

HISTORIC DISTRICT COMMISSION
Judge Welsh Meeting Room
October 19, 2016 - 4:00 p.m.

The meeting was called to order at 4:00 p.m. by Thomas Biggert. The order of the meeting was changed, and the Work Session was postponed until after Public Hearings.

Members Present: Thomas Biggert, Martin Risteen, Marcene Marcoux

Others Present: Anne Howard

Thomas Biggert announced that there will be a special meeting on November 9, 2016 at 3:30.

1) Public Hearings:

a) Case #FY17-033: (continued from the meeting of October 5)

Application by Regina Binder, on behalf of Cynthia Binder, requesting to modify an approved plan for a cottage addition to comply with FEMA building requirements and with State Building Code requirements for ridge height and knee walls to the structure at the property located at 242 Bradford Street.

A motion was made by Thomas Biggert and seconded by Marcene Marcoux and passed 3-0-0 to continue this case until November 2, 2016.

b) Case #FY17-048:

Application by Linda Glenn requesting to replace a 4' fence with a 6' fence on the east side of the property located at 97 Commercial Street.

The Committee members read letters contesting the 6' fence, and Linda Glenn (owner) stated she agrees. There was a discussion with Russ Crosby regarding the panels (there are now 5 panels) and wants to replace three panels covering building I and lowering it to the rest of the railing. She requests that Cabin I put internal shutters on the bathroom window that would be shut when the deck is being used on Linda Glenn's property. Ann McGuire lives at 97 Commercial, a direct abutter, who stated there was no covering on the bathroom and recommended the shutters. The size of the panels was discussed. Jamie Veara, representing the owner, recommended putting in a blind that would be pulled down when using the bathroom. David Berarducci, Cabin I, read his own letter. Marcene Marcoux asked if the 4th panel could be lowered somewhat or could something be put on the window to see out but not see in. The members agreed that Panel #3 be 42", Panel #4 be 57", and Panel #5 be 72". Jamie Veara stated they would not agree to this solution.

- c) **Case #FY17-049: (continued from the meeting of October 5)**
Application by Ted Smith, Architect, LLC, on behalf of Tom Tannariello, requesting to add a full second story to the half-story structure and to reconfigure and relocate doors and windows on all elevations of the structure located at 12 Cudworth Street.
Thomas Biggert made a motion to accept a request to continue until 11/2 which was seconded by Marcene Marcoux and passed 3-0-0.
- d) **Case #FY17-053 (continued from the meeting of October 5)**
Application by Bruce Pollard, on behalf of Deb Vanderveen and Chris Norcross, requesting to construct dormers on the north and south elevations of the structure located at 9 Atlantic Avenue
Committee had asked for revised plans, and the building owner requested a building permit application (applied for), and will provide plan.
- e) **Case #FY17-055 (continued from the meeting of October 5)**
Application by William N. Rogers, II, on behalf of Russell Davies, requesting to add a 20' by 22' second floor addition extending over an existing northwest first floor wall that includes a cantilevered deck on the southwest elevation of the structure located at 23 Winthrop Street, #E5
This case has been tabled
- f) **Case #FY17-060 (request to postpone to the meeting of November 2)**
Application by Jeffrey Mulliken & Elbert Ruff requesting to extend a roofline with a new 12/12 pitch and add new shed dormers on the main structure and to add a half story and a recessed one-story connector to the main structure on a cottage at the property located at 34A Pearl Street
Thomas Biggert made a motion to postpone until November 2 which was seconded by Marcene Marcoux and passed 3-0-0
- g) **Case #FY17-065**
Application by Ron Kollen requesting to replace an existing 6' by 8' shed with a 10' by 12' at the property located at 572 Commercial Street
Anne Howard discussed zoning laws and stated that there is a 9 foot height restriction, and that there is also a case with zoning. The Commission requested a plan showing the height of the shed with full dimensions. Thomas Biggert made a motion to continue to November 2 which was seconded by Marcene Marcoux and passed 3-0-0. Anne will get time restraints.

