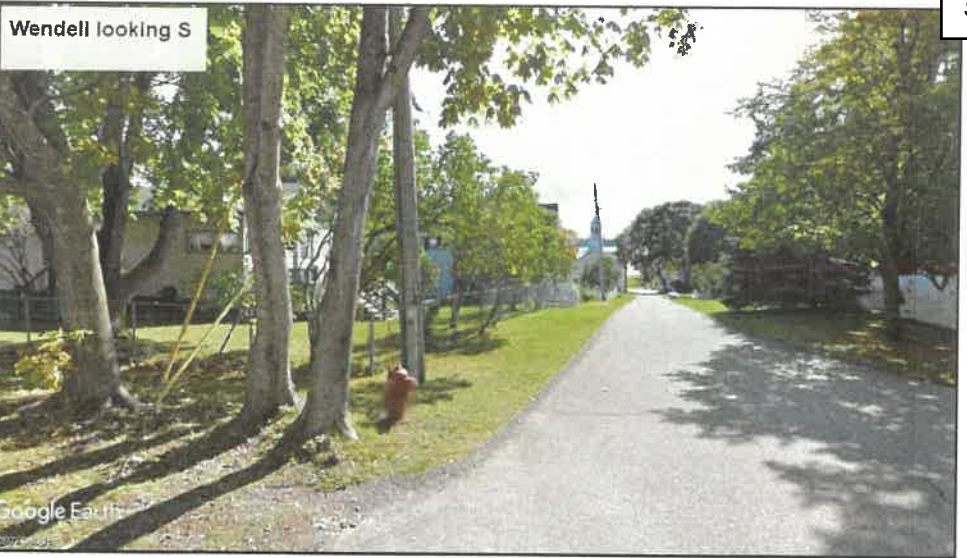
Wendell looking East



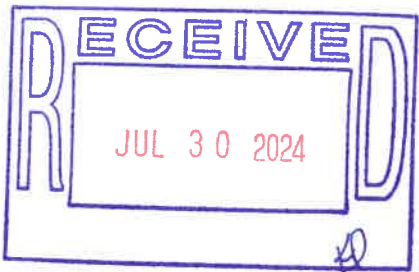
ON WENDALL LOOKING EAST ▲
▼ ON WENDALL LOOKING SOUTHEAST



Wendell looking S



ON WENDALL LOOKING SOUTH ▲
▼ ON WENDALL LOOKING WEST



File No. R324-008-047(H)
Exhibit D
Date 7-30-24
Initials KP

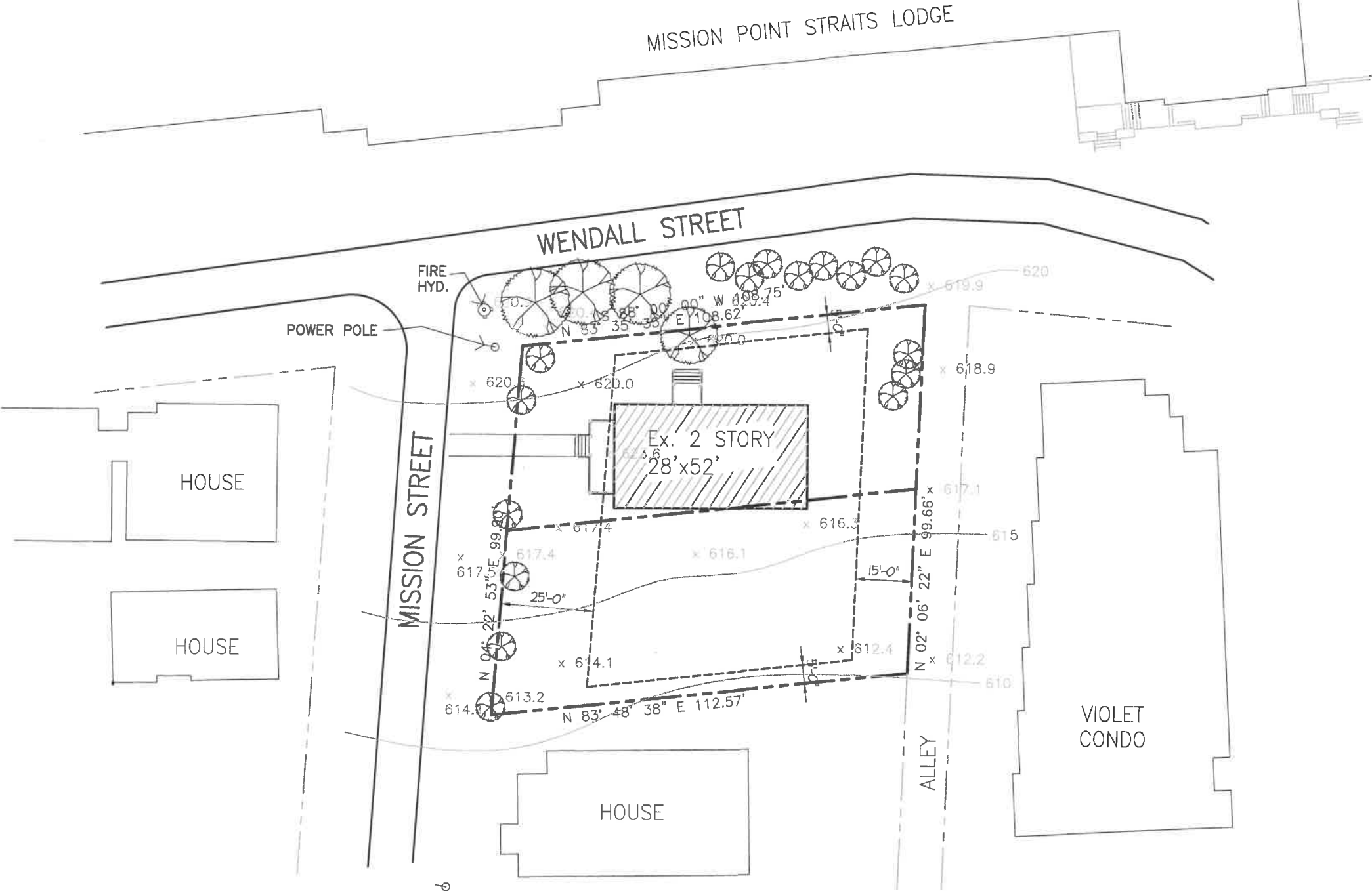
Richard Clements Architect, PLLC 15815 Merry Lane Oshtemo, MI 49759 richard@rca.mi 989-370-3681	
DOUD - BENSER RELOCATED DUPLEX, NEW RESIDENCE 1274 MISSION ST. MACKINAC ISLAND, MI 49757	
date: <u>July 26, 2024</u>	sheet:
project: <u>2204 - 2205</u>	X0.0 COPYRIGHT © 2024
AREA PHOTOS	

EXISTING STE

EXISTING INFO:

TAX #051-500-008-00
ASSESSOR'S PLAT #13
ZONED R-3
LOT AREA = 10,881 SF = 0.249 ACRES
ACTUAL IMPERVIOUS
HOUSE = 1,456 SF
WALKS/DECKS = 324 SF
TOTAL IMPERVIOUS = 1780 = 16.4%
MAX UNITS = 4 (20/ ACRE)
ACTUAL HEIGHT = 25'-0" 2 STORY

SETBACKS: SECTION 7.04, PARAGRAPH B.4:
ON THE SECONDARY STREETS OF
AND MISSION, SIDE YARDS = 5'-0" AND
REAR YARD = 15'-0"



EXISTING SITE PLAN
SCALE 1"= 30'-0"

