

HISTORIC DISTRICT COMMISSION
PUBLIC MEETING
Judge Welsh Room, Town Hall
Provincetown MA

WEDNESDAY, NOVEMBER 29, 2017

Members Present: Chairman Thomas Biggert (TB); Martin Risteen (MR); Marcene Marcoux (MM); Hersh Schwartz (HS)

Absent: Lisa Pacheco Robb; Laurie Delmolino

Others Present: Anne Howard (AH), Community Development – Building Commissioner; Jody O’Neil, Recording Secretary (JON)

The meeting was called to order by TB at 3:36pm.

1. Vote to pay for procured services

AH instructed HDC that requests for services by HDC must first be sent to her attention for a preliminary budget assessment. AH distributed agenda/calendar for scheduling in 2018, highlighting key dates. AH gave HDC samples of polymer Boreal which HDC examined.

- a) AH presented a bill from Eric Larsen of Aline Architecture) for \$540.00 for services, supplies and transportation pertaining to Provincetown Town Hall FEMA/HDC business meeting of 10-25-17.
TB made a motion to pay the bill; MM seconded, and it passed, 4-0-0.
- b) MM requested to pay Oriana Conklin, former secretary for two meeting minutes previously recorded on or about October or November last year. MM suggested 5 hrs. of work is owed. AH said there has to be a paper trail. MM suggested she had already submitted; AH said that if the invoice was lost, it must re-submit.

2. Review and approval of Minutes: VOTES MAY BE TAKEN

TB remarked that minutes submitted by JON for 11-1-17 and 11-15-17 were quite good, possibly best he’d ever seen. MM remarked that she made changes and that those minutes were the ones she then set out to HDC to vote on. AH clarified that MM would be filing all minutes going forward with Town Clerk. JON requested that if there were significant changes from what he submits that he be notified at HDC’s discretion. MM left the meeting to file meeting minutes with Town Clerk as follows:

TB made a motion to approve the minutes of 11-1-17; MM seconded the motion and it passed, 4-0-0.
TB made a motion to approve the minutes of 11-15-17; MM seconded the motion and it passed, 4-0-0.
TB made a motion to approve the minutes of 10-25-17; MM seconded the motion and it passed, 4-0-0.

**3. Deliberations and the reading into the record of Pending Decisions:
VOTES MAY BE TAKEN**

Decisions by TB, read by TB:

cc) HDC 18-060: 7 Commercial St., #3

Addition of new doors; decision from 11-1-17.

TB made a motion to approve the decision; MM seconded the motion and it passed, 4-0-0.

dd) HDC 18-061: 4 Baker Ave.

Replacement of windows, add doorway; decision from 11-1-17.

TB made a motion to approve the decision; MM seconded the motion and it passed, 4-0-0.

After the vote was taken, AH pointed out that the door in question would be replacing a window and not added as a new opening.

TB made a motion to accept with modification; MM seconded the motion and it passed, 4-0-0.

ff) HDC 18-065: 7 Freeman St.

Replacement of windows; decision from 11-1-17.

TB made motion to approve the decision; HS seconded the motion and it passed, 4-0-0.

MR clarified how HDC decisions are filed with Town Clerk.

Decisions by MM, read by MM:

ii) HDC 18-074: 12 Winslow St.

Provincetown Schools, replacement of fence; decision from 11-1-17.

TB made a motion to approve the decision; HS seconded the motion and it passed, 4-0-0.

nn) HDC 18-056: 53 Commercial St. [ADDED TO AGENDA]

To demolish 3-story structure; decision from 10-18-17; 11-1-15; 11-15-17

MM requested to add a photo of the house to go with the decision file.

TB made a motion to approve the decision; MM seconded the motion and it passed, 4-0-0. TB confirmed **HDC 18-057**, re-design, is now irrelevant.

A discussion ensued, based on AH's inquiry: If a building is a non-contributing structure to the district, according to the Mass Historical Council, why is it being held to the standard as a contributing structure? MM commented that HDC has not previously used this terminology, but verified that a distinction is made for buildings under 50 years old. MR concurred that contributing/non-contributing is correct language. AH said she felt a discussion was worth having. TB agreed.

Decisions by MM, read by HS:

jj) HDC 18-075: 22 Brewster St.

Install a vertical fence and gate; decision from 11-15-17

TB made a motion to approve the decision; MM seconded the motion and it passed, 4-0-0.

mm) HDC 18-090: 22 Alden St., #3

Install three skylights; decision from 11-15-17

TB made a motion to approve the decision; MM seconded the motion and it passed, 4-0-0.

Decision by MM, read by MM:

ll) HDC 18-082: 423 Commercial St.

