

**HISTORIC DISTRICT COMMISSION (HDC) MEETING AGENDA
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET
WEDNESDAY, NOVEMBER 19, 2025 - 5:30 PM**

- I. Call to Order / Roll Call / Pledge of Allegiance
- II. Petitions from the Public (*members of the public have 5 minutes to speak*)
- III. Acceptance of Agenda
- IV. Approval of Minutes of Regular Meeting of October 22, 2025
- V. Unfinished Business
 1. KNHPAC Heritage Grant (Street Sign Project)
- VI. New Business
 1. Applications for Certificate of Appropriateness
 - Case No. 2025.103: Calumet Eatery
 2. Administrative Approvals (*none*)
 3. Goals for the upcoming year
 4. HDC Bylaws
 5. HDC coordinator Report
 6. Architectural Advisor Vacancy
- VII. Announcements and/or Comments
- VIII. Comments from the Public (*members of the public have 5 minutes to speak*)
- IX. Adjourn

**HISTORIC DISTRICT COMMISSION (HDC) MEETING MINUTES - DRAFT
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET
WEDNESDAY, OCTOBER 22, 2025 - 5:30 PM**

Present: Chair Abe Voelker; Commissioners Dave Geisler, Chris Green

Absent: Commissioners Cassie Dronet, Pamela Que

Also Present from the village: Manager Megan Haselden

Present from the public: Rhonda Maas

I. Call to Order / Roll Call / Pledge of Allegiance

Voelker called the meeting to order at 5:31pm with roll call and led the Pledge of Allegiance.

II. Petitions from the Public (*members of the public have 5 minutes to speak*)

None.

III. Acceptance of Agenda

Green moved, supported by Geisler, to accept the agenda as presented.

Motion Carried 3/0

IV. Approval of Minutes of Regular Meeting of August 6, 2025

Green moved, supported by Geisler, to approve the minutes as presented.

Motion Carried 3/0

V. Unfinished Business

1. KNHPAC Heritage Grant (Street Sign Project)

No updates at this time.

VI. New Business

1. Applications for Certificate of Appropriateness (*none*)

2. Administrative Approvals (*none*)

3. Goals for the upcoming year

Discussion on potential outreach event scheduled for April 2026; finishing a welcome packet for property owners in the district, further professional development/training and working on updating the blighted property list with priorities listed.

4. HDC Bylaws

Notes with corrections to be made by the CEDAM Fellow – updated bylaws will be presented for approval in November.

5. HDC coordinator Report

Updates on properties in the district

6. Architectural Advisor Vacancy



Village of Calumet Historic District Commission
 340 6th St, Calumet, Michigan 49913
 Telephone (906) 337-1713
 manager@villageofcalumet.com

APPLICATION FOR PROJECT REVIEW HDC Certificate of Appropriateness

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 431 5th Street

Applicant: CALUMET EATERY
 Mailing Add. 431 5th St., Calumet, MI 49913
 Phone: (906) 401-4579 Email info@calumeteatery.com
 Owner: Michael Glenn
 Mailing Add. 431 5th St., Calumet, MI 49913
 Phone: (906) 401-4579 Email coachmikeglenn@gmail.com
 YEAR BUILT _____ coach

Application Checklist:	
<input type="checkbox"/>	Drawings 11x17 or smaller with dimensions
<input type="checkbox"/>	Materials list
<input type="checkbox"/>	Site plan including north arrow
<input type="checkbox"/>	Other
<input checked="" type="checkbox"/>	\$40 - Application fee

pd

Work to be done by Owner
 Licensed Contractor:

Proposed Work: Install "CALUMET EATERY" sign on the building's front facade perpendicular to the building, in similar fashion to Angel Mission.

Use additional sheets to describe work if necessary

_____ This property has at least one working smoke detector for each dwelling unit.

** Sign is Backlit*

(Owner or applicant's initials) (Required) * see back

- This project will require a building permit.
- This project will not require a building permit.
- Referred to the Historic District Commission for review at a monthly hearing.

