

Draft Minutes

TOWN OF GUILFORD
Historic District Commission
Minutes – 15th May, 2019

A public hearing and regular meeting of the Historic District Commission was held on Wednesday 15th May, 2019 at 7:00p.m. in the Guilford Community Center with Chairman Randall McCartney presiding.

Present: John Cunningham, Randall McCartney, Susanna Smith and Alternate Teresa Buchanan. Reno Migani joined the meeting in progress (7:05p.m.). Excused: Ann Street and Alternate Michael Mancini. Absent: Alternate Michael Sulzbach.

PUBLIC HEARING

The meeting was called to order at 7:03p.m. Clerk Susanna Smith read the legal call of the meeting. Alternate Teresa Buchanan was appointed to act in the absence of regular members.

#811 - John P. Matthews & Elizabeth Halvorsen, to expand a pergola and remove a fence, all on property located at 15-17 Whitfield Street, Assessor's Map 39, Lots 101 & 102 (continued from 4/17/19): This applicant was still not ready to present her application and wished to postpone for a second time. No-one spoke for or against the application. Later, during the regular meeting, Mr. McCartney made a motion to continue this application to 19th June, 2019. Mr. Cunningham seconded the motion and it was carried unanimously with Cunningham, Migani, Smith and Buchanan voting in favor.

#812 – Michael J. Shea, to replace windows on a dwelling on property located at 11 Fair Street, Assessor's Map 39, Lot 32: Michael Shea said he wished to replace almost every window on his house with Anderson 400 Series windows. Over the past 100 years the existing windows have become inoperable, plus they have aluminum storm windows. Mr. Shea said he would be using the highest quality windows without being custom made. They will have a wood frame with vinyl on the exterior. The three 8ft. windows on the porch will not be replaced. Mrs. Smith asked if the lites and profiles would be the same as existing. Mr. Shea replied yes. Ms. Buchanan queried trim details. Mr. Shea replied that they would be the same as existing. Mrs. Smith asked if the windows would be painted white. Mr. Shea replied yes. No-one spoke for or against the application. Later, during the regular meeting, during discussion, Mr. Cunningham felt this project was acceptable. He then made a motion, seconded by Ms. Buchanan, to approve the application as submitted, Subcommittee appointed is John Cunningham. The motion to approve was carried unanimously with Cunningham, Migani, Smith and Buchanan voting in favor.

#813 - Alec W. & Teresa A. M. Buchanan, to extend the northwest corner of a dwelling, replace existing extension as needed, remove door on north side, and replace first floor north side windows, all on property located at 2 Market Place, Assessor's Map 40, Lot 101: Teresa Buchanan recused herself and stated that this project was located on the north side of her house. She showed a recent photograph of her house on her tablet. Two additions were added to the house at different times which had created a jog which Ms. Buchanan wished to fill in. She mentioned that she would be applying to the Zoning Board of Appeals for a variance for lot coverage and set back. Ms. Buchanan said she would be replacing the shorter windows because the kitchen was being extended. An existing door will be removed and replaced with a window. No changes will be made

to the second floor. Mrs. Smith queried the foundation. Ms. Buchanan replied that she was undecided about that. Most of the foundation was stone with a small section of cinder block. Ms. Buchanan said she would like to pull out the stone but the large stones would be difficult to move. Windows will be Marvin Ultimate or Integrity true divided lites 12 over 12. Several windows will be 8 over 12 because they will be above the kitchen counter. All trim and finishes will match existing. Regarding guttering, Ms. Buchanan said she would welcome the Commission's opinion on this, particularly as she had a wet basement in the main house but was not in favor of gutters. Mr. Cunningham felt there was room to install an infiltrated system. Mr. Migani asked if the corner boards went all the way down on the northwest corner. Ms. Buchanan replied yes. Mrs. Smith queried lighting. Ms. Buchanan replied there would be none. Mr. Migani thought the windows would be SDL, not true divided lites. He asked if the screen would be full or half. Ms. Buchanan replied full. Mr. Migani asked if gutters were used would they match in-kind. Ms. Buchanan replied yes. No-one spoke for or against the application. Later, during the regular meeting, Mr. Migani made a motion, seconded by Mr. Cunningham, to approve the application as presented with the following stipulations: 1) The following items must be reviewed with and approved by the subcommittee prior to purchase and/or installation: a) final gutter locations; b) window type; c) foundation detail. 2) The approval is granted based upon all other required approvals being received from relevant town agencies. 3) Subcommittee appointed is Susanna Smith. The motion to approve was carried unanimously with Cunningham, Migani and Smith voting in favor. Ms. Buchanan recused herself and did not take part in the discussion or vote on this application.

#814 - Todd J. Seniff, to rebuild a rear addition with a narrower addition, and associated work, all on property located at 16 Fair Street, Assessor's Map 39, Lot 18:

Present were Russell Campaigne (CK Architects), and Todd and Joette Seniff. Russell Campaigne showed before and after drawings of the proposal which would take down and rebuild an existing rear addition. He said this was a family favorite sunroom but that it did not work well. He did not wish the new addition to come forward so it will be slightly narrower. Mr. Campaigne added that the floors inside the house were at different heights and were very awkward and it was felt the most cost effective solution was to take down and rebuild the addition which will remove the section projects out on the south side of the house. The new addition will have a more open floor plan. Two sets of wood stairs with patio space will now come off the back and square footage was added for a mud room. The driveway will remain in the same location. The second floor will have a faux deck element with balustrades.

