

TOWN OF AMHERST  
Historic District Commission

May 18, 2023

**APPROVED**

In attendance: Doug Chabinsky – Acting Chair, Martha Chabinsky (remote), Tom Grella – Board of Selectmen Ex-Officio, Tom Quinn, Nicole Crawford (remote) – alternate, and Bill Glenn - alternate  
Staff present: Nic Strong, Community Development Director, and Kristan Patenaude, Recording Secretary (remote)

Doug Chabinsky, Acting Chair, called the meeting to order at 7:00 p.m.

*Nicole Crawford sat for Chris Buchanan.*

**PUBLIC HEARINGS:**

1. **CASE #: PZ17272-042623 – Shauna & Daniel Rooksberry (Owners & Applicants); 164 Amherst Street, PIN #:018-003-000** – Request for approval to replace existing damaged garage doors and deck.  
*Withdrawn by applicant.*

2. **CASE #: PZ17273-042623 – Timothy Lolatte (Owner & Applicant); 131 Amherst Street, PIN #: 005-020-000** – Request for approval to construct a woodshed for storage.

Doug Chabinsky read and opened the hearing.

**Tom Quinn moved that there is no regional impact. Seconded by Tom Grella.  
Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye, Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**

**Doug Chabinsky moved that the application is complete. Seconded by Tom Quinn.  
Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye, Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**

Timothy Lolatte, owner & applicant, explained that he is currently storing three to four cords of wood at the end of his driveway under a synthetic tarp. He is requesting to build a 16’x8’ pine storage shed with a 9’ peak.

Tom Quinn stated that the site walk was helpful to get an idea of the location and the visibility. He had no further questions or comments.

**FINDINGS:**

- 1. Non-contributing property**
- 2. The location of the proposed woodshed is several hundred feet away from any roadway and is partially obscured by the existing foliage**
- 3. The proposal includes natural materials and a wood stain, which will blend in well**

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43 **Tom Quinn moved to approve CASE #: PZ17273-042623 – Timothy Lolatte (Owner**  
44 **& Applicant); 131 Amherst Street, to construct a woodshed. Seconded by Tom**  
45 **Grella.**

46 **Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye,**  
47 **Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**  
48

- 49 3. **CASE #: PZ17274-042623 – Matt & Liz Larson (Owners & Applicants); 11**  
50 **Carriage Road, PIN #: 017-019-000 – Request for approval to tear down existing**  
51 **garage structure and rebuild.**  
52

53 Doug Chabinsky read and opened the case.  
54

55 **Tom Quinn moved that there is no regional impact. Seconded by Doug Chabinsky.**  
56 **Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye,**  
57 **Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**  
58

59 Doug Chabinsky stated that he would like to see either photographs or drawings of what the  
60 existing property looks like, with an overlay of the proposal. The proposal extends out the back,  
61 does not stay in the same footprint, and moves closer to the property line. He believes the  
62 required documentation is important for this. The applicant stated that these items were  
63 submitted to the Commission. Nic Strong noted that they were sent in an email to the  
64 Commission and included in the Dropbox link. Doug Chabinsky noted that he does not use  
65 Dropbox. Martha Chabinsky stated that she was looking in Dropbox and could see the  
66 photographs included. The applicant stated that he tried to scale the plot plan from the fence at  
67 the abutter on 13 Carriage Road, in order to show the location to the property line.  
68

69 **Doug Chabinsky moved that the application is complete. Seconded by Tom Grella.**  
70 **Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye,**  
71 **Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**  
72

73 Fred Paquette, contractor, explained that there is currently an old carriage house on the site. The  
74 proposal is to remove the carriage house and rebuild it as a three-car garage with adequate  
75 parking, and a second floor to be remodeled. The existing windows will be replaced with the  
76 proper panes to match the vintage style of the existing house.  
77

78 Doug Chabinsky asked if the new roof peak will sit above the existing left-hand peak. Fred  
79 Paquette noted that the new peak would be higher due to the width of the structure, in order to  
80 keep the original roof lines.  
81

82 Matt Larson stated that one of the efforts of this project is to return the structure to its former  
83 state, with 3 carriage style doors on a barn structure. At one point there was damage to the  
84 windows and a previous owner converted an area into a sunroom. The intention is to return the  
85 structure to a more historic one.