Applicant's Signature: _____ Date: 11/17/2025

Owner's Signature: _____ Date: 11/17/2025
 (if different)

-For Historic District Coordinator's Use Only-

Case Number: 2025.103 Date Received: 11/17/2025

Complete application Yes No

Actions Needed _____

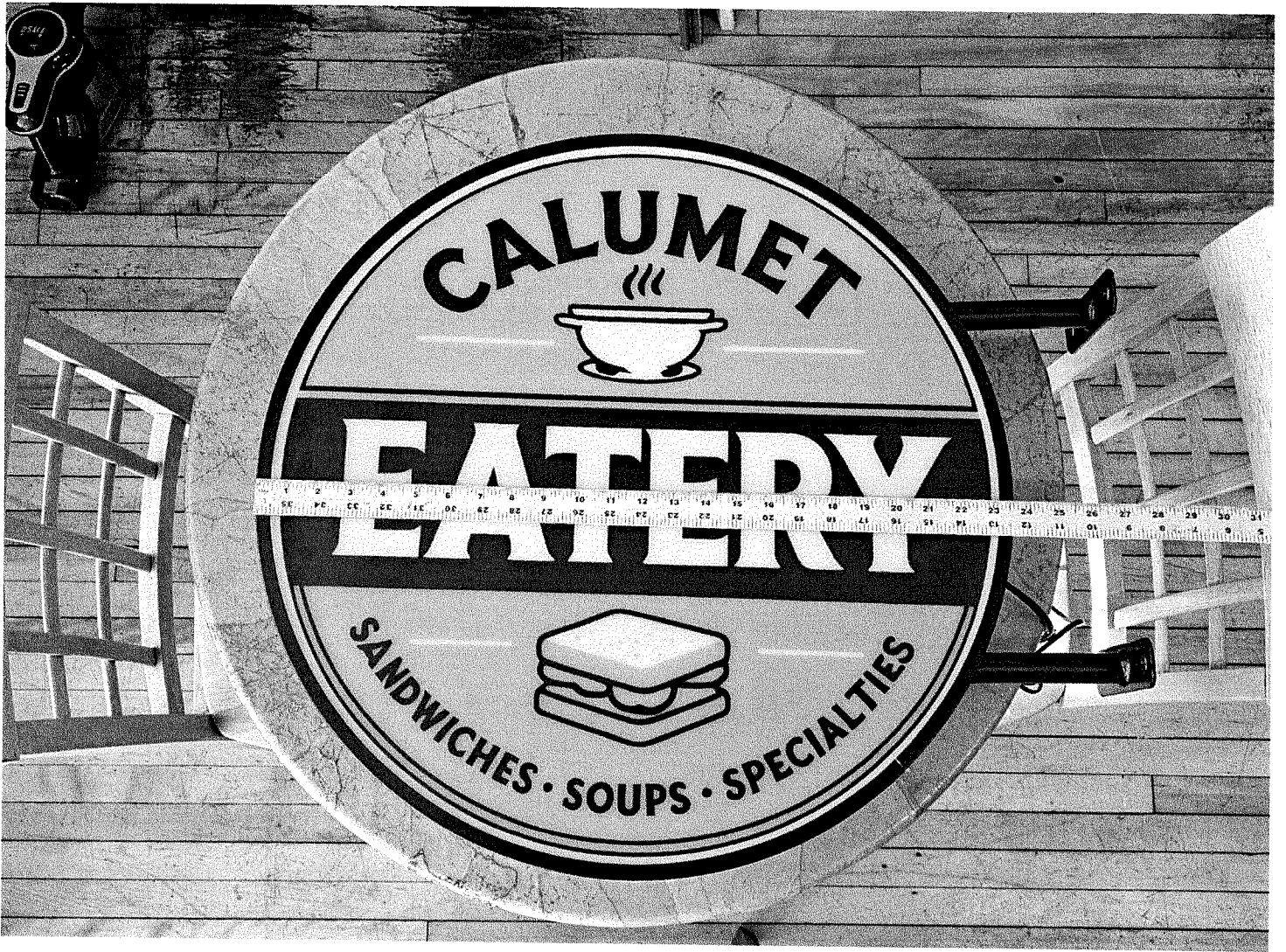
Fee Paid \$40: 11/17/2025 Completed application: _____

Coordinator Review Date: 11/17/2025 Approve Denied Forward to HDC

Coordinator Signature: Megan Paul

COMMENTS: _____

Referred to Historic District Commission: _____
 Certificate of Appropriateness Issued or Denied: _____
 Notice to Proceed: _____ Comments _____
 Hearing Date: _____ Projection Completion Date: _____
 Final Project Review by: _____



