

**CITY OF MASON  
HISTORIC DISTRICT COMMISSION  
MINUTES OF SEPTEMBER 21, 2020**

Cummings called the meeting to order at 6:00 p.m. at 201 W. Ash Street, Mason MI (Via Zoom Teleconference).

Present: (5) Clinton, Cummings, Klein, Shattuck, Vogel  
Absent: (1) Schulien (excused)  
Vacancy: (1)  
Also present: Elizabeth A. Hude, AICP, Community Development Director, Marcia Holmes, Administrative Assistant – Community Development

Cummings asked how to go about getting new members for HDC. Vogel will check with the Mayor to see if he has any ideas and will look into placing the vacancy on the City Facebook page.

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

MOTION by Vogel, second by Klein, to approve the Historic District Commission meeting minutes from June 22, 2020.

Yes (5) Clinton, Cummings, Klein, Shattuck, Vogel  
No (0)  
Absent: (1) Schulien

**MOTION APPROVED**

**UNFINISHED BUSINESS**

Cummings asked if SHPO had any new information regarding doing a housing inventory in Mason. Director Hude acknowledged that there is some new information on their website and that HDC discuss this when they circle back to the Work Plan. It would need to be discussed in line with the City Council Budget and there is currently no funding or staff available to take on the project.

Cummings asked about the index cards that are in the office from the previous inventory and asked if the next inventory would have to be city-wide versus historic district only. Hude found the 2008 inventory submission of the historic district only but cannot find any response from SHPO as to that being okay but she noted that the next inventory would be required to include the entire city. The inventory would include all buildings over 50 years old and then you can use that information to determine if you want to expand the Historic District. Hude also stated that in the upcoming discussions regarding the Masterplan the public will be able to comment on the Historic District and what the role of the Historic District Commission should be.

None application.

**NEW BUSINESS**

A. 322 S. Jefferson – Commercial Bank request for Certificate of Appropriateness for brick repair.

MOTION by Vogel, second by Clinton, to approve the Certificate of Appropriateness for brick repair.

Yes (5) Clinton, Cummings, Klein, Shattuck, Vogel

No (0)

Absent: (1) Schulien

**MOTION APPROVED**

Clinton commented that this work has been needed for years. Cummings asked if the paint will match and is included. Hude responded that she thought it was included in the proposal but she can verify with the applicant if necessary.

B. 322 S. Jefferson – AIM is requesting review of a modification to a previously approved mural project.

Hude briefed the Commissioners that AIM has worked on the drawing but they do not have an artist yet. Their building permit has expired and they will need to verify that the paint and techniques used will be acceptable to the Historic District.

C. Letter of Support for State Historic Preservation Office (SHPO) Certified Local Government (CLG) grant application for Mason Library renovations.

MOTION by Klein second by Shattuck, to approve the letter with the requested change made.

Yes (5) Clinton, Cummings, Klein, Shattuck

No (0)

Absent: (1) Schulien, Vogel

**MOTION APPROVED**

Hude shared that the City is applying for a CLG grant for the Library and that she would like their okay to change the previous language in the letter from “Phase” to “Part 1”.

**LIAISON REPORT**

None

**ADJOURN**

The meeting adjourned at approximately 6:17 p.m.



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Elizabeth A. Hude, AICP, Community Development Director and HDC Staff Secretary