

Meeting Agenda
Owosso Downtown Historic District Commission
Wednesday, September 20, 2023, 6:00 p.m.

Call to order and roll call:

Review and approval of agenda: Sept 20, 2023

Review and approval of minutes: Aug 16, 2023

Communications:

Public Comments:

Public Hearings: None

Items of Business:

- 1) DISCUSSION – 117 W Exchange St – City Club Building
- 2) DISCUSSION – 123 N Washington - State Grant Update

Public Comments:

Board Comments:

- 1) Next Meeting: Oct 18, 2023

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, August 16, 2023 at 6:00 p.m.
Virginia Teich Council Chambers

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 Chairperson Omer, Commissioners Philip Hathaway, Erin Powell, Matthew Van Epps.

ABSENT: Commissioners William Byrne, Lisa Gallinger.

OTHERS IN ATTENDANCE: City Manager Nathan Henne.

AGENDA APPROVAL: August 16, 2023.

MOTION FOR APPROVAL OF THE AGENDA AS PRESENTED BY COMMISSIONER VAN EPPS. SECONDED BY SECRETARY HATHAWAY.

AYES ALL. MOTION CARRIED.

MINUTES APPROVAL: July 19, 2023.

MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY VICE CHAIR OMER. SECONDED BY COMMISSIONER VAN EPPS.

AYES ALL. MOTION CARRIED.

COMMUNICATIONS: None.

PUBLIC/COMMISSIONER COMMENTS: None.

PUBLIC HEARINGS: None.

ITEMS OF BUSINESS:

1. Demolition by Neglect Resolution – 117 West Exchange Street – City Club Building

MOTION BY COMMISSIONER VAN EPPS TO APPROVE THE ISSUANCE OF A DEMOLITION BY NEGLECT NOTICE TO ACTON BUILDING COMPANY, LLC FOR 117 WEST EXCHANGE STREET AS FOLLOWS:

**HISTORIC DISTRICT COMMISSION RESOLUTION NO. 2023-6
RESOLUTION AUTHORIZING ISSUANCE OF DEMOLITION BY NEGLECT NOTICE
TO ACTON BUILDING COMPANY, LLC FOR 117 W EXCHANGE ST**

WHEREAS, the Historic District Commission of Owosso, Michigan, has been made aware of a series of building collapses at 117 W Exchange Street; and

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

WHEREAS, the building at 117 W Exchange Stret is a contributing structure according to the 2010 Historic District Report; and

WHEREAS, the Owosso building Official has designated the building as a dangerous structure because of the recent partial collapses; and

WHEREAS, the Historic District Commission is empowered by Michigan Public Act 169 of 1970 and Section 8-208 of the Owosso City Ordinances concerning Demolition by Neglect; and

WHEREAS, Demolition by Neglect is defined as neglect in maintaining, repairing, or securing a resource that results in deterioration of an exterior feature of the resource or the loss of structural integrity of the resource.

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

FIRST: Authorizes the City Manager to sign and issue a Demolition by Neglect letter to the Acton Building Company, LLC for the condition of the property located at 117 W Exchange St and direct the owner to submit a plan and timeline to repair the resource.

MOTION SECONDED BY COMMISSIONER POWELL.

A Roll Call Vote was taken.

AYES: CHAIR TEICH, VICE CHAIR OMER, COMMISSIONERS POWELL, VAN EPPS.

NAYS: SECRETARY HATHAWAY.

ABSENT: COMMISSIONERS GALLINGER, BYRNE.

MOTION CARRIED.

2. Matthews Building Redevelopment Discussion – 300 West Main Street

PUBLIC COMMENTS: None.

BOARD COMMENTS: None.

NEXT MEETING: September 20, 2023

MOTION BY SECRETARY HATHAWAY TO ADJOURN. SECONDED BY VICE CHAIR OMER.

AYES ALL. MOTION CARRIED.

ADJOURNMENT BY CHAIRMAN TEICH AT 6:52 P.M.

Philip Hathaway, Secretary

caf

117 W Exchange – City Club Building Department Updates since August HDC Meeting

08/14/2023 INSPECTION SITE VISIT AS TO COME TO AGREEMENT ON THE REQUIRED CORRECTION AS TO REMOVE A BUILDING FROM A DANGEROUS CONDITION TO A BUILDING THAT CAN BE RE-CLASSIFIED AS BEING IN A SAFE CONDITION.

