

CITY OF ALLEGAN
DDA PHYSICAL DESIGN COMMITTEE
AEDC AESTHETICS COMMITTEE
Griswold Auditorium – 401 Hubbard Street
September 2, 2015



Call to Order - 5:30 pm

Attendance

Present: Deb Leverence, Paula Mintek, Bruce Campbell, Cynthia Langhorst,
Rachel McKenzie

Absent: Mike Zeter

Others Present: Robert Hillard, Aaron Haskin

Approval of Minutes

P. Mintek, supported by C. Langhorst, made a motion to approve the meeting minutes of August 5, 2015. Motion passed by acclamation.

Old Business:

A. Signage Design on Internal Districts Downtown

The Committee reviewed the information provided in the past and discussed minimum standards and locations for the internal district signs downtown. After much discussion, the group is recommending the DDA create seven internal district signs at the following locations: Second and Brady, Water and Hubbard, Locust and Hubbard, Locust and Trowbridge, Cutler and Water, Chestnut and Trowbridge, and Hubbard and Walnut. The signs would be installed in the existing flowerpots that would be moved to the locations as identified. The signs would be placed on eight foot landscape timbers, painted dark brown, which should allow for a five foot exposed area for signs to be installed. The Committee is recommending the signs be made by the individual businesses, the minimum width of the sign be three inches, and the maximum length be 24 inches. The DDA require approximately \$100 in materials. The process for approval of the actual signs by the businesses would be approved by the DDA Design Committee. The Committee indicated they would volunteer to install the signs.

B. Bike Racks in Downtown

The Committee discussed ideas related to bike racks designs. The Committee discussed the issue of regulations for bikes on sidewalks, specific locations, and the actual designs. The Committee was made aware a metal artist was in the process of creating some ideas for the design. D. Leverence volunteered to ask the artist to attend the next meeting to review some of his ideas.

C. Small Banner Design Update

P. Mintek provided some examples of designs for the small banners. R. McKenzie, supported by D. Leverage, made a motion to recommend to the DDA the purchase of twenty 'Play in Allegan' small banners, in the amount of approximately \$600. Motion passed by acclamation.

D. Façade Program – Awning Focus

The Committee discussed the maintenance of the downtown buildings and the focus related to existing awnings, and the DDA contribution of up to 50% for the replacement. The Committee reviewed a DRAFT letter, and asked staff to send to property owners with existing awnings to encourage their use of the Façade Program.

E. Public Art Update

P. Mintek provided some early concepts related to the previously authorized public art, and indicated that the Delano Grant is due next week, and she will be applying for a \$6,000 grant to support this financially. This would be on top of a \$6,000 grant from the City and \$6,000 grant from the Arts Council.

F. Garland for Buildings Downtown and Piano Downtown

The Committee briefly discussed these issues, and decided to drop from their agenda at this time.

G. 2015/2016 Goals

The Committee was provided the 2015/16 Goals.

H. Façade Extension – 213 Hubbard Street

The Committee discussed a request from Don Kessler to extend the approved Façade Program application. R. McKenzie, supported by D. Leverage, made a motion to recommend to the City Council and extension of his application to paint the back of his building until November 1, 2015. Motion passed by acclamation.

New Business

Adjournment

Meeting was adjourned at 7:21P.

The next meeting will be held October 7, 2015, at 5:30P.

Respectfully Submitted
Robert Hillard
City Manager