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86  
87 In response to a question from Doug Chabinsky, Fred Paquette stated that the proposal includes a  
88 multi-slide door that leads to the back patio area. A sliding door that looks similar to a barn door  
89 will then be created to cover it. The sliding door will have simulated divided lights. Fred  
90 Paquette noted that he would add the muntin size to the spec sheet.

91  
92 Doug Chabinsky noted that the window specs are all-wood, primed, with 7/8" muntins and putty  
93 glaze for the simulated divided lights. He noted that the other windows on the house are likely  
94 5/8" muntins, and he would request that for the new windows as well.

95  
96 Doug Chabinsky noted that the spec sheet mentions that some of the windows are said to be  
97 primed exterior and others are said to have a brilliant white exterior. Fred Paquette stated that the  
98 windows will all be pre-painted. Doug Chabinsky noted that the spec sheet also calls out that  
99 some of the windows will have an exterior that is brilliant white and an interior to be natural.  
100 Fred Paquette stated that this may be an error from Milford Lumber. Doug Chabinsky stated that  
101 the Commission needs to know what the windows will actually look like and be made of. Fred  
102 Paquette stated that he has not yet ordered the windows. Doug Chabinsky also noted that one of  
103 the windows is mentioned to be clad as opposed to being all-wood. Fred Paquette stated that all  
104 of the exterior windows will be all-wood. Matt Larson asked what the requirement is for  
105 windows, as a lot of manufacturers have stopped making all-wood windows. Doug Chabinsky  
106 stated that this is not true. All-wood windows are preferred, particularly for a contributing  
107 property, where the applicant is proposing to remove existing all-wood windows. The applicant  
108 should consider if the existing windows could be restored, however, they do appear to be in  
109 rough shape. If an applicant cannot restore existing windows, they need to be replaced with the  
110 same materials.

111  
112 Matt Larson asked if the windows could be all-wood on the inside and aluminum clad on the  
113 outside. There are some existing windows in the back of the structure that are not all wood. Doug  
114 Chabinsky noted that most of the windows are original, all-wood windows, so the applicant  
115 should attempt to restore them, or replace them with a like material, all-wood. If the existing  
116 windows were not original to the house, or this was not a prominent contributing property, this  
117 might be a different discussion. Fred Paquette noted that none of the existing windows on the  
118 backside of the addition to the house are original. Doug Chabinsky asked if the windows on the  
119 driveway side are original. Matt Larson stated that none of the windows on that portion of the  
120 structure are original.

121  
122 Tom Quinn asked about the siding. Fred Paquette stated that the proposal is for cedar siding and  
123 the soffit will be all-wood. Tom Quinn pointed out that the materials specifications mentioned  
124 PVC trim. Fred Paquette stated that was an error and the siding and trim would all be wood.

125  
126 Doug Chabinsky asked for comments about the proposed massing of the structure. Tom Quinn  
127 noted that the length of the garage area will remain the same. The width will be 2' more on each  
128 side and the length is changing by the area of the bump out. Tom Quinn stated that he is not as

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concerned regarding the massing because the visibility will be tucked away in the back. Matt Larson stated that he spoke with his neighbors who did not have an issue with the proposal, including one who wrote a letter of support to the Commission.

Doug Chabinsky asked about the proposed garage doors. Fred Paquette stated that these will be all-wood with a square top. There will be lights in them. Martha Chabinsky noted that the Commission needs a spec sheet for the garage doors. Fred Paquette stated that he has not yet received a spec sheet for the garage doors and was hoping to get the project approved before involving garage door companies. Doug Chabinsky noted that the Commission needs to discuss all materials involved as part of the discussion on the project.

Nicole Crawford asked the applicant how he knows what the original design of the carriage house was. Matt Larson stated that he tried to find photos of the historic carriage house. When he moved into the property, there were three carriage-style doors but there was window damage that had to be repaired and a previous owner made this into a more rectangular design. He has previously seen older photos of the structure but did not bring them in tonight.

Doug Chabinsky asked for public comment. There was none at this time.

**FINDINGS:**

**1. Contributing property**

**2. The view from the public way for this work will be limited**

There was discussion regarding the fact that some of the windows are clad on the spec sheet and others are all-wood. Tom Quinn stated that he thought all the windows should be all-wood. Matt Larson stated that, if the Commission requires all-wood windows, he will do that. However, some of the existing windows in the back are not all-wood; they appear to be aluminum clad. His intention was to improve upon the existing windows, to make them all-wood on the inside and aluminum clad on the outside. This would prevent wood rot over the years and help with maintenance of the windows, while giving a more historic look on the inside. Some of the lower windows on the property may even be vinyl. Martha Chabinsky stated that the regulations state there should be all-wood windows, and this should be followed. Tom Quinn agreed.

