



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

TUESDAY, JANUARY 26, 2021 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. September 1, 2020 – minutes of regular meeting
5. PERMIT APPLICATIONS
  - a. 219 E Main – Tap House Boutique- signage
  - b. 413 E Main – Dollar General - exterior addition
6. GRANT APPLICATIONS
7. FINANCIALS
8. PROJECT UPDATES
  - a. 96-100 W Main – Scott Brown - roof completed
  - b. 222 W Main – King Milling - exterior
9. OLD BUSINESS
  - a. HDC Orientation session
10. NEW BUSINESS
  - a. Approval of 2021 meeting dates
11. ADJOURNMENT

**HDC MEETING HELD IN 2<sup>nd</sup> FLOOR GRAND RIVER ROOM AT CITY HALL**  
**ALL ATTENDING MUST WEAR FACEMASK – MAXIMUM IN ATTENDANCE IS 10**

PROCEEDINGS  
OF  
LOWELL DOWNTOWN HISTORIC DISTRICT COMMISSION  
CITY OF LOWELL  
Tuesday, September 1, 2020 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 Chairman Doyle and Lori Gerard called the roll.

Present: Steve Doyle, Nancy Wood, Julie DeVoe and Ardis Barber

Absent: Mike DeVore

Also Present: Councilmember Cliff Yankovich, Jim Doyle and Lori Gerard

2. APPROVAL OF THE ABSENCES

IT WAS MOVED BY WOOD and seconded by BARBER to approve the absence of Commissioner DeVore.

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

3. APPROVAL OF THE AGENDA

IT WAS MOVED BY BARBER and seconded by WOOD 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 BARBER and seconded by DEVOE to approve the minutes of June 23, 2020 as written.

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

5. PERMIT APPLICATION

Chairman Doyle referred the meeting over to Vice-Chair Wood at this time.

- a. 222 W Main – exterior renovations for King Doyle. Jim Doyle presented the application for the expansion of their office on Broadway into the McQueen building on Main. The key item is that there will be a walkway to connect the two structures. He stated that Dan Vos Construction will be replicating the original front of the McQueen building circa 1870. Steve Doyle noted that in keeping with the Secretary of the Interior’s Standards the new construction will be compatible with the old yet different. It was noted that the windows will be aluminum clad with simulated true divided lights. Other proposed work consists of installing new brick and doors, replace roof and repaint building.

IT WAS MOVED BY BARBER and seconded by DEVOE to approved the exterior renovations as submitted 9-1-2020.

YES:            3        NO:            0        ABSENT:       1        MOTION: CARRIED

Chairman Doyle abstained from voting.

## 6. GRANT APPLICATIONS

222 W Main – Jim Doyle presented two itemized bids for the King Milling project with the lowest bid being \$165,835.02.

It was noted that the HDC currently has \$38,975.69 in available funds so the normal 30% grant was not doable. Gerard noted that the next round to apply for a grant would be December.

IT WAS MOVED BY DEVOE and seconded by BARBER to approved a grant for exterior renovations for \$20,000 for 222 W Main. Pending funds are received from the Lowell Area Community Fund for another grant award, another \$29,500 would be added to total grant.

YES:            3        NO:            0        ABSENT:       1        MOTION: CARRIED

Chairman Doyle abstained from voting. At this time Vice-Chair Wood turned the meeting back over to Chairman Doyle.

## 7. PROJECT UPDATES.

- a. 214 E Main – deck painting – no update
- b. 312-314 E Main – Superior Lofts
- c. 96-100 W main – roof – workers were seen working here

Progress reports will be sent to each of the building owners regarding updates on their projects.

8. OLD BUSINESS.

Jim Doyle noted that the 25<sup>th</sup> anniversary of the Historic District Commission will be in 2021. Chairman Doyle has been a founding member and Chairman since its inception.

Chairman Doyle stated that the wood exterior on the city hall is rotted and needs to be cared for. He will speak with DPW Director Dan Czarnecki.

Jim Doyle also commented that the porch on the Museum has deteriorated and will need some work also.

9. NEW BUSINESS.

None.

