

OWOSSO
Historic District
Commission



Regular Meeting
6:00 p.m., April 15, 2015
Owosso City Council Chambers

Regular Meeting Agenda
Owosso Downtown Historic District Commission

Wednesday, April 15, 2015, 6:00 p.m.
Owosso City Council Chambers,
301 W Main St., Owosso, MI 48867

Call to order and roll call:

Review and approval of agenda: April 15, 2015

Review and approval of minutes: November 19, 2014

Communications:

- 1) Staff Memorandum
- 2) Meeting minutes of November 19, 2014 (Resolution)

Public Comments:

Committee Reports: None

Public Hearings: None

Items of Business:

- 1) 112 W. Main Street – Sign Application
- 2) 202 W. Exchange Street. – Parge Application

Public Comments:

Board Comments:

Adjournment:

[The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon 72 hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids on services should contact the City of Owosso by writing or calling Amy Kirkland, City Clerk, 301 W. Main St, Owosso, MI 48867 (989) 725-0500 or on the Internet. The City of Owosso Website address is www.ci.owosso.mi.us.]



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 · (989) 725-0599 · FAX (989) 723-8854

MEMORANDUM

DATE: April 15, 2015
TO: Chairman Scott Newman and the Downtown Historic District Commission
FROM: Joshua Adams; Executive Director, Owosso Main Street/DDA
RE: Regular HDC Meeting – November 19, 2014

Please see the enclosed packet for the April 15, 2015 Owosso Downtown Historic District Commission (HDC) meeting. This is a regular meeting that is being called for the purpose of reviewing two applications. In this packet you will find documentation in support of the following application:

- **112 W. Main St.** – Application to apply a sign covering over the existing signage. Please note that the current tenant has already conducted the sign installation. A vinyl sign has been installed over top of the existing signage (the Mootzies sign). The applicant explains that the current sign covering is temporary until final design and costs are figured for permanent signage.
- **202 W. Exchange St.** – Application to apply a parge coating to the building's façade. Please note that the property owner has already applied one coat of parge to the façade prior to applying for a certificate of appropriateness with the HDC.
- See enclosed documentation provided by applicants for additional information.

As always, if you have questions or need additional information before the meeting, please let me know. **We will be meeting in the City Council chambers at 6:00 pm. Please let me know if you will not be in attendance.**

Affirmative Resolutions
Owosso Downtown Historic District Commission

Wednesday, November 19, 2014, 6:00 p.m.

Owosso City Council Chambers,
301 W Main St., Owosso, MI 48867

Resolution 151504-01 – Approval of Agenda

Motion: _____

Support: _____

The Owosso Downtown Historic District Commission hereby approves the agenda of April 15, 2015 as presented.

Ayes: _____

Nays: _____

Approved: _____

Denied: _____

Resolution 151504-02 – Approval of Minutes

Motion: _____

Support: _____

The Owosso Historic District Commission hereby approves the minutes of June 18, 2014 as presented.

Ayes: _____

Nays: _____

Approved: _____

Denied: _____

Resolution 151504-03 – 112 W. Main Street

Motion: _____

Support: _____

☐ **Certificate of Appropriateness**

The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at **112 W. Main Street** meets all the Secretary of the Interior's Standards, as well as local standards, 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. _____

2. _____

3. _____

OR



Notice to Proceed

The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at **112 W. Main Street** do not meet the Secretary of the Interior's Standards, and are inappropriate for the district, but recognizing that the following condition(s) prevail:

hereby directs staff to issue a Notice to Proceed for the work and building permit application as applied for and illustrated, conditioned on the following:

Ayes: _____

Nays: _____

OR



Denial

The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at **112 W. Main Street** do not meet the Secretary of the Interior's Standards, and are inappropriate for the district, hereby denies the application.

Ayes: _____

Nays: _____

Resolution 151504-04 – 202 W. Exchange Street

Motion: _____

Support: _____



Certificate of Appropriateness

The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at **202 W. Exchange Street** meets all the Secretary of the Interior's Standards, as well as local standards, 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. _____

2. _____

3. _____

OR

☒ **Notice to Proceed**

The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at **202 W. Exchange Street** do not meet the Secretary of the Interior's Standards, and are inappropriate for the district, but recognizing that the following condition(s) prevail:

hereby directs staff to issue a Notice to Proceed for the work and building permit application as applied for and illustrated, conditioned on the following:

Ayes: _____
Nays: _____

OR

☐ **Denial**

The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at **202 W. Exchange Street** do not meet the Secretary of the Interior's Standards, and are inappropriate for the district, hereby denies the application.