Kyle Coffey, 14 Courthouse Road, stated that he believes it is the front, road facing windows that really matter the most in terms of materials. When he walks past this property, he does not even notice the side windows, due to the high vegetation in front of that house. It seems that having aluminum clad on the outside will help preserve the windows longer term than all-wood windows. The side and back windows cannot be seen from the road unless someone steps into the yard. It seems more important to make sure that the muntin size matches the rest of the house.

Sally Hooper, 10 Foundry Street, stated that she cannot see the current structure from her abutting property and would have no objection to seeing a non-wood window in the back.

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Dou Chabinsky asked about the width of the proposed jamb of the windowsills. Fred Paquette stated that this will be 1 5/8", as this is an average width. There are no historic window jambs in the back of the house. Doug Chabinsky suggested going with a thicker sill, as this will be noticeable from a distance.

Tom Quinn asked if all of the windows proposed on the proposed structure will be clad, or if this is only for the garage side windows. Fred Paquette stated that all of the windows proposed on the addition will be clad. Doug Chabinsky asked why the spec sheet calls out some of the windows as being all-wood with primed exterior. The spec sheet calls out double hung windows with primed exteriors and painted interiors. It also calls out separate clad windows. It is unclear where each of these window types will be hung. He noted that this is confusing. Matt Larson stated that he would like to do aluminum clad on the exterior with wood on the inside for all proposed windows. If this is not acceptable, he will do all-wood and replace the spec sheets.

Martha Chabinsky asked how the Commission can approve the application without the spec sheets for the garage doors. If it does approve the application without these, how will the Commission control what is constructed for garage doors.

David Melbourne, 13 Carriage Road, stated that he is fully supportive of the project. The Larsons have done a wonderful job with keeping up with the integrity and the history of the home. He has no issues regarding if the windows are all-wood or vinyl, particularly in the back.

Matt Larson stated that his intention is to keep the style of the structure as close to historic as possible with the ability to maintain it for a longer period of time.

Tom Quinn stated that this appears to be the highest level of scrutiny for a project, as it is a contributing house in a prominent location. If the Commission does not stick to the regulations on this application, he is not sure when it will. Martha Chabinsky agreed.

**Tom Grella moved to approve CASE #: PZ17274-042623 with all-wood windows across the house, with 5/8" muntin and a thick historic sill to match sills on the front of the house, with garage door specs to be submitted prior to final approval. Seconded by Tom Quinn.**

**Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye, Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**

Doug Chabinsky noted that there is a 30-day appeal period, during which time anyone can appeal the Commission's decision, starting from the date of approval. Beginning work within this time period is at the applicant's own risk.

4. **CASE #: PZ17275-042623 – Mellisa & Dina Masotto (Owners & Applicants); 3 Old Jailhouse Road, PIN #: 017-073-000 – Request for approval to add a dog shed entrance**

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215 to the basement, add wooden door entrance, add small window to bathroom, add 8x8'  
216 deck to master bedroom, line yard with fence in back.

217  
218 Doug Chabinsky read and opened the case.

219  
220 **Tom Quinn moved that there is no regional impact. Seconded by Tom Grella.**  
221 **Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye,**  
222 **Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**

223  
224 **Martha Chabinsky moved that the application is not complete at this time, items**  
225 **missing include photographs, a surveyed lot line for the proposed fence, specific**  
226 **materials, and dimensions and view of the proposed structure from the backside of**  
227 **the property. Seconded by Tom Quinn.**

228 **Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye,**  
229 **Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**

230  
231 Doug Chabinsky stated that the Commission does not have enough information regarding the  
232 property line for the fence, as there appears to be a boundary dispute with an abutter. The  
233 Commission also does not have enough information to know what the proposed doghouse will  
234 look like. Dina Masotto stated that the property line issue has also been in question the other  
235 times she has come before the Commission for this project. A survey was completed of the area.  
236 This is an argument from the neighbor. This proposal is an adjustment of what was previously  
237 approved for the property. When she went to get a building permit, it was recommended by the  
238 Town to change the bulkhead door to a dog shed for safety purposes and fire code. Construction  
239 on the rest of the home has to be halted until that piece is complete.

