

**CITY OF MASON  
HISTORIC DISTRICT COMMISSION SPECIAL MEETING  
MINUTES OF AUGUST 31, 2009**

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, Hyndman, Schulien, Mulvany, Shattuck, Waltz  
Absent: Commissioners: None  
Also present: David E. Haywood, Zoning & Development Director

**APPROVAL OF MINUTES: July 27 and August 24, 2009**

The Meeting Minutes of July 27 and August 24, 2009, were approved as presented.

**PEOPLE FROM THE FLOOR**

None.

**REGULAR BUSINESS**

**117 East Maple Street – New Sign**

The Commissioners briefly discussed the details of the proposal.

Motion by Hyndman, second by Shattuck,  
To approve the sign at 117 East Maple Street as proposed.  
**MOTION APPROVED UNANIMOUSLY**

**108 West Maple Street – New Sign**

Ted Urban, Sign Creations, indicated that the sign will slightly block windows due to ordinance prohibiting roof/awning mounted signs. Mr. Urban indicated that the existing sign is difficult to read in it's current location. He further explained that the existing sign on the south wall will be removed and replaced with the proposed sign.

Motion by Schulien, second by Hyndman,  
To approve the sign at 108 West Maple Street as proposed.  
**MOTION APPROVED UNANIMOUSLY**

**304 South Jefferson Street – Façade Reconstruction**

The Commissioners expressed the following concerns:

- Indicated that there was not enough detail shown for the proposed columns
- Clarified that all components below the awning will be reconstructed

Motion by Shattuck, second by Schulien,  
To approve the reconstruction of the first floor façade for 304 South Jefferson Street as proposed.

Motion by Waltz, second by Schulien,  
To amend the main motion to allow the Zoning Administrator to approve the final

column design.  
MOTION APPROVED UNANIMOUSLY

Vote on the amended motion,  
MOTION APPROVED UNANIMOUSLY

### **138 West Ash Street – Building Addition**

Motion by Schulien, second by Hyndman,  
To approve the second story addition for 138 West Ash Street as proposed.

The applicant, Michelle Bontrager, introduced herself and spoke on the following issues:

- Wants to add second story to building
- Looking for direction from the Commission
- Second story will have a flat roof as originally built
- Second story will have an exterior entrance and deck at rear of building

The Commissioners expressed the following concerns:

- Second story should be distinguished from first floor

Motion by Schulien, second by Hyndman,  
To withdraw motion to approve the second story addition for 138 West Ash Street as proposed.  
MOTION APPROVED UNANIMOUSLY

Motion by Hyndman, second by Shattuck,  
To allow the applicant to pursue professional resources to develop detailed drawings/plans for the proposed second story addition at 138 West Ash Street to be brought to the Historic District Commission at a later time for final approval.  
MOTION APPROVED UNANIMOUSLY

### **Inventory of Historic Places**

Commissioner Cummings reported that he is still working on uploading photos to the inventory database.

### **UNFINISHED BUSINESS**

None.

### **NEW BUSINESS**

Commissioner Hyndman reported that he is working toward establishing a historic restoration fund that would be available to property owners for building restoration. He indicated that \$10,000 in donations was necessary to start the fund. He further indicated that he felt the \$10,000 is a reachable goal and could be raised locally.

**CORRESPONDENCE**

None.

**LIAISON REPORTS**

None.

**ADMINISTRATOR'S REPORT**

Haywood gave a brief report of the Zoning & Development Department business.

**PEOPLE FROM THE FLOOR**

None.

**ADJOURNMENT**

Being there was no further business, the meeting adjourned at 8:31 p.m.

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Martin A. Colburn, City Clerk