

HISTORIC DISTRICT COMMISSION
PUBLIC MEETING
Town Hall
Provincetown MA
WEDNESDAY SEPTEMBER 21, 2016

Members Present: Thomas Biggert (TB), Chairman; Marcene Marcoux (MM), Vice Chair; Martin Risteen (MR); Laurie Delmolino (LD).

Absent: Lisa Pacheco-Robb.

Others Present: Gloria McPherson, Town Planner

1. Work Session

a) **457 Commercial Street** – Issuance of a Certificate of Hardship

MM said that a part of the COH has to do with the formal 7-page complaint made by TB and herself on July 29, 2016 to the Town Manager, Assistant Town Manager, and to the Board of Selectmen and that until they receive a response from the Town on their complaint it should remain attached to the case.

Jaime Veira (sp), counselor to the owners of 457 Commercial St., presented; said he has had consultations with Town Counsel with whom he has reached an agreement that upon issuance of the COH, the pending lawsuit would be dismissed; objected to the formal complaint being appended to the COH.

MM said she understood where Mr. Veira was coming from, but held her line, noting that part of the formal complaint concerns Town Planner, Gloria McPherson. In turn, Ms. McPherson was then denied the opportunity to speak by MM, to which MR agreed that it was not the right time for reply.

TB said that while he was in agreement with MM, as Town Attorney has an agreement with the owners, the COH should be signed.

TB made a motion to approve the Certificate of Hardship for **457 Commercial Street** as requested. MR seconded the motion and it passed, 3-1-0: TB, MR, LD, in favor; MM, opposed.

b) **Donation from David Russo of Sanborn Fire Insurance Maps of Provincetown 1889-1959** – High-quality color copies indexed in a binder and digital copies burned on a CD.

TB read the donation letter into the record from David Russo.

MM made a motion to thank Mr. Russo and the organization for its generous donation. TB seconded the motion and it passed, 4-0-0; MM, TB, MR, LD.

c) **Discussion with Margaret Murphy of Trees Provincetown, Inc. and Richard Waldo, DPW Director, regarding a proposed Tree Bylaw**

Ms. Murphy and Mr. Waldo presented. Mr. Waldo said he was also the Tree Warden in town and Ms. Murphy an environmental lawyer; expressed the Bylaw as proposed as referenced by the Shade Tree Statute, claimed the Town's proposed bylaw is a bit more broadly set; plans to form the Tree Advisory Board.

TB spoke of the importance of the Town's trees and the need for preservation. Ms. Murphy spoke of a non-profit she formed last year to address the community's tree concerns of which the proposed bylaw is the first step. John, of the Beautification Committee, joined Ms. Murphy and Mr. Waldo, and spoke of Memorial Trees and new policies being discussed.

MR asked of tree-topping and dune trees which, he said, sometimes are holding the dunes together. Mr. Waldo said there could be some overlap with the Conservation Committee. MM invited the presenters to attend the upcoming HDC business meeting where the bylaw proposal will be in discussion.

TB made a motion of support for the proposed Tree Bylaw measure. LD seconded the motion and it passed, 4-0-0; TB, LD, MM, MR.

c) Update on potential violations reported to the Building Commissioner

1. 101 Commercial St. – installation of granite steps that were not part of the HDC approval.

Ms. McPherson said she didn't have any new information but confirmed that the granite steps as installed were not approved. MM said 99 Commercial was also raised as an issue previously. TB said he would follow up with Building Commissioner, Anne Howard, on both properties.

d) Determination as to whether the applications below involve any Exterior Architectural Features within the jurisdiction of the Commission; Administrative Reviews to be placed on the next agenda below; Full Reviews to be placed on the October 5th agenda:

- i. 97 Commercial St. (*postponed from the meeting of September 7th*) – Replacement of a 4' fence with 6' lattice fence on the east side of a deck. LD recused herself.