240  
241 Martha Chabinsky asked who recommended this. Dino Masotto stated that the Building  
242 Inspector, Scott Tenney, suggested this for safety purposes and to meet fire code. Currently, this  
243 area is open with wood on top of it, instead of bulkhead doors. The back siding of the home  
244 cannot be finished until this is approved. Doug Chabinsky stated that the applicant did not submit  
245 all of the necessary information for this structure in order for the Commission to make a  
246 determination. Dino Masotto stated that this part of the house cannot be seen from the road.  
247 Doug Chabinsky stated that this does not matter; it is still part of the structure.

248  
249 Regarding the plot plan, Doug Chabinsky explained that Meridian Land Services states that this  
250 is an approximate line; it does not truly represent the boundary and further work would be  
251 needed. Dino Masotto stated that the Commission can call Meridian because the submitted plan  
252 is the best there will ever be. This will likely be a lifelong argument, due to movement of the  
253 stakes. She paid thousands of dollars to get the survey completed. The survey included pulling  
254 historic maps from the State and it is the best survey that will be completed. If the Commission is  
255 happy with the tarps and the string hanging from the trees, these can remain until a fence can be  
256 installed. Doug Chabinsky told the applicant to stop approaching the Commission with threats.  
257 Dino Masotto stated that she is not threatening the Commission; she is threatened by her

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neighbor often enough. Doug Chabinsky stated that there is a property line dispute, and the Commission cannot approve the proposal until that is resolved. The only documentation submitted on the plot plan from Meridian stated that it is an approximation and not the exact boundary. Until the dispute is resolved or the Commission is sent a proper plan, there is not much that can be done regarding the fence per the regulations. Regarding the proposed changes to the structure, the Commission does not have enough information to issue an approval. He tried to send along information regarding what was missing to the applicant. Dina Masotto stated that she did not receive this information.

Dina Masotto stated that the survey is the survey, and she does not know what else could be done. Doug Chabinsky stated that Meridian noted this was an approximate survey and that further work would be needed in order to determine the location of the true boundary, as some of the boundary markers have either been removed or destroyed.

Doug Chabinsky explained that the applicant can fill in the missing materials and resubmit the application for the Commission's next meeting.

5. **CASE #: PZ17276-042623 – Roger & Sally Hooper, 10 Foundry Street, PIN #: 017-032-000** – Request for approval to install a 12x12' shed to replace existing rotted shed.

Doug Chabinsky read and opened the case.

**Tom Quinn moved that there is no regional impact. Seconded by Tom Grella.  
Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye,  
Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**

**Tom Quinn moved that the application is complete. Seconded by Tom Grella.  
Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye,  
Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**

Tom Quinn asked if the new shed will be wood sided. Sally Hooper stated that they have not yet ordered the shed, but there are options for wood or vinyl siding. This shed will not be visible from anywhere. Doug Chabinsky stated that it will be visible from the back of the school building. Vinyl, for any building material in the Village, is not approved. Roger Hooper stated that there is an existing shed on the school property, 15' away from his property, that is vinyl sided. Doug Chabinsky explained that the school and the Town are exempt from the Commission's regulations. The regulations are clear that building materials need to be all-wood.

**FINDINGS:**

- 1. Contributing property**
- 2. Limited visibility except from the Clark School parking lot**
- 3. Proposal is an improvement from what currently or previously exists/existed**

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**Martha Chabinsky moved to approve the application as depicted with wood siding, as opposed to vinyl. Seconded by Tom Quinn.**

**Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye, Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**

Doug Chabinsky noted that there is a 30-day appeal period, during which time anyone can appeal the Commission's decision, starting from the date of approval. Beginning work within this time period is at the applicant's own risk.

6. **CASE #: PZ17279-042723 – William Glenn & William Charmak (Owners & Applicants); 154 Amherst Street, PIN #: 017-116-000** – Request for approval to attach a 20'x10' SunSetter Model retractable awning below the porch soffit.

Doug Chabinsky read and opened the case.

**Tom Quinn moved that there is no regional impact. Seconded by Tom Grella.**

**Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye, Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**

**Doug Chabinsky moved that the application is complete. Seconded by Tom Quinn.**

**Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye, Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**

Doug Chabinsky asked the applicant why a canvas awning is proposed. William Charmak noted that an awning exists already at Moulton's Market. This proposal will help make the sunroom more livable and the awning will be retractable. The colors chosen will complement the house.