10. PUBLIC COMMENTS

None

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

Respectfully submitted

Lori A. Gerard

# Downtown Lowell Historic District

## Permit Application for Certificate of Appropriateness

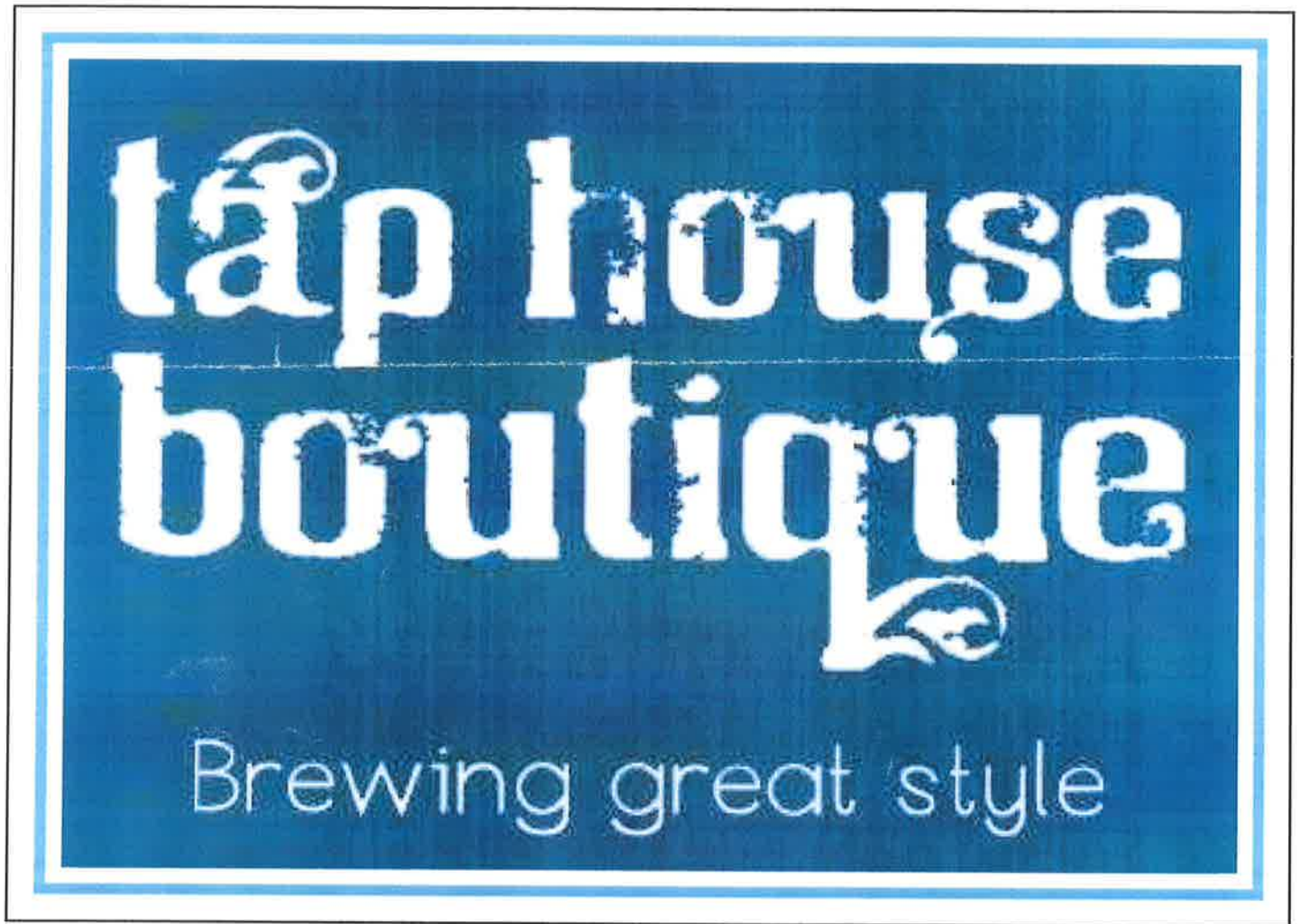
*This Application and any other supporting materials must be submitted to City Hall 10 DAYS prior to Historic District meetings*

