



Historic District Commission

Minutes

The Provincetown Historic District Commission Public Meeting of Wednesday, May 18, 2022 at 3:30 PM in the Judge Welsh Room at Town Hall, 260 Commercial Street, Provincetown, MA 02657.

Pursuant to Chapter 20 of the Acts of 2021, this meeting/hearing will be conducted **in person** and as a courtesy via remote means in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law.

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To participate during public comment:

- Teams: Raise hand to be called on to speak; or
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- Keep your phone muted at all times when not talking (*6 to mute & unmute your phone);
- Do not use speakerphone, Bluetooth devices (speakers or headphones); and
- Mute all background noises, including PTV, television or computer and use only phone audio.

Members present: Laurie Delmolino (LD), Chair, Historical Commission Rep.; Hersh Schwartz (HS), Clerk, Chamber of Commerce Rep.; Anthony Iannucci (AI), Alternate.

Members by remote: John Dowd (JD), Vice-Chair, PGB Rep.; Michela Murphy (MM), Alternate.

Excused Absence: Chris Mathieson (CM), PAAM Rep.

Staff present: Annie Howard (AH), Building Commissioner; Thaddeus Soulé (TS), Town Planner.

LD called the meeting to order at 3:30pm; gave roll-call. AH read hybrid meeting protocols.

Agenda item may be taken out of order and votes may be taken on any of the agenda items below.

1. Determination as to whether the applications below involve any Exterior Architectural Features within the jurisdiction of the Commission; with Full Reviews to be placed on the May 18, 2022 Public Hearing agenda and Administrative Reviews to be acted on by a subcommittee appointed by the Commission.

VOTES MAY BE TAKEN:

LD made a motion to consider the following for Administrative Review:

[357 Commercial St.](#) – To replace a steel door with a fiberglass door that is not visible from a public way; [384 Commercial St., UC](#) – To replace trim and some siding; [415-417 Commercial St., U3](#) – To replace a patio door in kind; [133 Commercial St.](#) – To replace 3 doors in kind; and [7 Commercial St., U8](#) – To replace rotted French doors and sidelights, 4 wood bay windows and a wood entry door. And the remainder of Determinations to be heard as Full Review. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD.

- i) [357 Commercial St.](#) – To replace a steel door with a fiberglass door that is not visible from a public way.
Laurie Ferrari presented; said the look will be the same without the brass plate.
LD made a motion to approve as presented. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD.
- ii) [11 Bradford St.](#) – To replace a rotted fence in kind. Full Review.
- iii) [384 Commercial St., UC](#) – To replace trim and some siding.
Madeline Miranda, GM of The Captain's Daughters, presented; noted rotted wood around paneling to be replaced by mahogany and painted the same color, with same dimensions.
LD made a motion to approve as presented. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD.
- iv) [415-417 Commercial St., U3](#) – To replace a patio door in kind.
Steve Sieger of Renewal by Anderson presented; said plan was for Azek.
LD made a motion to approve as presented with Azek. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD.
- v) [6 Johnson St.](#) – To replace aluminum railing with wood railings. Full Review.
- vi) [133 Commercial St.](#) – To replace 3 doors in kind.
Audrey Mostaghim presented; referenced the Mid-Cape Home Center quote on the new door; pointed to current rot; trimmed to be replaced, as well, on all three doors.
LD noted two metal or fiberglass doors at the property. JD requested horizontal door panels if possible as more turn-of-the-century, as with the Provincetown Door. LD confirmed building as from 1950 and not concurrent with Ptown Door. JD recommended another look rather than the Colonial Revival and LD reminded the applicant she could replace in kind if so desired.

LD made a motion to approve as presented with the possibility to revisit the door replacement later. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD.

vii) [1 Winthrop St.](#) - To repair a ballast stone wall, replace concrete front steps, and add a matching picket fence to the left side of a structure. Full Review.

viii) [7 Snow St.](#) – To demolish and rebuild a structure. Full Review.

ix) [7 Commercial St., U8](#) - To replace rotted French doors and sidelights, 4 wood bay windows and a wood entry door.

No one presented. AH said she felt the applicant may have been informed that the application would be vetted for Full Review and so are not currently available to present.

LD made a motion to consider as Full Review along with the above as indicated. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD.

2. Any other business that shall properly come before the Commission:

Discuss 5 Winthrop St., UD.

LD optioned to table the matter to the end of the meeting; Board in agreement.
[CONTINUED on p.7]

3. Public Comments: On any matter not on the agenda below.

None fielded.

4. Full Hearings:

a) [HDC 21-242](#) (continued to the meeting of July 20th)

Application by **Brian Alexander**, on behalf of **James A. Green et al.**, requesting to install new windows on the northeast corner sleeping porch on the structure located at **592 Commercial Street**.