Install a stair-lift, stair-chair for access; decision from 11-15-17.

TB made a motion to approve the decision; MM seconded the motion and it passed, 4-0-0.

Decision by MM, read by TB:

kk) HDC 18-077: 109 Commercial St.

Replace doors, windows, trim, spiral staircase; decision from 11-1-17; 11-15-17

TB made a motion to approve the decision; MM seconded the motion and it passed, 4-0-0.

Decision read by MR, read MM:

w) HDC 18-041: 197 Bradford St.

Replace existing door, window; decision from 10-4-17

HDC remarked favorably on the thoroughness of MR's decision.

TB made a motion to approve the decision; HS seconded the motion and it passed, 4-0-0.

HDC discussed outstanding decisions. TB said he would take on, from 11-1-17: **HDC – 043**, 446 Commercial St.; **HDC – 037**, 6 Cottage St., picket fence; **HDC – 051**, 4 Mozart Pl. MR said he has decisions from 10-4-17 and prior and that he would provide a decision template going forward, stressing the need for HDC to stay current.

4. Any other business that shall properly come before the Commission

a) 11 Brewster; gambrel roof

TB pointed out the historic significance of the structure as artist studios and former home of late John Waters' muse and author/actress Cookie Mueller. TB is familiar with previous owner, hopes to get written history.

b) Ballast stone walls

TB spoke of the cultural significance of ballast stone which was used on ships and appears around town in exterior settings; some are failing and getting repaired in haphazard ways. TB is going to get an inventory of the

existing walls and find out how best they can be repaired, restored and preserved. A case in point is the ballast stone at the corner of Winthrop and Commercial St.

c) 53 Commercial St.; 11 Brewster St.

MM seeks distinction between proposals for demolitions that also include re-designs by keeping them as separate decisions. TB said this is a good point and that perhaps HDC should not allow re-design discussions to interfere with demolition presentations. MR agreed. MM noted that an applicant would be presenting a re-vamp as a separate decision at their own financial risk. AH added that the Town could then get the decision rendered in a timelier manner through this distinction. MM commented that Provincetown has the 2nd busiest historical district case-load in the state, behind Nantucket and is possibly no. 1.

d) Submitted materials from applicants

MM noted that the application for HDC cases has changed, so now applicants have a choice per scale. However, MM stated that it was HDC policy to request ¼" scale for all plans and that is better than at 1/16th even if for the applicant the smaller size allows them to have their paperwork on 1-page. TB recommended amending the application to reflect the previous HDC position of a mandatory ¼" scale for all plans submitted. TB also suggested having site visits be required on the application, where the property owners gives permission for the visit, which MM said she felt was a good idea.

e) Eric Larsen & FEMA

MM said she felt it was very helpful having Eric Larsen on hand to reference FEMA triggers. AH confirmed base elevations come from FEMA but that a Site Specific Elevation Certificate is generated by a surveyor, which is the only way to absolutely verify flood zone, lowest and highest adjacent grade and base flood elevation; will also indicate what the top of the lowest floor is in order to make accurate determinations.

Questions raised included to what extent do changes, e.g., dormers, affect velocity zoning and to what degree is historical significance impacted. TB mentioned the importance of scale. MR remarked that skylights actually have a good deal of historical significance, even as fashion can dictate changes through time and that a building can go in and out of non-conformity; suggested an updated inventory.

f) Conflict of interest

MM spoke of potential conflicts of interest and the need to make such statements formal by filling out paperwork via forms in the Town Clerk's office; that HDC members could have a conflict of interest if they are abutters. MM referenced former seminars and requested Town sponsor a state ethics seminar for Town staff and board members, early next year, but no later than March 2017.

g) 620 Commercial St., corner of Allerton

AH said flashings have flailed on both masonry chimneys, that she has measurements and photographs; owner agreed to replace and repair.

h) 17 Center St. at Bradford St.

MR said he noted a chain-link fence was changed to a wood fence. AH thinks it is not much over 4', but there is a potential violation as fence is not what was approved. Decision heard on 11-1-17; approved 5-0-0 for a 4 foot picket fence, but not a privacy fence that presently exists.

i) Contributing vs. non-contributing nomenclature

MR read definition from the National Registrar of Historic Places.

TB made a motion to adjourn the meeting at 5:24pm; HS seconded the motion and it passed, 4-0-0.

Shawn Byrne, of PTV, approached HDC after the meeting was adjourned to recommend owners have a sign on their properties allowing HDC members to visit in their absence for site review as that might serve in the interest of time; also, such a request in the applicant packet could be effective, as well. HDC agreed.

Respectfully Submitted,
Jody O'Neil
December. 4, 2017