

Exeter Historic District Commission

Draft Minutes
Nowak Room, Exeter Town Offices
June 17, 2010

Call Meeting to Order

Chair Julie Gilman called the meeting to order at 7:15 p.m. in the Novak Room of the Exeter town offices. Members present were Ron Schutz, Kathy Corsen, Julie Gilman, Pam Gjettum, Fred Kollmorgen, and Judith Rowan.

Julie Gilman began the meeting by explaining the process of approving applications.

1. The application of Dana DeNiro (d/b/a Luna Chics) for the installation of an exterior wooden screen door at 131 Water Street. The subject property is located in the WC-Waterfront Commercial zoning district. Tax Map Parcel #72-20-3. Case #10-05.

No one was there to present the application. It was tabled to the July meeting.

2. The application of Ann-Marie Bailey and Mark R. Harrison for change in landscaping between their property at 60 High Street and abutting property (Schutz residence) at 56 High Street. The subject property is located in the R-2, Single Family Residential zoning district. Tax Map Parcel #71-37. Case #10-06

Ron Schutz excused himself as an abutter to the property. Ann-Marie Bailey presented the application and provided the Board with information packets. Ms. Bailey stated that two plans have been combined into one in order to ensure minimum driveway construction for the owners. She then explained the process of starting the project with a felled spruce tree, which then developed into the present plan. The driveway would change from its U-shaped design into a one-entrance private drive in order to eliminate unwanted turnaround traffic.

Fred Kollmorgen moved to accept the application, Pam Gjettum seconded: vote unanimous.

Judith Rowan asked whether the grading would be changed and Ms. Bailey assured her that the grading would stay the same. The current grass plantings located on graded slopes will be changed to hard landscaping in order to allow for easier maintenance. The entire driveway, including the gravel area, would be upgraded to asphalt and would be large enough to park at least five vehicles. Judith Rowan then suggested the use of pervious pavement instead of asphalt. Ms. Bailey said she is considering pervious material, but is unsure whether the size of the project would allow for construction. She did assure the

Board that all front drainage presently runs underground instead of spilling into High Street, justifying asphalt construction.

Pam Gjetum made a motion to approve the application, Fred Kollmorgen seconded: vote unanimous.

3. The application of Jennifer Ramsey (on behalf of Stephen Baum and Brenda Baker) for proposed exterior change in appearance on window replacement to the structure located at 80 Front Street. The subject property is located in the R-2, Single Family Residential zoning district. Tax Map Parcel #72-192. Case #10-07.

The application was presented by Jennifer Ramsey on behalf of Stephen Baum and Brenda Baker, who presented the Board with historic photographs of the back of the house from the 1920s, along with an information packet. The project is to renovate the back of the home in order to make it more functional and secure for the user. The space will include a wood-burning fireplace, five-pane Marvin bow window and a more secure door which allow for kayak storage.

Along the west elevation, there will also be a new wall constructed in order to provide more privacy and storage. There was a conversation concerning the appropriate materials for the renovation, all of which are consistent with those used on the original house.

Fred Kollmorgen moved to accept the application, Kathy Corsen seconded: vote unanimous.

There was an additional discussion about the new door and bow window materials. Ron Schutz moved to approve the application, Kathy Corsen seconded: Vote unanimous.

4. The application of Janice Page (d/b/a PK Surroundings) for a new signage at 20 Water Street. The subject property is located in the C-1, Central Area Commercial zoning district. Tax Map Parcel #72-10. Case #10-08.

Not discussed.

5. A continued discussion on the application of Phillips Exeter Academy for window replacement at 46 Front Street. The subject property is located in the C-1, Central Area Commercial zoning district. Tax Map Parcel #72-169. Case #10-04.

The application was presented by Mark Leighton, Associate Director of Facilities Management of Phillips Exeter Academy, who introduced Anita Bailey also of PEA Facilities Management, and John Merkle from TMS Architects. Information packets were included, and a sample window was presented.

Ms. Bailey presented the proposed window plan for the progressive replacement of wood windows to double-pane, like-design vinyl windows. The vinyl windows would double the window life and minimize maintenance. The

current windows were assumed to be dated to around 1970, as evidence by their construction. With approximately 120 buildings to be maintained on campus, upkeep of aesthetically-pleasing windows is of great importance to the Academy. A discussion ensued concerning the Historic District window guidelines which dictate that all windows should be replaced with like materials when feasible. Julie Gilman highlighted the current status of Phillips Exeter Academy as being a historic landmark, which should reflect the historic context of its origin. However, due to the current windows not being original to the building, the applicant explained the windows should not be considered as a historical component to the buildings' history. There was an extensive conversation about what would be the most appropriate window choice for this application.

Judith Rowan moved to deny the application, Ron Schutz seconded: Motion failed by majority.

Kathy Corsen moved to approve the application, Fred Kollmorgen seconded: Motion passed by majority.

6. The application of Phillips Exeter Academy for the removal of aluminum storm windows and window replacement at 76 Front Street. The subject property is located in the R-2, Single Family Residential zoning district, Tax Map Parcel #72-190. Case #10-10.

The application was presented by Mark Leighton and Anita Bailey, who presented the Board with information packets as well as an updated photograph of the building in question. Ms. Bailey explained the application to replace the current aluminum storm windows at 76 Front Street. Every window in the house would be replaced except for the four casement windows located in the back of the house. The current windows were installed sometime around 1970, and therefore do not match the historical context of the building, which was built approximately around 1730. The new windows would be the same vinyl window as the previous application in order to meet maintenance and durability needs. The Board had a conversation about how this argument was the same as the previous application.

Fred Kollmorgen: move to accept the application, Kathy Corsen seconded: Vote unanimous.

