

HISTORIC DISTRICT COMMISSION

MONDAY, JULY 15, 2019 Maple Conference Room – 2nd Floor – 6:00 P.M. 201 West Ash Street, Mason MI

AGENDA

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. PUBLIC COMMENT
- 4. APPROVAL OF MINUTES
 - A. Approve Minutes of Regular Historic District Commission Meeting June 17, 2019
- 5. UNFINISHED BUSINESS
 - A. Workplan Update Historic District Inventory
- 6. NEW BUSINESS
 - A. Certificate of Appropriateness (COA) Arts Initiative of Mason, represented by Jeff Mills, is seeking a COA for a mural and five framed 6' x 4' panels of Mason area art to be attached to the brick on Commercial Bank wall located at 322 S. Jefferson St.
- 7. LIAISON REPORT
- 8. ADJOURN

CITY OF MASON HISTORIC DISTRICT COMMISSION MINUTES OF JUNE, 18, 2019 DRAFT

Clinton called the meeting to order at 6:00 p.m. in the Maple Conference Room 2nd floor at 201 West Ash Street, Mason MI.

Present: Clinton, Cummings, Klein, Schulien, Shattuck, Vogel

Absent: Linsley (Gave Notice)

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

PUBLIC COMMENT

NONE.

APPROVAL OF MINUTES

MOTION by Vogel second by Klein, to approve the Historic District Commission meeting minutes from May 20, 2019.

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

UNFINISHED BUSINESS

A. Work plan update – Historic District Inventory

Ross Whitehead introduced himself to the Historic District Commission and discussed his ongoing Mason home inventory project. The goal is to create a complete inventory of all homes within Mason to fulfill CLG requirements and allow the city to apply for CLG grants to pay for the Mason Library upgrades. Schulien asked if the inventory will include only downtown buildings or all buildings in Mason. Whitehead and Hude clarified that it will be all the buildings in Mason to meet CLG requirements. This project is a good starting point to create a complete in-depth inventory, but Whitehead is doing initial research and looking at best ways to complete inventory. Hude explained that as Whitehead makes further progress, he will need volunteers from the commission to complete the inventory. Klein asked if it would be beneficial to prioritize the Historical District in terms of the inventory. Hude answered that with CLG requirements, all buildings must be inventoried.

Mason City Historic District Commission Minutes

December 17, 2018

NEW BUSINESS

A. Certificate of Appropriateness (COA) – 174 W. Maple St., Live Long CrossFit, represented by Johnathon Nang, is seeking a COA for two new wall signs and eight window signs.

MOTION by Vogel, Second by Klein to approve COA for 2 aluminum wall signs, one on Park Street and one on Maple Street, at 174 W. Maple St.

Yes (6) Clinton, Cummings, Klein, Schulien, Shattuck, Vogel

No (0)

Absent (1) Linsley

MOTION APPROVED

Discussion:

Desiree Waters from Live Long CrossFit asked what kind of sign is required and should the new sign be wooden. Waters also asked if the font, color, and border are under some kind of restrictions. Waters showed the commission renderings of the planned signs and explained the window signs along Maple Street. Waters asked if the window signs can take up 30% of the total frontage or 30% of each pane. Hude clarified that this is not a Historic District Commission decision, it is in the sign ordinance and a conversation for a later date.

Waters claimed that the Park Street signage can wait but she would like the Maple Street signage to be finalized as soon as possible. Clinton asked if it will be a square sign, waters said yes but it will include and ornate border.

Cummings asked about the material that will be used for the window signage. Waters clarified that the material is like a vinyl and allows customers to see outside, but outside civilians will not be able to see in.

Vogel asked staff which signs within the HD are aluminum. Hude explained that there were only a few signs accepted as aluminum, including Wears and Rough Cuts.

Cummings asked if the sign meets sign ordinance requirements. Hude clarified that it does meet sign ordinance standards but it is up to the commission to decide if it meets historic district guidelines found in the US Interior standards.

LIAISON REPORT

<u>ADJOURN</u> The meeting adjourned at approximately 6:42 p.m.

Elizabeth A. Hude, AICP, Community Development Director





TO: Historic District Commission

FROM: Elizabeth A. Hude, AICP, Community Development Director

RE: 322 S. Jefferson Street – Commercial Bank Mural

DATE: July 12, 2019

Arts Initiative of Mason, represented by Jeff Mills, submitted a sign permit application for a wall mural and five framed 6' x 4' panels of Mason area art to be attached to the brick on the south wall of Commercial Bank facing the alley, Ingham Court, located at 322 S. Jefferson St. The proposal is shown on conceptual color drawings:

- Wall mural and five drawings for framing, received June 5, 2019
- Wall mural and three drawing for framing, received May 20, 2019 (presented at HDC meeting)
- · Estimate from Signarama, 5 pages, showing detail of sign frame

The property is zoned C-1 Central Business District and is located within the Historic District.

