



**CITY OF LOWELL**  
**HISTORIC DISTRICT COMMISSION AGENDA**

Tuesday March 26, 2024 at 6:00 pm  
City Hall Grand River Conference Room

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. APPROVAL OF ABSENCES
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
  - a. January 23, 2024 – minutes
5. PERMIT APPLICATIONS
6. GRANT APPLICATIONS
  - a. 208 E Main St. – Exterior roof
7. FINANCIALS
8. PROJECT UPDATES
  - a. 301 W Main – BGR Investments LLC - exterior renovation, requesting a two week extension to the March 23 deadline given at 1/23/24 meeting.
9. OLD BUSINESS
  - a. HDC Orientation session – postponed till later date
10. NEW BUSINESS
11. ADJOURNMENT

PROCEEDINGS  
OF  
LOWELL DOWNTOWN HISTORIC DISTRICT COMMISSION  
CITY OF LOWELL  
Tuesday, January 23, 2024 at 6:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL

Chairman Doyle called the meeting to order at 6:04 p.m. and Jenell Veltkamp called roll.

Present: Lisa Plank Steve Doyle, Jake Davenport, Julie DeVoe

Absent: Ardis Barber, Eric Bartkus

Also Present: Jenell Veltkamp, Brent Slagell

2. APPROVAL OF THE ABSENCES

IT WAS MOVED BY DEVOE and seconded by DAVENPORT to approve the absences of BARBER.

YES: 4 NO: 0 ABSENT: 1 MOTION: CARRIED

3. APPROVAL OF THE AGENDA

IT WAS MOVED BY PLANK and seconded by BARBER to approve the agenda as written

YES: 4 NO: 0 ABSENT: 1 MOTION: CARRIED

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

IT WAS MOVED BY PLANK and seconded by DEVOE to approve the minutes of November 28, 2023 and December 19, 2023 as written.

YES: 4 NO: 0 ABSENT: 1 MOTION: CARRIED

5. PERMIT APPLICATION

None.

6. GRANT APPLICATIONS

None.

7. PROJECT UPDATES

301 W Main – BGR Investments LLC / Brent Slagell completed a progress report on 12/18/23. Michigan Economic Development Corporation struggling to approve the 301 W Main property as a boutique hotel on second level and restaurant on the main level. Brent explained the project has been re-submitted to Michigan Economic Development Corporation as a retail space with apartments on the second level in hopes to get a Letter of Acceptance. He has meeting with MEDC on Friday.

Grant scope remains the same; replacement of windows, doors and soda blasting of brick.

IT WAS MOVED BY DAVENPORT and seconded by PLANK to approve grant extension of 60 days - March 23, 2024 for 301 W Main.

8. OLD BUSINESS

HDC Orientation session – postponed till later date

9. NEW BUSINESS

2024 HDC meeting schedule was presented.

IT WAS MOVED BY DEVOE and seconded by DAVENPORT to approve the 2024 meeting schedule.

10. PUBLIC COMMENTS

None.

IT WAS MOVED BY DAVENPORT and seconded by PLANK to adjourn at 6:27 p.m.

Respectfully submitted  
Jenell Veltkamp

# DOWNTOWN LOWELL HISTORIC DISTRICT

## Grant Application Form

Only rehabilitation projects that have received a Certificate of Appropriateness (work approval process by the Historic District Commission) are eligible for a grant. See reverse of this form for conditions and requirements for grants. ***Grant recipients may be subject to State and Federal taxation and will be subject to applicable reporting requirements. Recipients should consult their tax adviser.***

Property Address: 208 East Main Street

Applicant: Name: Chimera Design - Cliff Yankovich

Address: \_\_\_\_\_

Phone: 616-897-9980

Name of Building Owner: Julie C. DeVoe

Date Certificate of Appropriateness issued \_\_\_\_\_

Description of proposed work: SEE ATTACHED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Note: If project includes exterior painting, paint colors shall be submitted for approval.*

Project Start Date: 8/26/23 Completion Date: 11/27/23

Applicant Signature: [Signature] Date: 3/7/24

*See Conditions on the reverse side of this form.*

March 7, 2024

DLHD Committee,

I am requesting a grant for roof repair on our building at 208 East Main in a backwards manner.

