

HERITAGE COMMISSION
Meeting Minutes
October 5, 2017

The Heritage Commission held its regular monthly meeting at City Hall, 41 Green Street, Concord, New Hampshire, on Thursday, October 5, 2017 at 4:30 p.m.

1. Call to Order and Seating of Alternates

Chairman Donovan called the meeting to order at 4:30 p.m.

Present at the meeting were Chair Phil Donovan, Vice-Chair Frederick Richards, members Rich Woodfin, Bryant Tolles, Jr., Richard Jaques, Carol Durgy Brooks, and Robert Johnson. City Planner Heather Shank and Planning Division Administrative Specialist Lisa Fellows-Weaver were also in attendance.

2. Approval of Minutes of September 7, 2017

Mr. Jaques moved to approve the September 7, 2017 minutes, as written. Mr. Richards seconded the motion. The motion passed unanimously.

3. New Business

a. Matt Walsh - East Concord Community Center

Mr. Walsh met with the Heritage Commission requesting comments or concerns regarding the East Concord Community Center. He provided a brief overview of the history of the building stating that it was built in the 1880's and was used as a fire station. It later was repurposed to a community center and is now being leased out to tenants for various purposes. He stated that there are some limitations with the property due to the size of 7,000 sf as well as the limited parking; however, it could be used as mixed use commercial/residential.

As a result of many meetings and the construction of the new community building on the Heights, City Council would like to put this building on the market as they feel that with the new center, this building is no longer going to be needed. They have begun the process to begin to divest of the property. He explained that there were some title issues, which have been addressed. The City Administration is requesting comments from the Heritage Commission.

A discussion was held regarding the historical value to the City and if an inventory has been done.

On a motion made by Mr. Woodfin, and seconded by Mr. Jaques, the Commission recommended that prior to the sale of the East Concord Community Center, a historic resources inventory be completed, and that the sale is contingent on preserving and maintaining the structure unless a weather-related or otherwise unpreventable disaster damages the building beyond repair. The motion passed unanimously.

4. Demolition Review

a. 393 Mountain Road

Ms. Shank reported on the demolition of the barn previously located at 393 Mountain Road. She noted that the Mayor as well as Carlos Baia had been contacted about the barn removal. She explained that while Code staff did not believe the request triggered the demolition review process because the applicant stated

HERITAGE COMMISSION
Meeting Minutes
October 5, 2017

that the structure would be relocated, Mr. Baia felt that the ordinance was clear that any removal of a structure should trigger the demolition review process. Mr. Baia requested that the Code office revise the application form to make this clear. It was also noted that while the applicant stated that the barn was to be relocated, it was actually demolished, with only a few beams apparently being recovered. Mike Santa, the Code Administrator, notified the property owner that any further demolition on the property would require demolition review.

Ms. Shank also noted that the ordinance required notification of the demolition requirement if a building is indicated to be demolished during the Planning Board review process. Mr. Donovan noted that this never occurs, and the ordinance is not written in such a way as to clearly define this process. Ms. Shank also stated that the applicant did not provide a Demolition Plan during the subdivision review process, though they did provide a plan indicating a new structure on the lot.

Ms. Shank stated that the Code office is aware of the issue and intends to revise the application. Mr. Johnson asked whether there were penalties that could be assessed in these situations. Ms. Shank said the Commission should ask Code staff about this when they meet to discuss the ordinance revisions.

b. Demolition Delay Ordinance

Ms. Shank suggested a work session be held with Craig Walker and Mike Santa in the Code office to discuss the Demolition Delay Ordinance, including the process for when a demolition is indicated during the Planning review process.

Ms. Brooks suggested that any submittal to the Planning Board would need to identify buildings older than 50 years and make sure that the regulations require existing conditions be noted for these buildings. Ms. Shank stated that the regulations could be amended to include the age as it is already required to identify the existing structures.

Mr. Donovan stated that he has had a discussion with the Mayor regarding increasing the maximum delay possible from 45 to 90 days. Mayor Bouley requested that the Commission come up with examples as to where the additional time would have made a difference.

Ms. Shank stated that it may be helpful to show how many demolition permits were filed over a given time period, how many of those warranted a delay, and how many were successfully resolved in less than 49 days. This would give a sense of how the ordinance works in practice and the actual implication of allowing a longer delay period.

Ms. Shank will follow up with Code for the work session. Mr. Donovan stated that the work session is open to all members; however, he wants to prioritize the time specific to the Demolition Committee members.

c. Committee Report

Mr. Richards stated that there were no requests to review.

5. Follow up Items

a. Gas Holder National Register Application

Ms. Shank stated that the final copy of the submission from PAL will go before the SHRC during their October meeting.

HERITAGE COMMISSION
Meeting Minutes
October 5, 2017

b. Inventory of Historic Granite Markers – Continuing Project

Mr. Donovan stated that he has been able to take some photos of markers and is still making progress with the inventory.

c. Social Media – Follow up from Mr. Woodfin - Flicker

Mr. Woodfin stated that the Town of Strafford Heritage Commission has contacted him regarding the City's social media activity and what they are doing. He added that he will follow up and report back next month.

6. Review of Correspondence

All correspondence was distributed and reviewed. No action was required.

7. Any other business to come before the Commission

a. Website Update

Ms. Shank stated that Council is considering hiring a public information officer, and that this person may be able to assist with better organization of the website. She recalled that there were some members who had expressed some frustration with the functionality of the Commission's website page.

A work session will be schedule to discuss the website and update the pages.

- b.* Mr. Johnson stated that the Members were notified at the June meeting of the proposed demolition of the house at 9 Pearl Street. Further, that the Members decided at the September meeting that the Demolition Review Committee would inspect and photograph the exterior and interior of the structure, decide if the structure is significant in terms of architectural features, and, if so, contact the applicant to discuss alternatives. Mr. Johnson, a member of the Committee, requested Mr. Richards, Chair of the Committee, to notify him of the date and time for the inspection. Mr. Johnson was not notified. Mr. Johnson stated that today he inquired of the Code Department as to the status of the application and was informed that on September 27 Mr. Richards had signed off on the building as having no historical significance.

8. Adjournment

There being no further business to come before the commission, on a motion made by Mr. Woodfin and seconded by Ms. Brooks, Chairman Donovan adjourned the meeting at 5:50 p.m.

Respectfully Submitted,
Lisa Fellows-Weaver
Administrative Specialist