

TOWN OF BRISTOL, RHODE ISLAND

HISTORIC DISTRICT COMMISSION



Historic District Commission Meeting Minutes

Thursday, September 7, 2023

at 7:00 PM

Town Hall - 10 Court Street, Bristol Rhode Island

Written comments may be submitted to the Historic District Commission via regular mail addressed to:

Historic District Commission, Bristol Town Hall, 10 Court Street, Bristol RI 02809 or via email to ntoth@bristolri.gov

1. Pledge of Allegiance

The meeting was called to order at 7:00 PM, and the Pledge of Allegiance was promptly recited afterwards.

3. Review of Previous Month's Meeting Minutes

3A. Review of August 3 Meeting Minutes

Minutes of August 3, 2023 meeting reviewed.

Lima: Anyone have any questions or corrections?

Allen: There are typos. On page 13, should be "I do too" not "I do to". Please correct. Also on Page 30 at the top, under #6 Motion should be "High" not "Hight". Then Page 38 on the bottom, where should say "need input" not "need impute".

Bergenholtz: On Page 30, also it should say "they are doing" not "are not".

Motion made by Ponder to accept minutes as amended;
Seconded by Allen

Voting Yea: Allen, Bergenholtz, Ponder, Lima,
Millard, Butler, and Church

3B. Review of July 17 Site Visit Minutes

Church: Minutes should state that framing and flashing around the two windows to be repaired would be repaired using in kind materials.

Motion made by Allen to accept minutes as amended;
Seconded by Ponder

Voting Yea: Ponder, Church, Lima, Butler, Allen,
Bergenholtz, and Millard

4. **Application Reviews**

4A. **23-106: 82 Thames Street, Daniel Barnes:** Withdraw application for the installation one picture window to left and one picture window to right of basement door on the west elevation.

Toth: This application was withdrawn.

Ponder: Totally?

Toth: Yes.

Motion made by Allen to accept withdrawal; Second by Church

Voting Yea: Millard, Church, Lima, Butler, Allen,
Bergenholtz, and Ponder

4B. **23-110 727 Hope St, Jontay Jeong:** Discuss and act on removal of underground garage to mitigate flood hazard, addition of stone walls and stairs, blue stone steps, blue stone walkway and landing, re shingle house, install railing, install Corner Board and Water Table, Upgrade and shield HVAC feed line and cables, remove pressure treated deck and railing and expand to cover living room area, add second floor decking, remove vinyl windows and install Anderson 400 or equivalent windows. Materials to be determined.

Ponder: Recused

Jontay Jeong and Scott Weymouth (architect) present.

Jeong: Exhibit B is what I was trying to explain last time that was approved on April 19. Decking itself is Azek, wire steel between posts. Handrails

are different. Everything else approved on April 19. Shows picture to Commission.

Teitz: Just for the record, what is the number on the street?

Jeong: 721 Hope. Brick veneer was taken out and everything is painted Azek at 729 Hope St.

Allen: What is the address? I don't ever recall us approving it.

Jeong: It was approved on March 26, 2014. Trim, siding, everything is Azek. 805 Hope was approved June 2023 balusters made out of steel with Azek trim. Shows picture to Commission. 562 Thames approved in 2014. Azek on rails, balusters, and trim.

Allen: What was the address?

Jeong: 562 Thames Street, that is I believe Trex and Timbertek. All hardware is showing and sticks out. What we are proposing is different.

Weymouth: Gives renderings to the Commission. So basically, what I just handed you is a revised elevation based on the past meeting and this The siding will be red cedar shingles painted to match the rest of the house. North elevation with the garage that projects out you can see it on the elevation. We want to extend the porch. There is an existing porch, and we will be extending it to the back of the house. We will be using pressure treated decking, Azek trim, and railing system. Jeong gave you the specs for it.

Lima: So, what is the difference between last time and now?

Weymouth: We are eliminating the table and water boards, and the elimination of composite siding and using cedar shingles instead. Also, the introduction of using wood posts. Back is pretty much the way it was in the first proposal. Handrail tops will be mahogany.

Millard: Will you be letting the red cedar age naturally?

Weymouth: It will be painted as the whole house is painted.

Jeong: I was proposing to remove all of that to hide HVAC. That's why I was using the composite I originally proposed to make it look nice, but you did not want to go with that, so I am going back to the cedar shingles.

Lima: Do I need to put anything?

