

Meeting Agenda
Owosso Downtown Historic District Commission
Wednesday, August 19, 2026, 6:00 p.m.

Call to order and roll call:

Review and approval of agenda: August 19, 2026

Review and approval of minutes: July 29, 2026

Communications:

Public Comments:

Committee Reports:

1. HDC District Boundary Committee

Public Hearings:

Items of Business:

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

Public Comments:

Board Comments:

1. Next Meeting: September 16, 2026

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, July 29, 2026 at 6:00 p.m.
City Hall Conference Room

MEETING CALLED TO ORDER: at 6:01 p.m. by Chairperson Steven Teich.

ROLL CALL: was taken by City Manager Nathan Henne.

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

ABSENT: Commissioner Harrington

OTHERS IN ATTENDANCE: Historical Commission Chair Lance Little

AGENDA APPROVAL: July 29, 2026, as amended to add a presentation of the Owosso Time Traveler program under Public Hearings.

MOTION FOR APPROVAL OF THE AGENDA, AS AMENDED, BY OMER SECONDED BY POWELL

AYES ALL. MOTION CARRIED.

MINUTES APPROVAL: May 20, 2026

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

AYES ALL. MOTION CARRIED.

COMMUNICATIONS: None

PUBLIC COMMENTS: None

COMMITTEE REPORTS: None

PUBLIC HEARINGS:

1. Presentation: Owosso Time Traveler Program

Historical Commission Chair Lance Little presented the Owosso Time Traveler program, a collaborative digital history project developed with Michigan Technological University that uses an interactive, map-based platform to preserve and share historic photographs, newspaper clippings, and other records tied to specific locations throughout the city. Little described the program's use of historic Sanborn fire insurance maps and aerial photographs layered over current maps, its searchable historic photograph and postcard archive, and plans to expand the platform into a self-guided walking tour featuring QR codes at points of interest downtown. Little invited Commission members to contribute historic materials, help promote the program to local businesses and schools, and reach out with any questions or resources.

ITEMS OF BUSINESS:

1. Historic District Commission district committee's division of responsibilities for the expansion of the District

City Manager Henne presented background on the Carnegie Library Committee's request to expand the boundary of the Owosso Downtown Historic District to include the Carnegie Library property as a standalone, non-contiguous parcel, noting that inclusion in the historic district would give the Commission review authority over any future exterior alteration or demolition of the building and would provide a permanent means of protecting the building independent of its eventual reuse. Henne reviewed preliminary materials assembled for the nomination, including historic photographs, a history of the building provided by the Shiawassee District Library, and a draft architectural description.

Henne outlined the process for expanding the district: preparation of a written historic district study documenting the property's historical significance and architecture, consistent with the Commission's adopted standards and State Historic Preservation Office (SHPO) guidelines; notice to the property owner and legal notice of a public hearing; a public hearing before the full Commission; and submission of the completed study to SHPO for final approval. Henne proposed that the Commission serve as the study committee, meeting immediately following each regular Commission meeting on the same date, and offered to prepare the written study and public notices while inviting members to be as involved in the drafting as they wished.

MOTION TO ACCEPT THE NOMINATION OF THE COMMISSION AS THE HISTORIC DISTRICT STUDY COMMITTEE FOR THE PROPOSED EXPANSION OF THE DISTRICT TO INCLUDE THE CARNEGIE LIBRARY PROPERTY, WITH THE COMMITTEE TO CONVENE IMMEDIATELY FOLLOWING REGULAR COMMISSION MEETINGS, MADE BY BYRNE. SECONDED BY POWELL.

AYES ALL. MOTION CARRIED

PUBLIC COMMENTS: None

BOARD COMMENTS:

Members discussed the proposed vacant commercial building registration and inspection ordinance, which the Commission previously recommended to City Council and which is under review by the DDA. Members also reviewed examples of other repurposed Carnegie libraries in Michigan as context for the Library Committee's ongoing consideration of the building's future use.

Members also confirmed the division of responsibilities for the Carnegie Library boundary expansion study: Ferweda will prepare the architectural analysis, Powell will prepare the history of the property, and Henne will handle the legal notices, public hearing, and submission of the completed study to SHPO.

Henne updated the commission on ongoing code enforcement efforts with 3 buildings downtown. Commission Byrne wished to revisit enforcement on 123 N Washington. After discussion, the Commission took no action and expressed the need to let the current Certificate for the property to expire in September before taking any enforcement action on the owner.

NEXT MEETING: August 19, 2026

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 7:20 P.M.



DATE: 8.14.26
TO: Historic District Commission
FROM: City Manager
SUBJECT: 100-02 N. Washington St. (105 E. Main St.) CofA – Awning Removal / Metal Cladding

HISTORY:

Address: 100-02 N. Washington Street (business address 105 E. Main Street)

Site: Miner Building / Arthur Ward Store; current tenants Moon River Customs and Edward Jones

Date: 1912

Status: Contributing

This four-story brick building is one of the district's most significant examples of Chicago School architecture, occupying the prominent Main/Washington corner. Built in 1912 by Seldon S. Miner after a fire destroyed the prior structure, it housed the Arthur Ward Company department store (1912–1965) and later Storrer's and Carpenter's Corner. The upper three floors are unaltered and well preserved; the ground-floor storefront has been reworked over time. The existing metal panel awnings above the first-story windows do not appear to be original or historically documented.

