



## **HISTORIC DISTRICT COMMISSION**

MONDAY, AUGUST 19, 2019

Maple Conference Room – 2<sup>nd</sup> 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 July 15, 2019

**5. UNFINISHED 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. ***Continued from July 15, 2019.***

**6. NEW BUSINESS**

A. Certificate of Appropriateness (COA) – Teresa Wren is seeking a COA for the selection of paint colors affecting the exterior façade of 402 S. Jefferson.

**7. LIAISON REPORT**

**8. ADJOURN**

**CITY OF MASON  
HISTORIC DISTRICT COMMISSION  
MINUTES OF JULY, 15, 2019  
DRAFT**

Clinton called the meeting to order at 6:00 pm in the Maple Conference Room 2<sup>nd</sup> floor at 201 West Ash Street, Mason MI.

Present: (6) Clinton, Cummings, Klein, Linsley, Schulien, Shattuck  
Absent: (1) Vogel  
Also present: Elizabeth A. Hude, AICP, Community Development Director

MOTION by Schulien, second by Cummings, to amend the agenda to switch item five, Old Business, with item six, New Business.

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

**MOTION APPROVED**

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

MOTION by Schulien, second by Klein, to approve the Historic District Commission meeting minutes from June 18, 2019.

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

**MOTION APPROVED**

**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.

Discussion:

Mills from the Arts Initiative of Mason gave an update on the ongoing mural project proposed at 322 S. Jefferson St. Mills explained how AIM made revisions to the mural that included taking out the previously proposed tree so that the mural would only include a plane with a motto attached, along with the five framed panels. Hude added that the new colors seemed to fit the historic district better than the original mock-ups. Hude explained that the

report was completed based on how the mural would fit within the historic district, based upon the standards of the City's ordinance and the U.S. Secretary of Interior. In addition to the painted mural, one 6' x 4' sign structure would be allowed on the Commercial Bank wall.

Mills indicated that the bank would pay for the frames and murals so the responsibility of maintenance would fall on the bank.

Hude recommended the HDC continue the discussion to a future meeting to allow AIM to continue preparing the final design before the HDC makes a final decision on the mural.

Cummings asked what the materials would be for the signs. Mills answered that the images are printed on vinyl and then inserted into the sign case. Cummings asked if AIM still plans on rotating the images within the frames. Mills added that they plan on switching the images on a seasonal basis. AIM hoped that a series of images could be accepted by the commission all at once, so they don't have to get each image accepted at individual commission meetings.

Cummings asked if the group had considered the possibility of vandalism. Mills explained that the AIM group feels the community appreciates the art and they don't anticipate any kind of vandalism.

Mills asked what specifically AIM needed to bring to the next Historic District Commission meeting. Hude explained that she would send an email that explains the direct materials the commission is looking for and needs to accept the mural.

MOTION by Klein, second by Schulien, to continue the discussion to the next Historic District Commission meeting so AIM can continue working with the city on final designs that are appropriate in the Historic District.

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

#### MOTION APPROVED

#### UNFINISHED BUSINESS

##### A. Workplan Update – Historic District Inventory

Whitehead, Intern for the City of Mason, explained his inventory project and the documents/tools that have come from the project. Whitehead added that he has created a guide to jurisdictions for residents looking to rehabilitate properties within historic districts. Along with the guide to jurisdictions, an online interactive map has been created for residents to look up their properties and see if they are within historical districts or historic designated sites.

#### LIAISON REPORT

Hude explained that the city managers report can be found on the City of Mason website. Hude added that sometimes it is not included in the meeting packet because the timing does not work out where both the city manager's report and the meeting packet are completed at the same time.

Hude explained to the commission that the sign at Courthouse Pub and Grill does not conform to Mason Historic District regulations. There have been two notices/letters sent to the Pub by the code enforcement officer and

the city is waiting to hear back.

Hude talked about the paint on the Oracle building as well as other buildings within the historical district that need maintenance. Hude asked the commission if they would be interested in conducting an educational event where the commission could work with business owners and inform them how to properly repair their properties while using materials that are compliant with the historic district. The commissioners agreed that this would be a good effort to move forward with.

