

HERITAGE COMMISSION
Meeting Minutes
March 1, 2012

The Heritage Commission held its regular monthly meeting in the City Council Chambers, at 37 Green Street, Concord, New Hampshire, on Thursday, March 1, 2012, at 4:30 p.m.

1. Call to Order and Seating of Alternates:

The Chair called the meeting to order at 4:32 p.m.

Present at the meeting were Chair Phil Donovan, Members James McConaha, Dr. Bryant Tolles, Carol Durgy Brooks, Robert V. Johnson II, Elizabeth Durfee Hengen, and City Councilor Steve Shurtleff. City Planner Gloria McPherson and Administrative Specialist Donna Muir were also present.

The Chair elevated the alternate members to full member status for the meeting.

2. Minutes of the February 2, 2012 meeting:

The Commission considered the minutes of the February 2, 2012, Heritage Commission meeting.

Ms. Muir reported two changes were necessary:

- a. Mr. Johnson's name in Section 1 Call to Order and Seating of Alternates should be listed as Robert V. Johnson, II.
- b. The Heritage Sign Program workshop scheduled for May 30, 2012, is open to the public.

A motion was made by Councilor Shurtleff to accept the minutes as revised and seconded by Ms. Brooks. Motion carried unanimously.

3. New Business:

- a. *Request for Project Review by NH Division of Historical Resources re: 10 Jackson Street.*

Page Cannon, Executive Director of Fellowship Housing Opportunities, Inc., and John Turner, Engineer from Criterium-Turner Engineers, were present to discuss the project.

The Chair explained that this is a Section 106 Review request received from the NH Division of Historical Resources (NHDHR). He stated that the house at 10 Jackson Street is a contributing resource to a district noted for its 19th century architectural styles and that the NHDHR found that the changes proposed would cause an adverse effect to the character-defining features of the property.

Ms. Cannon described Fellowship Housing's mission and outlined the plans for the property. She stated that the property, owned by Fellowship Housing since the early 1990s, consists of three market-rate rental units. The Fellowship Housing Board of Directors would like to rehab the building to create

five units to be utilized as part of Fellowship Housing's subsidized housing properties. Ms. Cannon stated that Fellowship Housing is looking to the Community Development Block Grant (CDBG) program and the New Hampshire Housing Finance Authority (NHHFA) for funding the necessary improvements to the property.

Mr. Turner reported that the structure of the building is in great shape and the foundation is solid. He explained what renovations and changes are being proposed:

1. Removal of the porches to be able to add to the size of the units, in order to meet the unit size requirements of the NHHFA
2. Removal of the cupola in order to alleviate unauthorized access by the tenants
3. Replace the existing windows
4. Replace the existing vinyl siding and roofing
5. Remove a small portico entryway and replace it with a ramped entryway for accessibility requirements

Ms. Cannon reported that Fellowship Housing has met with the City's Development Team and has received four of the six zoning variances they requested from the Zoning Board of Adjustment (ZBA). The remaining two requests for variances were postponed due to incorrect noticing of the abutters. These two variance requests will be heard at the March 7th ZBA meeting.

The Chair suggested that each of the issues be discussed individually and recommendations from the Heritage Commission provided. He asked whether Ms. McPherson would write a letter to the NHDHR outlining the recommendations of the Heritage Commission Members. The recommendations follow:

Cupola

There is a strong possibility that the windowed structure at the top of the roof, a common feature of houses dating to the 1870s, is original to the building with the dormer windows added later. The Commission generally agreed that every effort should be made to retain the structure. Since it is not part of Fellowship Housing's program to have people use the space provided by the cupola, it was suggested that the structure be sealed off from the interior attic space by adding rafters to extend the roof framing underneath the cupola and installing a ceiling on the sloped roof framing, blocking all physical and visual access to the windows. Another suggestion, which was not the preferred option, would involve leaving the cupola open to the attic space but replacing the windows with wooden louvers, which were also very common during the era of construction, in order to minimize the light and make the attic space less attractive to people.

Existing Two-Story Porch

The two-story porch on the front of the house, along with the posts, brackets and railings, is a defining feature of the house and ideally, would remain open. However, the Commission understood that in order to meet project needs, the porch would be enclosed, and suggested that impacts to the original porch structure be minimized by recessing the proposed new walls from the edge of the porch by about one foot so that some air space is maintained around the original posts, brackets and railings, which should be retained and repaired as necessary. This will help the original porch structure stand out visually. Because the new walls behind the porch framing will impact the appearance of the porch, it was further suggested that these walls be constructed with banks of double-hung windows and very little solid wall space above the height of the original porch railings, which would give the appearance of a glassed-in porch. The solar orientation of the building would work very well with this concept. Painting the walls and window frames behind the porch a darker color than the porch posts, railing, brackets and the rest of the house will further help the new walls recede and highlight the original porch features. It was also suggested that the existing Queen Anne windows that look out onto the porch be retained. Since they will not work in their existing location if the new walls are glassed in, please work with the DHR to find a suitable solution to incorporate these windows elsewhere on the building.