By that I mean we have already had the work completed. I know this is not the normal order of things, but there are extenuating circumstances.

Last August 25th when the straight line winds tore through West Michigan, we lost about one third of our roof. The wind got under the front lip and peeled the roof back, scattering debris on neighboring roofs and even the parking lot behind us. (See 4 attached photos.)

We had two things in our favor. First, Ryan Gould (RG Enterprises) and his crew were working across the street on City Hall. They specialize in flat roof repair and replacement. Secondly, we had a huge tarp in our building. We were able to arrange for RG Enterprises to secure the roof using the tarp we had by the very next day. We also contacted our insurance carrier, Auto Owners.

Because the insurance adjusters and RG were extremely busy after the storm, it took until November to have the roof completed. (The tarp saved us from any water damage, very minor leaking occurred.) The total to secure the roof, remove all the debris and put down a new torched rolled roof came to \$15,000. Auto-Owners covered \$8,671.00 and we paid the balance of \$6,328.34. (see receipt)

I am hoping that the DLHD committee will understand that due to the circumstances we were not able to get more quotes. Our priority was to stop any interior damage by securing the roof and we were very pleased that RG Enterprises was able to help us in that regard and also to work us into their schedule and get the roof buttoned up before winter rolled in.

We would appreciate any amount that the DLHD could provide toward the \$6,328.34 that we paid out of pocket.

# Grant Application Bid Sheet

The following must be completed in full. Fill out all items that are applicable to your work. Approved exterior work only.

## BID #1

Bid #1 Total Cost \$ 15000

Name of Contractor(s) RG Enterprises

Description of

Work SECURE North end of Roof with tarp - remove + clean up  
All damaged roof materials. Apply NEW roof North end (10yr warranty)  
ADD re-roof remainder (5yr warranty)

List all individual costs for **Bid #1**

Windows	\$ _____	Brickwork	\$ _____
Doors	\$ _____	Metal work	\$ _____
Paint	\$ _____	Glass work	\$ _____
Woodwork	\$ _____	Roof work	\$ <u>6328.34</u>
Awning work	\$ _____	Concrete work	\$ <u>REMOVED</u>
Lighting	\$ _____	Structural work	\$ _____
Other	\$ _____	Other	\$ _____

Total TOB  
15,000  
Insurance covered  
8671.00

Quantity of Windows \_\_\_\_\_ Location of Windows circle: North – South – East – West.

Location by floor circle: First Floor – Second Floor – Third Floor.

Window Manufacturer \_\_\_\_\_ Window Model number \_\_\_\_\_

Quantity of Doors \_\_\_\_\_ Location of Doors circle: North – South – East – West.

Location by floor circle: First Floor – Second Floor – Third Floor.

Door Manufacturer \_\_\_\_\_ Door Model number \_\_\_\_\_

Include with **Bid #1** all quotes, drawings, photos, manufacturer's specification sheets, and/or any other supporting documents.

# RG ENTERPRISES

2183

1340 E Main, Lowell, MA 02031 • Phone: 617-697-5313 • Cell: 617-782-9049

☐ Quote

☒ Invoice #

Add Location:

Est To:

Prepared For:

Date:

Chimera

11-27-23

Location:

Main Lowell MA

## ESTIMATE

Quantity	Description	Rate	Total
24'x30'	Storm damage - (upper) remove old roofing down to decking, replace insulation & shingles. 10 year warranty	\$72.00	
24'x50'	lay over & protect roof with tholdown (lower portion) 5 year warranty	\$63.00	
	Tap roof dry after storm clean up & wrap 2 chimneys/tholdown install new pipe cover & cap.	\$800 \$900 \$300	
TOTAL		\$15,000 \$8,671.64 \$6,328.36	