Linda Glenn (sp), owner and resident, apologized for not knowing she was in need of a permit, said they had asked their fence contractor, Ross Crosby, if one was acquired to which he said it was not; spoke of problems with shed placement and positioning of a bathroom window and trash being placed between the building.

MM said the abutters need to be notified, preferred a Full Review. MR agreed.

TB made a motion to consider as Full Review at the next available meeting. MM seconded the motion and it passed, 3-0-0; TB, MM, MR.

- ii. 519 Commercial St. – Replace rear door and repair window trim on rear windows.

TB made a motion to consider as Administrative Review. MM seconded the motion and it passed, 3-0-0; TB, MM, MR.

- iii. 12 Cudworth St. – Add a second story to a half story structure.

TB made a motion to consider as Full Review. MM seconded the motion and it passed, 3-0-0; TB, MM, MR.

- iv. 394 Commercial St. – Replace siding, add exterior stairway and decks and replace windows and doors.

TB made a motion to consider as Full Review. MM seconded the motion and it passed, 3-0-0; TB, MM, MR.

- v. 338 Commercial St. – Construct a dormer and add windows and exterior stairway.

TB made a motion to consider as Full Review. MM seconded the motion and it passed, 3-0-0; TB, MM, MR.

- vi. 9 Atlantic Ave. – Add dormers on the north and south side of structure.

TB made a motion to consider as Full Review. MM seconded the motion and it passed, 4-0-0; TB, MM, MR, LD.

- vii. 23 Winthrop St., #E5 – Add a second story to the cottage.

TB made a motion to consider as Full Review. MM seconded the motion and it passed, 4-0-0; TB, MM, MR, LD.

- viii. 15 Alden St. – Replace roofing shingles.

TB made a motion to consider as Administrative Review. MM seconded the motion and it passed, 4-0-0; TB, MM, MR, LD.

- ix. 12 Brewster St. – Replace Roofing shingles.

TB made a motion to consider as Administrative Review. MM seconded the motion and it passed, 4-0-0; TB, MM, MR, LD.

- x. 506 Commercial St. – Replace existing side yard wooden fence.

An unidentified male (Applicant) presented; said the fence is a picket stockade style presently but he is happy to adjust the style if HDC prefers.

TB made a motion to consider as Administrative Review. MM seconded the motion and it passed, 4-0-0; TB, MM, MR, LD.

- xi. 34A Pearl St. – Renovations and additions.

TB made a motion to consider as Full Review. LD seconded the motion and it passed, 4-0-0; TB, LD, MM, MR.

- xii. 11 Prince St. – Replace siding.

TB made a motion to consider as Administrative Review. MM seconded the motion and it passed, 4-0-0; TB, MM, MR, LD.

- e) **Appoint a subcommittee to act on, at the Special Meeting posted to take place after this public meeting, those agenda items from d) above that were determined to require Administrative Review.**

TB made a motion to appoint LD, MR and himself to the subcommittee at today's meeting. MM seconded the motion and it passed, 4-0-0; TB, MM, MR, LD.

- f) **Review and approval of Minutes.**

MM requested the Recording Secretary review the PTV tape of the meeting of July 6, 2016 to address the potential for additional information and to record exactly what was said as it is crucial for a specific case; said the conversation

with Anne Howard on 101 and 99 Commercial is missing from the September 7, 2016 meeting minutes.

2. Public Hearings

LD said she was not at the prior meeting on three of the cases on today's Agenda so the three remaining sitting Board members would therefore be required to vote in unanimous approval for the applications to be accepted as presented.

a) Case #FY17-02 (continued from the meeting of Sept. 7th)

Application by **John DeSouza**, on behalf of **Rick Macara**, requesting to demolish a dwelling and detached garage and reconstruct the dwelling in a new, expanded footprint at the property located at **35 Alden Street**.

John DeSouza presented; said there were new plans on the north elevation; changed all windows to 2/1s to match older side of the building; added returns to the roofline, accent window on the second story; boxed out the triple pairing of the double hungs; added a trellis to provide some greens to the building.