Toth: I have it here.

Jeong: These are the specs for windows that are being replaced and will look much better. I have to put one more HVAC strip. I have to put one more strip on the side to second floor.

Church: Is this the door you plan to use?

Jeong: Yes.

Church: Which fittings?

Jeong: Dark bronze.

Church: Distressed bronze or oil rubbed bronze?

Jeong: Oil rubbed.

Church: Azek, there are millions of types. Which are you proposing?

Weymouth: Azek is just a brand of product. Everything is going to be painted. 30 feet from the street.

Church: Will it be shiny boards?

Jeong: No.

Weymouth: It will be painted.

Lima: Anyone in the audience for or against this project?

Church: Is there a cut sheet for the door, the back door, and deck door?

Jeong: There is. The one you circled.

Weymouth: Two single units and a pair.

Lima: Anything else?

Motion made by Bergenholtz to approve application as presented; Second by Millard.

Voting Yea: Butler, Lima, Church, Allen, Millard, and Bergenholtz

Secretary of Interior's Standards: #9

Project Monitor: Mary Millard

Lima: When you receive the green sheet place it on the building. Please do not start work before you get the green sheet.

Weymouth: Which side should we put it on?

Teitz: Hope Street side of the house.

4C. **23-063: 417 Hope Street, Jacob Milne**: Discuss and act on items continued from the June meeting: door selection, dormers location, and exterior trim material.

Allen: I would like to read the history of the house into the record: "JOHN W. BOURN HOUSE 1804: Bourn, a wealthy shipmaster whose firm, Bourn & Marshall, owned 42 vessels, built this fine brick house. A 2-story, 5-bay Federal house with end chimneys, it has a facade elaborated by a slightly projecting, pedimented central entrance pavilion. At the second level of this bay is one of Bristol's few Palladian windows. In the late 1970s, sandblasting caused severe damage to the surface of the brick."

Milne: So basically, this is continuing from last time. The first issue continued was the dormers placement and location on roof. I now come back with rough dimensions. The only dimension that is a fixed dimension comes down to the layout and I do not want to cut into the roof and existing timbers. May be a half foot in one direction or other. The main concern was top of dormer to peak of the roof, 6 feet from one to other. This should keep it from view on Hope Street. I can also provide a window size of 3x5 will be fabricated to match others being restored.

All wood with storms to match the rest of the building.

Lima: Any questions?

Church: 3x5 windows are they for the bedrooms?

Milne: It will be for one bedroom. I am still working with engineering.

Church: So, the Building Inspector will need to see it?

Toth: It will have to be to code.

Church: So, you cannot tell us what the dormer sizes are?

Milne: I am still working through some of the engineering, and floors have to be moved, trying to work with the process, and trying to keep things moving before winter hits.

Lima: We do not want you to lock yourself into a situation if the Building Inspector. We will leave a contingency based on the recommendation of the Building Inspector so you will have the ability to get 99% of your stuff done.

Milne: Ok, I did not know.

Lima: Egress with bedrooms is very important.

Allen: With a previous applicant, they ordered windows, do not do that, we do not want you to get stuck. We are just trying to help you out.

Milne: Thank you.

Bergenholtz: 6 feet down from peak to dormer? Is this rendering not to scale?

Milne: Yes, it is not to scale.

Church: Can you get one to scale because the chimneys are not to scale.

Ponder: Picture 8 is corrected, picture 9 is the one from before.

Milne: Yes, that was more of a rendering to give you an idea. I can certainly submit a scale drawing.

Church: West elevation and South side scale drawings?

Milne: Yes, certainly.

Lima: After all this is settled in terms of the windows, etc.

Milne: I propose clapboard and I am still thinking with a 4 inch lap to get the most longevity out of it. I want to try to do as little maintenance as I can on that part of the house.

Lima: Trim?

Milne: Line item 13. Willing to go with whatever is approved today.

Allen: I do not think I could vote to the use of a treated product since this is such a historic building, but check with everyone else here.

Lima: All of the trim?

Milne: Existing railings are composite, and was approved to do Azek sleeves.

Allen: Replaced composite material with composite material?

Milne: Confusion was because of that, and thought you were open to use an alternative.

Lima: This house is critical in terms it is on Hope Street across from Town Hall which is a highly historic area. We are just trying to keep it that way and stay away from as much synthetic as possible.

