

MINUTES FOR REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
Wednesday, July 16, 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, Vice Chair Omer, Commissioner VanEpps, Commissioner Byrne, Commissioner Harrington

ABSENT: Commissioner Powell

OTHERS IN ATTENDANCE: Nathan Henne, Jim Woodworth, Jaye Harrington, Kori Shook, Mark Agnew

AGENDA APPROVAL: July 16, 2025.

MOTION FOR APPROVAL OF THE AGENDA BY VANEPPS. SECONDED BY HARRINGTON.

AYES ALL. MOTION CARRIED.

MINUTES APPROVAL: June 18, 2025.

MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY OMER. SECONDED BY AINSWORTH.

AYES ALL. MOTION CARRIED.

COMMUNICATIONS

AYES ALL. MOTION CARRIED.

ITEMS OF BUSINESS:

New Sign Approval: 300 W Main St

Henne explained that the owners of 300 W Main St wished to put up new signs and that this was not something that could be approved administratively. That power is only granted for signs to be replaced. While the building alterations previously approved were subject to a Notice to Proceed, the sign application approval can be a Certificate of Appropriateness. Lastly, while backlit signs are generally prohibited, they can be allowed on non-contributing buildings – which this property now is because of significant alterations and partial demolition. VanEpps asked Agnew to clarify the sign's color because the document was not clear. Agnew replied that the sign would be white and that the application just sought to differentiate the components of the sign and that it was easier to represent that by color coding the schematic.

MOTION BY HARRINGTON TO APPROVE THE NEW SIGN C OF A FOR 300 W MAIN ST. SUPPORTED BY AINSWORTH.

AYES ALL

Approve Certificate of Appropriateness for 123 N Washington St Façade

Jim Woodworth explained that the only change from the plans from the last Certificate of Appropriateness that was approved and rescinded earlier in the year was the layout of the third floor interior. While this does not affect the application – as it pertains to the interior of the building – he wanted to point that out anyway. Omer asked Woodworth when he could start and Woodworth replied that it would be sometime this year. He explained that the 3rd floor layout was what was holding up NPS approval and now he can move forward. NPS conditional approval was provided in the packet. Woodworth explained that the conditions in the approval are only verified once the project is completed so he is free to begin, finally. Chairman Teich reminded the Commission that the property is currently under enforcement for demolition by neglect with a deadline for correction of the façade issue by the end of August 2025. Woodworth acknowledged this and asked that the CofA be approved and the enforcement rescinded so as not to complicate the project's progression through the build phase. He would like concentrate on the project and not fighting an enforcement in court at the same time.

MOTION BY VANEPPS TO APPROVE THE CERTIFICATE OF APPROPRIATENESS TO EXPIRE IN SEPTEMBER OF 2026. SUPPORTED BY AINSWORTH.

AYES ALL

MOTION BY VANEPPS TO RESCIND THE DEMOLITION BY NEGLECT ENFORCEMENT ON THE PROPERTY. SUPPORTED BY OMER.

AYES ALL.

PUBLIC COMMENTS:

BOARD COMMENTS: Byrne asked for an update on 117 W Exchange. Henne answered that the County Land Bank is working on the bidding process and the city has assisted. He reminded the commission that the cornice piece would most likely be the property of whichever contractor got the bid unless the county land bank structured the final contract differently. Omer asked if backlit signs were allowed. Henne said that the NPS doesn't explicitly prohibit them but that they should only go on noncontributing buildings. That is the most clear guidance he could find.

NEXT MEETING: August 20, 2025

CHAIRMAN TEICH ADJOURNED THE MEETING AT 6:22 P.M.