

MINUTES FOR THE REGULAR MEETING  
**OWOSSO HISTORIC DISTRICT COMMISSION**  
DECEMBER 21, 2011 at 6:00 p.m.  
COUNCIL CHAMBERS / CITY HALL

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

**MEMBERS PRESENT:** Chairman Scott Newman, Commissioners James Eaton, Lance Omer and Matthew Van Epps.

**MEMBERS ABSENT:** Vice-Chairman Vincent Gonyou, Secretary Phil Hathaway, and Commissioner Gary Wilson.

**OTHERS PRESENT:** Sarah Warren-Riley, Housing Program Manager; Adam Zettel, Assistant City Manager and Community Development Director.

**AGENDA APPROVAL: Motion by Commissioner Van Epps, supported by Commissioner Eaton to approve the agenda for December 21, 2011 with the addition of Items of Business # 4 and 5, 211 N. Washington Street and 204 W. Main Street.**

**Yeas: All. Motion was passed.**

Commissioner Omer asked why the National Registry was accepted. He was absent from the last meeting. Mr. Zettel responded it's the only game in town anymore. The state may come back some day. Chairman Newman added that the federal program involves much larger projects, but there wasn't anything else. We had to have something for the building owners. The state just isn't an option now.

**MINUTES APPROVAL: Motion by Commissioner Eaton and supported by Commissioner Omer to approve the minutes of the meeting for November 16, 2011,**

**Yeas: All. Motion was passed.**

**COMMUNICATIONS:**

- 1) Staff memorandum
- 2) Meeting minutes of November 16, 2011

Chairman Newman complimented Ms. Warren-Riley on her helpful memo regarding the issues tonight.

**PUBLIC COMMENTS:** None.

**COMMITTEE REPORTS:** None.

**PUBLIC HEARINGS:** None.

**ITEMS OF BUSINESS:**

**1) 123 N. Washington Street – Sign Application**

Sarah Mier of Valley City Sign Company stated they were removing five signs and installing two signs on the 5/3 Bank Building.

Chairman Scott noted that this is a contributing building for two reasons. (1) There is a brick facade underneath and (2) the skin is almost 50 years old itself.

**Motion by Commissioner Van Epps, supported by Commissioner Eaton, that the Owosso Downtown Historic District Commission, finding that the exterior improvements at 123 North Washington Street meets all the Secretary of the Interiors 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.**  
**Yeas: All. Motion was passed.**

**2) 122 N. Washington – Window Replacement Application**

Mr. Jim Civile, owner of the building, apologized for missing the last meeting. He introduced Bruce Johnson, the Third Party Administrator for the City of Owosso. He stated that SHPO has previously accepted these windows (aluminum clad over wood) in other downtowns. There are currently single pane windows at this address. The new ones would have argon gas with new energy standards. They would have the same profile as is there now on the building. The current windows have lead paint and have water damage. The new ones are long lasting, low maintenance, and measured to the exact opening.

Chairman Newman said this building has a great street presence. He's very in favor of the interior wood of the windows, but worries about the exterior aluminum. The Secretary of Interior Standards wants original wood or replacement with like materials. He worries about how it's going to look when in place.

Mr. Johnson stated the top would be fixed and the lower portion slides up and down to allow egress.

Commissioner Van Epps questioned the grooves in the sample and wondered if they could be manufactured to look more like the current windows. Mr. Johnson replied that SHPO accepts the windows on a case-by-case basis. Mr. Van Epps replied that if it replicates and is maintenance free, he's OK with the windows.

Mr. Zettel noted that the windows add value to the building and vitality to downtown. Commissioner Omer stated that this has a vision – we need these buildings downtown.

Commissioner Eaton said if we can accomplish the look and feel of the older style, and do a certificate of appropriateness, we're establishing the 2011 standards.

Ms. Warren-Riley noted that she called the entire list of contractors from SHPO's recommendations. No one called back. Mr. Johnson commented that the price is prohibitive.

Commissioner Van Epps said he wanted this to go forward. He didn't want to signal that the board would want to stand in the way.

**Motion by Commissioner Eaton, supported by Commissioner Omer that the Owosso Downtown Historic District Commission, finding that the exterior improvements at 122 N. Washington Street meets all the Secretary of the Interiors 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,**  
**Yeas: Eaton, Van Epps, Omer. Nay: Newman. Motion carried.**

Commissioner Van Epps asked if we issue a certificate of appropriateness, can we still accept aluminum clad; can we still insist they replicate what is there?

Mr. Zettel replied that if they had really good windows, you could say no. He's on the fence. Agrees with Commissioner Eaton, it has to be functional before historical; needs to be balanced with Department of Energy versus Historical Preservation.

Commissioner Eaton said we're singling out this case; we not saying everyone can use aluminum.

**3) 111 E. Main Street – Window Replacement Application**

Mr. Johnson stated this building had fixed windows in the front. They are huge and in very bad condition. The masonry is very deteriorated. A Board Member interjected there is T-1-11 siding. Mr. Johnson said he was only working on the interior and windows.

**Motion by Commissioner Eaton, supported by Commissioner Van Epps that the Owosso Downtown Historic District Commission, finding that the exterior improvements at 111 E. Main Street meets all the Secretary of the Interiors 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.**

**Yeas All. Motion carried.**

**4) 211 N. Washington – Sign Application**

Cory Agnew from Agnew Graphics stated there were two signs and lettering on the awning. Chairman Newman noted this is a non-contributing building.

**Motion by Commissioner Van Epps, supported by Commissioner Eaton, that the Owosso Downtown Historic District Commission, finding that the signs at 211 N. Washington Street meets all the Secretary of the Interiors Standards, as well as local standards, hereby directs staff to issue a notice to proceed for the work and building permit application as applied for and illustrated conditioned upon being approximately the same height on neighboring signs.**

**Yeas all. Motion carried.**

**5) 204 W. Main – Sign Application**

The application is for the same size sign with the same material. It will be centered over the front entry. This is a contributing building.

**Motion by Commissioner Eaton, supported by Commissioner Van Epps, that the Owosso Downtown Historic District Commission, finding that the sign at 204 W. Main Street meets all the Secretary of the Interiors Standards, as well as local standards, hereby directs staff to issue a notice to proceed for the work and building permit application as applied for and illustrated.**

**Yeas all. Motion carried.**

**PUBLIC COMMENTS:** None

**COMMISSIONER COMMENTS:** None

**ADJOURNMENT:**

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

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Phil Hathaway, Secretary