

OWOSSO
Historic District Commission



Regular Meeting
6:00 p.m., January 15, 2014
Owosso City Council Chambers



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

MEMORANDUM

DATE: January 9, 2014

TO: Chairman Scott Newman and the Downtown Historic District Commission

FROM: Sarah Warren-Riley, Housing Program Manager

RE: Regular HDC Meeting of January 15, 2014

Please see the enclosed packet for the January 15, 2014 Owosso Downtown Historic District Commission (HDC) meeting. This is a regular meeting that is being called for the purpose of reviewing one application. In this packet you will find documentation in support of the following application:

- **220 W. Main St.** – Sign installation application - proposes installation of a 12 ft. x 8 ft. wall sign on the Water St. side of building (see photo for proposed sign placement location). The proposed sign frame would mount flush to the building, have removable (changeable) sign panels and be of steel construction.

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.**

Regular Meeting Agenda
Owosso Downtown Historic District Commission

Wednesday, January 15, 2014, 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: January 15, 2014

Review and approval of minutes: September 18, 2013

Communications:

- 1) Staff Memorandum
- 2) Meeting minutes of September 18, 2013 (Resolution)

Public Comments:

Committee Reports: None

Public Hearings: None

Items of Business:

- 1) 220 W. Main St. – Sign installation 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.]

Affirmative Resolutions
Owosso Downtown Historic District Commission

Wednesday, January 15, 2014, 6:00 p.m.
Owosso City Council Chambers,
301 W Main St., Owosso, MI 48867

Resolution 141501-01 – Approval of Agenda

Motion: _____
Support: _____

The Owosso Downtown Historic District Commission hereby approves the agenda of January 15, 2013 as presented.

Ayes: _____
Nays: _____

Approved: ____ Denied: ____

Resolution 141501-02 – Approval of Minutes

Motion: _____
Support: _____

The Owosso Historic District Commission hereby approves the minutes of September 18, 2013 as presented.

Ayes: _____
Nays: _____

Approved: ____ Denied: ____

Resolution 141501-03 – 220 W. Main St.

Motion: _____
Support: _____

Certificate of Appropriateness

The Owosso Downtown Historic District Commission, finding that the proposed facade improvements at **220 W. Main St.** meet 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 **220 W. Main St.** 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 **220 W. Main St.** do not meet the Secretary of the Interior's Standards, and are inappropriate for the district, hereby denies the application.

Ayes: _____

Nays: _____

Resolution 141501-04 – Adjournment

Motion: _____

Support: _____

The Owosso Downtown Historic District Commission hereby adjourns the January 15, 2014 meeting, effective at _____pm.

Ayes: _____

Nays: _____

Approved: _____

Denied: _____

MINUTES FOR THE REGULAR MEETING
DOWNTOWN HISTORIC DISTRICT COMMISSION
SEPTEMBER 18, 2013 at 6:00 p.m.
COUNCIL CHAMBERS / CITY HALL

MEETING WAS CALLED TO ORDER at 6:00 p.m. by Chairperson Newman.

ROLL CALL was taken by Recording Secretary Marty Stinson.

MEMBERS PRESENT: Chairperson Scott Newman; Vice-Chairperson Vincent Gonyou; Secretary Philip Hathaway; and Commissioner Gary Wilson.

MEMBERS ABSENT: Commissioners James Eaton; Lance Omer and Matthew Van Epps

OTHERS PRESENT: Ms. Sarah Warren-Riley, Housing Program Manager; Mr. Adam Zettel, Assistant City Manager and Director of Community Development; Mr. Jeff Bowen for Owosso Electronic Repair Inc, 203 W. Main Street; Mr. Bill Gilbert, Mr. Scott Perrin, Mr. Brent Perrin for Gilbert's Hardware and Appliance, 123 W. Main Street.

AGENDA APPROVAL: Motion by Commissioner Hathaway, supported by Commissioner Wilson to approve the agenda for September 18, 2013 with the addition of Business Item # 5, Lebowsky Center Commentary.

Yeas: All. Motion was passed.

MINUTES APPROVAL: Motion by Commissioner Hathaway, supported by Commissioner Wilson to approve the minutes for the meeting of July 17, 2013.

Yeas: All. Motion was passed.