Milne: I understand. At the end of the day, I have to choose a product that works for everyone. I am trying to find an alternative product that will last longer. I wanted to submit one more thing that could be an alternative.

Church: Wood.

Butler: I certainly encourage the wood option.

Millard: What kind of wood?

Milne: Cedar. I would like to see what I can preserve and take down and restore. I cannot find old growth but may be able to find old stock from other places, and patch and repair where I can. I will try to find reclaimed lumber.

Allen: Nothing synthetic.

Ponder: I would rather see wood.

Bergenholtz: Yes, it is important.

Lima: Your idea of keeping what is there in good condition or refurbishing and add wood to it is a good plan so you do not have to start from scratch to keep your budget under control.

Butler: What about the windows?

Milne: I will be doing 6 over 6 and it will be furnished by the same person that is restoring the other windows. We did find a couple of windows in the basement that match and so depending on what the window size ends up being, we can restore those.

Butler: Refreshing, fabulous.

Lima: Other part of application is the doors?

Milne: Yes, so in lieu what we are doing with the windows, I printed out an example. I want to reclaim a door from a federal style home, either an 8 or 6 panel. My goal is to use a 6 or 8 panel door that is reclaimed off of another building.

Lima: Lou Cerillo, used to be the Town Clerk here, may be able to help and point you in the right direction.

Teitz: He might be able to help you.

Lima: If he does not know or does not have it, he can point you in the right direction.

Catherine Ziph: There are no doors left but Lou might know where some are. The Historical Society needs storage for windows, etc.

Lima: Anything else?

Kathleen Maynard: May I make a suggestion? There is a salvage yard in Woonsocket, Rhode Island. I believe the name is Gladu Salvage. Contact them as they have many old windows and doors and many other things. They may have a door that is appropriate for your project.

Milne: Thank you. Those were the 3 major things.

Lima: Anyone in the audience want to speak for or against this project?

Allen: Before we make a motion, what do we do about the doors, should we leave it to the Project Monitor?

Lima: Sure.

Milne: I have so much structural on interior.

Lima: We just do not want to stop your progress. If you run into a problem, let Nick know.

Motion made by Allen to accept application for dormers as presented and entry doors as being approved by the Project Monitor once you get the size of the windows and everything squared away. If windows have to be larger, you will have to come back. The exterior trim will be wood product and repaired; Second by Butler.

Voting Yea: Butler, Millard, Church, Allen, Bergeholtz, Lima, and Ponder

Secretary of Interior's Standards: #9

Project Monitor: John Allen

Lima: Your Certificate of Appropriateness will be ready early next week, see Nick. Please place it where visible. Thank you.

4D. **23-122: 8 Congregational Street, Joseph Gallo:**

Discuss and act on replacement of gutters with fiberglass.

Joseph Gallo present.

Allen: I would like to read the history of the house into record: "JULIA FISH COTFAGE c. 1846: A 4-bay, end-gable-roof, Greek Revival type, moved here from an unknown location before 1851."

Gallo: I want to replace wood gutters with fiberglass gutters on both properties.

Lima: Do you have a sample cut sheet?

Toth: There is one for Hope St, and it is the same for both properties.

Allen: We had a lot of people in the last three years replacing gutters. Fiberglass carries more water and looks like wood. Thank you for considering that.

Lima: Questions? Anyone in the audience want to speak for or against this project?

Motion made by Allen to accept as presented; Second by Butler.

Voting Yea: Bergenholtz, Ponder, Millard, Allen, Church, and Lima

Secretary of Interior's Standards: #9

Project Monitor: John Allen

Lima: Your Certificate of Appropriateness will be ready and do not begin work until you get it. Please display it on the front of the house.

4E. **23-122: 282 High Street, Joseph Gallo:** Discuss and act on proposed replacement of 40 ft of wood gutter along front porch of property with alternate material - possibly fiberglass, preferably aluminum to match rest of house.

John Gallo present.

Motion made by Allen to accept as presented; Second by Butler.

Voting Yea: Bergenholtz, Ponder, Millard, Allen, Church, and Lima

Secretary of Interior's Standards: #9

Project Monitor: John Allen

4F.

23-126: 221 Hope St, Edgewood Condominium

Association: Discuss and act on in-kind replacement of 13 non-historic Anderson windows with vinyl clad wood windows.

Pat Mack & _____

Mack: We are here for the final side of our window replacements. Two sides are in progress now. This is the final section on the East side.

