

HERITAGE COMMISSION
Meeting Minutes
July 7, 2016

The Heritage Commission held its regular monthly meeting in the City Council Chambers, City Hall Annex, 37 Green Street, Concord, New Hampshire, on Thursday, July 7, 2016 at 4:30 p.m.

1. Call to Order and Seating of Alternates

The Chair called the meeting to order at 4:31 p.m.

Present at the meeting were Chair Phil Donovan, and members Fred Richards, Robert Johnson, Richard Woodfin, Richard Jaques, and Carol Durgy Brooks. City Planner Nancy Larson and Planning Division Administrative Specialist Lisa Fellows-Weaver were also in attendance.

2. Approval of Minutes of June 2, 2016

Ms. Durgy Brooks moved to approve the June 2, minutes, as amended with edits that do not alter the content of the wording. Mr. Richards seconded the motion, and the motion passed unanimously.

3. New Business

a. Application by Dave and Stephanie McCusker, 268 North Main Street, requesting a Certificate of Approval in the Historic (HI) District, to create a mudroom/entry way and rebuild a small porch.

David and Stephanie McCusker were present. Mr. McCusker provided an overview of the proposal requesting renovation to their existing porch and to create a mud room. Pictures of the area and house were previously provided for review.

General discussion ensued as to the materials proposed specific to the window frames and eaves. Mr. McCusker explained that the all materials will be consistent with the existing structure. He added that the posts will also be used in the same architectural design.

Mr. Johnson noted that the window in the kitchen is a side-by-side window and is not consistent with the house. Mr. McCusker replied that there was an addition which was there when they purchased the house and the kitchen window was there as well.

Additional comments were provided noting that members concerns had been addressed by the overview provided by Mr. McCusker.

Ms. Durgy Brooks asked about the scale and location of the current steps. Mr. McCusker replied that the new steps will be the same scale and will be moved to the other side to allow for better access from the driveway. Additional discussion was held regarding the sidewalk access. Mr. McCusker stated that there concrete pavers leading into the porch and everything will line up with new stairs.

Ms. Durgy Brooks moved to grant the Certificate of Approval for Dave and Stephanie McCusker for property located at 268 North Main Street, requesting a Certificate of Approval in the Historic (HI) District to create an enclosed mudroom/entry way and rebuild a small porch consistent with the materials of the existing structure as shown and noted on plans prepared by Bauman Design Associates. The four sheet plan set was submitted to the Planning Division on June 21, 2016 and is dated as follows: Sheets A-1 and A-3, dated February 19, 2016, and Sheet A-2, dated January 19, 2016.

Mr. Johnson seconded the motion. The motion was unanimously approved.

b. CLG Grant ~ Follow Up

Ms. Larson provided an overview of the status of the CLG Grant. She stated that she contacted DHR requesting a status update of the grant funding to see if they have received funding as it was originally anticipated to be a few weeks. She stated that she will continue to follow up.

c. Gas Holder Building: Review of draft RFP for CLG Grant for review and approval

Ms. Larson explained the process of an RFP. She stated that the Commission should receive an inventory and an application should be submitted. A consultant will do research visiting sites, field inspections, data gathering, and submitting info to DHR for placement on the national register. The final document will then be placed on city's website with some type of link to the library.

Mr. Richards provided additional comments relative to requiring a deliverable nomination report. It was agreed that a presentation would be held in Council Chambers, when applicable.

Ms. Durgy Brooks asked about the review and if there is any way to move the process faster. Mr. Richards explained that this project has unique circumstances and there really is no way to move the process along faster.

Pictures were reviewed. Additional discussion was held regarding the need for roof repairs and for additional clean up.

4. Regular Business

Demolition Review Committee - Report

Mr. Johnson recused himself for this discussion and added that he did not participate in the site walk relative to 645 Warren Street.

A lengthy discussion was held regarding a demolition application that was received by the Demo Review Committee for 64 Warren St. Mr. Richards stated that there are two structures on the property; one is a house that is structurally sound and the other is a three car garage. He added that there is a potential that with the demolition of this parcel the owner may remove 6 other parcels along the same block for future expansion to build a four level apartment complex for 62 and over; however, no time frame has been indicated. A map of the block was provided for review and Mr. Donavan explained the interior of the building indicating that the owner does not intend to do any additional renovations.

Ms. Durgy Brooks asked if it would be possible to move the shell of the house. Mr. Richards explained that it would not be practical.

Some talk was held regarding a sense of the proposed design for the new project, which has not been determined; however, the owners do want to design something that will enhance the area.

Mr. Woodfin stated that this is a great project and it is good timing as the downtown continues to grow and progress.

Mr. Donovan stated that he is concerned with the loss of the building and the potential of the entire block.

Discussion ensued regarding the amount of accesses into the larger lot. The Commission also discussed the option of moving forward with the demo permit process or scheduling a public hearing. Mr. Woodfin stated that a public hearing is warranted. Ms. Durgy Brooks commented that there are a number of items that may be raised at the beginning the project. Mr. Jaques supports a public hearing and asked what the public would think if a hearing was not scheduled.

In addition, members expressed concern with the potential for a larger demolition project stating that it could potentially change the character of the neighborhood. Mr. Donovan stated that at this time the Demolition Review Committee would only be reviewing the existing application on its own merits.

Ms. Larson suggested that the property owner come to a development team meeting as there are many departments that may be concerned with the proposed project and the future of the property especially with the amount of access points. Discussion ensued in regards to the fact that Discussion ensued regarding the use of the driveway and the fact that it may change with the demolition.

Mr. Richards stated that there is a time frame for the demolition permit process and a public hearing should be scheduled as soon as possible. Mr. Woodfin suggested that the applicant be notified that there are some concerns from the Heritage Commission and he asked if there was a way for the applicant to withdraw their demolition application, which may aid in alleviating some of the time constraints.

Mr. Donovan stated that the applicant may still want to proceed with the demolition application and he suggested that the process for a public hearing move forward. Mr. Richards stated that they will contact the applicant

Mr. Johnson returned to the board as a voting member.

5. Informational Items

Demolition Review Application

Mr. Johnson explained some suggestions he has provided to code to amend the permit application. He stated that these changes will put more burden onto the applicant. He will email his suggestions to code.

There being no further business to come before the commission, on a motion made by Mr. Johnson and seconded by Mr. Richards, Chairman Donovan adjourned the meeting at 5:37 p.m.

Respectfully Submitted,

Lisa Fellows-Weaver
Administrative Specialist