Ayes: _____
Nays: _____

Resolution 151504-05 – Adjournment

Motion: _____

Support: _____

The Owosso Downtown Historic District Commission hereby adjourns the April 15, 2015 meeting, effective at _____pm.

Ayes: _____
Nays: _____

Approved: _____ Denied: _____

MINUTES FOR THE REGULAR MEETING
DOWNTOWN HISTORIC DISTRICT COMMISSION
NOVEMBER 19, 2014 at 6:00 p.m.
COUNCIL CHAMBERS / CITY HALL

MEETING WAS CALLED TO ORDER at 6:07 p.m. by Chairperson Newman.

ROLL CALL was taken by Recording Secretary Marty Stinson

MEMBERS PRESENT: Chairperson Scott Newman; Commissioners Lance Omer, Matthew Van Epps and Gary Wilson.

MEMBERS ABSENT: Vice-Chairperson Vincent Gonyou, Secretary Philip Hathaway; Commissioner James Eaton.

OTHERS PRESENT: Mr. Josh Adams, Owosso Main Street Manager; Ms. Susan Montenegro, Assistant City Manager and Director of Community Development; Mr. Ryan Henry, Kincaid Henry Building Group, Inc.; Tom Nemitz, Cornerstone Architects; and Mr. Randy Woodworth, Woodworth Commercial, LLC.

AGENDA APPROVAL: Motion by Commissioner Wilson, supported by Commissioner Van Epps to approve the agenda for the meeting of November 19, 2014 with the addition of a discussion regarding a sign installed over the previous sign at 112 W. Main Street.

Yeas: All. Motion was passed.

MINUTES APPROVAL: Motion by Commissioner Wilson, supported by Commissioner Van Epps to approve the minutes for June 18, 2014.

Yeas: All. Motion was passed.

COMMUNICATIONS:

- 1) Staff Memorandum
- 2) Meeting minutes of June 18, 2014 (Resolution)

PUBLIC / BOARD COMMENTS: None

PUBLIC HEARINGS: None.

ITEMS OF BUSINESS:

1) 202 W. Exchange Street – Parge Application

Contact was made with Mr. Dedic, the owner of this address. He stated he would not be attending this meeting due to work obligations. He had previously applied an inappropriate parge coating to the building's façade prior to applying for a certificate of appropriateness with the HDC. Discussion followed regarding the impossibility of removing the parge and what can be done at this time regarding future applications to this building and possible other violations in the district by others.

2) 300 W. Main Street – Façade Renovation

Mr. Ryan Henry of Kincaid Henry Building Group, Inc. is representing Mr. Randy Woodworth for the 300 W. Main Street structure. He described the history and structure which is actually about five buildings connected together over the years. There will a six million dollar investment in this building as they pursue tax credits. The plan has already been submitted to the National Park Services, and they are also working with MSHDA for the 17 rental units. There will be a complete gut and rehab on the interior along with the façade renovation. Mr. Henry introduced Mr. Tom Nemitz from Cornerstone Architects.

Discussion followed with many components to the façade because of the many already in existence. Portions may be plain brick, some painted brick; and there will be some metal panels added over clay tile which is too fragile to continue to be exposed to the freeze/thaw process.

Discussion continued regarding windows and the fact the SHPO has reduced the standards regarding the composition of windows for some restoration projects. This building has had changes to it in the 1950's which is reason to no longer hold to strident historical standards. Some windows may be all metal rather than wood clad in other materials.

Motion by Commissioner Wilson, supported by Commissioner Van Epps:

The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at 300 W. Main Streets meets all the Secretary of the Interior's Standards, as well as local standards, 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. Composite material being used to cover historic material because it's not possible to maintain in its original state pending confirmation of Secretary of Interior's Standards chosen windows.

Yeas all. Motion carried.

3) Sign at 112 W. Main Street

The previous sign is now wrapped in a new vinyl sign. Per Mr. Josh Adams, Owosso Main Street Manager, the building owner wanted to maintain the former sign. No action was taken at this time by the board. Mr. Adams will approach the owner for an HDC application.

BOARD / PUBLIC COMMENTS:

Mr. Adams received an e-mail about the home on N. Washington owned by Mr. Shattuck. They want to put in vinyl windows wood filled similar to what Mr. Civile used on his apartments. Board suggested checking with Mr. Henry for a list of his sources.