A building permit is not required to paint a building but is required for a sign in any zoning district. 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 ...". Per section 31-2 Definitions, a Resource means one or more publicly or privately owned historic or non-historic buildings, structures, sites, objects, features, or open spaces located within a historic district.

The applicant is, therefore, requesting Historic District Commission review and approval of a Certificate of Appropriateness for the wall mural and frame panels.

City of Mason Ordinance Chapter 58 – Signs

Per Sec. 58-127(b), in the C-1 zoning district, one wall sign shall be permitted per each ground level store front. A second wall sign will be permitted if the subject tenant/owner is located in a ground level store front and has frontage on more than one public street, provided there shall not be more than one sign on any single street.

b. Area. Wall signs shall be permitted up to a size equivalent to one and one-half square feet of sign area for each one lineal foot of wall width up to a maximum of 30 square feet.

Signs are defined in Sec. 1-2 of the City ordinance as follows:

Sign means a name, identification, description, display or illustration which is affixed to, or painted, or represented directly or indirectly upon a building, structure or piece of land, and which directs attention to an object, product, place, activity, person, institution, organization, or business and which is visible from any public street, right-of-way, sidewalk, alley, park or other public property.

Sign area means the area of the smallest square, rectangle or circle which encompasses the face of a sign, including the copy, insignia, background and borders. The structural supports of a sign are to be excluded in determining the surface area except where such supports are designed to form an integral part of the display. Where a sign has more than one face, the area shall be computed by encompassing the maximum single surface which is visible from any ground position.

Sign, on-premise means a sign, relating in its subject matter to the premises on which it is located, or its products, accommodations, services or activities on the premises.

Sign, reader board means a portion of a sign on which copy is changed periodically either manually or electronically.

Sign, wall means any sign attached directly to a wall, or painted lettering on a wall or canopy parallel to a wall with the exposed face of the sign in a plane parallel to the wall and projecting not more than 18 inches from the wall surface to which it is affixed.

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 included in the façade study referenced as J & C Wholesale, page 50.*

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

In reviewing this application, staff must first determine if the proposal constitutes a sign, subject to location and dimensional requirements. In 2018, the City received a grant to support alley improvement placemaking projects in Downtown Mason. The projects included murals, lighting and the installation of the painted rocks and sculpture at various locations in the Historic District.

The review of the murals considered both the City's Sign Ordinance and the definition of public art used by the City of Lansing in their Public Art exemption: "Pictorial wall murals and other

graphic or artistically decorative artworks of a non-commercial nature..." While the City of Mason does not currently have a public art exemption, it provided context for evaluating the proposals.

Once the consideration of the proposals as signs was complete, the next review considered the review standards for placement within the Historic District. The murals were reviewed by the HDC to determine if the quality, scale and colors were appropriate and in keeping with the discretionary standards noted in Sec 31-5(d). The Historic District Commission provided feedback on all of the proposed projects and supported the installation.

The applicant is proposing a painted mural and five reader board style wall sign cabinets on the south wall of Commercial Bank.

Using the same process of evaluation - the first determination is whether or not the proposal meets the definition of a sign. The mural itself is pictorial in nature and does not appear to contain any material of a commercial nature which intentionally directs attention to a business and therefore does not appear to be a sign. The proposed reader board style wall sign cabinets, intended to display artwork, would constitute a sign structure. The proposal does not include information on if or how the sign cabinets would be illuminated.

The second determination is whether or not the proposal meets the requirements of Sec. 31-5(d). Staff offers the following findings and recommendations:

STATUS	REQUIREMENT				
/NOTE					
711012					
$M = \Lambda nno$	ars to meet requirement; D = Does not appear to meet requirement; I = Information Needed;				
	· · · · · · · · · · · · · · · · · · ·				
R = Recon	nmendation; W = Waiver Requested; <i>Italics = Staff comments</i>				
D/R	1. The historical or architectural value and significance of the structure and its				
	relationship to the historical value of the surrounding area.				
	The volctionable of the cutories applicatived factures of the atmosphere to the vest of				
	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.				
Overell	staff supports some type of mural in the vacant space helew the windows and heleony.				

Overall, staff supports some type of mural in the vacant space below the windows and balcony. But the mural and sign cabinets proposed do not support the historic and architectural value of the structure, which is central to the historic district.

Mural – The proposed mural would cover the entire south wall of the building and paints over the balcony and windows. The balcony and windows are historical and add architectural value to the structure and its relationship to the surrounding area. Staff recommends that the space for the mural be limited to the first story with a minimum one-foot clearance from any corner, window, door, or balcony as shown on Figures 1 and 2 in this report. Lowering the mural to the first floor and placing the art panels on the existing structure brings them down to a pedestrian scale that can safely be viewed from within the designated protected pedestrian area (Figure 3).

Staff recommends further that the mural focus solely on the plane and banner with poetry, and that consideration for a plane more reflective of early aviation be represented to support the time period of the Historic District. The colors of the plane and banner appear complimentary and generally compatible to the remainder of the building and surrounding structures. The heavy green painted landscape should be avoided as it detracts from the historic brick façade, architectural features and is not complimentary to the surrounding structures. Per the U.S. Secretary of Interior Standards, page 33, Using paint colors that are not appropriate to the building or district is Not Recommended.