Norm, an abutter, said he wasn't able to get the plans for the case and tried on four occasions. TB apologized; advised Norm that the plans are usually available online, although revised plans may not be uploaded in a timely manner.

TB said he felt the design is an improvement, in keeping with the original architecture. MM agreed.

MM made a motion to approve as presented. TB seconded the motion and it passed, 3-0-0; TB, MM, MR.

b) Case #FY17-03 (request to withdraw discussion of fencing options without prejudice)

Application by **Regina Binder**, on behalf of **Christine Barker**, for alterations to a previously approved plan, including changing to a cable rail system on the third floor deck, changing approved square windows on a dormer to round windows, and discussion of fencing options at the property located at **169 Bradford Street**.

Regina Binder presented.

TB made a motion to approve as presented without fencing options. MR seconded the motion and it passed, 3-0-0; TB, MR, MM.

c) Case #17-12

Application by **Roger Secours & Ken Houk** requesting to remove exterior stairs to a deck and extend windows on the deck, landing and porch on a roof in the rear of a structure, replace lattice on the deck with balusters and railings and screen in a porch beneath the deck on the structure at the property located at **25 Tremont Street, #F2**.

Barry Pike, resident at 25 Tremont St., presented on behalf of the applicants; noted two components to the project, described specifics and materials as proposed; referenced pictures on hand and approval from the Zoning Board and written approval of 100% of the residents of The Willows.

TB read a letter of approval from John George and Peter May at 25 Tremont St., Unit G1.

Mr. Pike clarified the work is being done at the back of the property on the left side. LD remarked that it is not visible from a public way. MR asked if this was a continuation of work being done a year ago to which Mr. Pike said that was a different unit and that they are currently seeking bids for a redo of the entire

property which has over 35 decks; using a white composite per this application; noted the material has been previously approved by the HDC and appears along Commercial St., and does not require paint.

Mr. Pike presented a model of the composite which TB said he didn't care for, felt there were more compatible varieties out there.

TB made a motion to accept as presented. LD seconded the motion and it passed, 4-0-0; TB, LD, MM, MR.

d) Case #17-019

Application by **Ted Smith, Architect, LLC**, on behalf of **Paul Carter**, requesting to replace wood siding, windows in kind and roof shingles, to connect two dormers, to in-fill an exterior covered porch and to replace railings and a door and window with a patio door on the south elevation of the structure at the property located at **595 Commercial Street**.

Ted Smith presented; said all the finishes need to be re-done and upgraded and that changes are minimal; referenced photographs per four elevations; stated preference for cable railing replacement on the Harbor side and a gliding patio door.

LD said she felt there was not a huge impact from the proposed changes; asked per the line-up of the two new windows, which Mr. Smith said do not line-up as drawn, but could if requested. TB said he liked the connective dormers but made a plea for more traditional siding such as shingles to which LD added to be horizontal. MR said he liked the plan as presented. MM remarked on the dormer incongruity and loss of wooden railing on the south elevation of the older structure.

TB made a motion to accept as presented with the following conditions: two shortened windows on Commercial Street side be aligned with windows below; sides of dormers be shingles; cable system on east side be changed to wooden balusters. LD seconded the motion and it passed, 4-0-0; TB, LD, MM, MR.

e) Case #FY023 *postponed from the meeting of Sept. 7th*

Application by **HDS Architecture**, on behalf of **Brian Burr**, requesting to replace and relocate existing windows, replace sliding doors and patch trim and siding to match the existing on the structure at the property located at **10 Commercial Street, #16**.

David Stuhlsatz of HDS Architecture presented; expressed minimal changes, none to the higher area; trim and siding to match in kind; all new windows similar to some of the new windows currently featured on the house; contemporary sliding door; upgraded trim around front door as restoration; awning window to be replaced; flower box to remain; no changes to rear.

Ms. McPherson referenced three letters of support and Derek Burgess spoke from the public in support of the project, detailing the proposed work.