**ADJOURN**

The meeting adjourned at approximately 6:48 p.m.

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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:** August 16, 2019

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Arts Initiative of Mason, represented by Jeff Mills, originally 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

They have revised their application with the attached rendering showing:

- Wall mural – plane, banner and one sign structure to be attached to the brick wall
- Update to the public art installation to include four frames for art work.

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.

### **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

***Please see the previous report dated July 12, 2019 for a full discussion on the City of Mason sign ordinance and its process for allowing art/murals on buildings.***

The applicant has revised the proposed mural to include only the plane and banner with poetry, a single reader board style wall sign cabinet will be mounted on the south wall of Commercial Bank.

Additional framed artwork will be mounted on the existing framework and integrated into the mosaic sculpture display.

Staff offers the following REVISED findings and recommendations:

STATUS /NOTE	REQUIREMENT
M = Appears to meet requirement; D = Does not appear to meet requirement; I = Information Needed; R = Recommendation; W = Waiver Requested; <i>Italics = Staff comments</i>	
M	<i>1. The historical or architectural value and significance of the structure and its relationship to the historical value of the surrounding area.</i>  <i>2. The relationship of the exterior architectural features of the structure to the rest of the structure and the surrounding area.</i>  <i>3. The general compatibility of exterior design, arrangement, texture, and materials proposed to be used.</i>  <i>4. Other factors, including aesthetic value, which the commission considers pertinent.</i>
<i>The mural has been modified so that the size and shape fits within the blank wall space behind the mosaic sculpture and does not overlap with any of the prominent architectural features of the building – particularly the balcony and windows. The color palette is primarily burgundy and ivory. The mural in the revised proposal will not significantly detract from the historic and architectural value of the structure, which is central to the historic district. The colors of the plane and banner appear complimentary and generally compatible to the remainder of the</i>	

*building and surrounding structures.*

*Sign cabinets – The revised proposal reduces the concern regarding the impact to the historic brick wall. On August 15, staff spoke to Kevin Collison of Commercial Bank and made him aware that painting and repairs are subject to the U.S. Secretary of Interior Standards for historic facades.*

### **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, under specific conditions, in accordance with Sec. 31-5(f)(3)

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

Staff offers the following motion for consideration:

### **Motion**

The Historic District Commission approve a Certificate of Appropriateness for a change to the southern façade of Commercial Bank located at 322 S. Jefferson to allow for a painted mural and installation of one 6'x4' sign cabinet as submitted on the revised mural proposal received on August 13, 2019 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 size and colors of the mural facade will not significantly detract from the historic and architectural value of the structure, which is central to the historic district. The colors of the plane and banner appear complimentary and generally compatible to the remainder of the building and will not have a significant negative impact on the surrounding area; and,
2. The proposed project will be compatible with prior restoration of key historic features of the building as the mural will be limited to an area that avoids interaction with the balcony, windows, or other architectural features of the façade; and,
3. The project proposes a painted mural and sign cabinet face that consist of appropriate textures and materials for the historic structure; and,
4. The proposed mural and artwork will complement and enhance the District.

Mural Project: A.I.M.

Revised proposal and addendum to Statement of Intent

Arts Initiative Mason proposes to have an historic biplane and banner (mural) painted on the Commercial Bank wall that faces the Ingham Court alley. In keeping with the federal guidelines for signs and changes to historic buildings, the mural portion will maintain a distance of 1 foot from any window, door, or other structural part of the wall. The wall itself, where the mural will go, has been recently painted with a base coat matching the current façade. The highest quality of exterior paint will be used and a seal-coat will be applied once the mural is completed.

Commercial bank will be responsible for maintaining the façade portion of the wall and AIM will be responsible for the mural portion.

In regard to the student artwork (signs), only one piece will be affixed to the wall itself. It will be 4' x 6' and placed near eye level. This will be accomplished by drilling into the mortar portions of the wall in 6-8 spots, avoiding drilling into any of the brick itself. Commercial Bank understands that if/when this frame is ever removed, they are obligated to restore the wall to its original condition, filling the holes with mortar compound and repainting to match the original façade. The frame itself, will be primed and painted to maintain consistency with historic district recommendations. An example will be provided.

