

TOWN OF AMHERST
Historic District Commission

February 18, 2021

APPROVED

1 In attendance: Chris Hall – Vice Chair, Bill Rapf, and Tom Grella – Ex-Officio.
2 Staff present Natasha Kypfer – Town Planner, and Kristan Patenaude – Minute Taker.
3

4 Chris Hall called the meeting to order at 7:05 p.m. Natasha Kypfer read the following
5 statement: As Town Staff, I find that due to the State of Emergency declared by the Governor
6 as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency
7 Order #12 pursuant to Executive Order 2020-04, as extended by various Executive Orders,
8 this public body is authorized to meet electronically.

9 Please note that there is no physical location to observe and listen contemporaneously to this
10 meeting, which was authorized pursuant to the Governor's Emergency Order.

11 However, in accordance with the Emergency Order, I am confirming that we are:
12 Providing public access to the meeting by telephone, with additional access possibilities by
13 video or other electronic means:

14 We are utilizing Zoom for this electronic meeting.
15

16 All members of the Commission have the ability to communicate contemporaneously during
17 this meeting through this platform, and the public has access to contemporaneously listen
18 and, if necessary, participate in this meeting through dialing the following phone #312-626-
19 6799 and password 849 0012 9848, or by clicking on the following website address:
20 <https://zoom.us/j/84900129848> that was included in the public notice of this meeting.
21

22 Providing public notice of the necessary information for accessing the meeting:

23 We previously gave notice to the public of the necessary information for accessing the
24 meeting, including how to access the meeting using Zoom or telephonically. Instructions
25 have also been provided on the website of the Planning Board at: www.amherstnh.gov.
26

27 Providing a mechanism for the public to alert the public body during the meeting if there are
28 problems with access: If anybody has a problem, please call 603-341-5290.
29

30 Adjourning the meeting if the public is unable to access the meeting:

31 In the event the public is unable to access the meeting, the meeting will be adjourned and
32 rescheduled.
33

34 Please note that all votes that are taken during this meeting shall be done by roll call vote.
35

36 Let's start the meeting by taking a roll call attendance. When each member states their
37 presence, please also state whether there is anyone in the room with you during this meeting,
38 which is required under the Right-to- Know law.
39

40 **Roll call attendance: Tom Grella, Bill Rapf and Chris Hall; all present.**
41

42 Chris Hall reviewed the agenda. He explained that there are only three Commissioners present
43 for this meeting. Being that there is not a quorum for this meeting, the Commission can have a
44 discussion instead with the applicants, but no votes can be taken. The Commission will move all

February 18, 2021

APPROVED

of the applicants on this agenda to a date certain, their next meeting on March 18, 2021, at 7pm, via Zoom.

NEW BUSINESS:

- 1. CASE #: PZ13692-020421 – Joseph & Laura Ilsley (Owners & Applicants),
13 Church Street, PIN #:017-065-000 – Request for approval to replace (22) non-original windows on the front and sides of the house with Signature Ultimate Double Hung G2 windows by Marvin.**

Joe and Laura Ilsley joined the Commission.

Joe Ilsley stated that he originally pursued restoration of the windows, but there were many factors that couldn't be mitigated, including the state of disrepair and the safety issues involved with having small children in the house during restoration. The proposed windows are almost identical to the existing windows. The proposed windows are aluminum on the outside. He tried to get all-wood windows, but was told by three experts in window restoration that it would require removing some of the original clapboards from the house in order to put them in. He doesn't want to remove any of the history and original millwork on the house. He also noted that he believes the size of the muntins would need to be increased to deal with the additional weight.

Bill Rapf stated that he appreciates all the work that the applicant has put into this application. He believes the exceptions to the all-wood windows are necessary in this case.

Chris Hall noted that the Commission could give the applicant some of the other options for all-wood windows.

Joe Ilsley explained that he will also be changing two of the windows on the house that are not historically accurate. These were changed in the 1950's. He will be adding muntins to these windows.

