



Historic District Commission Meeting
Thursday, June 28, 2007
Council Chambers, City Hall, Claremont at 7:00 p.m.

Meeting Minutes

Meeting called to order by Chair Hall at 7:04 PM

I. ROLL CALL

Present: Jason Farrell, Deborah Cutts Trinity Dix, John Hall, David Messier, Brenda Taite

Absent: Lori Richardson

II. REPORT OF THE SECRETARY - Minutes of May 3, 2007 Meeting

Motion to: Minutes of May 24, 2007 Meeting approved as amended

Made by: Mr. Messier

Second: Ms. Cutts

Vote: Unanimous

III. Workshop

- **Guest Speaker, Preservation Planner, Emily Paulus**, from the NH Division of Historical Resources

Ms. Emily Paulus talked to the board about the Historic District Commission Best Practices. Ms. Paulus expressed the need for Design Guidelines within a Historic District Commission. There are grant programs, such as the preservation alliance that can help with funding of creating design guidelines for the community. Also another way would be to do certain aspects at a time such as sign guidelines, or window guidelines, etc.

Ms. Paulus also talked about a consensus agenda featuring applications that do not require the applicant to be present at the meeting. This process is done in larger cities where the agenda is large and this is used as a time saver on applications that are simple and meet the Historic District Commissions standards. There is also a process where staff is given permission to pre-approve certain applications that fall within the Commissions standards. Ms. Paulus will send Ms. Aiken some information on that that the board can review.

Ms. Paulus provided some great ideas to keep things positive within the commission and to showcase all the great things that have been done throughout the year. Coordinate a year end wrap up and retreat, showing before and after photos of the projects that have been submitted and a tally of the projects and what has been approved or modified to fit into the Historic District. Also, an annual award for owners within the HDC who have done a good job with their property and provide a plaque or certificate that they can have to display.

IV. Continuation:

- **(05-2007) Ralph Farnsworth, The Board Room, 54 Pleasant Street, Claremont, NH 03743** - A Certificate of Appropriateness Application has been submitted to install a sign indicating **The Board Room**, at 54 Pleasant Street. Map 120, Lot 85 Zone B-1. Property owner of record, WSK Goddard LTD Partnership.

No Abutters present

Mr. Farnsworth described how the sign will be designed and advised that sheet metal will be the material and it will be colored black. There will be no lighting. Mr. Messier asked if it would rust. Mr. Farnsworth advised that they will be putting a laminate over the sign so that it will not rust. Mr. Messier asked if he is requesting approval for 2 signs. Mr. Farnsworth advised that it will only be on the front of the building, there is a place on the Goddard Building that has all the signs for the building and they had a sign put on that.

Mr. Farnsworth advised that there is an existing area on the front of the building approximately 4X22 and the sign will be centered in the middle with about 6 inches on top and bottom. He also advised that there is a large tree right in front of his window and he was wondering who he could speak with to have some of the branches trimmed. Ms. Aiken advised that she would look into that for him.

Board discussion on the sign details and how it will fit within the district.

Consensus from the board that Criteria #4 is the only one that applies. Mr. Messier stated that he felt the downtown is extremely diverse and it is not a uniform downtown and we have always allowed for diversity to fit the business. It is a number 2 rated building, a typical commercial building.

Motion to: – I move that the applicants sign is in keeping with the diverse character of the district and does not adversely affect the character of any building or structure within the district

Made by: Mr. Messier **Second:** Ms. Cutts **Vote:** Unanimous

V. New Business:

- **(06-2007) Gloria Towne, All Around Towne Photography, 211 North Street, Claremont NH 03743 - A** Certificate of Appropriateness Application has been submitted to install a sign indicating **All Around Towne Photography**, at 1 Pleasant Street. Map 120, Lot 53, Zone B-1. Property owner of record, Gary Trottier, Union Block Company, LLC.

No Abutters present

Ms. Gloria Towne advised that she had Unique signs design her sign. The sign will be fit onto the sign frame that is existing and it will be on both sides of the sign.

Discussion among the board on the color of the sign. The applicant was under the impression that she had to have gold and black and the board informed her that she was not locked into those colors.

Motion to: approve the sign with the way it is presented with the color options open

Made by: Ms. Cutts **Second:** Mr. Messier **Vote:** Unanimous

VI. Correspondence

- Certificate of Appropriateness issued to SCS Housing

VII. Reports of Boards and Commissions

Ms. Dix advised that she went on a walk through of the Ashley house on 307 River Road. She advised that it is in really rough shape, will require a lot of money to rehab it. It is challenged with the uses due to the fact that it is in the I-1 zone, there are covenants on the property that restrict the house from being residential. It also has a large crack in the foundation and water damage in the basement. The house is bowing a little and the foundation appears to be the main problem. The roof on the property is new. The shoemaker house also has the same covenants and is in the I-3 zone. They were not able to go inside but she was told that it is in better condition and could be used for offices, or a restaurant. The CDA owns the buildings and they are looking for ideas of what they can do with them. They are worried they are going to have to level the Ashley house due to the damages with the foundation.

VIII. ADJOURNMENT

Motion to: To Adjourn

Made by: Ms. Cutts **Second:** Mr. Messier **Vote:** Unanimous

Meeting Adjourned at: 8:35 pm

Respectfully Submitted By,

Michelle Aiken

Boards and Commissions Coordinator