

Meeting Agenda
Owosso Downtown Historic District Commission
Wednesday, September 16, 2026, 6:00 p.m.

Call to order and roll call:

Review and approval of agenda: September 16, 2026

Review and approval of minutes: August 19, 2026

Communications:

1. August Sign Approvals: 101 N Washington, 111 S Washington, 204 W Main St

Public Comments:

Committee Reports:

1. HDC District Boundary Committee

Public Hearings:

Items of Business:

1. Extension of Certificate of Appropriateness – 123 N Washington

Public Comments:

Board Comments:

1. Next Meeting: October 21, 2026

Adjournment:

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MINUTES FOR REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
Wednesday, August 19, 2026 at 6:00 p.m.
City Hall Conference Room

MEETING CALLED TO ORDER: at 6:00 p.m. by Chairperson Steven Teich.

ROLL CALL: was taken by City Manager Nathan Henne.

PRESENT: Chairperson Steven Teich, Vice Chair Omer, Commissioner Harrington, Commissioner Ferweda, Commissioner Powell

ABSENT: Commissioner Byrne

OTHERS IN ATTENDANCE: Nathan Henne, Lizzie Frederick; property owner/representative(s) for 105 E Main St

AGENDA APPROVAL: August 19, 2026

MOTION FOR APPROVAL OF THE AGENDA BY FERWEDA. SECONDED BY OMER.
AYES ALL. MOTION CARRIED.

MINUTES APPROVAL: July 29, 2026

MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY POWELL. SECONDED BY FERWEDA.
AYES ALL. MOTION CARRIED.

COMMUNICATIONS: None

PUBLIC COMMENTS: None

COMMITTEE REPORTS:

1. HDC District Boundary Committee

Commissioner Ferweda reported that he has begun drafting the architectural review portion of the historic district study for the proposed Carnegie Library boundary expansion and expects to have the section complete in time for the Commission's September meeting. Commissioner Powell reported that she is likewise on track to complete her portion of the study (the property history) by the September meeting. City Manager Henne stated that once the study is complete, it will be formatted for submission to the State Historic Preservation Office (SHPO) and that notice would then be sent to affected property owners; he estimated that the public hearing process would take approximately two months to complete once the study is finalized in September, and noted that he may not be able to attend the Commission's October meeting. Members also discussed the status of the Carnegie Library building, noting that the Shiawassee District Library continues to fundraise for improvements needed to the building before the branch's relocation to the library becomes permanent.

PUBLIC HEARINGS: None

ITEMS OF BUSINESS:

1. Certificate of Appropriateness – 105 E Main St (100-2 N Washington St) Awning/Facade

The property owner and representative presented the application, explaining that the existing awning/facade panel structure on the building's Main Street and Washington Street (M-21) elevations is failing, with several panels already having fallen from the building. The applicant proposed removing the deteriorated structure and replacing it with a new, more stable facade and signage band, and shared historic photographs of the building showing its original storefront glass.

Commission members discussed the condition of the structure, the unknown condition of the brick and original storefront material behind the panels, and the safety hazard posed by falling panels. Members recommended that the deteriorated panels be removed from both elevations before a facade proposal is finalized so that the applicant and Commission can evaluate the condition of the brick underneath and determine an appropriate design.

The applicant agreed to remove the existing structure, assess the condition of the brick, and submit a proposal for the final facade and signage treatment to the Commission for review and, if different from what was discussed, an amendment to this Certificate of Appropriateness application.

**MOTION TO APPROVE REMOVAL OF THE EXISTING AWNING/FACADE PANEL STRUCTURE AT 105 E MAIN ST, WITH THE CERTIFICATE OF APPROPRIATENESS APPLICATION TABLED UNTIL THE APPLICANT ASSESSES THE CONDITION OF THE BRICK BEHIND THE STRUCTURE AND SUBMITS A FINAL FACADE/SIGNAGE PROPOSAL TO THE COMMISSION FOR REVIEW, MADE BY FERWEDA. SECONDED BY POWELL.
AYES ALL. MOTION CARRIED.**

PUBLIC COMMENTS: None

BOARD COMMENTS:

Members discussed completion of the Commission training survey previously circulated by DDA Director Lizzie and encouraged remaining members to complete it.