TB read a letters in support from abutters at Delft Haven, 10 Commercial St., 9 ½, which was again read into the record as a second letter by the same abutter/owners. MR read a letter in support from two additional abutter/owners and LD mentioned another pair of abutters at Delft Haven who had submitted the same letter. TB read a letter of support from neighbors at 8 Commercial St. MM read a letter of support from the President of the Delft Haven Home Owners Association. MR read a letter in support from Daniel A. Moore.

HDC discussed proposed changes by elevation. TB said he felt the sliders were an improvement, but wasn't sure the door trim was appropriate and might

be simplified. MM said her only issue was the potential for Azek on a lot of trim, to which Mr. Stuhlsatz said they would employ wood if advocated. LD concurred with MM. MR said he didn't have a problem with the plan as presented.

TB said air conditioning units would probably be addressed at future meetings, but that the position of the one on this application could suffice.

TB made a motion to approve as presented with the condition that flower boxes remain and the trim be wood. MM seconded the motion and it passed, 4-0-0; TB, MM, LD, MR.

f) Case #FY17-025

Application by **Scott Grady, Architect**, on behalf of **Michael McCabe**, requesting to relocate existing windows, replace sliding doors and patch trim and siding to match the existing on the structure at the property located at **10 Commercial Street, #16**.

Scott Grady and Michael McCabe presented. Mr. Grady said the plan is to extend two existing dormers on the second floor in order to give more room to two bedrooms and create a laundry area and expand the kitchen space.

TB read a letter in support from an abutter at 149A Commercial St., B1 & B2. MM read a letter in support from the owner of Unit A2 and president of the Sandbar Village Homeowners Association. MR read a letter in support from neighbors in Unit C1. LD read a letter in support from the owner at C2.

LD said she could approve as presented, as did MR. MM said she felt the changes were reasonable and the integration good. TB said that he might want the longer dormer moved to the left a foot or two but based on low visibility he is fine with the design plan.

TB made a motion to accept as presented. LD seconded the motion and it passed, 4-0-0; TB, LD, MM, MR.

g) Case #17-028

Application by **Tim Dunn & John McDargh** requesting to replace a second floor deck with an office and add a new deck above the office on the structure at the property located at **30 Alden Street, #4**.

Tim Dunn and Carol Marsh, Architect, presented. Ms. Marsh noted varying degrees of visibility based on seasonal bloom; siding to be continuation of existing shingling; windows in keeping with current windows below railing to match second floor deck; said one change to the proposal is to replace existing door out to the deck and noted that the project has been approved by the Health Department for the additional room.

TB read a letter from the Health Department that stated signatures were pending on the project. TB read a letter in support from a trustee at 30 Alden St. and the owner of Unit #2.

TB noted the house is elevated and, as a result, becomes less visible. Mr. Dunn said the house was built in 1856. LD remarked that she had done a site visit and found little visibility, possibly the spiral staircase but is fine to approve. MR said he didn't have a problem approving as presented. Ms. Marsh said the addition is approximately 10x10. TB said that while he isn't generally approving of spiral staircases he was fine in this case, based on visibility.

TB made a motion to accept as presented. LD seconded the motion and it passed, 4-0-0; TB, LD, MM, MR.

h) Case #FY17-031

Application by **Ted Smith Architect, LLC**, on behalf of **Thom Egan** and **Mitchell Baker**, requesting to construct a screened porch in the southeast corner, install new windows and add skylights on the west elevation of the structure at the property located at **174 Bradford Street**.

Ted Smith, Thom Egan and Mitchell Baker presented. Mr. Egan explained the lay-out of the living spaces, including seasonal rentals for July and August and the screened-in porch addition on the south elevation, noting a replacement to the deck in 2005. Mr. Baker said an original proposal has been scaled back.