Ryan Dault

Date approved

Signature

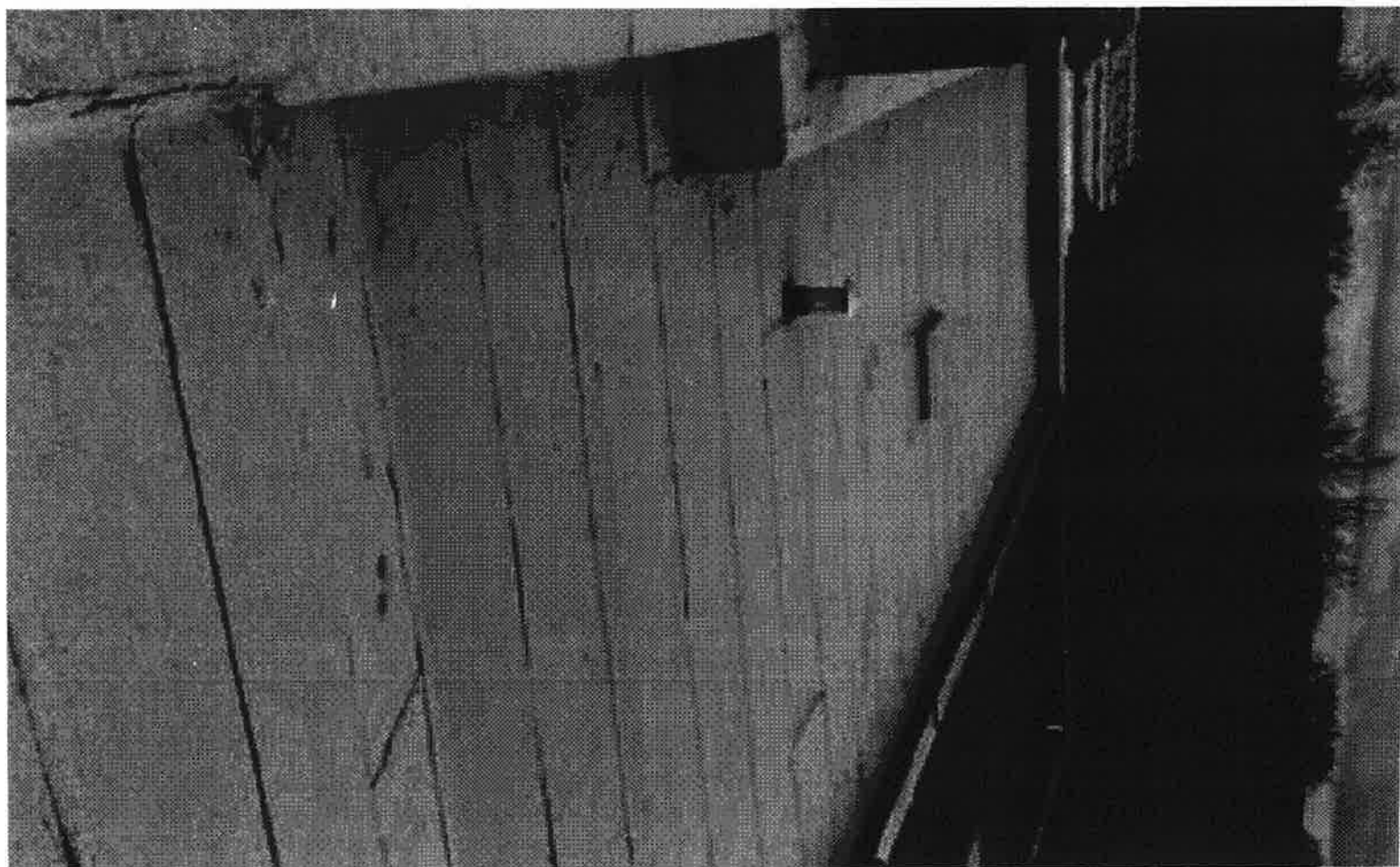
Date