Three additional signs (2' x 3') will be hung on the existing framework in the alley. Again, close to eye level and with painted frames to match the era.

AIM will be responsible for changing out the artwork with various additional pieces, likely seasonally.







RECEIVED

AUG 13 2019

CITY OF MASON  
PLANNING DEPT.



**TO:** Historic District Commission

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

**RE:** 402 S. Jefferson – Painting of facade

**DATE:** August 16, 2019

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Teresa Wren of 402 S. Jefferson Street previously received a Certificate of Appropriateness on September 17, 2018 as part of an application to the Planning Commission for Final Site Plan Review proposing the renovation of the existing two-story building that had sustained extensive fire damage. The plan includes a 1<sup>st</sup> floor restaurant and 2<sup>nd</sup> floor apartments. The basement previously contained restaurant storage but will be renovated to include a proposed bar and storage for the proposed restaurant. Ms. Wren has submitted revised paint colors for the exterior façade attached to this memo.

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 34 of the study, referenced as Davis Men's Wear 400 S. Jefferson Street.

#### **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 façade improvements appear to be consistent 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:

STATUS /NOTE	REQUIREMENT
M = Appears to meet requirement; D = Does not appear to meet requirement; I = Information Needed; R = Recommendation; W = Waiver Requested; <i>Italics = Staff comments</i>	
M	<i>1. The historical or architectural value and significance of the structure and its relationship to the historical value of the surrounding area.</i>  <i>2. The relationship of the exterior architectural features of the structure to the rest of the structure and the surrounding area.</i>  <i>3. The general compatibility of exterior design, arrangement, texture, and materials proposed to be used.</i>  <i>4. Other factors, including aesthetic value, which the commission considers pertinent.</i>
<i>The selected colors will enhance the historic and architectural value of the structure and appear to be complimentary and generally compatible to the remainder of the building and surrounding structures.</i>	

## 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, under specific conditions, in accordance with Sec. 31-5(f)(3)

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

Staff offers the following motion for consideration:

### Motion

The Historic District Commission approve a Certificate of Appropriateness for the revised façade proposal for 402 S. Jefferson Street as submitted on documents received August 13, 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 selected paint colors will enhance the historic and architectural value of the structure appear complimentary and generally compatible to the remainder of the building and will not have a significant negative impact on the surrounding area; and,

2. The proposed project will be compatible with prior restoration of key historic features of the building; and,
3. The proposed colors and paint consist of appropriate textures and materials for the historic structure; and,
4. The proposed colors will complement and enhance the District.





Main  
Bldg.

Accents

Trim



- PAINT PLASTER
2. PROVIDE ATTIC ACCESS HATCH AT ENTRY VESTIBULE.
  3. PROVIDE ROD & SHELF AT 'CLOSETS'
  6. PAINT INTERIOR OF ALL CLOSETS INCLUDING WOOD SHELVES

APARTMENT KITCHEN NOTES:

1. PROVIDE NEW CABINETS AND COUNTERTOPS.
2. PROVIDE NEW KITCHEN LIGHT FIXTURES.
3. PROVIDE NEW REFRIGERATOR AND RANGE.
4. PROVIDE NEW RANGE HOOD.
5. PROVIDE NEW GARBAGE DISPOSAL.

