

CITY OF MASON

201 West Ash St.
Mason, MI 48854-0370

City Hall 517-676-9155
Fax 517-676-1330

Historic District Commission Meeting – 2nd Floor Training Room Monday, May 23, 2011

7:00 p.m.

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes – Meeting of April 25, 2011
4. People from the Floor
5. Announcements
6. Presentations
7. Regular Business
 - A. Motion – 119 E. Maple St. (Jack & Jill Children's Consignment Boutique) – Sign Proposal
 - B. Discussion – Inventory of Historic Places – Website Progress
8. Unfinished Business
9. New Business
10. Correspondence
 - Liz Lutrel-Wilson (Mason State Bank), May 9, 2011, 322 S. Jefferson St.
 - Brian Conway (State Historic Preservation Office), Notice of No Adverse Impact, 158 W. Maple St.
 - National Alliance of Preservation Commissions, April 19, 2011
11. Liaison Reports
12. Director's Report
 - National Trust for Historic Preservation membership and magazine
13. Adjournment

**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

City of Mason

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370
www.mason.mi.us



City Hall 517 676-9155
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TDD 1-800-649-3777

To: Historic District Commission

From: David E. Haywood, Zoning & Development Director

A handwritten signature in black ink, appearing to be "DA", is written over the name "David E. Haywood" in the "From:" line.

Re: 119 East Maple Street – Sign Proposal (Jack & Jill Children’s Consignment Boutique)

Date: May 20, 2011

Renae Knight (Jack & Jill Children’s Consignment Boutique) is requesting approval to install a new wall sign on the building located at 119 East Maple Street. Attached is a drawing showing the overall appearance and dimensions of the sign. The colors are beige background with green oval inset and brown lettering.

Section 31-5(a) requires that a permit be obtained for work “...performed within a historic district affecting the exterior appearance of a resource...”. The subject property is located within the Mason Historic District. The applicant is, therefore, requesting Historic District Commission approval.

The proposed sign is in compliance with the standards listed in Chapter 58, Signs, of the Mason Code.

Mason Main Street Façade Study

The Main Street Façade Study is the manual by which each building within the Mason Historic District is evaluated. The Study provides architectural consultation to the building owners and the Historic District Commission. The recommendations provided in the Study were based on the U.S. Secretary of the Interior’s Standards for Rehabilitation. Pages 12 and 13 of the Study provide recommendations for the subject building. Attached is a copy of pages 12 and 13 for your reference. The Study does provide sign recommendations for the building indicating that signage for the building is directly above the storefront windows.

U.S. Secretary of the Interior’s Standards for Rehabilitation

Section 31-5(d) states that the review of any application shall follow the U.S. Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. Section 31-5(e) lists the discretionary standards that the Commission shall consider. Staff’s analysis of the applicant’s compliance with those standards is as follows:

1. *The historical or architectural value and significance of the structure and its relationship to the historical value of the surrounding area.*

The building has a very integral location within the historic district, as it is visible from many vantage points in the downtown area.

- 2. The relationship of the exterior architectural features of the structure to the rest of the structure and the surrounding area.*

The proposed signs appear to be consistent with the building and surrounding resources.

- 3. The general compatibility of exterior design, arrangement, texture, and materials proposed to be used.*

The proposed sign location appears to be consistent with the Study's recommendations.

- 4. Other factors, including aesthetic value, which the commission considers pertinent.*

There does not appear to be other factors not covered by standards 1 through 3 above.

Recommended Action

The Historic District Commission approve the sign proposal for 119 East Maple Street as submitted by Renae Knight (Jack & Jill Children's Consignment Boutique) based on the application materials received on May 18, 2011, on the basis that it is consistent with the standards listed in Section 31-5(e).

