

TOWN OF AMHERST
Historic District Commission

August 15, 2019

APPROVED

1 In attendance: Jamie Ramsay- Chair, Chris Hall – Vice Chair, Tom Grella-Selectman Ex-Officio,
2 Bill Rapf, and Sally Wilkins.
3 Staff present: Simon Corson – Town Planner; and Kristan Patenaude – Minute Taker.

4
5 Jamie Ramsay called the meeting to order at 7:00 pm.

6
7 OLD BUSINESS:

8
9 **1. CASE #: PZ11365-052119 – Adam & Tiffany Jacobs (Owners & Applicants) – 21**
10 **Mack Hill Road, PIN #: 020-019-000 – Request for approval to replace existing**
11 **single-story screened porch/3-season room and patio with two-story finished space,**
12 **shed dormer to garage and first and second story deck/balconies. Request by**
13 **applicant to be tabled to August 15, 2019 meeting.**

14
15 **Chris Hall moved to untable the application. Sally Wilkins seconded.**
16 **All in favor.**

17
18 **Chris Hall moved to accept the withdrawal of the application without prejudice.**
19 **Sally Wilkins seconded.**
20 **All in favor.**

21
22 NEW BUSINESS:

23
24 **2. CASE #: PZ11558-071919 – Katelyn & Andrew Hall (Owners & Applicants) – 111**
25 **Amherst Street, PIN #: 005-039-000 – Request for approval for an existing pool**
26 **installation and the construction of a deck surrounding the pool.**

27
28 Present: Katelyn & Andrew Hall (Owners & Applicants)

29
30 Andrew Hall stated that the proposal is to build a deck around an outdoor pool that is already
31 constructed. With the foliage between the pool and the road, the proposed structure will be
32 almost impossible to see.

33
34 In response to a question from Chris Hall, Andrew Hall stated that the deck wood will all be
35 pressure-treated. If they do decide to stain it in the future, it will be a neutral color.

36
37 The Commission discussed their regulations as they pertain to a non-permanent pool and a deck
38 structure.

39
40 FINDINGS:

- 41 1. Non-Contributing property
42 2. Proposed structure is barely visible from the road
43 3. Houses to the right and left are also non-contributing properties
44 4. Proposed deck will be constructed with all-natural materials

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45 5. Pool and proposed deck are obscured from the public view from both directions
46 **Sally Wilkins moved to approve the application, with the findings as stated. Chris**
47 **Hall seconded.**
48 **All in favor.**
49

50 Jamie Ramsay explained to the applicant how the 30-day appeal process works, in case the
51 Historic District Commission's decision was contested by an abutter or other interested party.
52

53 **3. CASE #: PZ11580-073019 – Congregational Church of Amherst – Douglas Topliffe**
54 **(Applicant) – 11 Church Street, PIN #: 017-066-000 – Request for approval to**
55 **remove existing screened porch in the parsonage and restore its windows.**
56

57 Present: Douglas Topliffe (Applicant)
58

59 Douglas Topliffe explained that, thanks to the generosity of the congregation and the
60 community, the Church has obtained funds to focus on the parsonage area. The west side of the
61 porch is not original to the structure and is poorly constructed. The structure has no real use and
62 is causing damage to the existing structure. Removing the porch will help the siding of the
63 original building, allow more light to enter the house, and improve the overall appearance and
64 usefulness of the building.
65

66 In response to a question from Chris Hall, Douglas Topliffe stated that the existing poured
67 concrete foundation under the porch will be left for now as a landing area. It may be removed in
68 the future.
69

70 In response to a question from Chris Hall, Douglas Topliffe stated that the siding where the
71 porch is attached to the building will be repaired, and the door and window there will remain, as
72 they are in good condition.
73

74 Douglas Topliffe explained that they are also hoping to have all of the original windows from
75 1846 restored. Most of the windows hardly open and don't stay closed. Olde Window Restorers
76 in Weare have agreed to restore 25 of the windows on the property. They will put new tracks on
77 the sides, fix the weights, include new weather-stripping, and new Allied storm windows.
78

79 In response to a question from Chris Hall, Douglas Topliffe explained that the cost to restore all
80 of the windows was just slightly more expensive than replacing them. This will be an 8-10 week
81 process that could begin this week. The restoration will be as authentic as it can get.
82

83 Douglas Topliffe explained that there is a place on the east side of the parsonage where two
84 windows were removed in the past. He would like to remove the siding and trim off that area to
85 erase that area. There is also one window in the back that is rotting. The trim removed from the
86 easterly window could be used to repair this rotting window. There is one other window over the
87 sink which is a small, double-hung window from the 1960's. He would like to replace this
88 window with a simulated divided lite, crank, all-wood window. Also, there is a painter lined up

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89 and ready to paint the outside, but some siding work needs to be done first. The bottom section
90 of the garage door is rotting away and he would like to replace it with a metal version of the
91 same style.

