



# HISTORIC DISTRICT COMMISSION

**August 10, 2011**  
**Judge Welsh Hearing Room**  
**3:30 p.m.**

**Members Present:** Polly Burnell, John Dowd, Marcene Marcoux,  
and David McGlothlin.

**Member Absent:** Carol Neal (excused)

**Alternates:** Stephen Borkowski and Lynne Corbett (excused)

**Staff:** Russell Braun and Maxine Notaro

The meeting was called to order at 3:30 p.m.

## **Work Session 3:30 p.m.**

### **●Public Statements**

There were none.

### **●Administrative Reviews**

There was no quorum so Maxine said – don't bother to put these in the minutes. One project was just raising the level of a fence between two buildings in the east end of town.

**293 Commercial Street** – The owners had proposed an awning which had never been presented to the HDC; Russell Braun had approved it so it was decided to ask Russell about the final design.

### **●Review and approve previous minutes**

Since one member couldn't remember receiving the minutes – this subject was put on hold while a duplicate set was sent out electronically.

### **●Any other business that shall properly come before the board**

**9 Whorfs Court** – extension.... John Dowd said that he is not going to grant an extension on something they have no record of.

**Case# FY11-37 (Revised plans)**

**Application by William N. Rogers, II, P.E. & P.L.S. on behalf of 67 Commercial Street, LLC, Judy K. Mencher, Trustee** for a Certificate to be issued in accordance with the Provincetown Historic District Commission established under the General By-Laws, Chapter 15 of the Town of Provincetown. The applicant seeks approval to revise/amend the previously approved plans to include the deck at the property located at **67 Commercial Street, Provincetown, MA.**

This is next to Alice Brock's property. John said he saw a problem in that the windows have changed. Gary Locke who presented the project said that the windows were drawn incorrectly. The plan had been approved before.

Marcene Marcoux said that we've gone through this once and we saw it simplified – now we have a third plan and when we made a decision on this we looked at all the windows and they are not as approved. You've got a very small building which has different windows - so all the windows that are shown are not the same size. Polly Burnell said that we would not have approved the little circle window. Additionally more changes are being made in the plan.

**Motion: Move to approve as adjusted.**

**Motion: John Dowd                      Seconded: Polly Burnell**

**Vote: 3 in favor – 1 against (MM) and 0 ab.**

R. Braun showed up at this point to address the awning for 293 Commercial Street. Russell said that the only difference between option 1 and option 2 of the awning is that they look very similar. David McGlothlin said that in the future he would like colored pictures. Russell feels the awning is O.K. but his preference would have been for a sloped awning.

**Policies and Procedures**

• **Assigning cases to individual members to follow through**

Polly brought up how we previously assigned cases to members to follow through on to keep applicants accountable. John D. said that we used to do that but when is Gary, for example, going to start production on 67 Commercial Street. He continued by saying that he's not going all the way out to Allerton Street or wherever to check on projects that may or may not be happening. David M. said – are we talking about driving by once a week – or what? John thinks it should be volunteer.

David M. said that we have both a Building Inspector and a Building Commissioner downstairs, and frankly - that's what our tax dollars are being paid for.

David doesn't mind doing a follow-up. Polly said that it's not enforcement. David suggested that maybe we need to have a conversation with someone higher-up and talk about the inspections and enforcement. Perhaps bring Sharon Lynn into the problem.

Maxine asked - what are we doing that is not enforced? If Sharon were to receive this complaint – she would say – “Well, do you have a list of things that aren't being enforced?”

- **Maintaining focus on exterior facades according to guidelines**

John said - if we have specific complaints - let's address them, i.e., - say these 2 windows have to go here because.

- **Citing guidelines during discovery of decisions**

Polly then moved on citing guidelines and how they refer to things. Every decision is based on the guidelines.....they have to be referenced.

One parting shot was that attendees should be identified as being either members or alternates. This practice was begun with these minutes.

**NEXT MEETING**  
**SEPTEMBER 7, 2011**  
**3:30 P.M.**

**Adjournment happened at 4:25 p.m.**

Respectfully submitted,  
*Evelyn Gaudiano*  
E. Rogers Gaudiano

**Approved by** \_\_\_\_\_ on \_\_\_\_\_, 2011.  
John Dowd, Chairman

After the meeting had adjourned, the secretary took her own trip down memory lane along with Marcene and Maxine. There was a time when it was mandated that an approved plan must be at every site being worked on so that the Bldg. Insp. and the Bldg. Comm. as well as the HDC members could stop by and check on the progress of a project.