



**CITY OF LOWELL**  
**HISTORIC DISTRICT COMMISSION AGENDA**  
TUESDAY, MARCH 26, 2019 at 6:00 pm

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. June 26, 2018 – minutes of regular meeting
5. PERMIT APPLICATIONS
  - a. 213 E Main – exterior columns
  - b.
6. GRANT APPLICATIONS
  - a. 219 W Main – glass replacement
  - b.
7. PROJECT UPDATES
  - a. 301 W. Main – Larkin's – painting
  - b.
8. OLD BUSINESS
  - a.
9. NEW BUSINESS
  - a. 2019 Meeting dates approval
10. ADJOURNMENT

HDC MEETING HELD IN 1<sup>ST</sup> FLOOR FLAT RIVER ROOM AT CITY HALL

PROCEEDINGS  
OF  
LOWELL DOWNTOWN HISTORIC DISTRICT COMMISSION  
CITY OF LOWELL  
Tuesday, June 26, 2018 at 6:00 P.M.

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

The Meeting was called to order at 6:00 p.m. by Commissioner Wood and Lori Gerard called the roll.

Present: Ardis Barber, Nancy Wood and Todd Cooper

Absent: Brian McLane and Chairman Steve Doyle

Also Present: Brent Slagell, Lisa Plank, Holly Cooper and Lori Gerard

2. APPROVAL OF THE ABSENCES

IT WAS BY MOVED COOPER and seconded by BARBER to approve the absence of Commissioner McLane and Chairman Doyle

YES: 3 NO: 0 ABSENT: 2 MOTION: CARRIED

3. APPROVAL OF THE AGENDA

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

YES: 3 NO: 0 ABSENT: 2 MOTION: CARRIED

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

IT WAS MOVED BY BARBER and seconded by COOPER to approve the minutes of March 27, 2018 as written.

YES: 3 NO: 0 ABSENT: 2 MOTION: CARRIED

5. PERMIT APPLICATION

a. 318 E Main – BGR Investment

Brent Slagell owner of Big Boiler Brewing presented a permit application for signage. He commented that people still have trouble finding his restaurant and therefore needs more exposure on Main Street. He proposes signage about the porch entrance. He would like to install 2 side panels 12" x 77" and a front panel of 12" x 146" which will be aluminum signs with burgundy graphics.

IT WAS MOVED BY COOPER and seconded by BARBER to approve signage as presented for 318 E Main.

YES: 3 NO: 0 ABSENT: 2 MOTION: CARRIED

b. 207 E Main – Fans In the Stands

An application was presented for 207 E Main for front door signage and a back door awning. Sign will be 38.5" x 44" wooden sign, painted and attached to wall over the door. The awning will a dome style door awning with 6" scallop edge in black Sunbrella material. Graphic of "Fans In the Stands" will be on the awning. Barber noted that this will help keep the steps covered from rain.

IT WAS MOVED BY BARBER and seconded by COOPER to approve signage and awning as presented for 207 E Main.

YES: 3 NO: 0 ABSENT: 2 MOTION: CARRIED

c. 104 W Main – Holly Cooper

Holly Cooper of Holly's Critter Care presented her application for signage on the front of her building at 104 W Main. She proposes a 5' x 3' aluminum sign to be placed on existing brackets over the front window.

IT WAS MOVED BY COOPER and seconded by BARBER to approve signage as presented for 104 W Main.

YES: 3 NO: 0 ABSENT: 2 MOTION: CARRIED

6. GRANT APPLICATIONS

A grant application was submitted for the awning for 207 E Main and 2 bids were received. The lowest bid was for \$1103.24.

IT WAS MOVED BY COOPER and seconded by BARBER to approve a 30% grant for the back door awning at 207 E Main. Grant not to exceed \$331.00. Deadline for grant is 8/31/2018.