Price

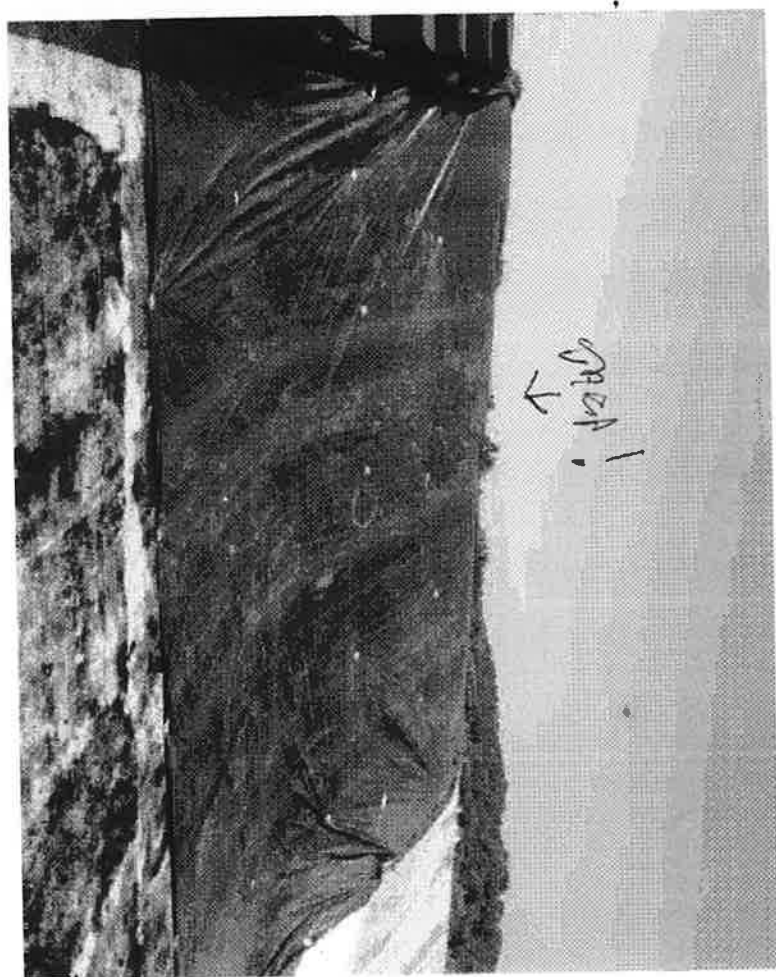
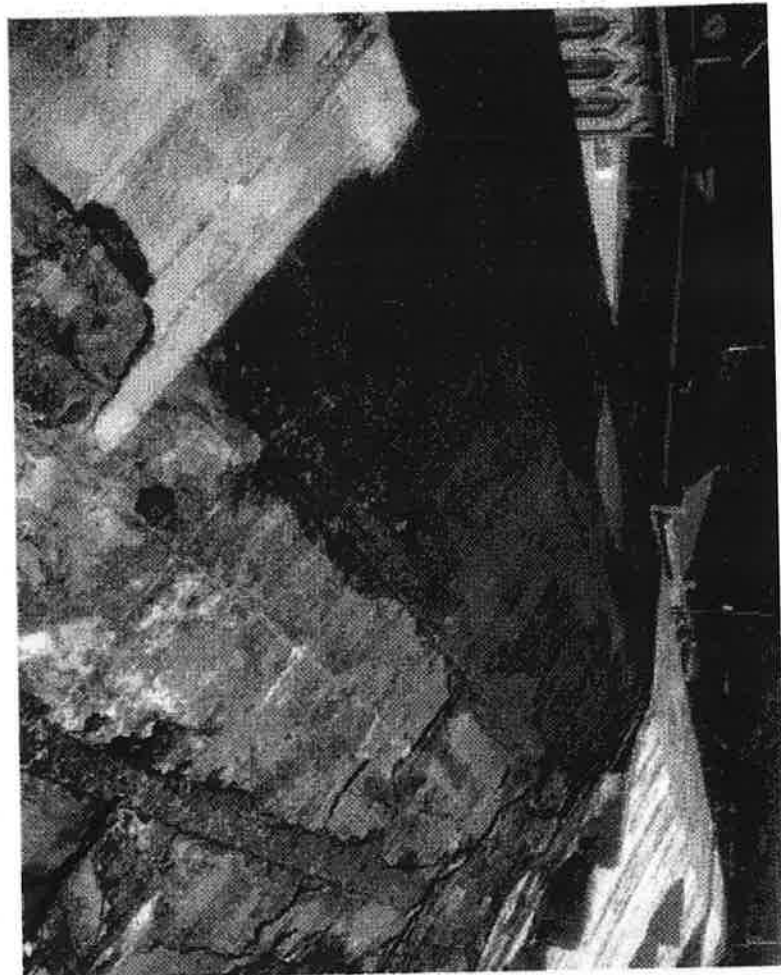