2. **Work Session (4:45 p.m.)**

- a) **Update on potential violations reported to the Building Commissioner**
Anne is working on violations from Mr. Katzen (307 Bradford).
- b) **Determinations as to whether the applications below involve any Exterior Architectural Features within the jurisdiction of the Commission; Administrative Reviews to be placed on the next agenda below; Full Reviews to be placed on the November 2nd or 16th agenda.**

- i. **426 Commercial Street** – to replace all windows in kind
Administrative Review – motion by Thomas Biggert, second Martin Risteen
- ii. **277 Commercial Street** – to replace exterior rotted trim with pine trim
Administrative Review – motion by Thomas Biggert, second Martin Risteen (3-0-0)
- iii. **259 Commercial Street, #1** – to replace 27 windows
Commission requested more information with a clearer description of replacement windows
- iv. **389 Commercial Street** – to replace a previously approved skylight with a larger skylight on the north elevation
Full Review – motion by Thomas Biggert, second Marcene Marcoux (3-0-0)
- v. **288 Bradford Street** – to replace asphalt roofing shingles in kind
Administrative Review – motion by Thomas Biggert, second Martin Risteen (3-0-0)
- vi. **65B Commercial Street** - to remove and replace roof, siding and exterior trim in kind on a garage
Administrative Review – motion by Thomas Biggert, second Marcene Marcoux (3-0-0)
- vii. **357 Commercial Street #10** – to replace broken window on the east side of a structure
Administrative Review – motion by Thomas Biggert, second Marcene Marcoux (3-0-0)
- viii. **45 Commercial Street** – to replace one double-hung window in kind
Administrative Review – motion by Marcene Marcoux, second Thomas Biggert (3-0-0)
- ix. **45 Commercial Street #2** – to replace four windows on the east side in kind
Administrative Review – motion by Thomas Biggert, second Martin Risteen (3-0-0)
- x. **252 Commercial Street** – to remove and replace an existing flat rubber roof with an EPDM rubber roof
Administrative Review – motion by Marcene Marcoux, second Thomas Biggert (3-0-0)
- xi. **242 Commercial Street** – to remove and replace roofing shingles on a roof
Administrative Review – motion by Marcene Marcoux, second Thomas Biggert (3-0-0)
- xii. **76 Commercial Street #1** – to replace an existing foundation with a poured concrete foundation with a brick face
Administrative Review if same brick color, grout, and dimensions – motion by Thomas Biggert, second Marcene Marcoux (3-0-0)

Thomas Biggert made a motion to adjourn the Work Session which was seconded Marcene Marcoux (3-0-0)

c) Appoint a subcommittee to act on, at the Special Meeting posted to take place after this public meeting, those agenda items from (b) above that were determined to require Administrative Review. Motion by Thomas Biggert, second Marcene Marcoux 3-0-0

d) Review and approval of Minutes of the meetings of January 20, March 2, May 18, June 15, and July 6, 2016. July 20, August 3, September 7 and 21, and October 5, 2016. Minutes 1/20 are online so approved. Dialogue not reflected July 6th meeting (Marcene Marcoux)

Administrative review of any of the following applications that were determined at the Regular Meeting of October 5 to require Administrative Review rather than Full Review

- i. 436 Commercial Street - Project discussed by Pavel Fiodarau and Brad Horner. All windows on east, west, and south façade will be replaced in kind, and casement windows in back are not being replaced at this time. Anderson Windows will be used. Motion to approve by Thomas Biggert, second Martin Risteen, recuse Marcene Marcoux 2-0-1
- ii. 277 Commercial Street - Project discussed by Leo Rose. Cedar will be used on west side in place of pine. Azak will be used upstairs, storefront, and northern façade. Motion to approve by Thomas Biggert and second by Marcene Marcoux 3-0-0
- iii. 259 Commercial Street, #1 - Committee requested more information
- iv. 389 Commercial Street - Committee requested Full Review
- v. 288 Bradford Street - Grey shingles will be used. Motion to approve by Thomas Biggert, second by Martin Risteen, 3-0-0
- vi. 65B Commercial Street - Project discussed by Scott Czyoski. Replacing in kind with wood. Motion to approve by Thomas Biggert, second by Marcene Marcoux 3-0-0
- vii. 357 Commercial Street, #10 - Thomas Biggert made a motion to accept as presented, second by Martin Risteen 3-0-0
- viii. 45 Commercial Street - Thomas Biggert made a motion to accept as presented, second by Martin Risteen 3-0-0
- ix. 45 Commercial Street, #2 - Thomas Biggert made a motion to accept as presented, second by Marcene Marcoux 3-0-0
- x. 252 Commercial Street - Thomas Biggert made a motion to accept as presented, second by Martin Risteen 3-0-0
- xi. 242 Commercial Street - Thomas Biggert made a motion to accept as presented, second by Martin Risteen 3-0-0

xii. 76 Commercial Street, #1 - Accepted with the condition that the brick, grout, and dimensions match. Motion to approve by Thomas Biggert, second by Martin Risteen 3-0-0

Motion was made to adjourn Work Session at 5:30 p.m. by Martin Biggert and seconded by Marcene Marcoux 3-0-0

Respectfully Submitted:

Katherine Barrett

