

**CITY OF MASON  
HISTORIC DISTRICT COMMISSION  
MINUTES OF FEBRUARY 15, 2021**

Vice-Chair Cummings, called the meeting to order at 6:06 pm at 201 W. Ash Street, Mason MI (Via Zoom Teleconference). Klein took over as chair at 6:09 p.m.

<b>Roll Call</b>		<b>Present</b>	<b>Absent</b>	<b>Location</b>
Commissioner	Clinton	x		Mason, Michigan
Commissioner	Cummings	x		Mason, Michigan
Commissioner	Klein	x		Mason, Michigan; joined at 6:09 pm
Commissioner	Shattuck	x		Mason, Michigan
Council Liaison	Vogel	x		Mason, Michigan
Commissioner	Vacant (Linsley)			
Commissioner	Vacant (Schulien)			

Also present: Community Development Staff - Elizabeth A. Hude, AICP, Director, Marcia Holmes, Permit Admin. Specialist, Stephanie Strickland, Administrative Assistant; Kevin Schaeffer, Applicant – 128 W. Ash

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

MOTION by Vogel, second by Shattuck, to approve the Historic District Commission meeting minutes from January 18, 2021.

- Yes (4) Clinton, Cummings, Shattuck, Vogel
- No (0)
- Absent: (1) Klein

**MOTION APPROVED BY ROLL CALL VOTE**

**UNFINISHED BUSINESS**

A. HDC Workplan Progress – Staff Update:

Director Hude noted that approval for an Intern was completed this week. The intern will help set up the system for historic property inventory beginning March 1<sup>st</sup>, 2021. Staff is working on the CLG Report which is due March 1, 2021. She encouraged commissioners to attend the training sessions offered by the Michigan Historic Preservation Network.

Daniel Bollman- Library Architect has provided verbal confirmation to be available if needed for architectural services. Director Hude will be following up to solidify details. There is one nomination for filling an HDC vacancy that will be presented at the City Council meeting this evening.

Hude announced that a Notice of Intent has been received from SHPO for the CLG grant that they intend to award Mason a \$90,000 grant. This has not been publicly announced as official confirmation has not been received.

Hude informed that she is still working on scheduling the joint meeting between City Council and Planning Commission to discuss the RFP for the Master Plan.

Hude stated that no new information was available regarding the State Historic Tax Credit.

## **NEW BUSINESS**

### **A. 128 W Ash – Mason Flats COA for Projection Sign**

Hude introduced information regarding the inquiry presented by Kevin Schaefer, which included a conceptual drawing. Hude stated that the sign appears to meet the design and placement standards as required in the C1 zoning district described in Ch. 58 Signs of the City ordinance. No additional standards are noted for signs within a Historic District, so staff refers to guidance offered in the Mason Façade Study. While the study does not speak to projecting signs, it does not preclude them. This sign will be used as a directional sign to support those attempting to locate the residential apartments upstairs (guests, deliveries). Projection signs are seen throughout the Historic District and are reminiscent of the 1800s era. The materials, colors and texture appear to be complimentary to the building and neighboring buildings, are aesthetically supportive of and compatible with the rest of the structure and surrounding area. Further, the metal sign appears to be consistent with the recommendations of the U.S. Secretary of the Interior Standards, p. 51, 113, 115 for storefronts.

Kevin Schaefer took a few moments to discuss the sign and the purpose for directing them to a webpage landing site for people to inquire about the apartments. Klein asked if the verbiage on the sign would include Luxury and another question was brought forth regarding a flap that indicated if there were vacancies. Hude commented that according to the First Amendment the verbiage of the sign was not the area of concern; the focus of HDC and the ordinances was the sign's location, materials and style.,

Motion by Vogel, second by Clinton to approve Certificate of Appropriateness for a projecting sign at 128 W Ash.

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

No (0)

MOTION APPROVED BY ROLL CALL VOTE

## **LIAISON REPORT**

Vogel shared that City Council met last Thursday with Planning Commission regarding the Capital Improvement Program (CIP). The Planning Commission will make recommendations to approve the CIP at their upcoming March 9 meeting. Vogel stated what a great joint effort the CIP has been and the progress that has been made over the last four years.

City Manager's Report

## **ADJOURN**

The meeting adjourned at approximately 6:29 p.m.



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