Sign cabinets – Staff recommends that the artistic panels intended to be framed on the wall in the sign cabinets, be mounted onto the existing supports for the Children at Play sculpture. The aluminum frame cabinets are not of a material that is representative of the time period in the historic district. Staff is further concerned that mounting the sign cabinets to the historic brick wall may adversely impact the historic brickS and make them more susceptible to future damage and costly repairs. Staff is concerned that the building owner is not aware or prepared to address any repairs necessary that would be required per the U.S. Secretary of Interior Standards for historic facades. The sign cabinets do not contribute to the reinforcement or restoration of the historic façade and should be avoided. See page 29, Guidelines for Preserving Historic Buildings, U.S. Secretary of Interior Standard for Treatment of Historic Properties.

Recommended Action

The Historic District Commission has the following options per Section 31-5 of the City Ordinance:

- Approve a Certificate of Appropriateness
- Deny a Certificate of Appropriateness
- · Issue a Notice to Proceed in accordance with Sec. 31-5(f)(3)

They may also continue the matter to a future time and date certain.

Staff recommends that the HDC continue the discussion to a time and date certain within two weeks or to its next regularly scheduled meeting on August 19 at 6 pm to allow the applicant to revise their proposed design in a manner that meets the requirements and recommendations of the HDC.

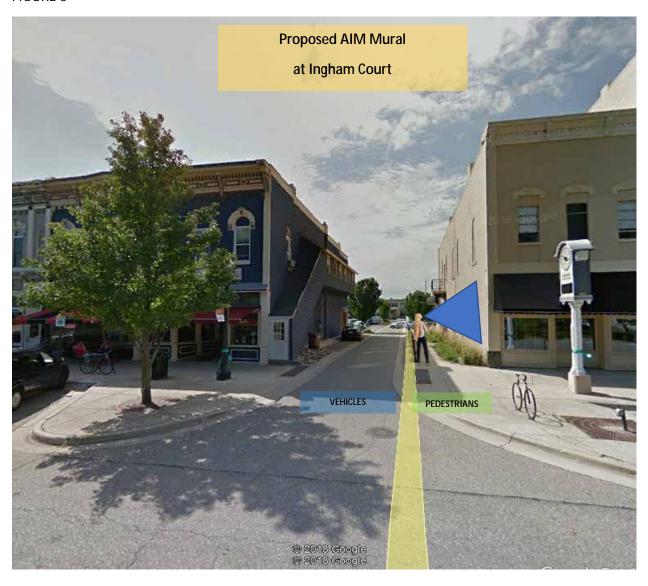
FIGURE 1



FIGURE 2



FIGURE 3





BUILDING PERMIT IUN 26 2019 APPLICATION SUN OF NAME 26 2019

PLEASE NOTE: PERMIT FEES ARE DUE AT THE TIME OF APPLICATION.

	Date	05,500e 2019 Permit No. (Office Use Only) PB19-009
	Project Name	Art Alley
	Project Address (Street, City, State, Zip)	Inghan Court - 322 S. Jefferson
	Parcel ID	08-236-025
	Lot #/Subdivision	Dountown Historic District
	Zoning District(s)	Zone C / Historic District? W N
	Special Assessment Area	Riverwalk Meadows Cedar Street Temple Street
	Flood Zone	FIRM Community Panel No.
	Project Description (Attach additional pages if necessary)	5 framed 6'x4' panels of Mason area art, to be attached to Brick on Commercial bank Wall.
	Size of Structure	Valuation of Work \$ 10,000. Permit Fee \$ 40.00
	Primary Contact	Owner Contractor Other (Specify) A M
	Name	Arts Introduce Mason, Jeff Mills
	Address	664 Joan Dr.
	Telephone	517-802-8555 Email Jan (115216 2) gmail. com
	If different than above:	
115	Contractor Name	519714 Cama Contractor License #
	Contractor Address	15851 5. 05 27 Suite 24 Lansing, MI
	Contractor Telephone	517 489-4314 Email WWY - Signarama-lansingeristi

APPLICANT CERTIFICATION

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.

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)
 - o 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

FEES -- 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. \$50 Minimum fee for the first \$5,000 of construction cost plus \$6 for Permit for the excavation, the erection, addition, each additional \$1,000 of construction cost or alteration of any structure Manufactured Housing/Mobile Home Placement \$125 Special Inspection/Re-inspection \$50 \$150 Residential Razing Permit 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 \$50 Siding permit \$ 4.00 per \$1,000 of construction and erection cost with \$25.00 Sign permit minimum permit fee. **Swimming Pool** \$75

