

**DOWNTOWN DEVELOPMENT AUTHORITY (DDA)  
FAÇADE / HISTORIC PRESERVATION SUBCOMMITTEE  
MEETING MINUTES**

**Monday, June 29, 2009  
4:00 PM – 5:00 PM  
Fremont City Hall  
City Council Chambers**

**Call to Order**

The Façade/Historic Preservation Subcommittee meeting was called to order at 4:04 p.m.

<b>Members Present:</b>	Marianne Boerigter	Director, Newaygo County Council for the Arts (chair)
	Bonnie Erber	DDA Marketing Subcommittee Chair
	Peter Lance	Community Member
	James Rynberg	Fremont City Mayor
	Ron Vliem	Executive Director, Fremont Area Chamber of Commerce
<b>Members Absent:</b>	Gerry Rich	Downtown Property Owner
<b>Staff Present:</b>	Michele Ribant	Neighborhood & Economic Development Director

**Opening Remarks**

Chair Boerigter welcomed the applicants to the meeting. She explained that after the DDA Façade/ Historic Preservation Subcommittee makes its recommendation on each proposed façade project, the recommendation is passed on to the full DDA for their recommendation. She went on to say that the Fremont City Council has final disposition on the matter and that they will consider the grant requests on Monday, July 20, 2009. She said if the contracts are approved, the work can begin on July 21, 2009.

**Consideration of Fremont Façade Funding Request – 9 W. Main Street (David Oosting, Optometrist Office)**

David Oosting, a local optometrist, requested grant funding through the Fremont Façade Improvement Program in the amount of \$225.00 for the front façade of his building located at 9 W. Main Street. He plans to make the following improvements:

- Clean and re-stain the cedar shake overhang (overhang color – darkroom)
- Paint front door (door color – high tea)

A motion was made by Ron Vliem, seconded by Bonnie Erber and carried to recommend to the full DDA approval of the request for funding through the Fremont Façade Improvement Program in the amount of \$225.00 for improvements to the front façade of the building located at 9 W. Main Street as detailed above.

**Consideration of Fremont Façade Improvement Funding Request – 35 W. Main (Liberty Jewelers)**

Gail Wise requested grant funding through the Fremont Façade Improvement Program in the amount of \$1,700.00 for the repair and replacement of the railing on the upper rear of the building. She indicated that the new railing would be made of white vinyl.

A motion was made by Mayor Rynberg, seconded by Ron Vliem and carried to recommend to the full DDA approval of the request for funding through the Fremont Façade Improvement Program in the amount of \$1,700.00 for the repair and replacement of the railing on the upper rear of the building located at 35 W. Main Street.

**Consideration of Fremont Façade Improvement Funding Request – 52 & 56 W. Main Street (White Insurance Agency)**

Paul Mellema, painter, requested, on behalf of the owners of 52 & 56 W. Main Street, grant funding for the front façade in the amount of \$1,075.00 and grant funding for the west side façade also in the amount of \$1,075.00 to paint the doors, windows and roof. He indicated that the building would be painted “classic ivory” and the trim would be painted “kaffe”.

A motion was made by Bonnie Erber, seconded by Mayor Rynberg and carried to recommend to the full DDA approval of the request for funding through the Fremont Façade Improvement Program in the amount of \$2,150.00 to paint (colors: classic ivory and kaffe) the front and west side facades of the building located at 52 & 56 W. Main Street.

**Consideration of Fremont Façade Improvement Funding Request – 48 W. Main Street (Stariha Law Offices)**

Bob Stariha requested grant funding for all four facades of his building located at 48 W. Main Street. The improvements he proposed were as follows:

Work Performed: Front Façade

- Paint all trim work (color: Classical gold)
- Remove signs – replace with cedar siding
- Install awnings (Fern Sunbrella Style #4671 (Must be in keeping with regulations in zoning ordinance))
- Clean & tuck point brick

Amount requested: \$4,692.00

Work Performed: Rear Façade

- Clean & tuck point brick
- Replace brick
- Paint trim (color: Classical gold)
- Replace upper west window with door to match existing doors.
- Remove awning and replace with balcony above (Awning must meet zoning code in that it cannot project closer than 5 feet to a common lot line. The projection of the balcony cannot project over the sidewalk. The balcony cannot hang over the sidewalk.)