Attachments:

1. Application
2. Pages 12 and 13 from the Mason Main Street Façade Study
3. Sign illustration



APPLICATION: MASTER BUILDING PERMIT

City of Mason

201 W. Ash Street • Mason, MI 48854 ♦ Phone: 517/676-9155 • Fax: 517/676-1330
www.mason.mi.us

Please call for an appointment if you would like to discuss your application with the building inspector

I. APPLICANT INFORMATION

Name Renee Akright Organization Jack and Jill Children's Consignment Boutique
Address (Street, City, State, Zip) 119 E. Maple St., Mason, MI 48854
Telephone Number (517) 676-3858 Facsimile Number ()
Interest in Property (owner, contractor, tenant, option, etc.) tenant

II. PROJECT DESCRIPTION

Project Name Store sign
Project Address 119 E. Maple St., Mason MI 48854
Property Owner Name Marilyn Fiedler Telephone Number (517) 676-2449
Property Owner Address 117 E Maple St. Mason, MI 48854

Written Description of Work (attach additional pages, if necessary)
8'x3' storefront sign on digital print 1/4" thick board made of aluminum and plastic composite.

III. CONTRACTOR INFORMATION

(If more than one contractor is working on the project, list all on separate sheet)

Valuation of Work _____ Contractor License No. _____ Exp. Date _____
Name J.P. Signs and Graphics Telephone Number (517) 676-7003
Address (Street, City, State, Zip) 207 E Kipp Rd, Mason, MI 48854

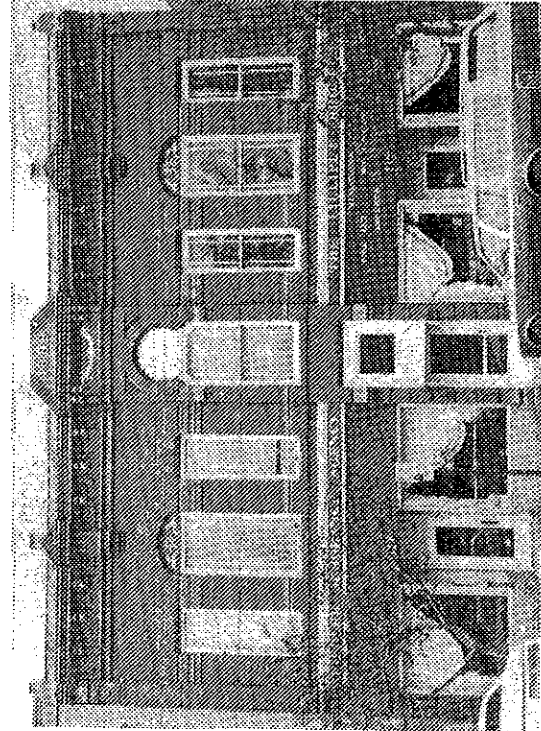
IV. APPLICATION MATERIALS ON REVERSE SIDE

RECEIVED
MAY 18 2011
CITY OF MASON
BUILDING DEPT.

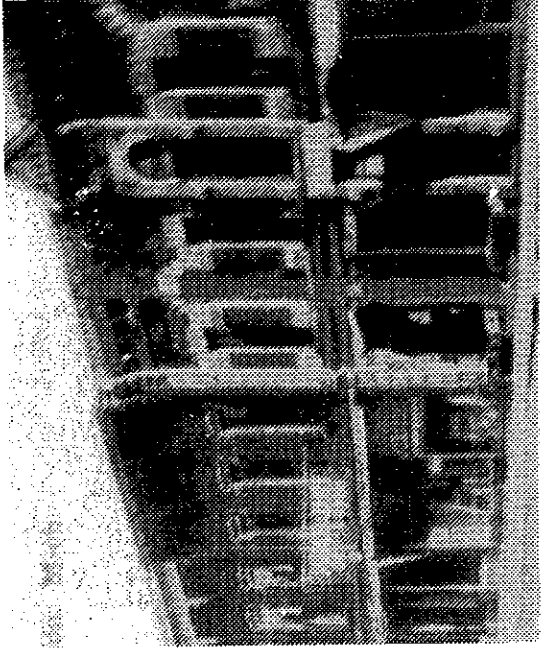
APPLICANT CERTIFICATION

NOTICE: This permit becomes null and void if work or construction is not commenced within six months, or if work or construction is suspended or abandoned for a period of six months at any time after work is commenced. A true copy of the plans of said structure is attached. It is understood that all provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. "Section 23a of the Michigan Construction Code Act of 1972 (1972 PA 230, MCL 125.1523A) prohibits a person from conspiring to circumvent the licensing requirement of this State relating persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines." By execution of this application, the person signing represents that the information provided and the accompanying documentation is, to the best of his/her knowledge, true and accurate. In addition, the person signing represents that he or she is authorized and does hereby grant a right of entry to City officials for the purpose of inspecting the premises and uses thereon to verify compliance with the terms and conditions of any permit or approval issued as a result of this application.

