

**CITY OF MASON
HISTORIC DISTRICT COMMISSION MEETING
MINUTES OF APRIL 25, 2011**

Cummings called the meeting to order at 7:05 p.m. in the 2nd floor training room at 201 W. Ash Street, Mason, Michigan.

Commissioner(s) Present: Brown, Cummings, Schulien, Shattuck, Tornholm

Commissioner(s) Absent: Hyndman, Mulvany

Also present: David E. Haywood, Zoning & Development Director

APPROVAL OF MINUTES: March 28, 2011

The Meeting Minutes of March 28, 2011, were approved as presented.

UNFINISHED BUSINESS

None.

PEOPLE FROM THE FLOOR

None.

ANNOUNCEMENTS

Schulien announced that there will be a dedication of historic Rayner Park on May 22, 2011.

PRESENTATIONS

None.

REGULAR BUSINESS

368 South Jefferson Street – Windows

Motion by Shattuck, second by Schulien,

To approve the window replacement and trim proposal for 368 S. Jefferson Street as submitted by Jamie Robinson based on the application received on April 15, 2011, on the basis that it is consistent with the standard listed in Section 31-5(e)(2) and (3), that the relationship of the proposed materials to be used are generally compatible to the building and surrounding area.

Commissioners discussed the proposal and clarified the following:

- The window dentils are located above the first and second floor windows on the east side of the building only
- The third floor windows are the only windows being replaced
- The proposed window trim is a molded product

MOTION APPROVED UNANIMOUSLY

360 South Jefferson Street – Sign

Motion by Schulien, second by Shattuck,
To approve the wall sign proposal for 360 South Jefferson Street as submitted by Jamie Robinson (Bestsellers) based on the application received on April 15, 2011, on the basis that it is consistent with the standards listed in Section 31-5(e) of the Mason Code.

Commissioners discussed the proposal and clarified that the façade will be replaced with a flat wall board material.

MOTION APPROVED UNANIMOUSLY

356 South Jefferson Street – Façade & Sign

Motion by Shattuck, second by Schulien,
To approve the wall sign, façade reconstruction and door replacement proposal for 356 South Jefferson Street as submitted by Jamie Robinson (Extra!) based on the application received on April 15, 2011, on the basis that it is consistent with the standards listed in Section 31-5(e) of the Mason Code.

Commissioners discussed the proposal and clarified the following:

- The application is for sign, first floor window replacement and door to upper level apartments
- Style of door has not been determined yet
- Applicant will probably not recreate a nine-light window door
- The store front windows will be replaced with tempered glass
- Door style could be approved by the Zoning Administrator

Motion by Brown, second by Tornholm,
To amend the main motion to add that the Zoning Administrator shall have the authority to approve the final door style.

MOTION APPROVED UNANIMOUSLY

Vote on the main motion:

MOTION APPROVED UNANIMOUSLY

Inventory of Historic Places

The City's webmaster, Bob Cwierniewicz, gave a brief presentation on how the inventory of historic places may be placed on the City's website. Mr. Cwierniewicz stated that building a website for the inventory would cost approximately \$6 per property, with an anticipated total of approximately \$330.

Mr. Cwierniewicz stated that the fee would be one-time-only and on-going maintenance would be included in the City's maintenance fee. A brief discussion ensued.

Motion by Tornholm, second by Shattuck,
To authorize the funds to be expended to have the webmaster create the necessary website for the inventory of historic places.

MOTION APPROVED UNANIMOUSLY

Cummings reported that the inventory of historic places has no current photograph for the Mason Chiropractic Center at 415 S. Jefferson St. Shattuck volunteered to take a photograph and email to Mr. Haywood.

UNFINISHED BUSINESS

The Commission discussed the possibility of taking on the responsibility of running/coordinating the City's 150th anniversary event in 2015.

Tornholm reported that the Mason Historical Museum has many new historical photographs, including businesses, but that it did not receive any private collections recently. Tornholm discussed the possibility of inviting the Historical Society to speak at the June meeting.

NEW BUSINESS

An inquiry was raised if the new business at 119 E. Maple Street (Jack and Jill Children's Consignment Boutique) will submit an application of sign review. Haywood reported that he had not received an application to date.

CORRESPONDENCE

None.

LIAISON REPORTS

Tornholm gave a brief report of Council business.

DIRECTOR'S REPORT

Haywood gave a brief report of the Zoning & Development Department business and reported that the Meijer Corporation recently donated roughly a dozen large format prints (30" x 48") that were formerly on display in the Meijer store on Hull Road to the City.

PEOPLE FROM THE FLOOR

None.

ADJOURNMENT

Being there was no further business, the meeting adjourned at 8:45 p.m.

Deborah J. Cwiertniewicz, City Clerk