Amount requested: \$2,243.50

Work Performed: Side façade (east)

- Clean and tuck point brick
- Replace brick

Amount requested: \$745.00

Work Performed: Side façade (west)

- Tuck point open joints
- Clean brick

Amount requested: \$280.00

**Total Amount Requested: \$7,960.50**

The Commission expressed the following:

- On the front façade, the signs should be removed as planned, but cedar siding should not be put up; it is a non-traditional material that is not compatible with the historic context of the building. Mr. Stariha was open to seeing what was underneath and to repairing the brick if need be.
- On the rear façade, the Commission indicated that the cost of the proposed balcony would not be covered by the façade improvement program. They also said that the door proposed to enter onto the balcony would not be in keeping with the historic nature of the building.
- On the rear façade, a new overhang was proposed. The size of the overhang needs to be in keeping with the design guidelines.
- On the rear façade, the proposal called for the removal of vinyl siding on the storage shed and that cedar be used to replace the siding. The Commission asked that cedar not be used because it was not compatible with the historic nature of the building.

The applicant was open to the proposed changes. It was agreed that the Chair, city staff and Bob Stariha would meet to re-fine the work and associated funding being requested for the project.

A motion was made by Peter Lance, seconded by Bonnie Erber and carried to recommend approval of the request for funding through the Fremont Façade Improvement Program in the amount not to exceed \$7,961.00 for work to be performed on all four facades of the building located at 48 W. Main Street and that the façade improvements include the ones detailed above and that the requested changes to the improvements as also outlined above be fine-tuned, subject to final approval of the DDA Façade/Historic Preservation Subcommittee chair.

### **Review Proposed New Program – Fremont DDA Revolving Loan Fund Program**

Marianne Boerigter explained that the Fremont DDA Revolving Loan Fund Program is a loan program that could become available to downtown property owners if a grant request is awarded. She indicated that \$90,000.00 in stimulus money has been requested through USDA Rural Development to fund the Program and that we should know in July if the Program is funded. Ms. Boerigter explained that the Revolving Loan Fund Program is intended to augment the Fremont Façade Improvement Grant Program. It would allow a downtown property owner to request a 1% loan to help cover the costs of façade improvements that the façade improvement grant program did not cover. The Subcommittee suggested that the guidelines be amended to indicate that the loan amounts can range from \$500.00 to \$25,000.00 per building rather than from \$500.00 to \$5,000.00.

Ms. Boerigter went over the program guidelines and associated forms. She asked the Subcommittee if they wanted to administer the loan program, and the Subcommittee responded in the affirmative. She expressed the importance of keeping confidential information private. She also suggested that the Subcommittee members sign a form indicating that they would honor the confidential nature of the matters that would come before them. It was pointed out that if the Subcommittee wished at some point to allow the Revolving Loan Fund Program to be used to obtain funding for working capital, machinery and equipment and fixed assets, it could do that. It was also pointed out that the Program would only be available to downtown property owners if the stimulus money is granted.

It was suggested that the City conduct a town hall meeting for the downtown property owners to introduce the new program, if approved, and to explain how it could work in conjunction with the Fremont Façade Improvement Grant Program.

A motion was made by Mayor Rynberg, seconded by Bonnie Erber and carried to recommend to the full DDA approval of the Fremont DDA Revolving Loan Fund Program Guidelines with the amendment that the loan amounts range from \$500.00 to \$25,000.00 per building.

#### **Unfinished Business - Update on Artwork for the Front Façade of the Moose Lodge**

Marianne Boerigter informed the Subcommittee that the cost of the artwork proposed by a local artist for the front two west windows on the front façade of the Moose Lodge was too expensive for the Moose Lodge and what the Moose Lodge was recommending in its place would not be in keeping with the Subcommittee's original intent. After some conversation, the Subcommittee indicated that the front façade of the Moose Lodge was acceptable in appearance without the artwork.

A motion was made by Bonner Erber, seconded by Mayor Rynberg and carried to recommend to the full DDA elimination of the condition attached to the approval of the Moose Lodge façade renovation project of having to incorporate artwork on the front west windows of the Moose Lodge building located at 15 W. Main Street.

#### **New Business**

There was no new business.

#### **Adjournment**

There being no further business of the Subcommittee, the meeting adjourned at 5:18 p.m.