

*OWOSSO  
Historic District  
Commission*



Regular Meeting  
5:30 p.m., September 16, 2015  
Owosso City Council Chambers

**Regular Meeting Agenda**  
*Owosso Downtown Historic District Commission*

Wednesday September 16, 2015 5:30 p.m.

Owosso City Council Chambers,  
301 W Main St., Owosso, MI 48867

**Call to order and roll call:**

**Review and approval of agenda:** September 16, 2015

**Review and approval of minutes:** August 19, 2015

**Communications:**

- 1) Staff Memorandum
- 2) Meeting minutes of August 19, 2015 (Resolution)

**Public Comments:**

**Committee Reports:** None

**Public Hearings:** None

**Items of Business:**

- 1) 218 N. Park Street – Façade Painting Final Approval
- 2) 200 W. Exchange St. – Entry Reconstruction
- 3) 114 N. Ball St. – Door & Entry Repair

**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, August 19, 2015, 6:00 p.m.  
Owosso City Council Chambers,  
301 W Main St., Owosso, MI 48867

**Resolution 151609-01 – Approval of Agenda**

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

The Owosso Downtown Historic District Commission hereby approves the agenda of May 20, 2015 as presented.

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

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

**Resolution 151609-02 – Approval of Minutes**

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

The Owosso Historic District Commission hereby approves the minutes of June 17, 2015 as presented.

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

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

**Resolution 151609-03 – 218 N. Park Street**

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

**Certificate of Appropriateness**

The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at **218 N. Park Street** 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 **218 N. Park Street** 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 **218 N. Park Street** do not meet the Secretary of the Interior's Standards, and are inappropriate for the district, hereby denies the application.

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

**Resolution 151609-04 – 200 W. Exchange Street**

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

**Certificate of Appropriateness**

The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at **200 W. Exchange Street** 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 **200 W. Exchange Street** 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 **200 W. Exchange Street** do not meet the Secretary of the Interior's Standards, and are inappropriate for the district, hereby denies the application.

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

**Resolution 151609-05 – 114 N. Ball Street**

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

**Certificate of Appropriateness**

The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at **114 N. Ball Street** 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 **114 N. Ball Street** 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 **114 N. Ball Street** do not meet the Secretary of the Interior's Standards, and are inappropriate for the district, hereby denies the application.

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

**Resolution 151609-06 – Adjournment**

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

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

The Owosso Downtown Historic District Commission hereby adjourns the April 15, 2015 meeting, effective at \_\_\_\_\_pm.

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

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



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# *MEMORANDUM*

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DATE: Spetember 14, 2015  
TO: Chairman Scott Newman and the Downtown Historic District Commission  
FROM: Joshua Adams; Executive Director, Owosso Main Street/DDA  
RE: Regular HDC Meeting – September 16, 2015

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**Please see the enclosed packet for the September 16, 2015 Owosso Downtown Historic District Commission (HDC) meeting.** This is a regular meeting that is being called for the purpose of reviewing two applications. In this packet you will find documentation in support of the following application:

- **218 N. Park Street** – Application for painting of façade – finalizing painting area
- **200 W. Exchange Street** – Front entry reconstruction (concrete pad)
- **114 N. Ball Street** – Front entry repair ( replace door & trim, and repair wall)

As always, if you have questions or need additional information before the meeting, please let me know. **We will be meeting at the 218 N. Park Street location to view and approve the paint location then return to City Council chambers at 6:00 pm for the regular meeting. Please let me know if you will not be in attendance.**

MINUTES FOR  
REGULAR MEETING  
**OWOSSO HISTORIC DISTRICT COMMISSION**  
WEDNESDAY, AUGUST 19, 2015, 6:00 p.m.  
COUNCIL CHAMBERS

**MEETING CALLED TO ORDER** at 6:02 p.m. by Chairman Newman.

**ROLL CALL** was taken by Recording Secretary Bridget Cannon.

**PRESENT:** Chairman Scott Newman, Vice-Chairman Vince Gonyou; Secretary Philip Hathaway; Commissioners Gary Wilson and Matthew Van Epps

**ABSENT:** Commissioner Lance Omer

**OTHERS IN ATTENDANCE:** Susan Montenegro, Assistant City Manager and Director of Community Development; Josh Adams, Owosso Main Street Manager; Timothy Baise, 218 N. Park Street; Henry Gillen, All-in-One Remodeling, LLC, 208 E. Mason Street; Gregg Bugala, Master Painter, 2480 Golden Shores Drives, Fenton; Benjamin Frederick, City of Owosso Mayor; Troy Crowe, Crowe Properties, LLC

**AGENDA APPROVAL:** Motion by Commissioner Hathaway and supported by Commissioner Wilson to approve the agenda for August 19, 2015 as presented. Yeas All. Motion was passed.

**MINUTES APPROVAL:** Motion by Commissioner Van Epps and supported by Commissioner Hathaway to approve the minutes of the meeting for July 15, 2015 with the following amendment – Dave Acton, not Dave Action as recorded. Yeas all. Motion was passed.

