

Meeting Agenda
Owosso Downtown Historic District Commission
Wednesday, November 19, 2025, 6:00 p.m.

Call to order and roll call:

Review and approval of agenda: November 19, 2025

Review and approval of minutes: September 17, 2025

Communications:

- 1) VanEpps resignation letter

Public Comments:

Committee Reports:

Public Hearings:

Items of Business:

- 1) 111 S. Washington Street Façade Repair and Window Replacement

Public Comments:

Board Comments:

- 1) Next Meeting: Oct 15, 2025

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.]

MINUTES FOR REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
Wednesday, Sept 17, 2025 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, Commissioner Ainsworth, Commissioner Powell, Commissioner Harrington,

ABSENT: Commissioner Byrne, Omer, and VanEpps

OTHERS IN ATTENDANCE:

AGENDA APPROVAL: Sept 17, 2025.

MOTION FOR APPROVAL OF THE AGENDA BY POWELL SECONDED BY AINSWORTH.

AYES ALL. MOTION CARRIED.

MINUTES APPROVAL: July 17, 2025.

MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY HARRINGTON. SECONDED BY POWELL.

AYES ALL. MOTION CARRIED.

COMMUNICATIONS

Henne explained that SHPO will be conducting the 5-year program evaluation for Owosso's historic district program

ITEMS OF BUSINESS:

PUBLIC COMMENTS:

BOARD COMMENTS:

NEXT MEETING: November 19, 2025

CHAIRMAN TEICH ADJOURNED THE MEETING AT 6:20 P.M.

Matthew J. Van Epps

618 Ada Street
Owosso, Michigan 48867

WEDNESDAY
November Fifth
Two Thousand Twenty-Five

Mr. Steven L. Teich
1508 Alta Vista Drive
Owosso, Michigan 48867

Dear Steve,

As you may or may not know, I recently accepted a position as Shiawassee County Friend of the Court Referee. As part of my work, I am required to fulfill certain continuing legal education requirements. Part of that involves education aimed at ethical considerations that are applicable only to judicial officers.

I recently came across a section of Canon 4 of the Judicial Canons, which states:

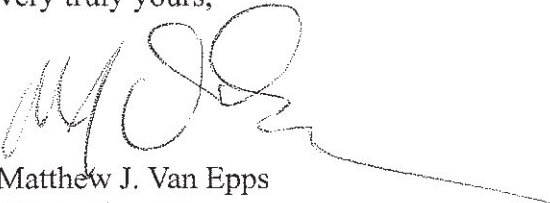
(I) Extra-judicial Appointments. A judge should not accept appointment to a governmental committee, commission, or other position that is concerned with issues of fact or policy on matters other than the improvement of the law, the legal system, or the administration of justice. Michigan Code of Judicial Conduct, Canon 4.

Even though I am not a judge, my research has revealed that this Canon would apply to me as well.

After reviewing various ethics opinions, I am unable to draw any conclusion other than my continued appointment to the Owosso Downtown Historic District Commission is a violation of this Judicial Canon. Accordingly, I must resign my position on the Commission effective immediately.

It has been a pleasure and an honor to serve on the Owosso Downtown Historic Commission, balancing the goal of historic preservation with the needs and concerns of the building owners. I wish you and the Commission nothing but success in the future.

Very truly yours,



Matthew J. Van Epps
CC: Nathan Henne



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

DATE: 11.17.25
TO: Historic District Commission
FROM: City Manager
SUBJECT: 111 S. Washington St CofA: Façade Repair and Window Replacement

BACKGROUND

The HDC has received an application from the owners of 111 S. Washington Street (Speedy Print) to:

- Replace 3 upper story windows with vinyl windows
 - NOTE – New windows are slightly short but will be trimmed to match current windows as much as possible.
- Replace rotten wood trim with new wood
 - NOTE – Wood façade will be repaired to match current façade using new wood

HISTORY AND STATUS

Status: Contributing Structure

Description:

