



CITY OF LOWELL

HISTORIC DISTRICT COMMISSION AGENDA

Tuesday April 23, 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. March 26, 2024 – minutes
5. PERMIT APPLICATIONS
 - a. 215 W. Main St. – Exterior door
6. GRANT APPLICATIONS
 - a. 215 W. Main St. – Exterior door
7. FINANCIALS
8. PROJECT UPDATES
 - a. 301 W Main – BGR Investments LLC - exterior renovation, grant deadline lapsed.
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, March 26, 2024 at 6:00 P.M.

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

Chairman Doyle called the meeting to order at 6:05 p.m. and Jenell Veltkamp called roll.

Present: Steve Doyle, Jake Davenport, Julie DeVoe, Ardis Barber

Absent: Lisa Plank

Also Present: Cliff Yankovich, Jenell Veltkamp

2. APPROVAL OF THE ABSENCES

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

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

3. APPROVAL OF THE AGENDA

IT WAS MOVED BY BARBER and seconded by DAVENPORT 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 January 23, 2024 as written.

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

5. PERMIT APPLICATION

None.

6. GRANT APPLICATIONS

a. 208 E Main St. – Roof repair / replacement

IT WAS MOVED BY BARBER and seconded by DAVENPORT to approve a roughly 24% grant for repair / replacement of the roof due to storm damage.

Grant \$1,500. Roof has been repaired / replaced.

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

7. PROJECT UPDATES

301 W Main – BGR Investments LLC / Brent Slagell requested a two week grant extension.

IT WAS MOVED BY DAVENPORT and seconded by DOYLE to approve a grant extension of two weeks – April 12th, 2024. Failure to submit a Letter of Interest / Acceptance or formal project approval from Michigan Economic Development Corporation by the grant extension deadline the grant will be forfeiture.

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

8. OLD BUSINESS

HDC Orientation session – postponed till later date

9. NEW BUSINESS

None.

10. PUBLIC COMMENTS

None.

IT WAS MOVED BY DEVOE and seconded by DAVENPORT to adjourn at 6:39 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: 215 W. Main St. Date: 4/15/24
2. Applicant's Name and Address: Beryl Bartkus/Ability Weavers
215 W. Main St. Lowell MI 49331
3. Applicant's phone: 616-206-4925
4. Property Owner's Name: Ability Weavers 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) Replacement of north door to business
Installation of zero threshold entry
Current door/threshold makes it very difficult for
wheelchair bound employee & customers with physical
disabilities to enter. This is not a ramp proposal, but
door replacement & alteration to improve access.
9. Will the repair of alteration match existing or original materials and design? Yes No
Expansion of door & lighting to improve access & appearance.
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 Spring 2024 Completion Summer 2024
14. Additional Local, County, State or Federal permits may be required.

Application approvals EXPIRE after 12 months.

14. Applicant's signature: Beryl Bartkus Date 4/15/24

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: 215 W. Main St.

Applicant: Name: Beryl Bartkus / Ability Weavers

Address: 215 W. Main St., Lowell MI 49331

Phone: 616-206-4925 / email@AbilityWeavers.com

Name of Building Owner: Ability Weavers LLC

Date Certificate of Appropriateness issued _____

Description of proposed work: Replacement of door on north side of building to allow wheelchair access & improve appearance - Restored to historic look. This application is to replace existing door to back entry and to provide a step-free threshold.

We employ individuals with special needs. The current door/threshold has a small step & threshold forcing our employee to be physically lifted to get into the building. She is unable to walk & uses a wheelchair all the time.

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

Note: This is not a wheelchair ramp. This allows her to enter the building without being physically lifted into the building.

Project Start Date: Spring 2024 Completion Date: Spring 2024

Applicant Signature: Beryl Bartkus Date: 4/15/24

See Conditions on the reverse side of this form.

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 \$ 6100⁰⁰

Name of Contractor(s) Joseph Rathbun Contractor LLC.