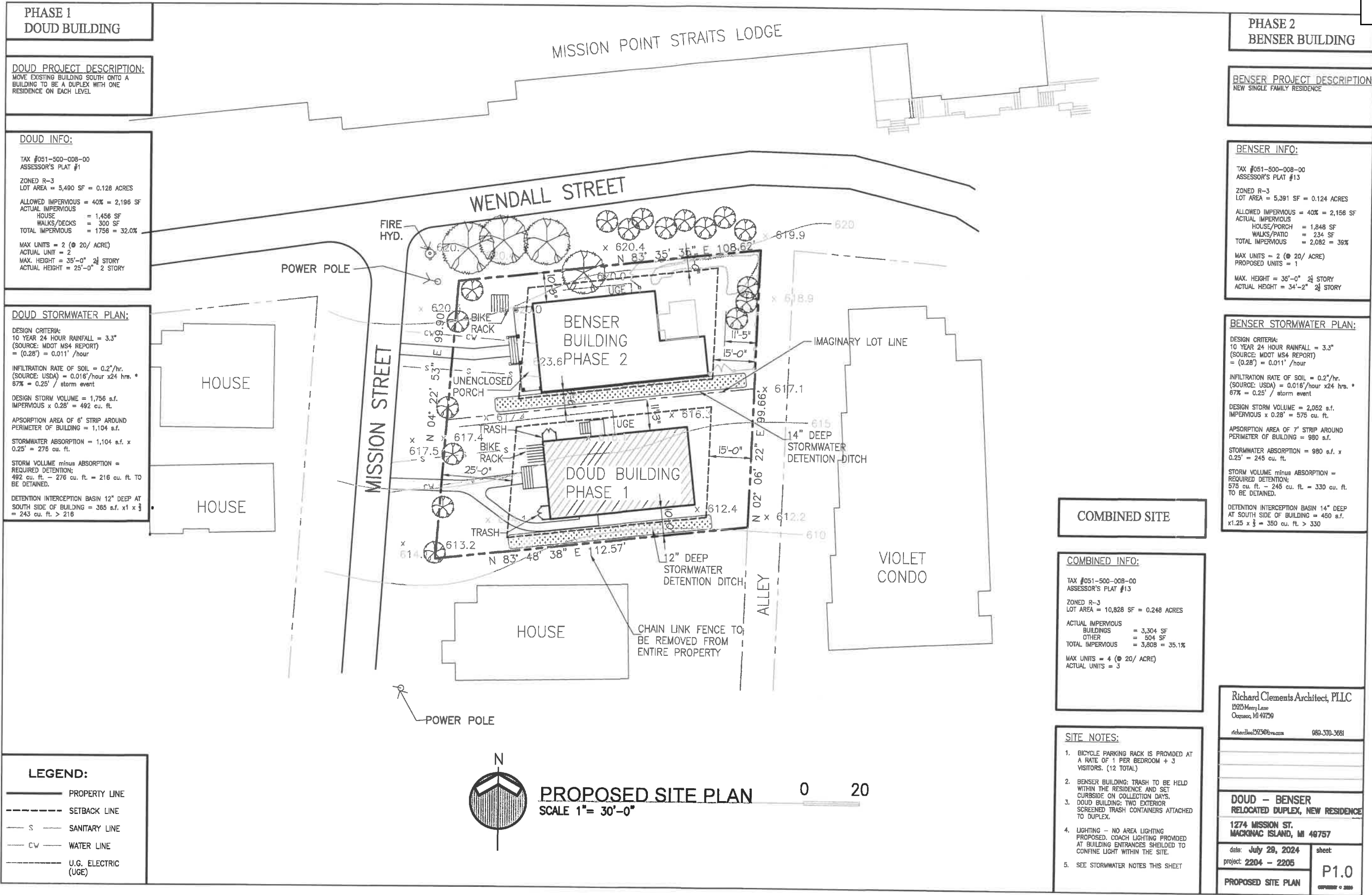
LEGEND:

