



CITY OF LOWELL

HISTORIC DISTRICT COMMISSION AGENDA

TUESDAY, March 28, 2017 at 6:00 pm

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. APPROVAL OF ABSENCES
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
 - a. February 28, 2017 – minutes of regular meeting
5. PERMIT APPLICATIONS
 - a. 223 W. Main – signage
6. GRANT APPLICATIONS
7. PROJECT UPDATES
 - a. 312 E. Main – window replacement and door addition
 - b. 318 E. Main – exterior renovations
 - c. 120 W. Main – exterior renovations
 - d. 216 W. Main – painting & awnings
 - e. 215 W. Main – window replacement
8. OLD BUSINESS
9. NEW BUSINESS
10. ADJOURNMENT

HDC MEETING HELD IN 1ST FLOOR FLAT RIVER ROOM AT CITY HALL

PROCEEDINGS
OF
LOWELL DOWNTOWN HISTORIC DISTRICT COMMISSION
CITY OF LOWELL
Tuesday, February 28, 2017 at 6:00 P.M.

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

The Meeting was called to order at 6:02 p.m. by Steve Doyle and Lori Gerard called the roll.

Present: Todd Cooper, Brian McLane, and Chairman Steve Doyle

Absent: Ardis Barber and Nancy Wood

Also Present: Council member Jeff Phillips and Lori Gerard

2. APPROVAL OF THE ABSENCES

IT WAS BY MOVED MCLANE and seconded by COOPER to approve the absence of Commissioner Barber and Commissioner Wood.

YES: 3 NO: 0 ABSENT: 2 MOTION CARRIED

3. APPROVAL OF THE AGENDA

IT WAS BY MOVED WOOD and seconded by COOPER to approve the agenda as written

YES: 3 NO: 0 ABSENT: 2 MOTION CARRIED

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

IT WAS MOVED BY MCLANE and seconded by COOPER to approve the minutes of January 24, 2017 as written.

YES: 3 NO: 0 ABSENT: 2 MOTION CARRIED

5. PERMIT APPLICATION

a. 311 E. Main - signage

Permit application for signage for 311 E Main for Farm Bureau Insurance was reviewed. Request was made for 2 signs on the front of the building measuring 24" x 12" by the entrance and one at the top of the building 48" x 8". Signage on east side of building is to measure 72" x 36". It was questioned why a building would need 3 signs. Since the applicant was not available for questions the commissioners decided to go out and view the building from the sidewalk. It was by consensus that having 3 signs was not visually compatible with the rest of the district. There was concern that the upper front sign would cover the dark bricks which is an architectural feature of the building.

IT WAS MOVED BY MCLANE and seconded by COOPER to approve 2 signs for 311 E. Main. Approval was made for the east sign 72" x 36" and allowing for the Main Street signage by the door to be increased to 30" x 18".

YES: 3 NO: 0 ABSENT: 2 MOTION CARRIED

6. GRANT APPLICATIONS

None.

7. PROJECT UPDATES.

- a. 318 E. Main – Big Boiler Brewery
- b. 312 E. Main - Canfield/Hometown Furnishings
- c. 120 W. Main – King Milling
- d. 216 W. Main – A Charmed Life salon
- e. 215 W. Main – Ability Weavers

Progress report will be sent to 312 E Main as their deadline would be March 1, 2017.

8. OLD BUSINESS.

None.

9. NEW BUSINESS.

The commission discussed the possibility of sending out letters to property owners offering summer grants at 50% for painting and brickwork. This program was last done in 2015. Doyle stated that we currently have \$15,265 in non-committed funds. McLane stated that he would be glad to put information together to apply for the Lowell Area Community Fund grant deadline in April. Council member Phillips offered to have his daughter Remi take photos of the downtown buildings to be added to the grant application.

PUBLIC COMMENTS.

None.

IT WAS MOVED BY MCLANE and supported by COOPER to adjourn at 6:40 p.m.

Respectfully submitted
Lori A. Gerard

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: 223 W. MAIN ST Date: 3-23-17
2. Applicant's Name and Address: LOWELL ARTS / LORAIN SMALLIGAN
223 W. MAIN ST., LOWELL
3. Applicant's phone: 616-897-8545
4. Property Owner's Name: LOWELL ARTS
5. Provide a scale drawing(s) showing the existing and proposed exterior elevation(s).
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)
* 2 EXTERIOR FRONT SIGNS. 1 WILL BE FLAT AGAINST THE BUILDING ABOVE WEST DOOR. 1 WILL BE PROJECTING FROM BUILDING ABOVE EAST DOOR.
* 1 EXTERIOR BACK SIGN FLAT AGAINST BUILDING ABOVE MAIN ENTRANCE EAST DOOR AT HANDICAP RAMP
9. Will the repair of alteration match existing or original materials and design? Yes No N.A.
10. If proposed work involves foundation, brick, repointing/tuckpointing, will the new mortar match the original mortar color, joint profile and composition? Yes No
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 N.A.
13. What are approximate start and completion dates of the work? Start 4/2017 Completion 5/2017
14. Additional Local, County, State or Federal permits may be required.

Application approvals EXPIRE after 12 months.

14. Applicant's signature: [Signature] Date 3-23-17

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

DONOR PLAQUE
WHITE ACRYLIC WITH
RAISED WHITE LETTERS.

