



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

Tuesday May 23, 2023 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. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
5. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
  - a. April 25, 2023 – minutes
6. PERMIT APPLICATIONS
  - a. 104 W Main St. – replacement of sign to already installed brackets.
7. GRANT APPLICATIONS
8. FINANCIALS
9. PROJECT UPDATES
  - a. 301 W Main – BGR Investments LLC - exterior renovation
  - b. 317 E Main – Rogers Neighborhood Realty- exterior painting – almost complete.
10. OLD BUSINESS
  - a. HDC Orientation session – postponed till later date
11. NEW BUSINESS
  - a. Grant Application has been submitted to the Lowell Area Community Fund.
12. ADJOURNMENT

PROCEEDINGS  
OF  
LOWELL DOWNTOWN HISTORIC DISTRICT COMMISSION  
CITY OF LOWELL  
Tuesday, April 25, 2023 at 6:00 P.M.

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

Chairman Doyle called the meeting to order at 6:00 p.m. and Jenell Veltkamp called roll.

Present: Julie DeVoe, Ardis Barber, Lisa Plank, Jake Davenport and Steve Doyle

Absent: none

Also Present: Jenell Veltkamp, Corey Drews, Amanda Rogers and Bob Rogers

2. APPROVAL OF THE AGENDA

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

YES: 5 NO: 0 ABSENT: 0 MOTION: CARRIED

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

IT WAS MOVED BY BARBER and seconded by DAVENPORT to approve the minutes of February 28, 2023 as written.

YES: 5 NO: 0 ABSENT: 0 MOTION: CARRIED

4. PERMIT APPLICATION

- a. 207 W Main – Corey Drews of SignWorks presented a permit application for removal and replacement of current building signage. Two signs 2.5' x 9' with new alupanel. Signs will be placed in same location with updated business name and business logo.

IT WAS MOVED BY BARBER and seconded by DEVOE to approve signage as submitted for 207 W Main St.

YES: 5 NO: 0 ABSENT: 0 MOTION: CARRIED

- b. 317 E Main – Amanda Roger presented a permit application for exterior painting of the building and sign replacement. Light French Gray paint color with black trim and arches. Front building sign 24" x 18". Projecting sign 48" x 30" placement on the front/west side of building next to window. Sign will be hand painted sandblasted signfoam double sided.

IT WAS MOVED BY DAVENPORT and seconded by PLANK to approve signage as submitted and exterior painting of 317 E Main St.

YES: 5 NO: 0 ABSENT: 0 MOTION: CARRIED

5. GRANT APPLICATIONS

a. 317 E Main St. – Exterior painting

IT WAS MOVED BY DAVENPORT and seconded by PLANK to approve a 30% grant for scape peeling paint on painted exterior brick. Prime bare brick with bonding primer. Paint all previously painted brick with Sherwin Williams Loxon paint and other siding with Sherwin Williams paint. Color: Sherwin Williams Light French Gray.

Grant not to exceed \$1,380. Deadline is July 1, 2023.

YES: 5 NO: 0 ABSENT: 0 MOTION: CARRIED

6. PROJECT UPDATES

None.

7. OLD BUSINESS

HDC Orientation session – postponed till later date

8. NEW BUSINESS

Lisa Plank stated she will share Museum history signs. All the same sign layout 8" x 10". DeVoe mentioned it would be nice to have consistent sign placement whether sign is on wood or glass. Eye level height on store fronts.

9. PUBLIC COMMENTS

None.

IT WAS MOVED BY BARBER and seconded by DAVENPORT to adjourn at 6:50 p.m.