BACKGROUND:

The applicant states the wood framing behind the metal awnings has deteriorated, causing panels to slide loose – two have already fallen to the sidewalk. Citing the safety hazard and the inability to hang signage, the applicant proposes removing the awnings entirely and installing a flat metal border for signage in their place. If the Edward Jones tenant wishes to keep the N. Washington corner awning, it could be capped and excluded from the project.

ANALYSIS

Because the existing awnings are not historic or character-defining, their removal on safety grounds is consistent with Standards 2, 5, and 6, which call for preserving distinctive materials and repairing rather than replacing them, but do not require retaining non-historic elements. However, as a permanent alteration to a Contributing landmark, the replacement design still warrants review for compatibility.

The City's Guidelines favor fabric/canvas awnings – triangular in form, non-back-lit, 7–10 feet above the sidewalk, attached to mortar joints rather than masonry – and state that metal awnings which are historically inappropriate will not be approved. Administrative approval is available only for like-kind repairs or canvas-fabric replacement; a full removal and replacement with

metal cladding falls outside that category and requires full Commission review. A flat metal band also functions more as a sign band than a traditional awning and may warrant review under both standards.

CONSIDERATIONS FOR THE COMMISSION

1. Whether the proposed metal cladding band is an appropriate long-term treatment for this Contributing landmark, or whether a compliant fabric awning should be required instead.
2. Whether to authorize prompt removal of the hazardous awnings independent of final design approval.
3. Whether to approve capping/retaining the N. Washington corner awning for Edward Jones separately, with notice to that tenant.

RECOMMENDATION

I recommend approval based on the proposal meeting the design standards and the potentially hazardous condition of sections of the awning that require immediate attention.



**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: 105 E. Main St., Owosso

Property Owner's Name: Jim Woodworth

Phone: 989-720-4380

Email: jim@successgroupmortgage.com

Applicant's Name: Scott Meister

Phone: 810-730-5632

Email: scott.meister@gmail.com

Proposed start date:

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.bucklew@ci.owosso.mi.us

Office Use Only

Date application received	Certificate #
Building permit required YES NO	Sign permit required YES NO
Staff Action APPROVED DENIED REFERRED TO HDC	
HDC meeting date	HDC Action APPROVED DENIED
Conditions of Approval (if applicable)	

Proposal for 105 E. Main St.

Proposal by Scott and Sarah Meister at Moon River Customs

August 13, 2026

Due to the deterioration of the wood framing behind the existing metal awnings above the first story windows of the building at the location of 105 E. Main St., the metal panels making up these awnings have begun to slide off the framework, including two panels that have already fallen onto the sidewalk below. These panels consist of large plywood planks covered in heavy metal sheeting. The awnings have become structurally unsound, and we at Moon River Customs, are unable to safely hang signage above our place of business. This, combined with the safety risk of having large plywood and metal panels falling off onto the ground below, have caused us to seek options regarding restoring the safety, structural strength, and visual restoration of this building.



We are proposing that the metal awnings be removed entirely, and be replaced with a flat metal border that signage can be mounted over. We have included a couple renditions of what that could look like, also noting that if Edward Jones would like to keep the awning facing N. Washington St., that awning could be capped at the corner, and not be included in this project.



We welcome any suggestions or ideas, and we appreciate your time and consideration in this matter.

Scott and Sarah Meister

Moon River Customs

105 E. Main St. Owosso

HISTORIC DISTRICT COMMISSION RESOLUTION

APPROVING A CERTIFICATE OF APPROPRIATENESS FOR AWNING REMOVAL AND INSTALLATION OF METAL CLADDING AT 100-02 N. WASHINGTON STREET (105 E. MAIN STREET)

WHEREAS, the Historic District Commission of Owosso, Michigan, has received an application from the property owner of 100-02 N. Washington Street (business address 105 E. Main Street) for removal of the existing metal panel awnings above the first-story storefront windows and installation of a flat metal cladding band in their place; and

WHEREAS, the Commission was established to preserve the historic nature of the district using the guidelines set forth by the United States Secretary of the Interior; and

WHEREAS, the property at 100-02 N. Washington Street, known historically as the Miner Building/Arthur Ward Store, is a Contributing structure in the Owosso Historic District, constructed in 1912; and

WHEREAS, the existing metal panel awnings above the first-story windows have deteriorated, with panels having already fallen to the sidewalk below, creating a safety hazard to pedestrians; and

WHEREAS, the application was found to be complete, and the proposed removal of the metal awnings and installation of a flat metal cladding band is consistent with the Secretary of the Interior's Standards for Rehabilitation and the Owosso Historic District Design Guidelines, ensuring compatibility with the historic character of the building and the surrounding district.

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

- FIRST: The historic or architectural value and significance of the resource and its relationship to the surrounding area will not be adversely affected by the proposed work.
- SECOND: The proposed awning removal and metal cladding meet the requirements of the Owosso Historic District Commission Design Guidelines and the Secretary of the Interior's Standards for Rehabilitation.
- FOURTH: The proposed work supports the preservation of the property that meets historic standards.
- FIFTH: The completion date of the project shall be no later than November 18, 2026

Moved: _____

Supported: _____