



**Historic District Commission Meeting**  
Thursday, September 25, 2008  
Council Chambers, City Hall, Claremont at 7:00 p.m.

**Meeting Minutes**  
*Approved 1/5/09*

Meeting called to order by Chair Messier at 7:00 PM

**I. ROLL CALL**

**Present:** Jason Farrell, Deborah Cutts, John Hall, Peter Guillette, David Messier  
**City Staff:** Katrina Spaulding, Administrative Assistant, Eric Giles City Planner  
**Absent:** Trinity Earle

**II. Review of Minutes - Minutes from July 8, 2008 meeting**

**Motion to:** approve the minutes from July 8, 2008 meeting

**Made by:** Mr. Hall                      **Second:** Mr. Guillette                      **Vote:** Unanimous

Special guests Ron White, Michelle Juliano, and Phil Spurr from the Bureau of Public Works, Design and Construction presented a plan overview for the replacement of the foundation walls at the State of NH Office Building on 17 Water Street. The panel was available to discuss the project and answer any questions and concerns.

Phil Spurr is the project manager and presented a plan of the proposed wall. This building is located in the Historic District and therefore the presentation is addressed to the HDC board. Mr. Spurr explained the foundation wall has been a project in planning for over 5 years. The intentions are to attempt to fix the wall made of stone to make the structure more stable. There are several missing stones and the stability has been compromised. The project has a sense of urgency given that the time of year for low water is quickly passing. Pine Hill construction has been working to secure the foundation. Reviewing the plans, it is evident the workers need to work in a distance as small as eight feet from the building in a very tight work area. The mortar between the rocks is missing in several places. The foundation needs to be stabilized and there will be a problem if not repaired soon.

Mr. Messier mentioned there have been two other recent cases similar to this. One of the projects had new concrete. The second project the establishment agreed to a tint in a medium gray color to blend with the older section of concrete. Ms. Cutts thinks it looked a little better than the stark concrete color. Mr. Guillette feels it looks better and will change over the years it is important to maintain the look and character of the historical foundation

Mr. Hall asked about covering the existing wall with a barrier to allow for reversibility. The barrier would lie between the concrete and the stone therefore leaving the opportunity to restore the stone at a later date. Michelle Juliano said two years ago the structural engineer said the concrete needed to be touching the stone to in fact stabilize. This would create a non-reversible situation. Ms. Cutts stressed that the walls are important historically however the safety of the buildings is most important.

Mr. Giles said the state is exempt from approval of the local regulations of the municipality and if the Board didn't have any further questions for the panel, the State of NH would be able to proceed. Mr. Messier will provide names of a couple vendors of concrete tint to Michelle Juliano.

### III. New Business

- **(05-2008) Green Acres Market, Al Livingston, PO Box 193, Claremont, NH** - A Certificate of Appropriateness Application has been submitted requesting approval for new signage, a new awning, new paint and repairs to the exterior at 32 Opera House Square, Map 120, Lot 43, Zone B-1. Owner of record Zullo-Dauphin Group, LLC.

Mr. Livingston presented that several months ago when they took over operations of the Green Acres Market, some of the first things done were cleanup of the façade and minor repairs. They removed anything that was obstructing the original structure and paint. The landlord, Tony Zullo, had received a blanket approval for awnings and Mr. Zullo purchased the awning. In March of 2008 the legal name was changed and the signage was changed to obtain a liquor license. The sign needed to be changed to maintain the process of selling the wine and beer. The services of the signage were secured by Unique signs, a vendor very familiar with the downtown historic district. Mr. Livingston provided a document with all the signs in a front picture of the shop. There is a neon light, café sign, open sign, Ice Cream Cone, and one other sign. Those are the six items in question. Mr. Messier asked if all the signs met the square footage requirements for the building. The size of the signs and location (interior/exterior) meets zoning requirements according to Mr. Giles.

There are 6 signs in question. Mr. Messier said they did not approve interior lit signs in the past, however this is not written anywhere in the zoning ordinance. Therefore the interior lit signs at Green Acres are allowed.

*Open Public Hearing*

*Closed Public Hearing*

#### **Board members discussed the review criteria**

Criteria #1 – Consensus that the signs located at 32 Opera House Square add to the historical, architectural, and cultural value of the building and does contribute to its setting. The building has a level one rating. Consensus that the level of work and type of work is consistent with the rating of the building and the rest of the appearance of the building.