1. Property Address: 219 E Main St Date: 1/11/2021
2. Applicant's Name and Address: United Signco ~~148~~ 21 Bluewater Hwy  
Saranac MI 48881
3. Applicant's phone: 616-642-0200
4. Property Owner's Name: Mark Batchelor
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) sign installation onto existing bracket  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
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 \_\_\_\_\_  
*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: Chris Marshall Date 1/8/21

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

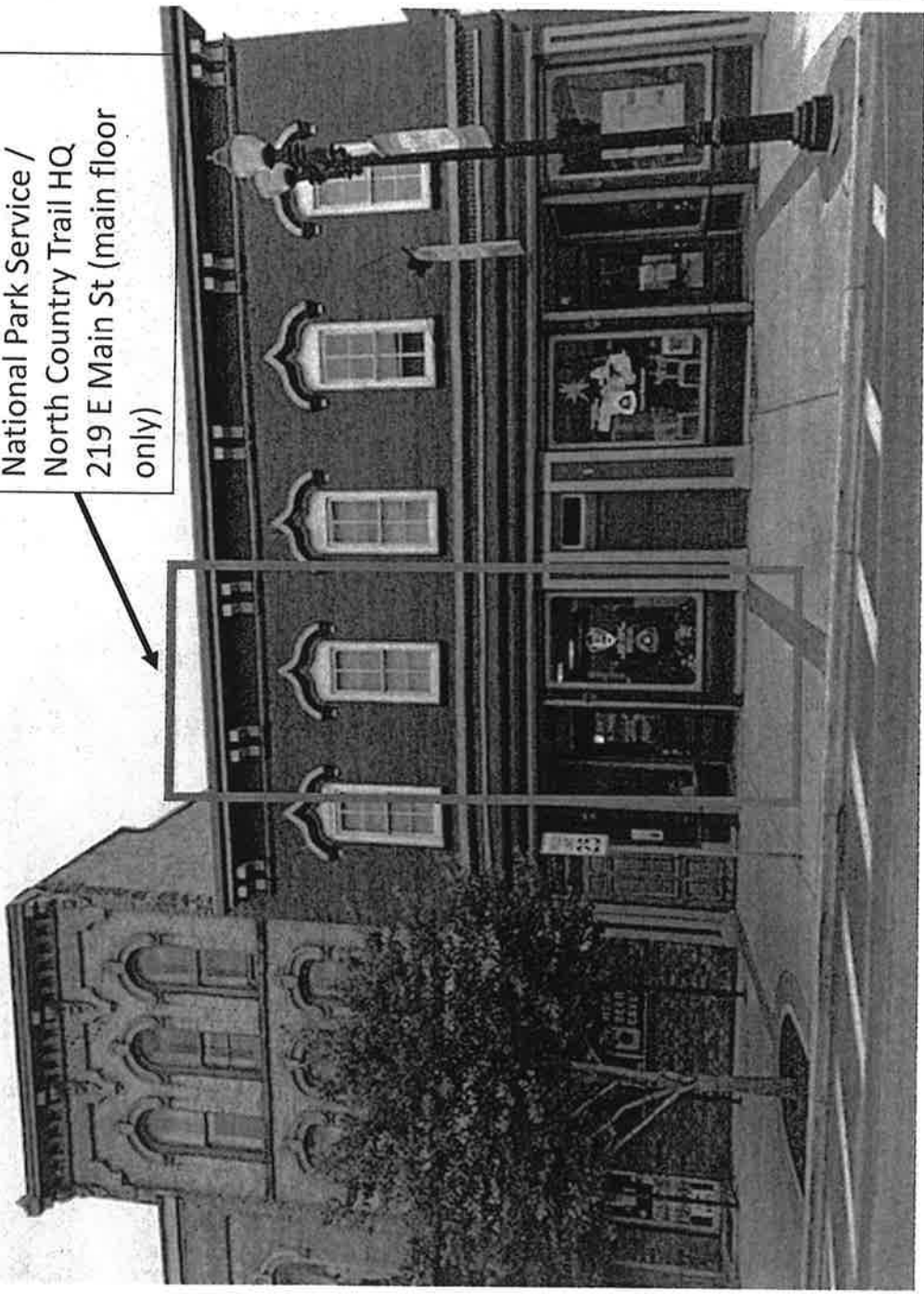


30" high x 42" wide 1/2" thick painted MDO sign, double sided,  
with laminated and printed adhesive vinyl graphics,  
installed onto existing sign bracket