Windows

The existing windows are character-defining features of the house. It is preferable that the existing windows be rehabilitated and fitted with quality storm windows for energy efficiency, rather than replacing the windows.

Siding and Paint Color

When the existing vinyl siding is removed, the siding underneath should be evaluated and, if original, retained if at all possible. The original paint colors (if they can be determined) or another historical paint scheme would greatly enhance the overall exterior appearance of the building.

New Entry Porch

This new structure should have detailing that is compatible with original features of the building. The pitch of the roof should be increased to be more in character with the historic period of the building.

Green Building

The Heritage Commission noted that the more that can be reused rather than thrown away, the greener this project will be, and cited the reuse of the original windows as an excellent example of this ethic.

b. Concord's 250th Birthday Celebration.

The Chair stated that Brent Todd was unavailable to discuss Concord's 250th Birthday Celebration, as he was out of town. This item will be placed on the April Heritage Commission agenda.

c. Governor Isaac Hill Monument.

1. Funding for explanatory plaque

- a. The Heritage Commission agreed that approximately \$800 would be needed to have a plaque made. This plaque would offer additional information regarding Governor Hill. The Commission discussed sizes and materials that could be used for this plaque.

2. Final location of monument – set up site visit

- b. Ms. McPherson stated that she would send an email out to Heritage Commission members to set up a site visit to Eagle Square, so that a final location for the Governor Hill monument could be selected.

Mr. Johnson stated that he had tried to find out whether there is a list of all the City-owned granite markers, to no avail. He volunteered to work to put an inventory together. The Commission suggested that this would be a good Eagle Scout project, with Mr. Johnson overseeing the project.

d. CCTV April Telethon – Heritage Sign Program.

Ms. Brooks stated that the CCTV has finished videotaping for the Heritage Sign Program, which will be aired during CCTV's April Telethon. She said the video is six to eight minutes long and features three sign owners talking about their signs, as well as Ms. Brooks providing an overview of the sign program. CCTV has stated that they would like to air the videotape throughout the year, once the telethon is finished.

Councilor Shurtleff stated that CCTV is doing a video about the Rolfe Barn in Penacook as part of the April Telethon as well.

- e. *Discussion regarding establishing a Neighborhood Heritage District in the area of Stickney Hill Road and any steps taken to reach out to potentially affected property owners.*

Mr. McConaha stated that he had spoken with Hope Zanes, a resident of Stickney Hill Road. She stated that a petition against the creation of a Historic District was being circulated within the neighborhood. The Commission reviewed the petition and discussed ways that the Commission could provide correct information to the residents, without creating more stress.

It was agreed that Councilor Shurtleff would speak with the Buntens, who were the authors of the petition, to let them know that the request to rezone the area had been tabled and to discuss other alternatives to the rezoning. Mr. McConaha would contact Ms. Zanes and discuss the possibility of the neighbors attending an informational meeting with the Heritage Commission.

Ms. Hengen stated that she has a document, which explains in layman's terms what the creation of a Neighborhood Heritage District involves, that would be useful to provide to the residents at this meeting. She will provide the document to the Chair for review by the Heritage Commission.

- f. *CLG Grant for 19th Century Manufacturing Facilities – South Main Street Project.*

The Chair stated that a draft report should be submitted to the Heritage Commission and the NH Division of Historical Resources by the middle of March by the grant consultant, Lisa Mausolf.

- g. *Request for Project Review by NHDHR re: 77 Regional Drive*

The Chair explained that this item was provided for information only and that no further action by the Commission was necessary.

- h. *NHDHR Determination of Eligibility: 212 Fisherville Road*

The Chair explained that this item was provided for information only and that no further action by the Commission was necessary.

4. Old Business:

- a. *Heritage Commission Sign Program.*

Ms. Brooks reminded the Commission that a Heritage Sign Program workshop is scheduled for May 30th. The workshop will be publicized and open to all.

Ms. Brooks reported that the sign application for 462 North State Street has been approved by the Heritage Sign Program committee.

5. Any Other Business to come before the Commission.

The Chair reported that he had been contacted by Ben Leubsdorf, a reporter for the Concord Monitor, to discuss the reuse of the Walker School building. Because the building is listed on both the National

Historic Register and the local historic district, the Heritage Commission will be able to review and approve or deny any new buildings and any alterations to the site.

There being no further business to come before the Commission, a motion was made by Mr. Johnson and seconded by Councilor Shurtleff to adjourn the meeting. The motion carried and the meeting adjourned at 6:17 p.m.

A TRUE RECORD ATTEST:

Donna Muir
Administrative Specialist