COMMUNICATIONS:

- 1) Staff Memorandum
- 2) Meeting minutes of July 17, 2013

PUBLIC COMMENTS: None

PUBLIC HEARINGS: None.

ITEMS OF BUSINESS:

1) 203 W. Main Street – Façade Painting Application

Jeff Bowen, Owosso Electronic Repair Inc, 203 W. Main Street commented that the metal panels on the front of his building are starting to rust and he wanted to use a rust proof type paint product in a marine blue color. That will blend well with his neighboring businesses. He is not going to paint the aluminum frames on the windows. He will be using roller and brush application, not spray paint.

MOTION BY COMMISSIONER HATHAWAY, SUPPORTED BY COMMISSIONER GONYOU THAT THE OWOSSO DOWNTOWN HISTORIC DISTRICT COMMISSION, FINDING THAT THE PROPOSED EXTERIOR IMPROVEMENTS AT 203 W. MAIN STREET (A NON-CONTRIBUTING BUILDING) DO NOT MEET THE SECRETARY OF THE INTERIOR'S STANDARDS, AND ARE INAPPROPRIATE FOR THE DISTRICT, BUT RECOGNIZING THAT THE FOLLOWING CONDITION PREVAILS: THE METAL PANELS ARE BEGINNING TO RUST, HEREBY DIRECTS STAFF TO ISSUE A NOTICE TO PROCEED FOR THE WORK WITH A RUST PREVENTATIVE PAINT AS APPLIED FOR AND ILLUSTRATED. YEAS: ALL. MOTION WAS PASSED.

2) 116 W Exchange Street – Façade Improvement Application

No one was in attendance to represent this application.

3) 123 W Main Street – Addition Reconstruction Application

Scott Perrin representing Gilbert's Hardware and Appliance stated they were putting back together the south and west walls over the existing foundation. They will be using the same brick finish with a decorative finish on the top south edge. It will be slightly higher so it can be more space efficient.

Chairman Newman stated that the commission is guided by the Secretary of the Interior Guidelines with one of the guidelines being "not to make false history".

Mr. Perrin explained the roof pumping system and the extraordinary overflow system. Mr. Bill Gilbert explained this is a storage / freight receiving area so the suggestion for a display area isn't feasible for this section of the building. This addition was originally built about 1991-92.

MOTION BY COMMISSIONER HATHAWAY, SUPPORTED BY COMMISSIONER WILSON THAT THE OWOSSO DOWNTOWN HISTORIC DISTRICT COMMISSION, FINDING THAT THE PROPOSED FACADE IMPROVEMENTS AT 123 W. MAIN STREET MEET 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. THE UPPER RELIEF WORK TO CONTINUE AROUND THE WEST, BALL STREET SIDE.

YEAS: ALL. MOTION WAS PASSED.

Return to Business Item # 2 – 116 W. Exchange Street – Façade Improvement Application

No one was in attendance. Ms. Warren-Riley noted that the drawings included in the application were done by Kelly Larsen from SHPO. Mr. Hankerd requested five items taken from the original design.

1. Replace awning with similar material & color
2. Replace brick with painted wood panels
3. Add wood trim above awning
4. Add vinyl lettering to doors.
5. Replace carpet entry pad with non-skid tile

Mr. Zettel received a phone call during the meeting from Mr. Hankerd. Mr. Hankerd was out of town and just found out that a person who was supposed to be at this meeting to represent him was not there. The board discussed the various items of the request and decided they would prefer to see the full request before granting permission on any portions of the project.

4) Election of Officers

MOTION BY COMMISSIONER WILSON, SUPPORTED BY COMMISSIONER HATHAWAY TO RETAIN THE SAME OFFICERS.

YEAS ALL. MOTION CARRIED.

5) Lebowsky Center Commentary

Commissioner Hathaway presented some illustrations of the possible future marquee at the Lebowsky Center. The current restoration will not include work on the marquee and there will be a separate restoration project of about \$50,000. Mr. Jed Dingsen will work out the weight restrictions for the sign which will answer the first question on what they can do. Commissioner Hathaway had an example of the marquee at the Apollo Theater in New York which is what they are looking into for the Lebowsky. It will have computerized lettering; LED sign; possible rentable space. He will come back to the commission in January with a more specific sign proposal after the weight study.