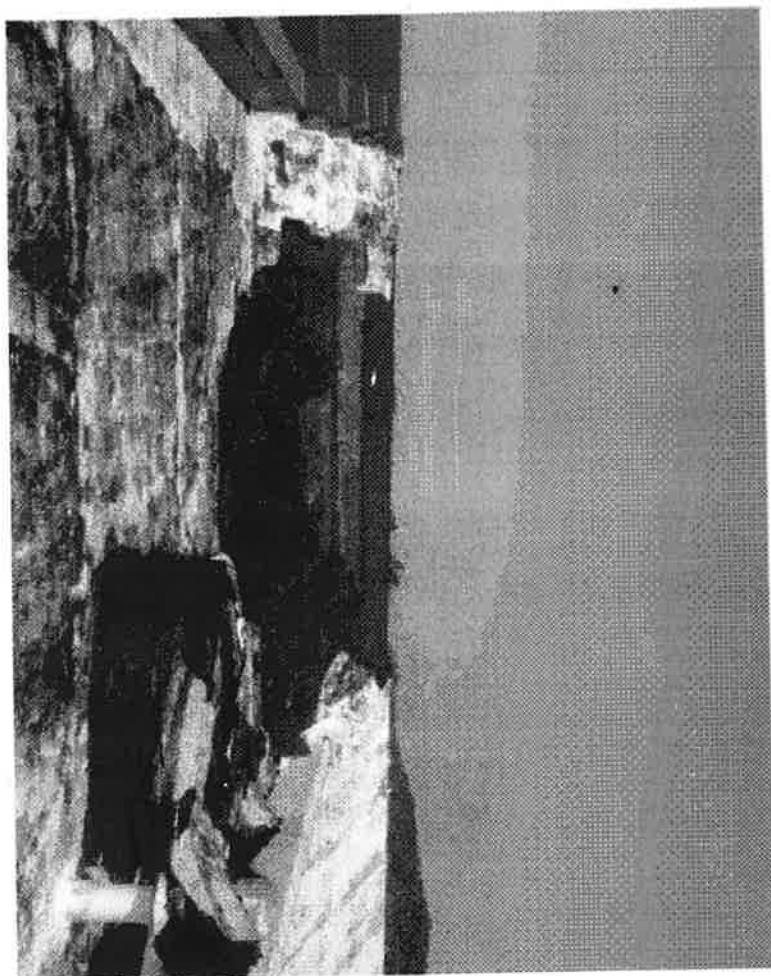
Quote prices good for 30 days.