FOR DEPARTMENTAL USE ONLY					
ZONING REVIEW					
Existing Structure or Use: Conforming					
Proposed Structure or Use: Conforming					
Variance GrantedDate	HDC Review Required: Yes	No	Date		
ApprovedDenied Official/Admin	istrator		Date		
Special Conditions					
BUILDING REVIEW					
Sidwell No	Assessed Value of Structure \$				
Application Accepted By:	Date	Permit No.			
Occupancy/Use Group:		Code			
Soil Erosion Permit No.:					
Building Permit Fee:	Total Fee Received	Re	ceipt No		
ApprovedDeniedOfficial/Admin	istrator		Date		
Special Conditions					
SE SECTION CONTRACTOR					

Affidavit of Kevin D. Collison

STATE OF MICHIGAN COUNTY OF INGHAM

The undersigned, Kevin D. Collison, being duly sworn, hereby deposes and says:

- 1. I am over the age of 18 and a resident of the State of Michigan. I have personal knowledge of the facts herein, and, if called as a witness, could testify completely thereto.
- 2. I suffer no legal disabilities and have personal knowledge of the facts set forth below.
- 3. I am the President of Commercial Bank located at 322 S. Jefferson St., City of Mason, County of Ingham, State of Michigan. As such, I give Arts Initiative Mason (A.I.M.) full permission and authority to commission the painting of a community mural on the outside wall of this property that faces the alley on *Ingham Court*. Furthermore, I grant permission to AIM to permanently install 5 framed pieces of artwork onto the brick surface of same wall, having been approved by the City of Mason in regard to local regulations and required permits.

I declare that, to the best of my knowledge and belief, the information herein is true, correct, and complete.

Executed this 12 day of June, 2019.

Kevm'D. Collison

Notary Acknowledgement

STATE OF Michigan, COUNTY OF Gratiot

Webora S. Becker

Notary Public

Adm. Asst - Loan Dept.

Title

My commission expires 3-11-23

DEBORA S. BECKER
NOTARY PUBLIC STATE OF MICHIGAN
COUNTY OF GRATIOT
My Commission Expires March 11, 2023
Acting in the County of <u>Gratiot</u>

Signaràma Lansing East LinGer Holdings, Inc

15851 S. US-27, Suite 24 Lansing MI 48906

United States Phone: (517) 489-4314 Fax: (517) 489-4316

info@signarama-lansingeast.com

for Quote: info@signarama-lansingeast.com

www.signarama-lansingeast.com



Quote 5917 - Alley Art Mounting Options

Expiration Date: 03/08/2019

Quote for	Contact	Shipping/Install
AIM - Arts Initiative of Mason	Mary Kelsey Phone: (517) 676-0431 Email: kelseymary@gmail.com	

Quote #	Quote Date	Sales Rep	Payment Terms	PO	PO Date
5917	02/21/2019	Dale Kohlsmith dkohlsmith@signarama-lansingeast.com	100%		

Items

#	Item	Qty	Unit Price	Total	Tax	Total (With Tax)
	Best - Complete Banner Frame Base Channel System with Covers (6) 6' x 4' Complete Banner Frame Base Channel System with Cover Sections Pre-sprung base channels (without cover section) with cover sections. Each kit pre-measured, pre-sprung and prepped for out of the box Installation. * Final dimensions of framing will be 6" bigger on height and width once installed. Width: 48 Inches Height: 72 Inches Cover Sections (4ft Length): 6 Seam_Covers: 2 Corners: 4 Seam Covers Corner Covers (6) 6' x 4' 7oz Vinyls 6 Sqft Height: 72 Inches Width: 48 Inches Width: 48 Inches	6	\$858.50	\$5,151.00	\$244.80	\$5,395.80
	7 oz. vinyl Includes: Bucket Truck - Minor Install - Bucket truck and/or general electric connection for basic installation.	THE PROPERTY OF THE PROPERTY O				

