

CITY OF BATTLE CREEK

HISTORIC DISTRICT COMMISSION MEETING

10 North Division, Battle Creek, MI 49014

Minutes for October 13, 2025

MEETING CALLED TO ORDER: By Vice Chairman Thornton at 3:59 p.m.

ATTENDANCE: Commissioner Thornton asked for attendance to be noted.

Comm. Simpson, absent

Comm. Drozdowski, present

Comm. Davis, present

Comm. Sallee, present

Comm. Thornton, present

Comm. Steinbrunner, absent

Comm. Case, present

Comm. LaCosse, absent

Staff Present: Darcy Schmitt, Planning Supervisor, Melody Carlsen, Administrative Assistant, Patrick Batterson, Assistant City Attorney.

ADDITIONS OR DELETIONS TO AGENDA:

APPROVAL OF MINUTES: Approval of the September 8, 2025 meeting minutes.

MOTION MADE BY COMMISSIONER DROZDOWSKI TO APPROVE THE SEPTEMBER 8, 2025 MEETING MINUTES WITH THE CORRECTIONS NOTED, SECONDED BY COMMISSIONER SALLEE.

ROLL VOTE: 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. H17-25 (50 W Jackson St)

Petition filed by Aaron Gibson of Battle Creek Unlimited for a Certificate of Appropriateness for the property located at 50 W Jackson Street for the installation of an exterior wall sign. Parcel #8750-00-001-0.

Staff Presentation: Darcy Schmitt presented the staff report H17-25.

Applicant Presentation: None.

Questions by Commissioners: None.

**MOTION MADE BY COMMISSIONER DROZDOWSKI TO APPROVE H17-25.
SECONDED BY COMMISSIONER SALLEE.**

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

B. H18-25 (127 Ann Ave)

Petition Filed by Milestone Senior Services for a Certificate of Appropriateness for the property located at 127 Ann Ave for the installation of a temporary wooden wheelchair ramp to the front of the home. Parcel #3550-00-097-0.

Staff Presentation: Darcy Schmitt presented the staff report H17-25.

Applicant Presentation: Ken Ward of Milestone Senior Services was present to speak and answer questions from Commissioners.

Questions by Commissioners:

Commissioner Case asked if the ramp could be installed to the rear of the home and if aluminum footings would be used and what kind of pad is used. Mr. Ward responded to the question.

**MOTION MADE BY COMMISSIONER DROZDOWSKI TO APPROVE H18-25.
SECONDED BY COMMISSIONER SALLEE.**

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

C. 2026 Historic District Commission Meeting Date and Application Deadlines

**MOTION MADE BY COMMISSIONER DROZDOWSKI TO APPROVE THE 2026
HISTORIC DISTRICT COMMISSION MEETING DATES AND APPLICATION
DEADLINES. SECONDED BY COMMISSIONER SALLEE.**

COMMENTS FROM THE PUBLIC: None.

ADDITION TO ADENDA ITEM:

Appointment of Commission Members to the Historic District Consultant Review Committee.

Commissioner Thornton appointed Commissioner Case and Commissioner Davis to serve on the committee. Both agreed to serve on the Committee.

COMMENTS FROM COMMISSION MEMBERS AND STAFF:

Darcy Schmitt invited Commissioners to the upcoming Housing Strategy meetings.

Commissioner Sallee asked where the meeting would be held.

Commissioner Thornton discussed the demolition of Battle Creek Public School's Southwest Junior High School and an upcoming open house.

ADJOURNMENT: Commissioner Thornton adjourned the meeting at 4:14 pm.

Submitted by: Melody Carlsen, Planning and Zoning Administrative Assistant