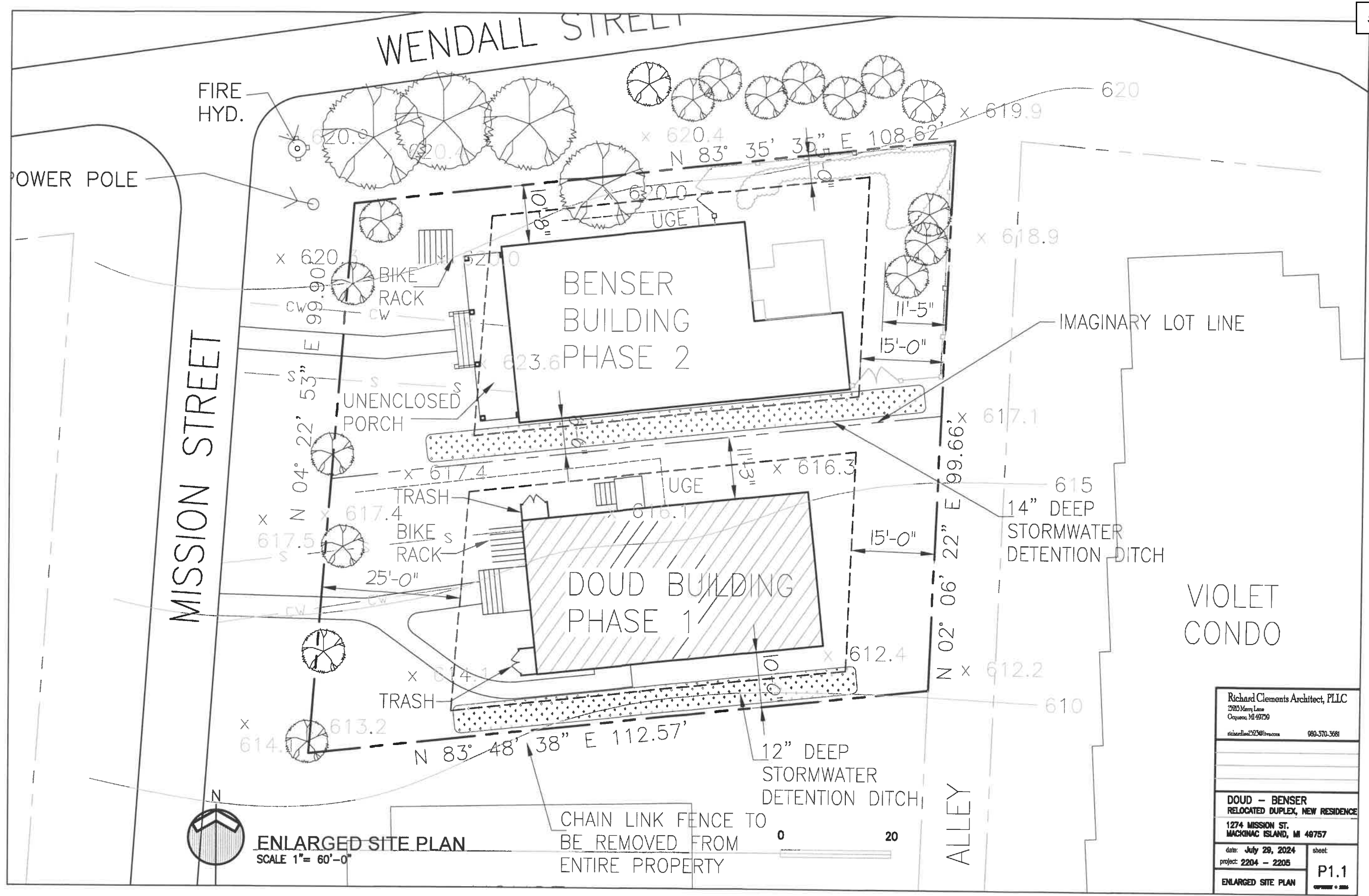
- PROPERTY LINE
- SETBACK LINE
- SANITARY LINE
- C/W WATER LINE
- U.G. ELECTRIC

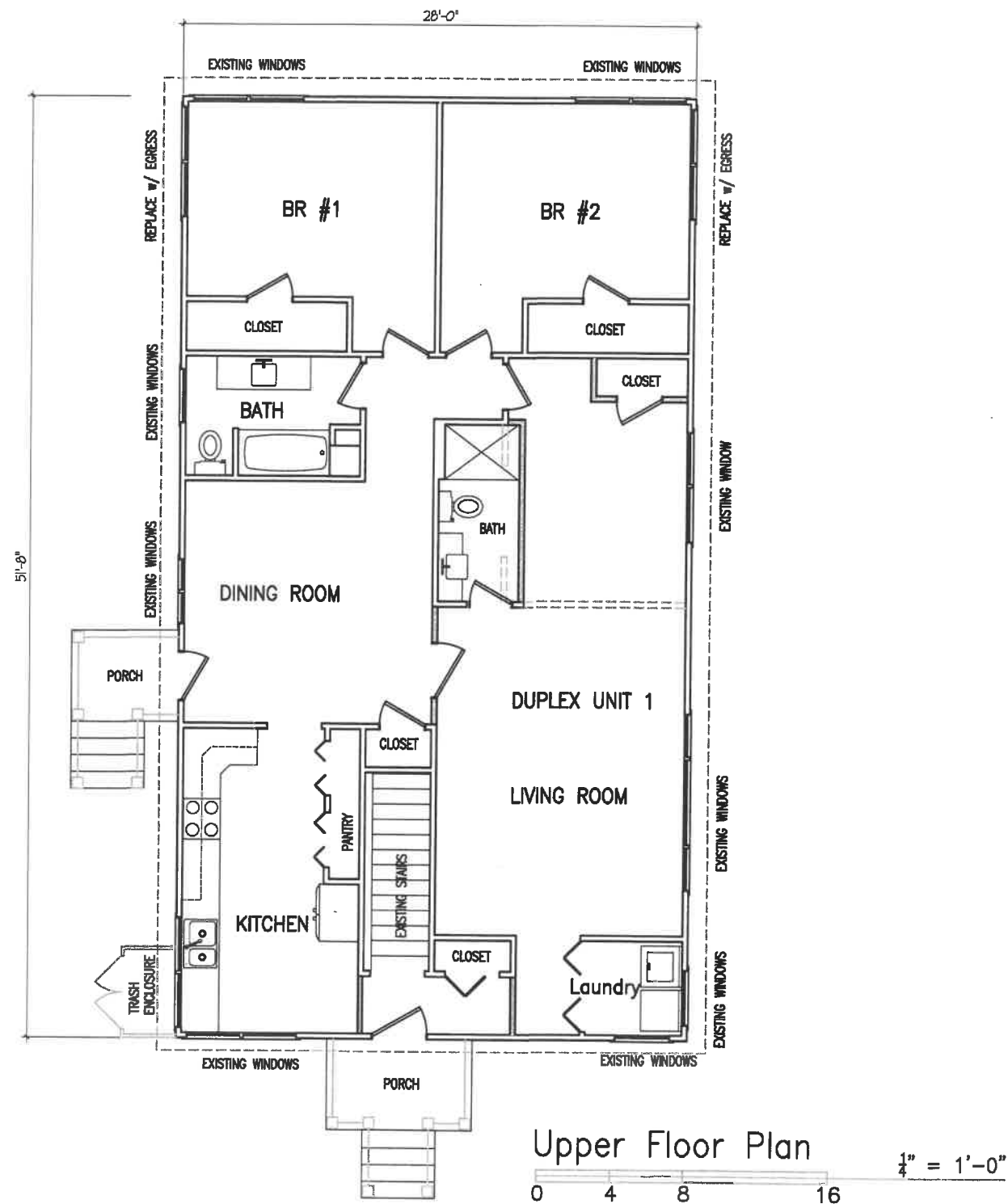
Richard Clements Architect, PLLC
1925 Merry Lane
Oshtemo, MI 49729
richard@rca1925.com 669-370-3661

DOUD - BENSER
RELOCATED DUPLEX, NEW RESIDENCE
1274 MISSION ST.
MACKINAC ISLAND, MI 49757

date: July 28, 2024 sheet:
project: 2204 - 2205
EXISTING SITE PLAN X1.0

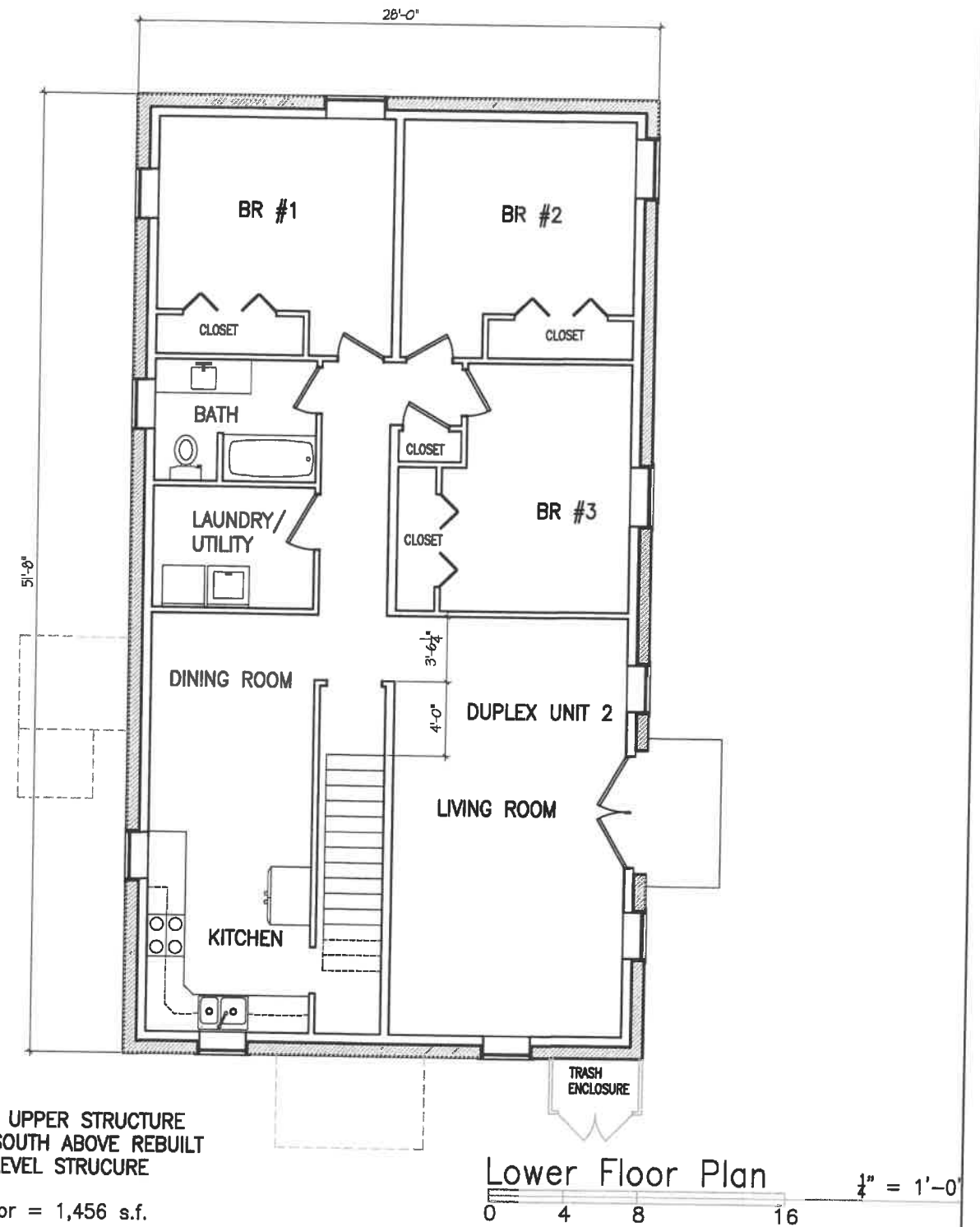






Upper Floor Plan

1/4" = 1'-0"