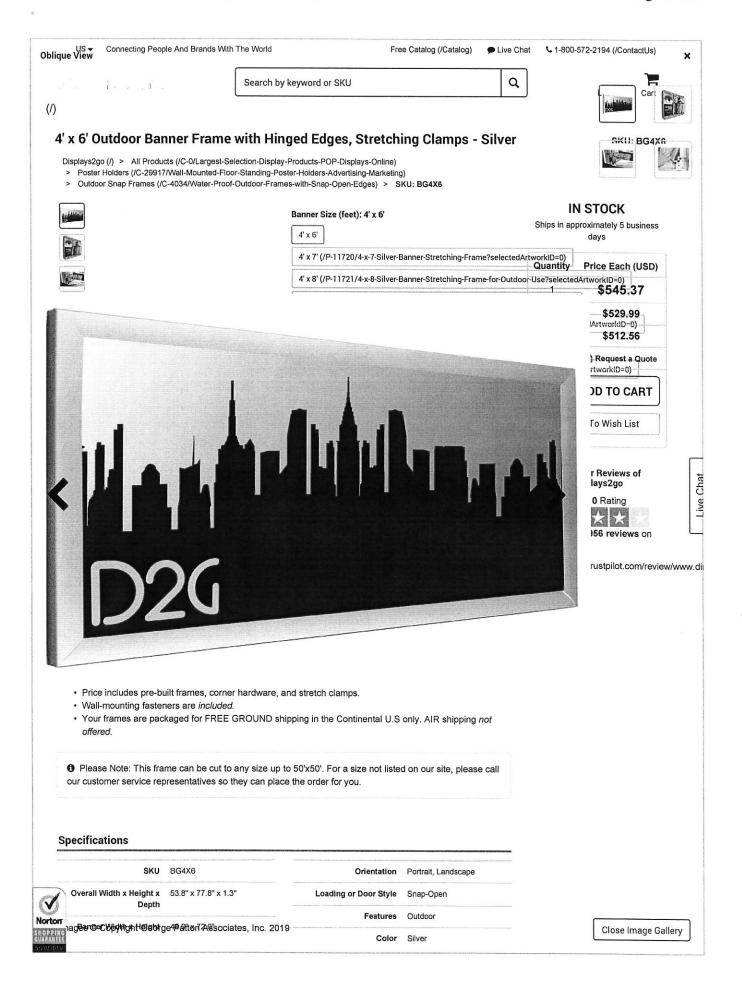
#	Item	Qty	Unit Price	Total	Tax	Total (With Tax)
2	Better - Banner Frame Base Channel System (6) 6' x 4' BannerFrame Base Channel System Pre-sprung base channels (without cover section). Each kit pre-measured, pre-sprung and prepped for out of the box installation. * Final dimensions of framing will be 6" bigger on height and width once installed. Width: 48 Inches Height: 72 Inches (6) 6' x 4' 7oz Vinyls 6 Sqft Height: 72 Inches Width: 48 Inches 7 oz. vinyl Includes: Bucket Truck - Minor Install - Bucket truck and/or general electric connection for basic installation.	6	\$603.50	\$3,621.00	\$153.00	\$3,774.00
3	Good - Banner Springs 175 BannerSprings 175 Est. for mount of six banners Direct-mount system; must be sold in bags of 25. * MINIMUM PURCHASE=25 (6) 6' x 4' 7oz Vinyls 6 Sqft Height: 72 Inches Width: 48 Inches 7 oz. vinyl Includes: Bucket Truck - Minor Install - Bucket truck and/or general electric connection for basic installation.	1	\$2,409.75	\$2,409.75	\$80.33	\$2,490.08
4	Alternative - Bar mount for top-bottom of banners Custom Fabricated Top & Bottom Rod with Hangers - Rod mounting system for pocket style banners to be mounted in to brick with custom brackets. (6) 6' x 4' 7oz Vinyls 6 Sqft Height: 72 Inches Width: 48 Inches 7 oz. vinyl Includes: Bucket Truck - Minor Install - Bucket truck and/or general electric connection for basic installation.	1	\$3,932.44	\$3,932.44	\$171.69	\$4,104.13

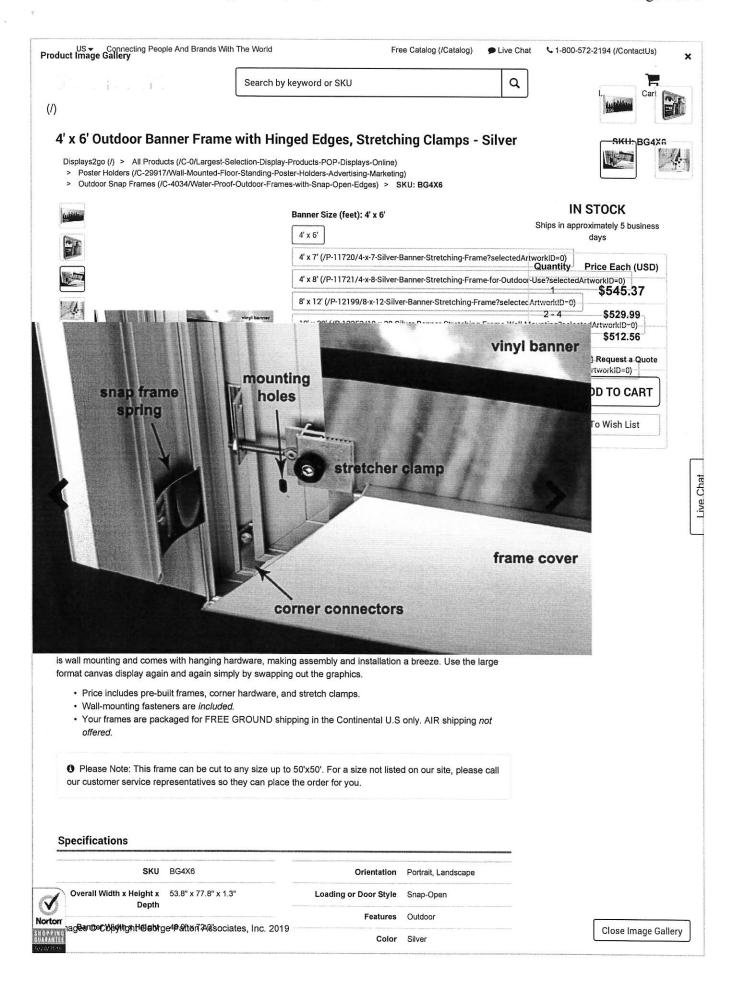
Terms And Conditions
Invoices & Cancellation of Orders:Sign-A-Rama (Vendor) prepares your order according to your specifications. Therefore, prior to it's commencement, your order is only cancelable with the Vendor's prior written consent. After commencement of your order (the point at which materials are assembled and work has begun), your order is non-cancelable. The Customer is Solely Responsible for Proofreading Vendor does not assume any responsibility for the correctness of copy. Therefore, you must review and sign a proof prior to our commencement of your order. By signing your proof, you approve of its content and release the Vendor to commence our work. You are solely responsible for the content of the proof order it has been signed. However, if we should make an error in producing the work as proofed, please be assured that we will redo the work as quickly as possible and without charge to you. Vendor's Liability Vendor's folal liability is hereby expressly limited to the services indicated on the invoice and Vendor will not be liable for any subsequent damages, consequential damages, or otherwise. All dates promised on this invoice are approximations unless the word "itrm" is written and acknowledged by the Vendor.