Will be more than 8' clearance from bottom of sign to ground when hanging on the existing wall bracket.

**United**  
*Sign*

National Park Service /  
North Country Trail HQ  
219 E Main St (main floor  
only)



FRONT  
ELEVATION



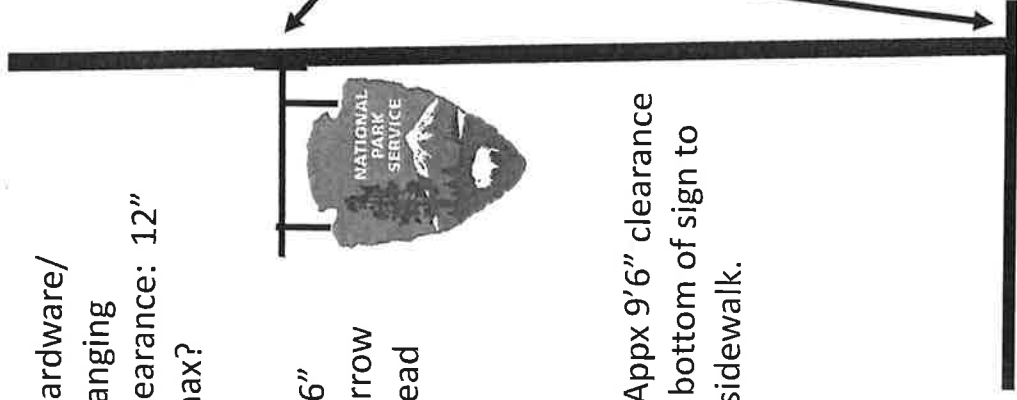
Hardware/  
hanging  
clearance: 12"  
max?

36"  
Arrow  
head

Appx 13'6"  
from bolts to  
sidewalk

Appx 9'6" clearance  
bottom of sign to  
sidewalk.

SIGN GRAPHICS  
AND DETAILS





# 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: 413 E. Main Street SE, Lowell, MI Date: 1/19/21
2. Applicant's Name and Address: Midwest V, LLC  
1435 Fulton Street, 2<sup>nd</sup> Floor, Grand Haven, MI 49417
3. Applicant's phone: 616.842.2032
4. Property Owner's Name: TAK Main Street LLC
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) PROPOSED ADDITION OF APPROX 2,900 S.F. OF USABLE FLOOR SPACE TO THE EXISTING BUILDING. ADDITION TO CARRY EAST ALONG MAIN ST FOR 21 FT. NEW FACADE IS MATCH EXISTING W/ USE OF BRICK SALVAGED FROM DEMO PORTION OF BLDG. ZEDTING ANCHORS TO CONT. ON NEW CONCR. AND W/RAIL AROUND TO COVER SIDEFRONT ENTRANCE. STRUCTURAL BELLA BRICK TO FINISH EAST. ELEVATION.
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   
*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 TBD Completion \_\_\_\_\_
14. Additional Local, County, State or Federal permits may be required.

**Application approvals EXPIRE after 12 months.**

14. Applicant's signature:  Date 1/19/21

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

Across Fulton Street Looking North





From Parking Lot Looking West











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

## Lowell Historic District Commission

### 2021 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*

|           |            |
|-----------|------------|
| January   | 26         |
| February  | 23         |
| March     | 23         |
| April     | 27         |
| May       | 25         |
| June      | 22         |
| July      | 27         |
| August    | 24         |
| September | 28         |
| October   | 26         |
| November  | 23         |
| December  | No Meeting |