

**Historic District Commission Meeting – 2nd Floor Training Room
Monday, July 28, 2014**

7:00 p.m.

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes – Meeting of February 24, 2014
4. People from the Floor
5. Announcements
6. Introductions
7. Regular Business
 - A. 116 E. Ash St. – Façade
 - B. 120 E. Ash St. – Façade
 - C. Discussion – Historic Resource Inventory
8. Unfinished Business
9. New Business
10. Correspondence
11. Liaison Reports
12. Administrator's Report
13. Adjournment

**CITY OF MASON
HISTORIC DISTRICT COMMISSION MEETING
MINUTES OF FEBRUARY 24, 2014**

Waltz called the meeting to order at 7:00 p.m. in the 2nd floor Training Room at 201 W. Ash Street, Mason, Michigan.

Commissioner(s) Present: Clinton, Cummings, Jewett, Schulien, Shattuck

Commissioner(s) Absent: Mulvany (excused), Waltz (excused)

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

APPROVAL OF MINUTES

The Meeting Minutes of January 27, 2014 were approved as presented.

PEOPLE FROM THE FLOOR

None.

ANNOUNCEMENTS

Cummings informed the Commission that he will not be in attendance at the March and April meetings.

REGULAR BUSINESS

145 West Ash Street – Sign

Motion by Schulien, second by Jewett,

To approve the sign proposal for 145 West Ash Street as submitted by Cheryl Lyons based on the application received on January 31, 2014 on the basis that it is consistent with the standards listed in Section 31-5(e) of the Mason Code.

Cheryl Lyons, Head Librarian of the Mason Library, gave a brief overview of the proposed sign and answered questions of the Commission. The following is a summary of the points made during the discussion:

- The proposed sign will be more noticeable and clearer
- The sign will contain the Capital Area District Libraries logo
- The sign will have new ground posts
- The new sign will weather better than natural materials
- The sign will be constructed of alumacore like material
- The sign will have new hours of operation
- Haywood confirmed that sign meets the standards of the sign ordinance

MOTION APPROVED UNANIMOUSLY

119 East Maple Street – Sign

Motion by Jewett, second by Schulien,

to approve the sign proposal for 119 East Maple Street as submitted by Susan Waite based on the application received on February 18, 2014 on the basis that it is consistent with the standards listed in Section 31-5(e) of the Mason Code.

Tim Waite of Beltone Hearing gave a brief overview of the proposed sign and answered questions of the Commission. The following is a summary of the points made during the discussion:

- The sign will be a double-sided aluminum sign, including scallops
- Haywood confirmed that sign meets the standards of the sign ordinance
- The sign will include “Established in 1940” to add a historic touch
- The sign will be fixed flat to the wall and unlighted
- The sign will be similar size to Fiedler’s sign next door

MOTION APPROVED UNANIMOUSLY

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

CORRESPONDENCE

None.

LIAISON REPORTS

Haywood gave a brief report of the City Council business.

ADMINISTRATOR’S REPORT

Haywood gave a brief report of the Zoning & Development Department business.

ADJOURNMENT

Being there was no further business, the meeting adjourned at 7:25 p.m.

Deborah J. Cwierniewicz, 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
Police 517 676-2458
Fax 517 676-1330
TDD 1-800-649-3777

To: Historic District Commission

From: David E. Haywood, Zoning & Development Director

Re: 116 & 120 E. Ash Street – Façade

Date: July 22, 2014

Jared Browsers of Community Building Services, LLC is requesting approval to remove and replace the storefront windows and associated siding and trim on the existing structure at 116 and 120 East Ash Street. Enclosed are plans and elevations showing the proposed improvements.

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.

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 20 thru 21 provide recommendations for the subject resource.

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 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.*

Recommended Action

The Historic District Commission approve the façade improvement proposal for 116 and 120 East Ash Street as submitted by Community Building Services, LLC based on the application received on July 22, 2014, on the basis that it is consistent with the standards listed in Section 31-5(e) of the Mason Code.