PERSONS PRESENT ON SITE FOR TODAYS DISCUSSION AND AGREEMENT ON REQUIRED PROCESS AS FOLLOWS;

BUILDING OWNER DAVE ACTION, STRUCTURAL ENGINEER (OWNERS CONSULTANT) ROBERT A. WALZ, PE, DEMOLITION CONTRACTOR (OWNERS CONSULTANT), NATHAN HENNE CITY MANAGER, CLAYTON WEHNER ENGINEER CITY ENGINEERING SERVICES , BRAD HISSONG CITY BUILDING OFFICIAL. LIZZIE FREDRICK CITY MAIN ST. DDA DIRECTOR & MR. LANCE OMER HDC

1. DISCUSSED AS FOLLOWS; UP TO DATE EXISTING CONDITION OF CURRENT BUILDING AFTER ADDITIONAL COLLAPSE OF PORTION OF ROOF ETC.
2. DEMOLITION PERMIT TO BE APPLIED FOR SOON AS POSSIBLE- DRAWINGS (DEMOLITION PLANS) TO BE DRAWN BY PROFESSIONAL DESIGN PERSON, DRAWINGS TO BE SIGNED AND SEALED BY PROFESSIONAL (DRAWINGS TO INCLUDE) FULL DESCRIPTION OF MATERIALS AND EQUIPMENT PROPOSED TO BE REMOVED ANY STABILIZATION NECESSARY AS TO COMPLETE A SAVE AND PRODUCTIVE REMOVAL OF PRODUCT/EQUIPMENT ETC. AS TO CORRECT AND REMOVE ANY DANGEROUS OR UNSAFE CONDITIONS AS EXIST. THIS DEMOLITION REMOVAL IS TO BE MONITORED AS TO PREVENT DAMAGE TO ADJACENT BUILDINGS. (MONITORED BY A QUALIFIED DESIGN PROFESSIONAL).
3. EXTERIOR WALL INDEPENDENT OF THE EXISTING STRUCTURE TO BE DESIGNED AND ONCE APPROVED BY THE CITY TO BE PUT IN PLACE AS TO PREVENT SPILL OVER OUT INTO THE CITY R/O/W (FRONT OF BUILDING, REAR OF BUILDING TO BE LOOKED AT AS PART OF DEMOLITION PERMIT IF NEEDED. NEW TEMPORARY WALL TO BE BRACED AND CONSTRUCTED PER ENGINEERED DRAWINGS (FORTHCOMING) ALL AREA IN FRONT OF 117 W EXCHANGE SIDEWALKS AND CITY PARKING PLACES TO BE BLOCKED OFF AND SCREENED AS TO PROHIBIT USE UNTIL FURTHER INSPECTED AND APPROVED FOR USE. EFFECTIVE AS OF 08/15/2023 - FURTHER NOTED IS THAT THE LOWER FRONT OF EXISTING STRUCTURE HAS BEEN ALTERED SINCE CONSTRUCTION OF THE HISTORICAL PART OF THE BUILDING AND CONSIST OF METAL SIDING AND NEWER WINDOWS ETC. THIS AREA WILL BE REMOVED AS SUGGESTED BY DESIGN PROFESSIONAL AND ALL PRODUCT TO RECEIVE DEMOLITION TO COME OUT THE FRONT OF LOWER AREA OF WALL SECTION TO BE REMOVED AND SHORED ETC. AS FOUND NECESSARY. THIS IS TO HAVE A DRAWING SOON AS POSSIBLE TO BE FORWARDED TO MR. HENNE FOR SUBMISSION TO THE HDC FOR

APPROVAL THIS IS NEEDED SOON AS POSSIBLE. - SEE PHOTOS IN BS & A FILE FOR METAL PRODUCT AND AREA OF FRONT LOWER WALL AS EXIST TODAY.

4. ENGINEER FOR OWNER HAS SUGGESTED WITHIN HIS REVIEW THAT SUMPS BE PUT IN PLACE AS TO DIRECT RUN OFF WATER TO ANY EXISTING FLOOR DRAINS WITHIN THE EXISTING BUILDING BASEMENT AS TO PREVENT DAMAGE TO ADJACENT FOUNDATIONS AND BUILDINGS OWNED BY OTHERS. ONCE REMOVAL OF PRODUCT THIS WILL BE PUT IN PLACE AS PART OF DEMOLITION PROCESS AND TO RECEIVE APPROVAL BY PROFESSIONAL DESIGN PERSON APPROVED AS TO MONITOR THE FULL DEMOLITION OF MATERIALS ETC.