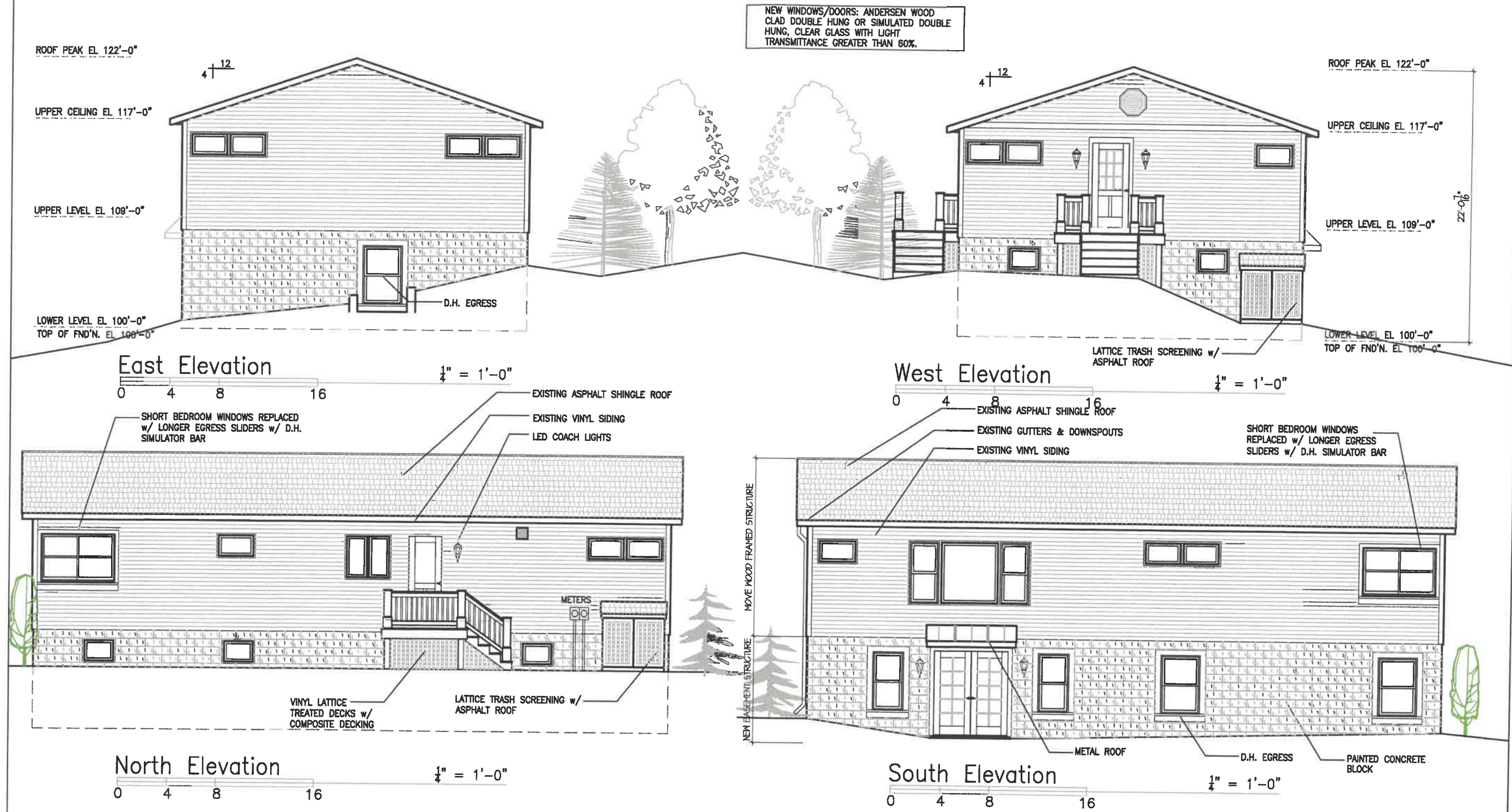
Lower Floor Plan

1/4" = 1'-0"

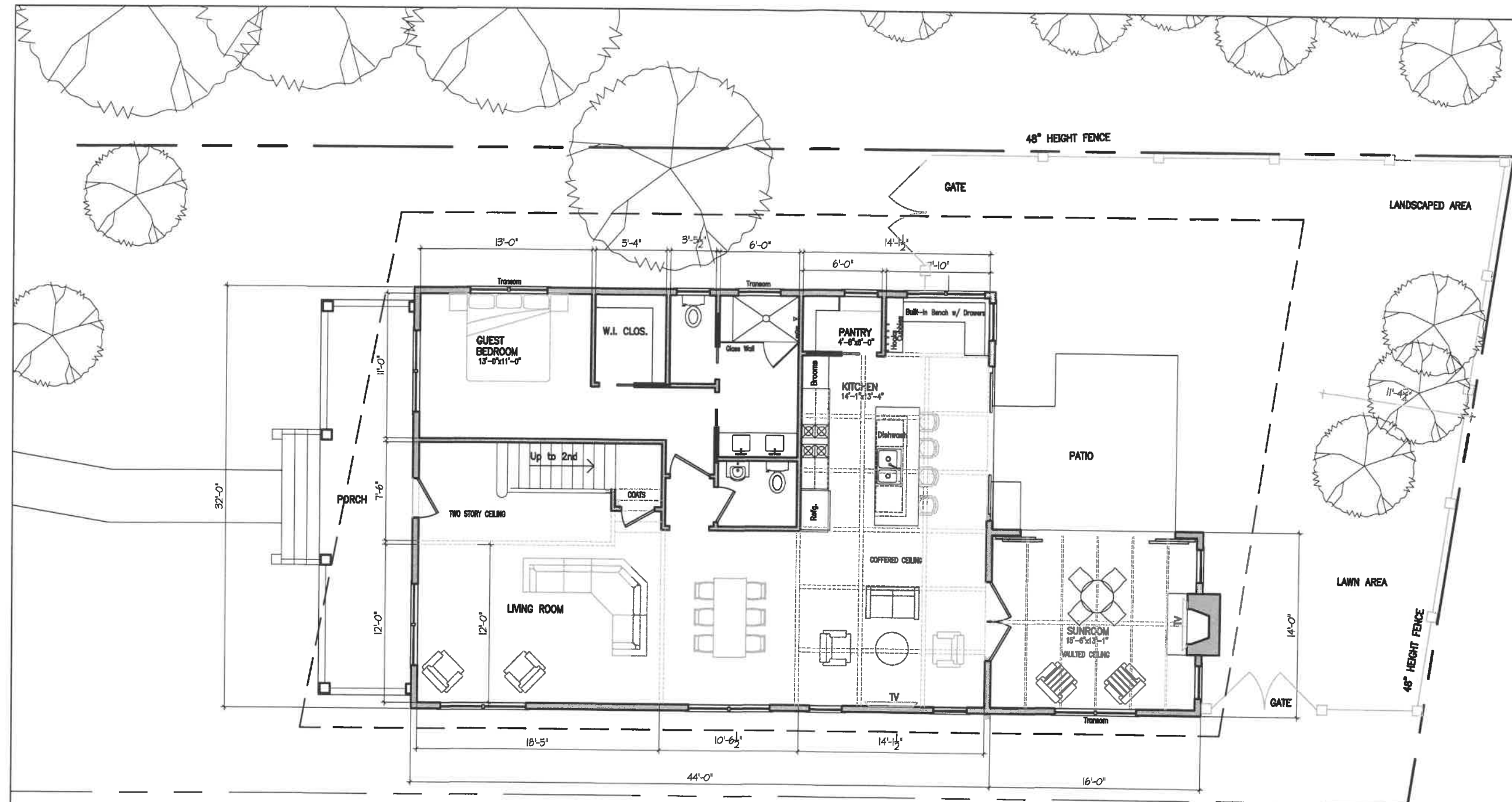
EXISTING UPPER STRUCTURE
MOVED SOUTH ABOVE REBUILT
LOWER LEVEL STRUCTURE

Each Floor = 1,456 s.f.