Martha Chabinsky noted that awnings are not historic structures. She asked about the regulations on this item. Doug Chabinsky stated that he does not believe awnings are specifically covered under the regulations, but these may be covered under mechanical structures, such as antennas. Tom Quinn stated that, without specific regulations, there may be other criteria to discuss.

Tom Quinn stated that his concern is the nature of the visibility of this item, as it is proposed along a main street on a corner lot. It sounds as if this will be extended on a regular basis. William Charmak stated that this will not be extended every day. During the winter and cooler months, it will not be in operation. This will be made of a high-quality fabric. When this is not extended, it will be retracted into a white cassette that will be located under the eaves of the house. This will look like part of the house architecture.

Martha Chabinsky stated that the issue is that an awning is not a Colonial item, and this will be very visible. William Glenn stated that awnings were used as early as 1801, though maybe not in Amherst. Martha Chabinsky asked for pictures of this.



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Tim Theberge, 26 Middle Street, explained that there were fixed iron awnings in the early 19<sup>th</sup> century, and then transferred to fabric awnings in the later 19<sup>th</sup> century. These were often found on commercial buildings or higher-class houses. There is no shortage of historic proof of awnings. There used to be no air conditioning in historic buildings and one way to mitigate against that was awnings. Martha Chabinsky stated that she believes this depends on the type of house. She would like to see photographic evidence.

Kyle Coffey, 14 Courthouse Road, asked what the alternative to an awning could be in this case. This seems to be a room that is not livable due to heat. Instead of installing air conditioning for the room, which would also need approval and to be hidden, an awning is proposed.

Linda Kaiser, 6 Manchester Road, asked what kind of awning could be acceptable. The regulations are silent on this. This is of general interest. She asked that the Commission consider this item before approving its new regulations.

Tom Quinn stated that historic awnings appear to not extend far from houses and have iron fixtures. These were also quite steep. The proposed SunSetter model is a bit different. William Glenn stated that there is no practical use for it at a 10' extension. This would normally be extended only 3'.

Tom Grella stated that one of his neighbors used to have a SunSetter that was only used when sitting out on the back deck. It was otherwise retracted. No one could see this on the back of the property.

William Charmak stated that the awning will look very similar to the one outside Moulton's Market but will be of a higher quality.

Doug Chabinsky stated that, in reviewing historic photos sent to him, awnings existed in the early 1800's. These extended 3'-4' and were mostly solid colors, though some were striped. Doug Chabinsky forwarded the photos sent to him to Nic Strong who, in turn, forwarded them to the Commissioners.

Tom Quinn noted that the Portsmouth Historic District Commission has regulations for awnings at businesses, not at residences.

Doug Chabinsky noted that this house was built in 1820. Martha Chabinsky stated that many of the photos mention late 19<sup>th</sup> century awnings, but it is unclear of the exact year. These were also not usually placed on Colonial buildings.

Tim Theberge stated that the use of awnings dates back to Roman architecture. Most Colonial homes had them directly over windows. A retractable awning does not detract from historic

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features of the property any more so than other non-historic items that people have on their properties.

Tom Quinn noted that the Commission's goal is to strive for historical accuracy. Awnings may have been common back in historic times, but he asked if 10' awnings were common. Historic awnings had fixtures under them and were of a different size.

Doug Chabinsky noted that the next item on the agenda, the public hearing on the adoption of amendments to the Historic District Commission Regulations, will be continued, due to the lateness of the meeting.

Lori Ashooh, 4 Middle Street, asked about holding the public hearing as a separate session from the Commission's general meetings. Doug Chabinsky stated that he has discussed this as a possibility with the Community Development Director. Lori Ashooh also asked about notification to those who live in the Historic District regarding these changes. There should be more community input and posting a notice on the website is not enough. Nic Strong explained that the statutes are clear on how to post notices. Notices cannot be sent to each member of the public regarding a public hearing on the adoption of amendments to regulations, and so the statute is followed, which mentions posting online and in two public places, Town Hall, and the Library. Lori Ashooh asked if the Commission is okay with only three people, as present currently at the meeting, giving input on these proposed changes. Doug Chabinsky explained that this is why the public hearing is being postponed tonight, in hopes that additional people will attend the next meeting on it.