08/16/2023 HISSONG MET WITH CONTRACTORS ON SITE REQUESTING APPROVAL TO MOVE AHEAD WITH STABILIZATION WALLS TO BE PUT IN PLACE

08/16/2023 HISSONG RETURNED AS TO FOLLOW UP ON ANY AND ALL WORK TO DATE THAT HAD BEEN COMPLETED. ALL LOOKS TO BE IN ORDER SOME CHANGES FROM ENGINEERS LETTER-HISSONG BO/BI TO CONTACT ENGINEER ON ISSUES OF COMPLETION DUE TO EXISTING CONSTRUCTION RESTRAINTS. ADDENDUM LETTER WILL BE REQUIRED FROM ENGINEER.

HISSONG RETURNED SEVERAL ADDITIONAL TIMES AS TO FOLLOW UP, INCLUDING MEETING WITH STRUCTURAL ENGINEER ON SITE AS TO DISCUSS MINOR CHANGES IN CONSTRUCTION METHODS ETC. THIS WAS DUE TO ISSUES FOUND WITHIN EXISTING INTERIOR STRUCTURAL AS EXIST. ENGINEER TO COMPLETE A ADDENDUM LETTER AS TO REFLECT CHANGES AND TO APPROVE.

08/16/2023 HISSONG RETURNED ONCE AGAIN AS TO INSPECT WORK COMPLETED TO DATE - SEVERAL PHOTOS TAKEN AND PLACED ON FILE WILL RETURN THURSDAY PM FOR WALK THRU WITH GENERAL CONTRACTOR CONSTRUCTING STABILIZATION WALLS.

08/16/2023 HISSONG WAS REQUESTED O ATTEND THE HDC MEETING AS TO BE AVAILABLE AS TO ANSWER ANY QUESTIONS IN REGARDS TO THIS BUILDINGS CURRENT CONDITION ETC.

08/17/2023 HISSONG BO/BI RECEIVED A PHONE CALL FROM THE BUILDING OWNERS DEMOLITION STABILIZATION CONTRACTOR ADVISING HISSONG THAT WALL CONSTRUCTION FRONT AND REAR (CONSTRUCTION AS TO PROVIDE STABILIZATION) AS REQUESTED BY THE OWNERS ENGINEER ROBERT WALZ HAS BEEN COMPLETED.

08/17/2017 HISSONG PHONED OWNER DAVE ACTION AS TO REQUEST SOME ONE TO MEET THE INSPECTOR ON SITE WITH KEYS TO LET HIM IN.

HISSONG TO INSPECT FOR COMPLIANCE WITH THE ENGINEERS CONSTRUCTION REQUIREMENTS. NOTE ADDITIONAL REMOVAL OF MATERIALS FROM COLLAPSE ARE TO BE REMOVED UNDER A DEMOLITION PERMIT AS REQUIRED BY OWNERS ENGINEER. THIS WAS TO HELP RELEASE ANY FUTURE DAMAGE TO WALLS, FOOTINGS AND ADJACENT BUILDINGS.

08/17/2023 HISSONG SPOKE WITH ROBERT WALZ STRUCTURAL ENGINEER, HISSONG REQUESTED ADDENDUM LETTER HE ASSURED HISSONG THAT HE HAD FORWARDED THIS TO HIS CLIENT DAVE ACTION. HISSONG TO COMMUNICATE WITH OWNER ON THIS. - SEE E-MAIL SENT TO DAVE ON TODAYS DATE 08/17/2023.

08/17/2023 THIS OFFICE DID RECEIVE A COPY OF THE ADDENDUM LETTER AS TO CONFIRM THE APPROVAL BY THE BUILDING OWNERS STRUCTURAL ENGINEER FOR CHANGES FROM ORIGINAL LETTER AND MATERIALS ETC. DATED AUGUST 14, 2023. - SEE LETTER IN FILE.

ON MONDAY **8/21/2023** CODE ENFORCEMENT RECHECKED PROPERTY AND TOOK THREE PICTURES TO UPDATE FILE

08/22/2023 ADDED DEMO BY NEGLIGENCE LETTER FROM HDC TO THIS FILE.

08/22/2023 HISSONG RETURNED TO THIS LOCATION AS TO VERIFY CORRECTIONS OR COMPLETION OF TEMPORARY WALL REAR OF BUILDING.

NO ACTION AS OF THIS DATE.

