

HISTORIC DISTRICT COMMISSION

Maple Conference Room – 2nd Floor 201 West Ash Street, Mason MI MONDAY, DECEMBER 17, 2018 - 6:00 P.M.

AGENDA

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. PUBLIC COMMENT
- 4. APPROVAL OF MINUTES (September 17, 2018)

5. UNFINISHED BUSINESS

A. Development Update: Administrator's Report

6. NEW BUSINESS

- A. Christopher Buck of Modern Woodmen of America is seeking approval of a Certificate of Appropriateness for a proposed wall sign to be located above the storefront at 330 S. Jefferson Street.
- B. Historic District Commission Appointments
 - a. Announcing incoming commissioner: Doug Klein
 - b. Re-appointments: Albert Schulien, Rebecca Clinton, and Chad Linsley

7. LIAISON REPORT

8. ADJOURN

CITY OF MASON HISTORIC DISTRICT COMMISSION MEETING MINUTES OF SEPTEMBER 17, 2018 DRAFT

Clinton called the meeting to order at 6:01 pm in the first floor conference room at 201 West Ash Street, Mason MI.

Present: Commissioners: Clinton, Cummings, Linsley, Schulien, Shattuck,

Absent: Commissioners: Vogel

Also present: Elizabeth A. Hude, AICP, Community Development Director

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

MOTION by Cummings second by Schulien, to approve the Planning Commission meeting minutes from August 20,2018.

Yes (6) Clinton, Cummings, Linsley, Schulien, Shattuck, No (0) Absent (1) Vogel

MOTION APPROVED

UNFINISHED BUSINESS

A. Development Update: Administrators Report Discussion: Handout

NEW BUSINESS

A. 402 S Jefferson

MOTION by Shattuck, second by Clinton, to approve COA.

Discussion:

Teresa Wren, applicant, shared pictures of building from prior years and provided an overview of the project. She noted that the plan includes a new staircase. It will be open but under a roof and the rail made of wrought iron. The cornice will remain as it is. The original "clothing" sign will be restored. It is currently covered up.

Cummings asked if the new restaurant would have venting on the roof to make it less visible from the road. Yes.

On the front façade the leaded glass and brick will be repaired. Along with these repairs, there will be metal window trim, and the vestibule in front of the building will have two doors.

There will be one apartment which will have a stairwell up to use as an entrance and exit.

Half of the basement will serve as food prep and an employee bathroom for the proposed restaurant, while the other half of the basement will be used as an office space. In two to three years the office space has potential to hold private events.

It was noted that the new windows will be designed so that they will follow the historic architecture along with the brick. In the front of the property, some of the materials need to be replaced. The back of the property needs some siding removed and brick restored.

MOTION by Shattuck, second by Clinton, to approve COA.

MOTION APPROVED UNANIMOUSLY

B. 322 S. Jefferson

Discussion:

There was a review of the project, which confirmed material would be consistent with existing doors just to the north on the building.

MOTION by Schulien, second by Cummings, to approve COA.

MOTION APPROVED UNANIMOUSLY

LIAISON REPORT

Note: Council Member Vogel was absent.

The Klavon's construction was discussed. A question was asked about the Chamber of Commerce building and if any progress was made. Staff said the entrance was secured but the owner had not submitted an updated building permit.

ADJOURN

The meeting adjourned at approximately 6:43 p.m.



BUILDING PERMIT APPLICATION

PLEASE NOTE: PERMIT FEES ARE DUE AT THE TIME OF APPLICATION. 201 W. Ash Street • Mason, MI 48854 • Phone: 517-676-9155 www.mason.mi.us email: elizabethh@mason.mi.us

