

**HISTORIC DISTRICT COMMISSION**

**MINUTES**

August 11, 2020

**APPROVED: 10/13/20**

AGENDA: COA: CRH Realty - Russ Hertrich - 15 Summer St - #114-011

ATTENDING: Richard LaFlamme (Chairman), Anita Avery (Sel. Rep.), Steve Favorite (Alternate)

ABSENT: Clay Dingman (Vice Chairman), Dorcas Gordon

OTHER: Christina Goodwin (Land Use Manager), Tyler Simonds (Planner), Applicant and members of the public

Mr. LaFlamme stated that the Governor's Emergency Orders allow for meetings to be held both in-person and electronically due to the pandemic. Members of the Board and public are attending in-person, via video or via telephone conference. Mr. LaFlamme named Mr. Favorite to the Commission to fill in for Ms. Gordon. The meeting opened at 7:00 pm by roll-call vote 3-0.

**MINUTES FOR JULY 14, 2020:** The minutes of July 14, 2020, were reviewed. R. Laflamme motioned to approve the minutes as written, A. Avery second. The motion carried by roll-call vote 3-0.

**CERTIFICATE OF APPROVAL (COA): CHR REALTY/RUSS HERTRICH – 15 Summer St - #114-011**

Mr. Simonds read the application, the abutters notified, and where the hearing was advertised. There were no telephone calls, correspondence received and no Department Head feedback.

The application was reviewed. A. Avery made a motion to accept the application as complete, S. Favorite second. The motion carried by roll-call vote 3-0.

Mr. Hertrich explained that he wishes to side the house with vinyl siding. He owns five (5) buildings in the Downtown area and is putting vinyl siding on the building he owns by the Library. He would like to do the same at this location, keeping the building with the same look as now. The casings will also be covered. Mr. Hertrich feels that the building looks like vinyl siding now.

Mr. Favorite asked if he looked into the Historic District requirements when he purchased this building. It is a 1795 building and Mr. Favorite feels that the owner should have looked into its historic value. Mr. Favorite felt that vinyl siding wasn't appropriate. A discussion followed pertaining to whether or not the building is on the National Register.

Mr. Hertrich stated that, done the right way, vinyl siding preserves the look, especially with NH weather. He is dealing with lead paint and this makes it an unreasonable cost to update the exterior of the property. Vinyl is not recommended in the Historic District Commission (HDC) guidelines but is not barred. There are many others in the district and near to it that have vinyl. Mr. Hertrich pointed out several, including the Tin Shop building, the house next to the Bristol Diner, and the Town Office building. He added that only the brick buildings are not.

Mr. LaFlamme stated that what Mr. Hertrich wants to do is the issue; the building looks good now. Mr. Hertrich answered that it is an old house and it is impossible to paint as it is. The windows are already vinyl except for the porch. He wants to retain the look: grey with white trim but add shutters. Mr. Favorite

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stated that it should maintain the character. Mr. Hertrich said that he is not taking it back to when it was a tavern. Mr. Favorite answered that we want the ambiance of an old small town. Mr. Hertrich reminded the Commission of when there was the yellow sign on the Rollins block building. He added that the garden club is doing a great job in the Square and what he wants to do will help improve the neighborhood. Mr. LaFlamme stated that he can keep the look, to visualize what it looked like years ago, but he thought this would mean no shutters. Mr. Hertrich answered that, if needed, he would be okay with no shutters.

The public was then asked for opinions: Reverend Toutaint was in favor of Mr. Hertrich's plan. Mr. Shanley, who assists with the Church added that the changes will make it look better than what is there now.

R. LaFlamme then asked the Commission's opinion. A. Avery had no concerns with the project as proposed. S. Favorite felt that with painting, the expense would be astronomical. Mr. Hertrich added that he would keep the same color in vinyl and asked about shutters. The consensus was to allow black shutters. Mr. Hertrich stated that he would be happy to rebuild the front steps and to replace the porch windows as well.

R. LaFlamme made a motion to approve grey vinyl, white trim and black shutters, A. Avery second. The motion carried by roll-call vote 3-0.

R. LaFlamme stated that there is a 30-day right to appeal. Ms. Goodwin stated that the COA will be signed and mailed. Mr. Hertrich will stage a storage trailer outside of the Town Office building and Ms. Goodwin mentioned that it is approved, as long as the trailer is moved back toward the corner of the property.

**FORMS UPDATE:** Mr. Simonds presented suggestions for changes to the Application and Certificate of Approval process. The documents were last updated in 2018.

#### *Certificate of Approval Instructions*

Ms. Goodwin inquired about the graphic representation of any relevant, proposed changes on the Certificate of Approval Instructions. The Commission agreed that the bullets should be adjusted by combining the graphic representation with the current photograph.

Mr. Simonds inquired about paragraph 2, the Preliminary Conceptual Consultation (PCC) for cases. The way this is worded, it recommends that all cases appear first for a PCC with HDC. The wording should be updated to reflect that a PCC will be done, only if needed. The Commission agreed that PCC's should only be held if the Land Use Office requires it.

#### *Application for Certificate of Approval*

Mr. Simonds recommended adjusting the spacing to reduce the application to two pages and add Designated File Number. Mr. Favorite inquired if the form will be made fillable. Ms. Goodwin advised that all forms that are updated are turned into a fillable form, once the update is complete.

#### *Certificate of Approval:*

Mr. Simonds asked the Commission if there are any items on the form they would like to add. The seal will be updated. Ms. Goodwin asked for a line that stated what the application was for and Mr. Simonds will add. Mr. Favorites would like the 30-day notice on the bottom of the decision to be bolder.

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A brief discussion was held about signs, colors, etc. in the Historic District and advertising costs on the applications.

#### **HISTORIC DISTRICT SIGNS:**

Ms. Goodwin stated that there are currently four (4) signs that need to be updated. The Commission reviewed the sample from Hebron. Ms. Goodwin felt it should go in the budget for 2021. The Commission agreed that the Bristol signs should say "Welcome to", "Thank you for visiting" and the date the Historic District was incorporated. Currently signs are located by the bridge and the Town Offices. There should be signs on all roads to the Square. The locations, dimensions and height of the signs should be reviewed. Ms. Goodwin will try to get a number for the budget. R. Laflamme will check with the prison to see if they can offer. The signs will stay black lettering on white background.

The Commission re-reviewed the historic signs done by Plymouth State University students. The former Commission was not in favor of using them at the time. The previous members were looking at bronze plaques instead. The pictures done by the students were intended to be in relation to the walking brochure. Ms. Goodwin advised that the Land Use Office was considering a mural to incorporate the signs into.

#### **MEMBERSHIP:**

A discussion was held about trying to get more members.

#### **OTHER:**

The Commission signed the thank you card for Ms. Heaney who has resigned.

#### **NEXT MEETING:**

For September, the Commission felt that they will not meet unless a case is submitted.

With no other business before them, A. Avery made a motion to adjourn 8:47 pm, S. Favorite second. The motion carried by roll-call vote 3-0.

Respectfully submitted,  
Jan Laferriere,  
Land Use Administrative Assistant