

Exeter Historical District Commission

January 21, 2016

Draft Minutes

Call meeting to order: Patrick Gordon called the meeting to order at 7 pm in the Wheelwright Room of the Exeter Town office Building.

Members present: Patrick Gordon, Chairman, Pam Gjettum, Clerk, Julie Gilman, Selectwoman, Fred Kollmorgen, Valerie Ouellette

New Business: Public Hearings: Continued public hearing on the application of Leavitt Farm Condominiums Association for new construction/change in appearance to exterior entryway/door at 89 High Street. Patrick stated that the commission has received a letter from them asking to be removed from the agenda and that they will reapply at a future date. Patrick asked for a motion to withdraw their application. Pam made a motion to withdraw the application. Fred seconded. All were in favor and application removed.

Second on the public hearings is the application of Robert Garneau (Travel & Nature) for new signage on the building located at 45 Water Street. Mr. Garneau stated that he is the owner of Travel & Nature and has been there for 25 years. Stated it would be a nice way to start the next 25 years by getting a new signage. Mr. Garneau stated that he hired Summit Signs. He stated that they have come up with a design over the past couple of months that not only will enhance the store front, but will also enhance the downtown. He stated that they were a little bit limited on the store front because of the fixed awning that they have. As a result, they are pretty much prohibited having a sign that can hang down over the street like you would find elsewhere downtown. He feels this signage will finally allow them to be seen from the road. Julie asked what the material would be and it will be cedar. It will be sandblasted. The sign will be approximately 18 inches away from the wall of the building. It will be attached with angle brackets that will be attached to the roof. Patrick stated that he had some concern about the attachment. The problem being is that the snow is going to collect behind it. There will be a relief left above between the roof and the sign. Patrick asked if the bracket would be seen from the street and it cannot be seen. Patrick asked if the commission had any other questions or concerns. There were none and Fred made a motion to accept the application. Julie seconded. All were in favor and application accepted. Patrick then asked if there were any comments from the public, for or against. There were none. Fred made a motion to approve the application. Julie seconded. All were in favor and application approved.

Next on the agenda is the application of Adrian Fieldhouse (Yard Arm Construction) for replacement of three existing windows and installation of one new window in the residence located at 70 Front Street. Fred Kollmorgen recused himself because he is the owner of this property. Mr. Fieldhouse stated they would be replacing three windows and installing a new one. He had an example of the window that would be used. He stated that the reason for the replacement is that currently the windows are so tall that they go below the level of the kitchen counters. Patrick asked if the commission had any questions. There were none so Pam made a motion to accept the application. Julie seconded. All were in favor and application accepted. Julie asked if the new center window would be the same size as the one next to it. Mr. Fieldhouse stated that it does not look like it in the diagram, but the windows will be spaced with the same amount of space between them.

He then stated that some of the windows have shutters on them and some don't so it is a little mismatched. Patrick then asked what shutters are being removed. Mr. Fieldhouse stated that they would be putting the shutters back as seen on the diagram. Mr. Fieldhouse said for the skinny new window, the shutters would be for effect. Patrick stated that it is more appropriate not to have the shutters on there. Patrick's recommendation to the board would be to remove the shutters where they are not appropriate and have

them available when other shutters may fail in the future and have them for backup. Patrick asked if this was a true replacement or new construction. Mr. Fieldhouse stated it was new construction. Julie made a motion to approve application as presented. Pam seconded. Patrick stated what is explained and what is presented is the description that is here. Patrick stated it is to be simulated divided light. It will be a dual glaze unit and it will be new construction. The original frame and sill, the frame will be removed and the sill moved up six inches and reused and no frame expander used. Patrick stated that at this point they had an approval and all were in favor so application was approved.

Other Business: Approval of Minutes of December 17, 2015. Patrick had one amendment on the second page. Fred made a motion to approve minutes as amended. Pam seconded. All were in favor and minutes approved with amendments.

Fred made a motion for the commission to remove Appendix B from the current guidelines which is the HDC application sample and process. Julie seconded. All were in favor and motion approved.

Next is the first reading of revised HDC application. Julie gave a brief summary of the new application. She stated that these applications are designed so that the applicant will give the commission the information so it can be considered before the meeting. One of the things done was divide up the application into three separate applications. One is for change to an existing structure. One is strictly for signage and one is for new construction. The commission will be printing these applications on separate different colors. It will make it easier for Code Enforcement and Building Department to pull out the right application. On the certificates themselves, what has been done is to clarify what materials are needed to consider. This will make it more user friendly and will help to make sure the town applications are complete before going on the agenda. The biggest change of the certificate is it is now instead of a Certificate of Approval, it will be changed to Certificate of Appropriateness. Julie stated this was recommended to the commission from the day and a half seminar she attended with a group of folks from different states representing the Heritage Commission and the Historic District Commission wanted to stress that by using the word appropriateness in one word says what the Historic District Commission wants to achieve. Patrick stated the commission will check with the town to see if these can be made available in lieu of reading every word that is on them and in three public meetings, this is the first time we are presenting them to the public. We will try and make them available for review at the town. Patrick and the commission thanked Nicole for revising this and to Valerie for starting it.

Patrick stated that that concludes the portion of Other Business but he had something to add to remind the commission members is that Mr. Turner has requested that we go and visit his property on Kimball Island because he is thinking about doing some changes. Patrick stated that the commission should not go as a group. They should go individually to have a clear understanding of what Mr. Turner is proposing to do. His contact information is on e-mail. He would also like this done ASAP. Pam asked if Mr. Turner was willing to do this five times instead of only once and Patrick stated that he was. Julie reminded Patrick that it is time for the Town Report.

With no further business, Julie made a motion to adjourn. Pam seconded. All were in favor and meeting adjourned at 7:45 pm.

Respectfully submitted,

Elizabeth Herrick  
Recording Secretary