

**CITY OF MASON
HISTORIC DISTRICT COMMISSION MEETING
MINUTES OF JULY 23, 2007**

Cummings called the meeting to order at 7:00 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan.

Present: Commissioners: Cummings, Gladstone, Schulien, Shattuck, Taylor, Ware
Absent: Commissioners: Hyndman
Also present: David E. Haywood, Zoning & Development Director

APPROVAL OF MINUTES: June 25, 2007

The Meeting Minutes of June 25, 2007, were approved by consensus.

UNFINISHED BUSINESS

None.

PEOPLE FROM THE FLOOR

None.

REGULAR BUSINESS

304 S. Jefferson Street (Upper level apartments) – Stairwell Reconstruction and Window Replacement Project

Bruce Johnston, Director of Housing, Ingham County, gave a brief overview of the project. He indicated that he is working with Steve Ware to rehabilitate the upper level apartments, including restoring and reconstructing the exterior stairwell and replace all of the second story windows. Mr. Johnston asked the commission for direction on what would be required for window replacements.

The consensus of the Commission was that the window configuration, specifically the number and configuration of window panes, should be replicated. The Commission further indicated that internal window mullions would be acceptable.

Motion by Shattuck, seconded by Ware,

To approve the stairwell reconstruction and window replacement request submitted by Steve Ware located at 304 S. Jefferson Street.

MOTION APPROVED UNANIMOUSLY

Inventory of Historic Places

Cummings reported that the City Council approved the HDC's request to fund \$1,000 for the inventory project and amended the request to \$4,000. He further reported that he is still waiting for a response from the State Historic Preservation Office regarding feedback on our grant application as well as submittal standards for the inventory project.

The Commission appointed Taylor, Hyndman, and Cummings to the Budget Subcommittee, and Gladstone, Ware, Hyndman, Schulien, and Shattuck to the Archive Subcommittee.

Further discussion ensued regarding the goals and objectives of the project.

NEW BUSINESS

None.

CORRESPONDENCE

None.

LIAISON REPORTS

Taylor reported on the Downtown Development Authority business.

ADMINISTRATOR'S REPORT

None.

PEOPLE FROM THE FLOOR

None.

ADJOURNMENT

The meeting adjourned at 8:15 p.m.

Martin A. Colburn, City Clerk