

*OWOSSO*  
*Historic District Commission*



Regular Meeting  
6:00 p.m., April 16, 2014  
Owosso City Council Chambers



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

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# *MEMORANDUM*

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DATE: April 14, 2014

TO: Chairman Scott Newman and the Downtown Historic District Commission

FROM: Sarah Warren-Riley, Housing Program Manager

RE: Regular HDC Meeting – April 16, 2014

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Please see the enclosed packet for the **April 16, 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:

- **201 North Water St.** – Façade renovation application - proposes various façade improvements including tuck pointing, removal of bricks from existing bricked in window openings and installation of new windows to fit openings (proposed windows to match existing windows), repainting of existing metal exterior stairs, replacement of existing front entry doors with wooden hinged doors and a replication transom, installation of a south entry glazed storefront door system (to replace existing overhead door), and installation of a deck and window system on the rear façade overlooking the river. See enclosed documentation provided by applicant for additional information.

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, April 16, 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:** April 16, 2014

**Review and approval of minutes:** March 19, 2014

**Communications:**

- 1) Staff Memorandum
- 2) Meeting minutes of March 19, 2014 (Resolution)

**Public Comments:**

**Committee Reports:** None

**Public Hearings:** None

**Items of Business:**

- 1) 201 North Water St. – Façade Renovation

**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](http://www.ci.owosso.mi.us).]

**Affirmative Resolutions**  
*Owosso Downtown Historic District Commission*

Wednesday, April 16, 2014, 6:00 p.m.  
Owosso City Council Chambers,  
301 W Main St., Owosso, MI 48867

**Resolution 141604-01 – Approval of Agenda**

Motion: \_\_\_\_\_  
Support: \_\_\_\_\_

The Owosso Downtown Historic District Commission hereby approves the agenda of April 16, 2014 as presented.

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_

Approved: \_\_\_\_ Denied: \_\_\_\_

**Resolution 141604-02 – Approval of Minutes**

Motion: \_\_\_\_\_  
Support: \_\_\_\_\_

The Owosso Historic District Commission hereby approves the minutes of March 19, 2014 as presented.

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_

Approved: \_\_\_\_ Denied: \_\_\_\_

**Resolution 141604-03 – 201 North Water St.**

Motion: \_\_\_\_\_  
Support: \_\_\_\_\_

**Certificate of Appropriateness**

The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at **201 North Water St.** meets 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 **201 North Water 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 **201 North Water St.** do not meet the Secretary of the Interior's Standards, and are inappropriate for the district, hereby denies the application.

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_

**Resolution 141604-04 – Adjournment**

Motion: \_\_\_\_\_  
Support: \_\_\_\_\_

The Owosso Downtown Historic District Commission hereby adjourns the April 16, 2014 meeting, effective at \_\_\_\_\_pm.

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_

Approved: \_\_\_\_ Denied: \_\_\_\_

MINUTES FOR THE REGULAR MEETING  
**DOWNTOWN HISTORIC DISTRICT COMMISSION**  
MARCH 19, 2014 at 6:00 p.m.  
COUNCIL CHAMBERS / CITY HALL

**MEETING WAS CALLED TO ORDER** at 6:00 p.m. by Vice-Chairperson Gonyou.

**ROLL CALL** was taken by Housing Program Manager Sarah Warren-Riley

**MEMBERS PRESENT:** Vice-Chairperson Vincent Gonyou; Secretary Philip Hathaway; Commissioners Lance Omer, Matthew Van Epps, and Gary Wilson.

**MEMBERS ABSENT:** Chairperson Scott Newman and Commissioner James Eaton.

**OTHERS PRESENT:** Ms. Sarah Warren-Riley, Housing Program Manager; Ms. Susan Montenegro, Assistant City Manager and Director of Community Development and Mr. Tom Campbell, The Argus Press, 201 E. Exchange Street.

**AGENDA APPROVAL:** Motion by Commissioner Wilson, supported by Commissioner Hathaway to approve the agenda for March 19, 2014.

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

**MINUTES APPROVAL:** Motion by Commissioner Hathaway, supported by Commissioner Van Epps to approve the minutes for the meeting of January 15, 2014.

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

**COMMUNICATIONS:**

- 1) Staff Memorandum
- 2) Meeting minutes of January 15, 2014

**PUBLIC COMMENTS:** None.

**PUBLIC HEARINGS:** None.

**ITEMS OF BUSINESS:**

**1) 201 E. Exchange St. – Door Replacement Application**

Tom Campbell, The Argus Press, 201 E. Exchange Street discussed the double doors from 1967-68 of steel and the ½ - ¾ inch gap at the bottom. They would like to replace with a commercial overhead door as shown in the submitted examples. The bottom two panels would be solid with the remaining panels up to ten feet would be tempered glass. The color would be as close as possible to the windows.

**MOTION BY COMMISSIONER HATHAWAY, SUPPORTED BY COMMISSIONER VAN EPPS THAT THE OWOSSO DOWNTOWN HISTORIC DISTRICT COMMISSION, FINDING THAT THE PROPOSED EXTERIOR IMPROVEMENTS AT 201 E. EXCHANGE STREET DO NOT MEET THE SECRETARY OF THE INTERIOR STANDARDS, AND IS INAPPROPRIATE FOR THE DISTRICT, BUT RECOGNIZING THAT THE FOLLOWING CONDITION PREVAILS:**

**THE PROPOSED DOOR REPLACEMENT IS NECESSARY DUE TO THE NEED TO IMPROVE THE FUNCTIONALITY OF THE DOOR AND TO PROVIDE ENERGY EFFICIENCY. ADDITIONALLY, THE PROPOSED REPLACEMENT WILL NOT DETRACT FROM THE DISTRICT AS IT WILL IMPROVE THE APPEARANCE OF THE BUILDING.**

**HEREBY DIRECTS STAFF TO ISSUE A NOTICE TO PROCEED FOR THE WORK AND BUILDING PERMIT APPLICATION AS APPLIED FOR AND ILLUSTRATED WITH REPLACEMENT OF EXISTING**

**STEEL AND PLEXIGLAS DOUBLE SERVICE DOORS WITH A SINGLE OVERHEAD DOOR WITH TEMPERED GLASS PANELS AS DETAILED IN THE APPLICATION.  
YEAS: ALL. MOTION WAS PASSED.**

**PUBLIC COMMENTS:** None.

**BOARD COMMENTS:**  
Discussion about various preservation projects.

**ADJOURNMENT:  
MOTION BY COMMISSIONER HATHAWAY; SUPPORTED BY COMMISSIONER WILSON TO  
ADJOURN THE MEETING AT 6:15 P.M.  
YEAS ALL. MOTION CARRIED.**

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Phil Hathaway, Secretary

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