Signature Renee Akright Date 5/18/2011



FIEDLER INSURANCE 117 - 119 East Maple Street 1889



HISTORY: At the time of construction in 1889, Angelica Sherman, about whom little is known, was the property owner. Replacing three small frame buildings that housed a saloon, a harness maker, and a shoe shop, this particular building has contained at various times a saloon, a dry goods store, a grocery, and a drug store. This significant part of Mason's commercial landscape was purchased in 1920 by Rollin C. Dart, Jr., a member of one of the city's prominent families.

ARCHITECTURAL DESCRIPTION: This painted brick commercial structure presents an unusual seven-bay front to the north facade of the courthouse, with a store front on either side of a central stairwell. A very distinctive use of stone as piers, repetitive string courses, and lintels marks this two-story building. On each storefront the central second-floor window possesses a semi-elliptical decorative panel and a framing arch of radiating stone voussoirs. They are larger than the flanking rectangular windows of narrow width, flanking them on either side, which are each topped by a stone hood of crenellated appearance. The central bay placed on a very shallow projection displays a second-floor window beneath a circular ornament of Moorish influence created, again, by the placement of stone. Above this, the bracketed cornice supports a pediment identifying the structure's construction date and smaller pediments above the other large windows. At the building's corners, final decorations remain. And Adamesque swag embellishes the center of the cornice, intensifying the strict symmetry of the front facade. The first floor has retained its original arrangement of doors and display windows.

This brick and stone business block contributes significantly by its architectural presence to the downtown streetscape. The building, which possesses virtually all of its original elements, has had its surface disguised by paint. However, the retention of traditional first-floor arrangements, window treatment, and cornice decoration add immeasurably to the atmosphere of the nineteenth-century courthouse square and its satellite commercial establishments.