Respectfully submitted  
Jenell Veltkamp

# 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: 104 West Main Street Date: 4.12.2023
2. Applicant's Name and Address: Jaakko Kasko / Milestone Wealth Management  
2610 Lakeshore Drive, St. Joseph, MI 49085
3. Applicant's phone: 269.985.0200
4. Property Owner's Name: GREG CANFIELD
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) Adding cedar framed sign to already installed roof brackets. Sign is 51.5" x 31.5"
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 N/A No N/A  
*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 5/10 Completion 5/10
14. **Additional Local, County, State or Federal permits may be required.**

**Application approvals EXPIRE after 12 months.**

14. Applicant's signature: [Signature] Date 4/12/2023

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



104 W. Main Street



104

MILESTIC  
WEALTH MANAG

John A. Smith  
President & CEO  
1000 Main Street  
New York, NY 10001



**MILESTONE**  
**WEALTH MANAGEMENT**

Request Number: \_\_\_\_\_

Filing Fee: \$25



301 East Main Street  
Lowell, Michigan 49331  
Phone (616) 897-8457  
Fax (616) 897-4085

### APPLICATION FOR SIGN PERMIT

1. Street Address and/or Location of Request: 104 West Main Street, Lowell, MI
2. Parcel Identification Number (Tax I.D. No.): #41-20- \_\_\_\_\_
3. Applicant's Name: Jaakko "Jack" Kasko Phone Number 269.985.0200  
 Address: 2610 Lakeshore Drive St. Joseph MI 49085  
Street City State Zip  
 Fax Number 269.985.0227 Email Address jaakko@milestonewm.com
4. Are You:  Property Owner  Owner's Agent  Contract Purchaser  Option Holder  
leaser
5. Applicant is being represented by: \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Address: \_\_\_\_\_
6. Present Zoning of Parcel Business Present Use of Parcel Business
7. Dimensions of front of building: 18' (width) 25' (height)
8. Number of existing signs: NONE Total area of existing signs \_\_\_\_\_ 4 sq ft
9. Please indicate the number and type of signs proposed:  
 \_\_\_\_\_ Wall Sign \_\_\_\_\_ Canopy Sign \_\_\_\_\_ Ground Sign \_\_\_\_\_ Pole Sign  
1 Projecting Sign \_\_\_\_\_ Painted Window Sign
10. Please indicate the dimensions of the proposed signs: (51.5" x 31.5") approx. 4 sq ft  
 Total area of all signs proposed: (52" x 32") approx. 4 sq ft
11. Please include a scale drawing showing the following: (use a separate sheet and attach to this form)
  - A. The design and layout of the proposed sign (s).
  - B. The exact location of the Sign(s) in relationship to existing buildings, property lines, existing on-site signs and structures.

The facts presented above are true and correct to the best of my knowledge.

Signature: Jaakko Kasko Date: 4/12/2023

Type or Print Your Name Here: Jaakko Kasko

Application Fee \$25.00	Date Paid <u>4/25-</u>	Zoning Official Signature <u>[Signature]</u>
Permit(s) Required (if any):	Building <u>1/20</u>	Electrical _____
Application Approved: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Comments _____	



## HDC Grant Monies

<u>Business</u>	<u>Address</u>	<u>Amount Paid</u>	<u>Amount Received</u>	<u>Interest</u>	<u>Date</u>	<u>Grant Description</u>
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
<b>HDC Grant Monies</b>			<b>\$ 50,000.00</b>		<b>6/30/2022</b>	
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
<b>Year end balanced 2022</b>						
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.
<b>Total grants received</b>			<b>\$ 775,000.00</b>			
<b>Total grant money paid</b>		<b>\$ 730,746.97</b>				
<b>Total grant money remaining</b>		<b>\$ 44,253.03</b>				
<b>Interest earned</b>				<b>\$ 7,341.67</b>		
<b>Total Cash on Hand</b>		<b>\$ 51,594.70</b>				

## HDC Grant Funds Committed

Name	Address	Amount	Deadline	Extension	Work	Notes
BGR Investments LLC	301 W. Main St.	\$ 45,000.00	1/31/2024			exterior renovations: windows, brick work, painting. Cof A 1/31/2023 30% grant, Bid was \$148,830.00
Rogers Neighborhood Realty	317 E. Main St.	\$ 1,380.00	7/1/2024			exterior painting. Cof A 4/25/2023 30% grant, Bid was \$4,600
<b>Funds Committed</b>		\$ 46,380.00				
<b>Total Cash On hand</b>		\$ 51,594.70				
<b>Less Committed funds</b>		\$ 46,380.00				
<b>Total Available Grant Money</b>		\$ 5,214.70				