Description of work _____

List all individual cost for Bid #1

Windows	\$ _____	Brickwork	\$ _____
Doors	\$ _____	Metal work	\$ _____
Paint	\$ _____	Glass work	\$ _____
Woodwork	\$ _____	Roof work	\$ _____
Awning work	\$ _____	Concrete work	\$ _____
Lightning	\$ _____	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 Eikehout Window Model number #240

Quantity of Doors 1 Location of Doors circle: North – South – East – West
Location by floor circle: First Floor – Second Floor – Third Floor
Door Manufacturer Eikehout Door Model number #240

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

ESTIMATE

to: Eric Bartkus/Ability Weavers
215 W. Main St, Lowell MI 49331
616-929-0211

Date: 4/8/24

DESCRIPTION	MATERIALS	LABOR
Terms and Conditions for rear entry replacement		
1) Remove existing door unit and trims		
2) Frame in opening to new door size		
3) Install exterior wall sheathing		
4) Install new door unit with side light and ADA sill		
5) Install interior finishes and trims		
6) Install new door hardware		
7) Install shimming to exterior sill for wheel chair access		
8) Clean up and remove all debris		
Door allowance		3,000. ⁰⁰
	Total Materials	750. ⁰⁰
	Total Labor	2,350. ⁰⁰
	Tax	—
	TOTAL	6,100. ⁰⁰



Quote Number: 240

Date: 3/5/2024

Customer Information

Name: JOE RATHBUN
Address: 215 W MAIN ST
 LOWELL MI

Phone 1:
Phone 2:
Fax:
Contact: JOE

Job Name: BARTKUS

Specifications

U.D. = 53" x 80-13/16"; R.O. = 53-3/4" x 81-3/16"
 O.M. of Exterior Trim = 56" x 82-5/16"

Lead Time: Non-Stock

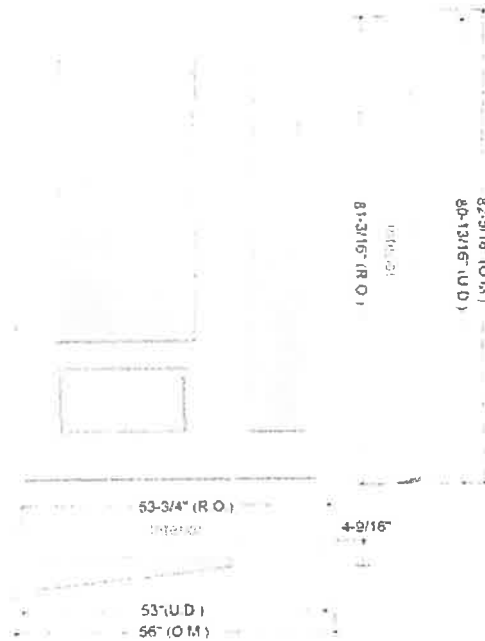


Image is viewed from Exterior!

Item Description	Qty	Price	Extended
3' 0" x 6' 8" S2102-GBGFWLE Smooth-Star Fiberglass Door - Internal Grille Low E - White Flat - Left Hand Outswing (Tru-Guard Composite Edge)	1	1,004.80	\$1,004.80
2-3/4" Backset - Double Bore (2-1/8" Dia. Bore w/Standard 5-1/2" Spacing) w/Mortised Edge Latch Preps w/Deadbolt Schlage (Standard) 1-1/8" x 2-3/4" Strike Prep	1	9.72	\$9.72
Set of T/T Ball-Bearing O/S - Stainless Steel Hinges	1	54.86	\$54.86
Single Sidelite (Right/Hinge Side) 14" Wide S1170SL-GBGFWLE - Internal Grille Low E - White Flat (No Stile Lines)	1	656.21	\$656.21
White Dura-Tech Frame (Boxed Units) - 4-9/16" Jamb w/Dura-Tech Brickmould Exterior Trim (Applied)	1	315.95	\$315.95
Bronze Compression Weatherstrip	1	0.00	\$0.00
ADA (Public Access) - Mill Finish Sill (Boxed Units)	1	101.38	\$101.38
PREFINISH: Paint Door & Sidelite Panels Interior & Exterior ALPINE (WHITE)	1	461.78	\$461.78
Tru-Loc (installed)	1	0.00	\$0.00
Item Total			\$2,604.70

Order Sub Total: \$2,604.70
Tax: \$156.28
Order Total: \$2,760.98

Distributed by:



Version #: 7.60-0
 Version Date: 2/21/2024

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 #2 Total Cost \$ \$ 16500⁰⁰

Name of Contractor(s) RLH Carpentry LLC

Description of work _____

List all individual cost for Bid #2

Windows	\$ _____	Brickwork	\$ _____
Doors	\$ _____	Metal work	\$ _____
Paint	\$ _____	Glass work	\$ _____
Woodwork	\$ _____	Roof work	\$ _____
Awning work	\$ _____	Concrete work	\$ _____
Lightning	\$ _____	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, drawing, photos, manufacturer's specifications sheets, and / or any other supporting documents.