Mr. Zettel thought this is a fantastic idea. This is a theater and it should have a fantastic sign.

Commissioner Wilson has been involved with three theater restorations including the State Theater in Traverse City. He has seen these done very well and also poorly. The State Theater was ideal. We want to see samples of the product.

**ADJOURNMENT:
MOTION BY COMMISSIONER HATHAWAY, SUPPORTED BY COMMISSIONER WILSON TO
ADJOURN THE MEETING AT 6:55 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: DECEMBER 17, 2013

Property Address: 220 W. MAIN ST Owner's Name: Marli Hanna

Phone One: 989-277-7477 Other Phone: _____ Email: MARLIHANNA@STIANET.ORG

Applicants Address: _____ Applicants Name: _____

Phone One: _____ Other Phone: _____ Email: _____

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*. YES

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

Applicant's Signature _____

Property Owner's Signature _____

Please contact the Owosso Building Department for further information 989.725-0537 during business hours, or sarah.warren-riley@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.



December 17, 2013

Historic District Commission

RE: Application for
Cert. of Appropriateness
Signage (12' x 8') Wall Sign
Fronting Water St.

Dear Commission Members:

As part of the application for a certification of appropriateness relative to the immediate application for a 12'x8' wall sign fronting Water Street, the following is a description of the work, design, etc.:

Design: Rectangular sign receiving removable sign panels.

Mounting: Wall mount flush with wall.

Location: Fronting Water St.

Dimension: 12' w x 8' h

Material: Steel channeled frame, welded, powder coated and painted black.

(See SLH Work order attached and Photograph of Water Street wall where sign will be located.)

Sincerely,

Mark A. Hanna
President
M. A. Hanna Corp.
Of Michigan



Work Order

Date: 12/6/2013

12 12 2013 02

Company Name: Mark Hannat

Phone # () 989-277-2477

Customer Name: _____

Fax # ()

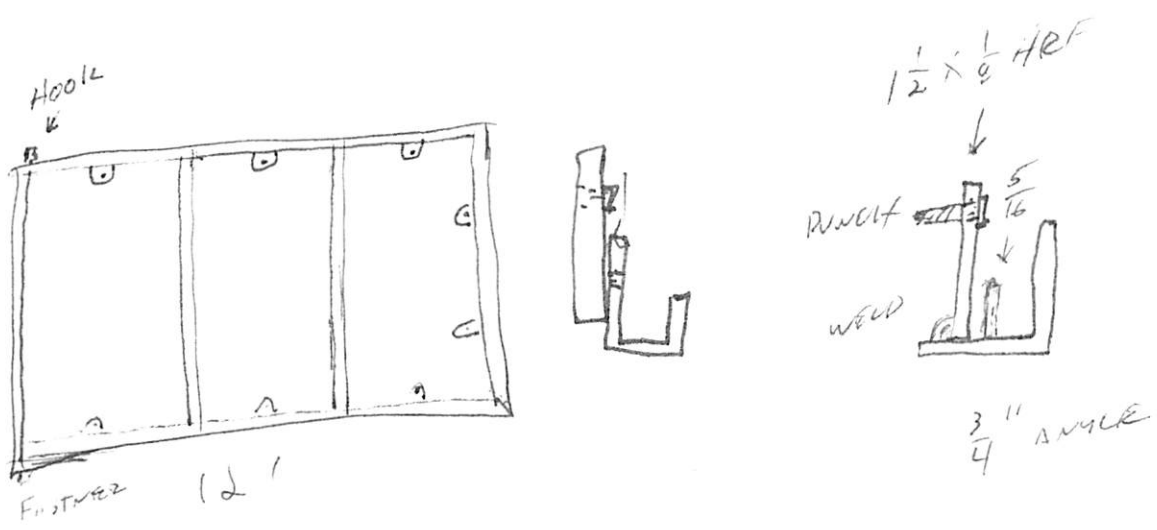
Address: 220 W. MAIN ST B

City, State, ZIP: OLYSSO, MI 48867

Mobile # () SAME

Description of service needed: SLHA PANEL FROM QUOTE

Materials Needed: STEEL.



please attach any sketches you have to above information with scale if possible

Start date: _____

Date required by: _____

Sales person: _____

Work performed by: _____

