

**HERITAGE COMMISSION**  
**Meeting Minutes**  
**September 1, 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, September 1, 2016 at 4:30 p.m.

***1. Call to Order and Seating of Alternates***

Vice-chairman Richards called the meeting to order at 4:30 p.m.

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

***2. Approval of Minutes of August 4, 2016***

**Mr. Johnson moved to approve the August 4, minutes, as written. Mr. Woodfin seconded the motion, and motion was unanimously approved.**

***3. New Business***

***a. CLG Grant ~ Follow up***

Copies of the CLG Grant were provided for review. Ms. Shank provided a brief overview of the document noting that there are some areas where additional information is necessary. She stated that she will follow up with Amy Dixon of the NH Division of Historical Resources regarding the amount of funding and the final due dates.

***b. Delivery of Draft RFP for CLG Grant***

Ms. Shank stated that she will continue to finalize the RFP and will email the final edited version to members for additional review. Discussion to finalize the RFP will be held at the October meeting.

***4. Regular Business***

***a. Demolition Review – Committee Report***

Mr. Richards reported that there are a number of projects that the Demolition Review Committee (DRC) is involved with at this time; however, there is not much that the Heritage Committee can do about them.

Mr. Richards stated that one project is 34 Pembroke Road, near the National Guard field. This project proposed is to demolish a small cottage from the 1890's and has had a national resource survey done on the property, which deemed it ineligible to be listed on the national register. He stated that the State of NH is demolishing this structure to comply with federal regulations, which requires greater setbacks on the fence lines.

Another item before the DRC is located on Breakaday Road. Mr. Richards explained that this proposal is to demolish the existing buildings of a farm house, a school house, and another building, which was formerly a craft shop. He stated that this same project was proposed in 2004 and was signed off on by the

Heritage Commission. He stated the property is approximately 810 acres of developable land. Mr. Richards stated that the DRC will be discussing this at their next meeting. He noted that he feels that it would be counterproductive to go against the Commission's prior decision.

Mr. Johnson stated that he is working on updating the DRC application. He asked if there permit is assignable to someone else and if there is a time limit on the execution. He stated that he does not believe it is assignable; however, it would be important to have some type of regulation and time limit. Mr. Richards replied that he believes that there is a 2 year time limit but this needs to be confirmed. Mr. Johnson will check on this.

Ms. Shank stated that this property was discussed at today's Development Team Meeting and she believes that the owner wants to sell. She added that if the permit was expired it would need to be approved again.

## **5. *Informational Items***

### ***a. Telecommunications – Sheep Davis Road*** (for informational purposes)

Ms. Shank stated that she has received information for a proposal to add an additional telecommunications to an already existing tower; it is below the existing receivers.

### ***b. Community Center***

Ms. Shank stated that she received a phone call from DHR regarding the new community center on Canterbury Rd. This will be redeveloped to include new additions and some renovations. DHR has requested that the Heritage Commission provide comments on the project. She added that the project is currently at 30%.

## **6. *Correspondence***

All correspondence was reviewed; no action was required.

There being no further business to come before the commission, on a motion made by Mr. Woodfin, seconded by Mr. Tolles, Vice-chairman Richards adjourned the meeting at 5:00 p.m.

Respectfully Submitted,  
Lisa Fellows-Weaver  
Administrative Specialist