RLH Carpentry, LLC
6053 Dausman Park
Clarksville, MI 48815 US
(616) 889-4618
bob.hefron@gmail.com

Estimate

ADDRESS

Erik Bartkus
Ability Weavers
215 W. Main St.
Lowell, MI 49331

ESTIMATE # 1040

DATE 04/11/2024

JOB NAME

Back Entry Door

ACTIVITY	AMOUNT
Remove and Replace existing rear entry door	6,500.00
<i>Re-frame opening as needed for new door</i>	
Install new door hardware	
Haul away old door and material	

TOTAL \$6,500.00

Accepted By

Accepted Date





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						
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						
Chimera Design - Cliff Yankovich	208 E. Main St.	\$ 1,500.00			CK #79924 4/16/24	\$79,889.63 balanced 1/1/2024 roof repair/ replacement C of A 3/26/2024 Grant 23.71% grant, Bid was \$6,328.34, Paid \$1,500
Total grants received			\$ 795,000.00			
Total grant money paid		\$ 733,626.97				
Total grant money remaining		\$ 61,373.03				
Interest earned				\$ 8,013.00		
Total Cash on Hand		\$ 69,386.03				

HDC Grant Funds Committed

Name	Address	Amount	Deadline	Extension	Work	Notes
Lowell Area Historical Museum	325 W. Main St.	\$ 9,200.00	8/22/2024			exterior renovations: brick work, and painting. C of A 8/22/2023 30% grant, Bid was \$30,642.00
Funds Committed		\$ 9,200.00				
Total Cash On hand		\$ 69,386.03				
Less Committed funds		\$ 9,200.00				
Total Available Grant Money		\$ 60,186.03				

Jenell Veltkamp

From: Jenell Veltkamp
Sent: Thursday, March 28, 2024 9:05 AM
To: Brent Slagell
Cc: Steve Doyle
Subject: Grant Extension Form 301 W Main - 2 WEEK EXTENSION (4/12/24)
Attachments: Grant Extension form-301 W Main_042024.pdf

Importance: High

Brent, To recap our conversation yesterday, the HDC approved your request to extend your grant for 2 weeks until April 12th, 2024.

A Letter of Interest / Acceptance or formal project approval from Michigan Economic Development Corporation must be submitted to HDC by Friday, April 12, 2024. If not received by April 12th grant extension deadline, will result in the forfeiture of your grant.

Please sign and return the attached Grant Extension form.

Thank you,
Jenell

Jenell Veltkamp
City of Lowell Deputy Treasurer
301 E Main St.
Lowell, MI 49331
616-897-8457

Downtown Lowell Historic District

Grant Extension Form

Grant Recipient: BGR Investments LLC Date: 3/28/2024

Property Address: 301 W Main

Grant Amount: \$45,000 grant

Project completion date: on going since 2/03/2023

2 week extension given at HDC meeting on: 3/26/2024

Project extension date: 4/12/2024

I accept the above project extension date as approved by the Historic District Commission.

Failure to submit a Letter of Interest / Acceptance or formal project approval from Michigan Economic Development Corporation to HDC by Friday, April 12, 2024. This Grant Extension Form will result in the forfeiture of your grant.

Applicant Signature: _____

Date: _____

Please sign and return form to City Hall 301 E. Main Attn: Jenell Veltkamp or email: jveltkamp@ci.lowell.mi.us

Jenell Veltkamp

From: Brent Slagell <brentslagell@bigboilerbrewing.com>
Sent: Thursday, April 11, 2024 8:51 AM
To: Steve Doyle
Cc: Jenell Veltkamp
Subject: Larkins Building

Steve,

MEDC was supposed to take my project back to committee today but just informed me that some people are out sick so they can't do it this week. I told them I would ask for another extension on the façade grant but I wasn't sure how much longer you guys were willing to hold that for me. If there are others that are applying for the money and you can't extend it I get it but if there aren't any others looking for grants right now is there any way I can get another extension on this? Sorry for this but it's completely out of my control. Call me if you want to discuss. Thanks.

Brent Slagell

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