Richard Clements Architect, PLLC 15215 Merry Lane Osgood, MI 49759 richardlee1523@live.com 989-370-3681	ANDREW DOUD RELOCATED BUILDING 1274 MISSION ST. MACKINAC ISLAND, MI 49757	date: 7.29.24	sheet: D1.1 COPYRIGHT © 2024
		project: 2204	



Richard Clements Architect, PLLC 15215 Merry Lane Ocqueoc, MI 49759 richardlee1525@live.com	ANDREW DOUD RELOCATED BUILDING 1274 MISSION ST. MACKINAC ISLAND, MI 49757	date: 7.29.24	sheet:
		project: 2204	D1.2 COPYRIGHT © 2024



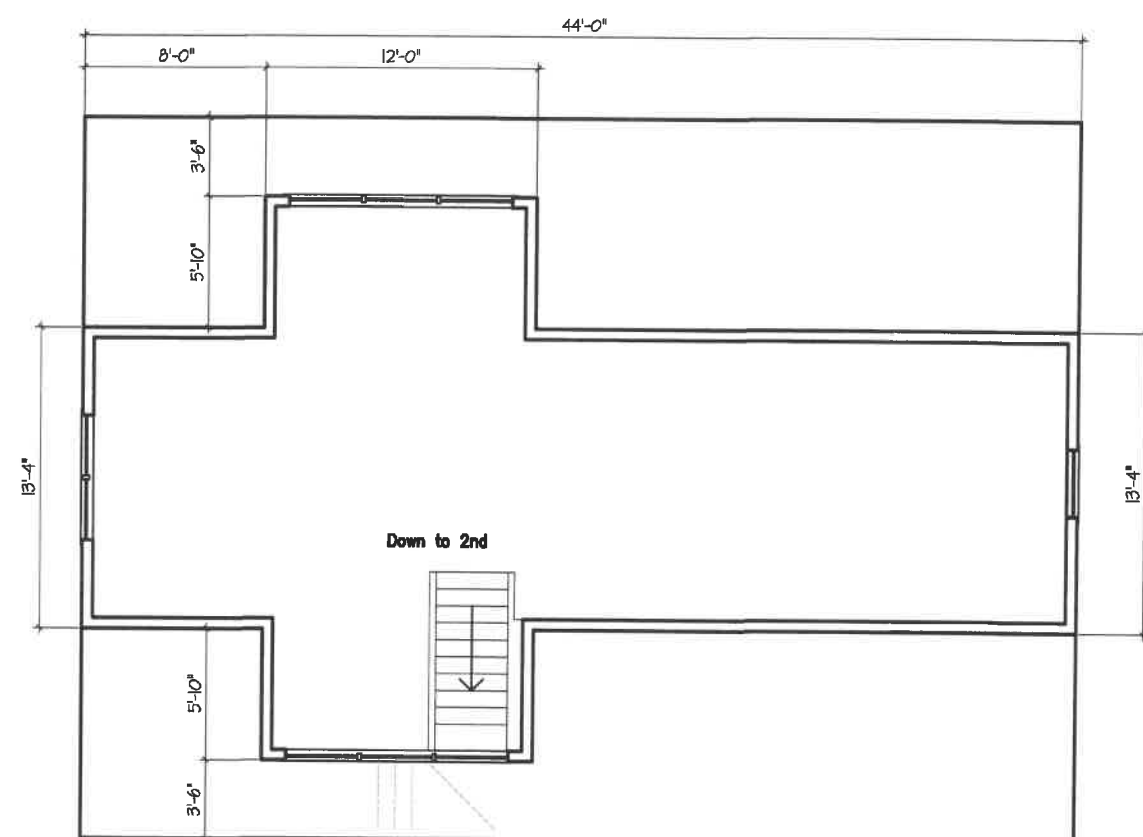
Main Floor Plan
1632 Square Feet
1" = 1'-0"

Richard Clements Architect, PLLC
15215 Merry Lane
Ozaukee, MI 49759
richardlee1523@live.com 989-370-3681

ROBERT BENSER
NEW RESIDENCE
1274 MISSION ST.
MACKINAC ISLAND, MI 49757

date: 7.29.24
project: 2205

sheet:
B1.1
COPYRIGHT © 2024

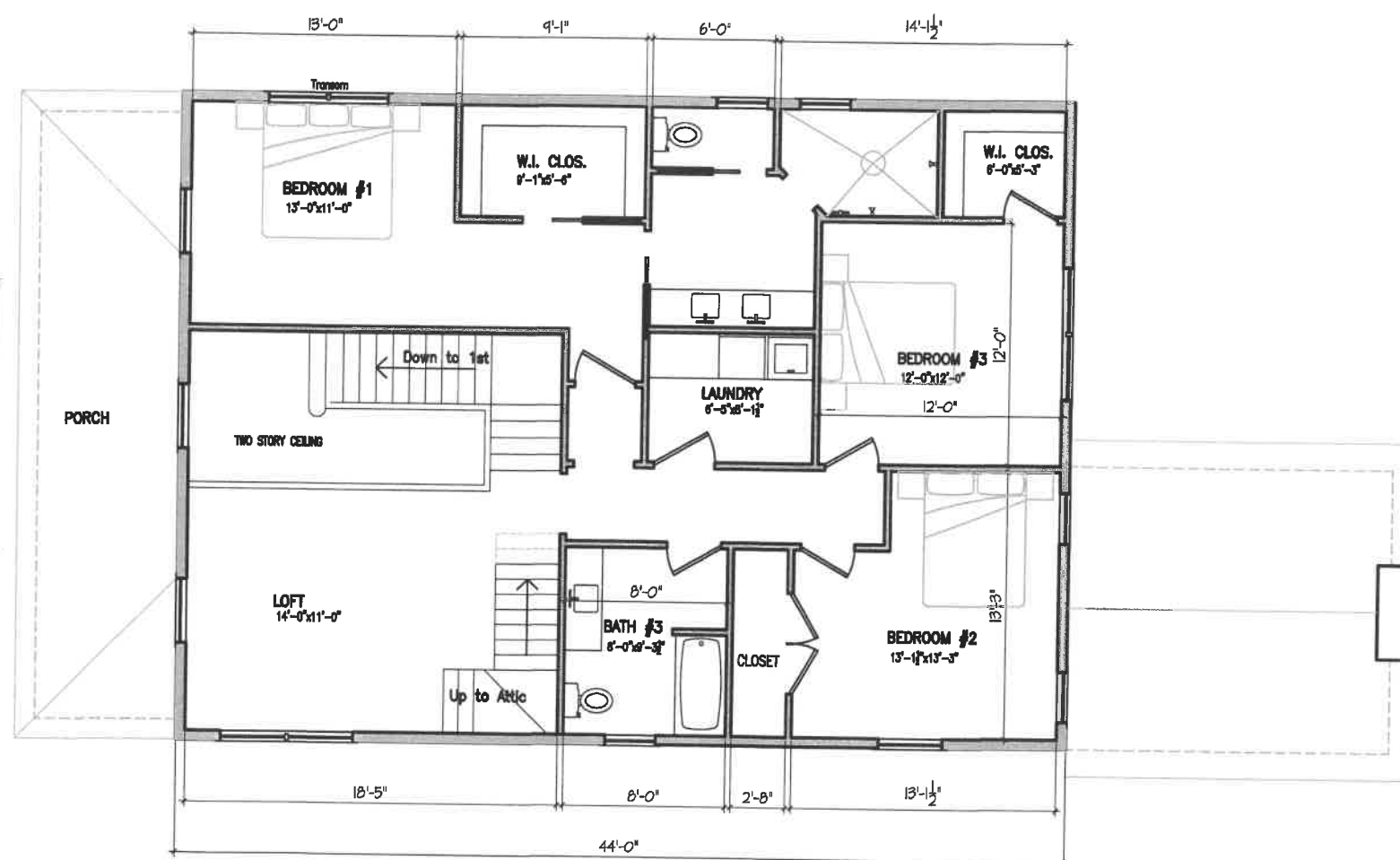


Attic Level

0 4 8 16

1" = 1' - 0"