This two-story brick late-Victorian commercial building was built as a single structure, divided in half for two store fronts. The façade of the second floor reveals raised brick piers outlining the distinct addresses, with the six narrow windows grouped symmetrically into two sets of three. Uniting the two addresses as a single building are the unpainted façade, brick parapet, patterned brick frieze and rhythm of the piers and bays. The façade of 111 S. Washington features one of the best-preserved street-level entrances in downtown Owosso. Above and around the minimally reworked entrance and display windows are an elaborate Victorian façade, inset with four original stained glass windows. If this feature

was repeated in the building at 113 S. Washington, it has since been lost. Two one-bedroom apartments occupy the second floor of the building.

History & Significance:

1894 Louis Steadman lived above his cigar and wine shop at this address.

1899-1900 Good Speed Bros. Shoes

1905-1921 Pond and Hamper, lawyers, practiced from offices on the building's second floor.

1924 Warren Peirpont, lawyer

1928-1956 John Walsh moved his cigar store to this location from 102 W. Main, where it had operated since April 1904. He did business here until his death, after which his son, Harry Walsh, operated the store until 1956.

1965 Princess Dress Shop

1965 Color Printers

1980 The Argus Press newspaper reported in its edition of July 10: " John Walsh's Cigar Store is being restored by his granddaughter, Margaret Jane Walsh Barton and her husband David. Mid-Michigan Construction Company is the contractor and Elmer Manson of Lansing the architect. Mr. Manson specializes in historic restorations. The interior had to be almost completely gutted. The original interior woodwork was missing and had to be recreated."

1982-present Speedy Print, owned by Greg Bennett, operates at 111 S. Washington.

2010 Big City Dogs, a restaurant, operates at 113 S. Washington.

RECOMMENDATION

The design standards do not allow vinyl windows. The HDC should require that the owner install wood or aluminum windows as these have been approved in the past. The repair of the façade as described with wood is compliant. The HDC should approve the Certificate of Appropriateness requiring the owner install windows of compliant material – either wood or metal-clad.



**CITY OF OWOSSO
HISTORIC DISTRICT COMMISSION APPLICATION
CERTIFICATE OF APPROPRIATENESS
OR NOTICE TO PROCEED**

\$40.00 APPLICATION FEE

This application must be received by the Owosso Building Department a minimum of ten working days prior to a regularly scheduled meeting of the Historic District Commission. 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 requires a C of A.

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

1. Description of work proposed – be specific
2. 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 11 x 17 then additional copies may be requested. Plan shall show existing property lines and any prominent features on the site.
3. 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

Property Address: 111 S Washington St. Owosso

Property Owner's Name: Greg Bennett

Phone: 989-723-5196

Email:

Applicant's Name: Larry Moiles

Phone: 517-204-5389

Email: ldmoiles@gmail.com

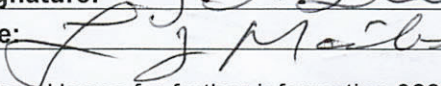
Proposed start date: 10-30-25

Proposed completion date:

I hereby certify that that proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

Does the property have or will it have before the proposed project completion date, a fire alarm system or smoke alarm complying with the requirements of the Stille-DeRossett-Hale Single State Construction Code Act, 1972 PA 230, MCL 125.1501 to 125.1531? YES NO

Property Owner's Signature: 

Applicant's Signature: 