Date	12/5/18	(0	ermit No. office Use Only)	
Project Name	Modern W	oodmen of l	tmerica (Mu	(A)
Project Address (Street, City, State, Zip)	330 5.	Jefferson	n St, Mago	on, MI 48854
Parcel ID			0	
Lot #/Subdivision				
Zoning District(s)	Zone C-1		Historic Distr	ict? 🕐 N
Special Assessment Area	Riverwalk N	leadows	Cedar Street	Temple Street
Flood Zone	FIRM	I Community Panel	No.	
Project Description (Attach additional pages if necessary)	Braineasaidi	n on front	of building	
Size of Structure $15'10'' \times 2'4''$	Valuation of Work \$ す えらこ ご			Permit Fee \$
Primary Contact	Owner	Contractor	Other (Spe	ecify)
Name				
alanan bar h	Christop	ner Buck		
Address	Christop 615 S. E	dger Rd		11 48854
Telephone		dger Rd		
	615 S. E	dger Rd	" christophe	r. buck@mwarep.org
Telephone If different than above: Contractor Name	615 5. È	dger Rd	" christophe	r. buck@mwarep.org
Telephone If different than above:	615 5. È (517) 525-0 Jim Bu	inger Rd D237 Ema	Contractor Licer	r. buck@mwarep.org

APPLICANT CERTIFICATION

NOTICE: This permit becomes null and void if work or construction is not commenced within six months, or if work or construction is suspended or abandoned for a period of six months at any time after work is commenced. A true copy of the plans of said structure is attached. It is understood that all provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. "Section 23a of the Michigan Construction Code Act of 1972 (1972 PA 230, MCL 125.1523A) prohibits a person from conspiring to circumvent the licensing requirement of this State relating persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines." By execution of this application, the person signing represents that the information provided and the accompanying documentation is, to the best of his/her knowledge, true and accurate. In addition, the person signing represents that he or she is authorized and does hereby grant a right of entry to City officials for the purpose of inspecting the premises and uses thereon to verify compliance with the terms and conditions of any permit or approval issued as a result of this application.

Date

21.

Signature

Building Permit Application - Revised April 2018

<u>APPLICATION MATERIALS</u> – Applicants should review Section 94-95 of the Mason Code for a complete listing of application requirements. Incomplete applications will not be processed. The following is a summary of materials that must accompany a completed building permit application:

- Completed application form
- Permit fee
- Plans on CD/Jump Drive (COMMERCIAL PROJECTS ONLY)
- Site plan, including the following (as necessary):
 - o Boundary line survey
 - o Location, setbacks, dimensions, and height of existing and proposed structures
 - o The existing or intended use
 - o The proposed number of sleeping rooms
 - o Location of utility lines, wells, and septic drain fields
 - o The yard, open space and parking area dimensions
 - o Street grades, proposed finished grades and contour changes (where changes are proposed)
 - Location of regulated waterways, floodplains or wetlands
 - Legal description (as necessary)
- Proof of ownership/owner authorization
- Construction schedule for proposed project
- Construction calculations for utilities
- Any other information deemed necessary to determine compliance with building codes and city ordinances

<u>FEES</u> -- Fees are due at the time of application. A complete listing of fees can be found in the Directory of Charges online at www.mason.mi.us under Forms and Reports.

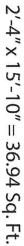
Permit for the excavation, the erection, addition,	\$50 Minimum fee for the first \$5,000 of construction cost plus \$6 for
or alteration of any structure	each additional \$1,000 of construction cost
Manufactured Housing/Mobile Home Placement	\$125
Special Inspection/Re-inspection	\$50
Residential Razing Permit	\$150
Fee for construction without a permit	1.5 times the permit charge
Roofing (roof-over only)	\$50
Re-roofing (tear off and new roof)	\$100
Siding permit	\$50
Sign permit	\$ 4.00 per \$1,000 of construction and erection cost with \$25.00 minimum permit fee.
Swimming Pool	\$75

FOR DEPARTMENTAL USE ONLY

ZONING REVIEW Existing Structure or Use: Conform Proposed Structure or Use: Confor Historic District Commission Review	ming Non-Conforming w Required: yes no	Variance Granted Date Approved		
Approved Denied Office	cial/Administrator		Date	
Special Conditions				
BUILDING REVIEW		and the second		
		-		
Sidwell No	Asse	ssed Value of Structure	\$	
Application Accepted By	Date	Peri	mit No.	
Occupancy/Use Group		Code		
Soil Erosion Permit No.	Change of Use/Ne	ew Use Tap in Fee	2	
Building Permit Fee	Total Fee Received	Recei	pt No.	
Approved Denied Offic	ial/Administrator		Date	
Special Conditions				



