

**Hollis Historic District Commission  
Minutes of the March 4, 2021 Meeting**

**Call to Order**

T. Cook called the meeting to order at 7:05 pm. The meeting was held via a “zoom” platform.

The following were present: Tom Cook, Chairman; Jessica Waters, Vice Chairman, Michael Bates, Peter Jones, Regular Member; Brandon Child, Alternate Member.

Members absent; and Susan Benz, Selectmen’s Representative.

T. Cook said the voting members for HDC2021-004 and HDC2021-005 will be T. Cook, J. Waters, M. Bates, Jones and B. Child

**HDC 2021-004**

The application Alison Brackett, property owner, to install 2 replacement windows, located at 34 Main Street, Map 050, Lot 027 in the Town Center Zone.

Alison Brackett explained she was requesting approval to replace two exterior windows. The changes would affect the exterior of the building are limited to the replacement of two existing casement windows with new, more historically appropriate and more energy efficient windows of the same dimensions. The affected windows require replacement due to drafty conditions and inoperable (not fully closable) casement hardware. The current windows are modern in design and we believe they were installed in the 1980's.

The existing kitchen window, as shown, are two casement windows with snap in plastic grills. The proposed window will be the same size however, the proposed window would be a fiberglass exterior, single awning style window with wood divided light grill. The existing bathroom window would be replaced with the same size fiberglass exterior double hung with wood divided light grills. In the event that new trim is required for the exterior installation, the contractor will use wood materials of equivalent type and size. All materials will be white on the exterior, matching existing.

The HDC discussed the proposal and all members found no issues or concerns with the proposed windows. The proposed windows have the same appearance and are somewhat out of public view.

*T. Cook moved to approve the application as submitted.*

*P. Jones Seconded.*

*Roll call vote:*

*T. Cook – Yes      J. Waters – Yes      M. Bates – Yes      P. Jones – Yes      Child - Yes*

*Motion was carried unanimously.*

**HDC 2021-005**

The application Thomas Hildreth, property owner, to install 1 replacement window and 2 new windows, located at 15 Broad Street, Map 052, Lot 061 in the Town Center Zone.

T. Hildreth explained the first portion of his application was to replace the front window. The existing window is wood framed, 8 over 6 with true divided light. The current window is starting to rot and has no insulation, not tempered glass and is unsafe. The replacement window proposed would be a Anderson architectural series simulated divided light, same size, grid pattern and would maintain the plan of the existing window. The new window would also be triple insulated and have tempered glass. The Historic District Commission (HDC) has no questions or concerns pertaining to the front window replacement.

T. Hildreth explained the second portion of the application consists of the installation of 2 new windows on the west gable end of the home where there are no windows currently. The new windows will allow more light and ventilation in the family room. The new windows proposed are Anderson architectural series 2 over 2. The inspiration for the new window design comes from the Hildreth/Birch home across the street. The location of the

new windows are almost not visible from the street. T. Cook asked was there several window grid patterns currently installed in the home.

T. Hildreth replied yes and noted the new rear windows being installed have a different grid pattern as well. Child asked were the new windows similar in size to the second floor gable end and did T. Hildreth consider a 6 over 6 pattern to match those windows. T. Hildreth replied no the design was taken from the home across the street and we wanted a different look on that side of the home. The supplied rendering is not what you actual see the lower door is on a different level and the new windows would be mostly hidden by the existing shrubs located on either side of the chimney. T. Cook agreed the lower door is not visible and as far as the grid pattern there are different patterns throughout the home. T. Cook did not have an issue with the grid pattern proposed.

M. Bates asked what materials are proposed for the exterior of the windows. T. Hildreth replied fiberglass over wood core. T. Cook asked Child if he was agreeable with the new grid pattern. Child replied in his opinion the HDC may want to consider a 6 over 6 pattern to match the existing window on that side of the home. P. Jones said he would recommend a 6 over 6 pattern however, the new windows are not completely visible from the street. T. Cook asked were the new windows double hung. T. Hildreth replied no they are casement windows. T. Cook said since the windows are casement they have one large piece of glass and if installed a lot of grids the window would be closed limiting light. T. Hildreth said the placement of the windows inside are on either side of the fireplace with shelf in front and side bookcases, it would be rather hard to accommodate a double hung window. A casement crank window would be user friendly when opening. No further discussion.

*T. Cook moved to approve the application as submitted;*

*M. Bates seconded.*

*Roll call vote:*

*T. Cook – Yes      J. Waters – Yes      M. Bates – Yes      P. Jones – Yes      Child - No*

*Motion was carried 4 to 1 with Child voting against.*

T. Cook recused himself

J. Waters assumed the chair.

The voting members for HDC2021-006 were as follows; J. Waters, M. Bates and P. Jones

J. Waters asked T. Cook if he wanted to proceed with his case without a full board. (3 voting members) T. Cook replied yes.

#### **HDC 2021-006**

The application of Thomas Cook, Cook Custom Homes, property owner, to construct a 2,549 Cape Style Single Family Home with a attached garage and the removal of a dead tree, located at 54 Main St., Map 050, Lot 032 in the Town Center Zone.

T. Cook explained he is requesting approval to construct a 2,600 square foot single family home. The house will be a reproduction cape style with a 2 car attached garage. The garage will resemble a barn structure with a copula. Materials being proposed for the house and mudroom were as follows; 5 inch reveal white hardy plank, white azek trim for the windows, doors, corner boards and fascia boards. Windows; black Anderson 400 series black with a 6 over 0 grids pattern and 30 black architectural shingle. The front deck will be medium grey azek with white posts and a granite front steps will be installed. The design and placement of the home was done keeping in-mind its appearance to the existing structures in the area and also the siting of the structure is consistent with the setbacks of the structures in the direct area. The application presented to the HDC this evening has also received approval from the Zoning Board of Adjustment (ZBA) on February 25, 2021.