702 Square Feet



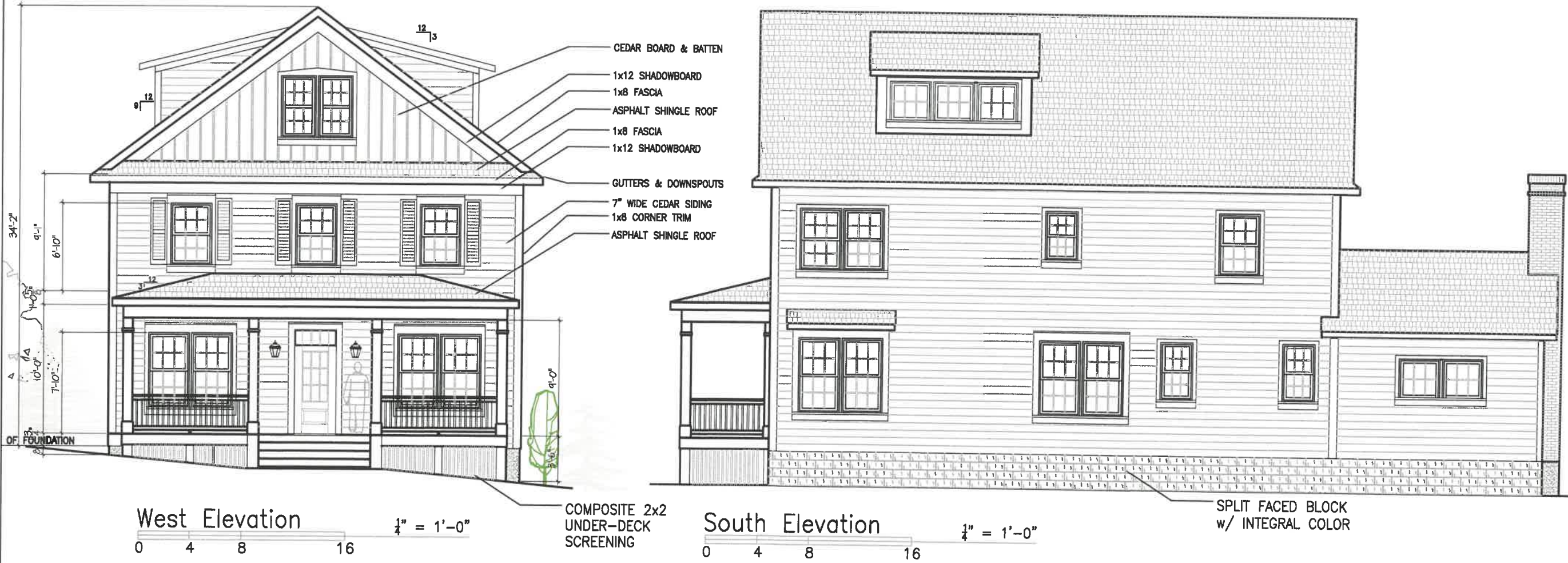
2nd Floor Plan

0 4 8 16

1408 Square Feet

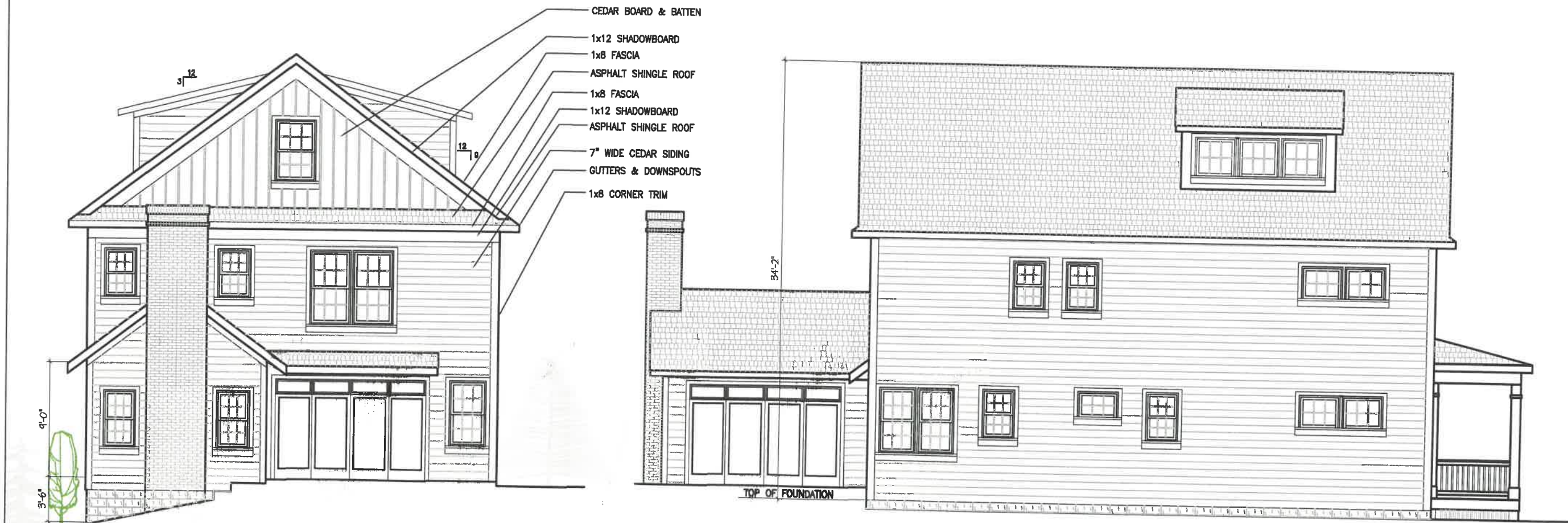
$\frac{1}{4}'' = 1'-0''$

Richard Clements Architect, PLLC 15215 Merry Lane Ocqueoc, MI 49759 richardlee1523@live.com	ROBERT BENSER NEW RESIDENCE		sheet: B1.2
	1274 MISSION ST. MACKINAC ISLAND, MI 49757	date: 7.29.24 project: 2205	COPYRIGHT © 2024



NEW WINDOWS/DOORS: ANDERSEN WOOD CLAD DOUBLE HUNG OR SIMULATED DOUBLE HUNG, CLEAR GLASS WITH LIGHT TRANSMITTANCE GREATER THAN 60%.

Richard Clements Architect, PLLC 15215 Merry Lane Oscoda, MI 49759 richardlee1523@live.com 989-370-3681	ROBERT BENSER NEW RESIDENCE 1274 MISSION ST. MACKINAC ISLAND, MI 49757	date: 7.29.24 project: 2205	sheet:
			B1.3 COPYRIGHT © 2024



East Elevation
0 4 8 16
1/4" = 1'-0"

North Elevation
0 4 8 16
1/4" = 1'-0"

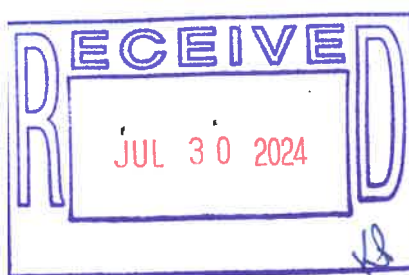
NEW WINDOWS/DOORS: ANDERSEN WOOD
CLAD DOUBLE HUNG OR SIMULATED DOUBLE
HUNG, CLEAR GLASS WITH LIGHT
TRANSMITTANCE GREATER THAN 60%.