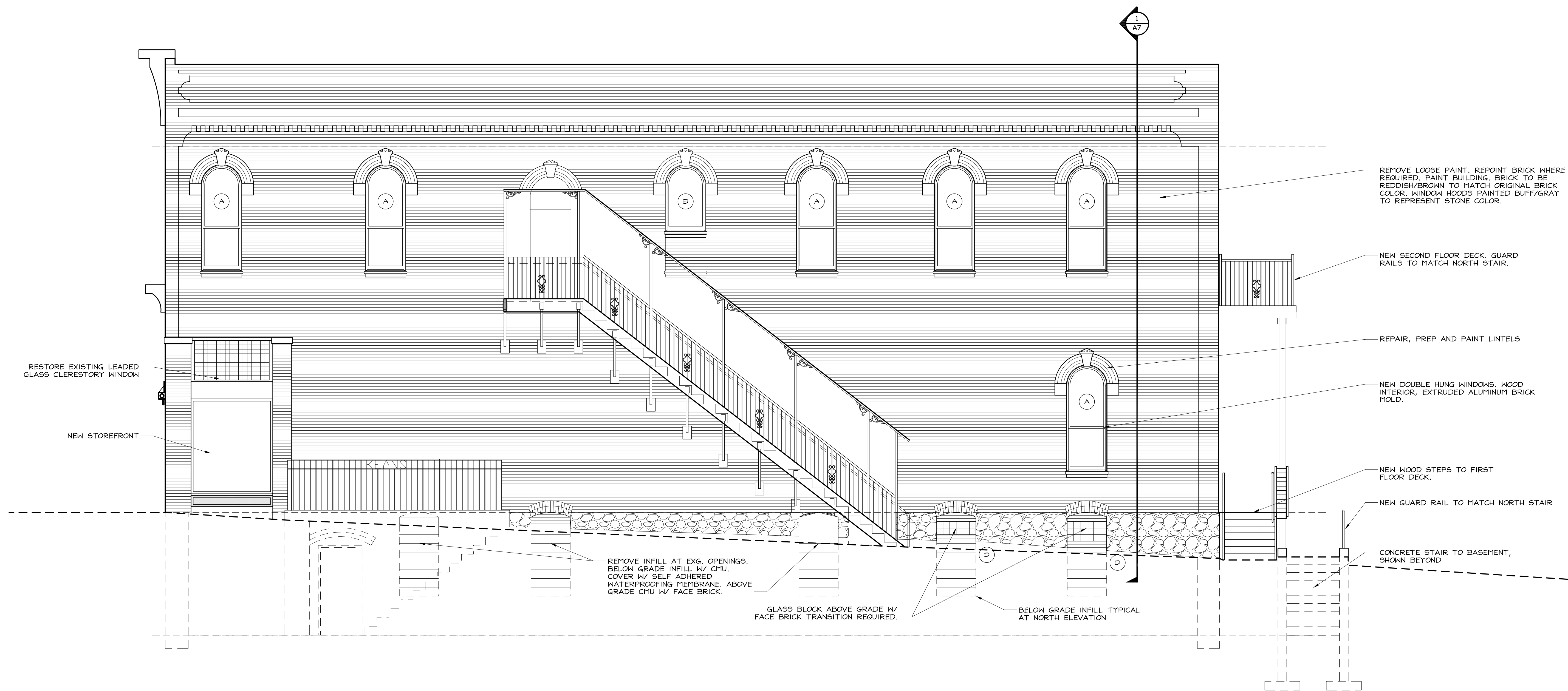
APARTMENT BATHROOM NOTES:

1. PROVIDE MOISTURE RESISTANT GYPSUM BOARD AT ALL TUBS AND SHOWERS.
2. PROVIDE 100% SILICONE SEALANT AT ALL PLUMBING FIXTURE JOINTS.
3. PROVIDE PLUMBING FIXTURES AND TOILET ACCESSORIES PER PLANS AND ELEVATIONS.
4. SEE ACCESSORY SCHEDULE. PROVIDE SOLID BLOCKING FOR ALL ACCESSORIES.

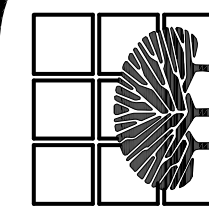
EXTERIOR NOTES:

1. CLEAN EXTERIOR W/ MEDIUM PRESSURE WATER OR HAND BRUSHED TO REMOVE LOOSE PAINT.
2. REMOVE LOOSE MORTAR AND TUCK-POINT W/ TYPE N MORTAR.
3. PROVIDE NEW CORNICES AT SOUTH ELEVATION IN EITHER METAL OR FIBERGLASS.
4. PAINT EXTERIOR.