Allen: I know we had approvals.

Church: Kevin?

Allen: He brought in a letter from the condo association.

Mack: We do have signed forms from the owners. I did not know we needed to bring them in. I can bring them.

Allen: Same windows as approved in the past?

Mack: Yes. Things move differently with condos. We need to collect money, etc. The windows will come in the Spring.

Lima: Anyone in the audience have a question or want to speak for or against this application?

Motion made by Allen to accept application as presented, 13 windows total contingency that there be a letter from the condo association showing approval of this application and to be given to Nick; Seconded by Church.

Toth: You can upload it online.

Voting Yea: Bergenholtz, Ponder, Butler, Lima, Millard, Church and Allen.

Secretary of Interior's Standards: #9

Project Monitor: John Allen

4G. **21-072: 21 Bradford St, Ledgehill Properties, LLC:**

Discuss and act on proposal to expand approved dormer addition 3'-8" to the north (rear of property) beyond what was approved.

Frank Sciacca, Esq. present.

Sciacca: I am here tonight because I would like to extend the third-floor dormer by 3 feet. It is coming along, using all wood trim, but they ran into a problem with the elevators going to each of the units and the LVLs supporting the building. They had to cut out portions in the second-floor master bedroom. The third-floor bedroom became the master bedroom, so the dormer has to be enlarged by 3 feet. It has a substantial impact on the bedroom.

Church: Did we not approve this already?

Sciacca: I did not have a choice. I was going to lose my framers if I didn't.

Bergenholtz: I understand the situation he was in.

Lima: Is it in the back of the property?

Sciacca: Yes. You do not notice the difference as it is very minimal visually.

Lima: Anyone in the audience want to speak for or against this application? Andy, can Ben make a motion as Project Monitor?

Teitz: Yes.

Motion made by Bergenholtz to accept application as presented; Second by Butler.

Voting Yea: Church, Millard, Allen, Butler,
Bergenholtz, Ponder, and Lima

Secretary of Interior's Standards: #9

Project Monitor: Ben Bergenholtz

4H. **23-127: 9 Constitution St, John Hartley:** Discuss and act on replacing two rotted window both south facing side of house with Pella window.

John Hartley present, along with a Pella Windows Representative.

Hartley: I am here for the replacement of windows in the front of the house. The sashes are rotted and we them changed. I tried to get replacement sashes and had Pella come down 2-3 times, but they no longer make a sash for that style window.

Butler: Do we have a date of the windows?

Hartley: They are 30 years old. I bought the house 30 years ago and I replaced the windows.

Butler: In the back?

Hartley: They are in the front of the house.

Allen: So what is there now?

Church: Clad or wood?

Hartley: I have been redoing the house for 30 years, and the sills on the water side and the street side have been replaced. I put storm windows on these windows to make it through last winter. I have examples if you would like to see them.

Butler: Are they all Pella?

Hartley: Yes. One in the kitchen was an Andersen window, but we trimmed it out to match the others. (Shows samples of windows to Commission.)

Bergenholtz: The glass in that window is sideways.

Hartley: It will be 6 x 6 and will match what is there.

Ben: Greek Revival caps will stay?

Hartley: Yes.

Church: What about the other windows?

Hartley: The other windows are holding up.

Church: Are you going to come back in a year to do the rest?

Allen: I think the saving grace is that the windows are not original to the house. We look to see if they can be repaired instead of replaced.

Hartley: The windows that I replaced were not original they were 2 over 2.

Ponder: Will the storm windows be removed or left on?

Hartley: If I have to go with wood on wood, I might leave the storm windows on because it does not hold up on the water.

Allen: I think it would look odd if you had some with and some without.

Hartley: That is what I was thinking.

Butler: The material for cladding is the same for the windows you are proposing?

Bergenholtz: Addressing the Pella Windows Representative. What is the difference between Pella and Marvin.

Pella Rep: They are the same.

Allen: Have we ever approved aluminum cladding?

Bergenholtz: We have approved Marvin cladding.

Church: Does it come white?

Pella Rep: Correct.

Lima: Anyone in the audience have a question or would like to speak for or against this project?

Motion made by Allen to accept as presented for replacement of two rotted windows on South side of the house. Finding of fact that the windows are 30 years old and are not original to the house; Second by Butler.

Teitz: Since all of Bristol is near the water, this should be specific to this property.