Richard Clements Architect, PLLC
15215 Merry Lane
Ocoee, MI 49759
richardlee1523@live.com 989-370-3681

ROBERT BENSER
NEW RESIDENCE
1274 MISSION ST.
MACKINAC ISLAND, MI 49757

date: 7.29.24
project: 2205

sheet:
B1.4
COPYRIGHT © 2024



GENERAL APPLICATION FOR WORK LOCATED WITHIN A HISTORIC DISTRICT

- ☒ Minor Work (Complete Section A and refer to General Directions)
- ☐ New Construction (Complete Section B and refer to General Directions and Item B)
- ☐ Demolition (Complete Section B and refer to General Directions and Item C)

Section X, Itemd.

Application Deadline: Application and materials must be completed and submitted by 4:00 p.m. ten (10) business days before each Commission Meeting. Late applications will be placed on the agenda for the following month. Decision by the Commission will not necessarily occur at the meeting at which the application materials are first received.

A) MINOR WORK

PROPERTY LOCATION: 7276 Main St. 051550.036.00
Adjacent to 7274 Main St. N/A
(Number) (Street) (Property Tax ID #)

PROPERTY OWNER

Name: City of Mackinac Island Email Address: _____
Address: 7274 Main St. (Tourism Visitor's Booth; to the west)
(Street) (City) (State) (Zip)
Telephone: _____
(Home) (Business) (Fax)

APPLICANT/CONTRACTOR

Name: Mackinac Island State Park Email Address: brissens@michigan.gov
Address: Po Box 570 Mackinac Island MI 49757
(Street) (City) (State) (Zip)
Telephone: 906-847-3328
(Home) (Business) (Fax)

- ☒ Attach a brief description of the nature of the minor work proposed and the materials to be used.
- ☐ Attach one or more photograph(s) of the whole building including façade and any relevant elevations showing the area, item or feature proposed to be repaired or replaced. The Building Official or Historic District Commission may require additional information necessary to determine the work to be Minor Work.

If the Building Official determines that the proposed work is not Minor Work, the Building Official shall direct the applicant to complete an Application for New Work and/ or Application for Demolition or Moving work which will then be referred to the HDC.

I certify that the information provided in this Application and the documents submitted with this Application are true to the best of my information, knowledge and belief; and that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MLC 125.1501 to 125.1531

SIGNATURES

Steven C. Brissan
Please Print Name

Signature File No. 14024.036.048(4)

Exhibit A
Please Print Name

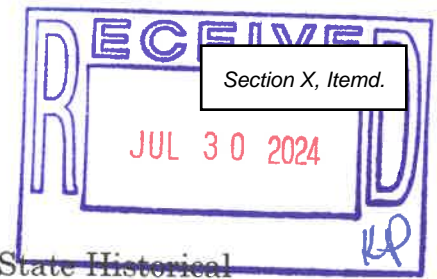
Date 7-30-24

NOTE: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City. KP

RETURN THIS FORM AND SUPPORTING MATERIALS TO:
MACKINAC ISLAND BUILDING OFFICIAL
7358 MARKET STREET, MACKINAC ISLAND, MI 49757
PHONE: (906) 847-4035

File Number: 14024.036.048(4) Date Received: 7-30-24 Fee: _____
Received By: KPereny Work Completed Date: _____

Bonga Tavern Historical Marker



This request is for final approval for the installation of an official State Historical Marker commemorating the Bonga Tavern. The text of the marker is attached separately.

The location was chosen in January with city officials and the approval of Mayor Doud. It is to be located adjacent to the Visitors Bureau information booth, in the grassy area to the northwest. A picture is attached.

Note that, as with all markers, they are owned by the Michigan Historical Commission. In this case, the Mackinac Island State Park Commission is the marker's sponsor. We funded the marker and will maintain it in the future, including repainting and replacing the posts in the future if needed. Park staff will install the marker.

File No. MD24-036048 (H)
Exhibit B
Date 7.30.24
Initials KP

FINAL



Large two-sided mar

Section X, Itemd.

Different text each side

2" caption

1 1/2" text

Mackinac Co.

Mackinac Island

Side One

1 Jean and Jeanne Bonga, a Black couple,
2 began Mackinac Island's long tradition
3 of hospitality by opening a tavern and
4 inn on or near this site sometime in the
5 late 1780s. The earliest documented
6 history of the Bongas on the island is
7 the baptism record for their daughter,
8 Rosalie, on July 22, 1786. This record
9 ties the Bongas to Captain Daniel
10 Robertson, the commander of the
11 British garrison on Mackinac Island
12 from 1782 to June 15, 1787. It is
13 unclear whether Robertson employed
14 or enslaved the Bongas. Later accounts
15 suggest Robertson had enslaved the
16 Bongas and freed them upon his
17 departure from the island. Jean and
18 Jeanne Bonga were married in the
19 Catholic church of Ste. Anne de
20 Michilimackinac on June 24, 1794. The
21 record of their marriage is the first
22 direct reference of the Bongas being
23 free residents of the island.

File No. MD24 036 048(4)

Exhibit C

Date 7.30.24

Initials KP

Michigan Historical Commission ~ Michigan History Center
Registered Local Site No. 2366
This Marker is the Property of the State of Michigan, 2023

SPONSOR STRIP - circle with their logo: Mackinac Island State Park Commission

FINAL

Large two-sided marker
Different text each side
2" caption
1 ½" text
Mackinac Co.
Mackinac Island
Side Two

BONGA TAVERN

1 Lieutenant Dwight Kelton's annotated
2 transcription of the Ste. Anne Church's
3 register in the 1882 edition of the
4 *Annals of Fort Mackinac* states that the
5 Bonga Tavern was "the *first* hotel on
6 the Island of Mackinac." Jean and
7 Jeanne Bonga operated the tavern and
8 inn at least until Jean's death on
9 January 20, 1795. He was buried in the
10 island's Catholic cemetery two days
11 later. Several of the couple's children
12 and grandchildren maintained their
13 connection to Mackinac Island and
14 were involved in the Great Lakes fur
15 trade throughout the 19th century. The
16 Bongas' grandson George Bonga
17 worked as a voyageur, interpreter, and
18 merchant for an Anishnaabek com-
19 munity in Minnesota into which he had
20 married. The site of Jean and Jeanne's
21 tavern was purchased by Henry Overall
22 in 1859. He operated a saloon and
23 billiard hall there into the 1890s.

Michigan Historical Commission ~ Michigan History Center
Registered Local Site No. 2366
This Marker is the Property of the State of Michigan, 2023

SPONSOR STRIP - circle with their logo: Mackinac Island State Park Commission

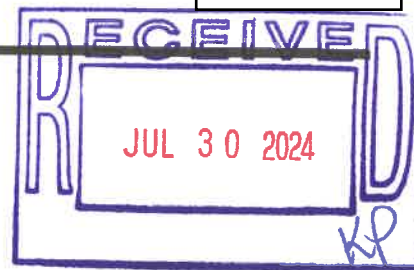
JUL 30 2024



File No. 14024-036-0418(H)
Exhibit D
Date 7-30-24
Initials LP

Katie Pereny

From: Brisson, Steve (DNR) <BRISSENS@michigan.gov>
Sent: Wednesday, July 31, 2024 10:37 AM
To: Katie Pereny
Subject: RE: Attachment
Attachments: Biddle Marker 1.jpg



Hi Katie,

It will be a standard official state marker, like the ones in front of the Community Center and at Biddle House (see attached). They are cast aluminum with aluminum-clad concrete posts. I believe the Michigan Historical Commission requires the use of the standard posts, at least on new markers. The marker and posts have been received.