Mr. Campaigne showed elevation drawings of existing and proposed. The new addition will be raised up 8"-10" but will still have a hip roof. The windows in the main house will be retained but triple track storm windows will be added. The staircase will be built out in wood. Existing lattice will be replaced with a better quality material. A generator and trash storage is proposed behind the house. On the back two existing windows on the left will be moved over slightly. Mr. Campaigne noted that casement windows were needed on the second floor for egress and that these had been brought down to the first level as well to be consistent. On the south façade he was proposing to retain the sun element with cottage-style windows. Siding will be Hardiboard and trim will be synthetic. Mr. Campaigne felt not much of the lighting would be visible from the front of the house and he showed a photograph of what could be seen from the road. Addition roof will be EPM in black. The front walk may be reset. Mr. Campaigne said he may use gutters on the back of the house but was considering drip strips for the sides, especially the north side. Ms. Buchanan asked if only the extension would have 2 over 2 windows. Mr. Campaigne replied yes but said he could also do 1 over 2

Regarding the garage, Mr. Campaigne said it would receive a facelift. It currently has 3 doors which will be replaced with carriage-style doors. On the last bay closest to the house the door will be removed and replaced with a window and people door. The garage is set back so it is not very visible from the road. There is an existing lean-to on the west side of the garage and Mr. Campaigne said he planned to put a metal roof on this with vertical board siding. Lighting will be a full cut-off fixture.

Site work will include resetting the stone walkway in front leading to a new one step landing with stacked granite steps. The driveway will be redone with asphalt with a stone topping. If the neighbor approves an 8ft. privacy fence is proposed for the north side, transitioning down to 3ft. towards the front of the property. The front of the property will have a picket fence in white cedar. Mr. Migani queried mechanicals. Mr. Campaigne replied just a generator. He added that he may seek a variance from the Zoning Board of Appeals.

Mr. Migani queried a demolition permit. Mr. Campaigne replied that it was only a partial demolition so no permit was needed. Mr. Migani briefly talked about the State Historical Preservation Office which was concerned about the number of demolitions that the Commission had approved in recent years. No-one spoke for or against the application. Later, during the regular meeting, during discussion Mr. Migani said he had no issues with anything presented. Ms. Buchanan was concerned about having 4 styles of windows. Mrs. Smith pointed out that this was mostly in the back of the house. Mr. Migani also noted that parts of the house were set back so one would not see all the windows in conjunction. Mr. Migani made a motion, seconded by Mr. Cunningham, to approve the application as presented with the following stipulations: 1) The following items must be reviewed with and approved by the subcommittee prior to purchase and/or installation: a) front stair granite steps and metal railing; b) any changes to the project mandated by other town agencies; 2) The approval is granted based upon all other required approvals being received from the relevant town agencies. 3) Subcommittee appointed is Reno Migani. The motion to approve was carried unanimously with Cunningham, Migani, Smith and Buchanan voting in favor.

The public hearing was closed at 8:05p.m. and was followed immediately by the regular meeting.

REGULAR MEETING

Approval of Minutes: Tabled to the June 19, 2019 meeting.

Public Forum: 1) 49 Church Street, Map 39, Lot 42: Present was property owner Rose Robinson who said she had filed an application. Mrs. Smith said Mrs. Robinson wished to infill a window and cover it with a shutter on the rear of her house, and that this would be barely visible. Mrs. Robinson showed an earlier photograph of the house when it had shutters. In the future Mrs. Robinson said she would like to replace the following: the white storm door with a black door, broken front door knob hardware, front door light, straighten and repair main chimney and maybe add a cap, install a new mailbox. Mr. Cunningham asked if the light bulb in the front door light would be visible. Mrs. Robinson replied no. The Commission felt this work did not rise to the level of needing a Certificate of Appropriateness and so Mrs. Robinson's application filing fee would be returned to her.

Chairman's Report: 1) 40 High/185 Whitfield Streets: Mr. McCartney reported that the Town had received a grant to refurbish low-income housing. Under this grant these two properties would be reroofed and the Commission had determined that a Certificate of Appropriateness was not

required. **2) 101 Fair Street:** Mr. McCartney said a porch/Florida room had been demolished without the Commission's approval and perhaps without a demolition permit. He wrote a letter to the property owner inviting him to attend a Commission meeting to discuss this matter. Mr. McCartney said he had received a message from the owner that he could not attend tonight but had not actually spoken to him yet. **3) Blazing Fresh Donuts, 16 Church Street:** Mr. McCartney said this business owners wished to install a new outdoor advertising sign. The existing sign board for the previous tenant would be reused and the only change was to the graphics so it was determined that a Certificate of Appropriateness was not required.

Correspondence: As part of the application process for a demolition permit the Commission received notification that 30 Water Street would be demolished and replaced in-kind. Even though this is an historic home it is not within the historic district. The property owner originally had wished to demolish this property but then decided to rehabilitate it. Mr. Cunningham said he understood that once this work began the house was found to be in an extremely bad condition and could not be rehabilitated. After brief discussion the Commission decided to take no action.

Public Relations: No report.

Discussions: Tabled to the next meeting

Approval of Bills: Mrs. Smith made a motion to approve the following bill: Katharine Stewart, secretarial services. Ms. Buchanan seconded the motion and it was carried unanimously.

Unfinished Certificates of Appropriateness: 1) #803 Whitfield Street, LLC, 51 Whitfield, expires 9/18/19 – rear deck/stairs: As subcommittee Mr. Cunningham reported that he had approved a change in materials from composite to white cedar – to be allowed to weather.

Mr. Cunningham made a motion to adjourn the meeting at 8:35p.m. Ms. Buchanan seconded the motion and it was carried unanimously.

The next meeting of the Historic District Commission will be held on Wednesday 19th June, 2019 at 7:00p.m. in the Guilford Community Center.

Respectfully submitted,

Katharine Stewart
Recording Secretary