

**Historic District Commission Meeting – 2nd Floor Training Room
Monday, October 27, 2014**

7:00 p.m.

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes – Meeting of September 22, 2014
4. People from the Floor
5. Announcements
6. Introductions
7. Regular Business
 - A. 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 SEPTEMBER 22, 2014**

Waltz called the meeting to order at 7:22 p.m. in the 2nd floor Training Room at 201 W. Ash Street, Mason, Michigan.

Commissioner(s) Present: Clinton, Jewett, Mulvany, Waltz

Commissioner(s) Absent: Cummings, Schulien, Shattuck

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

APPROVAL OF MINUTES

The Meeting Minutes of August 25, 2014 were approved as presented.

PEOPLE FROM THE FLOOR

None.

ANNOUNCEMENTS

Haywood informed the Commission that there will be a groundbreaking ceremony for the 124/140 East Ash Street redevelopment project on September 23, 2014 at 10:30a.m. and encouraged all those with an interest to attend. Sherman Norman of Verizon Wireless announced that they will be having a grand opening at their new store at 103 East Maple Street on October 14, 2014 from 5-8p.m.

REGULAR BUSINESS

103 W. Maple St. – Sign

Motion by Jewett, second by Clinton,

The Historic District Commission approve the sign proposal for 103 E. Maple Street as submitted by Debbie Peterson (Verizon Wireless) based on the application received on August 25, 2014, on the basis that it is consistent with the standards listed in Section 31-5(e) of the Mason Code.

Haywood provided a brief overview of the of the proposed sign, lighting and canopy.

Debbie Peterson and Sherman Norman of Verizon Wireless gave a brief overview of the proposed parapet wall repair and answered questions of the Commission. The following is a summary of the points made during the discussion:

- The canopy fabric will be replaced with a black canopy with scallops along edge
- The canopy will be edged with a two inch or less red pin stripe along scallops
- The inset panels below the store front windows will be painted black
- The sign will have 2-3 gooseneck lights above or to the sides
- Approximately 75 square feet of the south parapet wall adjacent to the alley was affected

MOTION APPROVED UNANIMOUSLY

Historic Resource Inventory

The Commission discussed continuing to build the historic resource inventory. The Commission discussed a variety of options. A lengthy discussion ensued. The following is a summary of the points made during the discussion:

- Possibly partnering with the Mason Area Historical Society (MAHS) to accomplish an extended database of archival information
- Jewett distributed a sample document showing the chronology of resource occupants and indicated that it was a draft and not for publishing
- Commissioners agreed to invite the president of the MAHS to the next meeting to discuss the advantages of partnering on this project.
- Josh Curtis of Mason Today offered the idea of using Mason Today as a Wikipoedia style format to create a community account of Mason's history
- Having a detailed historical account of the District resources would give credibility for future funding opportunities
- Commissioners discussed the possibility of forming a subcommittee to develop the inventory program further

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

CORRESPONDENCE

None.

LIAISON REPORTS

Mulvany 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 8:45 p.m.

Deborah J. Cwierniewicz, City Clerk

City of Mason

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MEMORANDUM

TO: Historic District Commission

FROM: David E. Haywood, Zoning & Development Director 

RE: Historic District Resource Inventory

DATE: October 24, 2014

At the August meeting, the Commission showed interest in selecting a subcommittee to further develop the inventory program. The Commission also requested that staff invite a representative of the Mason Area Historical Society to attend the October meeting during discussion regarding the inventory program and how the two organizations may partner. Staff spoke with current president, Barb Tornholm, and confirmed that a representative would be in attendance at the meeting.