LD made a motion to continue the decision to the hearing of July 20, 2022. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD.

b) [HDC 22-11](#) (continued to the meeting of June 1st)

Application by **Brian Calhoon**, on behalf of **Rainbow Connection Realty, LLC**, requesting to replace balconies on the south facade and to reconstruct the west facade decks, balconies, and stairwell to include a lift so that the first floor becomes more accessible on the structure located at **174 Commercial Street**.

LD made a motion to continue the decision to the hearing of June 1, 2022. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD.

c) [HDC 22-53](#) (continued from the meeting of May 4th)

Application by **James Rifino** and **Harry Pihl** requesting to install a fence along Cottage Street and Bradford Street on the property located at **8 Bradford Street**.

No one presented. LD elected to delay the decision to the end of the meeting.

[CONTINUED] LD made a motion to continue the decision to the meeting of June 1, 2022. HS seconded the motion and it passed, 4-0-0; HS, MM, AI, LD.

d) [HDC 22-72](#)

Application by **Todd Westrick**, on behalf of **Michael Fernon Revocable Trust, Michael Fernon, Trustee**, requesting to replace three detached and deteriorating fences with a new 36" high fence and to add a gate at the front walk on the property located at **162 Commercial Street**.

Todd Westrick presented; noted three sections of fence at the property with front section to be replaced in a new style as depicted with the addition of a gate over the front walk and enlargement of the gate and end posts.

HS said she was okay with it.

No public comments or letters.

LD made a motion to approve as presented. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD.

e) [HDC 22-81](#) (continued from the meeting of May 4th)

Application by **Mark Kinnane**, on behalf of **Dean Landy et al.**, requesting to construct a two-story addition on the structure located at **4 Miller Hill Road, U8**.

Q Amiri, co-owner of lower unit, and Mark Kinnane, presented by remote. Mr. Kinnane directed the conversation to Plan I of three devised; two means of egress required resulting in additional door; shingled area above the shed to provide a bit more room as well as space for the second egress.

LD presented photos of gambrel additions in keeping with JD'S and her own recommendation. JD said the example as shown is more contextual and allows for a lateral view. LD pointed out the meeting of the two ridges to form a more organic union. JD presented ideas for an alternative design that Mr. Kianne said could be adopted.

Mr. Amiri said that they have been consulting with plans for over a year in ways to find a happy medium, with the roof being the biggest obstacle; expressed that they did not feel they had the depth to sponsor two gambrels as proposed; welcomed further tweaks.

LD responded by relating that the addition presented in Plan II stands above the original ridge line which would not be appropriate. AI was opposed to the flat-roof dormers and asked if livable space could be provided under the deck which Mr. Amiri said it could not as it is common area. JD produced a sketch incorporating the acceptable features of the plans as discussed, adding that changing door locations and fenestration dimensions are hard asks. A poll found no Board members voicing approval for Plan I. MM said that typically the HDC permits expansions to either go up or out, but not both. LD and JD gave some guidance for new drawings going forward.

LD read a letter opposed from Ellis Altman at 68 Miller Hill Rd.

LD made a motion to continue the decision to the meeting of June 1, 2022. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD.

f) [HDC 22-89](#)

Application by **Matthew Coleman**, on behalf of **Bette Skandalis et al.**, requesting to install enclosure for bicycles and trash on the property located at **625 Commercial Street, U2**.

Jo Seidler and Bette Skandalis, owners, presented; Matthew Coleman, builder, presented by remote. Mr. Coleman said the plan is to improve the secure storage area, brick walk-way and counter-flash to prevent water intrusion, requesting PVC b-board. AH noted that Mr. Coleman offered a slew of photographs which were not currently uploaded. Ms. Skandalis noted cedar shingles for the roof.

LD made a motion to approve as presented. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD.

g) [HDC 22-90](#)

Application by **Trevor Pontbriand**, on behalf of **Allan J. Robinson et al.**, requesting to construct a 30 sq. ft. addition, three dormers, and a small overhang above the front door, add a skylight, and replace existing windows, siding, trim and roofing on the structure located at **153 Bradford Street**.

Trevor Pontbriand, with Allan Robinson and Ashley Yeats, owners, presented by remote. Mr. Pontbriand said three small dormers would be on the Bradford St. side; skylight visible from public view and the awning to be replaced with a double-hung; proposing Elevate series of Marvin windows and to scavenge for old or authentic brackets; clapboards on the Bradford St. side.; window head casings to be changed out.

LD cautioned against poorly received Marvin windows applied at a property across from the West End Parking Lot. JD concurred.

AI asked per the roof, which Mr. Pontbriand said needed to be replaced in the future and that the plan is for architectural grade asphalt shingles; noting unavailability of red cedar shakes.

