



CITY OF LOWELL

HISTORIC DISTRICT COMMISSION AGENDA

TUESDAY, SEPTEMBER 24, 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. August 27, 2019 – minutes of regular meeting
5. PERMIT APPLICATIONS
 - a.
6. GRANT APPLICATIONS
 - a. 214 E. Main – painting
7. FINANCIALS
8. PROJECT UPDATES
9. OLD BUSINESS
10. NEW BUSINESS
11. ADJOURNMENT

HDC MEETING HELD IN 1ST FLOOR FLAT RIVER ROOM AT CITY HALL

PROCEEDINGS
OF
LOWELL DOWNTOWN HISTORIC DISTRICT COMMISSION
CITY OF LOWELL

Tuesday, August 27, 2019 at 6:00 P.M.

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

The Meeting was called to order at 6:10 p.m. by Chairman Doyle and Lori Gerard called the roll.

Present: Ardis Barber, Nancy Wood and Steve Doyle

Absent: None (2 vacant seats)

Also Present: Mark Batchelor

2. APPROVAL OF THE ABSENCES

None.

3. APPROVAL OF THE AGENDA

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

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

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

IT WAS MOVED BY WOOD and seconded by BARBER to approve the minutes of July 23, 2019 as written.

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

5. PERMIT APPLICATION

a. 307 E Main – exterior wood replacement

Batchelor commented that he would like to replace the rotten wood around the lower store front and windows that face Main Street. He proposed replacing the rotted wood with a wood look product called Boral TruExterior Trim. He will paint all to match existing trim. Product is made to be low maintenance and resist moisture.

IT WAS MOVED BY BARBER and seconded by WOOD to approve the replacement of rotten wood on the lower storefront and around windows at 307 E Main with Boral TruExterior Trim as presented.

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

6. GRANT APPLICATIONS

a. 307 E Main

Batchelor submitted two bids for his project at 307 E Main. Lowest bid was \$8900.

IT WAS MOVED BY WOOD and seconded by BARBER to approve a 30% grant for wood replacement based on quote of \$8900. Grant not to exceed \$2670. Deadline for grant will be 11/15/2019.

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

7. PROJECT UPDATES.

None.

8. OLD BUSINESS.

None.

9. NEW BUSINESS.

None

10. PUBLIC COMMENTS

None

IT WAS MOVED BY BARBER and seconded by WOOD to adjourn at 6:36 p.m.

Respectfully submitted
Lori A. Gerard

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: 214 E Main St. Lowell Date: 9-18-19

2. Applicant's Name and Address: Jill Greenop
510 Madison Ave. SE

3. Applicant's phone: 616-443-6941

4. Property Owner's Name: Jill Greenop

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) Painting front & back in colors
already existing

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

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

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 No

13. What are approximate start and completion dates of the work? Start _____ Completion _____

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

Application approvals EXPIRE after 12 months.

14. Applicant's signature: Jill Greenop Date 9-18-19

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

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: 214 E Main St. Lowell

Applicant: Name: Jill Greenop

Address: 214 E Main St.

Phone: 611-443-6941

Name of Building Owner: Jill Greenop

Date Certificate of Appropriateness issued _____

Description of proposed work: Paint front & back in
colors already existing

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

Project Start Date: _____ Completion Date: _____

Applicant Signature: Jill Greenop Date: 9-18-19

See Conditions on the reverse side of this form.

Lowell Downtown Historic District Commission

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 \$ 3625⁰⁰

Name of Contractor(s) FIVE STAR PAINTING

Description of Work PAINT 1ST FLOOR FACADE AND REFINISH FRONT DOORS
PAINT 2 WINDOWS IN BACK INCLUDING REAR ENTRY WAY

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 _____ 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.



Quote#: 3880 Title: Exterior Quote Date: 09/19/2019
 Estimator: Joe Michelotti Cell Phone: 6163759953 Office Phone: 6162220219
 Mailing Address: 3709 30th St. Grandville, MI 49418

Customer Quote

License # 2104208080

First Name: **Duffy** Last Name: **Magin** Address: **214 E Main St**

Primary Phone: **6162911760** Email: **duffymagic@comcast.net** City: **Lowell, MI 49331**

Customer Notes: **Includes FREE premium paint upgrade!**

Details

- Five Star team to clean up daily, and a thorough clean up at job completion.
- Price includes the number of coats listed on the quote. Additional coats to be charged as necessary.
- Five Star will conduct a thorough walk-around with the customer to ensure nothing is missed.

Rear of building - 2 doors, 1 jamb, 2 paneled windows. Includes labor and materials.

Sherwin Williams Resilience Satin: (2 Coats)
 Subtotal: \$325.00

Front of building - All currently painted surfaces including and below gutter approximately 10 ft. up. Includes sanding and clearcoat on 2 doors. All areas to be wiped down before painting. Scraping and priming as necessary. Includes labor and materials.