I'm thinking the city likes swapping the posts out for wooden ones, given the degradation that sometimes occurs at the bottom of the post (the aluminum sometimes peels away from the concrete). This is completely understandable. However, as the park is the official sponsor of this marker, we would cover the cost of replacing these in the future if necessary.

The governor took an interest in having a marker to commemorate the Bongas when Commissioner Phil Pierce introduced the idea to her back in 2022. We are hoping we could dedicate the marker with the governor present sometime this fall. Thanks.

--Steve

Steven C. Brisson

DIRECTOR

Mackinac Island State Park Commission

brissons@michigan.gov

906-847-3328

Mackinac State Historic Parks

PO Box 370

Mackinac Island, MI 49757

mackinacparks.com



File No. MD24-036-048(H)
 Exhibit E
 Date 7-31-24
 Initials KP

From: Katie Pereny <kep@cityofmi.org>
Sent: Wednesday, July 31, 2024 10:08 AM
To: Brisson, Steve (DNR) <BRISSENS@michigan.gov>
Subject: RE: Attachment

CAUTION: This is an External email. Please send suspicious emails to abuse@michigan.gov

File No. ND24-036 048(H)

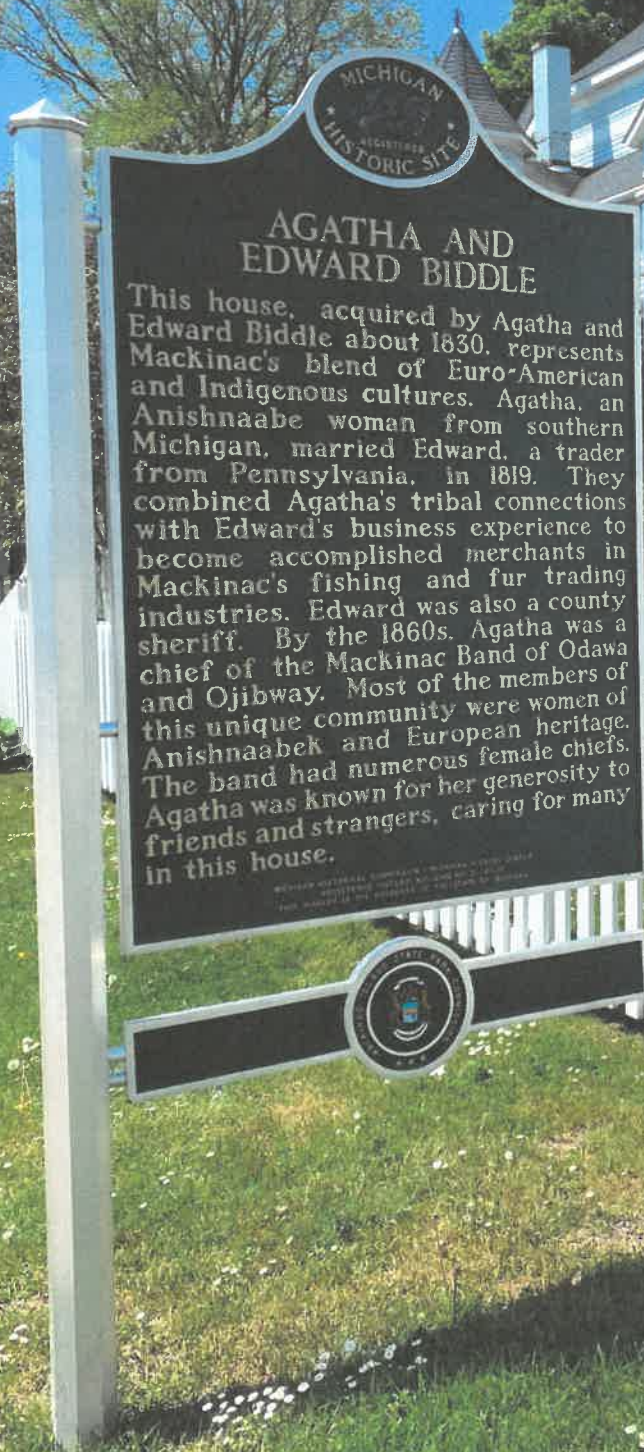
Exhibit F

Date 7-31-24

Initials W



Section X, Itemd.





Richard
Neumann
Architect

610 Grand Avenue, Petoskey, Michigan 49770, 231.347.0931

9 August 2024

Katie Pereny, Secretary
Historic District Commission
City of Mackinac Island
P.O. Box 455
Mackinac Island, MI 49757

Re: **BONGA TAVERN HISTORICAL MARKER ADDITION**
Design Review

Dear Ms. Pereny:

I have reviewed the proposed Historical Marker in the park by the Tourism Bureau in the Market and Main Historic District.

Should you have any questions, please contact me.

Sincerely,

RICHARD NEUMANN ARCHITECT

Rick Neumann

- c. Steve Brisson, Applicant, MSHP
Dennis Dombroski, City of Mackinac Island
Gary Rentrop, Rentrop & Morris



Richard
Neumann
Architect

610 Grand Avenue, Petoskey, Michigan 49770, 231.347.0931

9 August 2024

DESIGN REVIEW

BONGA TAVERN HISTORICAL MARKER ADDITION

7276 Main Street

Market and Main Historic District
Mackinac Island, Michigan

INTRODUCTION

The proposed project is the installation of a State of Michigan Historical Marker in the City park at the side of the Mackinac Island Tourism Bureau at 7276 Main Street, in the Market and Main Historic District. The building is a Non-contributing structure in the district. The project would add a standard two-post, two-sided, cast aluminum sign (42" by 54") commemorating the site of the Bonga Tavern, and is undertaken by Mackinac State Historic Parks.

This design review is based on City Code Sec. 10-161 "Design Review Standards and Guidelines", of Article V. "Historic District", of the City of Mackinac Island Ordinance No. 443, adopted October 21, 2009. The review standards are those of the Department of the Interior entitled "The United States Secretary of the Interior's Standards for Rehabilitation" and "Guidelines for Rehabilitating Historic Buildings", as set forth in 36 CFR, part 67, as well as the factors set forth in City Code Sec. 10-161(b).

Materials submitted for Review consist of a photograph of the proposed location, sign text, and a written description of the project, dated 30 July 2024, by Steve Brisson.

REVIEW

Of the Secretary of the Interior's Standards, and the Standards Under Sec. 10-161(b), the applicable Standards for review are the following:

Standard 9 - *"New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size and architectural features to protect the historic integrity of the property and its environment."*

The proposed sign addition would not destroy materials that characterize the property, would be differentiated as a non-historic feature, and would be compatible with the massing, size and architectural features of the property.

MSHP Historical Marker Addition Design Review
9 August 2024
Page 2

Standards Under Code Sec. 10-161(b)

In reviewing applications, the Commission shall also consider all of the following:

(1) - *"The historic or architectural value and significance of the resource and its relationship to the historic value of the surrounding area."*

The proposed sign commemorating a historic site would maintain the historic and architectural value of the property, and its relationship to the historic value of the surrounding historic district.

(2) - *"The relationship of any architectural features of the resource to the rest of the resource and to the surrounding area."*

The placement of a widely recognized commemorative state sign would be appropriate with the park site and the surrounding area.

(3) - *"The general compatibility of the design, arrangement, texture and materials proposed to be used."*

The proposed sign would be compatible, in terms of design, arrangement, texture and materials proposed to be used.

(4) - *"Other factors, such as aesthetic value, that the Commission finds relevant."*

The proposed commemorative sign would be appropriate aesthetically.

CONCLUSION

The state historical marker proposed by MSHP to be placed near the Mackinac Island Tourism Bureau would meet the Standards for review.

END OF REVIEW