AH read a letter in support from Tom Boland and Jim Farley of Far Land Provisions.

JD said he would like to see the three windows on the north elevation rendered as 2/1 and hoped that all the 1/1 could be swapped for 2/1 as more historic; expressed that as one of the simplest and humblest cottages left in Town it is wanting to remain shingled, as clapboarding this structure will make it a bit fancier than it was ever intended to be. Mr. Robinson spoke of white clapboard dating back to 1927 in a painting; added that clapboard was desired on the Bradford and Arch St. sides only and that the remains of the cedar roof sections will be replaced with asphalt for consistency.

AI and MM agreed with JD's recommendation for 2/1 fenestration.

LD asked per small shed dormers rather than doghouse, to which Mr. Pontbriand felt the sheds looked better and Mr. Robinson agreed doghouse made the structure top-heavy. JD asked of there was a way to make the dormer windows resemble double-hungs or as relatable in proportion to the units below. LD expressed concern in making the windows too grand or fancy, as did JD and MM. The Board did not reach consensus on changing out double-hungs for casements.

Mr. Pontbriand went through his check-list of HDC concerns: no clapboards on the north elevation, or the whole house as preferable.; 2/1 double-hungs; proportions of dormer windows – made taller and reducing the trim in that accommodation; reducing or eliminating the crowns on the Bradford St. side; brackets as found, new wood door with screen as per cut-sheet; 2/1 units on the other elevations; skylight is fine, as is 1/1 on smaller window on the previous elevation.

JD proposed a hip roof per the bump-out which the applicant said could work,

LD made a motion to continue the decision to the hearing of June 1, 2022. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD. Plans by Thursday prior.

h) [HDC 22-99](#)

Application by **Nicolas Busa** requesting to replace 95% of the existing windows, install skylights, and add a slider to a new deck on the north elevation of the structure located at **650 Commercial Street**.

Nicolas Busa, presented. Vincent Cannamela, of Pela Windows and Doors, presented by remote.

JD noted what is planned as radically different from what was existing. Mr. Busa denied LD's assertion that the replacements would render the house similar to the one next door; awning for fixed, front window; smaller window, double-hung at 24" wide for reconfigured bathroom. LD related that proper elevations with actual measurements would be necessary going forward, which MM concurred. LD said sliders would not be acceptable

on the south façade. JD expressed a plan to render a functional window that is not fixed. LD explained that the front door should be retained, although a screen could be added.

Mr. Busa presented a plan for a roof that wraps around the porch to give symmetry in keeping with the style of the house, offered to place the mechanicals in the crawlspace as they are planning for a second bathroom where they are now housed, adding that there is a lot of piping. JD asked if French doors in lieu of sliders on the rear could be an option.

Mr. Busa asked if they could replace the windows on the east elevation and leave the other aspects of the application to next year. Mr. Cannamela said the unit replacements would be the Impervia line, five layers of inter-woven fiberglass, power-coat painted, 2/2, no mutins or grilles on the exterior; said he could drop off a sample with AH. JD said plastic with wood texture looks fake, and a smoother replica is preferred.

It was determined that the six windows on the east elevation and the awning on the west elevation could pass through Administrative Review.

LD made a motion to approve a request to withdraw the application without prejudice. HS seconded the motion and it passed, 5-0-0; HS, JD, MM, AI, LD.

i) [HDC 22-100](#)

Application by **Ted Smith**, on behalf of **Bowman Morrison Family Holding Trust**, requesting to lift and renovate a structure, including adding dormers and expanding an existing dormer on the south elevation, adding a one-story addition on the west elevation, adding a new entry stair on the northwest corner, and reconfiguring an existing egress stair and deck on the northeast corner on the property located at **5 Tremont Street**.

Ted Smith presented; said the former Shire Max guest house will be changed into two single-family dwelling units and will need basically everything done to meet Code in the flood zone; FEMA recommends a lift of base flood elevation (9') plus 2' which, he said, would bring their calculation to 12'.

LD related that the building need not be raised as it is an historic structure, to which Mr. Smith replied that they are not prepared to put such an amount of money into a re-build that would run the risks created by climate erosion; said the ridge line would rise by 2 ½'; textured shingle patterns to be retained; all windows to be replaced in kind; relocated windows on the back side, deck to go away to make way for a one-story addition on the west side; dormer on the east side to serve as a means of interior egress; adding deck on the second floor, south side, off the bedroom; shed probably to be utilized for mechanicals.

John Dowd, recused from HDC deliberations as an abutter, spoke from the public to express that a hip roof will loom more attractive than the flat version which, he said, is not historically correct for this building; questioned the height of the first floor as going from 8' to 9.6' which Mr. Smith said is a measure to remedy the ceiling at that level which now stands at 6'10"; said the fascia board could be lowered, but noted the first floor windows would be taller than the second floor.