08/23/2023 AT HISSONG RETURNED AS TO VERIFY FINISH WORK ON TEMPORARY WALL (BUILDING) REAR HAD BEEN COMPLETED AS APPROVED. NO ACTION (RAINING OUT) - WILL RETURN. 08:17 AM

08/24/2023 08:23 AM WORKERS PREPARING TO ADD ADDITIONAL WOOD TO REAR TEMPORARY WALL (MATERIALS ON SITE)

08/29/2023 HISSONG CONTACTED OWNER DAVE ACTION AT AROUND 9:15 AM ON TODAYS DATE AND REMINDED HIM THAT THE CITY NEEDS THE CONSTRUCTION PLANS AND PERMIT APPLICATION AS TO PROCESS THE NEEDED PARTIAL DEMOLITION PERMIT AS TO COMPLETE THE MONITORED DEMOLITION

OF MATERIALS AND CORRECTIONS AS NOTED BY HIS ENGINEERS. TOTAL COMPLIANCE IS REQUIRED PLEASE REFER TO ENGINEERS LETTER ON FILE. DAVE ADVISED HISSONG THAT HE, HIS ENGINEER AND DEMOLITION CONTRACTOR ARE CURRENTLY WORKING ON THIS AND WILL HAVE TO US SHORTLY. DAVE WENT ON ABOUT THE PROCESS AND ALL ITEMS THAT HE NEEDS TO WORK OUT PRIOR TO SUBMITTING, HISSONG REMINDED HIM OF THE TIME LINE AND THAT IT IS VERY IMPORTANT TO TRY TO COMPLETE THIS WITHIN THE NEXT 30 DAYS OR LESS.

08/30/2023 HISSONG TALKED WITH CITY MANAGER AND WILL CONTACT DAVE ONCE AGAIN TODAY AND OBTAIN A START/FINISH TIME LINE.

08/30/2023 HISSONG PHONED DAVE ACTION AND REVIEWED THE ENGINEERS LETTER ON THE IMPORTANCE ON PERFORMING DEMOLITION OF COLLAPSED MATERIALS, PUTTING IN PLACE A SUMP SYSTEM AND STABILIZING AS TO PROTECT THE PUBLIC. THIS IS NEEDED WITHIN THE TIME LIMITS AS NOTED IN HIS RECENT LETTER FORM THE CITY IN REGARDS TO THE DEMOLITION BY NEGLECT ACTION. DAVE WILL GET THE PROCESS ROLLING AS SOON AS POSSIBLE

09/05/2023 HISSONG PHONED DAVE ACTION ONCE AGAIN REQUESTED THE REQUIRED CONSTRUCTION DRAWINGS BY DAVES ENGINEER ON THE COMPLETION (DEMOLITION) OF DEBRIS REMOVAL AND OTHER REQUIRED MEANS OF STABILIZATITION THAT WAS RECOMMENDED BY DAVES ENGINEER AS TO ASSURE A SAVE STRUCTURE. (ENGINEERING LETTER ON FILE) . DAVE ADVISED HISSONG THAT HE HAD IT COMING TO US SOON.

09/11/2023 HISSONG ONCE AGAIN GOING TO REACH OUT TO DAVE ACTION BUILDING OWNER IN REGARDS TO NEEDED CONSTRUCTION DRAWINGS AND PLANS SO THAT THIS OFFICE CAN PROCEED WITH THE REQUIRED REVIEW AND PERMIT ISSUANCE FOR REQUIRED CORRECTIONS AS REQUIRED BY OWNERS ENGINEER. NOTE: ANY DEMOLITION TO BE PERFORMED AS A MONITORED DEMOLITION (BY AN ENGINEER).DAVE WAS CALLED ON MONDAY 09/11/2023 AT AROUND 10:11 AM AND ADVISED HISSONG THAT HE HAS DRAWINGS BEING PRINTED OUT THAT WILL HAVE (2) TWO OPTIONS ON STABILIZATION OF THIS STRUCTURE AND WILL BE REQUESTING A MEETING SOON AS TO FURTHER DISCUSS AND HOPEFULLY PROCEED ON THE REQUIRED STABILIZATION OF HIS STRUCTURE LOCATED AT 117 W EXCHANGE STREET.

IN CLOSING DAVE STATED THAT THE MEETING REQUEST WILL BE FORWARDED SOON.



MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION

August 24, 2023

Randy Woodworth
Woodworth Investment, LLC (“Applicant”)
120 West Exchange Street
Owosso, Michigan 48867

Re: Letter of Interest Extension (2) – Citizens Loft (CRP/TIF)

Dear Randy Woodworth:

Thank you for giving the Michigan Economic Development Corporation (the “MEDC”) the opportunity to review your proposed Project in the City of Owosso. We appreciate the economic development benefits that this project is intended to achieve. The project is anticipated to historically rehabilitate the functionally obsolete building into a mixed-use development with two commercial spaces and nine residential apartments, and these improvements are likely to have a positive impact on the local and state economy.

The MEDC provides administrative services, including making recommendations to the Michigan Strategic Fund (the “MSF”), a public-body corporate and politic (the “MSF”). The MSF’s community development programs administered by the MEDC are designed to advance community development by means of economic support to eligible projects. The MEDC recognizes the potential impact of this Project. Based on the MEDC’s preliminary review of the information provided, and subject to the conditions set forth below, the MEDC is interested in continuing discussions with you toward a possible recommendation to the MSF to approve economic support for the Project.

The MEDC currently anticipates a possible recommendation to the MSF for an award under Michigan Community Revitalization Program in the form of a grant, in the amount of **up to \$1,480,000**, or approximately **50% of eligible investment** for the Project. In addition to the conditions set forth below, the MEDC reserves the right to have a cost and plan review performed by an independent third-party reviewer contracted by the MEDC and paid at the sole expense of the Applicant.

Per the IRS, recipients of funds from grant programs which support businesses are considered gross taxable income for the recipient. All grant recipients will receive a 1099-G form and are responsible for the tax reporting regarding these payments. Please consult with a tax accountant with any questions.

In Michigan, the Brownfield Redevelopment Financing Act, 1996 PA 381, as amended (“Act 381”) authorizes and permits the use of State and local tax increment financing to help reduce the burden of brownfield related costs when redeveloping affected properties. Brownfield tax increment financing for the Project, specific to reimbursement of non-environmental MSF eligible activities, may be recommended for an award by the MEDC to the MSF based on the support provided through both local and State tax millages.

Please work closely with the undersigned to identify a realistic timeframe for the MEDC to be in a position to finalize a recommendation to the MSF and to identify application material deadlines.

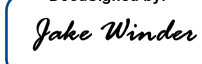
PURE MICHIGAN®

This letter does not embody all of the terms and conditions of the MCRP and Brownfield TIF programs and is not intended to be a legally binding agreement. This letter should not in any way be viewed as a commitment by, or an obligation of the MEDC, the MSF or any other entity to extend economic support of any kind to the Applicant or for the Project. Proceeding toward an MEDC recommendation and finalizing an MSF award for the Project is contingent upon several factors, the form, substance and results of which must be satisfactory to the MEDC and the MSF including without limitation: (i) submission by the Applicant of a completed application and all other documentation as required, (ii) local support, as applicable, (iii) available MSF funding, as applicable (iv) completion of financial review, as applicable, (v) required background checks, and all other business and legal review and due diligence, (vi) approval of an award by the MSF Board, and (vii) as applicable, execution of the final project documents by all required parties with established performance based milestones, reporting requirements and all other required terms and conditions.


If you are interested in continuing discussions with the MEDC about your Project, please sign and date this letter and return to the MEDC by August 31, 2023, or this letter of interest will expire. Additionally, Projects that fail to receive an MEDC recommendation which results in MSF approval of an award by **December 12, 2023**, may be reconsidered against the community development project pipeline.

Thank you for the opportunity to review your Project. If you have any questions, please contact your Community Development Manager, Bryan Dryer, at any time at (810) 941-2249 or by email at dryerb@michigan.org.

Sincerely,

DocuSigned by:

B1280DFE40E24C1...
Jake Winder
Manager, Community Development Incentives
Michigan Economic Development Corporation

The Applicant acknowledges the above and is interested in continuing discussions with the MEDC.

Applicant: 
Date: 8/29/2023
Woodworth Investments, LLC ("Applicant")
By: Randy Woodworth
Its: Representative

- cc: Charles Donaldson, Managing Director, Regional Prosperity
Bryan Robbins, Incentive Structuring & Underwriting Analyst
Julius L. Edwards, Director, Commercial Real Estate Investment
Lori LaPerriere, Brownfield Redevelopment Reporting Specialist
Bruce Johnston, Revitalize Inc.
Nathan Henne, City Manager, City of Owosso
Sharon Cassidy, Group Administrative Assistant