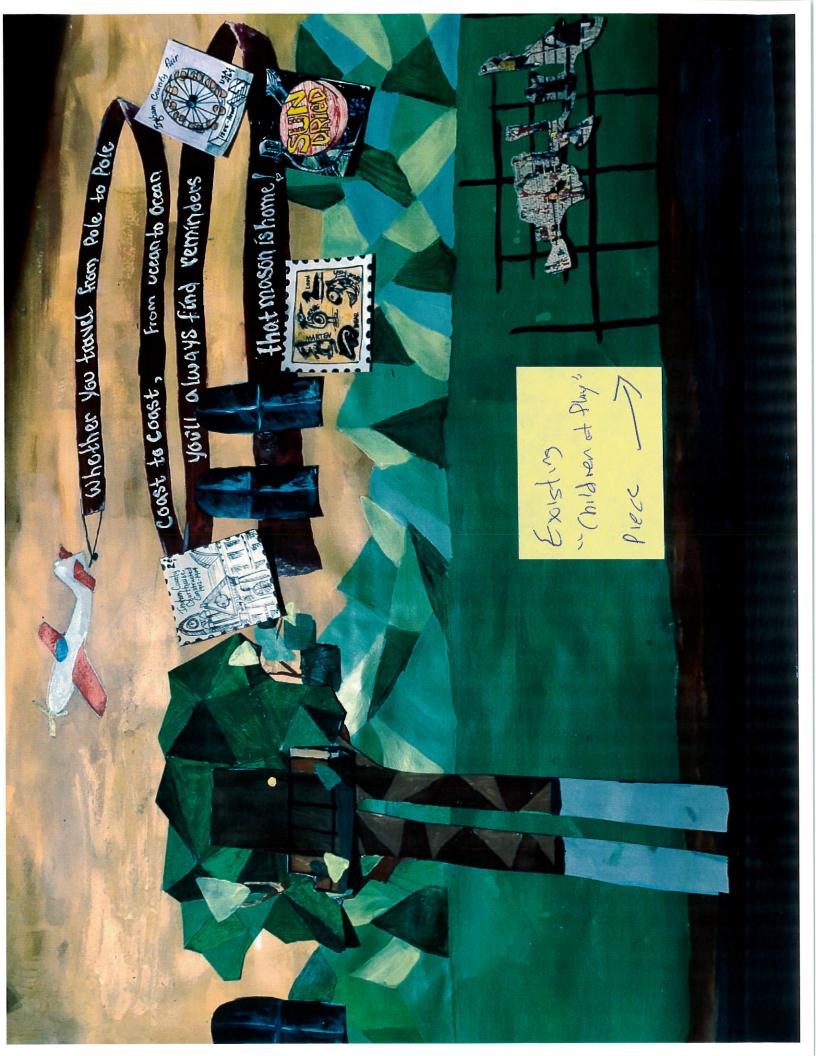
Terms of Payment: Upon ordering, you must give Vendor a 50% deposit. Your balance will be due upon delivery and/or installation. Vendor may, at its sole discretion, extend credit terms to you upon approval.C offection Procedures: Invoices are considered delinquent thirty (30) days from the date that your order is completed. After the thirtieth day, a late charge of \$25.00, together with interest accruing at the rate of 1.5% per annum, or the maximum rate allowable by law is assessed. You shall be liable for all costs related to collection of delinquent invoices, including court costs and attorney's fees. Customer's Acceptance of Work: Customer's acceptance, either personal or through his/her agent(s) and/or, employee(s) of the work ordered shall be deemed as full acceptance. This means that by accepting delivery of the work, customer differs that the work substantially conforms to all expectations, Lost or Substantially Forgotten Work: If customer does not take possession of completed work within thirty (30) days from notification of completion, then the work will be considered tost or forgotten, and vendor will not be responsible for further loss. Customer will be billed and responsible for payment for work that has been completed

for AIM - Arts Initiative of Mason

Signature	Date
	324
We saree to your terms and conditions Pla	ase proceed with the order