Tom Grella noted that he had all-wood windows placed into his house without needing to alter the clapboard siding.

Joe Ilsley explained that all three installers told him that the window casings would need to be removed, along with some of the surrounding clapboards. Laura Ilsley noted that she believes this is due to how new construction windows are placed versus replacement windows. She stated that the aluminum exterior windows look identical to the all-wood products. They also like the idea of aluminum clad windows being stronger and lasting longer. Joe Ilsley noted that they would like to keep and restore the existing shutters eventually.

Tom Grella noted that 11 Church Street recently replaced its windows and were able to have all-wood windows placed without altering the outside of the house. Tom Grella suggested that the applicants look into JELD-WEN all-wood windows.

February 18, 2021

APPROVED

Chris Hall explained that the Historic District regulations specify that windows should be all-wood on houses that are on the National Register. The Commission is trying to be a steward of the regulations, without making it too difficult or expensive for the applicant.

Joe Ilsley stated that he believes he has done his due diligence. He noted that the aluminum clad windows will not pose an impact to the Historic District, and that it is already a hardship that this meeting will be postponed due to the lack of a quorum. He also stated that there is a municipal property nearby that has vinyl windows installed, without achieving any of the elements laid out in the Historic District regulations.

The Ilsleys agreed to explore another option of all-wood windows and update their application materials, if appropriate to do so.

**2. CASE #: PZ13693-020421 –Victoria & Mike Parisi (Owners & Applicants),
3 Church Street, PIN #: 017-075-000 – Request for approval to install a 16x20’
storage shed in the backyard.**

Mike and Victoria Parisi joined the Commission.

Mike Parisi explained that the proposal is to install a barn-style shed in the backyard. The proposed shed will have traditional clapboard siding, wood trim, and an all-wood door. There was previously a barn installed in this area of the property. The highest peak of the structure will be 14’3”. Nearby, on abutting properties, there is a 20’ high garage, and another 22’ structure.

In response to a question from Chris Hall, Mike Parisi noted that the proposed shed will be at least 20’ from all property lines. All of the abutters have been alerted of this proposal. There will be crushed rock under the structure and landscaping around it.

The Commission had no other comments at this time. There was no public comment at this time.

OTHER BUSINESS:

3. Discussion on: 5 School Street, Follow-up with Greg Mattison

Greg Mattison noted that he is supplying the Commission with a list of defined materials for the exterior of the house, and information on the lowering of the rear porch, as previously requested by the Commission. He also noted that the roof line out the second-floor window at the rear of the bank portion of the property has a new proposed eave line that runs into the center of the top sash/drip edge. This is to help meet emergency codes. He also noted that he will supply the Commission with window specs. Natasha Kypfer reminded Greg of the outstanding documentation to submit to the Office of Community Development, the final revised plans and materials list

4. Discussion on: Clothing Bins within the HD

TOWN OF AMHERST
Historic District Commission

February 18, 2021

APPROVED

Natasha Kypfer stated that the Town never received a formal complaint about this item, simply an inquiry about the newly installed clothing bin located at Amherst Gas. There has been no further communication from the inquirer, even after attempts at communication were made by herself and Nic Strong, Community Development Director.

Chris Hall noted that Article 8 of the regulations deals with Streetscapes. It mentioned that structures within public visibility may be required to be minimized or concealed. He also mentioned that this clothing bin does not seem to be obtrusive and is doing a good deed, which is part of the character of the Historic District Commission.

Tom Grella noted that the Town has already installed two of these types of clothing donations bins at the Transfer Station. Natasha Kypfer noted that Scott Tenney, Building Inspector, could get involved if a cease-and-desist motion is decided on by the Commission. The Commission discussed how it feels about allowing this type of structure in the Historic District and agreed to continue the conversation in the future.

Chris Hall moved to adjourn this meeting to March 18, 2021, at 7pm via Zoom at 7:55 pm.

Respectfully submitted,
Kristan Patenaude

Minutes approved: March 18, 2021