

**CITY OF GRAND HAVEN
HISTORIC CONSERVATION DISTRICT COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, OCTOBER 15, 2025 AT 5:00 PM
GRAND HAVEN CITY HALL
COUNCIL CHAMBERS
519 WASHINGTON AVE.
GRAND HAVEN, MI 49417**

Call to order: Chair Chad Fisk called the meeting to order at 5:00 PM

Roll call of members present: Chair Chad Fisk, Vice Chair Patrick Qua, Secretary Linda Rosema, and Member Nina Bryhn

Pre-excused absences: Members Eric Bye and Robyn Vandenberg

Others who were present: City Planner Brian Urquhart and Loutit District Library Representative Courtney Beattie

- 1) General Business Call to the Viewing Audience (allowed 3 minutes) No one spoke.
 - a. City Planner Brian Urquhart expressed condolences to the family of Kate Crosby, and thanked her for her service to the Tri-Cities Museum and the City of Grand Haven.
- 2) Approval of Regular Meeting Minutes of September 17, 2025 Historic Conservation District Commission
 - a. Member Nina Bryhn moved to accept the minutes and Vice Chair Patrick Qua seconded the motion.
 - b. The September 17, 2025 minutes were unanimously approved.
- 3) Tri-Cities Museum Advisory Member Update
 - a. Chair Chad Fisk will speak to the museum board concerning a replacement for Kate Crosby
- 4) Loutit District Library Representative Update-Courtney Beattie
 - a. Courtney and Jeanette Weiden are working on a list of buildings lost since the formation of the HCDC in the early to the mid-80's, focusing mainly on anything after 1986.
 - b. The Wicked Lake Forest Cemetery Self-Guided Tour is up and ready to guide people through our notorious past.
 - c. Exploratory Genealogy through Land Records-November 12
 - d. 30 Years of Great Lakes Freighter History-November 13
- 5) SHPO
 - a. The HCDC is working with Hayley from SHPO to create a document with guidelines for a historic district, looking at other community's documents (eg. Grand Rapids and Franklin, Mi). It will provide a lot of detail for property owners and what is considered historic, not development, control the appearance of historic buildings and distinguish between the front and back of buildings.
 - b. The timeline may change to present to city council to February or March of 2026. There is a special work session in January of 2026.

- 6) Planning Commission Site Plan Reviews
 - a. Chair Chad Fisk heard from DDA Director Chandi Pape concerning the rewrite of PA169 to be able to revise the Main Street Guidelines.
 - b. City Planner Brian Urquhart announced that we can sign up for training with the Michigan Historic Commission Preservation Board to receive tax credits that require support letters from city council.
- 7) Updates & Reports by HCDC Members-No reports
- 8) Second General Business Call to the Viewing Audience (3 minutes allowed) No one spoke.
- 9) Chair Chad Fisk adjourned the meeting

Respectfully submitted,
Linda Rosema
Secretary