

Hollis Historic District Commission Minutes of the November 5, 2020 Meeting

Call to Order

T. Cook called the meeting to order at 7:00 pm. The meeting was held via a “zoom” platform.

The following were present: Tom Cook, Chairman; Jessica Waters, Vice Chairman, Michael Bates, Regular Member; Brandon Child, Alternate Member; and Susan Benz, Selectmen’s Representative.

Members absent: Peter Jones; Regular Member; Frank Cadwell; Alternate Member.

T. Cook appointed B. Child as a voting member for the case this evening.

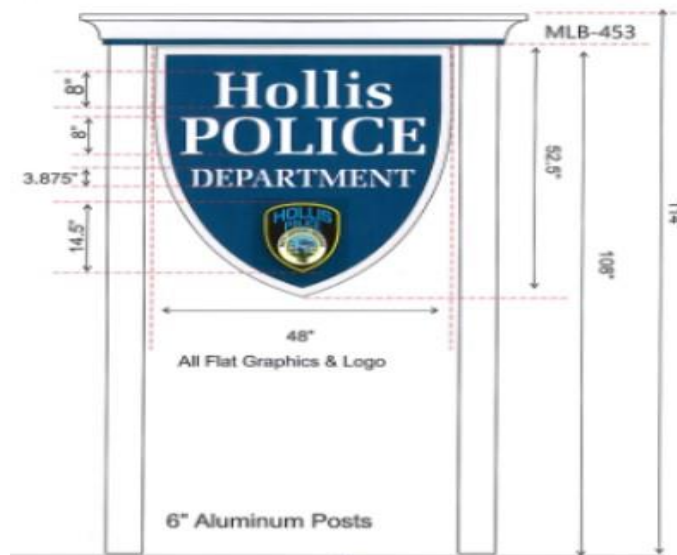
HDC 2020-019

The application of Joseph Hoebeke, Chief of Police, to install a new Hollis Police Department sign, located at 9 Silver Lake Road, property owned by the Town of Hollis, Map 052, Lot 027 in the Agricultural/Business Zone.

Joseph Hoebeke, Chief of Police, presented case 2020-019, J. Hoebeke explained the existing sign requires repair and replacement. The replacement sign would be moved back from the road where the front bushes were located, in turn, creating increased site distance when entering and existing the department.



Old sign with new sign location



New Sign Design

M. Bates asked why “station” was changed to “department” on the new sign. J. Hoebeke replied department sounds and looks more appealing, however if the HDC decided “station” would be more acceptable the change could be made. M. Bates agreed department was more appealing. J. Waters asked if there would be additional lighting for the sign. J. Hoebeke replied no the existing lighting would be moved back to the new location.

The HDC had a brief discussion and all of the members agreed the sign design was professional, in-keeping with the neighborhood and the new location with its increased site distance was acceptable.

T. Cook moved to approve the application as submitted.

M. Bates seconded.

Motion was carried unanimously.

HDC 2020-020

The application of Doug Nye, to remove 3 orchard side gable end windows and replace with one window, remove 2 rear windows and replace with one and replace and rear door, located at 2 Depot Rd, property owned by Karen Holmes, LLC, Map 050, Lot 014 in the Town Center Zone.

Karen Holmes, property owner, was requesting approval to remove 2 gable end windows, replace 1 gable end window, remove 2 window and install 1 double wide window in the back of the home and replace the french door in the back of the home.

K. Holmes said she recently purchased the home and due to interior changes she would like to make including relocating the kitchen and bathroom to make the home more livable the windows need to be removed. T. Cook asked D. Setaro if the work being completed at the rear of the home could be deemed “out of public view”. D. Setaro replied since the work was started without obtaining a building permit, William Condra, Building Inspector, was not comfortable in issuing a building permit for any of the work until K. Holmes obtained approval from the HDC.

T. Cook asked if the new windows had divided light grids. K. Holmes replied no. M. Bates asked what portion of the proposal is in public view. K. Holmes replied most of the work is out of public view however, the gable end windows are somewhat in public view. K. Holmes said she was somewhat aware of the approvals required but she was excited about the purchase of the home and her father removed the two gable end windows without prior approval.

B. Child said the replacement back door actually matches the home much better than the existing door. The HDC discussed further and decided the changes proposed were an improvement to the home.

T. Cook moved to approve the application with the following condition;

- 1. The application was approved pending an approved building permit*

M. Bates seconded.

Motion was carried unanimously.

Other Business

Discussion on changing Section XVII (4) significant tree removal.

D. Setaro said she had discussed the proposed zoning change with the health officer and the Planning staff both felt a professional should make the determination. D. Setaro stated the intent of the ordinance was to allow significant trees to be removed for safety reasons only without having to attend a formal meeting. The section of the ordinance was not intended to be used for significant tree removals which could wait for approval during a formal meeting.

Current zoning ordinance; (Section XVII: E. activities requiring review, 4)

4. "Removal of a Significant tree(s), except where removal of such tree(s) is necessary for safety reasons as determined by a professional arborist or other qualified professional or by authorization of the Board of Selectmen in accordance with RSA 213:145;"

Proposed change;

4. Removal of a Significant tree(s), except where removal of such tree(s) is necessary for safety reasons as determined by a professional arborist or other qualified professional or by authorization of the Board of Selectmen

Added line:

*and must be received in-writing including the justification of said removal directly after the removal and
in accordance with RSA 213:145;*

The HDC discussed the proposed change and decided to add a time frame for the written notification. The new verbiage for Section XVII: E. Activities Requiring Review are as follows;

4. Removal of a Significant tree(s), except where removal of such tree(s) is necessary for safety reasons as determined by a professional arborist or other qualified professional or by authorization of the Board of Selectmen and must be received in-writing including the justification of said removal 7 to 10 days after the removal and in accordance with RSA 213:145;

The HDC voted unanimously to submit the proposed change to the Planning Board (PB) for review and consideration.

Approval of Minutes

T. Waters moved to approve the minutes of October 1, 2020 as submitted.

T. Cook seconded.

Motion was carried unanimously with Bates abstaining.

T. Cook moved and J. Waters seconded to adjourn.

Meeting adjourned at 7:25 pm.