Voting Yea: Church, Butler, Millard, Lima, Ponder, Bergenholtz, and Allen.

Secretary of Interior's Standards: #9

Project Monitor: Sara Butler

Lima: Your Certificate of Appropriateness will be available soon. Please put the Certificate in the window so it is visible.

Toth: you will get that on Monday.

4I. **23-125: 61 Constitution Street, Tracy Carroll:**
Discuss and act on removing existing mudroom in rear of home & replace with 11' 6" x 20' 6" mudroom/Sitting room.

Jacob Apple (contractor) - I want to build a 11ft 6x20ft mudroom. There is an 8x8 mudroom on slab with a sand foundation now. The floor is some old 2x8 beams which are rotting. I am surprised it is still standing. I want to remove it completely and reframe the 8x8 floor and pour a slab for rest of the addition. The site plan shows the addition. I will use an 8x8 pressure treated floor system. This will be at the rear of the house with no window. On the plan there was a window, but doing without it, and it will be a French door instead.

Lima: Do you have a cut sheet?

Apple: I have one. All of the siding will be clapboard to match the rest and I want to use Lifespan trim which will be oil treated and oil primed wood that will be painted.

Teitz: Is it a composite or natural?

Apple: No, it is yellow pine that has been treated.

Bergenholtz: I am not crazy about the roof. Since it is on the back of the house, I would rather see a pitched roof.

Apple: Tried an A-frame and other roofs, but I had a water/ice issue.

Church: Is this visible anywhere?

Apple: No, it is completely hidden.

Bergenholtz: And you eliminated the window?

Apple: Yes. Going with a French door.

Allen: Is this visible from the street at all?

Apple: No.

Church: Will the East wall will be stepped in a bit from the main house?

Apple: Yes.

Church: There is not much room between that and the next property.

Apple: They have an existing sidewalk next door, and I am going to try to keep it away from that.

Lima: Anyone in the audience want to speak for or against this project?

Motion made by Ponder to accept application as presented to replace existing mudroom and replace with the mudroom as applied for with the exception of the window; Second by Allen.

Voting Yea: Ponder, Millard, Butler, Bergenholtz, Lima, Church, and Allen.

Secretary of Interior's Standards: #9

Project Monitor: Chris Ponder

Lima: The Certificate of Appropriateness will be available. As you have heard us say to the other applicants, please put this on display in the front of the house and do not begin until you get it.

Toth: May be a while before you get the green sheet as the Building Inspector may want to look at it to make sure everything is good.

- 4J. **23-112: 259-267 Thames St, Bristol, RI (Bristol Harbor Inn), TSL, LLC:** Discuss and act on proposed work to involve demolition of existing roof structure of the eastern wing of structure (Bristol Harbor Inn), with an addition of a third-floor level as shown on the attached proposed plans and elevations, Install new windows, siding, new roof and dormers.

Spencer McCombe (Architect) present.

McCombe: This has been through multiple small projects since new owners bought the property. This is the only hotel between East Providence and Middletown. That puts a tremendous amount of pressure on this hotel. The school fills it up a lot of the time and for the rest of the year. There is a sea level issue here where we cannot have sleeping units on that level. We are looking to add a few more rooms as quickly and effectively as possible. We want to take a section of the building that is hidden between two style of buildings and giving it one more floor. On the upper level there is a hallway from the brick bank building to the long wharf building on other side. This provided egress and connection on that upper level. Our thought was to extend roof line up with dormers and gables while working around existing plumbing stacks and still keeping it lower than the two roofs around it. We feel like this will give us 8 more rooms in the facility. It is pretty much what we can do here with the existing configuration. The new windows are same as those approved previously. Windows to be commercial and storm rated. We want to put in Marvin storm watch windows as the Building Inspector requested. The clapboard will remain the same. We have pictures and cuts of windows. We want to use Marvin Ultimate windows which we would need in this proposal. We would love to hear your thoughts. My opinion as an architect having been in and around this facility a lot, the bank building does not get affected. This is not a historic building, as it is a 20-year-old building. This new proposed addition/third floor does not change the buildings

on either side. This will take out a strange configuration of a shed and two dormers on both sides. This will give us some needed square footage in the building for more rooms since it is in high demand, and we would love to hear your thoughts.

Allen: I like the application and what you have come up with. I was surprised that you did not have more information on the materials. Are you using the same clapboard and materials as before?

