

# HISTORIC DISTRICT COMMISSION

## Public Meeting

**October 11, 2006**

Judge Welsh Hearing Room

**2:30 p.m.**

**Members Present:** Polly Burnell, John Dowd (arrived ~3:p.m.),  
Marcene Marcoux, and Carol Neal.

**Members Absent:** Nathan Butera and E. Clothier Tepper (both excused)

**Staff:** Maxine Notaro.

### **Business Meeting 2:30 p.m.**

Discussion on past decisions commenced at 3:00 p.m.

### **Minutes for Approval:**

**Motion: Approve May 24, 2006 minutes.**

**Motion: Carol Neal    Seconded: Marcene Marcoux    Vote: 3-0-1 ab JD**

**Motion: Approve July 26<sup>th</sup> minutes.**

**Motion: Carol Neal    Seconded: Marcene Marcoux    Vote: 3-0-1 ab JD**

**Motion: Approve August 9<sup>th</sup> minutes.**

**Motion: Polly Burnell    Seconded: Marcene Marcoux    Vote: 3-0-0.**

**Motion: Approve August 23<sup>rd</sup> minutes.**

**Motion: Carol Neal    Seconded: Marcene Marcoux    Vote: 3-0-0.**

**Motion: Approve September 13<sup>th</sup> minutes as amended.**

**Motion: Polly Burnell    Seconded: Marcene Marcoux    Vote: 3-0-0.**

**Motion: Approve September 27<sup>th</sup> minutes.**

**Motion: Polly Burnell    Seconded: Marcene Marcoux    Vote: 3-0-0.**

### **Working Procedures, Application Process, and Historic District Commission Guidelines**

The above three topics were discussed. The commissioners discussed the new guidelines.

### **Administrative Reviews**

Maxine Notaro said Administrative Reviews are basically for work that is replacing "in kind" or also called "one for one," i.e. taking out a window that is 6 over 6 and replacing it with exactly the same style - but new. Maxine's question was: What does the Commission want to have come before it?

John Dowd said the Commission does not have to be burdened with applications that are a replace in kind. However, sometimes the Commission members may have the opportunity to improve a property if it comes before the Commission. However, if it's a straight "one for one" you cannot suggest more

appropriate design changes. Marcene Marcoux stated that we're presently over-burdened with administrative review cases.

Carol Neal said she'd like to be in the loop for certain aspects of administrative review. Marcene Marcoux suggested the group have another business meeting and write up procedures.

**Motion: Have another business meeting to set up policies and procedures for the Historic District Commission.**

**Motion: Carol Neal      Seconded: Polly Burnell      Vote: 4-0-0.**

The Commissioners decided that the Building Commissioner will review some windows but it needs to give Doug Taylor direction on what we want.

Roofs and additions that are not within the Historic District do not need a review. However, demolitions do need to be fully noticed and the commission needs to set forth firm policies.

Maxine asked, "If something deviates from the policy, what is your role and what do you want to review? – And what do you want to leave to the community development? Maybe we should review each application on a case by case basis."

"If I know that a 1 for 1 is administrative" then that is for administrative review. But Maxine asked – "What about a case of skylights?" referring to an earlier case that eventually needed more information than was presented to the commission.

With Zoning and Planning Maxine knows that everything has to go before the boards. She needs to know how to advise people regarding Historic. What needs to go before Historic and what doesn't? These were the questions that Maxine asked. The Commission said that they would resolve these questions.

The business meeting closed at 4:00 p.m.

**Public Meeting was opened at 4:01 p.m.**

### **Rick Pozzo, 383 Commercial Street**

Rick Pozzo from the JC Donald Company was representing the Bull Ring Condo property here and he attended with Laurie from Peters Property Management. He was invited to speak to the Historic Commission by Doug Taylor.

Rick Pozzo said that he asked someone to come down and look at the Bull Ring from Historic and no one showed up. Rick Pozzo said: "Doug Taylor advised that we come to see you. Doug wants everything to be put back up according to code and with the rot we've encountered, we can't do it." Rick Pozzo was informed by the Commission that no one on the Historic District Commission was ever formally notified by the Building Department to request a specific site visit in July. Commission members are always available to do site visits when they are notified.

Rick wants to cut the section out that is rotten and then rebuild it. At the last meeting, Rick said that John Dowd said if there was ever a time for this property to be improved, it is now. However, that change specifically involved then pertained to windows and doors—not the demolition of the building.

Rick Pozzo said he wanted it on the record that he asked for a site visit from HDC over 2 months ago and it never happened. John Dowd answered that this should have been filed 2 months ago and if Rick wanted to come to a meeting two months ago we could have dealt with this. Again, Rick Pozzo was told that the Commission never receive notification of his site visit. Mr. Pozzo was informed that the Commission takes seriously site visits and would have set one up in a timely fashion had they known and had they been notified.

Rick wanted to know if the Commissioners want elevations of the entire building on the plan he will submit.

John Dowd said, "If you are going to change things then you have to have a drawing/plan to show us what you intend to do for our approval."

Rick said, "If we have a site visit and it's determined that we can knock down the house, it will take me 8 weeks from that time to order and receive materials."

Marcene Marcoux and Polly Burnell set a date then for a site inspection and it will happen on Friday, October 13<sup>th</sup> at 10:00 a.m.

It was decided to continue the case until the next meeting on October 25<sup>th</sup>. At that time new drawings of window size, placement, elevations, etc. will be presented.