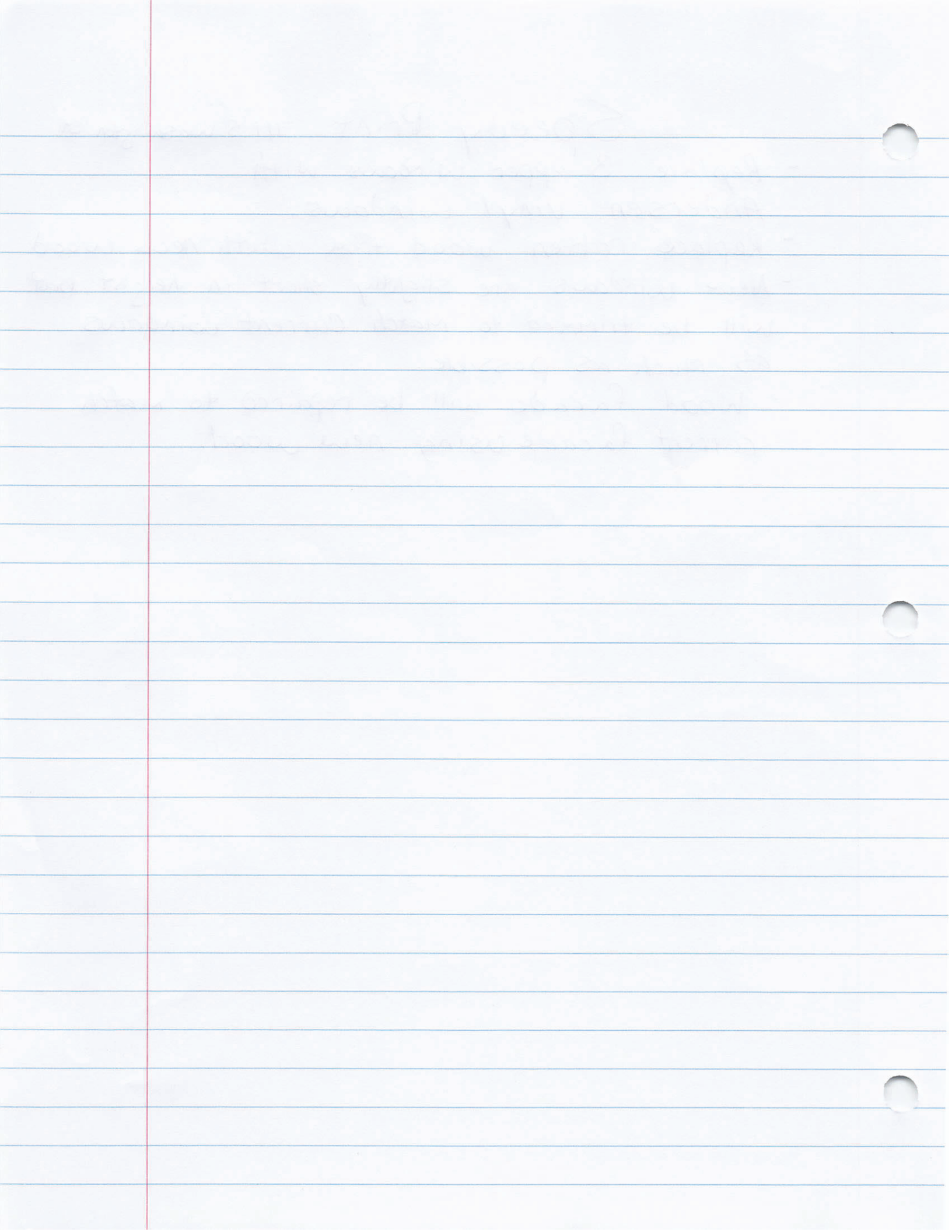
- Please contact Nathan Henne for further information 989-725-0568 or nathan.henne@ci.owosso.mi.us
- Return application to the Building Department at City Hall, 301 W. Main St., Owosso, MI 48867 or email to tanya.bucklelew@ci.owosso.mi.us

Office Use Only

Date application received	<u>10-29-25</u>	Certificate #	<u>CHDC-25-005</u>
Building permit required	<u>YES</u> NO	Sign permit required	YES <u>NO</u>
Staff Action	APPROVED DENIED <u>REFERRED TO HDC</u>		
HDC meeting date		HDC Action	APPROVED DENIED
Conditions of Approval (if applicable)			

Speedy Print 111 S. Washington St

- Replace 3 upper windows with Andersen vinyl windows.
- Replace rotten wood trim with new wood
- New windows are slightly short in height but will be trimmed to match current windows as much as possible.
- Wood facade will be repaired to match current facade using new wood.