BRASS PLAQUE
8" WIDE X 2" HIGH

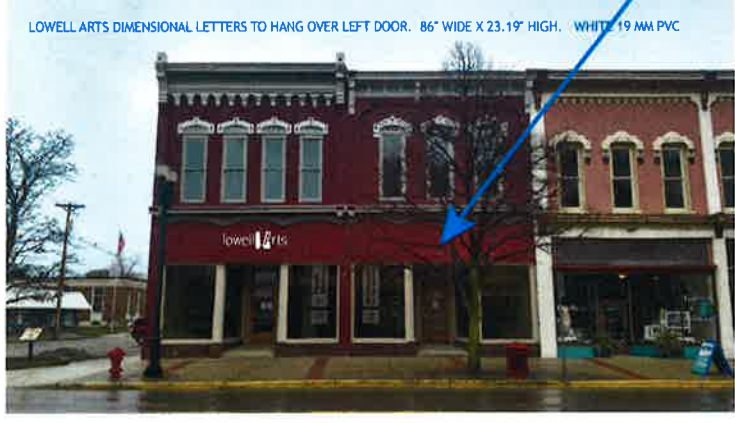
OPTION A

OPTION B
8" WIDE X 3.5" HIGH



HANGING SIGN. 36" WIDE X 16" HIGH, 3 SQUARE FEET.

LOWELL ARTS DIMENSIONAL LETTERS TO HANG OVER LEFT DOOR. 86" WIDE X 23.19" HIGH. WHITE 19 MM PVC



LOWELL ARTS DIMENSIONAL LETTERS TO HANG OVER LEFT DOOR. 86" WIDE X 23.19" HIGH. DOOR TRIM GRAY 19 MM



LOWELL ARTS DIMENSIONAL LETTERS TO HANG OVER LEFT DOOR. 86" WIDE X 23.19" HIGH. WHITE 19 MM PVC



LOWELL ARTS DIMENSIONAL LETTERS TO HANG OVER LEFT DOOR. 86" WIDE X 23.19" HIGH. DOOR TRIM GRAY 19 MM



LOWELL ARTS DIMENSIONAL LETTERS TO HANG OVER LEFT DOOR. 86" WIDE X 23.19" HIGH. BRUSHED SILVER 19 MM PVC



LOWELL ARTS DIMENSIONAL LETTERS TO HANG OVER LEFT DOOR. 86" WIDE X 23.19" HIGH. BRUSHED SILVER 19 MM



LOWELL ARTS DIMENSIONAL LETTERS TO HANG OVER LEFT DOOR. 86" WIDE X 23.19" HIGH.



REAR SIGN.
OPTION A
SAME GRAY AS
DOOR TRIM



REAR SIGN.
OPTION A

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advisory

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lowell arts

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>
Rookies sports Cards	106 W Main	\$ 9,740.00			Ck#67863 5/24/16	C of A 11/24/15 work \$32,467 30% grant - structural repairs and replacement of deck
interest				\$ 19.74	2/29/2016	
interest				\$ 8.85	6/30/2016	
HDC Grant Monies			\$ 25,000.00		6/1/2016	LACF
Mark & Linda Todd	220 W Main	\$ 1,357.00			Ck#68575 10/21/2016	C of A 7/12/16 for work \$4525 30% grant for painting
Mark & Linda Todd	220 W Main	\$ 1,440.00			Ck#68575 10/21/2016	C of A 7/12/16 for work \$4800 30% grant for 6 window replacement
Lowell Arts	221 & 223 W Main	\$ 12,000.00			Ck# 68564 10/21/2016	C fo A 4/28/15 for work \$60,000 30% grant for brick replacement, repair & paint - partial pynt
Flat River Development Properties	219 E Main	\$ 420.00			Ck#68590 10/28/16	C of A 1/26/16 for work \$1400 30% grant door replacement
James Reagan	211 W Main	\$ 520.00			Ck#68593 10/28/16	C of A 7/12/16 for work of \$1735 30% grant door replacement
HDC Grant Monies			\$ 25,000.00		11/21/2016	
interest				\$ 17.09	9/30/2016	LACF
Lowell Arts	221 & 223 W Main	\$ 6,000.00			Ck #68890 12/15/16	brick replacement, repair, painting balance due from C of A 4/282/15
year end balance						\$82,924.09 12/31/2016
Lowell Arts	221 & 223 W Main	\$ 6,210.00			Ck#69103 1/27/2017	C of A 9/27/16 for work -redirected grant approved by LACF -work \$23,220 windows/door
Total grants received			\$ 540,000.00			
Total grant money paid		\$ 469,717.97				
Total grant money remaining	\$ 70,282.03					
Interest earned				\$ 6,432.06		
Total Cash on Hand	\$ 76,714.09					

HDC Grant Funds Committed

Name	Address	Amount	Deadline	Extension	Work	Notes
BGR Investments	318 E Main	\$ 24,071.00	12/31/2016	7/1/2017	exterior renovation	C of A 7/12/16 work \$82,037 30% grant
Greg Canfield	312 E Main	\$5,420.00	3/1/2017		8 window replacement 1 door	C of A 12/20/16 work \$17,465, 30%/grant
King Milling	120 W Main	\$ 28,684.00	9/1/2017		exterior renovation	Cof A 1/24/17 work \$95612 30% grant
Kristine Gault	216 W Main	\$ 1,011.00	5/15/2017		painting, awnings	C of A 1/24/17 work \$3371 30% grant
Eric & Beryl Bartkus	215 W Main	\$ 2,263.00	4/30/2017		3 upper window replacement on 2nd story	C of A 1/24/2017 work \$7544 30% grant
Funds Committed		\$ 61,449.00				
Total Cash On hand		\$ 76,714.09				
Less Committed funds		\$ 61,449.00				
Total Available Grant Money		\$ 15,265.09				