1  
A4  
NORTH ELEVATION  
SCALE: 1/4" = 1'-0"



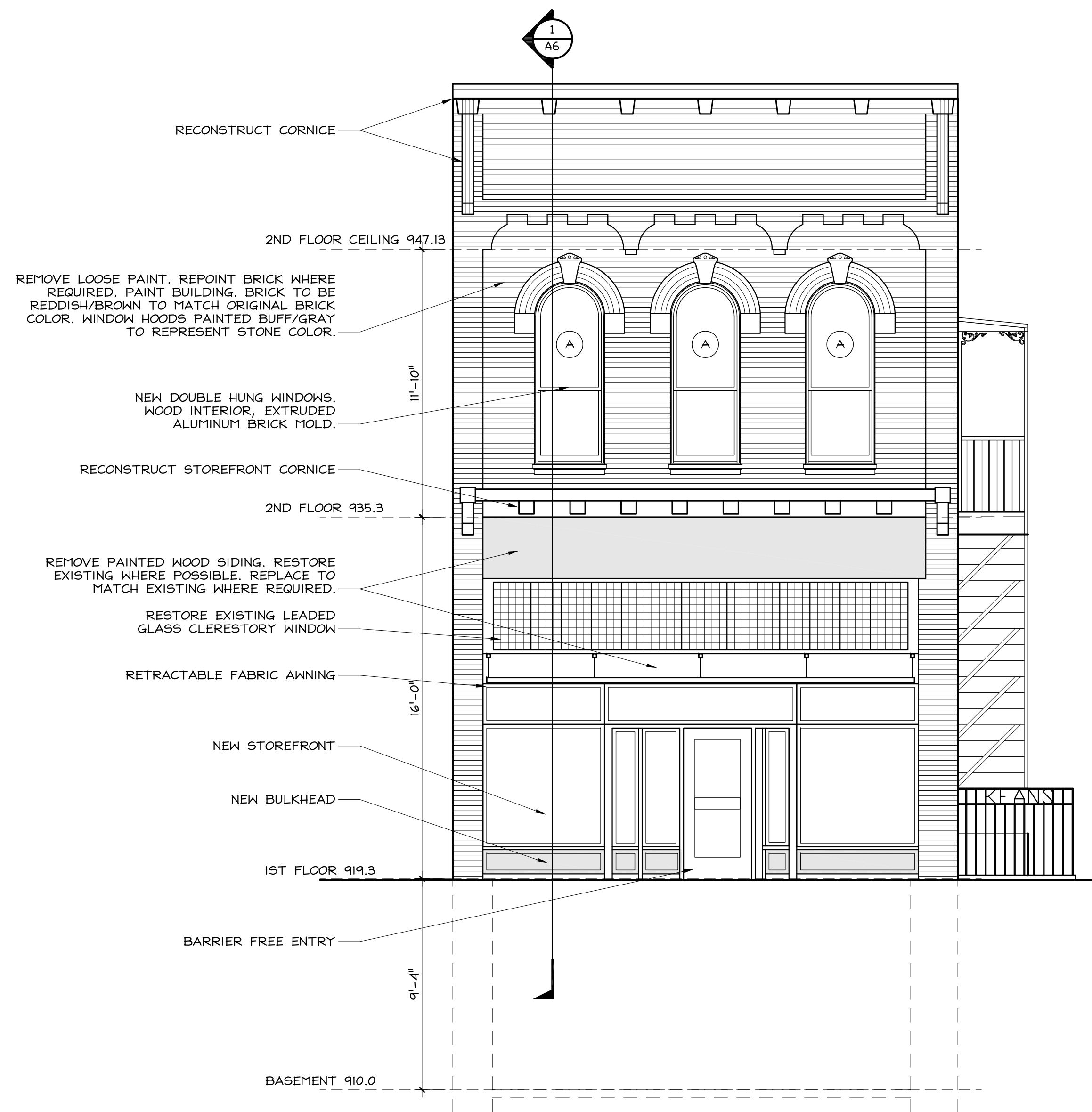
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EXTERIOR ELEVATIONS