Criteria #2 – In regard to the exterior design, arrangement, texture, materials, the proposed is compatible to the existing structure and its setting and the surrounding use. The signs are well laid out and have an appeal to the store. Consensus is that the proposal as presented will have a positive impact on the building. The signs correspond well to each other and the look is complete.

Criteria #3 – The Size and Scale are compatible with the existing surroundings. The signs are where they are supposed to be.

Criteria #4 – Consensus that placement of all the signs compliment and enhance the structure and have a positive effect on the building.

Criteria #5 – Consensus that the applicant's proposal will enhance and improve the effect on the setting and the feeling the signs create is very inviting. This will enhance the cultural and historic qualities of the district and community.

Criteria #6 – Everything is done very positively and will help to enhance the Historical structure and the cultural quality of the community. All agree that everything done for signage is reversible.

**Motion to:** Approve the application as presented

**Made by:** Mr. Guillette

**Second:** Mr. Hall

**Vote:** Unanimous

- **(06-2008) David Cannistraci, 1292 Hunt Rd, Windsor, VT** - A Certificate of Appropriateness Application has been submitted requesting approval for new signage for a Barber Shop at 2 Pleasant Street, Map 120, Lot 75, Zone B-1. Owner of record Brown Block Development Company, LLC.

Mr. Cannistraci has provided a picture of the sign design. The main sign is 24” x 172” Diabond Composite panel. The sign was designed by the architect for the Brown Block building. It will be the same color as the rest of the building and will reflect the art deco design. The letters are not raised however the edges of the sign are slightly raised to mimic the steel. Mr. Messier asked if there would be two fluorescent lights pointing up onto the sign. Mr. Cannistraci said they will be pointed up and will be covered by a casing to keep the light from shining out. There is a ridge for an awning and the lighting will go just above the ridge to shine up onto the sign.

Mr. Ferrell had a question of up lighting and the units above. Mr. Cannistraci said there is an office above and the light is adjustable to be angled if necessary. The illumination according to Mr. Cannistraci may not even be used. The proposal is being presented in the event the lighting is used.

Mr. Guillette asked if the requirements of the city were being met and Mr. Giles said it was. There will also be two barber poles located inside the windows and will be lit and turning during operation hours. Mr. Ferrell asked if the window or door would have any address information pertaining to the location. Mr. Ferrell asked if the font of the numbers and letters will be matching to the proposed sign. Mr. Cannistraci said it would in fact be matching.

*Open Public Hearing*

*Closed Public Hearing*

**Board members discussed the review criteria**

Criteria #1 – The building does have historical, architectural, and cultural value and the building does contribute to its setting. The building does contribute to its area.

Criteria #2 – In regard to the exterior design, arrangement, texture, materials, the proposed is compatible to the existing structure and its setting and the surrounding use.

Criteria #3 – The Size and Scale are compatible with the existing surroundings.

Criteria #4 – Consensus that placement of all the signs compliment and enhance the structure and have a positive effect on the building.

Criteria #5 – Consensus that the applicant’s proposal will enhance and improve the effects on the setting. This will enhance the cultural and historic qualities of the district and community.

Criteria #6 – Everything is done very positively and will help to enhance the Historical structure and the cultural quality of the community. All agree that everything done for signage is reversible.

**Motion to:** Accept the application for the proposed sign

**Made by:** Mr. Hall

**Second:** Ms. Cutts

**Vote:** Unanimous

- **(07-2008) ML120-72 LLC, Kevin LaCasse, P.O. Box 823, New Hampton, NH, 03256** - A Certificate of Appropriateness Application has been submitted requesting approval for window replacement at 51 Pleasant Street, Map 120, Lot 72, Zone B1.

Kevin LaCasse presented his proposal and is limited to replacing just the windows. Mr. LaCasse mentioned that he is currently waiting to present a plan before the Planning Board for Site Plan Approval to rehabilitate the top two floors of the building. As part of the renovation he will be upgrading the windows with a little more thermal protection.

Mr. Messier asked if the windows in the building were the original windows. Mr. LaCasse believes the existing windows are the originally installed windows for this structure. They appear to originate in the 1930’s.

Mr. Messier asked if there was wood in between the windows as spacers. Mr. LaCasse said there were wood spacers and he is going to keep the wood pieces as dividers and paint as original.

