

MINUTES FOR  
REGULAR MEETING  
**OWOSSO HISTORIC DISTRICT COMMISSION**  
MARCH 16, 2011 at 6:00 p.m.  
COUNCIL CHAMBERS

**MEETING WAS CALLED TO ORDER** at 6:03 p.m. by Chairperson Scott Newman.

**ROLL CALL** was taken by Recording Secretary Marty Stinson.

**MEMBERS PRESENT:** Chairperson Scott Newman, Commissioners Philip Hathaway, Lance Omer, and Gary Wilson.

**MEMBERS ABSENT:** Vincent Gonyou, Jeff Peltier, and Matthew Van Epps.

**OTHERS PRESENT:** Adam Zettel, Assistant City Manager and Director of Community Development; Mary Swanson, Swanson Design Studios; Dave Hoag, Community Evangelical Presbyterian Church, 114 N. Ball Street.

**AGENDA APPROVAL:** Motion by Commissioner Hathaway and supported by Commissioner Wilson to approve the agenda for March 16, 2011.

Yeas: All

Motion was passed.

**MINUTES APPROVAL:** Motion by Commissioner Wilson and supported by Commissioner Omer to approve the minutes of the meeting for January 19, 2011.

Yeas: All

Motion was passed.

**COMMUNICATIONS:**

- 1) Staff memorandum
- 2) Regular meeting minutes of January 19, 2011
- 3) 114 N. Ball St. application materials
- 4) City Council synopsis of March 7, 2011

**PUBLIC COMMENTS:** None.

**COMMITTEE REPORTS:** None.

**PUBLIC HEARINGS:** None

**ITEMS OF BUSINESS:**

**1) 114 N. BALL STREET APPLICATION**

Mary Swanson, Swanson Design Studios is also the Chairman of the Design Committee in Lansing of the Michigan Main Street organization. She described 114 N. Ball Street and stated they wanted to remove the paint on the building or paint it a brick color. They would also infill the vertical section, replace doors and windows with insulated doors and windows, and add an awning with the name on it.

Commissioner Hathaway asked about the material already in place on the building. Mr. Dave Hoag of the Community Evangelical Presbyterian Church stated the vertical material is vinyl.

Chairperson Newman commented he was not comfortable with the mullion windows. He stated the three section windows on the second floor are inaccurate – they should be two sections.

Mr. Hoag stated they would be heavy with only two panes.

Commissioner Wilson stated as the Historic District Commission, they are charged to use the Secretary of the Interiors Standards.

Mr. Hoag stated the doors will be taller because the air conditioning unit will be removed from above the current door.

Commissioner Wilson stated the windows need to be replaced with wood windows. He has ten pages of contractors that can do historic work. The windows that have been infilled should actually be cleaned out.

Mr. Hoag stated there is a security issue to putting the windows back in with them facing the alley in addition to the lack of a view. The air conditioning unit has been damaged in its current lower location in the window facing the alley, also.

Commissioner Wilson stated it is not desirable to have those windows filled in where the windows currently are located. Chairperson Newman stated the commission cannot authorize the bricking in of the windows.

Commissioner Hathaway stated that by recessing the brick that would give it relief. They would need to keep the teardrop above the windows. Commissioner Wilson liked that idea. He objected to the idea of bricking in and obliterating the profile.

Commissioner Omer asked if that would be relief all the way to the eyebrow. Commissioner Hathaway stated yes. He also stated that if Mr. Hoag needed bricks, there was a gentleman in town by the name of Dean Clemons who has old bricks.

Commissioner Wilson asked what is under the vinyl. Mr. Hoag believes it's wood. He continued that when the paint is removed, there may be damage to the mortar, but his son has generously offered to tuck-point.

Commissioner Wilson said he had used a product called "Hebert 606" on his home and it worked great to remove paint from brick.

Commissioner Hathaway asked what the vertical column is. Ms. Swanson replied brick. Commissioner Hathaway stated the upper story front windows – he would rather see them in the color terra cotta rather white vinyl.

Commissioner Wilson prefers wood windows.

Adam Zettel, Assistant City Manager and Director of Community Development, commented that instead of a Certificate of Appropriateness that a Notice to Proceed could be issued if this project (the windows) create a hardship with them being below the code requirement of 18" from the floor and needing venting in the bathroom.

Ms. Swanson mentioned that egress is required 48" from the floor. Mr. Hoag said that the second floor windows made of wood would have a more difficult upkeep. The two south windows and the southwest window are bedroom windows for a two bedroom apartment. They must have egress for each bedroom.

Commissioner Hathaway asked what are the options to meet safety building code primarily and historic value secondarily. Commissioner Wilson has a list of window contractors that may be able to work this out. We've had projects in the first couple rounds of meetings that came in that were already in process. By not requiring wood windows this time, we would be setting a precedent.

Commissioner Hathaway stated that the Secretary of the Interiors Standards doesn't regulate colors.

Mr. Hoag state that he would get bids on the new windows and see how the prices came in or they could leave the windows as is.

Commissioner Wilson said that if due diligence is exercised and the prices are too high, we can have another conversation about the windows.

**Motion by Commissioner Hathaway, supported by Commissioner Omer, to approve the modified plan for the exterior improvements at 114 N. Ball Street and hereby directs staff to issue a Certificate of Appropriateness for the work and building permit application as applied for and illustrated conditioned upon the following:**

**1. The lower level windows on the southern elevation (alley access side) shall only be bricked in with like-kind (Chicago style) brick, and the laying of this brick shall be recessed for the entire opening, including the original opening. The air conditioning units shall be placed in the upper portion of the bricked in window frames.**

**2. The chosen material for the three panel upstairs window frames shall be wood. If, upon designing and pricing this option, the applicant finds an unreasonable hardship to utilizing this material exists, they may petition the Historic District Commission for a hearing to consider alternate materials.**

**Yeas: All**

**Motion was passed.**

**PUBLIC COMMENTS:** None

**COMMISSIONER COMMENTS:**

Chairman Newman commented that Commissioner Gonyou is not able to attend meetings on Wednesday evenings. It was suggested that his wife would be a good candidate. Mr. Zettel stated that the council would need a resignation from Commissioner Gonyou. Commissioner Hathaway stated it would then be the Mayor's job to appoint her.

**ADJOURNMENT:**

Chairman Newman adjourned the meeting at 7:07 p.m.

---

Jeff Peltier, Secretary