



**CITY OF LOWELL**  
**HISTORIC DISTRICT COMMISSION AGENDA**

TUESDAY, APRIL 26, 2016

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
  - a. March 22, 2016 – minutes of regular meeting
4. PERMIT APPLICATIONS
  - a. 204 W Main – signage
5. PROJECT UPDATES
  - a. 221 & 223 W Main- painting & windows
  - b. 106 W Main – structural repairs
  - c. 219 E Main – door replacement
6. OLD BUSINESS
7. NEW BUSINESS
8. ADJOURNMENT

HDC MEETING HELD IN 1<sup>ST</sup> FLOOR FLAT RIVER ROOM AT CITY HALL

PROCEEDINGS  
OF  
LOWELL DOWNTOWN HISTORIC DISTRICT COMMISSION  
CITY OF LOWELL  
Tuesday, March 22, 2016 at 6:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL

The Meeting was called to order at 6:00 p.m. by Steve Doyle and Lori Gerard called the roll.

Present: Ardis Barber, Nancy Wood, Todd Cooper and Chairman Steve Doyle

Absent: Brian McLane

Also Present: Jeff Phillips, Lorrain Smalligan and Lori Gerard

2. APPROVAL OF THE AGENDA

IT WAS BY MOVED BARBER and supported by WOOD to approve the agenda with correction to remove Election of Chairman.

YES: 4 NO: 0 ABSENT: 1 MOTION CARRIED

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

IT WAS MOVED BY COOPER and supported by WOOD to approve the minutes of February 23, 2016 as stated.

YES: 4 NO: 0 ABSENT: 1 MOTION CARRIED

4. PERMIT APPLICATION:

a. 221 & 223 W Main – Lowell Arts

Application was presented for 17 window replacements on the second floor of both buildings. Windows will be one over on double hung to fit in existing openings.

It was questioned what color the windows would be. Lorain Smalligan of Lowell Arts presented a rendering of the proposed color scheme. Window color will be a dark gray and body of building a burgundy color.

IT WAS MOVED BY BARBER and supported by COOPER to approve the windows as presented with exterior color to be determined.

YES: 4 NO: 0 ABSENT: 1 MOTION CARRIED

Grant application was also presented with 3 bids from area builders. It was noted that the Weather Shield aluminum clad windows have been approved on other buildings in the historic district.

IT WAS MOVED BY COOPER and supported by BARBER to approve a 30% grant for 17 Weather Shield replacement windows in the amount of \$20,700. Grant is not to exceed \$6210. Deadline is August 1, 2016.

YES: 4 NO: 0 ABSENT: 1 MOTION CARRIED

IT WAS MOVED BY COOPER and supported by BARBER to approve the paint colors for 221 & 223 W Main as per the rendering provided 3/22/2016.

YES: 4 NO: 0 ABSENT: 1 MOTION CARRIED

5. PROJECT UPDATES.

a. 212 & 223 W Main – paint and roof

Extension has been given until 6/1/2016 on this project.

b. 106 W Main – structure repair/deck

Deadline for project is 5/15/2016

c. 219 E Main – door replacement

Deadline for project is 4/15/2016

6. OLD BUSINESS.

None.

7. NEW BUSINESS.

It was mentioned that Commission Brian McLane is working on another grant application for the Lowell Area Community Fund for the HDC. Grants are due April 15, 2016.

8. PUBLIC COMMENTS.

None.

IT WAS MOVED BY WOOD and supported by COOPER to adjourn at 7:45 p.m.

# Downtown Lowell Historic District

## Permit Application for Certificate of Appropriateness

This Application and any other supporting materials must be submitted to City Hall 10 DAYS prior to Historic District meetings

1. Property Address: 204 W. Main St. Lowell, MI Date: 4-21-16
2. Applicant's Name and Address: Tenneille L Petersen  
6845 Brewer Ave NE. Rockford, MI 49341
3. Applicant's phone: (616) 238-5009
4. Property Owner's Name: A.K.M. LLC
5. Provide a scale drawing(s) showing the existing and proposed exterior elevation(s). Attached in email.
6. If signage is changed show to scale and include material, colors, letter style, hanging device and illumination method. (see Historic District Ordinance and reverse of this form)
7. Provided the following photographs labeled to indicate the direction of view:
  - A. Current photo of the structure as seen from the street.
  - B. close-up of existing detail where proposed change or work will occur.
8. Describe in detail each proposed exterior alteration, improvement or repair. (use additional paper if necessary)  
adding our company name/logo decal on the interior window, and interior door.  
Window decal is: 40"x40" doordecal is: 28"x28"
9. Will the repair of alteration match existing or original materials and design? Yes  No
10. If proposed work involves foundation, brick, repointing/tuckpointing, will the new mortar match the original mortar color, joint profile and composition? Yes  No  N/A.  
*Note: Applicant should obtain and refer to Preservation Brief #2 when masonry alterations are proposed.*
11. If proposed work is for a sign, note that two separate sign permits are required, this one and one issued by the City of Lowell that is submitted directly to the Building Inspector for approval.
12. I certify that on or before the date of the completion of proposed work to property there will be a code compliant smoke detector or fire alarm system installed. Yes  No
13. What are approximate start and completion dates of the work? Start 4/28 Completion 4/28
14. Additional Local, County, State or Federal permits may be required.

