

Historic District Commission
Meeting of
December 18, 2003, 3:00 PM
Caucus Meeting Room, Town Hall, Provincetown, MA 02657

Members Present: Tom Boland (Chairman), Paul Church, Meg Stewart, Polly Burnell, Roger Keene (Alternate), and Carol Neal (Alternate)

Members Absent: John Dowd (Vice-Chairman)

Town Hall Representatives: Jon Gilmore, Director of Community Development and Maxine Notaro, Permit Coordinator.

Tom Boland (Chairman) called meeting to order at 3:05 PM

Advisory Review

137 Commercial Street, Provincetown, MA 02657 (Meg Stewart & Maureen Wilson)
Suggestions and recommendations were sought as to window and door replacements, etc.

Work Session

1-Review of 2004 Scheduled Meetings

A motion was made to schedule meetings for the 1st & 3rd Wednesday of every month at 4PM. Work sessions will be held prior to meetings as necessary.

Moved by: Meg Stewart **Seconded by:** Polly Burnell **Vote:** 5:0:0

2-A draft of HDC rules and regulations was presented and will be voted on at next meeting.

3-Issue of Ratification of cases that were previously approved by the advisory Historic Commission was discussed. There was a 4 month gap between Town Meeting approval of and the commencement of the regulatory Historic District Commission. Blanket approval v. re-review was discussed and decision was tabled until next meeting.

4-Tom Boland announced that a conference call between Eric Dray, John Gilmore, Mark Latour, Tom Boland and consultants to discuss brochure design and content was scheduled for Monday, December 22, 2003 at 10AM at Town Hall.

Paul Church suggested creating samples of "good" applications and "bad" applications for applicants to review prior to filing.

The need to create a liaison list and a tracking database was discussed.

Tom Boland stated that he would like to have Eric Dray review the administrative work of the HDC do make sure that they are in compliance with by-laws.

The need for better communication with other boards and departments was discussed.

5- Case #2003-90

Application by Deborah Paine on behalf of Thomas Biggert for Certificate of Compliance to be issued in accordance with the Provincetown Historic District Commission established under the General By-Laws, Chapter 15 of the Town of Provincetown. **584 Commercial Street, Provincetown, MA.**

Applicant has requested a postponement until January 14, 2003 meeting.

A motion was made to approve postponement

Moved by: Polly Burnell **Seconded by:** Paul Church **Vote:** 5:0:0

Meeting was adjourned at 4:25 PM

Respectfully submitted,
Phyllis Lutsky

Phyllis Lutsky
Recording Secretary

Approved by: _____ on _____
Tom Boland (Chairman) Date