ADJOURNMENT:

Motion by Commissioner Omer; supported by Commissioner Wilson to adjourn the meeting at 8:05 p.m.

Yeas all. Motion carried.

mms

Phil Hathaway, Secretary

CITY OF OWOSSO
HISTORIC DISTRICT COMMISSION
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

This application must be received by the Owosso Building Department a minimum of ten working days prior to the scheduling of the application on the Historic District Commission agenda. Applicants are strongly encouraged to conduct a preliminary discussion with staff and/or the Historic District Commission prior to the consideration of an application. The Commission generally meets on the Third Wednesday of each month.

Please consult the Secretary of the Interior's Standards for Rehabilitation and the Historic District Commission guidelines for specific details on permissible alterations to the exterior of a structure or for the construction or demolition of any structure within the Historic District that require a CoA.

The following information shall be attached to this application. Additional information is encouraged:

1. A detailed plan drawn to a legible scale depicting the proposed alteration including size, a detailed description of materials and finishing work to be completed. If the size of the plan exceeds 11x17 then additional copies may be requested.
 - Plan shall show existing property lines and any prominent features on the site.
2. A minimum of the following photographs labeled to indicate the direction of view:
 - Current photos of the structure as seen from the street and/or façade of alteration;
 - Close up of existing detail in present condition proposed for alteration.

Date: 4-13-15

Property Address: 112 W. Main St. Owner's Name: Adam Voss

Phone One: 989-413-2183 Other Phone: 989-725-1612 Email: avoss04@hotmail.com

Applicants Address: 629 E. Comstock St. Applicants Name: Adam Voss

Phone One: 989-413-2183 Other Phone: 989-725-1612 Email: avoss04@hotmail.com

Does the property have or will it have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRosset-Hale single state construction code act, 1972 PA 230, MCL 125.1501-125.1531*. yes

Description of Work proposed, BE SPECIFIC (attach sheets describing activities, materials, dimensions, etc.)

Applicant's Signature Adam Voss

Property Owner's Signature _____

Please contact Josh Adams for further information 989.494.3344 during business hours, or josh.adams@ci.owosso.mi.us.

Return to City Hall, 301 W. Main St., Owosso, MI 48867

*"Fire alarm system" means a system designed to detect and annunciate the presence of fire or by-products of fire. Fire alarm system includes smoke alarms. "Smoke alarm" means a single-station or multiple-station alarm responsive to smoke and not connected to a system. As used in this subdivision, "single-station alarm" means an assembly incorporating a detector, the control equipment, and the alarm sounding devices into a single unit, operated from a power supply either in the unit or obtained at the point of installation.

"Multiple station alarm" means 2 or more single station alarms that are capable of interconnection such that actuation of 1 alarm causes all integrated separate audible alarms to operate.

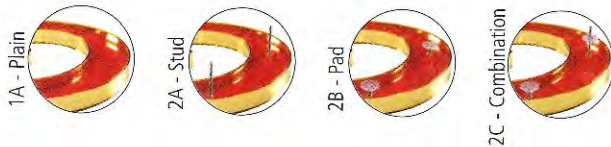
The current SMITH & Voss salon sign is temporary until final design and cost is figured for permanent sign.

est. 2000
SMITH & VOSS
a hair peace salon

**BARBER
SHOP**



Mounting Options



ABOUT THESE LETTERS:

GemTrim letters and logos are made by chemically bonding GemTrim to 3/16" thick router-cut acrylic. Translucent acrylic colors may show mounting hardware, please keep this in mind when selecting acrylic. Refer to page 42 for standard acrylic colors. Custom colors are only possible by painting the completed letter after trim has been applied. Therefore any custom color will be the color of the face and trim. A 30% additional charge plus \$20 paint match fee will be applied on these orders. GemTrim letters can be made with either the 3/4" or 1" standard trim width. Not all colors are available in 3/4" trim.

PRICE NOTES:

- **Fractional Sizes** round up to the next largest size
- **Minimum Sizes** listed which also pertains to lower case
- **Installation Templates** are available \$4.25 per piece
- **Shipping:** Max. UPS size is 36" x 48"; larger sizes ship by truck
- **Minimum Stroke** is 1/2"
- **Some Serif & Script Fonts** might not be available

