**Historic District Commission**

**Minutes**

**Landuse Meeting Room**

**June 19, 2018**

**Members present:** Chair Ken Fowler, (KF); Kameron Spaulding, (KS) Patricia Jaouen, (PJ)

**Members absent with notification:** Jason Berger, (JB) *Note: Mark Smith, who had been a regular member of the HDC, did not wish to be reappointed in June. He did, however, say that he would like to continue in the continuing discussions on the Guidelines.*

**Staff present:** NA

**Eric and Carol Haythorne, 4 Kemble St., Map 7 Parcel 22-4,** Certificate of Appropriateness for permission to remodel the existing structure and add a detached garage. *On June 18, 2018, Mr. Haythorne requested permission to withdraw this application and intends to resubmit with changes at a later date.*

**Wilcox & Co., 35 Church Street, Map 43 Parcel 170,** Certificate of Appropriateness for a new sign.

The Commission reviewed the proposal as presented. The sign will be placed in the same location as the previous sign for Spoon and will be hung from the same bracket. The sign will be black with gold.

KS made a motion to approve the application as presented. PJ seconded the motion. The Commission voted to approve 3-0.

**Lindsay Miller, 89 Church Street (Map 43, Parcel 185)**, Certificate of Appropriateness to add a carport to the rear of and a front porch to the existing home.

Architect Jim Harwood presented the application. He said that Dr. Miller has recently purchased this home and desires a nicer front porch and covered parking. She is an obstetrician and in her profession she can be called at all hours to assist in a birth. Covered parking would eliminate the need to have to remove snow from her car.

Access to the garage will be the same as the existing access for parking a car. A metal roof is proposed for the porch.

Mr. Harwood said that the changes to the structure are consistent in scale and material. He added that at this time Dr. Lindsay doesn’t have a contractor. If these proposed changes exceed her budget, it may be necessary to change plans for metal roof for the porch. In that event, they would use the same roofing that is on the existing structure.

KS made a motion to approve the plans as presented, but, if needed, the roof of the front porch would match the architectural shingle on the home. PJ seconded the motion and the Commission voted to approve 3-0.

**Guidelines Continuing Discussion in the District**- (This was tabled because there were only 3 members of the Commission available.) Work on the concept of making guidelines for signs. Previously discussed at the meetings of December 5th and 19th. Continued to January 16th, but canceled on that date and rescheduled to February 6, 2018. Continued to March 6, 2018, but canceled on that date and rescheduled to March 20th. (At April 3rd meeting, the Commission agreed that this will be a running agenda item for future meetings.)

**Approve Minutes:**

*April 17, 2018*-Tabled at the June 5th meeting. (*KF, JB and KS*) Tabled again June 19th as there was not a quorum.

May 1st and 15th meetings were canceled as there were no applications.

*June 5, 2018-(JB, KS and PJ)* Tabled June 19th as there was not a quorum.

*This meeting was audio recorded and the minutes were taken from the recording.*