

**TOWN OF PROVINCETOWN**  
**HISTORIC DISTRICT COMMISSION**

**REGULAR MEETING MINUTES OF**  
**July 15, 2015 3:30pm**

**MEETING HELD IN THE CAUCUS HALL                  ROOM**

**Members Present:** Martin Risteen, Lisa Pacheco Robb, Marcene Marcoux and Thomas Biggert

**Members Absent:** David McGlothlin, Mark Westman, Laurie Delmolino,

**Staff Present:** Leif Hamnquist, Permit Coordinator

**Meeting called to order by Mr. Thomas Biggert at 3:30pm**

**1. Administrative Reviews**

- a) 8 Lovett's Court- replace 13 windows to match remaining original window - **Approved**
- b) 26 Alden Street – amend previously approved decision - **Approved**

**2. Discussion with Building Commissioner Geoffrey Larsen, about demolition delay procedure.**

-The demolished stair at 3 Cook Street was first discussed and the commission wondered what the procedure for a citizen should be in the situation where life safety is an issue. Mr. Biggert would like to have had a chance to document the stair and where in the process could that have happened. Ms. Marcoux discussed the possibility of a process to get the commission out to problem property if structure has been removed or damaged. Mr. Larsen asked the commission to take a holistic look at projects and to ask questions to understand what structure and elements that will need to be removed or altered to facilitate the scope of the project. Ms. Marcoux would like people to be reminded that demolition delay needs to be adhered to. Mr. Larsen handed out building documents to help the commission understand the administration side of the building department. Mr. Larsen spoke to the project at 169 Bradford and assured the commission that the contractor has made every effort to build to the approved design.

**3. Review and approve Minutes of the July 1, 2015 hearing**

***Motion made by Thomas Biggert to approve the minutes of June 1, 2015 as amended and was seconded by David McGlothlin. The motion passed unanimously 5-0-0.***

**Public hearing opened by Thomas Biggert at 4:19**

**4. Public Hearings**

**a. Case #FY15-101**

**Application by Barry Gurin** requesting approval to construct an 8'x10' foot shed at the property located at **5 School Street.**

-Randy Trullo appeared as an agent for the home owner to present the proposal

***Motion made by Thomas Biggert to continue case FY15-101 to August 5, 2105 due to lack of quorum and was seconded by Marcene Marcoux. The motion passed unanimously 5-0-0.***

**b. Case #FY15-106**

**Application by Mark Kinnane of Cape Associates on behalf of Peter Epstein** requesting approval to replace various and relocate windows, increase the size of an existing dormer on the north elevation, replace a door on the south elevation and restore the gable rake board and roof line on the east elevation at the property located at **29 Tremont Street.**

-Mark Kinnane of Cape Associates and Peter Epstein, home owner, appeared before the commission to present the proposal and brought the commission through the scope of work.

No members of the public were present to speak and no letters were submitted for the file.

The discussion started on the east elevation. The commission agreed the elevation was appropriate.

The commission began to look at the north elevation and Ms. Pacheco Robb feels the moving of the door was awkward and that there should be emphasis on the door being the entrance and would like to see the trim detail to reflect that. Mr. Biggert feels that there is nothing historic about the proposed placement of the fenestration.

The commission found the west and south elevations could not be seen from a public right of way and that the proposed changes are appropriate.

The commission would like to see the north elevations entrance to match the trim detail that existed on the west elevations door.

***Motion made by Thomas Biggert to approve case FY15-106 with the condition that the door trim to match the trim from the west door that is to be removed, change all 'B' windows west elevation to window 'A' and was seconded by Marcene Marcoux. The motion passed unanimously 3-0-1. Thomas Biggert abstained.***

**c. Case #FY15-107**

**Application by Guy Busa** requesting approval to install a solar array upon the west side of the roof and to amend case #FY15-42 with the scope of work to include; reconfigure roof and deck on south and west elevations, revise the height of the main roof and demolish the northern portion of the existing structure at the property located at **2 Conway Street**.

-Guy Busa, home owner, Ted Smith, project architect, and Regina Binder appeared before the commission to present the proposal.

Mr. Busa explained that the project will now use Marvin windows instead of Andersen windows.

No members of the public were present and 7 letters of support were read into the record.

Mr. Biggert liked the proposed changes.

Ms. Pacheco Robb liked the proposed changes but wondered how a 14/12 pitch roof was approved within the HDC, but since the decision was made the commission cannot act on it tonight.

The commission found the changes to be appropriate

***Motion made by Thomas Biggert to approve case FY15-107 as presented and was seconded by Lisa Pacheco Robb. The motion passed unanimously 4-0-0.***

**d. Case #FY15-108**

**Application by Ben deRuyter** requesting approval to construct a pergola on the front of the structure at the property located at **214 Commercial Street**.

-Ben deRuyter, property owner, appeared before the commission to present the proposal.

No members of the public were present to speak and no letters were in the file.

Ms. Marcoux made a comment that she didn't remember about the bar rail upon the fence being approved but likes it and Mr. deRuyter provided documentation that proved it was built to the approved plans.

Ms. Pacheco Robb was concerned that the drawings did not properly depict what could be built and there were drafting errors.

***Motion made by Thomas Biggert to approve case FY15-108 and was seconded by Marcene Marcoux. The motion passed unanimously 4-0-0.***

**e. Case #FY15-109**

**Application by Ted Smith Architect LLC on behalf of Eric Schultz** requesting approval to construct a dormer at the property located at **10 Washington Street Unit 4.**

Ted Smith, project architect, and Steven Einstein, home owner appeared before the commission to present the proposal.

No members of the public were present to speak, and two letters of support were read into the record.

Ms. Marcoux explained the history behind the property and how the cottages came to be and the first review that took place and had a problem with the new dormer

Mr. Biggert agreed with Ms. Marcoux and doesn't think that he could support the proposal.

Ms. Pacheco Robb feels that precedent has been set with the dormer being approved and constructed on another, identical structure on the same property.

Mr. Risteen reviewed the dormers that have been constructed on the identical buildings on the same property.

Mr. Biggert read from the accessory/small structure policy.

***Motion made by Thomas Biggert to withdraw without prejudice case FY15-109 and was seconded by Lisa Pacheco. The motion passed unanimously 4-0-0.***

***At 5:53, a motion to adjourn was made by Thomas Biggert and seconded by David McGlothlin. Motion passed unanimously 5-0-0.***

Respectfully submitted,

Thomas Biggert  
Chair