

HERITAGE COMMISSION
Meeting Minutes
August 4, 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, August 4, 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, City Councilor Stephen Shurtleff, and members Robert Johnson, Richard Woodfin, Bryant Tolles, Jr., and Richard Jaques. City Planner Nancy Larson and Planning Division Administrative Specialist Lisa Fellows-Weaver were also in attendance.

2. Approval of Minutes of July 7, 2016

Mr. Johnson moved to approve the minutes, with amendments as follows:

Add: Mr. Donovan stated that at this time the Demolition Review Committee would only be reviewing the existing application on its own merits. Other edits were made that do not affect the context or outcome of the meeting. Mr. Tolles seconded the motion and the motion passed unanimously.

3. New Business

a. CLG Grant ~ Follow Up

Ms. Larson provided an update of the status of the CLG Grant. She stated that she recently received an email from Amy Dixon with the NH Division of Historical Resources stating that at this time the funding has not been received and she recommended that CLG communities still move forward with drafting their RFP's.

b. Delivery of Draft RFP for CLG Grant

Ms. Larson stated that she will continue to work on the RFP and will email to members for review. Discussion to finalize the RFP will be held at the September meeting.

4. Regular Business

a. Demolition Review – Committee Report

Mr. Donovan stated that the Demolition Review Committee held a public hearing regarding the 64 Warren St. property. He explained that the applicant and owner of the building were present. Mr. Donovan stated that Mr. Richards gave a presentation and history of the building. He stated that the applicant also gave a presentation of the proposed future plans of the building and stated that they plan to tear it down as they do not want to spend money on the repairs. Mr. Donovan stated that the driveway will remain as a grassy knoll. He noted that one abutter was present at the hearing and spoke in favor of saving the structure. Mr. Donovan added that the committee did meet with the applicant after the meeting and asked for the building to remain until all permits were in place. The committee also recommended to the zoning board to not demo the building; the clock is running down and there is nothing else that the committee can do.

Mr. Woodfin asked if there is any significance to the building and he noted that the buildings are very close in the area. Mr. Donovan stated that it is a structure that adds to the character of the neighborhood. He added that internal demolition has begun and explained that the structure has been empty for a few years and there has been some vandalism inside the home as well. He added that the fire department will be training in the building.

Additional discussion was held regarding the driveway; there will not be another driveway and the existing driveway will be removed and seeded over after the demolition takes place.

5. Informational Items

Demolition Review Committee ~ Members

A discussion was held regarding the fact that there are only three committee members on the Demolition Review Committee and the quorum requirements. Mr. Donovan explained that the ordinance allows for three members; a quorum is a majority and in this case it would be two members. He noted that there has been some discussion held to appoint another member or for alternate members.

Resignation

Ms. Larsson announced that she will be resigning her position at the City of Concord, effective August 17th. Members thanked her for her service and the wonderful job that she has done over the past few years; she will be missed.

There being no further business to come before the commission, on a motion made by Mr. Shurtleff, seconded by Mr. Tolles, Chairman Donovan adjourned the meeting at 4:46 p.m.

Respectfully Submitted,
Lisa Fellows-Weaver
Administrative Specialist