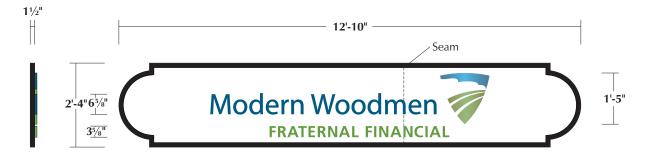




Non-Illuminated Single Faced Wall Plaque

Plaque

Mounting



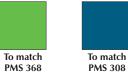
Sign #1 — Refurbished Single Faced Non-Illuminated Wall Plaque

SIGN TYPE	REQUIREMENT	ALLOWED	PROPOSED
Modern Woodmen - Jefferson St.	1.5 sq. ft. per linear feet of	22 Linear feet * 1.5 = 33 sq. ft.	29.94 sq. ft. < 30 = OK
	occupancy, not to exceed 30 sq. ft.		



Scale: 3/8" = 1'-0"

White



Sign #1

signartinc.com • 269.381.3012 • 5757 E. Cork St., Kalamazoo, MI 49048

Sign #1

Existing plaque to be re-used.

Logo & 'Modern Woodmen Fraternal Financial' 19mm precision routed Sintra mounted using VHB adhesive tape. Shield to be digitally printed on white pressure sensitive vinyl. Paint with GripGard EFX semi-gloss enamel.

Concealed angle mounting system.

Note: Existing sign to be modified.



 $2'-4" \times 12'-10" = 29.94$ Sq.Ft.





Notes: Sign #1 to be removed from west end of building, refurbished and repositioned to new place.



TO:	Historic District Commission
FROM:	Elizabeth A. Hude, AICP, Community Development Director
RE:	330 S. Jefferson
DATE:	December 17, 2018

Christopher Buck of Modern Woodmen of America is seeking approval of a Certificate of Appropriateness for a proposed wall sign to be located above the storefront at 330 S. Jefferson Street.

Section 31-5(a) of the City of Mason's Ordinances requires that a permit be obtained for work "... performed within an historic district affecting the exterior appearance of a resource ...". The subject property is located within the Mason Historic District. The applicant is, therefore, requesting Historic District Commission approval.

Mason Main Street Façade Study

The Main Street Façade Study is the manual by which each building within the Mason Historic District was evaluated. The Study provided architectural consultation to the building owners and the Historic District Commission. The recommendations provided in the Study were based on the U.S. Secretary of the Interior's Standards for Rehabilitation. *This property was discussed on page 50 of the study, referenced as J & C Wholesale.*

U.S. Secretary of the Interior's Standards for Rehabilitation

Section 31-5(d) states that the review of any application shall follow the U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. Section 31-5(3) lists the discretionary standards that the Commission shall consider and are as follows:

- 1. The historical or architectural value and significance of the structure and its relationship to the historical value of the surrounding area.
- 2. The relationship of the exterior architectural features of the structure to the rest of the structure and the surrounding area.
- 3. The general compatibility of exterior design, arrangement, texture, and materials proposed to be used.
- 4. Other factors, including aesthetic value, which the commission considers pertinent.

Analysis

The proposed wall sign appears to be consistent in character with the previously approved Commercial Bank sign on the same building. There appears to be no conflict with both the Mason Main Street Façade Study and the U.S. Secretary of the Interior's Standards for Rehabilitation. Staff offers the following recommendations for consideration:

Recommended Action

<u>Motion</u>

The Historic District Commission approve a Certificate of Appropriateness for a proposed wall sign to be located above the storefront at 330 S. Jefferson Street as submitted on plans dated December 6, 2018 based upon the findings that it is consistent with the standards listed in Section 31-5(3) of the Mason Code, specifically:

- 1. That the property is listed as a contributing building in the City of Mason Historic District and the property signage has a significant impact on the surrounding area,
- 2. The proposed project will be compatible with prior restoration of key historic features of the building,
- 3. The project proposes a wall sign that uses appropriate textures and materials for the historic structure, and
- 4. The proposed wall sign will complement and enhance the District.