

**CITY OF LINDEN
HISTORIC DISTRICT COMMISSION
REGULAR MEETING AGENDA
LOCATION: LOOSE CENTER, 707 NORTH BRIDGE STREET, LINDEN, MI 48451**

Wednesday, October 21, 2026

6:30 P.M.

I. CALL TO ORDER

II. ROLL CALL

(A) Excused Absent Member(s)

III. APPROVAL OF MINUTES

(A) Historic District Commission Special Meeting Minutes of April 15, 2026

IV. PUBLIC HEARING

V. PUBLIC COMMENTS – NON-AGENDA ITEMS ONLY

Persons wishing to address the Historic District Commission on non-agenda items only are asked to state their name and address for the record, and limit their comments to five minutes or ten minutes if representing a group of persons. Opportunity will be given to address the Historic District Commission on agenda items as they are called on the agenda

VI. CORRESPONDENCE

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

IX. PRESENTATIONS

(A) Historic District Commissioner Training – Wade Trim

X. STAFF LIAISON REPORTS & COMMISSIONER COMMENTS

XI. ADJOURNMENT

CITY OF LINDEN
Minutes for the Regular Meeting of the Historic District Commission
Held at 6:30 P.M. on Wednesday, April 15, 2026

CALL TO ORDER

The Regular Meeting of the Linden Historic District Commission was called to order at 6:30 p.m. by Chairperson John Hartranft. The meeting was held at The Loose Senior Citizen Center, located at 707 N. Bridge Street, Linden, Michigan 48451.

ROLL CALL

PRESENT: Tom Hicks, Jon-Claude Howd, Jason Conn, Joel Pounds, John Hartranft

ABSENT: None

OTHERS PRESENT: Arthur Mullen, Wade-Trim Consultant; Nicole Weissenborn, Deputy Clerk;
Excuse Absent Member(s)

APPROVAL OF MINUTES

Hartranft requested to abstain from voting on correspondence due to his absence.

Pounds requested clarification of the motion to state "Design Guidelines" in New Business (C) CLG Grant for Design Guidelines.

Motion by Howd, second by Hicks to approve the January 21, 2026 regular meeting minutes as amended. Motion carried 4-0, with 1 abstention.

PUBLIC HEARING

None.

PUBLIC COMMENTS – NON-AGENDA ITEMS ONLY

None.

CORRESPONDENCE

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

(A) Linden Design Guidelines – Signs Discussion Points and Current Challenges

Mullen reviewed his memorandum: The City's Historic District Commission Design Guidelines for Signs currently provides sufficient guidance regarding reviewing signage on non-altered historic buildings; however, the guidelines provide little valuable guidance regarding signage design on non-historic elevations, elements of the elevation that have been significantly altered, and signage that is installed on non-contributing buildings or structures.

Commissioners and Mullen discussed historic structure definitions, historically compatible design standards, distinctions between contributory and non-contributory buildings, administrative versus Historic District Commission review processes, and examples of design guidelines.

Weissenborn reported that the grant information has been submitted with no response received to date.

Motion by Hicks, second by Pounds, directing Mullen to collect information regarding history of signage from early 1900s to 1975, review similar municipalities, and prepare a proposal with a budget through the city / council approval process for the signage guidelines to be submitted to the HDC for preliminary review prior to submission to SHPO. Roll call. Motion carried 5-0.

Ayes: Hartranft, Conn, Pounds, Howd, Hicks
Nays: None
Absent: None.

(B) Certificate of Appropriateness – 123 N. Bridge Street, Jack’s Record Stache Signage (Sign Permit)
Hartranft noted his absence from the previous and requested a summary of prior discussion.

Commissioners and Mullen reviewed the challenges related to the design guidelines, including placement of signage regarding on the top right window panel, sign size and lettering, and distinctions between building-mounted and window signage. Mullen clarified that applicant is willing to remove the signage from the top right window panel only and is utilizing the signage consistent with his previous storefront.

Motion by Howd, second by Conn to approve the signage for Jack’s Record Stache as we had discussed without the corner graphic as presented on the top right window panel. Roll Call. Motion carried 5-0.

Ayes: Pounds, Hicks, Conn, Hartranft, Howd
Nays: None
Absent: None.

PRESENTATIONS

None.

STAFF LIAISON REPORTS & COMMISSIONER COMMENTS/DISCUSSION ITEMS

- **Administrative Approvals:**

1. 116 W. Broad Street, Honey Hive Tattoo (Sign Permit)

Mullen reviewed the administrative approvals issued for Honey Hive Tattoo.

Commissioners discussed the signage in detail, location, and material. Commissioners requested a letter be sent to applicant addressing their concerns to verify the type of material used to prevent deterioration.

Hartranft advised that Bridge Street Brewtique has withdrawn their application for their mural.

ADJOURN

The meeting was adjourned by Chairperson Hartranft at 7:50 p.m.

Respectfully submitted,

Nicole Weissenborn, Deputy Clerk

Approved: _____