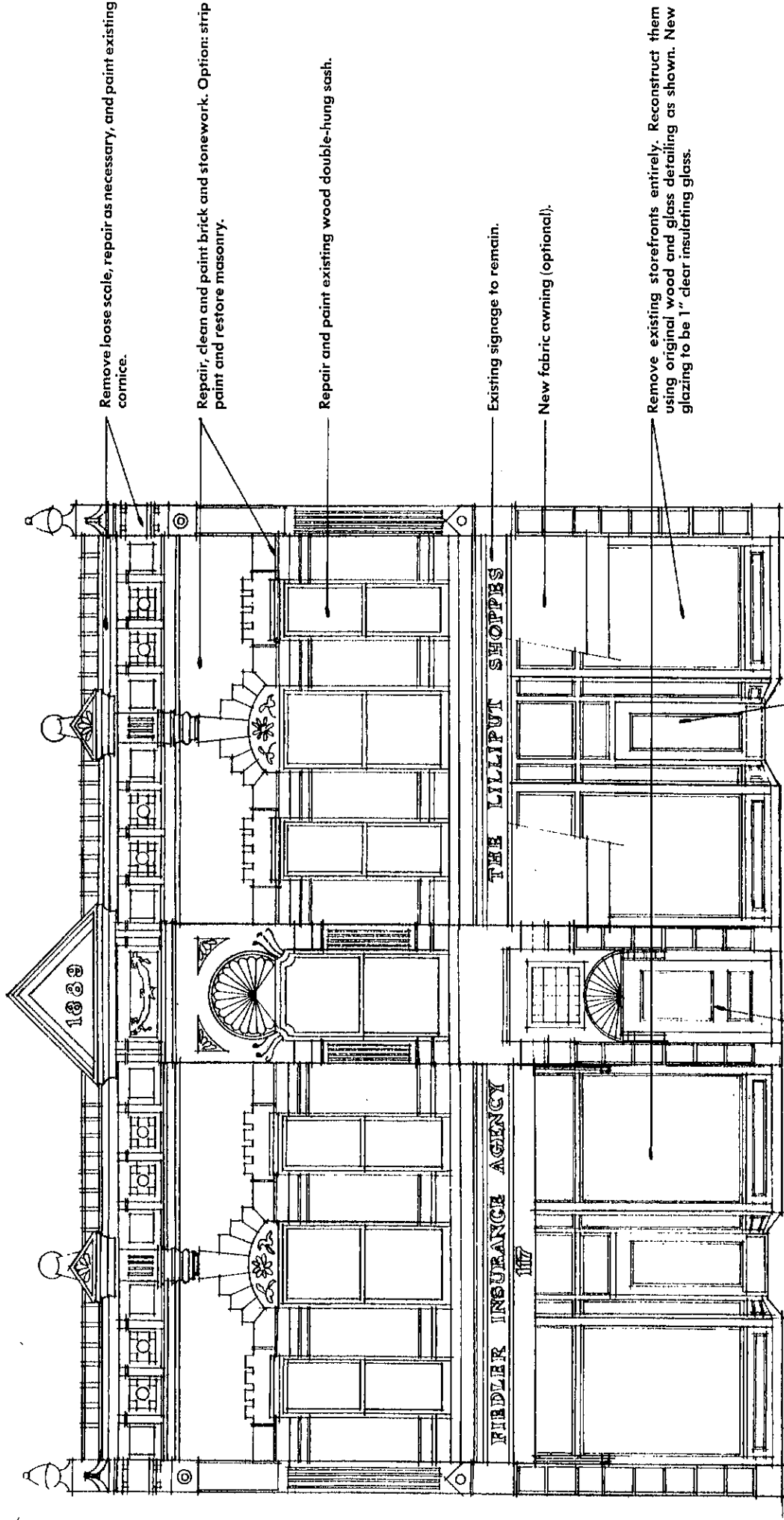
QUICK FIX: These two stores occupy one building which maintains a great deal of its original architectural character. The second story is intact with the exception of the windows over the Faidler Insurance Agency. The original double hung windows have been replaced with a Talousey type louver windows. These three window openings should be refitted with double hung wood windows matching the remaining original windows.

The masonry and cornice work appears to be in very good condition on this building. The gray paint should be chemically removed from the masonry so that the original beauty of the stone and brick masonry could be revealed. Sandblasting or other abrasive methods of removal must be avoided. If removal of the paint is impossible, we would recommend painting the brick portion of the building in a red color which was original as made apparent with the aging of the gray paint. The stone sills, belt courses and pilasters should be painted in a buff/gray stone color if the painting option is selected. The cornice work at the top of the building seems to be constructed of metal, however, the detailing of the cornice is such that it would appear the original architect intended this to read as stonework. Therefore, the cornice should be painted the same color as the stone.

The rope ornamentation and the fan panel above the center stairway window on the second floor and at the stairway entrance at ground level should be painted a nice contrasting color with the stone and brick. Colors should be selected from the color palette maintained in the Mason Main Street office. The storefronts at street level are not original. The brick knee walls below the display windows are of a hard-fire orange/brown brick. As a minimum, these should be painted the same color as the upper brick. For accurate restoration, which their building deserves, they should be removed and wooden panel type knee walls as shown on early photographs should be installed in their place. The aluminum storefront glazing system should be painted to tie in with the color scheme of the remainder of the building as a minimum and for accurate restoration should be replaced with wood window frames, door frames and doors.

The transom panels over the display windows have been covered with a striated plywood panel. The panels are installed in such a manner that we believe the original transom panels are still behind the plywood. If this is the case, the plywood should be removed and the transoms restored for a very nominal amount of money. If the transom glass is not found in removing the plywood, the original transom panels should be reconstructed to match the detail shown on early photographs.

The sign boards on both buildings are very acceptable and, if they are painted in with the historic color scheme of the building, they would read very nicely. The aluminum storm windows on the stairway and on the Lilliput Shop should be painted to blend with the historic painting scheme on the remainder of the building unless the owner is willing to do away with the door which would be much more acceptable.



Remove loose scale, repair as necessary, and paint existing cornice.