Ms. Cutts asked about the “Harvey Tribute Series” and wanted to know if there would be grids in the glass and Mr. LaCasse said there would not be any grids. The windows will remain like they are currently. The windows are vinyl.

The only windows being replaced are on the second and third floors. It will be hard to tell what material the windows are made of from the sidewalk. The building is value rated at a number two. The brown color will continue to be used for the new replacement windows according to Mr. LaCasse.

#### *Open Public Hearing*

No abutters present

#### *Closed Public Hearing*

### **Board members discussed the review criteria**

Criteria #1 – The building does have historical, architectural, and cultural value was formally the Latchis Theatre building and is and the building does contribute to its setting. The windows will contribute to the original appearance of the building in its area. The Theatre portion was removed in 1990. The building was just barely considered historic being that it was built in the 1930’s.

Criteria #2 – In regard to the exterior design, arrangement, texture, materials, the proposed is compatible to the existing structure and its setting and the surrounding use.

Criteria #3 – Not applicable

Criteria #4 – Not applicable

Criteria #5 – Consensus that the applicant’s proposal has a neutral impact and will not have any changes on the appearance. There is no negative impact from the use of the proposed material. Things aren’t really changing as far as the physical look of the building however it is agreed the vacant building will have an improved appearance. The improvement will increase the value and in turn increase the tax base for the City of Claremont.

Criteria #6 – It is in keeping with the Secretary of Interiors Guidelines for rehabilitation - There is a neutral affect and not a negative effect on the historical aspect of the district.

The units within the building will have central air and there will not be any air conditioners placed in the windows

**Motion to:** Approve the application as presented

**Made by:** Mr. Ferrell

**Second:** Mr. Hall

**Vote:** Unanimous

#### **IV. Correspondence**

- St. Mary’s Parish Letter of Building Repairs - Building at the Corner of Pearl and Central Street (known as the Annex Building) and at St. Mary’s Roman Catholic Church located on Central Street.

This has been submitted as a courtesy letter to notify the board of replacing roof material and repair and re-mortaring brick work. These were strictly maintenance issues that were done. They replaced some shingles on the roof and did some brick work.

#### **V. Reports of Boards and Commissions**

Mr. Giles said the assessing office has changed the tax cards for properties identified in the Historic District. These properties will be shown with an age of the property as well as an alert to the taxpayer or the buyer that the property is in the Historic District. This information will be disclosed to anyone buying or selling.

Mr. Giles mentioned the Master Plan Advisory Committee is meeting next week on September 30<sup>th</sup>

**VI. Other**

- Historic District Commission - Sample of Historic District Commission Awards Program.

Mr. Ferrell created a sample certificate that could be presented to property owners from the HDC board along with the Certificate of Appropriateness. In the past, once a year they would take nominations and the vote would be done internally amongst the board members and recommendations would be made to award a certificate.

Ms. Cutts said there needs to be more done to recognize and celebrate the Historic District. Mr. Messier said maybe a review could be done annually for all the applications that had been heard over the year and ones that deserve to be recognized.

It was mentioned that perhaps the board could request a small budget from the City Council to cover the costs of awards. There were suggestions about using moderately sized plaques that could be displayed in the window of a business. The establishment would consequently be recognized by the Historic District Commission.

Mr. Ferrell will find out pricing for plaques that may be presented. The budget proposed the board would like to request is \$500.00. Mr. Giles and Ms. Spaulding agreed to discuss this with City Staff prior to the budget finalizations.

The board would like the Chamber of Commerce to be aware the Banners they would like to hang downtown will need to have an application to the HDC board.

- Fall Planning and Zoning Conference - Saturday October 25<sup>th</sup> at The Mountain Club on Loon Lake (Please return to Katrina by September 26<sup>th</sup>), The City of Claremont will pay Registration fees.

The new municipal parking signs agreed to by the HDC for the downtown area have been ordered according to Jason Farrell. He had a conversation with Nancy Merrill, Business Development Coordinator of the City of Claremont.

**VII. Adjournment**

**Motion to:** To Adjourn

**Made by:** Mr. Hall

**Second:** Ms Cutts

**Vote:** Unanimous

Meeting Adjourned at: 8:45 pm

Respectfully Submitted By,

Katrina Spaulding  
Administrative Assistant