City of Owosso Building Department
301 W Main St. Owosso, MI 48867
989-725-0535
building@ci.owosso.mi.us

**BUILDING PERMIT APPLICATION
COMMERCIAL/INDUSTRIAL**

1. Property Information:	
Property Address: <u>1115 Washington</u>	Owner Name: <u>Greg Bennett</u>
Business Name: <u>Speedy Print</u>	
2. Architect or Engineer Information: (that sealed plans)	
Name:	Company Name:
Address:	
Phone Number:	Email:
License Number:	Expiration Date:
3. Applicant/Contractor Information: application is hereby made for a permit to perform work as described in this application and the accompanying drawings, which are a part of this application. The acceptance of the permit shall constitute an agreement to abide by all codes and ordinances enforced by the City of Owosso.	
Name: <u>Larry Moiles</u>	Company Name: <u>Home Improvement Plus</u>
Address: <u>1891 Osaukie Rd Owosso</u>	
Phone Number: <u>517-204-5389</u>	Email: <u>Ldmoiles@gmail.com</u>
4. Property Owner Affidavit: I do hereby certify that I am the owner of the property herein described and that I have given the applicant/contractor herein named permission to perform the work described in this application.	
Name printed: <u>Greg Bennett</u>	
Signature: <u>[Signature]</u>	Date: <u>10-29-25</u>
5. Description of work proposed (include written detail)	
☐ New building/structure	
☐ Additional square footage	
☐ Interior renovations	
☐ Exterior renovations	
☒ Repairs <u>3 New Windows</u>	
☐ Demo	
6. Email this application and PDF version of the building plans to <u>building@ci.owosso.mi.us</u>	
☐ Building Official will review and request changes, if necessary	
☐ Email the revised PDF version	
☐ After final approval, submit three (3) sets of drawings, signed and sealed	
7. Include the following in the plans:	
• New construction plans	• Renovation plans
☐ Site plan	☐ What will be removed
☐ Foundation plan	☐ What will be added
☐ Floor plan (identifying all rooms)	☐ Floor plan (identifying all rooms)
☐ Elevations	☐ Complete floor, wall and ceiling detail
☐ Section plans	☐ Section plans
☐ Electrical plan	☐ Electrical plan
☐ Plumbing plan	☐ Plumbing plan
☐ Heating plan	☐ Heating plan
☐ Parking lot plans	☐ Parking lot plans

8. Additional information required:		
Use group:	Construction type:	Occupant load:
Barrier free required: Yes/No	Square footage:	Number of dwelling units:
Mechanical permit required: Yes/ No	Plumbing permit required: Yes/No	Electrical permit required: Yes/No
Soil Erosion permit required: Yes/No (Contact Shiawassee County)	Fire Walls: Yes/No	Fire alarm/suppression required: Yes/No
Construction contract cost \$		

9. Signature of Applicant	
Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.	
Signature: <i>Lg Maib</i>	Date: <i>10-29-25</i>

Fee Schedule	
• Base fee on all permits (non-refundable)	• \$40
• Inspections on all permits	• \$80 each
Construction value	
• \$2,000 to \$50,000	• \$65 plus \$15 per \$1,000 over \$2,000
• \$50,000 to \$500,000	• \$545 plus \$15 per \$1,000 over \$50,000
• \$500,000 and above	• \$5,000 plus \$6.00 per \$1,000 over \$500,000
• Plan review fees	• 55% of building permit fee
Contact the Building Department for additional fee scheduled information Email the Building Department at building@ci.owosso.mi.us for the link to pay online	