Repair, clean and paint brick and stonework. Option: strip paint and restore masonry.

Repair and paint existing wood double-hung sash.

Existing signage to remain.

New fabric awning (optional).

Remove existing storefronts entirely. Reconstruct them using original wood and glass detailing as shown. New glazing to be 1" clear insulating glass.

Replace metal door with a new solid core wood panel door.

Replace existing door with a new wood and glass door that matches existing insurance agency entry door.

96.04 in



36 in

ADDRESS
CITY
PHONE
FAX

DATE	5/18/2011
ORDER NO.	
ORDER TYPE	SALE
NET TOTAL	36.0000in x 36.0000in
PRICE	\$0.00


City of Mason

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TO: Historic District Commission

FROM: David E. Haywood, Zoning & Development Director 

RE: Inventory of Historic Places – Website Development

DATE: May 20, 2011

The City's webmaster, Bob Cwierniewicz, has created a "test" format for presenting the inventory database. Please take a moment to review the proposed format for the inventory by going the City's website. Click on "City Hall" on the home page and then "Historic Commission". When on the Commission's page click the header at the top of the page "Historic District Commission" and look for 100 East Ash Street. Click that address and it will give you the proposed format. Please be prepared to discuss this at the meeting and offer comments and suggestions.

I am available if you have questions or concerns.

David Haywood

From: David Haywood
Sent: Monday, May 09, 2011 1:57 PM
To: 'Liz J. Luttrell-Wilson'
Subject: RE:

Yes, your understanding is correct. Thanks for following up. Also, thanks for the tour of the building. I don't get a chance to see the interiors of the downtown buildings. It's a great building, and you have a lot to work with. Good luck with your project and keep us posted as your move forward.

Have a great day.

David E. Haywood
Zoning & Development Director
City of Mason
201 W. Ash Street
Mason, MI 48854
517.676.9155

From: Liz J. Luttrell-Wilson [<mailto:liz.wilson@masonstate.com>]
Sent: Monday, May 09, 2011 1:06 PM
To: David Haywood
Subject:

David, thank you for meeting with me regarding the Bank's canopy this morning.

Following our conversation, this is my understanding - We wish to recover the four first floor canopies at 322 S Jefferson St with black covering with scalloped edges. We also wish to remove the canopies on the second and third floors. This we can do without a permit from the City or permission from the Historical Commission.

We will be replacing the sign that is above the canopies on the first floor. We are in the process of coming up with a design and will request a permit from your office to replace and advise the Historical Commission at the end of the this.

Please verify that my understanding is correct. Thank you again for your assistance.

Liz Luttrell-Wilson
Vice-President
Mason State Bank
517-676-0500 ext. 228

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COPY

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
STATE HISTORIC PRESERVATION OFFICE

GARY HEIDEL
EXECUTIVE DIRECTOR

April 20, 2011

BRUCE JOHNSTON
INGHAM COUNTY HOUSING COMMISSION
3882 DOBIE ROAD
OKEMOS MI 48864

RE: ER-00-312.11.158 W MAPLE 158 West Maple Street Rehabilitation Project, Mason, Ingham
County (HUD)

Dear Mr. Johnston:

Under the authority of Section 106 of the National Historic Preservation Act of 1966, as amended, we have reviewed the above-cited undertaking at the location noted above. Based on the information provided for our review, it is the opinion of the State Historic Preservation Officer (SHPO) that the proposed undertaking will have **no adverse effect** [36 CFR § 800.5(b)] on 158 Maple Street located in the Courthouse Square Historic District, which is listed in the National Register of Historic Places provided the following conditions are met:

- Existing original windows should be repaired, rather than replaced. If these windows are beyond repair or documented lead levels preclude reuse, then the replacement windows must match the size, design, proportions, profile, and where possible, materials of the existing original windows. Enclosed is a copy of Preservation Brief #37: Appropriate Methods for Reducing Lead-Paint hazards in Historic Housing that provides further guidance on this issue. Vinyl windows generally do not meet these requirements.
- Ductwork shall be concealed. IF this is not possible, then the ductwork must be painted to match the ceilings.
- Retain and relocate the window trim at the furred-out perimeter walls.