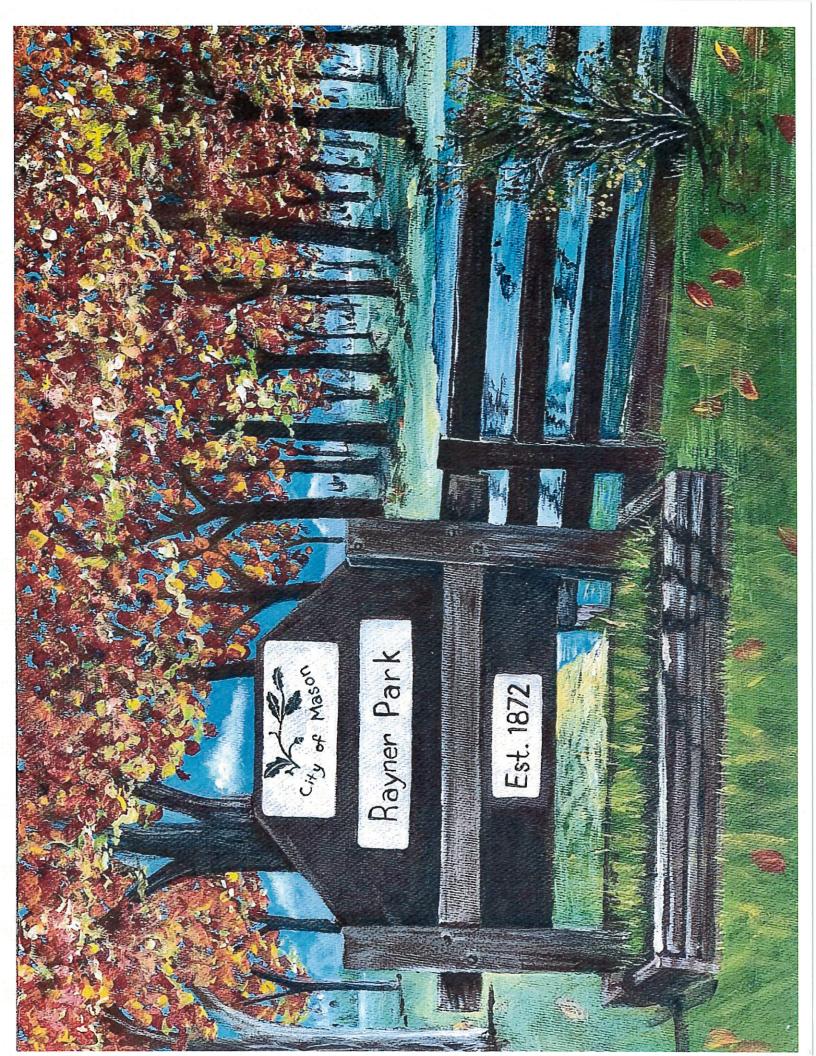


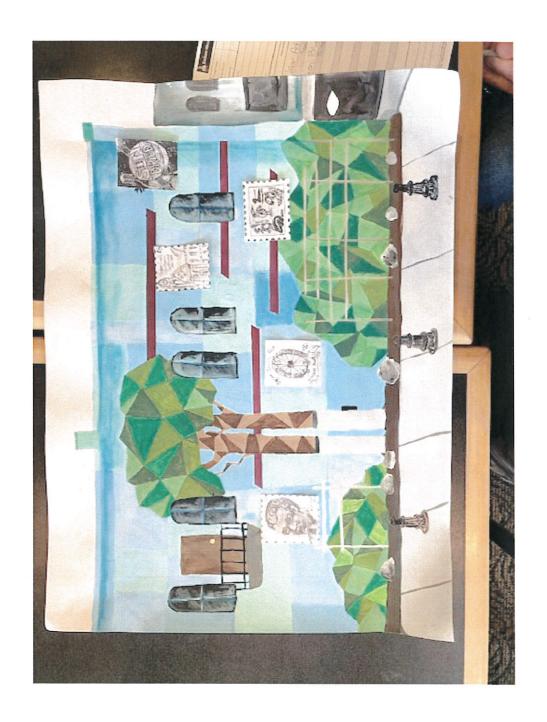




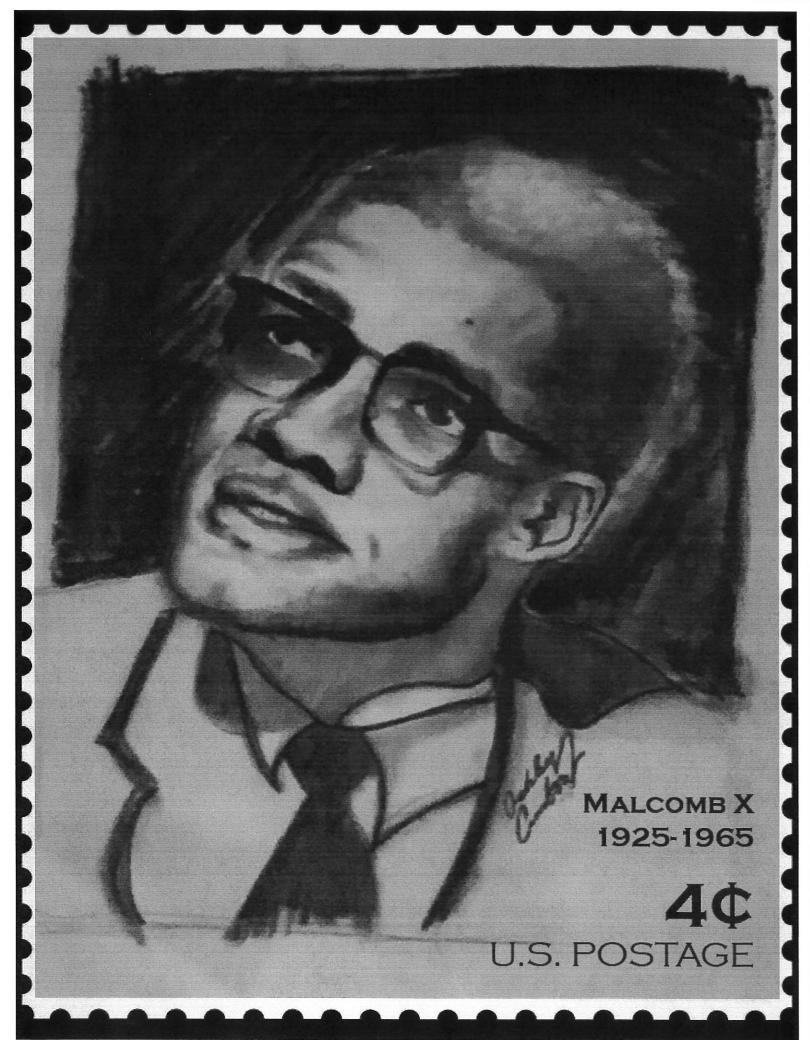
UNITED STATES 2 Ingham County Courthouse