OFFICERS
ROB TARVIS, PRESIDENT
LORI WEIR, CLERK
DEBBIE AUBIN, TREASURER
COREEN BALBOUGH, DEP TREASURER



TRUSTEES
PAMELA QUE
BERNICE SMITH
KELLY RYAN
MATT L'ESPERANCE
JAMES TERCHA
ARIELLE PIZZO

340 SIXTH STREET, CALUMET, MICHIGAN 49913
PHONE (906) 337-1713 FAX (906) 337-5964
EMAIL: manager@villageofcalumet.com
MEGAN HASELDEN, MANAGER

Village of Calumet Historic District Commission (HDC) By-laws & Rules of Procedures

Approved:

1. Authority

- a. These By-laws and Rules of Procedures hereby recognize the Village of Calumet Historic District Commission (hereinafter referred to as either the "HDC" or "Commission") pursuant to the Public Act 169 of 1970, as amended, the Local Historic District Act; the Public Act 267 of 1976, as amended, the Open Meetings Act; Village of Calumet Ordinance 140 of 2002, establishment of the Calumet Historic District and the HDC.

2. Purpose

- a. The purpose of the HDC is the following:
 - i. Safeguard the heritage of the Village of Calumet by preserving the historic district within the Village that reflect elements of its cultural, social, economic, political or architectural history.
 - ii. Stabilize and improve property values within the historic district.
 - iii. Foster civic beauty and pride.
 - iv. Strengthen the local economy.
 - v. Preserve the historic district for the education, pleasure and welfare of the residents of the Village and the State of Michigan.
 - vi. Encourage property owners and residents to participate in preservation activities.

is appointed and takes office. If a vacancy on the Commission occurs, within sixty (60) calendar days the Village President shall make an interim appointment with the approval of the Village Council, to complete the unexpired term.

- f. Commissioners shall serve without pay. Commissioners attending conferences and workshops for the benefit of the HDC may be reimbursed for basic registration and expenses incurred. Reimbursements shall receive advanced approval by the Village Council.

5. Officers

- a. The HDC shall each year elect from its membership a Chairperson and a Vice-Chairperson. The Chairperson shall preside at meetings of the Commission and shall have the right to vote. The Chairperson shall lead the Commission in carrying out its duties and shall be the spokesperson for the Commission in presenting its policies to the public. In the absence or disability of the Chairperson, the Vice-Chairperson shall preside at meetings and perform the other duties of the Chairperson. The Village government shall provide staff assistance to carry out the purposes of this ordinance.

6. Village Staff

- a. The HDC Coordinator shall aid the Commission in a capacity deemed appropriate and necessary by the HDC. The HDC Coordinator shall be responsible for preparing the agenda for each meeting.

7. Meetings

- a. The HDC shall hold public meetings every third Wednesday of each month at Village Hall, and special meetings shall be called anytime they become necessary. Public notice of the time, date, and place of each meeting shall be posted on the Village website as required by the Michigan Open Meetings Act.
- b. All meetings of the Commission shall be open to the public and shall conform to the Michigan Open Meetings Act. Any person shall be entitled to appear and be heard on any matter before the HDC prior to its reaching a decision. All decisions by the Commission shall be made at a public meeting, and applicants shall be given notice of the meetings and the Commission's decision on their application.
- c. A quorum shall consist of a majority of the HDC and may take action under the provisions of this ordinance. A majority of the total membership of the Commission shall be required for the approval or denial of applications and issuance of a Certificate of Appropriateness, Denial, or a Notice to Proceed.

8. Records

- a. The Commission shall prepare and keep on file, available for public inspection, minutes of its meetings containing all decisions of the Commission and the reasons for these decisions, all of which shall be posted to the Village website. The procedures, guidelines and criteria and similar material used by the Commission shall be available to the public for review and comment under

- b. The Commission may vote to issue a Certificate of Appropriateness, issue a Notice to Proceed, deny the application and/or request of the applicant, or table the decision for a subsequent meeting.
- c. A request for a re-hearing of an application may only be submitted if there is evidence presented showing a substantial change in facts, circumstances, or the nature of the work.

12. Approval

- a. These bylaws shall become effective following their approval by the HDC.

13. Amendments

- a. These bylaws may be amended as deemed necessary by the HDC if notice is given prior to the meeting in accordance with the Open Meetings Act. Such amendments shall be approved as provided for in this article.