

# CITY OF BATTLE CREEK

## HISTORIC DISTRICT COMMISSION MEETING

10 North Division, Battle Creek, MI 49014  
Minutes for April 14, 2025

**MEETING CALLED TO ORDER:** By Chairperson Simpson 4:00 p.m.

**ATTENDANCE:** Chairperson Simpson asked for a roll vote.

**Comm. Simpson,** present

**Comm. Drozdowski,** present

**Comm. Davis,** present

**Comm. Sallee,** absent

**Comm. Thornton,** present

**Comm. Steinbrunner,** present

**Comm. Case,** present

**Staff Present:** Travis Sullivan, Planner Administrator, Melody Carlsen, Administrative Assistant, Patrick Batterson, Assistant City Attorney.

**ADDITIONS OR DELETIONS TO AGENDA:** None.

**APPROVAL OF MINUTES:** Approval of the March 10, 2025 meeting minutes.

**MOTION MADE BY COMMISSIONER DROZDOWSKI TO APPROVE THE MARCH 10, 2025 MEETING MINUTES, SECONDED BY COMMISSIONER CASE.**

**ROLLVOTE:** Commissioner Simpson asked everyone in favor to signify by saying “aye”.

**ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.**

**CORRESPONDENCE:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**A. H05-25 (263 N Washington Ave)**

Petition for a Certificate of Appropriateness for the property located 263 N Washington Ave., filed by Donita Moye for the replacement of cedar shake in the peaks of the exterior siding. Parcel #3570-00-001-0.

**Staff Presentation:** Travis Sullivan

**Applicant Presentation:** Donita Moye was present to speak.

**Questions by Commissioners:**

**Commissioner Simpson** inquired to the color of the proposed shingles.

Commissioner Davis asked about the window trim.

**MOTION MADE BY COMMISSIONER CASE TO APPROVE H05-25. SECONDED BY COMMISSIONER THORNTON.**

**ROLL VOTE: ALL IN FAVOR, NONE OPPOSED. MOTION APPROVED.**

**B. H06-25 (123 W Manchester St)**

Petition for a Certificate of Appropriateness for the property located at 123 W Manchester Street, filed by The Calhoun County Land Bank for the rehabilitation of the home, to include the replacement and wrapping of the windows on the home, the exterior doors, and the fascia as well as replacing the siding and installing new soffits where needed. Parcel #5020-00-113-0.

**Staff Presentation:** Travis Sullivan

**Applicant Presentation:** Amy Rose-Robinson, Quinton Hay and Krista Trout-Edwards.

**Questions by Commissioners:**

**Commissioner Simpson** inquired to any changed to windows.

**Commissioner Case** asked about the ornate piece above the window, the doors location, and the columns, if the door would be a six panel door and about the windows. Recommended the door be wood material with raised panels.

**Commissioner Davis** if the removal of the awning would need to come back to the Commission.

**MOTION MADE BY COMMISSIONER CASE TO APPROVE H06-25 WITH THE CONDITIONS OF THE REMOVAL OF THE AWNING AND SUPPORT COLUMNS AND THAT THE WINDOWS ARE DOUBLE HUNG WINDOWS. SECONDED BY COMMISSIONER STEINBRUNNER.**

**ROLL VOTE: ALL IN FAVOR, NONE OPPOSED. MOTION APPROVED.**

**C. H07-25 (119 W Michigan Ave)**

Petition for a Certificate of Appropriateness for the property located at 119 W Michigan Ave, filed by Burkett Signs, Inc., for the installation of one internally illuminated sign cabinet and two non-illuminated blade sign. Parcel #0253-00-047-1.

**Staff Presentation:** Travis Sullivan

**Applicant Presentation:** Robb Perrin of Burkett Signs

**Questions by Commissioners:**

**Commissioner Simpson** inquired to SHPO approval.

**Commissioner Case** had questions about the sign photos.

**Commissioner Steinbrunner** asked about the placement of the signs.

**MOTION MADE BY COMMISSIONER STEINBRUNNER TO APPROVE H07-25. SECONDED BY COMMISSIONER THORNTON.**

**ROLL VOTE: ALL IN FAVOR, NONE OPPOSED. MOTION APPROVED.**

**D. H08-25 (9 Wilkes St)**

Petition for a Certificate of Appropriateness for the property located at 9 Wilkes St, filed by Justice Fence for the repair of fencing and addition of a new gates. Parcel #7270-00-017-0.

**Staff Presentation:** Travis Sullivan

**Applicant Presentation:** Not present.

**Questions by Commissioners:**

**Commissioner Simpson** inquired to the proposed color or stain of the fencing.

**Commissioner Steinbrunner** asked if the back fencing would be visible from the street.

**MOTION MADE BY COMMISSIONER STEINBRUNNER TO APPROVE H08-25.  
SECONDED BY COMMISSIONER DAVIS.**

**ROLL VOTE: ALL IN FAVOR, NONE OPPOSED. MOTION APPROVED.**

**E. H09-25 (171 W Manchester St)**

Petition for a Certificate of Appropriateness for the property location at 171 W Manchester St, filed by Daniel Peterson for the addition of a lean-to style addition, siding repair, roof replacement and window restoration. Parcel #5020-00-151-0.

**Staff Presentation:** Travis Sullivan

**Applicant Presentation:** Daniel Peterson. Noted the correct address for this location is 434 Champion St.

**Questions by Commissioners:**

**Commissioner Simpson** asked about the source of the historical information the applicant presented.

**Commissioner Case** inquired to the drawings presented.

**MOTION MADE BY COMMISSIONER STEINBRUNNER TO APPROVE H09-25 WITH  
THE CONDITIONS OF ANY ARCHEOLOGICAL RESOURCES DISCOVERED DURING  
THE COURSE OF THE PROPOSED WORK SHALL BE PRESERVED AND REPORTED  
TO THE CITY OF BATTLE CREEK. SECONDED BY COMMISSIONER THORNTON.**

**ROLL VOTE: ALL IN FAVOR, NONE OPPOSED. MOTION APPROVED.**

**F. H10-25 (63 N Wood St)**

Petition for a Certificate of Appropriateness for the property located at 63 N Wood St, filed by Daniel Peterson for window restorations. Parcel #5020-00-168-0.

**Staff Presentation:** Travis Sullivan

**Applicant Presentation:** Daniel Peterson.

**Questions by Commissioners:**

**Commissioner Simpson** asked if the window replacement would be like-for-like and inquired to the window sashes.

**Commissioner Case** spoke about the type of wood that would be appropriate.

**MOTION MADE BY COMMISSIONER CASE TO APPROVE H10-25. SECONDED BY COMMISSIONER DROZDOWSKI.**

**ROLL VOTE: ALL IN FAVOR, NONE OPPOSED. MOTION APPROVED.**

**COMMENTS FROM THE PUBLIC:** None.

**COMMENTS FROM COMMISSION MEMBERS AND STAFF:** None.

**ADJOURNMENT:** Chairperson Simpson adjourned the meeting at 5:03 pm.

*Submitted by: Melody Carlsen, Planning and Zoning Administrative Assistant*