### **Deb Paine, 59 Commercial Street, Cottage**

The main building is the old Center for Coastal Studies building which abuts the West End Parking Lot. They've been working on the main house and now she wants to begin working on the cottage located at the rear on the water. She has pictures. The owners and I, as a contractor, want to know if you have any pictures of the original building?

Deb asked, "What objections do you have for me to take down the building?" Take down the building seemed to be everyone's synonym for demolition. She then asked, "Would you please come out and take a look?" Carol Neal said that demolition is only approved under dire circumstances. Guideline 15-11-14 prohibits demolition or partial demolition of buildings or structures except in extraordinary situations. Deb requested a site visit. Carol Neal agreed, "Yes that's the place to start." Deb thinks it's warranted.

### **Charles Miller, 286 Commercial Street**

This case referred to the Board Stiff building. They want to keep the same opening and put in a set of automatic doors. All mechanics will be hidden from the inside out. It's much more efficient. Three people were presenting the case and they would want the doors completely open in the summer. They intend on being open year round. The doors will be white to match the wood trim and not the shiny silver.

John asked if it would be possible to have a higher kick-plate in order to match the existing windows. The ones that are in there now are not the originals.

These doors will be custom-made.

**Motion: Accept the proposal of the 4 panel door with the bottom kick plate matching the skirt**

**of the window ledge in accordance with Guideline 15-11-6. Entrances/Doors**

**Motion: John Dowd    Seconded: Polly Burnell    Vote: 4-0-0.**

(Later on - near the end of the meeting - the applicant from Board Stiff came back with dimensions and asked if the kick plate could match part of the front of the building and be only 7 inches high "give or take an inch or two." It was agreed.)

**John Yingling, 183 Commercial Street**

His presentation involved inheriting plans that had been previously approved by the former Historic Committee when the former owner, Hurst, owned it. John Yingling has already begun some renovation and now Mr. Yingling has some slight changes to propose for the building. 1) The wood on the front of the building is on top of the pavement; he'd like to replace it with walnut wood. 2) Also regarding the existing alcoves which only serve to collect trash and finally 3) The apartment which is on the top floor and will be rented to his help and needs to be remodeled. It's not really livable space and he proposed higher elevations.

**Motion: Authorize the doors move flush with the street, new wood on the sill, and elevation of the rear of the building from 5'8" to 6'6" (the exact measurements approved by the ZBA) in accordance to Guideline 15-11-8 Roof Dormers, Alterations, and Additions and Guideline 15-8-1 Criteria for Determination**

**Motion: John Dowd    Seconded: Marcene Marcoux    Vote: 4-0-0.**

**Fire Station (next to Adams Pharmacy)**

Bill Schneider did a presentation to the HDC. The Town and/or VSB proposes replacing the firehouse doors in kind. They will look exactly the same.

**Motion: Approve the Fire Station door replacement according to pictures shown given Guideline 15-11-6 Entrances/Doors**

**Motion was made, seconded, and approved unanimously.**

**Neil Kimball – 14 Johnson Street.**

John Dowd asked Neil, "What's the explanation for the windows being enlarged? And what about the fact that they're inappropriately scaled for the building?" After discussion, the following motion was made:

**Motion: 14 Johnson Street is in violation because they deviated from the approved plan. The HDC is seeking enforcement of the violation by the Building Commissioner in accordance to Guideline 15-10-1 Enforcement and Penalties and Guideline 15-10-3 Fines and Guideline 15-10-4 Building Commissioner**

**Motion: John Dowd    Seconded: Polly Burnell    Vote: 4-0-0.**

(We'll put a stop work order on it and they will have to replace the windows and put in what had been approved. Fine \$250/day for as long as the violation exists.) Doug Taylor plans on working a little closer with Mr. Anderson in order to avoid problems like this in the future.

**135 Bradford Street Neil Kimball**

Polly Burnell said she thought that the muntins on the Windsor window seemed to be too wide and you could see through them. Also, the interior of the windows seemed to be metallic. But, because the building has been so compromised we could approve it.

Marcene Marcoux worried that it's a very visible building and she sees the Windsor window as a model of and a model for Neil's clients. Problematically, she told Neil, you're going to have more clients wanting this particular type of window. That's her concern.

Neil Kimball said he really prefers aluminum or vinyl clad windows. Neil asked, "Do you have a choice on the sash colors? Dark colors are more traditional was the response.

**Motion: Allow the Windsor windows (Pinnacle series) on 135 Bradford Street based on the fact that the building is not historic nor is there anything historic to retain in accordance with Guideline 15-11-5 Windows b, d, e**

**Motion: Carol Neal      Seconded: John Dowd      Vote: 3-0-1 abstain**

Marcene Marcoux

**231 Bradford Street (Frank Milby's former home)**

Polly Burnell doesn't feel she can approve the request. She thinks it's wrong to move a historic building just because the new owner wants a parking spot. (20 Bradford Street set a precedent according to John Dowd). Marcene Marcoux suggested that we might have a pattern occurring here. Move the house and then it falls apart and then the applicant returns with a request for demolition. Carol Neal feels this case might be a possible candidate for such action.

The case was continued until the October 25<sup>th</sup> meeting.

**Adjournment:**

The meeting adjourned at 5:50 p.m.

Respectfully submitted,

*Evelyn Gaudiano*

E. Rogers Gaudiano

**Approved by** \_\_\_\_\_ **on** \_\_\_\_\_, 2006.  
Carol Neal, Acting Chair