Mr. Smith went through elevations, remarked that one chimney would be taken down and put back in a slightly different location and that the plan is to re-orient the year-round living space, seeking a new double-entrance to the apartment unit. Mr. Baker added that the Bay window had been replaced and that they were looking to simplify that elevation and to match corresponding foundations; referenced an old Portuguese-style kitchen.

Mr. Smith noted a drafting error on his part indicating a lower position of the west-side window and Mr. Egan said they want to withdraw the aspect featuring the trellis until possibly a later date after a new fence and entry are established.

No public comments or letters.

TB expressed his view that the changes as proposed are appropriate on the lovely house. MM said she felt the changes are in keeping with the HDC guidelines, as did LD and MR. MR asked about the doors to the kitchen, which Mr. Baker said are concerned with the propane tank storage in the new design and that these doors would lead to a mud room, to which LD asked if a single door would work. Mr. Baker said they are leaning toward a French or glass door, not sliders, to afford more of a view through to the yard.

TB made a motion to accept as presented. MM seconded the motion and it passed, 4-0-0; TB, MM, LD, MR.

i) Case #FY17-032

Application by **Neil Jacobs & Eric Ganz** requesting to convert an existing inn to a single-family residence, including replacing windows, removing and replacing aluminum with cedar siding, replacing two front doors with new windows, adjusting a south dormer to match a north dormer, removing a third floor dormer on the west elevation, constructing a new deck with guardrail, installing new bi-fold doors from the south elevation of the structure at the property located at **6 Cottage Street**.

LD recused herself.

Mr. Jacobs and Andrew, the Architect, presented. MM related that the applicant would need a unanimous vote for approval with only three sitting Board members. Andrew explained the plans in detail, respective of the owners aim to reclaim the structure for themselves and their families in year-round living, including renovations to improve the water view, second-floor deck and lower level garden access while retaining the historical character of the house.

TB read a letter of support from Robert Spicer, neighbor at 8 Cottage St. TB read a second letter of support from Randall Sell and Edward Gilligan at 6 Cottage St., Unit 2.

Laurie Delmolino spoke as a direct abutter in enthusiastic support of the proposal.

TB said he supported the changes to the left side of the windows but felt the awkward dormer is a defining characteristic; said he couldn't support eliminating both front doors, which, he said, over-simplifies. MM agreed on the doors asked if wood were proposed on the deck and rails. Andrew said it would be all wood, which TB noted would be horizontal, requested captured balusters and the door on the right to remain. MR sought clarification on the door design.

TB spoke against the one large window as not historic; regular claps on the second floor with vertical balusters acceptable; window #1 on the left to match double-hung windows below.

Andrew spoke of a window precedent set with the neighbor; said he would offer alternatives to the HDC's proposal – at its request.

TB gave the following re-cap as such: south elevation: balusters to change; west to stay the same; east elevation: claps consistent, alternatives sought for smaller, single-light window, two double-hungs suggested as a replacement; front of house: address lower dormer and both doors. Andrew confirmed that the chimney would remain.

TB made a motion to continue the decision to the meeting of October 5, 2016. Applicant then signed a time-waiver. [Note: no formal vote taken.]

j) Case #FY17-033

Application by **Regina Binder**, on behalf of **Cynthia Binder**, requesting to modify an approved plan for a cottage addition to comply with FEMA building requirements, and with State Building Code requirements, for ridge height and knee walls to the structure at the property located at **242 Bradford Street**.

Regina Binder and Keith Hutching, Builder, presented. Ms. Binder said the process started in 2014 but that the building was found not to be to code; after upgrades they were then tasked with meeting FEMA requirements; said main building will not be altered and referenced two extra pages on the plans relating to options for new window plans, with a preference for 6/6s as being compatible with the building in front and the neighborhood, also being slightly larger.

Anna Meade (sp) spoke in favor of the project on behalf of all three year-round residents of the main house on the property.