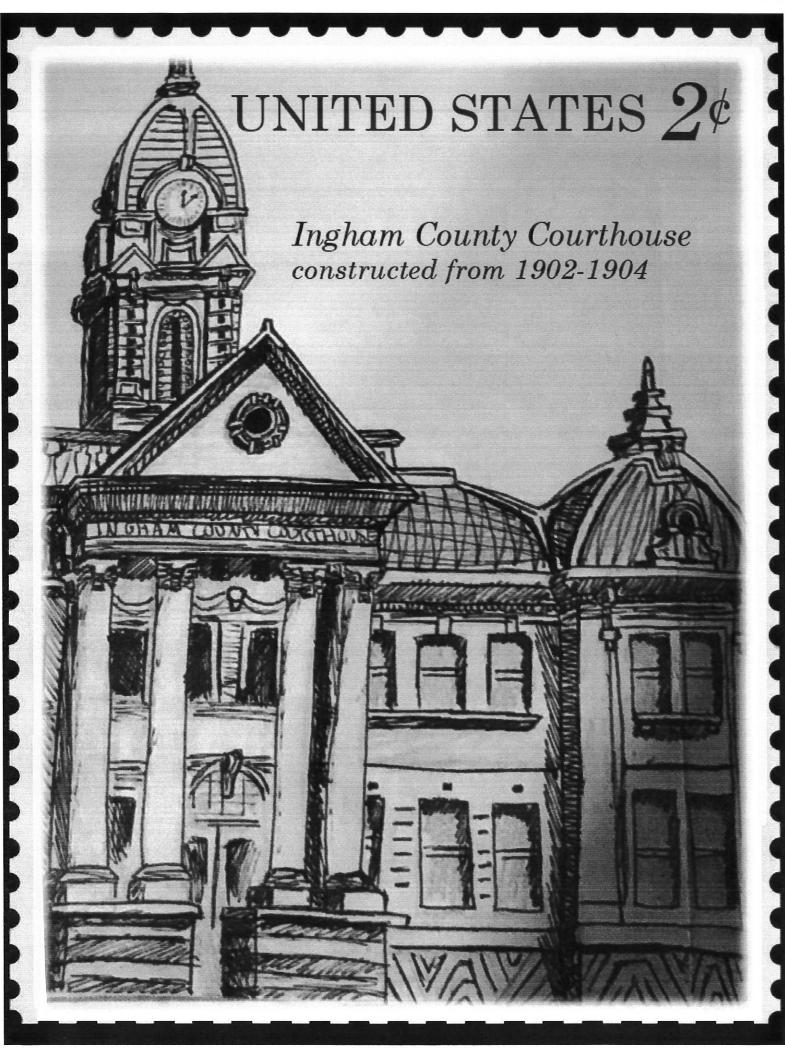






Presented 5/20/19





INGHAM COUNTY FAIR
1855-Present

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