Attachments:

1. Application
2. Pages 20 thru 21 of the Mason Main Street Façade Study



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

I. APPLICANT INFORMATION

Name Community Building Services, LLC Organization _____
Address (Street, City, State, Zip) 368 S Jefferson, Suite 202, Mason, MI 48854
Telephone Number (517) 616 0366 Facsimile Number (517) 616 0366
Interest in Property (owner, contractor, tenant, option, etc.) Contractor

II. PROJECT DESCRIPTION

Project Name Ash Street Facade Upgrade

Project Address 116 & 120 E. Ash Street
Property Owner Name Jane Surato - Carles Steller Telephone Number (517) 676 1771
Property Owner Address 120 E Ash Street

Written Description of Work (attach additional pages, if necessary)
Remove and replace storefront windows, siding/trim below windows, painting,

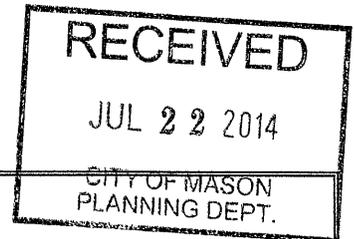
III. CONTRACTOR INFORMATION

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

Valuation of Work \$28,400 Contractor License No. 2102203886 Exp. Date 5/31/15
Name Community Building Services, LLC Telephone Number 517 616 0366
Address(Street, City, State, Zip) 368 S Jefferson, Suite 202, Mason, MI 48854

IV. FEES ON REVERSE SIDE

V. APPLICATION MATERIALS ON REVERSE SIDE



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 [Handwritten Signature] Date 07/22/14

IV. APPLICATION MATERIALS – Applicants should review Section 94-95 of the Mason Code for a complete listing of application requirements. Incomplete applications will not be processed. The following is a summary of materials that must accompany a completed building permit application:

- Completed application form
- Site plan, including the following (as necessary):
 - Boundary line survey
 - Location, setbacks, dimensions, and height of existing and proposed structures
 - The existing or intended use
 - The proposed number of sleeping rooms
 - Location of utility lines, wells, and septic drain fields
 - The yard, open space and parking area dimensions
 - Street grades, proposed finished grades and contour changes (where changes are proposed)
 - Location of regulated waterways, floodplains or wetlands
 - **PLANS ON CD (COMMERCIAL PROJECTS ONLY)**
 - Legal description (as necessary)
 - Proof of ownership/owner authorization
 - Construction schedule for proposed project
 - Construction calculations for utilities
 - Any other information deemed necessary

V. FEES (DO NOT SEND FEE WITH APPLICATION – FEE WILL NOT BE ACCEPTED UNTIL PERMIT IS ISSUED – FEES SUBMITTED AT TIME OF APPLICATION WILL BE RETURNED)

- **Permit to move a building**
 - < 500sf \$125,
 - >500sf \$1,000
- **Permit for the excavation, the erection, addition, or alteration of any structure** \$50 (Minimum fee for the first \$5,000 of construction cost plus \$6 for each additional \$1,000 of construction cost)
- **Commercial Plan Review** \$100
- **Mfg Housing/Mobile Home Placement** \$125
- **Special Inspection/Re-inspection** \$50
- **Residential Razing Permit** \$150
- **Fee for construction without a permit** 1.5 times the permit charge
- **Roofing (roof-over only)** \$50
- **Re-roofing (tear off and new roof)** \$100
- **Siding permit** \$50

FOR DEPARTMENTAL USE ONLY

ZONING REVIEW

Zoning District _____ Existing Structure or Use: Conforming ___ Non-Conforming ___
Proposed Structure or Use: Conforming ___ Non-Conforming ___ Variance Granted ___ Date _____
 Located in Flood Zone _____ FIRM Community Panel No. _____ Flood Zone _____
 Riverwalk Meadows/Cedar Street Suspense Assessment _____ Temple Street Special Assessment _____
 Historic District Commission Review Required: yes _____ no _____ Date Approved _____
 Approved _____ Denied _____ Official/Administrator _____ Date _____
 Special Conditions _____

BUILDING REVIEW

Sidwell No. _____ Assessed Value of Structure \$ _____
 Application Accepted By _____ Date _____ Permit No. _____
 Occupancy/Use Group _____ Code _____
 Soil Erosion Permit No. _____ Change of Use/New Use _____ Tap in Fee _____
 Building Permit Fee _____ Total Fee Received _____ Receipt No. _____
 Approved _____ Denied _____ Official/Administrator _____ Date _____
 Special Conditions: _____