Henne shared additional historic photographs from the Owosso Time Traveler program, including images of downtown buildings, the former Matthews Building/brewery site, and Owosso High School. Members expressed appreciation for Lance Little's continued work on the program and the volume of historic material he has compiled.

City Manager Henne provided an update on the former middle school redevelopment into apartments, noting construction is expected to begin soon and that he would follow up with the developer regarding renderings for the Commission.

NEXT MEETING: September 16, 2026

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 6:42 P.M.



DATE: 9.14.26
TO: Historic District Commission
FROM: City Manager
SUBJECT: 123 N Washington CofA - Extension Request

Background

On July 16, 2025, the Historic District Commission approved a Certificate of Appropriateness (CofA) for the rehabilitation of the contributing historic structure located at 123 N Washington Street, owned by Woodworth Investments. The approved scope of work includes restoration of the building's façade, installation of replacement windows, integration of mechanical and fire suppression systems, rooftop equipment, and the interior conversion of the upper floors into residential apartments. The approved resolution established a completion deadline of September 1, 2026.

The applicant has requested an extension of the completion deadline due to delays associated with CDBG grant due diligence requirements, including the State Historic Preservation Office (SHPO) Section 106 review and required environmental clearances. These reviews are a prerequisite to finalizing the project's grant funding. No changes to the previously approved scope of work are proposed.

Recommendation

Staff recommends approval of the attached resolution extending the Certificate of Appropriateness for 123 N Washington Street. The extension would establish a new completion deadline of September 1, 2027, while leaving all other terms and conditions of the original approval - including compliance with all applicable SHPO and NPS conditions - in full force and effect. Granting the extension allows the applicant to complete the required grant due diligence review without jeopardizing the project or the property's progress toward compliance.

HISTORIC DISTRICT COMMISSION RESOLUTION

RESOLUTION EXTENDING THE CERTIFICATE OF APPROPRIATENESS FOR FACADE REHABILITATION WORK AT 123 N WASHINGTON STREET

WHEREAS, the Historic District Commission of Owosso, Michigan, previously approved a Certificate of Appropriateness for the rehabilitation of the property located at 123 N Washington Street, owned by Woodworth Investments, which established a completion deadline of September 1, 2026; and

WHEREAS, the property at 123 N Washington is a contributing structure in the Owosso Local Historic District; and

WHEREAS, the original Certificate of Appropriateness provides that the completion deadline may be extended upon approval by the Commission; and

WHEREAS, the applicant has requested an extension of the completion deadline due to delays associated with CDBG grant due diligence requirements, including the State Historic Preservation Office Section 106 review and required environmental clearances; and

WHEREAS, the Historic District Commission finds that the requested extension will not adversely affect the historic or architectural significance of the property or its relationship to the surrounding district, and that the scope of approved work remains consistent with the Secretary of the Interior's Standards for Rehabilitation and the Owosso Historic District Commission Design Guidelines.

NOW, THEREFORE, BE IT RESOLVED by the Historic District Commission of the City of Owosso, Shiawassee County, Michigan, that:

FIRST: The Certificate of Appropriateness approved for the façade rehabilitation work at 123 N Washington Street is hereby extended, and the project shall be completed no later than September 1, 2027, unless a further extension is granted by the Commission.

SECOND: All other terms and conditions of the original Certificate of Appropriateness, including compliance with all applicable SHPO and NPS conditions, remain in full force and effect.

THIRD: Any substantive modifications to the approved plans for the exterior of the building shall require additional review and approval by the Historic District Commission.

Moved: _____

Supported: _____