GEMTRIM LETTERS



1" TRIM
DEPTH



BLOCK

SERIF & SCRIPT

SIZE	1	2	1	2
6"	\$39	\$44	NA	NA
7	43	49	NA	NA
8	46	52	NA	NA
9	49	55	NA	NA
10	53	60	\$60	\$68
11	58	65	65	73
12	63	71	71	80
13	69	78	78	88
14	76	86	86	97
15	79	89	89	100
16	80	90	90	101
17	81	91	91	102
18	82	92	92	104
19	85	96	96	108
20	88	99	99	111
21	93	105	105	118
22	97	109	109	123
23	101	114	114	128
24	105	118	118	133
25*	111	125	125	140
26*	117	132	132	148
27*	121	136	136	153
28*	128	144	144	162
29*	131	147	147	165
30*	138	155	155	174
31*	142	160	160	180
32*	146	164	164	184
33*	154	173	173	194
34*	161	181	181	203
35*	166	186	186	209
36*	175	196	196	220
37*	180	202	202	227
38*	185	208	208	233
39*	191	214	214	240
40*	197	221	221	248
41*	206	231	231	259
42*	219	246	246	276
43*	226	254	254	285
44*	234	263	263	295
45*	238	267	267	300
46*	245	275	275	308
47*	249	279	279	313
48*	251	282	282	316

Letter Size - Max. Dimension
Lower Case is 75% of Corresponding Upper Case Price



Custom GemLite Letters & Logos

Beyond our six standard letter styles, GemLite letters can be customized for more creative signage. Nearly any style or logo can be produced in GemLite Formed Channel Letters. Typically a 9" capital letter height is required for block styles, while most serif or script styles require a 12" capital letter height. For small serifs or extremely thin strokes, call Gemini to confirm your design can be created with our materials.



? Looking for more custom solutions?
See page 124 for GemLite channel panels.

! Not for use with high-heat and/or high-voltage lighting systems.
Light with low-profile LED systems only.






See details page 129.

GemLite Custom Letter & Logo Pricing

Pricing is **without** lights.
Call for quote on LED-lit letters.
All pricing is for **plain mount**.

FORMED CHANNEL CAN WITH FACE

			 	
	FLAT FACE		ROUND or PRISMATIC FACE	
Letter Size - Max. Dimension Lowercase is 90% of corresponding uppercase price	9"	\$61		\$76
	10	71		89
	12	82		103
	13	89		111
	14	97		121
	15	103		129
	16	118		148
	17	130		163
	18	142		178
	19	160		200
	20	175		219
	21	191		239
	22	209		261
	23	226		283
	24	249		311
	27*	314		393
	30*	383		479
	33*	456		570
	36*	535		669

Call for quote on larger sizes.

*Oversize shipping item.



! NOTE ON LED USAGE:
GemLite Formed Channel Letters are UL-recognized components for LED installations. The renewable resource plastics used in the faces and cans have a flammability rating of 1 and fire rating of 94HB, and can be used with virtually any low-voltage, low-profile lighting system that does not require a metal can for a heat sink. These letters are not for use with any neon or other lighting system of greater than 24V.



GEMTRIM™ ROLLS & STICKS

- ▶ Manufactured by Gemini
- ▶ Guaranteed not to delaminate, crack or fade
- ▶ For Neon or LED letters
- ▶ Meets all UL codes for sign letters

GemTrim material is Cellulose Acetate Butyrate (CAB), extruded around aluminum foil and is manufactured by Gemini.

All trim is shipped within 24 hours in 10' lengths and 150' rolls (1"), or 200' rolls (3/4").

Custom colors and lengths are available – call for quote. All CAB colors are available. 40-roll minimum on all non-standard colors.

Bonding GemTrim to Acrylic: Tack pieces with WELD-ON #4 or Methylene Chloride, then run a full bead of WELD-ON #16 to seal parts.

Bonding GemTrim to Polycarbonate: Tack pieces with Methylene Chloride, then run a full bead of WELD-ON #16 or WELD-ON #40 to seal parts.

4" WIDE GEMTRIM

10' Sticks	By the foot	By the roll (200')	By the case (5 rolls)
\$6.00*	\$0.80	\$100.00	\$490.00

Add \$20 NET box charge for 10' lengths. 200 sticks per box

WIDE GEMTRIM

10' Sticks	By the foot	By the roll (150')	By the case (5 rolls)
\$7.00**	\$0.91	\$91.00	\$426.00

Add \$20 NET box charge for 10' lengths. 150 sticks per box

Standard Trim Colors (custom colors also available)