**MINUTES APPROVAL:** Motion by Commissioner Van Epps and supported by Commissioner Hathaway to approve the minutes of the meeting for August 12, 2015 with the following amendment – Commissioner Wilson to second the motion for the Notice to Proceed for 115 S. Washington Street Façade improvements, not Chairman Newman. Yeas all. Motion was passed.

**Communications:**

1. Staff Memorandum
2. Meeting minutes of July 15, 2015
3. Meeting minutes of August 12, 2015

**Public / Commissioner Comments:** None

**Committee Reports:** None

**Public Hearings:** None

**Items of Business:**

- 1) 109 E. Comstock Street – Mural Application

Applicant Benjamin Frederick, on behalf of the Wildermuth family, is proposing work to 109 E.

*Draft*



Comstock Street. The family would like to have the south facing wall of the historic Wildermuth Hotel restored with the original mural. Mr. Gregg Bugala, Master Painter, will be contracted if work is approved. Mr. Bugala has painted other municipal murals, such as the historical Durand Union Station mural in Durand, Michigan. The proposed site for the mural is a south facing wall, and Mr. Bugala contends the paint should last thirty to forty years. Mr. Bugala refers to Sherwin Williams breathable acrylic latex super paint as product he will use, with an added clear coat for UV protection to protect from fading and weathering. Commissioner Hathaway states the Sherwin Williams paint will breathe, but the clear coat will not.

Commissioner Hathaway states the board considers this a reconstruction of an existing mural. Commissioner Wilson states this is a restoration of an architectural feature, and believes it is a great idea.

Mr. Frederick states Indian Trails will be donating the lift needed to reach the height of mural and will also donate \$500 towards the project. The Wildermuth family will also be donating towards the project. They will continue to raise funds from public, etc. Mr. Bugala states he will apply for right of way permit to section off several parking spaces below the mural, so vehicles will not get paint on them during the paint project.

Commissioner Van Epps states the board prefers the breathable paint, but he is unsure about the polyurethane sealant. Commissioner Hathaway states board is looking for a quality product to be used.

**Motion by Commissioner Hathaway and supported by Commissioner Van Epps that the Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at 109 E COMSTOCK 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. Mural is a historical ghost sign & mural is a restoration of a historical feature**
- 2. Final coat is subject to staff review and approval, so moisture is not trapped in the building.**

**Yeas all. Motion was passed.**

## **2. 218 N. Park St. – Façade Painting Application**

Mr. Timothy Baise, property owner, opened by saying he could not find any previous pictures of the façade, before paint. He stated he has applied for renovation permits since March, 2015 and has had site reviews from the building inspector. No city employee told him he was in the historic district until he started to apply the paint to the building façade. He has been trying to do what was right from the beginning, and prepped for the paint job for over a month before the work was started. He contracted with Justice Masonry out of Detroit, who specializes in restoration of historic buildings. Josh Adams agreed that permits were pulled for the showroom addition and the building inspector did not think this property was located in the historic district, so did not mention to Mr. Baise. Also, there were no property flags prior to July, 2015, in the computer system warning front line staff of the historic district properties.

Commissioner Wilson feels the city fell down on their responsibility to inform property owners they are in the historic district. He feels it is not fair the property owner made the effort to do things correctly, and was not notified by the city properly that his business is in the historic district. He feels it would be unfair to require this property owner to remove the paint, because of these circumstances.

Commissioner Hathaway has completed a photo library of all downtown buildings and referred to photo #1 in the photo library. Board has discussion of saving upper half of this building by removing some of the applied paint primer, and allowing some paint on lower half to remain. Board agrees would like to find a compromise with Mr. Baise, because of the events leading to this situation.

Mr. Baise states the final paint color would be matched by Sherwin Williams to original brick, and current paint primer that is applied to building is not the correct end color. He proposes painting bottom half of building a color that matches original brick, taping off a middle section that would have a darker paint color, and allow the top section of the building to remain as exposed original historic brick.

Mr. Adams refers to building located at 220 W. Main Street. The paint has a step down look, so it looks like it fades in to the brick gradually.

Mr. Baise suggests he can tape off the area to be painted and will contact Mr. Adams to have the Historic District Commission call a special meeting to review proposed paint area on site. The board agrees.

**The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at 218 N PARK ST do not meet the Secretary of Interior's Standards, and are inappropriate for the district, but recognizing that the following condition(s) prevail:**

- 1. Administrative errors from City of Owosso staff**
- 2. Significant monetary investment on property owner's part**

**Hereby directs staff to issue a Notice to Proceed for the work and approve a paint treatment for this building, conditioned on the following:**

- 1. The north wall of the building shall have a horizontal line established approximately two bands below the roof line, that are evident on the existing paint lines. This horizontal line traces back to the East wall of the building.**
- 2. The south wall shall have a step down feature along the windows to the newer brick on ground floor, and the newer brick can be painted.**
- 3. The Park street treatments on the North and South walls shall also stair step and not be visible from Park Street.**
- 4. The paint color should be as close as possible to the original brick color.**

**Motion by Commissioner Hathaway to issue a Notice to Proceed. Commissioner Van Epps seconds the motion, pending further review from the board. There shall be site approval to finalize the details.**

**Yeas all. Motion carried.**

**Board Comments:** Commissioner Wilson states the current property owners in this district need to be reminded they are owners in Owosso's Downtown Historic District by way of mailing annually, perhaps bi-annually.

