



**Town of Amherst, NH  
Historic District Commission  
FINAL MINUTES**

**Barbara Landry Conference Room**

**Thursday, 19 October 2017, 7:00 PM**

*Historic District Commission members in attendance were: Jamie Ramsay, Chairman;  
Chris Hall, Vice-Chairman; Dave Chabinsky, Chris Buchanan; and Sally Wilkins,  
Planning Board Ex-Officio.*

*Staff in attendance included: Simon Corson, Planner; Kristan Patenaude.*

**I. Call to Order**

Chairman Jamie Ramsay called the meeting to order at 7:03 PM.

**II. CASE #: PZ9161-100217 Timothy & Mary Ireland, 1 Carriage Lane, PIN #: 017-024-000 – Request to build a shed/barn on the existing garage structure.**

Present: Timothy & Mary Ireland – Owners

In response to a question from Mr. Hall, Ms. Ireland stated that they are resubmitting to renew their original building permit for this structure, due to lapse in time. There are no other additions to the application submitted and approved in on August, 20 2015.

FINDINGS: (copied from 8/20/15 minutes)

1. Property will bring building more to its original state
2. It is within the footprint of the original barn that was dismantled
3. Appropriate mass and style for the house
4. Visibility is obscured but it is visible – partial visibility
5. Materials to be used are within design guidelines

*A MOTION was made by Mr. Chabinsky and SECONDED by Ms. Wilkins to accept the application for re-approval from the original August 20, 2015 submission.*

*Voting: all aye. No abstentions or objections. Motion carried.*

Mr. Ramsay explained to the applicant how the 20-day appeal process works, in case the Historic Commission's decision was contested by an abutter or other party of interest.

46 The Irelands and the Commission discussed future plans for the property. The Irelands  
47 have plans to swap a window on the side of their house with an entrance at the back of the  
48 house. Mr. Buchanan referred the owners to Article 6 for additional information.  
49

50 **III. CASE #: PZ9143-092617 – Jean Hogan, 1 Belden’s Mill Lane, PIN #: 018-041-000 –**  
51 Request for approval for the replacement of a triple, double-hung window and to  
52 reconfigure the existing lower section of the barn/garage, and to enclose an open gable wall  
53 and add rolling barn doors.  
54

55 Mr. Ramsay explained that the area of proposed work is all but invisible at the back of the  
56 property. The triple double-hung window to be replaced is a replacement in kind. The rear  
57 barn/garage faces toward Beaver Brook and it is proposed to create a centrally located door  
58 where there is currently a solid wall.  
59

60 In response to a question from Mr. Hall, Mr. Chabinsky stated that the lack of public  
61 visibility is discussed merely as part of the findings, not in order to immediately  
62 qualify/disqualify an application.  
63

64 In response to a question from Ms. Wilkins, Mr. Chabinsky explained that the Commission  
65 could make an exception for having to submit an additional application for future work to  
66 be done on this project, pending case-specific approval by Mr. Ramsay.  
67

68 **FINDINGS:**

- 69 1. House is a Contributing Property, Lot #163
- 70 2. Window replacement is in kind with appropriate materials
- 71 3. Proposed barn renovation is appropriate in matching the existing property
- 72 4. None of the proposed changes are visible from the public way
- 73 5. Proposed materials are all in kind to existing  
74

75 *A MOTION was made by Mr. Hall and SECONDED by Mr. Buchanan to approve the*  
76 *application as submitted, with the addition of the discussed window with the following*  
77 *requirements:*

- 78 1) *The proposed additional replacement matches the window being approved*
- 79 2) *Approval from Chairman Ramsay*  
80

81 *Mr. Chabinsky amended the MOTION to state that the Commission will receive*  
82 *information on the additional replacement window before the 2 year expiration date of the*  
83 *approval and will receive approval once information is received.*  
84

85 *Voting: all aye. No abstentions, or objections. Motion carried unanimously.*  
86

87 Mr. Ramsay explained to the applicant how the 20-day appeal process works, in case the  
88 Historic Commission’s decision was contested by an abutter or other party of interest.  
89

90 **IV. CASE #: PZ9034-082917 – Megan & Ian Murray, 2 Steeple Lane, PIN #: 019-018-001**  
91 – Request for approval to remove existing 22' x22' garage with family room & master  
92 bedroom above, 12'x24' screened porch and replace failed foundation and rebuild.

93  
94 *A MOTION was made by Ms. Wilkins and SECONDED by Mr. Chabinsky to untable the*  
95 *application.*

96 *Voting: all aye. No abstentions or objections. Motion carried unanimously.*  
97

98 *A MOTION was made by Mr. Chabinsky and SECONDED by Ms. Wilkins to retable the*  
99 *application request to November 16, 2017 meeting.*

100 *Voting: all aye. No abstentions or objections. Motion carried unanimously.*  
101

102 **V. Approval of Meeting Minutes, September 21, 2017**

103 *A MOTION was made by Ms. Wilkins and SECONDED by Mr. Hall to approve the meeting*  
104 *minutes from September 21, 2017 as submitted.*

105 *Voting: 3 ayes, 2 abstentions. Motion carried.*  
106

107 **VI. Introduction to Historic District Guideline Document Review & CAMP**  
108

109 Mr. Chabinsky stated that, other than a few typos, he believes the document is very good  
110 and informative.

111  
112 *A MOTION was made by Mr. Chabinsky and SECONDED by Mr. Buchanan to approve*  
113 *the Introduction and Guidelines document aside from minor proofreading items.*

114 *Voting: all aye. No abstentions or objections. Motion carried unanimously.*  
115

116 Mr. Corson stated that, due to low attendance, the CAMP meeting will be moved to a  
117 Saturday in January.

118 The Commission discussed January 6, 2018 as the date for the full-day meeting.  
119

120  
121 The Commission discussed the application fee. Mr. Buchanan asked that some research be  
122 done into surrounding town's fees and that the Commission consider modifying the amount  
123 in some way, or creating a fund to aid applicants.

124  
125 The Commission discussed adding an FAQ to the Introduction and Guidelines document  
126 regarding requiring an application, even if proposed renovation is not visible from the  
127 public way.

128 Mr. Chabinsky also suggested adding to the application that approvals are good for two  
129 years and construction must start within one year, as that is not clearly stated currently.  
130

131 **VII. Adjournment**

132 *A MOTION was made by Ms. Wilkins and SECONDED by Mr. Chabinsky to adjourn the*  
133 *meeting at 8:08 PM.*

134 *Voting: all aye. No abstentions or objections. Motion carried unanimously.*  
135

136  
137  
138

*Respectfully submitted,*  
*Kristan Patenaude*