**Application approvals EXPIRE after 12 months.**

14. Applicant's signature: Tenneille L Petersen Date 4/21/16

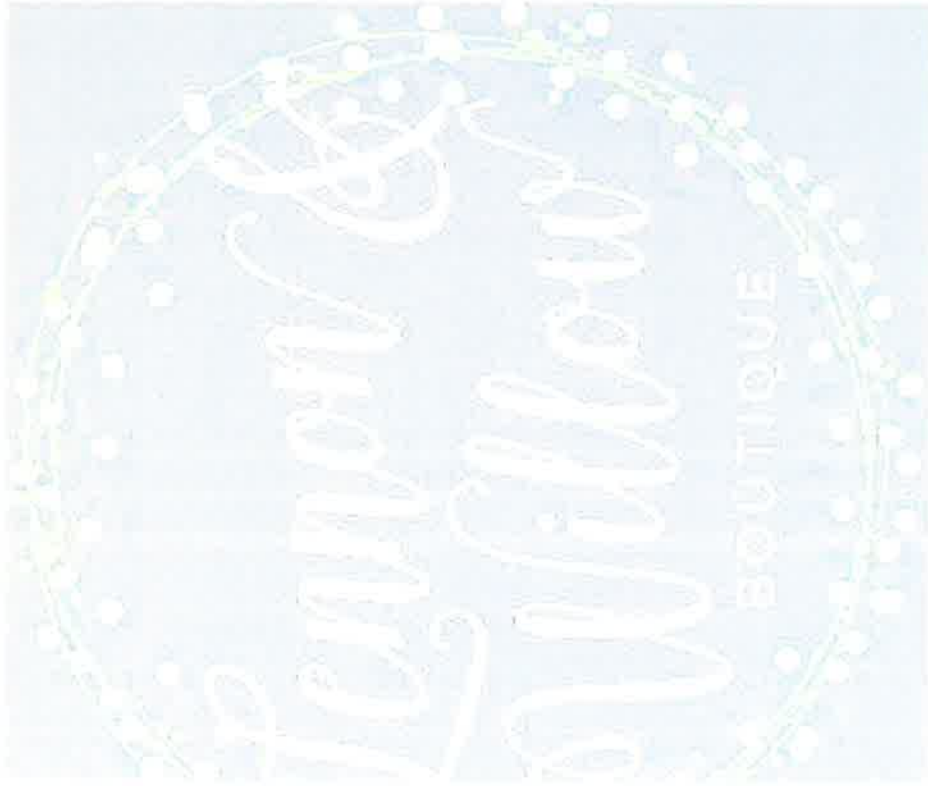
*Note: Attendance at the Historic District Commission meeting is strongly recommended.*



204 w. main



: NOTE: Gray does not print



40" X 40". NOTE: Gray does not print



**AST SIGNS**  
More than fast. More than signs.<sup>SM</sup>

check us out  
contact  
about

thank you

advisory

thank you

## Lori Gerard

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**From:** Sue Ullery  
**Sent:** Thursday, April 21, 2016 10:30 AM  
**To:** Lori Gerard  
**Subject:** FW: 204 W. Main Street  
**Attachments:** 204 W. Main storefront.JPG; decal approval application.pdf; decal for storefront.jpg

**From:** Tenneile Petersen [mailto:lennonandwillow@gmail.com]  
**Sent:** Thursday, April 21, 2016 9:21 AM  
**To:** Sue Ullery  
**Subject:** Re: 204 W. Main Street

Sue,  
Attached is the application (filled out) that you sent to me yesterday, along with the decal that will be on the windows (inside) and the storefront picture. We will be placing the 40x40 on the window farthest to the left and the 28x28 decal on the entry door.

As of now we are planning to attend the meeting next tuesday. I assume that's at the city hall?

thanks so much for all of your help. If there is anything I'm missing please let me know.

Tenneile Petersen

On Wed, Apr 20, 2016 at 1:29 PM, Sue Ullery <[sullery@ci.lowell.mi.us](mailto:sullery@ci.lowell.mi.us)> wrote:

Good Afternoon,

Attached is the requested form. Please do not hesitate to contact us with any questions. The Historic District meet on April 26<sup>th</sup> at 6 p.m.

Thanks,

Sue Ullery



## Lori Gerard

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**From:** Lorain Smalligan <lorain@lowellartsmi.org>  
**Sent:** Wednesday, April 20, 2016 10:42 AM  
**To:** Lori Gerard  
**Cc:** archbuildingrest@aol.com  
**Subject:** FW: meeting

Hi Lori

Regarding our Lowell Historic Commission grant for the brick repair and painting of the buildings:

Please see Mark Batchelor's email below regarding the timeline for the brick repair and painting of the building. Right now we have an extension until June 1 and Mark would like this extended until July 1. So on the safe side can this be extended until July 15.