T. Cook said the final aspect of the application T. Cook was seeking approval to remove a dead tree from the lot. (see pictures in file) As the picture shows the tree is obviously dead and needs to be removed. Pioneer Tree Service was contacted and they have submitted a letter stating the tree is dead and recommended its removal. (see file) J. Waters asked if a replacement tree would be planted. T. Cook replied the location of the current tree would be close to the home and might interfere with the driveway location. The plan was to install landscaping appropriate for the location and the lot, there may be a place for a replacement tree however, no definite landscape plans have been completed. J. Waters asked was

the tree located on the north or south side of the lot. T. Cook replied the north side.

P. Jones asked if T. Cook had a site plan showing the exact location of the home. The position of home and its relationship to the street should be considered. T. Cook replied the reason for the ZBA approval was to gain approval for the exact location of the home and since the location was approved I don't think it can be changed by the HDC. P. Jones said he was questioning the location just as an appearance factor on what you will be able to see coming and going from the district. T. Cook said he was very sensitive to the homes location and felt the structure was placed keeping the visual appearance in mind. Also, the materials being proposed are in-keeping with the area such as; the shaker style doors on the garage and cupola, the theme of the home was designed knowing the home would be visible and is the gateway to the district. B. Child asked how far from the street did the ZBA approve. T. Cook the actual home would be 12.5 feet from the lot line and approximately 25 feet from the edge of pavement. M. Bates asked for confirmation was the proposed house further from the road than the existing house was. T. Cook replied yes and added the garage is also setback further from the property line than the proposed home. B. Child asked where the location for the septic system was. T. Cook replied on the left side of the home which was approved by the State and Town. J. Waters said the location and design of the home and garage fits the area and is consistent to the homes in the area.

T. Cook showed the members in the room the approved site plan and showed the "zooming" members on the screen. (see file) The green lines represented the old location and orange is the proposed structure, the home was more centered on the lot and tilted slightly to maintain the street setback. P. Jones asked how far away from the street was the garage. T. Cook replied 35 feet.

P. Jones said the removal of the tree seems to be required however, T. Cook should consider planting a replacement tree on the left elevation to soften the view, if the HDC decided to have a replacement tree planted. T. Cook suggested a replacement tree could be planted on the left or right side of the driveway if the HDC mandates a tree. P. Jones said the front face of the garage there should be either landscaping or a tree planted. The HDC discussed a replacement tree and/or landscaping and determined, if approved, to have the applicant plant a replacement tree at a location determined by the applicant.

M. Bates said he had a concern with the 6 over 0 windows and quoted from the HDC guidelines and regulations *"The size, shape and frequency of these openings shall be consistent with other buildings in the area. The predominant window in the district is a double hung window with true divided light."* The proposed windows in M. Bates opinion do not fit with the regulations or the windows are not consistent with the style of windows within the district. M. Bates was concerned with setting a precedence in approving the windows. P. Jones said his home has the same type of window with 2 over 0. B. Child said with black grids they would not stand out as much as white grids. M. Bates said the commission must follow the regulations and guidelines. J. Waters asked P. Jones if his windows were original being 2 over 0. P. Jones replied no however, the replacement windows were installed to match the original. M. Bates asked if P. Jones lived in the district. P. Jones replied yes. T. Cook said the original structure had no grills in the top or bottom.

M. Bates said if the windows were approved as submitted, the approval would set a precedence on future application concerning window replacements. The prior application is was brought up the grill sizes should match. The proposed windows are not comparable to the windows in the district. J. Waters said each application needs to be determined individually. This application is for new construction which may be considered differently then a straight window replacement. P. Jones even said his windows are the same type of style being 2 over 0. P. Jones said his home is very close to the applicants' property which have the same style windows. B. Child said he has no issues with the 6 over 0 pattern. M. Bates agrees this is new construction but the commission has to be true to the regulations. B. Child said was there a specific grid pattern stated in the guidelines and regulations. J. Waters said M. Bates brought up a good issue concerning the window pattern however, since there was another home within the district with the same type of windows she wouldn't vote against the proposal. M. Bates prefers a double hung window

with a more traditional grid pattern P. Jones said the regulations are up to interpretation and in the long run it would be up to the applicant to decide on the type of windows.

T. Cook said he could come up with a different option if required and asked if the meeting could be recessed for 5 minutes to confer with his sister.

The HDC recessed at 8:05 pm and reconvened at 8:10pm.

T. Cook said the additional cost for a 6 over 6 window is substantial and due to the size of the windows 6 over 6 may not let enough light into the rooms however, to obtain an approval his Sister would be willing to change the windows to 6 over 6 if required. M. Bates said he understands each case needs to be determined on its individual merits and there is a home right down the road with similar windows. M. Bates decided to vote in-favor of the application. J. Waters said she appreciates the time and effort shown in the design and materials being used and thinks the home would be an asset to the district.

*J. Waters moved to approve the application with the following condition;*

- 1. A replacement tree shall be planted on the property at a location determined by the applicant.*

*M. Bates seconded.*

*Roll call vote:*

*J. Waters – Yes    M. Bates – Yes    P. Jones – Yes*

*Motion was carried unanimously.*

#### **Approval of Minutes**

*J. Waters moved to approve the minutes of February 4, 2021 as submitted.*

*P. Jones seconded.*

*Motion was carried unanimously by role call vote.*

*J. Waters moved and P. Jones seconded to adjourn.*

*Meeting adjourned at 8:35 pm.*