FOR OFFICE USE ONLY

Building Official Comment/Remarks Section:	
Inspections that are required (mark all that apply)	
☐ Footing inspection before concrete	☐ Concrete floors before concrete
☐ Basement backfill/drain tile exposed	☐ Insulation prior to drywall
☐ Framing inspection after trades rough	☐ Fire rate drywall inspection before mud/tape
☐ Fire resistant penetrations after drywall	☐ Final project inspection after trades finals
Date submitted: <i>10-29-25</i>	Staff initials: <i>AB</i>
Building Official Signature: <i>[Signature]</i>	
Date:	
Permit #: <i>AB-25-245</i>	

Order Acknowledgement

Purchase Order #:	72520385	Created By:	AutoOrderSVCUser
Job Name:	MOILES	AW Order #:	25440320
Factory Loads:	1.119	Quote #:	1459474
Weight:	363.516 lbs	Order Date:	09/10/2025
EST. Delivery Date:	10/22/2025 - 10/23/2025	Revised:	
Delivery #:	101256632-0	Order Type:	Standard
Bill To / Ship To:	2772 Home Depot - 12262	Contact Name:	Shipping Dock
	2205 Escott Rd # M21	Contact Phone:	989-723-7033
	Owosso, MI 48867-9600		

Disclaimer: Net price information is estimated and may not include promotion discounts or rebates.
 Actual invoice prices shall govern and may vary from prices shown due to changes made since the order date.
The Delivery Date indicated represents our best current estimate. Delivery Date may change without notice.

Location: - \ Quote Line #: 0100								
LINE #	LINE ID	QTY	PART # DESCRIPTION	FTL	WEIGHT	LIST	NET	EXT NET
1	90425873	3	0394475531302025 ADH 31.00000 X 95.25000 E, ADH 2' 7"X7' 11 1/4", Unit, 8 Degrees - Moderate, A Series Double-Hung, Traditional (4 1/8" Bottom Rail), Standard Product Performance, Equal Sash, 4 9/16" Frame Depth, No Flange, Black Exterior Frame, Black Exterior Sash/Panel, Pine w/Black - Painted Interior Frame, Pine w/Black - Painted Interior Sash/Panel, AA, Dual Pane Low-E4 Standard Argon Fill Chamfer Glass Stop Stainless Glass / Grille Spacer, Traditional, 1 Sash Locks Black, Black, Full Screen, Aluminum	1.002	328.848	2,148.40	1,152.19	3,456.57
			RO Size: 31.75000" x 96.00000" Unit Size: 31.00000" x 95.25000"					
2	90425874	3	0394475541302025 ADH 31 X 95.25, Insect Screen 1: A Series Double-Hung, ADH 31 x 95.25 8 Degrees - Moderate Full Screen Aluminum Black Version:07/01/2025	0.117	34.668	160.80	86.24	258.72
								3,715.29
TOTALS:				FTL	WEIGHT	CHARGES	EXT LIST	EXT NET
				6	363.516	.00	6,927.60	3,715.29

THANK YOU WE APPRECIATE YOUR BUSINESS

ORDER TOTAL: 3,715.29

HISTORIC DISTRICT COMMISSION RESOLUTION

**RESOLUTION APPROVING CERTIFICATE OF APPROPRIATENESS FOR WINDOW
REPLACEMENT FAÇADE REPAIR AT 111 S. WASHINGTON ST**

WHEREAS, the Owosso Historic District Commission received an application to replace windows and repair the façade at 111 S. Washington St; and

WHEREAS, the property owner has requested to install vinyl windows and use wood to repair and replace existing façade features and trim the new windows; and

WHEREAS, the design standards do not allow for vinyl windows.

NOW, THEREFORE, BE IT RESOLVED THAT:

- FIRST: The Commission agrees to approve the Certificate of Appropriateness for 111 S. Washington St for façade repair and window replacement but only for compliant material per the design standards
- SECOND: The Certificate is approved only for compliance with the district design standards thereby requiring that the windows be made of wood or be metal-clad.

Moved: _____

Supported: _____