The board began a discussion about what windows were currently in place in the building. Pam Gjetton moved to approve the application, Fred Kollmorgen seconded: Motion passed by majority.

7. The application of Phillips Exeter Academy for exterior renovations to the structure known as the "Browning House" located on Main/Front Streets and Tan Lane. The subject property is located in the R-2, Single Family Residential zoning district, Tax Map Parcel #72-209. Case #10-09.

The application was presented by Mark Leighton and John Merkle from TMS Architects, who presented the Board with an information packet. Fred Kollmorgen excused himself as an abutter to the property. Mr. Leighton

explained the application as a series of renovations to the Browning house located on Main/Front Streets and Tan Lane. The building is currently used as a dorm house for 23 students and several staff members. Purchased in the 1960s and converted into a dormitory in 1971, there are several outdated changes that need to happen in order to keep this building functioning at its best. The PEA hopes to work on the renovations over the summer in order to finish before students move in.

Mr. Merkle explained the process of the design, originally beginning as a code upgrade which has been organized into eight points:

1. Raise the existing cupola along Front Street to provide enough room to install insulation and fiberboard when replacing the roof. The current construction only allows 1.5 inches between the roof surface and the sill. This renovation will not have significant changes on the appearance of the building.
2. Replace the majority of wood windows with a similar vinyl, fixed windows used during the previous renovation in 2000. The issue is one of safety in order to keep students from gaining access to the roof. The vinyl windows already in place have a dark brown color and the PEA has replaced one third of the existing windows on the house. There are a total of 70 windows on the building.
3. Remove the existing gutters and replace, in kind, with wood gutters. The roof will be extended over the gutter, rendering the gutter nonfunctional, while retaining the profile. There will then be a stone drip edge installed around the perimeter to catch all drainage from the roof. Currently, water is causing damage to the wood construction and needs to be addressed. These changes will be insignificant to the appearance of the building. The slate roof and copper flashing will also be repaired in the process, using as much of the existing building materials as possible (around 30-40%). The materials will be the same as the original and will retain the current appearance of the structure.
4. The fire escape located on the barn side of the building will be removed. There are currently two: one in the center portion of the building, and one by the barn.
5. Two basement windows built below grade will be filled with concrete block in order to prevent flooding hazards. These windows were built during the 1970s and the concrete block will match the foundation.
6. Remove four windows located alongside an upgraded internal staircase built in 1971. Three of these windows face the front of the building and one is located along the back. They would be filled in completely.
7. Replace windows in the dormitory with thermal vinyl windows installed back in 2001. Mr. Merkle explained how these public buildings take more abuse than residential windows and require a

window which is easier to maintain. Mr. Leighton pointed out the Academy's interest in keeping one consistent window type throughout the building. The windows already installed have held up fine over the 10 years they have been installed.

8. One basement window will be removed in order to allow the installation of a kitchen range.

Judith Rowan opened a discussion concerning additional changes to the building. Due to the focus on the building renovations, a new landscaping plan will be considered at a later time. The building will be repainted and will allow for the building to look at its best.

Judith Rowan moved to accept the application, Pam Gjetum seconded: Vote unanimous.

Ron Schutz moved to approve the following points: 1, 3, 4, 5, 6, and 8, leaving out 2 and 7. Judith Rowan seconded: Vote unanimous.

The Board opened a discussion concerning points 2 and 7, both concerning window replacement. After an extensive conversation considering the best window to use, Julie Gilman opened the discussion up to the public. There was a request for the Heritage Commission to comment on the windows and Anne-Marie Bailey, HC member, explained their comment. She read an e-mail written from Peter Michaud, HC member and State Historic Board member. The e-mail explained the history of the building and Mr. Michaud's belief that the replacement of the windows, including the few historic windows, would be best for the building. The Board expressed their interest for the future replacement of the front windows.

Pam Gjetum moved to approve items 2 and 7. Kathy Corse seconded: Vote unanimous.

Other Business

1. Preliminary consultation regarding proposed reconstruction of the "Green Bean on Water" restaurant located at 33 Water Street.

Tabled to the July meeting.

2. Reading of proposed changes to the HDC Procedural Rules.

Kathy Corsen expressed concern about the current attendance policy, which states that a member will be removed if they obtain three absences. Julie Gilman requested a future conversation of the Board to discuss a better notification. Ron Schutz requested the current HDC guidelines to be posted online for the public.

3. Approval of January 21, March 18, and May 20, 2010 minutes

Fred Kollmorgen proposed an amendment to the January 21 minutes: page 1 of the draft January 21st meeting minutes, the bolded sentence at the bottom of the page was changed to read “**Dr. Derby moved to approve the application...**” instead of “accept”.

Pam Gjettum moved to accept the minutes for May 20, 2010, Kathy Corsen seconded: Vote unanimous.

Ron Schutz moved to accept the minutes with the above amendment, Judith Rowan seconded: Vote unanimous.

4. Election of Officers

Judith Rowan made a motion to elect Pam Gjettum as the new Chairwoman of the HDC Board, Ron Schutz seconded: Vote unanimous. Pam Gjettum made a motion to elect Ron Schutz as the new Vice Chairman of the HDC Board, Judith Rowan seconded: Vote unanimous. Fred Kollmorgen was named as the new Clerk of the HDC Board.

Julie Gilman handed the board information concerning a free workshop in Kingston on the 91 A requests: The Right to Know Law held on Thursday, June 24.

Julie Gilman also announced the Temple Barn Tour on Saturday July 31, where tour guides will present 9 historical barns. The proceeds will go to supporting the Temple Historical Society.

Chair Julie Gilman adjourned the meeting at 9:13 p.m.

Respectfully submitted,

Gillian Baresich
Recording Secretary