



HISTORIC DISTRICT COMMISSION

City Hall
Maple Conference Room – 2nd Floor
201 West Ash Street, Mason MI

MONDAY, SEPTEMBER 17, 2018 - 6:00pm

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES** (August 20, 2018)
- 5. UNFINISHED BUSINESS**

A. Development Update: Administrators Report

- 6. NEW BUSINESS**

A. 402 S. Jefferson

- 7. LIAISON REPORT**
- 8. ADJOURN**



CITY OF MASON
HISTORIC DISTRICT COMMISSION MEETING
MINUTES OF AUGUST 20, 2018
DRAFT

Clinton called the meeting to order at 6:00 pm in the first floor conference room at 201 West Ash Street, Mason MI.

Present: Commissioners: Clinton, Cummings, Linsley, Schulien, Shattuck, Vogel

Absent: Commissioners: N/A

Also present: Elizabeth A. Hude, AICP, Community Development Director

Note: Staff shared that due to an error with the email address distribution, Council Liaison Vogel had not received the June or July meeting packet which resulted in her absence.

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

MOTION by Schulien second by Linsley, to approve the Planning Commission meeting minutes from July 16, 2018.

Yes (6) Clinton, Cummings, Linsley, Schulien, Shattuck, Vogel

No (0)

Absent (N/A)

MOTION APPROVED

UNFINISHED BUSINESS

- A. Development Update: Administrators Report
Staff reported that 154 W. Maple would be seeking a change to the height ordinance. More information will be reported once the application has been received.
- B. Art and Placemaking in the Historic District – Update
Staff reported that the LEAP grant had been awarded. A summary of the projects was included in the meeting packet.
- C. State Historic Preservation Office (SHPO) Evaluation – Submittal update
Staff reported that the SHPO Evaluation packet was submitted and that an evaluation from the would be forthcoming in the future.
- D. HDC Goals/Inventory Project - Update

NEW BUSINESS

A. Future work planning discussion

Discussion took place of a possible community service project to support the Historic District work which would combine Seniors and Students from the National Honor Society. Commissioner Cummings volunteered to be a lead point person. A scope of work will be considered at a future meeting, likely October. Staff suggested reviewing the historic inventory and looking at ways to publish it online.

Staff suggested that the meeting in September take place only if there is a specific need related to a plan. Otherwise they will prepare for the October meeting. New Community Development Administrative Assistant will be starting in September and can assist.

LIAISON REPORT

- A. Council Liaison Vogel shared information about upcoming events:
 - a. the Moving Mid-Michigan meeting taking place at City Hall on August 30, 2018.
 - b. Down Home Days September 15
 - c. Staff also added that the Creative Placemaking Summit was taking place in Lansing, October 4, 2018.

ADJOURN

The meeting adjourned at approximately 6:30 p.m.



TO: Historic District Commission

FROM: Elizabeth A. Hude, AICP, Community Development Director

RE: 402 S. Jefferson

DATE: September 14, 2018

The owners of 402 S. Jefferson Street have submitted an application to the Planning Commission for Final Site Plan Review proposing the renovation of the existing two-story building that has sustained extensive fire damage. The plan includes a 1st floor restaurant and 2nd floor apartments. The basement previously contained restaurant storage but will be renovated to include a proposed bar and storage for the proposed restaurant. The Planning Commission's will consider the application at a special meeting on Tuesday, September 25, 2018 at 6:30 p.m. or shortly thereafter.

Section 31-5(a) of the City of Mason's Ordinances requires that a permit be obtained for work "... performed within an 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.

Mason Main Street Façade Study

The Main Street Façade Study is the manual by which each building within the Mason Historic District was evaluated. The Study provided 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. This property was discussed on page 34 of the study, referenced as Davis Mens Wear 400 S. Jefferson Street.

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(3) lists the discretionary standards that the Commission shall consider and are as follows:

1. *The historical or architectural value and significance of the structure and its relationship to the historical value of the surrounding area.*
2. *The relationship of the exterior architectural features of the structure to the rest of the structure and the surrounding area.*
3. *The general compatibility of exterior design, arrangement, texture, and materials proposed to be used.*
4. *Other factors, including aesthetic value, which the commission considers pertinent.*

Analysis

The proposed façade improvements appear to be consistent with both the Mason Main Street Façade Study and the U.S. Secretary of the Interior's Standards for Rehabilitation. Staff offers the following recommendations for consideration:

Recommended Action

Motion

The Historic District Commission approve a Certificate of Appropriateness for the façade improvement proposal for 402 S. Jefferson Street as submitted on plans dated September 6, 2018 based upon the findings that it is consistent with the standards listed in Section 31-5(3) of the Mason Code, specifically:

1. That the property is listed as a contributing building in the City of Mason Historic District and the rehabilitation of the property will have a significant impact on the surrounding area,
2. The proposed project will restore key historic features of the building,
3. The project proposes renovations that are appropriate textures and materials for the historic structure, and
4. The proposed structure will complement and enhance the District.