YES: 3 NO: 0 ABSENT: 2 MOTION: CARRIED

7. PROJECT UPDATES.

- a. 301 W Main – Larkin's
- b. 215 W Main – Ability Weavers
- c. 211 W Main – Dr. James Reagan
- d. 101 W Main – David Reed

8. OLD BUSINESS.

None.

9. NEW BUSINESS.

Lisa Plank from the Lowell Area Historical Museum commented that the merchants group have discussed the possibility of having historic building plaques installed on the buildings in the district. A group would be researching the history of the different buildings and getting approval from property owners. Plank presented a sheet with different options available. Cooper questioned how many buildings are in the historic district and Plank commented that there are 54. Wood questioned what the cost would be? Plank noted somewhere between \$30 and \$50 per plaque depending on size and style.

Gerard commented that she would check with City Clerk Ullery if these were approved under the City signage requirements.

Plank also noted that she is working with DPW Director LaBombard to renovate the Museum front steps to the original look. They are working on collecting bids. That will be presented at a later date.

Plank commented that Summer Fest is scheduled for August 17.

10. PUBLIC COMMENTS

None

IT WAS MOVED BY COOPER and seconded by BARBER to adjourn at 6:30 p.m.

Respectfully submitted  
Lori A. Gerard

## HDC Grant Monies

HDC Grant Monies						
Business	Address	Amount Paid	Amount Received	Interest	Date	Grant Description
\$43,395.15 balanced 12/31/2017						
Doug Smith	218 E Main	\$ 391.00			Ck#70670 1/11/2018	C of A 10/24/2017 door replacement 30% grant
Greg Canfield	312 E Main	\$ 4,500.00			Ck#70737 2/1/2018	C of A 10/24/2017 grant 30% based on \$16,000, window replacement
Rookies	106 W Main	\$ 6,655.00			Ck#70737 2/1/2018	C of A 7/18/2017 work \$29,561 22.5% grant - due to lack of funds available, storefront renovations
Rookies	106 W Main	\$ 2,213.00			Ck#70883 3/1/2018	additional grant money to make 30%
Interest			\$ 42.52		5/31/2018	
AKM LLC	198 -212 W main	\$ 5,617.00			Ck#71354 6/15/18	work \$18,723 50% grant painting
Michael Bryan	216 E Main	\$ 888.00			Ck#71339 6/15/18	C of A 10/24/2017 grant 30% based on \$2960 window replacement
Dr James Reagan	211 W Main	\$ 2,482.00			Ck#71397 6/28/2018	roof 15% based on work of \$17,050
Interest			\$ 8.80			
Eric Bartkus (Ability Weavers)	215 W Main	\$ 2,426.00			Ck#71440 7/6/2018	roof 15% based on work of \$17,050
Ability Weavers	215 W Main	\$ 975.00			Ck#71540 7/26/18	work of \$1950 50% grant for painting
Fans In the Stands	207 E Main	\$ 331.00			Ck#71714 8/30/18	C of A 6/26/2018 30% grant (\$1103.24) for awning over back door
David Reed	101 W Main	\$ 3,150.00			Ck#71756 9/4/2018	C of A 9/26/17 30% based on \$10,500 for brick work on front cornice (code violation)
Interest			\$ 12.21			
Ability Weavers	215 W Main	\$ 2,167.00			Ck#72016 11/2/2018	C of A 3/27/2018 grant windows 30% (7224) for windows
\$11,663.68 balanced 12/31/2018						
Interest			\$ 31.30			
Total grants received		\$ 590,000.00				
Total grant money paid		\$ 584,979.97				
Total grant money remaining	\$ 5,020.03					
Interest earned						
HDC update						
Total Cash on Hand	\$ 11,694.98			\$ 6,674.95	3/22/2019	

## HDC Grant Funds Committed

Name	Address	Amount	Deadline	Extension	Work	Notes
Larkins	301 W Main	\$ 5,000.00	11/15/2017	5/1/2018	painting	work \$12,800 50% grant
Funds Committed		\$ 5,000.00				
Total Cash On hand		\$ 11,694.98				
Less Committed funds		\$ 5,000.00				
Total Available Grant Money		\$ 6,694.98				