McCombe: Yes.

Lima: Nick, can we get a note from the Building Inspector about this?

Toth: Of course.

Lima: If you could forward the specs.

McCombe: They are in the application.

Church: They are here.

Lima: Just want to make sure someone does not object/comment on this. I agree with John that it does look good and a couple of years from now no one will know that there was something different than before.

Bergenholtz: I agree with John and Orly. I am just curious about going with a double window. Is there a reason you went with a double window?

McCombe: It has really great views in that area in the dormer and it just worked out better for the rooms.

Millard: How does the tower structure on the South side work with the roof line? I can see it on the back side if you are standing on the North side.

McCombe: It is basically a wall there with a new mass which is one story higher, and without changing much architecturally.

Ponder: So it comes up to the South trim on the tower but is not touching it?

McCombe: Correct. The roof line is lower there. It should not come in an awkward way.

Lima: Anyone in the audience have any questions, or want to speak for or against this project?

Motion made by Allen to accept application for addition as presented; Second by Church.

Voting Yea: Allen, Millard, Ponder, Church, Lima, Bergholtz, and Butler

Secretary of Interior's Standards: #9

Project Monitor: John Allen

Lima: The Certificate of Appropriateness will be ready soon.

McCombe: The portal and uploading was really helpful.

4K. **23-129: 14 Bradford Street, Robert Lacovara:** Discuss and act on proposed renovation of front entry porch using wood components and addition of shutters to front windows.

Robert Lacovara presented.

Toth: I received your email.

Lacovara: I am the not so proud owner of the homeliest porch on the block. I would like to remedy that problem. The project is to sheath the existing concrete porch in wood, so it fits in and not looking as homely.

Allen: So, we did not have any materials that you are intending to use. That is something required. How do we go about doing this.

Teitz: Did you want to read 10-14 Bradford into the record?

Allen: Reads history of home in record. "EPHRAIM GIFFORD HOUSE c. 1853: In his will of 1853, Ephraim Gifford, a wealthy merchant and owner of nearby Gifford's Wharf, divided this 1-1/2-story, Greek

Revival double house between his daughters Hannah G. Swan and Angenet Baker. The house remained in the same family through much of the 19th century, and by 1910 the west half had been altered for commercial use. Small double houses of this type were built throughout the 19th century; the turn-of-the-century storefront documents the evolution of the waterfront area from a residential neighborhood to a commercial zone."

Allen: What are the materials?

Toth: My understanding was all wood.

Allen: What about the lattice? All wood as well?

Poner: You are not removing anything?

Lacovara: No, just adding wood over everything to cover the concrete slab.

Lima: Any questions? Is there anyone in the audience who would like to speak for or against this project?

Lacovara: The second part of this project is to put shutters on the front windows. They are, as Nick said, I just got the cut sheet to him yesterday afternoon, wood shutters. The front looks very plain and house is vinyl sided with aluminum windows, would like to remedy that at some point.

Allen: Are the shutters to be all wood?

Lacovara: Yes.

Ponder: So, this picture showing the two windows?

Lacovara: Yes, there are no shutters there now, but I want to put shutters there.

Ponder: Wood?

Lacovara: Yes.

Lima: Any questions? Anyone in the audience want to speak for or against this project?

Allen: Is there enough distance between the downspout?

Lacovara: I am not doing it there, just on the West side.

Motion made by Ponder to accept application to remove current iron railing, wood railing, wood steps, risers, and lattice work, and add wood sheathing over current concrete patio/porch and to add wooden shutters to the two West side windows on front as proposed; Second by Allen.

Lima: So everything will be wood?

Lacovara: Correct.

Voting Yea: Ponder, Allen, Millard, Butler, Church, Lima, and Bergenholtz.

Secretary of Interior's Standards: #9

Project Monitor: Mary Millard

Toth: The Building Inspector will need to be notified.

Lima: As you heard us say earlier, the Certificate of Appropriateness needs to be displayed in the front window and please do not begin until you receive approval from the Building Inspector and the Certificate from us.

Toth: Green sheet is noted that this is not a substitute for mechanical and electrical permits, etc.

Lima: Thank you for fixing this house.

4L. **23-128: 50 Thames Street, David Ouellette:** Discuss and act on application for addition of new bathroom vent through roof on south elevation, new dryer vent on south elevation, replacement of south facing sky lights, repair of stairs, replacement of exterior lighting on west and south face.

