

MINUTES FOR  
SPECIAL MEETING  
**OWOSSO HISTORIC DISTRICT COMMISSION**  
Wednesday, October 30, 6:00 p.m.  
CITY HALL BUILDING – CITY COUNCIL CHAMBERS

**MEETING CALLED TO ORDER** at 6:05 p.m. by Chairman Newman.

**ROLL CALL** was taken by Recording Staff Liaison, Josh Adams.

**PRESENT:** Chairman Scott Newman; Secretary Philip Hathaway; Commissioner Gary Wilson, Commissioner Lance Omer; Commissioner Steven Teich; Commissioner Matthew Van Epps; Commissioner Dianne Acton

**ABSENT:** Vice-Chairman Vince Gonyou

**OTHERS IN ATTENDANCE:** Adam Saj - Director of Applications for Lume Cannabis Co; Kyle Slabotsky; Jeff Cheik; Angelo Cheik

**AGENDA APPROVAL:**

**MOTION FOR APPROVAL BY COMMISSIONER VAN EPPS. MOTION WAS SECONDED BY COMMISSIONER HATHAWAY WITH THE ADDITION OF ITEM #2 - DISCUSSION ON THE MATTHEWS BUILDING**

**AYES ALL. MOTION CARRIED.**

**COMMUNICATIONS:** None

**PUBLIC/COMMISSIONER COMMENTS:** None

**Committee Reports:** None

**Public Hearings:** None

**Items of Business:**

- 1) 116 N. Washington Street - Facade Redevelopment

Mr. Saj - a representative for the applicant was present to describe the proposed project. Mr. Saj described the proposed scope in detail to the commission. The applicant also provided multiple visual renderings of the proposed work.

Chairman Newman expressed his concerns regarding the architectural elements of the purposed work. Newman stated that proposed rendering is inappropriate for the historical timeframe of the building and does not communicate to the historical significance of the district.

Commissioner VanEpps had an “alternate” rendering added to his packet (provided by the applicant). He pointed out how that alternate rendering is more appropriate and something the commission could work with. Mr. Saj then stated that the secondary rendering was an attempt to get a design closer to the Secretary of Interior Standards if the commission did not agree with

the first option presented. The commission agreed that the alternative rendering was a much better path to properly address the redevelopment of the facade.

Once the secondary rendering was explained, the commission then conducted a detailed discussion addressing the elements of that rendering.

Commissioner Wilson stated that characteristics of the facade (according to the standards) needing to be preserved should be: the double-bay windows, recessed door, and the placement of the sign.

Commissioner Hathaway stated his concern of preserving the original framing below the first-floor windows.

Chairman Newman stated his concern about the tile facing around the top & bottom of the existing first-floor windows. Upon further discussion it was determined that the tile is not historic and possibly installed in the 1970s.

Chairman Teich stated that the first rendering presenting did not consider the architecture of second-story of the building. This is contrary to the very point of why historic districts were formed.

Additional detailed discussion around the alternate rendering occurred. The key elements/characteristics discussed for a final rendering are listed below:

- Preserving the profile of the recessed-bay windows with angled access to the doorway.  
NOTE: the angle access must be windows as well, maintaining the historic lower framing profile;
- Preserving the profile of the lower framing of the first-floor windows;
- Keeping the transom window directly above the entry door;
- Maintain the historic sign band above the first-floor window;
- The area of parking location above the sign band can either be removed or repaired but it cannot be expanded;
- Replace the entry door with a framed windowed door.

The commission agreed to accept a new rendering with the above elements listed and 3 days for the commission to review.

**MOTION BY COMMISSIONER HATHAWAY, AND SECONDED BY COMMISSIONER VANN EPPS:**

**THE OWOSSO DOWNTOWN HISTORIC DISTRICT COMMISSION, FINDING THAT THE PROPOSED EXTERIOR IMPROVEMENTS AT 116 N. WASHINGTON STREET DO MEET THE SECRETARY OF THE INTERIOR'S STANDARDS, AND ARE APPROPRIATE FOR THE DISTRICT, HEREBY DIRECTS STAFF TO ISSUE A CERTIFICATE OF APPROPRIATENESS FOR THE WORK AND BUILDING PERMIT APPLICATION AS APPLIED FOR AND TO BE ILLUSTRATED IN A NEW RENDERING, CONDITIONED ON THE FOLLOWING:**

- **PRESERVING THE PROFILE OF THE RECESSED-BAY WINDOWS WITH ANGLED ACCESS DOORWAY. NOTE: THE ANGLE ACCESS MUST BE WINDOWS AS WELL, MAINTAINING THE HISTORIC LOWER FRAMING PROFILE;**

- **PRESERVING THE PROFILE OF THE LOWER FRAMING OF THE FIRST-FLOOR WINDOWS;**
- **KEEPING THE TRANSOM WINDOW DIRECTLY ABOVE THE ENTRY DOOR;**
- **MAINTAIN THE HISTORIC SIGN BAND ABOVE THE FIRST-FLOOR WINDOW;**
- **THE AREA OF PARGING LOCATION ABOVE THE SIGN BAND CAN EITHER BE REMOVED OR REPAIRED BUT IT CANNOT BE EXPANDED;**
- **REPLACE THE ENTRY DOOR WITH A FRAMED WINDOWED DOOR.**
- **THE COMMISSION HAS A 3 DAY REVIEW TIME OF THE NEW RENDERING AND MINUTES BEFORE SUBMITTING THE CERTIFICATE.**

**AYES ALL. MOTION CARRIED.**

3) Matthews Building

Commissioner Vann Epps asked about the current condition and state of the Matthews Building. He shared his concern about the neglect of the building and it's relationship with the relocation of the medical marijuana dispensary.

Mr. Adams shared with the commission information regarding the complexities of the developer's funding for the redevelopment and stated that to his knowledge, the project is still moving forward.

The commission stated that it is very important that the City and developers understand that the local HDC needs to be a part of all communications regarding the development of this building.

**PUBLIC COMMENTS:** None

**BOARD COMMENTS:** None

**ADJOURNMENT:**

**MOTION BY COMMISSIONER HATHAWAY AND SECONDED BY COMMISSIONER TEICH TO ADJOURN AT 7:42 P.M.**

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Phil Hathaway, Secretary

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