Mr. Adams states property flags were added to each property number in the historic district, completed July 30, 2015. Front line staff is now alerted on computer system by way of property flag attached to BS & A computer program. A mailing list is currently being generated by the Building Department, and a form letter will be generated that re-affirms the fact these property owners are in Owosso's Downtown Historic District. The letter will also address painting of buildings in the historic district and will be approved by Chairman Newman before mailing.

Chairman Hathaway states the buildings in the historic district are contributing buildings and their historical significance and characteristics add monetary value to the properties.

### **3. 118 S. Washington Street – Rear Façade Improvements**

Commissioner Gonyou, as part owner of property, abstains from vote and leaves council chambers for discussion of façade improvements. Troy Crowe, Crowe Properties, LLC, and partner in Grace Squared, LLC states Bellingar Packing will be new tenants to this building. There is currently a garage door at the back of the building, and the door is screwed with drywall screws to the building. The screws must be removed to gain access to the building from the back. The current door does not have a track to allow it to go up or down. Mr. Crowe and his business partner would like to install a double glass door at the back of the building with bronze aluminum frame work, to allow meat cutting equipment to be moved in and out of the building. The back of the building would be fir stripped out and covered with vintage style corrugated metal to cover the cement building. They are trying to re-create the 'old school meat house look' on the back of the building. Mr. Crowe states front façade improvements will be applied for in separate application and the board will be addressed at a later meeting for these improvements.

**The Owosso Downtown Historic District Commission, finding that the proposed exterior improvements at 218 N PARK ST do not meet the Secretary of Interior's Standards, and are inappropriate for the district, but recognizing that the following condition(s) prevail:**

- 1. The back of this building is considered non-contributing to the district. The front of the building is considered a contributing building to the district**
- 2. Proposed rear façade improvements are covering architecture of the original building, but are not removing any of the original architecture.**

**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: Front façade will be applied for and addressed at a later meeting.**

**Motion by Commissioner Hathaway to issue a Notice to Proceed as presented.  
Commissioner Van Epps seconds the motion.**

**Yeas all. Motion carried.**

**Public Comments:** None

**Board Comments:** None

**ADJOURNMENT:**

**It was moved by Commissioner Hathaway and supported by Commissioner Wilson to adjourn at 7:45 p.m. until September 15, 2015.**

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Phil Hathaway, Secretary

bac

**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: 7-13-15  
Property Address: 218 N Park St Owner's Name: Timothy Baise  
Phone One: 517-420-5184 Other Phone: \_\_\_\_\_ Email: tbaise@tffinc.net  
Applicants Address: 1950 Barry Rd, Wixom Applicants Name: Timothy Baise  
Phone One: \_\_\_\_\_ Other Phone: same 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 125.1501-125.1531\*. yes

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

Applicant's Signature \_\_\_\_\_

Property Owner's Signature \_\_\_\_\_

Please contact Josh Adams for further information 989.494.3344 during business hours, or [josh.adams@ci.owosso.mi.us](mailto:josh.adams@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.

*Next Meeting Wednesday, July 15<sup>th</sup> @ 6:30pm at City Hall*

**CITY OF OWOSSO**  
HISTORIC DISTRICT COMMISSION  
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

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  - 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: 8/31/15

Property Address: 200 W Exchange St Owner's Name: Michael Ardelean

Phone One: 989 277-0984 Other Phone: 720-3900 Email: mike@allhrinsurance.com

Applicants Address: 200 W Exchange St Applicants Name: Mike Ardelean

Phone One: SAME Other Phone: SAME Email: SAME

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 Michael D. Ardelean

Property Owner's Signature Michael D. Ardelean

Please contact Josh Adams for further information 989.494.3344 during business hours, or [josh.adams@ci.owosso.mi.us](mailto:josh.adams@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.

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-To Be replaced with new concrete or if approved brick to somewhat match the brick the City uses on the sidewalks.

# STAIR IDEAS

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**CITY OF OWOSSO**  
HISTORIC DISTRICT COMMISSION  
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

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  - 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: 9-11-15

Property Address: 114 N. Ball St. Owner's Name: Community E. P.C.

Phone One: 725-6930 Other Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicants Address: Martin Construction Applicants Name: Jeremy Martin

Phone One: 989-277-6266 Other Phone: \_\_\_\_\_ Email: SMARTINCONSTRUCTION@FRONTIER.COM

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\*. \_\_\_\_\_

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

Applicant's Signature [Signature]

Property Owner's Signature \_\_\_\_\_

materials as existing  
+ Fiberglass door/replacement  
+ Repair wall + trim

Please contact Josh Adams for further information 989.494.3344 during business hours, or [josh.adams@ci.owosso.mi.us](mailto:josh.adams@ci.owosso.mi.us).

**Return to City Hall, 301 W. Main St., Owosso, MI 48867**

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