Completed Rock







## HDC Grant Monies

Business	Address	Amount Paid	Amount Received	Interest	Date	Grant Description
Main Street Development of Lowell	123 W Main	\$ 5,531.00			Ck#76741 1/28/2022	Cof A 9/28/2021 - replace and add windows and doors based on work of \$18439.00
King Milling	222 W Main	\$ 37,125.00			Ck# 77045 4/22/2022	exterior renovations for windows, masonry and paint to connect 222 W Main to 115 S Broadway CofA 9/1/2020, \$20,000 given and another \$29,500 to be added pending LACF funds work of \$165,835. - paid 75% grant
Scott Brown	96-100 W Main	\$ 2,395.00			Ck# 77149 5/27/2022	rubberize roof - repairs- no C of A needed for meeting 2/25/2020 10% grant of work. Project completed - waiting till property owners pays in full to contractor and submits receipt to city. Original bid was \$30,750 but final bill came in as \$23,950
HDC Grant Monies			\$ 50,000.00		6/30/2022	
King Milling	222 W Main	\$ 12,375.00			Ck# 77608 9/15/2022	exterior renovations for windows, masonry and paint to connect 222 W Main to 115 S Broadway CofA 9/1/2020, \$20,000 given and another \$29,500 to be added pending LACF funds - 2nd grant portion approved at 3/22/2022 meeting
Year end balanced 2022						\$76,594.70 balanced 1/1/2023
BGR Investments LLC	101 W Main	\$ 25,000.00			Ck #78073 1/04/2023	exterior renovations: windows, roof, brick work, painting, Cof A 2/23/2021 12% grant Original bid was \$221,387.04 but final bill came in as \$234,457.44.
Rogers Neighborhood Realty	317 E. Main St.	\$ 1,380.00			Ck #78687 06/09/23	exterior painting. Cof A 4/25/2023 30% grant, Bid was \$4,600, Final bill came in at \$4,700, Paid \$1,380
HDC Grant Monies			\$ 20,000.00		6/21/2023	
Interest				\$ 656.42	6/30/2023	
Interest				\$ 14.91	6/30/2023	
Year end balanced 2023						\$70,886.03 balanced 1/1/2024
Total grants received			\$ 795,000.00			
Total grant money paid		\$ 732,126.97				
Total grant money remaining	\$ 62,873.03					
Interest earned				\$ 8,013.00		
Total Cash on Hand	\$ 70,886.03					



## Jenell Veltkamp

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**From:** Brent Slagell <brentslagell@bigboilerbrewing.com>  
**Sent:** Friday, March 22, 2024 11:48 AM  
**To:** Jenell Veltkamp; Steve Doyle  
**Subject:** 301 Facade grant deadline

Jenell/Steve,

MEDC took our project to committee yesterday for that LOI we are seeking. Our deadline from the last meeting to receive the LOI is tomorrow. They did not come to a conclusion yesterday and are picking it back up at their meeting next week. I've asked MEDC to send me an email explaining the situation that I can forward on to you so you are fully in the loop. We are going to request a two week extension to our March 23 deadline we agreed to at the last meeting I attended. I will forward that email on to you both once I have it this afternoon. Hopefully this can be extended two more weeks. Thanks.

*Brent Slagell*

Big Boiler Brewing  
Hophog Backyard Brewpub  
BGR Investments  
ZPS Investments  
The Boiler Group

## Jenell Veltkamp

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**From:** Brent Slagell <brentslagell@bigboilerbrewing.com>  
**Sent:** Friday, March 22, 2024 4:33 PM  
**To:** Jenell Veltkamp; Steve Doyle  
**Subject:** Fwd: 301 W. Main Project Review Meeting Follow-up

FYI

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**From:** Mackenzie Miller (MEDC) <millerm83@michigan.org>  
**Sent:** Friday, March 22, 2024 4:30:47 PM  
**To:** Brent Slagell <brentslagell@bigboilerbrewing.com>  
**Cc:** Sarah Rainero (MEDC) <raineros@michigan.org>  
**Subject:** 301 W. Main Project Review Meeting Follow-up

Good afternoon Brent,

Thank you again for the time earlier this morning to chat about the status of the 301 W Main project in downtown Lowell. As I shared over the phone, we presented the project to our leadership team yesterday afternoon requesting a letter of interest for the project. It's a great project that we're excited about, however, the meeting resulted in questions that unfortunately are larger than this project and we're unable to provide a letter of interest today. This may take a week or two to sort out on our end and are hopeful that the City might be able to grant you some additional time with the façade grant. Please let me know if you're in need of any additional information from me!

Thanks!

Mackenzie

**Mackenzie Miller**

Community Development Manager | Region 4 | Regional Development

**Michigan Economic Development Corporation**

300 N. Washington Square | Lansing, MI 48913

Mobile: 517.388.8704 | [millerm83@michigan.org](mailto:millerm83@michigan.org)

*To schedule a meeting with Mackenzie, please feel free to book a time using [this link](#)*

Want to receive direct newsletter updates from MEDC Community Development? Sign up for the MEDC's [Community Development Newsletter!](#)

This message contains information which may be confidential and privileged. Unless you are the intended recipient (or authorized to receive this message for the intended recipient), you may not use, copy, disseminate or disclose to anyone the message or any information contained in the message. If you have received the message in error, please advise the sender by reply e-mail, and delete the message. Thank you very much.