TB read a letter in support from Dwyer Family Realty Trust and others; a second letter opposed from neighbors, Paul and Chris; and a third letter opposed from Paul and Matt. MM read a letter in opposition from the new owners at 240 Bradford St., and TB read a lengthy letter in opposition from direct abutters at 33 Hancock detailing the history of the proposal before the HDC.

TB asked if the stairs are shown in the plans. Ms. Binder said it will remain a 3-unit condo and Mr. Hutching said the scale code is correct for the property.

MM expressed her need for the specific elevations and desire to see a demonstration that FEMA codes are being followed to exact dimensions. Ms. McPherson also pointed out discrepancy in the dimensions. LD said 1/4" scale is the usual format for presentation, as opposed to 3/16" and that getting these plans sooner would also be advantageous. Mr. Hutching said they are open to the HDC's recommendations for FEMA compliance materials applied for new structural height, vertical lattice or other considerations.

TB said he felt the building needed to come down in height, to which Mr. Hutching said they could come down a maximum 6" before they'd be prohibited from having a second floor, but offered to come down in dimensions for new plans at the next meeting.

TB made a motion to continue the decision to the meeting of October 5, 2016. MD seconded the motion and it passed, 4-0-0; TN, LD, MM, MR. Mr. Hutching signed a time-waiver.

TB made a motion to take 101 Commercial St. out of order in order for MM to sit on the case before she leaves the meeting. MR seconded the motion and it passed, 4-0-0; TB, MR, MM, LD.

n) Case FY#17-042

Application by **Don DiRocco/Hammer Architects**, on behalf of **Gregory Connors**, requesting to redesign a railing on a south-facing deck on the structure on the property located at **101 Commercial Street**.

LD recused herself as an abutter.

Don DiRocco and Leif Hamnquist, of Hammer Architects, presented.

TB made a motion to postpone the decision to the meeting of October 5, 2016. MM seconded the motion and it passed, 3-0-0; TB, MM, MR. Mr. Hamnquist signed a time-waiver.

TB made a motion to take 82 Commercial St. out of order in for MM to sit on the case due to LD's recusal and before MM is to leave the meeting. MR seconded the motion and it passed, 3-0-0; TB, MR, MM.

l) Case #FY17-040

Application by **Cape Associates, Inc.**, on behalf of **John Roettger & Brian Malloy**, requesting to renovate the south and north elevations of a rear ell by removing, replacing and re-locating windows and doors on the structure located at **82 Commercial Street**.

LD recused herself.

Derek Burgess presented with new photographs; said the structure in question started out as a garage with an original door in 1939 and was then a doctor's office; is seeking to convert to a living space; expressed that the area in question is not an historic part of the structure; materials to be used are all wood.

No public comments or letters.

MR said he liked the plans which intend to maintain the integrity of the house.

Laurie Delmolino spoke as an abutter, expressing her support for the structure.

TB said the building is highly visible, but that he could issue his support as did MM.

TB made a motion to accept as presented. MM seconded the motion and it passed, 3-0-0; TB, MM, MR.

MM left the meeting at 6:35pm.

k) Case #FY17-039

Application by **Eric Larsen**, on behalf of the **Town of Provincetown**, requesting to replace garage doors on the structure at the property located at **4 Johnson Street**.

Eric Larsen presented; went through basics of the project including past approval of façade and replacement of mismatched doors with similar glass doors as per the fire station; glazing to be red; three-phased project includes phased installation of doors, starting with the center section.

No public comments or letters.

TB agreed with the red coloring as appropriate for a fire house. Mr. Larsen said he believed that the neighbors are grateful that the structure is being returned to its original glory. MR remarked on the interesting history of the station.

TB made a motion to accept with the recommendation that the doors be red. LD seconded the motion and it passed, 3-0-0; TBM LD, MR.

m) Case #FY17-041

Application by **Jim Savko**, on behalf of **116 Bradford, LLC**, requesting to install a new door on the front elevation of a rear cottage on the property located at **116 Bradford Street**.