Allen: I would like to read the history of this house into the record. "WILLIAM C. MANCHESTER HOUSE c. 1835: This is a 2-story, 3- bay, end-gable-roof; Greek Revival cottage. It was the first house built on the conner lot sold to Manchester by Benjamin T. Easterbrooks in 1831. Manchester was part owner of

the *Thomas Hall*, a 66-foot schooner, registered in Bristol during 1836-37."

David Ouellette present.

Ouellette: What I am proposing here are several things for safety, functionality, and structural for the building.

Bergenholtz: When I looked at this earlier, it looks like administrative sign-offs.

Toth: We spoke on the phone briefly indicating that some things were administrative approval.

Ponder: Can we look at them so we do not have to go through everything?

Toth: Number 4 is all set, and number 6 is an administrative sign-off.

Lima: Do you have the information for that Nick?

Toth: The lights, I believe, that is on page 175, last slide of this application. I believe those are the only two administrative sign-offs. The venting, because it is new venting, I do not believe would be administrative.

Lima: Also Building?

Toth: It would be a mechanical permit.

Lima: That is what I thought.

Bergenholtz: What about the installation of aluminum balusters?

Lima: Skylights?

Bergenholtz: That is to be a repair in kind.

Toth: I do not believe that is administrative.

Bergenholtz: Sorry just trying to save you time.

Lima: The addition of the new bathroom vent and dryer vent, those are building?

Toth: Mechanical permits.

Lima: Replacement of South facing skylights, stairs, and replacement of lighting would be sign-offs, or the repair of the stairs do we need to look at?

Toth: Yes, administrative sign-off since it is a replacement in kind.

Lima: Looking at the skylights, and that would be item 12.

Ponder: On 170.

Toth: All 170.

Ponder: Very organized and easy to follow, thank you.

Allen: How many skylights?

Ouellette: Three.

Allen: Are they workable?

Ouellette: Yes.

Lima: Are they visible?

Ouellette: Yes.

Church: Are they existing?

Lima: So, we would have to fly over the house to see them?

Church: Point One storm windows?

Ouellette: No.

Church: They are a Rhode Island company. They have been used in the Historic District. Nick, do you have Point One storm window cut sheets?

Toth: I have not been filled in on them.

Allen: I have had them on a couple of projects, but you are trying to match what you have so they may or may not work.

Ouellette: I am trying to come as close to the existing as I can.

Bergenholtz: Balusters, again very well done. Thank you. I think wood would be appropriate. I suggest that you copy what is there.

Ouellette: Okay.

Church: I agree.

Ouellette: Okay.

Lima: Anyone have any comments? Is there anyone in the audience who would like to speak for or against this project?

Church: I like the outdoor lights too.

Lima: We might erase some things and use your application for other people because this is so well done and organized with each project on a separate page with a separate explanation.

Allen: All we are doing tonight from this Board is skylights and railings? Is that it?

Lima: Vents and other stuff have administrative approval.

Toth: Mechanical approval.

Lima: Yes, sorry mechanical approval.

Motion made by Allen to accept application as presented to include the new bathroom vent and dryer vent as proposed, two skylights as proposed, venting skylights and repair of stairs and balusters will be replaced in kind and lights as proposed; Second by Bergenholtz.

Voting Yea: Allen, Lima, Millard, Ponder, Church, Butler, and Bergenholtz.

Secretary of Interior's Standards: #9

Project Monitor: John Allen

Lima: Please wait until Nick provides the Certificate of Appropriateness. Do not start work until you get it and display it at the front of the house where it is visible to everyone.

Toth: The green sheet will be online.

5. Concept Review

6. Monitor Reports & Project Updates

Teitz: As you know, Ben you asked this a while back, I am getting national training. Last fall there was a workshop and it is being held again on Oct 8, 2023, but the powers that are paying for it figured that more people would attend in Warwick. You need the three-hour training. There are top notch people providing the information and I really do recommend it. It is on Saturday, October 8, 2023.

Bergenholtz: This is not something you can do online?

Teitz: Not at all.

Lima: I have it in my book already.

Teitz: Amy is going from our office this year since I went last year. I do want to encourage you to attend. Nick, I think you get an opportunity, I would recommend it.

Bergenholtz: Did you send a link?

Teitz: It has not come out yet, but there will be something specifically coming out. I am just giving you advanced notice.