Mr. Dowd offered that the proposed design in an improvement over the original one-story full Cape from the 1800s, but asked if the fireplace bump-out on the west elevation could be mitigated as less over-wrought.

No letters on file, per AH.

AI agreed that the dormer in question did feel kind of heavy; said he didn't have any particular issues with the plans on the front façade; HS and MM agreed. LD appealed that the character of the building, including the dormer be retained. Per the west façade, AI said he wasn't convinced about the decorative shingling over the fireplace bump-out, which Mr. Smith offered could be rendered as a more discreet box. LD suggested eliminating the bump-out as the lines would be all over the place. All agreed. Mr. Smith said the bump-out could jut into the room instead and be reduced; roofing shingles to be asphalt.

HS said she didn't have an issue, as did MM, and agreed with the comments on the bump-out. LD asked per the second egress, which Mr. Smith said is pre-existing. AH said that a deck with no stairs to grade would not constitute a means of egress. LD lamented that the new stairwell will detract from all the good work. Mr. Smith proposed to reconfigure the dining, kitchen and living areas to provide for separate entries between the two family units. AI asked if the circular stair could somehow be inserted into the building. Mr. Smith said he will review options, but the move would alter the lay-out of the first floor. AI asked per the rock foundation, to which Mr. Smith said stone was considered for below the terrace as it sits a few feet above grade. LD mentioned ballast stone.

Windows to be kept on the north side; LD remarked on the large degree of negative space. Mr. Smith said the owners requested a shed on the east elevation but admitted it may be lost due the need for space to store the mechanicals against potential flooding and that the spiral stair at this location would be less prominent than what now exists. LD concurred, with the addition of the shed, added praise overall as an improvement.

LD made a motion to continue the decision to the meeting of June 1, 2022. HS seconded the motion and it passed, 4-0-0; HS, MM, AI, LD.

LD called for a brief recess. JD left the meeting at 6:15pm.

5 Winthrop St., UD

Peter Crosby and David Chen, owner and co-Trustee of UD; Lawrence Russo, owner of 4E and Jim Doran or Dorain, owner/Trustee of 5 Winthrop St. presented.

Mr. Crosby said they are trying to replace in kind but that their contractor was attempting to make the stairs safer with a brace. LD said that the re-build is at the owner's discretion, but that there may be other requirements per the Building Code now that the fence is down. Mr. Chen said there was misunderstanding as to what was allowed in noting extensive rotting and incorrect step placement; cannot be made to Code within the space.

AH said she felt the contractor can make it work, but that the owner of Unit C below needs 3' clearance to the parking lot. Mr. Chen said they would not have torn down the stairs if they knew it would have ignited current issues; added that once the 2x4s were removed the stringers impeded the door flow. Mr. Doran was in agreement with the plan.

LD made a motion to replace in kind or as close as possible the stair structure at 5 Winthrop St. per **HDC 22-34**. HS seconded the motion and it passed, 4-0-0; HS, MM, AI, LD.

5. Building Commissioner Report on Potential or Active Violations

AH reported a fence violation at 168 Bradford St.; correction has been received at 9 Bangs St., and the fence section taken down. LD noted a 6' high fence put up that does not start until 6' up the posts at 18 Cottage St. AH said she will be issuing a letter of violation to property owner Marcene Marcoux, former HDC Vice-Chair.

6. Review and approval of Minutes:

LD made a motion to approve the meeting minutes of April 20, 2022. HS seconded the motion and it passed, 4-0-0; HS, MM, AI, LD.

7. Deliberations on Pending Decisions: VOTES MAY BE TAKEN

HS said she needs plans for 286 Bradford St., which was written by LD. 7 Commercial St. and 635 Commercial St./HDC 22-78 were withdrawn without prejudice. AI wrote decision for 522 Commercial St., UA from signed sheet, **HDC 22-41**. MM has 335 Commercial St./HDC 22-68.

HS assigned decisions as follows:

AI: 11 Bradford St. 6 Johnson St.
MM: 1 Winthrop St.; 7 Snow St.
HS: 7 Commercial St., UB

Decision filed with Town Clerk:

April 25, 2022:
HDC 22-59, 26 Standish St.
HDC 22-63, 110 Commercial St.

May 10, 2022:
HDC 22-61, 14 Prince St.

8. Election of Officers

MM made a motion to retain the current officers in their posts as such: LD, Chair; JD, Vice-Chair; HS, Clerk. HS seconded the motion and it passed, 4-0-0; HS, MM, AI, LD.

LD made a motion to adjourn the meeting at 7:56pm. MM seconded the motion and it passed, 4-0-0; MM, HS, AI, LD.

Respectfully Submitted,
Jody O'Neil