# Downtown Lowell Historic District

## Permit Application for Certificate of Appropriateness

*This Application and any other supporting materials must be submitted to City Hall 10 DAYS prior to Historic District meetings*

1. Property Address: 213 E. Main St. Date: 3-22-19

2. Applicant's Name and Address: Diona Oudbier & Ed Mulder  
13814 28th St Lowell

3. Applicant's phone: 720-445-2681

4. Property Owner's Name: Joel Oudbier

5. Provide a scale drawing(s) showing the existing and proposed exterior elevation(s).

6. If signage is changed show to scale and include material, colors, letter style, hanging device and illumination method. (see Historic District Ordinance and reverse of this form)

7. Provided the following photographs labeled to indicate the direction of view:

A. Current photo of the structure as seen from the street.

B. close-up of existing detail where proposed change or work will occur.

8. Describe in detail each proposed exterior alteration, improvement or repair. (use additional paper if necessary) Phase one of the store remodel is to remove and dispose of all unnecessary exterior signage except those that have the store name on them. We would like to wrap the four front support beams with barn wood, and we would like to create a new hand rail. Next month.

9. Will the repair of alteration match existing or original materials and design? Yes X No     

10. If proposed work involves foundation, brick, repointing/tuckpointing, will the new mortar match the original mortar color, joint profile and composition? Yes X No     

*Note: Applicant should obtain and refer to Preservation Brief #2 when masonry alterations are proposed.*

11. If proposed work is for a sign, note that two separate sign permits are required, this one and one issued by the City of Lowell that is submitted directly to the Building Inspector for approval.

12. I certify that on or before the date of the completion of proposed work to property there will be a code compliant smoke detector or fire alarm system installed. Yes X No     

13. What are approximate start and completion dates of the work? Start 4-15-19 Completion 9-1-19

14. Additional Local, County, State or Federal permits may be required.

**Application approvals EXPIRE after 12 months.**

14. Applicant's signature: [Signature] Date 3-22-19

*Note: Attendance at the Historic District Commission meeting is strongly recommended.*



Front of store as seen from street: Wrap all 4 metal poles with smoothed barn wood



Permanently remove all "Beer Cave" signs

- Remove “Beer Cave” Sign



Store rear - Remove  
all signs marked with  
arrows





# 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: 219 W. Main Street  
Applicant Name: Carolyn K. Price  
Address: 1985 Michelle Dr. Clemmons, NC 27012  
Phone: 616.540.2688  
Name of Building Owner: Carolyn K. Price

Date Certificate of Appropriateness issued: \_\_\_\_\_  
Description of proposed work: Prism glass on front of building  
is bowed. Work is necessary to preserve historic  
Luxfer Prism glass that is original to the building.  
The same work was done approximately twenty years  
ago, when we first restored the building.

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

Project Start Date: ASAP Completion Date: Not determined  
Applicant Signature: Carolyn Price Date: 3-16-19

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







Gallery

# 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 \$ Range \$1900.00 to \$2400.00

Name of Contractor(s) Pristine Glass Company, 647 Ottawa Ave NW  
Grand Rapids, MI 49503

Description of Work Glass is bowing. Glass removed and structural bars added.  
Re-cement windows - add support bars. Bernstein. Plywood  
wood be installed in openings while glass is being repaired.

## List all individual costs for Bid #1

Windows	\$ _____	Brickwork	\$ _____
Doors	\$ _____	Metal work	\$ _____
Paint	\$ _____	Glass work	\$ _____
Woodwork	\$ _____	Roof work	\$ _____
Awning work	\$ _____	Concrete work	\$ _____
Lighting	\$ _____	Structural work	\$ _____
Other	\$ _____	Other	\$ _____

Quantity of Windows 3 panels Location of Windows circle: North - South - East - West.  
Facing

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

Window Manufacturer Luxfer Prism Glass 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.