The Commission returned to its discussion on awnings. Doug Chabinsky stated that fixed awnings seem to be used earlier in the 19<sup>th</sup> century. These were solid or striped. Martha Chabinsky stated that the awnings on Victorian structures were smaller and not striped. She noted that she planted a large tree to deal with the sun inside the house. The Commission needs to consider the precedent of approving a striped awning. Doug Chabinsky stated that this is not a precedent setting Commission. Each approval is unique to the property at hand. Martha Chabinsky stated that the Commission knows that, but other residents do not.

Kyle Coffey stated that this property is very visible on a main road, but other people who may want SunSetters will likely not have the same set of circumstances as this applicant. This property should be considered in its totality, as there do not appear to be other options. Doug Chabinsky stated that a pergola could help. Kyle Coffey explained that a pergola would shade under it, but fabric would likely still be needed on top. Doug Chabinsky disagreed and stated that shade would be possible based on the location. However, a pergola may not be appropriate on this house either.

**FINDINGS:**

**1. Contributing property**

**2. Highly visible**

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Nicole Crawford asked if a motion will be taken after findings are reviewed. Doug Chabinsky stated that the Commission will determine findings and then entertain a motion regarding this item. Nicole Crawford asked if this decision could be postponed, as the regulations are silent, and the Commission has not had a lot of time to research this item. Doug Chabinsky stated that continuing this item would be up to the applicant. William Charmak asked how this discussion would change within 30 days' time. Doug Chabinsky stated that the Commission may have a chance to review additional research during that time. Martha Chabinsky suggested a working session or zoom meeting to discuss this topic prior to the June meeting. Nic Strong stated that the Commission can decide to continue to any date, so long as it is determined at this meeting and agreed upon.

The applicants stepped outside to discuss this item.

Martha Chabinsky asked about the metal ramp at a property on Manchester Road. The ramp is still up and clearly not just for winter use. Doug Chabinsky asked that Scott Tenney look into this item.

The applicants returned to the room and William Charmak stated that they would like to pursue a vote of the Commission at this time. Doug Chabinsky continued with the findings.

**FINDINGS:**

**1. Contributing property**

**2. Highly visible**

**3. There is some indication that awnings were used in the 1800s, but how far back and if on Colonial homes is unclear**

**4. This awning is proposed to be 20' wide and extend out 10', but the applicant only proposes extending it 3'-5'.**

**Tom Quinn moved to deny CASE #: PZ17279-042723 – William Glenn & William Charmak; 154 Amherst Street, for the reasons that the proposal does not appear to conform with historic norms of the time, does not conform with what currently exists in the Village, and is very highly visible. Seconded by Tom Grella.  
Roll Call Vote: Doug Chabinsky – nay, Martha Chabinsky - aye, Tom Grella – aye, Tom Quinn - aye, and Nicole Crawford – nay; Motion carried 3-2-0.**

Doug Chabinsky noted that the applicant can come back before the Commission at a later date to discuss this. The Commission will be reviewing its regulations, and this will be an item of discussion.

**Public Hearing on the adoption of amendments to the Historic District Commission Regulations. (See separate notice.) *Continued from April 20, 2023.***

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Doug Chabinsky explained that the Commission has not had a chance to review the notes on the amendments or the comments from Town Counsel. Martha Chabinsky asked if the Commission will have a working session on this topic, including a discussion on items such as awnings, prior to this meeting.

**Doug Chabinsky moved to continue the public hearing to June 15, 2023, at 7pm, at Town Hall, with a working session on May 30, 2023, at 6pm at Town Hall. Seconded by Tom Quinn.**

**Roll Call Vote: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye, Tom Quinn - aye, and Nicole Crawford – aye; Motion carried unanimously 5-0-0.**

**OTHER BUSINESS:**

**1. Minutes: February 7, 2023; April 20, 2023.**

**Doug Chabinsky moved to approve the meeting minutes of February 7, 2023; and April 20, 2023, as presented. Seconded by Tom Quinn.**

**Roll Call Vote – February 7, 2023: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – abstain, Tom Quinn - aye, and Nicole Crawford – aye; Motion carried 4-0-1.**

**Roll Call Vote - April 20, 2023: Doug Chabinsky – aye, Martha Chabinsky - aye, Tom Grella – aye, Tom Quinn - abstain, and Nicole Crawford – aye; Motion carried 4-0-1.**

**2. Any other business:**

**Doug Chabinsky adjourned the meeting at 9:05pm.**

Respectfully submitted,  
Kristan Patenaude

Minutes approved: June 15, 2023