**Downtown Lowell Historic District**  
**Grant Program**  
**Work Progress Report (3<sup>rd</sup>)**

Grant Recipient: BGR Investments LLC  
Property Address: 301 W. Main

Date: 12/18/23

Grant Award Amount: \$45,000  
Grant Awarded: 01/31/2023

Project deadline date: 01/31/2024

Work to be done: exterior renovations: windows, brick work, painting.

Certificate of Appropriateness issued:

1. Project is Complete: (Yes or ☒ No) If yes, submit this form with work receipts for payment of grant.
2. Project is in progress: (Yes or ☒ No) If yes, will project be completed by the above deadline? \_\_\_\_\_. If no, describe status of project, give projected completion date and why project has not been completed by the above deadline date. \_\_\_\_\_

MEDC was struggling to approve as boutique hotel.  
We switched project to apartments and resubmitted.

3. Project has not started: (Yes) Describe status of project, give projected start date and/or why project has not been completed by the above deadline date.

Please submit this report to Lowell City Hall, 301 East Main St. by  
January 2, 2023.

**Failure to submit this Progress Report by the above date may result in  
the forfeiture of your Grant Award.**

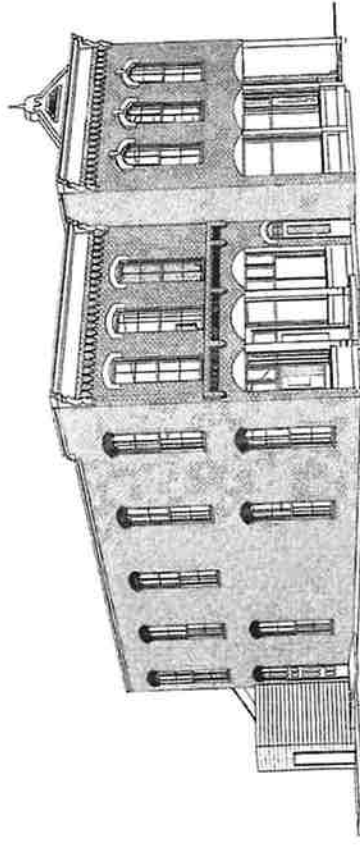
Grantee Name: \_\_\_\_\_

Date: 12-20-23

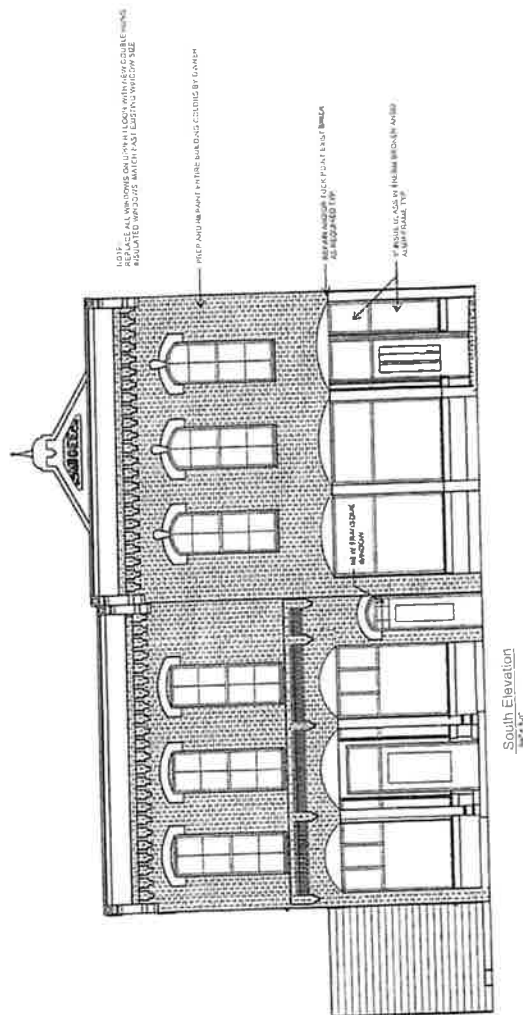


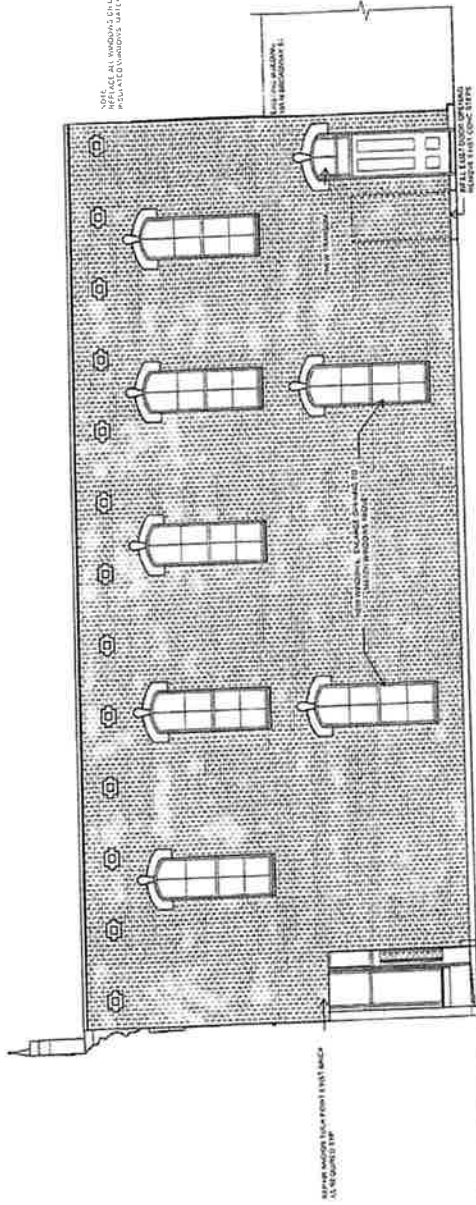
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General Policies	
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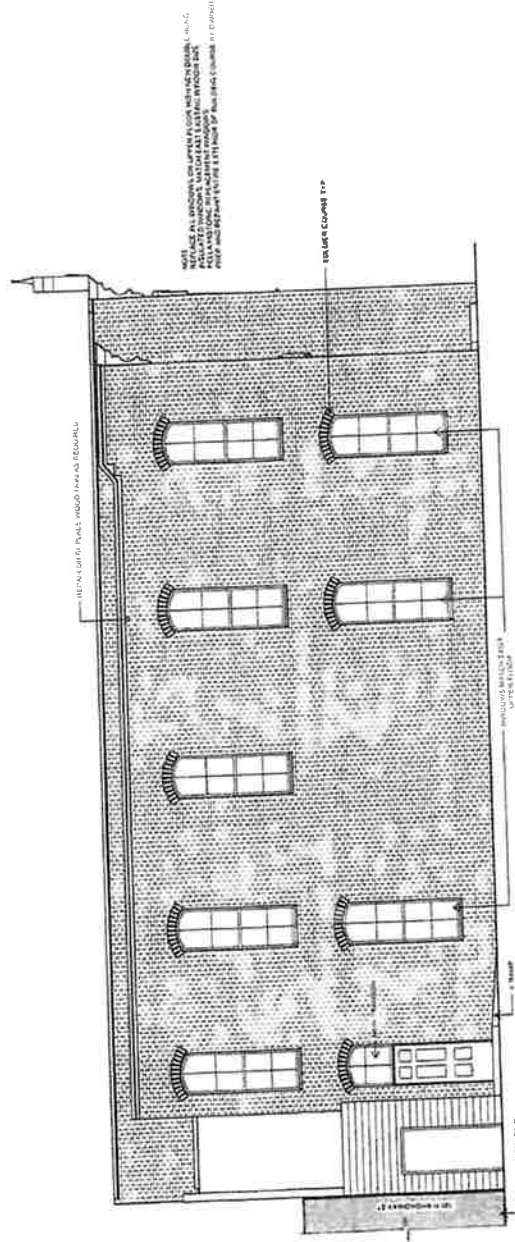


## Perspective View Looking East

South Elevation



East Elevation



West Elevation