HDC
Copy

Community Building Services, LLC

368 S. Jefferson St. Mason, Michigan 48854
MICHIGAN BUILDERS LICENSE # - 2102203886

7/22/2014

Jane Surato - Lyon
120 E Ash Street
Mason, Michigan 48854

RE: Store-Front Replacement (120 E Ash Street, Mason, MI 48854)

Community Building Services LLC. is pleased to provide you with the following proposal for your consideration. Our price includes all labor, materials, equipment, insurance, disposal and applicable taxes. Community Building Services, LLC completes all of its projects in a professional and timely manner.

The project consists of: GOLDEN SHEAR

- Removal and Replacement of Existing Glass and Aluminum Storefront (Per attached Scope of Work and Drawings)
- Removal of Drywall on inside of Golden Shear covering approx 2 Transom Windows (Drywall over apartment stairs to be determined by Owner/CODE)
- Replace Existing Transom Glass over Apartment Door with Wood Stud wall with MDO to match area under store front on exterior, 5/8" X Board on Interior (painted)
- Interior Trim around new glazing and storefront
- Remove Interior Window Sill & Wall Board Below as necessary. Replace with New Wood Sill to Match Existing. Re-Install existing wallboard as needed
- Painting of all Interior Trim/New Work by CBS, LLC
- Remove Existing plywood covering under storefront windows. Replace with Painted MDO (Medium Density Overlaid Plywood) and trim to match existing design
- Paint New Exterior Trim and MDO Exterior Paneling (1 Coat of Primer, 2 Coats of Paint)

This quote excludes the following: Moving of Owner/Tenant ITEMS, Lead/Asbestos Abatement, unforeseeable conditions, work outside of aforementioned scope, electrical or plumbing "cut and cap", additional work required by Code Enforcement Officials, Engineering.

Breakout pricing

1. Interior Work – \$1,300.00
2. Exterior Work \$10,600.00

Price - **\$11,900.00 Dollars**
(ELEVEN THOUSAND, NINE HUNDRED.....00/100 DOLLARS)

517-242-3539 Clayton Shafer / 517-604-0118 Jared Browers
communitybuildingservicesllc@gmail.com
MI BLDRS License # - 2102203886

120 E. ASH - LEFT SIDE - **GOLDEN SHEAR**

QUOTE TO FURNISH MATERIALS AND LABOR TO INSTALL NEW ALUM.
STOREFRONT WINDOWS AND DOOR. AND UPPER WINDOWS

ALL FRAME WORK WILL BE 2" x 4 1/2" ALUM. DARK BRONZE FINISH
ALL GLASS WILL BE 1" CLEAR THERMO UNITS, TEMPERED AS NEEDED

GROUND LEVEL SECTION

1 - 137" x 80" SECTION DIVIDED INTO 2 EQUAL LITES AND WITH 1 36" x 84"
DOOR AND FRAME WITH TRANSOM GLASS

UPPER LEVEL SECTION

1 - 227" x 48" SECTION DIVIDED INTO 3 EQUAL LITES

DOOR INCLUDES:

STANDARD, NARROW STILE DOOR

HINGES

DOOR CLOSER

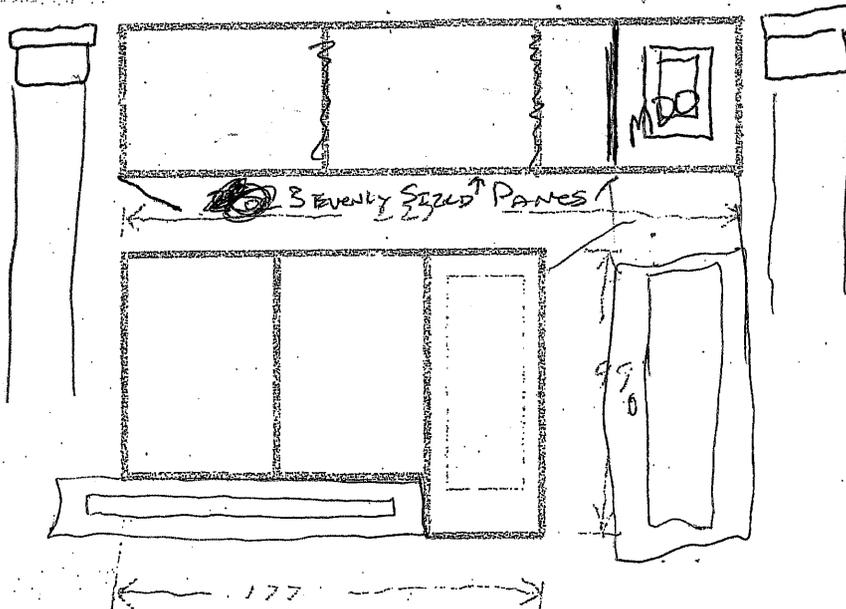
1" CLEAR THERMO GLASS

DEAD BOLT LOCK SYSTEM

BOTTOM SWEEP AND THRESHOLD

QUOTE INCLUDES FURNISHING AND INSTALLING ALL MATERIALS LISTED
ALL WILL BE SEALED AND CAULKED AS NEEDED

2-3 WEEK LEAD TIME



grey & Linen
paint colors
to match existing
Column capitals

Community Building Services, LLC

368 S. Jefferson St. Mason, Michigan 48854
MICHIGAN BUILDERS LICENSE # - 2102203886

The project consists of: Yards of Fabric

- Removal and Replacement of Existing Glass and Aluminum Storefront (Per attached Scope of Work and Drawings)
- Removal of Drywall on inside of Yards of Fabric covering existing transom windows
- Interior Trim around new glazing and storefront
- Painting of all Interior Trim/New Work by CBS,LLC
- Disassemble Interior Wood Bench at Window Ledge, and Reconstruct as necessary after window installation
- Remove Existing plywood covering under storefront windows. Replace with Painted MDO (Medium Density Overlaid Plywood) and trim to match existing design
- Paint New Exterior Trim and MDO Exterior Paneling (1 Coat of Primer, 2 Coats of Paint)

The project consists of: FAÇADE CAP

- Reseal flashing along front edge of the roof on top of the parapet wall using a three course application of 6" Wide plastic roof cement and Cotton Membrane binder (46 Lineal Feet)
- Repair Flashing along the eave edge of roof using a three course application of 12" wide plastic roof cement and cotton membrane binder (46 Lineal Feet)
- Removal of all roof related debris

This quote excludes the following: Moving of Owner/Tenant ITEMS, Lead/Asbestos Abatement, unforeseeable conditions, work outside of aforementioned scope, electrical or plumbing "cut and cap", additional work required by Code Enforcement Officials, Engineering.

Breakout pricing

1. Interior Work – \$1,700.00 2. Exterior Work \$14,800.00

Price - \$ 16,500.00 DOLLARS

(SIXTEEN THOUSAND, FIVE HUNDRED DOLLARS)

120 E. ASH - RIGHT SIDE - **YARDS of FABRIC**

QUOTE TO FURNISH MATERIALS AND LABOR TO INSTALL NEW ALUM.
STOREFRONT WINDOWS AND DOOR. AND UPPER WINDOWS

ALL FRAME WORK WILL BE 2" x 4 1/2" ALUM. DARK BRONZE FINISH
ALL GLASS WILL BE 1" CLEAR THERMO UNITS, TEMPERED AS NEEDED

GROUND LEVEL SECTION

1 - 262" x 80" SECTION DIVIDED INTO 4 EQUAL LITES AND WITH 1 36" x 84"
DOOR AND FRAME WITH TRANSOM GLASS

UPPER LEVEL SECTION

1 - 262" x 48" SECTION DIVIDED INTO 3 EQUAL LITES

DOOR INCLUDES:

STANDARD, NARROW STILE DOOR

HINGES

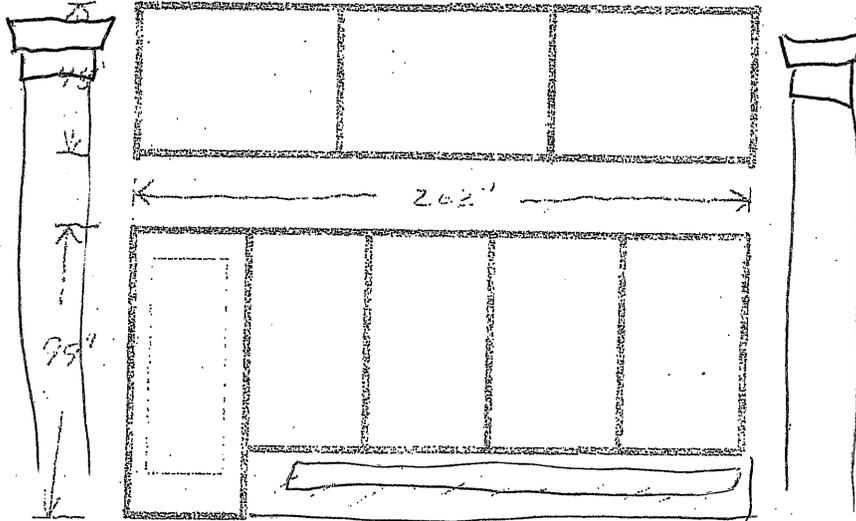
DOOR CLOSER

1" CLEAR THERMO GLASS

DEAD BOLT LOCK SYSTEM

BOTTOM SWEEP AND THRESHOLD

2-3 weeks LEAD TIME



gray & linen
paint to
match existing
column capitals

Community Building Services, LLC

368 S. Jefferson St. Mason, Michigan 48854
MICHIGAN BUILDERS LICENSE # - 2102203886

This price is valid for 15 days from the date listed above. If you have any questions feel free to contact me. Thank you.

If you would like to accept the above proposal(s) please contact us to begin the contract process.

Respectfully,



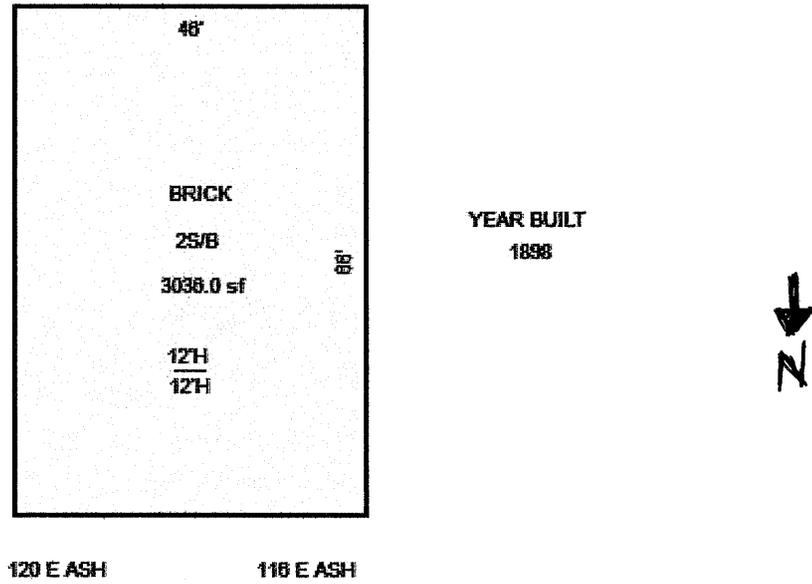
Signed Community Building Services LLC,
By: Clayton Shafer, Manager
Community Building Services LLC. Proposal 108-2014

Image/Sketch for Parcel: 33-19-10-09-110-003

City of Mason

[Back to Non-Printer Friendly Version] [Send To Printer]

Caption: No caption found



Sketch by Apex Medina™

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Community Building Services, LLC