Jim Savko of 48 Winslow Street presented; described the plans for the old Burch House as a way to divert access to the cottage in order to afford privacy for other rental units; cottage is about 135 square feet, un-winterized, and a 32" fiberglass door is said to fit and will copy the 6-panel door in the front.

No public comments or letters.

TB said he wasn't sure about the formal style of the door for a cottage. Mr. Savko said the driveway gets a lot of use and that there is a guest house next door in citing the need for privacy regarding the door. TB said his preference is for the Provincetown door, a single-pane, but is unsure if it comes in fiberglass. MR and LD agreed.

TB made a motion to accept as presented with the condition that the door be a single-lite, Provincetown-style wood door. LD seconded the motion and it passed, 3-0-0; TB, LD, MR.

o) Case FY#045

Application by **Coastal Land Design**, on behalf of **Annie Mahoney & Diana Prideaux-Brune**, requesting to demolish a structure under Building Permit #BLD-17-000195 and requesting a determination by the Historic District Commission that said demolition will not be detrimental to the historic, architectural or cultural heritage of the Town as set forth under General Bylaws Chapter 11, Section 11-1-5, Demolition Delay Permit, at the property located at **226B Bradford Street**.

Tim Klink of Coastal Land Design presented; said the current structure is older than 50 years but not in the Historic District. Ms. McPherson said that because the structure is older than 50 years, the HDC has the right to review the application to determine if the building is of historic significance and a demolition delay to be invoked.

MR asked if the abutters have been notified to which TB said they had and offered that they needed more information to make their determination. Mr. Klink disagreed. Ms. Pherson guided the Board towards its determinations based on the corresponding outlines as read in the bylaws for qualifying criteria. Mr. Klink added that the property can not be seen from Bradford or Commercial Streets. TB said he did a site visit and agreed with Mr. Klink.

A woman identified as Ms. Patrick, a direct abutter, voiced her dismay at seeing the structure destroyed and gave a brief history. A woman who identified as one of the owners said she would facilitate a site visit by the HDC and apologized to Ms. Patrick that the building was not worth salvaging.

TB made a motion to continue the decision to the meeting of October 5, 2016. MR seconded the motion and it passed, 3-0-0; TB, MR, LD.

TB made a motion to adjourn the Public Hearing at 7:33pm. MR seconded the motion and it passed, 3-0-0; TB, MR, LD.

1. Work Session continued:

Administrative Review

- ii. 519 Commercial St. – Replace rear door and repair window trim on rear windows.
Lyn Plummer and Kevin Bazarian presented on behalf of St. Mary of the Harbor, said the plan is to remove the metal or fiberglass door in front to showcase the beautiful wood door; also seeking to replace rear fiberglass door to match existing and replace window trim; painted Azek on the water-side, wood on the rest of the units.
TB made a motion to accept as presented. MR seconded the motion and it passed, 3-0-0; TB, MR, LD.
- iii. 15 Alden St. – Construction of a cover for an AC unit without HDC approval.
No one presented.
TB made a motion to accept as presented. LD seconded the motion and it passed, 3-0-0; TB, LD, MR.
- ix. 12 Brewster St. – Replace Roofing shingles.
No one presented.
TB inquired after asphalt shingles, which LD looked up on her phone.
TB made a motion to accept as presented. LD seconded the motion and it passed, 3-0-0; TB, LD, MR.
- x. 506 Commercial St. – Replace existing side yard wooden fence.
Derek Burgess presented, said it was his own house and a 6’ picket.
TB made a motion to accept with the replacement fence to match the white fence in the front. MR seconded the motion and it passed, 3-0-0; TB, MR, LD.
- xii. 11 Prince St. – Replace siding.
No one presented.
TB made a motion to accept as presented. MR seconded the motion and it passed, 3-0-0; TB, MR, LD.

TB made a motion to adjourn the meeting at 7:45pm. LD seconded the motion and it passed, 3-0-0; TB, LD, MR.

Respectfully Submitted,
Jody O’Neil