Sherwin Williams Resilience Satin: (2 Coats)
 Subtotal: \$3,300.00

Total	
Labor:	\$3,625.00
Total:	\$3,625.00
Deposit Required (50%):	\$1,812.50
Payment:	\$0.00
Balance Due:	\$3,625.00

We propose hereby to furnish material and labor - complete in accordance with above specifications for the sum stated above. Any alteration or deviation from the specification involving extra costs will become an extra charge over and above the quote. All accounts are due and payable upon completion of work as described above. In the event suit is brought, the prevailing party shall recover its attorney fees and costs. Finance charge of 1.5% per month will be applied on all past due accounts. Price includes 2.75% cash/check discount. Price includes the number of colors listed on the quote. Additional colors to be charged at \$50/color after the first. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Work is to be evaluated by PDCA standards of a properly painted surface. A properly painted surface is defined as uniform in appearance, color, texture, hiding and sheen. It is also free of foreign material, lumps, skins, runs, sags, holidays, misses, or insufficient coverage. It is also a surface free of drips, spatters, spills or overspray caused by Five Star Painting. In order to determine whether a surface has been properly painted it shall be examined without magnification at a distance of thirty-nine (39) inches or one (1) meter, or more, under finished lighting conditions and from a normal viewing position.

I agree to the payment terms and contract stated above:

Authorization to begin work (Client): _____

Work Completed to satisfaction (Client): _____

Contractor Signature: _____ Date: _____

Lowell Downtown Historic District Commission

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 \$ 3412.48 - ~~\$3912.48~~ (~~\$500⁰⁰~~ TO REFINISH DECK)

Name of Contractor(s) CERTA PRO PAINTERS

Description of Work PAINT 1ST FLOOR FACADE AND REFINISH FRONT DOOR
PAINT REAR ENTRY WAY AND 2 SIDE WINDOWS

List all individual costs for **Bid #2**

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

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

 <p>EXTERIOR PROPOSAL</p> <p>Job Address: 214 E Main Street Lowell, MI 49331</p>	<p>Independent Franchise Owner: CertaPro of the Grand Rapids</p> <p>Grand Rapids, MI 49503 8004623782 Registration #: 2102207158</p>	<p>Job #: MW71349200 Date: 09/10/2019</p> <p>Customer Address: Duffy Magin Hair Salon 214 E Main Street Lowell MI 49331 Phone: (616) 291-1760 Cell: (616) 291-1760 Email: duffymagic@comcast.net</p>
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Full Workers Compensation Coverage/\$2,000,000 General Liability Insurance

SPECIAL NOTES:

Duffy is looking to re-paint the exterior of the Salon. This proposal includes both the front and the back of the Salon.

The surface was tested for LEAD and is positive.

Items included in this proposal are: 1) Front - all currently painted items (Soffits, Korbels, Brick, Wood trim, 3 Doors), 2) Back - includes 2 Windows, 2 Doors, and Deck w/ railing and spindles.

Duffy is looking to keep the same color scheme as current.

PROCESS

Our crew will ensure all surfaces are properly cleaned so paint adheres.

Our crew will lay down plastic to capture all paint chips.

Wood surfaces will be scraped to remove loose and failing paint.

Any bare wood items will receive a spot coat of primer.

Caulk in gaps and seams where necessary.

All painted surfaces will be brushed and rolled. All surfaces will receive 2 coats of Sherwin Williams Super Paint (Satin finish). Color is match.

Deck / Railing and steps will receive 2 coats of Sherwin Williams Super Deck stain. Color TBD by Duffy.

GENERAL DESCRIPTION:

Home:

Painting To - Doors, Facia, Windows, Deck, Steps

Included Items:

Please see special notes above for specific items included.

PREPARATION:

Washing: To remove loose paint, dirt, and mildew so the new finish coat will adhere properly.

Caulking: Caulk all previously caulked gaps and cracks to seal out moisture and drafts.

Scraping: Scrape all loose and peeling paint to ensure a firm base for the new paint.

INCLUDED DETAILS

Home Surface Area	Manufacturer/Paint Type	Color	Coats
Windows	Sherwin Williams/Satin/SuperPaint	tbd	Two
Doors	Sherwin Williams/Semi-Transp/Super Deck	tbd	Two
Doors	Sherwin Williams/Satin/SuperPaint	tbd	Two

Facia	Sherwin Williams/Satin/SuperPaint	tbd	Two
Deck	Sherwin Williams/Semi-Transp/Super Deck	tbd	Two
Steps	Sherwin Williams/Semi-Transp/Super Deck	tbd	Two

Clean Up

We clean up daily and on completion. We strive to leave "no trace" other than a fantastic paint job.

FINAL PRICING

PRICE OF INCLUDED ITEMS (All labor, paint, materials)		\$3912.48
SALES TAX (@ 0 %)		\$0.00
GRAND TOTAL		\$3912.48
DEPOSITS DUE	-\$0.00	
PAYMENTS RECEIVED		-\$0.00
BALANCE DUE		\$3912.48

Signature of Authorized Franchise Representative: _____ Date: _____

The primary purpose of this project is to repair, maintain, and beautify the property as described above. CertaPro Painters will implement the correct lead safe work practices that are considered the professional standard and as required under the EPA's RRP Rule. By accepting this proposal, the customer acknowledges having received the EPA's Renovate Right pamphlet and a copy of the Recordkeeping Checklist, as required under the EPA's RRP Rule.

DECLARATION

(I/WE) HAVE READ THE TERMS STATED HEREIN, THEY HAVE BEEN EXPLAINED TO (ME/US) AND (I/WE) FIND THEM TO BE SATISFACTORY, AND HEREBY ACCEPT THEM	(I/WE) HAVE EXAMINED THE JOB STATED HEREIN, THEY HAVE BEEN SHOWN TO (ME/US) AND (I/WE) FIND THEM TO BE SATISFACTORY, AND HEREBY ACCEPT THE JOB AS COMPLETE
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SIGNATURE	DATE	SIGNATURE	DATE
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THIS PRICE INCLUDES
 \$500⁰⁰ TO REFINISH REAR
 DECK,