368 S. Jefferson St. Mason, Michigan 48854
MICHIGAN BUILDERS LICENSE # - 2102203886

Project Schedule for: **116 and 120 E. Ash**

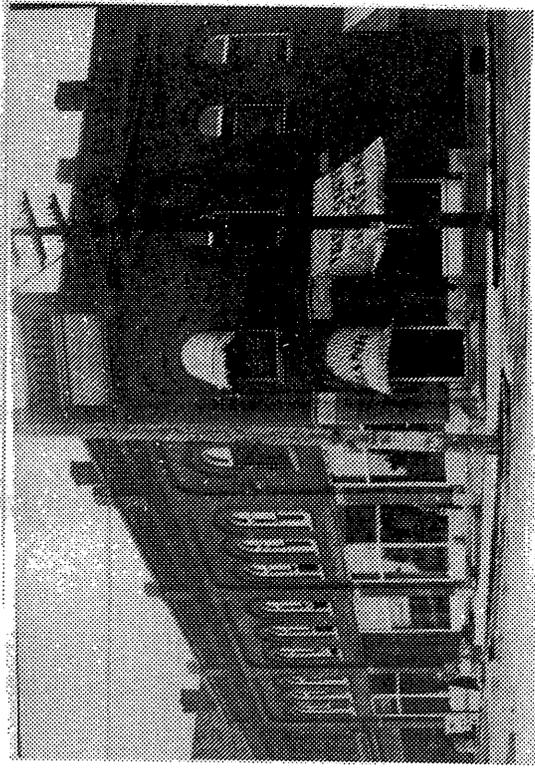
Construction of: **Replace storefront windows and storefront façade trim.**

Expected Start Date: **September 1, 2014**

Expected completion barring any unforeseen additions to scope : **October 1, 2014**



THE LAWRENCE BLOCK 100 - 120 East Ash Street 1898



HISTORY: Deriving its significance from both its late nineteenth-century architecture and its chain of occupants, this two-story business block may be the visually dominant commercial building in a downtown overshadowed by the elaborate courthouse. Henry W. Lawrence, a businessman from Maine, purchased this prime commercial property in 1895. In 1898, when a fire destroyed the buildings on the corner, Lawrence promptly rebuilt on the same site. The resulting brick block with restrained detailing is the largest commercial block in the downtown and sympathizes both with the more ornate Italianate structures and the modern construction. In 1907, two members of the Dart family, Rollin C. Dart and Gertrude Dart Campbell O'Sullivan, purchased the multi-use building; it has remained since then in the hands of the Dart family. The building has housed both the Dart Bank and Dart Insurance Agency.

ARCHITECTURAL DESCRIPTION: This two-story, brick commercial building of Romanesque Revival styling wraps around the corner of South Jefferson and East Ash. It features a flat roof with a balustrade articulated in shallow brickwork above a dentillated cornice. The second-story's arched windows have flat stone sills and simple curving brick caps. Massive brick pilasters separate each set of storefronts within their window bays above. The angled corner entrance sits between rounded brick columns that extend above the balustrade to hold an insert panel identifying the building's name and date of construction. The first-floor store fronts have been substantially altered on the north side, but the west facade ones retain most of their original appearance. An embossed fin ceiling still appears in a first-floor restaurant.

Repair and paint brick.
Option: strip paint from brick and restore masonry.

Repair wood double-hung windows and paint. Eliminate window air conditioner.

Repair existing double-hung windows. Replace one missing window with sash to match original. Paint sash and frames.

Repair and paint brick.
Option: strip paint from brick and restore masonry.

Repair wood double-hung windows and paint. Eliminate window air conditioner.

New sign board with raised letters.

Reconstruct wood and glass transom.

Remove existing metal and glass storefront. Reconstruct wood and glass storefront - 1" insulating clear glass.

Reconstruct wood and glass transom.

New sign board with raised letters.

Remove existing metal and glass storefront and reconstruct wood and glass storefront - 1" insulating clear glass.

New wood and glass door to restaurant.

Reconstruct wood and glass transom.

New sign board with raised letters.

Remove existing metal and glass storefront and reconstruct wood and glass storefront with 1" insulating clear glass.

Repair and paint brick.
(Option: strip paint from brick and restore masonry.)

New sign board with raised letters.

Remove porcelain enamel panels and restore brick.

Reconstruct wood and glass transom.

Remove aluminum entrance and install wood and glass entrance.

Remove porcelain enamel panels and reconstruct wood and glass storefront - 1" insulating clear glass.