White 5687	Black 2025	Lt. Green 2108	Purple 2287	Copper 6366
Pearl Grey 4272	Midnight Blue 2162	Hunter Green 2162	Med. Bronze 3120	Brushed Gold 2764
Ivory 2718	Dark Blue 2050	Brown 2418	Dur. Bronze 3130	Polished Gold 2766
Desert Sand 4660	Intense Blue 2945	Orange 2119	Metallic Silver 8886	Mango 2540
Yellow 2037	Teal 3210	Red 2793	Brushed Silver 8884	
Dove Grey 4310	Spring Green 3555	Maroon 2240	Polished Silver 8885	

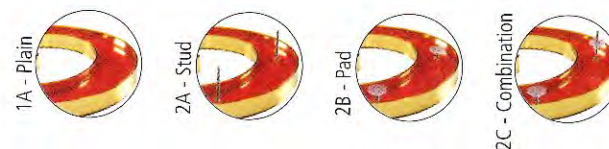
For lowest pricing and fastest delivery, ask for GemTrim from your local sign supply distributor.

1.800.538.8377

GEMTRIM LETTERS



Mounting Options



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sales@signletters.com



SIZE	1	2	1	2
6"	\$39	\$44	NA	NA
7	43	49	NA	NA
8	46	52	NA	NA
9	49	55	NA	NA
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*Oversize; may ship via truck.

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Pricing is **without** lights.
Call for quote on LED-lit letters.
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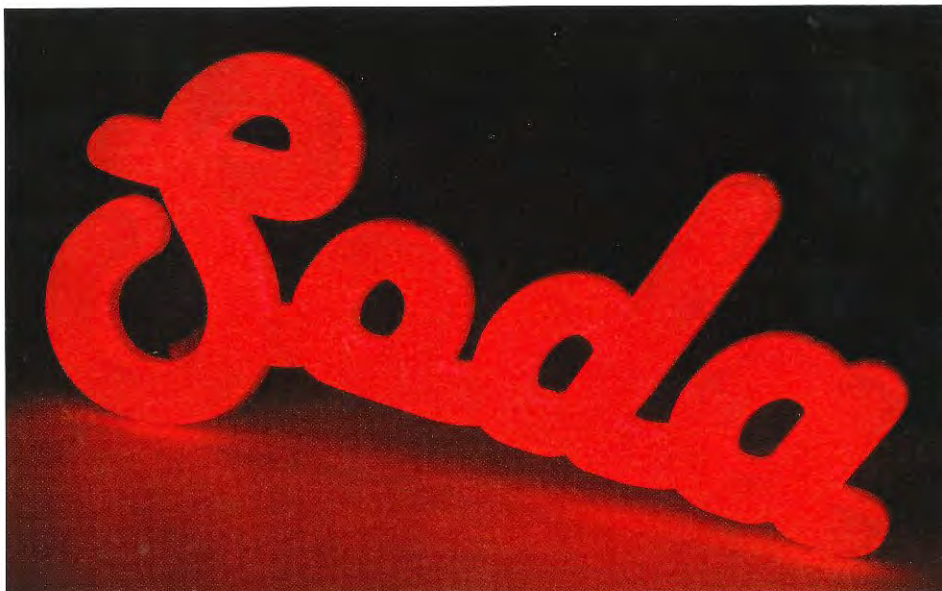
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CITY OF OWOSSO
HISTORIC DISTRICT COMMISSION
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

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- Plan shall show existing property lines and any prominent features on the site.

2. A minimum of the following photographs labeled to indicate the direction of view:

- Current photos of the structure as seen from the street and/or façade of alteration;
- Close up of existing detail in present condition proposed for alteration.

Date: 10/22/14

Property Address: 202 W EXCHANGE Owner's Name: BOB DEDIC

Phone One: 733 6336 Other Phone: 277 9446 Email: DEDICSAUTOBODY@hotmail.com

Applicants Address: 1701 W MAIN ST Applicants Name: BOB DEDIC

Phone One: SAME Other Phone: SAME Email: SAME

Does the property have or will it have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRosset-Hale single state construction code act, 1972 PA 230, MCL 125.1501-12501531*.

Description of Work proposed, BE SPECIFIC (attach sheets describing activities, materials, dimensions, etc.)

Applicant's Signature 

Property Owner's Signature 

Please contact Josh Adams for further information 989.494.3344 during business hours, or josh.adams@ci.owosso.mi.us.

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"Multiple station alarm" means 2 or more single station alarms that are capable of interconnection such that actuation of 1 alarm causes all integrated separate audible alarms to operate.

PAINT MATERIAL LIST:

* ADHESION PROMOTOR.

* SENERFLEX DRIVE IT.

* LATEX PAINT NOT YET DONE.







