

**Hollis Historic District Commission
Minutes of the June 1, 2017 Meeting**

Call to Order

Donna Setaro called the meeting of the Hollis Historic District Commission to order at 7:00 p.m.

Election of Officers

Setaro asked for nominations for Chairman;

F. Cadwell nominated T. Cook to serve as Chairman.

J. Waters seconded.

There were no other nominations.

Motion unanimously approved.

Setaro asked for nominations for Vice Chairman;

T. Cook nominated J. Waters to serve as Vice Chairman.

F. Cadwell seconded.

There were no other nominations.

Motion unanimously approved.

Setaro asked for nominations for Clerk;

F. Cadwell nominated P. Jones to serve as Clerk.

T. Cook seconded.

There were no other nominations.

Motion unanimously approved.

The following were present: Tom Cook; Chairman; Jessica Waters; Vice Chairman Regular Member; Peter Jones, Alternate Member; and Frank Cadwell, Selectmen's Representative Regular Members.

T. Cook assumed the chair.

Case 2017-005

The application of Jill Patronagio to expand existing paved parking lot, located at 11+11A Silver Lake Road, property owner by Evelyn Graham Property Holdings, LLC, Map 052, Lot 026.

J. Patronagio explained she is requesting approval to expand her existing parking lot. The expansion will be paved and include six additional parking places as shown on the supplied drawing. (see file) The expansion will be completed in a way to preserve as many trees as possible. The large tree towards the road has been flagged and will not be cut down which was a concern when the site visit was conducted by T. Cook and D. Setaro.

F. Cadwell moved to approve Case 2017-005 with the following condition of approval;

- 1. The applicant shall be required to obtain Planning Board approval prior to the parking lot expansion.*

T. Cook seconded

The motion carried unanimously.

F. Cadwell moved to approve Case 2017-005 with the following finding of fact;

- 1. The additional parking spaces are in keeping with the streetscape of this property.*

T. Cook seconded

The motion carried unanimously.

F. Cadwell thanked J. Patronagio for submitting such a complete application.

P. Jones recused himself from Case 2017-006 and Case 2017-007

Case 2017-006

The application of Peter Jones, property owner, to remove and repair existing cedar siding, located at 81 Main Street, Map 013, Lot 019.

F. Cadwell stated since the application was to repair existing cedar shingles, an in-kind repair would be exempt from review as long as there's no architectural change to the structure. The HDC members had a brief discussion and agreed the application was in-fact exempt from review.

Case 2017-007

The application of Peter Jones, property owner, to install vinyl replacement windows, located at 81 Main Street, Map 013, Lot 019.

P. Jones explained he is seeking approval to replace all of the existing wood windows with vinyl replacement windows which are more energy efficient. The windows would be the same size with the same grid pattern however, the replacement windows would have simulated divided light not true divided light. The only change would be the storm windows will not be put back up. F. Cadwell agreed with not putting back the storm window that would be an improvement to the appearance. T. Cook asked if the exterior trim would be the same size as the existing. P. Jones replied yes

T. Cook asked if any member of the HDC had any concern with the simulated divided light. F. Cadwell stated the commission should be concerned with the windows not being true divided light. However, the removal of the storm windows and installing a more visual appealing window without changing the existing trim should be considered. T. Cook asked if P. Jones could look into whether or not the window manufacturing could supply the windows with true divided light and if the cost is not substantially different P. Jones should consider them, noting that either way would be acceptable.

F. Cadwell moved to approve Case 2017-007 as submitted with the following conditions of approval;

- 1. Trim sizes shall remain the same as the existing trim.*
- 2. The size, shape and style of the replacement windows shall remain the same as the existing windows.*

T. Cook seconded

The motion carried unanimously.

Other Business

Approval of Minutes

F. Cadwell moved to approve the HDC minutes of April 6, 2017.

J. Waters seconded.

The motion was carried unanimously.

Adjournment

T. Cook moved and F. Cadwell seconded to adjourn.

The motion carried unanimously.

The meeting was adjourned at 7:20 pm.

Respectfully submitted,

Donna Lee Setaro, Building and Land Use Coordinator