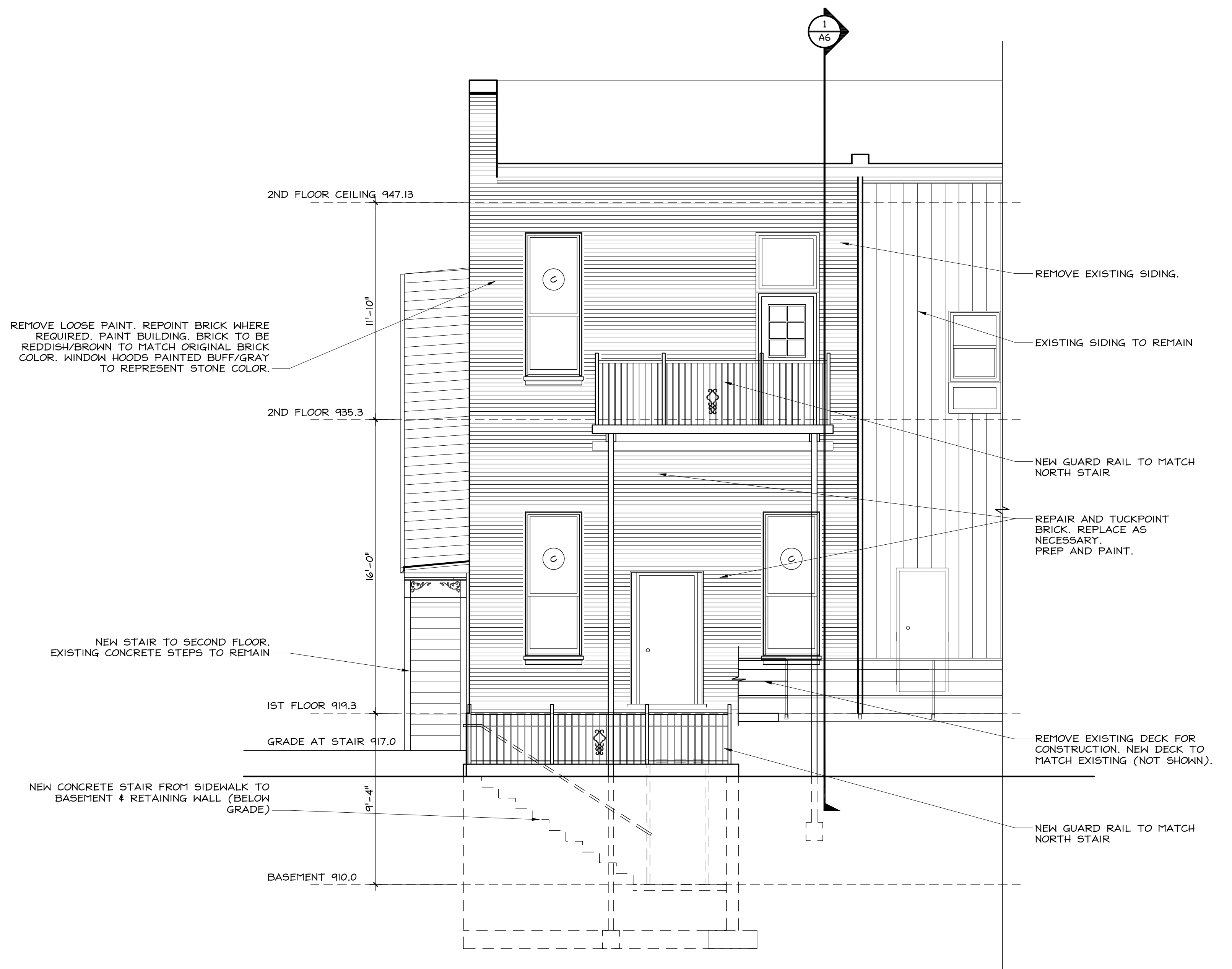
DATE  
9-6-18

PROJECT NO.  
A1139

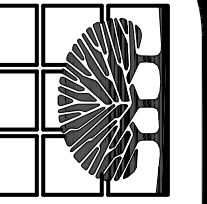
A4



2  
A5  
**SOUTH ELEVATION**  
SCALE: 1/4" = 1'-0"



1  
A6  
**WEST ELEVATION**  
SCALE: 1/4" = 1'-0"



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EXTERIOR ELEVATIONS

DATE  
9-6-18

PROJECT NO.  
A1139

**A5**