# 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 #2

Bid #1 Total Cost \$ 4500.00

Name of Contractor(s) Kolenda Art Glass

1111 Godfrey SW Box 10-C Grand Rapids, MI 49503

Description of

Work Remove glass. Flatten, clean, replace zinc, recement  
attach steel rebars, install panels, sealant. Opening  
boarded during repair.

List all individual costs for Bid #2

Windows	\$ <u><del>00000</del></u>	Brickwork	\$ _____
Doors	\$ _____	Metal work	\$ _____
Paint	\$ _____	Glass work	\$ _____
Woodwork	\$ _____	Roof work	\$ _____
Awning work	\$ _____	Concrete work	\$ _____
Lighting	\$ _____	Structural work	\$ _____
Other	\$ _____	Other	\$ <u>Luxfer Prism Glass-original</u> <u>4500.00 prism glass</u>

Quantity of Windows 3 panels Location of Windows circle: North - South - East - West.

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

Window Manufacturer Luxfer Prism Window Model number \_\_\_\_\_  
Glass

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



Compose

Inbox

72



**Carolyn Price**

Hi Dan, I am just following up on the conversation we had earlier about our prism glass in our building in Lowell.

Starred

Snoozed


Important


Sent

Drafts

 [Gmail]Trash


 [imap]/Drafts

 Attorneys

 Kim Stogner

 Auto

 2007 Honda Ridgeline

 2015 Honda CRV

 2016 Ford Escape



Carolyn

+

 **Amanda Price**  
hey are you there?

**Nate** <nate@pristineglass.com>  
to me

Hello Carolyn,

We were able to visit the Lowell property yesterday, and yes the windows are bowing. We would recommend The openings would be sealed with plywood temporarily while we flatten the windows. While at our studio we heat loss), as well as add the support bars. We will then reinstall the windows at the Lowell property.

At this time we are only able to give you a ranged price for repair of these three front windows, mostly due to upon removing the windows we will be able to better assess the situation. The cost range to repair your three w will be approximately \$1,900.00 to \$2,400.00 and we require a 50% deposit made to secure a place on our sche

Also, we noticed the property next to you has the same style bank of windows in the storefront that is having have any other questions please let me know.

Thanks,  
Dan Ampulski

Pristine Glass Co.  
647 Ottawa Ave NW  
Grand Rapids MI 49503  
616-454-2092



**Carolyn Price** <carolynruth77@gmail.com>



1111 Godfrey SW Box 10-C  
Grand Rapids, MI 49503  
616-558-3897  
www.kolendaartglass.com

## Estimate

Date	Project
3/8/19	Luxfer transom

Name / Address
Carolyn Price

Description	Quantity	Rate	Total
Remove 3 panels and board up opening, flatten and steam clean, replace zinc border as needed, recement, attach steel rebars, install panels with mechanical fasteners at the two joints, apply sealant around perimeter		4,500.00	4,500.00
We look forward to working with you.		<b>Subtotal</b>	\$4,500.00
		<b>Sales Tax (6.0%)</b>	\$0.00
		<b>Total</b>	\$4,500.00



301 East Main Street  
Lowell, Michigan 49331  
Phone (616) 897-8457  
Fax (616) 897-4085  
[www.ci.lowell.mi.us](http://www.ci.lowell.mi.us)

## **Lowell Historic District Commission**

### **2019 Schedule**

**Meetings will be held on the fourth Tuesday of each month at 6:00 pm  
City Hall, Flat River conference room.**

#### ***Regular Meeting Dates***

<b>January</b>	<b>22</b>
<b>February</b>	<b>26</b>
<b>March</b>	<b>26</b>
<b>April</b>	<b>23</b>
<b>May</b>	<b>28</b>
<b>June</b>	<b>25</b>
<b>July</b>	<b>23</b>
<b>August</b>	<b>27</b>
<b>September</b>	<b>24</b>
<b>October</b>	<b>22</b>
<b>November</b>	<b>26</b>
<b>December</b>	<b>No Meeting</b>