92

93 Jamie Ramsay stated that the over the sink window could be replaced with an awning window
94 that will simulate a double-hung window. Douglas Topliffe stated that he will try to obtain this
95 type of window.

96

97 Jamie Ramsay stated that the trim around the removed window on the east side of the building is
98 a historic feature of the home. He would suggest that this blocked out window and its trim
99 remain. He also explained that any replacement of clapboards and painting are considered
100 replacements in kind.

101

102 **FINDINGS:**

- 103 1. Contributing property, #62 on the National Register
- 104 2. Highly visible
- 105 3. The property is in highly historic condition, and maybe will be more so with the
106 removal of the porch
- 107 4. Proposed work to the windows is restoration, not replacements
- 108 5. Proposed garage door appears to the replacement in kind
- 109 6. Proposed garage door type is seen around the Village

110

111 **Chris Hall moved to approve the removal of the porch as described, and all of the**
112 **windows you're going to restore; to leave the two blocked windows as they are, and**
113 **to not replace them; to replace the window over the sink to look like a double-hung**
114 **window - for a total of 24 restored windows and 1 replacement window; also**
115 **replacement of the garage doors in the same style, and to bring in spec sheets on the**
116 **kitchen window and the garage doors. Bill Rapf seconded.**
117 **All in favor.**

118

- 119 **4. CASE #: PZ11581-073019 – James & Jennifer Marcella (Owners & Applicants) – 1**
120 **Church Street, PIN #: 017-076-000 – Request for approval to install a small fence**
121 **from the left rear corner of the house to the front right corner of the garage.**

122

123 Present: James & Jennifer Marcella

124

125 James Marcella explained that delivery trucks tend to turn around at the area of their property
126 that holds their septic, and often back right into it. They've tried laying down crushed stone and
127 shrubs in the area, but nothing seems to deter people from using this area. They're proposing to
128 construct a fence in that area to deter this issue.

129

130 Jennifer Marcella stated that the patio area is close to the spot being used to back into by delivery
131 trucks.

132

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133 James Marcella stated that their intent is to create a duplicate of the Parisi's (abutter) fence. They
134 will use the same dimensions, materials, etc.
135

136 In response to a question from Chris Hall, James Marcella stated that the proposed fence will
137 have two gates: one leading to the back door and one for the lawnmower to access the back yard.
138

139 **FINDINGS:**

- 140 1. Contributing property, #71 National Register
- 141 2. House is highly visible, proposed fence has a limited view
- 142 3. Proposed fence is not out of place in the Village
- 143 4. Material and size for proposed fence are appropriate and matches the neighboring
144 property
145

146 Jamie Ramsay suggested an area to add more shrubbery at the turn of the proposed fence.
147

148 **Tom Grella moved to accept the application of the fence at the Marcella property**
149 **with the size and dimensions as updated, and with two gates. Jamie Ramsay**
150 **seconded.**

151 **All in favor.**
152

153 Jamie Ramsay explained to the applicant how the 30-day appeal process works, in case the
154 Historic District Commission's decision was contested by an abutter or other interested party.
155

156 OTHER BUSINESS:

157 **5. Minutes: July 18, 2019**
158

159 **Sally Wilkins moved to approve the minutes as submitted. Tom Grella seconded.**
160 **Voting: 4-0-1; motion carried. [B. Rapf abstained]**
161

162 Simon Corson, Town Planner, stated that everything has been updated on the Historic Survey
163 and a draft has been received.
164

165 **Sally Wilkins moved to adjourn the meeting at 7:54 pm. Bill Rapf seconded.**
166 **All in favor.**
167
168
169
170

171 Respectfully submitted,
172 Kristan Patenaude
173

174 Minutes approved as amended: September 19, 2019