If you concur, the accompanying form must be signed by an agency official with legal and financial responsibility for the above-cited undertaking [36 CFR § 800.2(a)]. Please return the signed original to us. Please note that the Section 106 review process will not be complete and HUD's responsibility to comply with 36 CFR § 800.4, "Identification of historic properties," and 36 CFR § 800.5, "Assessment of adverse effects", will not be fulfilled until we have received this letter with the original signature of the agency official. If the agency official disagrees with these conditions, then consultation with this office shall be reopened per 36 CFR § 800.5(a).

The views of the public are essential to informed decision making in the Section 106 process. Federal Agency Officials or their delegated authorities must plan to involve the public in a manner that reflects the nature and complexity of the undertaking, its effects on historic properties and other provisions per 36 CFR § 800.2(d). We remind you that Federal Agency Officials or their delegated authorities are required to consult with the appropriate Indian tribe and/or Tribal Historic Preservation Officer (THPO) when the undertaking may occur on or affect any historic properties on tribal lands. **In all cases**, whether the project occurs on tribal lands or not, Federal Agency Officials or their delegated authorities are also required to make a reasonable and good faith effort to identify any Indian tribes or Native Hawaiian



Equal
Housing
Lender

COPY

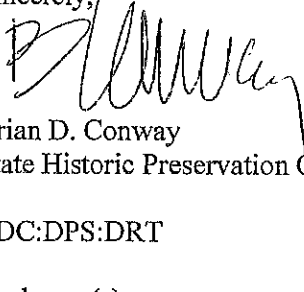
organizations that might attach religious and cultural significance to historic properties in the area of potential effects and invite them to be consulting parties per 36 CFR § 800.2(c-f).

The State Historic Preservation Office is not the office of record for this undertaking. You are therefore asked to maintain a copy of this letter with your environmental review record for this undertaking. If the scope of work changes in any way, or if artifacts or bones are discovered, please notify this office immediately.

Please be advised that this Section 106 review is not a substitute for the comprehensive review for projects receiving Investment Tax Credits for historic rehabilitation. Tax credit application reviews are conducted independently of the Section 106 review.

If you have any questions, please contact Diane Tuinstra, Cultural Resource Management Specialist, at (517) 335 2723 or by email at TuinstraD@michigan.gov. **Please reference our project number in all communication with this office regarding this undertaking.** Thank you for this opportunity to review and comment, and for your cooperation.

Sincerely,



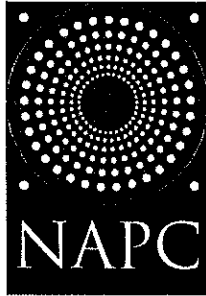
Brian D. Conway
State Historic Preservation Officer

BDC:DPS:DRT

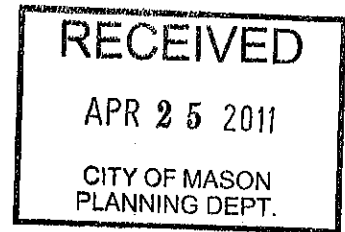
Enclosure(s)

copy: Carmen Reveron, HUD Detroit

~~Mason Historic District Commission~~



NATIONAL ALLIANCE *of*
PRESERVATION COMMISSIONS
education + advocacy + training



19 April 2011

David Haywood
Mason Historic District Commission
201 W. Ash Street
Mason, MI 48854

Dear NAPC Member,

Thank you for joining The National Alliance of Preservation Commissions. Your membership has been received and processed. As a member you have access to NAPC-L, NAPC's members only Listserv. To join NAPC-L please send an email to napc@uga.edu with the subject line "Join NAPC-L" and include your name and email address. For twenty years NAPC has supported local preservation commissions through education, advocacy, and training. Your support is vital to our continued efforts.

We are pleased to announce that NAPC has adopted a new graphic brand this spring, as you can see on this letter. We chose to rebrand NAPC with a fresh look that better reflects our organization in the 21st century.

As always, don't hesitate to contact us if NAPC can be of any assistance to your preservation efforts. We hope you will let us know what is happening in your community and look forward to hearing from you.

Sincerely,

Paul Trudeau
NAPC Program Coordinator