

**Historic District Commission Meeting
Monday, January 24, 2011
Town Hall Meeting Room, Old Town Road.
7:00 pm**

Present: Members: Vice-Chair Martha Ball, Douglas Gilpin, Dennis Riordan, and Claire McQueeny. **Absent:** William Penn and Michael Ballard. Also present was Land Use Officer Jennifer Brady Brown and Terri Chmiel for the recording of the minutes.

Call to Order

Ms. Ball called the meeting to order at 7:00pm.

Matters from the Public not on the Agenda

There were no matters from the public.

Approval of Minutes for December 20, 2010

A motion was made by Mr. Gilpin and seconded by Ms. McQueeny to approve the minutes of December 20, 2010. The motion carried with all in favor.

4 Ayes (Ball, Gilpin, Riordan and McQueeny) 0 Nays
2 Absence (Penn and Ballard)

Certificate of Appropriateness – Preliminary Review:

- 1. H&H Ocean Ave. Plat 6, Lot 037-02.** Application by Gary Hall for the replacement of new windows & doors and construction of a deck.

Applicant was not present for the meeting. No action was taken.

Certificate of Appropriateness – Final Review:

- 1. Town of New Shoreham. Plat 7, Lot 000.** Application by Nancy Dodge for the construction of a new Harbormaster Building to hold office and lavatory facilities.

Building Official Marc Tillson was present on behalf of the applicant. Mr. Tillson discussed the following issues with the Commission and stipulated to the following:

- 5/4 x 4 trim will be used around windows and doors
- 5/4 x 6 corner boards
- Unable to use columns on the front entry due to the location of the building directly next to the wharf
- Created a green space on the south side
- No windows on the south side due to security
- Anderson 400 series 2 over 2 Windows
- Low profile continuous ridge vent

- Landscaping shall be completed within 6 months of CO being issued
- Install bead board on gable of front entry

Ms. McQueeney wanted more focus on doorway and suggested 6x6 pillars to hold overhang. Mr. Gilpin recommended bead board in the gable which would give more punch in the entrance.

Mr. Gilpin had a punch list of items that were addressed or incorporated into the motion. These items included:

- Door Specs
- Exterior Lighting
- Glazing/Frosted Glass used in the lavatory facilities
- Plan A3.1 image for Window A and image for Awning B should be reversed

Mr. Gilpin moved to approve a Final Design by the Town of New Shoreham Plat 7, Lot 000 for the construction of a new Harbormaster Building to hold offices and lavatory facilities. The motion is based on the following findings of fact with stipulations:

1. Door panel and frame information provided to the Historic District Commission with review and door trim and details
2. Approved continuous ridge vent.
3. Eliminate east gable vent.
4. Approve 5/4 x 4” trim around windows and door – no cap molding over windows/doors.
5. Approved exterior cornice design.
6. Approved Harbormaster entry with bead board facing.
7. Town of New Shoreham to provide cut sheets of light fixtures for approval.
8. Window glazing/obscured frosted glass with approval; as well as, muntin size
9. Approve a landscaping planting plan for the south elevation - recommendation of evergreens and dense screening materials – to complete landscaping within 6 months after CO is issued.

Motion seconded by Ms. McQueeney and voted unanimously.

4 Ayes (Ball, Gilpin, Riordan and McQueeney) 0 Nays
2 Absence (Penn and Ballard)

Tabled Items / Old Business

Discussion ensued regarding the pump house. Mr. Tillson had determined that the building is unsafe in which Mr. Gilpin concurred. Mr. Gilpin photographed the building in October and will e-mail the photos to the building department. Mr. Tillson acknowledged that CRMC has given permission to demolish the building.

Screening for the solar panels located at Town Hall will be placed on next month’s agenda.

The board recommended adding the Secretary’s report to the agenda each month.

With no other business to discuss, the meeting was adjourned at 7:55 p.m. in a motion by Ms. McQueeney seconded by Mr. Gilpin at 7:55pm.

4 Ayes (Ball, Gilpin, Riordan and McQueeney) 0 Nays
2 Absence (Penn and Ballard)

Respectfully submitted,

Terri L. Chmiel
Administrative Assistant
Building & Land Use Department

Approved: February 28, 2011