

# Design Committee Meeting Minutes –August 28, 2008



Time: 6:00 p.m.  
Location: 2<sup>nd</sup> Floor Conference Room City Hall

---

Minutes – Design Committee Meeting, August 28, 2008

1. Call to order, 6:13 pm, by Nathan Voght.
2. Approval of Design Committee minutes of 8/14/08.  
Motion by G Patton to approve minutes of 8/14/08, R Gari seconded. Motion passed unanimously.
3. Community Charrette:  
Nathan Voght discussed choice of consultant (Glenn and Jackson). Although their proposal was late, none of the other proposals were sufficient and so were deemed insufficient for the Sibley St project. Glenn and Jackson are savvy regarding form-based code and zoning, as well as community discussion/education. Charrettes are to be held during the last 2 weeks of September through the first week of October, 2008.
4. Newspaper Rack Update:  
Nothing new to report.
5. Historic District Markers:  
The old markers were pulled and warehoused, and the new markers have been installed. Discussions were held regarding possible future locations for the "old" markers. The consensus was that the markers would be best served if they were located closer to downtown. Placement at/around the current site of the Howell Farmers Market sign was discussed. Nathan would like the committee to give this thought for future discussions.
6. Paint Samples for Cleary Block:  
No paint samples were reviewed.
7. Property Owner Workshop Series:  
The topic is: "Green renovation for business-owners." The workshop will be held 9/24/08 at The Howell Chamber of Commerce from 11am – 1pm. Advertising of the event was discussed. Bruce McCullen said he would contact the Chamber of Commerce regarding promotion. An invitation to local business owners will be sent rather than a postcard (more formal/personal). Jeannette and Jeri will send email to get event posted on Community Calendar by 9/3/08. Terry agreed to write press release by 9/3/08. Goodwin will write invitations (approx 200) by 9/5/08, to mail by 9/10/08. Pam agreed to procure food for the event (\$125 budget).
8. Recreation Dept Cemetery Tours in October:  
Jeri discussed this event to be held on 10/10/08 and 10/24/08 in the park at Barnard Center. Drama students and volunteers will be dressed as historical figures while the history of Howell is explored. The possibility of tying future cemetery tours to next year's Signature Fundraising event were discussed.
9. Downtown Walking Tours:  
Jeri discussed the next event, to be held 9/24/08. The same event on 7/31/08 was a success, drawing approx 25 people.
10. New Application Dates for Façade Grant Program:  
Discussions were held regarding the grant deadlines and the appropriateness of the number of application deadlines and the dates. It was agreed that the current number per year (3) was sufficient. Nathan Voght made a Motion to approve the Façade Grant Application Deadlines as February 1, May 1, and September 1 (change was made from June 1 to May 1). Gary supported the Motion. The Motion was unanimously approved.
11. Anticipated Façade Grant Applications:  
The owners of the properties at 120 State St, 122 State St and 112 E Grand River Ave are expected to apply for the Grant Program.
12. Other Business:  
Nothing new to report by Nathan regarding the Design Assistance brochure. The Main Street Coordinator position was filled. Karen Williams will start in her new position on 9/3/08.
13. Motion to Adjourn made by \_\_\_\_\_ to adjourn at 7:55pm and it was supported by \_\_\_\_\_. Motion carried unanimously.

The next meeting will be held 9/11/08, 2nd Floor Conference Room of City Hall.