Thanks for letting me know if this is approved

**Lorain Smalligan**  
**Executive Director**  
**LowellArts!**  
**149 S. Hudson, PO Box 53**  
**Lowell, MI 49331**  
**(616) 897-8545**  
**[www.lowellartsmi.org](http://www.lowellartsmi.org)**

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**From:** Mark Batchelor [mailto:archbuildingrest@aol.com]  
**Sent:** Wednesday, April 20, 2016 9:40 AM  
**To:** Lorain Smalligan  
**Subject:** Re: meeting

Good morning we are planning on starting Tuesday 4/26. Weather permitting June 1 might be a little tight. It would hurt to ask for 30 more days just to be safe. I think that is just a call that Steve makes and approves.

Sent from my iPhone.  
Mark Batchelor

On Apr 20, 2016, at 7:54 AM, Lorain Smalligan <lorain@lowellartsmi.org> wrote:

Hi Mark - Just interested in knowing your approx. timeline – The extension we received from the City Historic Commission is that the work would be completed by June 1 and that includes the painting of the building. If that is not going to happen then we need to apply for another extension.

– I have cc. Jeff Fisher on this email.

**Lorain Smalligan**  
**Executive Director**  
**LowellArts!**  
**149 S. Hudson, PO Box 53**  
**Lowell, MI 49331**  
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**[www.lowellartsmi.org](http://www.lowellartsmi.org)**

No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2016.0.7539 / Virus Database: 4556/12063 - Release Date: 04/19/16

No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2016.0.7539 / Virus Database: 4556/12066 - Release Date: 04/20/16

No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2016.0.7539 / Virus Database: 4556/12066 - Release Date: 04/20/16



## HDC Grant Monies

<u>Business</u>	<u>Address</u>	<u>Amount Paid</u>	<u>Amount Received</u>	<u>Interest</u>	<u>Date</u>	<u>Grant Description</u>
All Weather Seal interest	319 E Main	\$ 1,542.00			Clk #62611 1/30/2013	C of A 10/23/2012 work of \$5141 2 window & 1 door awning
interest				\$ 4.63	4/30/2013	
interest				\$ 8.19	2/28/2014	
<b>HDC Grant Monies</b>			\$ 50,000.00		6/20/2014	LACF
Architectural Building Restoration	219 & 307 E Main	\$ 2,100.00			Ck#65337 10/28/2014	C of A 6/26/12 work of \$7000 30 % grant- extensions 5/1/14 & 9/23/14 painting
Doug Folsom interest	216 E Main	\$ 1,723.00			1/12/2015 Ck# 65690	C of A 9/23/2014 for work \$5742 30% grant - repair on east brick wall
interest				\$ 31.05	1/31/2015	
CW Pals Inc. DBA Larkins Restaurant	315 W. Main	\$ 9,700.00			ck# 66161 4/30/15	CofA 1/6/205 for work \$32,138 30% grant brick repair, mortar, roof
City of Lowell interest	301 E. Main	\$ 9,200.00			Ck#66238 5/28/2015	C of A 7/22/2014 for work \$11,500 80% grant-wood repair & replacement , cauld scrape & paint 1st floor
interest				\$ 9.01	5/31/2015	
interest				\$ 16.05	6/30/2015	
City of Lowell - Historic Museum	325 W Main	\$ 157.00			CK#66504 7/23/15	glass replacement 3 windows Work \$523 on public museum bldg
Main St Development of Lowell	210 E Main	\$ 3,750.00			Ck#66704 9/2/2015	CofA 6/25/15 - 50% grant of \$7500 painting 3 colors
City of Lowell	301 E Main	\$ 516.00			Ck#66946 10/29/2015	30% grant for awning replacement work of \$1720
Sue Pixley	206 E Main	\$ 900.00			Ck#66972 10/29/2015	CofA 6/25/15 - 50% grant of \$4750 (final work only \$1800) painting
Lowell Main Street Condo Assoc	198-212 W Main	\$ 5,000.00			Ck# 66968 10/29/2015	Cof A 6/25/15 -50% grant of \$13,910 max of \$5000- tuckpointing
<b>HDC Grant Monies</b>			\$ 50,000.00		11/23/2015	LACF
Lowell Arts	221& 223 W Main	\$ 11,347.00			Ck #67278 1/8/16	Cof A 6/25/15 5% grant of \$53,482 changed to 20% of \$56730 11/2015 - roof
Main St Development of Lowell	210 E Main	\$ 1,754.00			Ck #67281 1/8/16	CofA 6/25/15 - 30% grant of \$5847- stone front & glass removal
James Reagan	207,209, 211 W Main	\$ 1,893.00			Ck#67399 2/5/16	30% grant work of \$6310 for painting