Lima: Question. Andy, I think this question is for you, in terms of people who are doing projects without permission and we report it to Nick, what can Nick do about that?

Teitz: I think our first goal is always compliance so if someone is doing work without a permit, Nick reaches out to them. If they come in and file a permit, we do not go further. If it is something that would go to the Commission, then we charge the fee. If there are problems such as they are working and do not stop and then Code Enforcement issues a stop work order, then Municipal Court or District Court.

Lima: I saw a gigantic lift at one of the apartment complexes.

Nick: What address?

Tietz: If you get the address, then we can look to see what is going on.

Nick: There is painting going on at the Burnside building.

Lima: It is at a municipal building. Diane is good about going through us. Thanks Andy, just clarifies stuff.

Lima: Do you have anything else for us?

Nick: I made some additions and/or changes to the Commission Review.

Bergenholtz: Beehives not permanently attached to the building?

Teitz: That was for people who actually put a beehive attached to a house.

Lima: I was thinking about bees.

Teitz: Can we continue it?

Toth: Yes, just wanted to start the conversation. The main goal is to get things like fiberglass gutters off of the agenda.

Church: You have to be careful with that.

Teitz: Okay are we continuing it to our next meeting or discussing it here?

Lima: Yes, let's move it to the next meeting.

Butler: I will get an email from this office saying you need to go out and look at this because you are the Project Monitor. Once I go on one of these outings are you now going to be able to approve of this? Like Citizens Bank, some lights look bright, but not all, so what is the Project Monitor's job? So that is what I thought the job was, now I find out it is for final review of a project.

Teitz: It is to be a resource to the applicant so they can keep in line. Like if they take a roof off and find a problem, they can reach out to the Project

Monitor. The Project Monitor can approve small changes like if a 5 inch vent was approved originally and they want to put a 3 or 4 inch vent, or a 6 inch vent, those are things that the Project Monitor can approve. Specific things can be delegated to the Project Monitor. If you do not feel comfortable about it, you can say that they need to come back to the Commission if you are not comfortable. If doors presented to John are not appropriate, John can say no and that they need to come back. Just drive by your projects to keep an eye on things and if there is a problem you can call the applicant or Nick.

Lima: The house next to the Beach House, that John was Project Monitor on, but then they saw the issue, and

Teitz: Ory, that was an unusual situation and not a good example.

Lima: Some people use things as examples to get around stuff.

Teitz: Say no I can't approve that, and they need to come back.

Ponder: Everything on here are administrative approvals and things in red are proposed changes.

Lima: Any other business?

Allen: 195 High Street to agenda?

Lima: Can we do that?

Teitz: Yes.

Motion made by Allen; Seconded by Ponder.

Voting Yea: Ponder, Allen, Millard, Lima, Church, and Bergenholtz

Allen: There was a fire there last week.

Teitz: Not sure if occupant moved out.

Millard: They are accepting bids.

Teitz: Was there an advertisement for the bids?

Millard: No. Someone who was interested asked if they could go and walk around.

Teitz: The process is to advertise, then take bids, and basically the receiver will potentially accept a bid and then it goes to the court and then if anyone else wants to bid, they have an auction at the court.

Butler: Can it be bought and demolished?

Toth: I have gotten a couple of calls about the property. One guy asked what if he wanted to knock it down, and I told him it would need to be shown that it was unsavable.

Teitz: They would have to come before the Commission just like anyone else. It is also subject to zoning. It is a legal two family. If someone wanted to use it for that, they could.

Millard: Question about the new policy passed by the State that you could put a residence on your property if you have enough room.

Teitz: I do not want to get into that now. All I will say is that if it is in the district, it needs approval and limited to the requirements of the Commission.

Millard: So, we have our own jurisdiction?

Teitz: Yes. If we get too far, we need to add this to the agenda. I would also like to add the Oliver School to the agenda.

Motion made by Lima; Seconded by Allen

Voting Yea: Allen, Lima, Ponder, Bergenholtz, Church, Millard, and Butler

Teitz: The property was sold. I was involved in the process. It does specifically include a historic preservation easement because I drafted it. They cannot do anything to the exterior without coming to you. We do anticipate that they will have to put in an elevator. Any change to the front will have to come to you. The exterior is separate and completely protected by the Town of Bristol.

Lima: Anything else?

7. HDC Coordinator Reports & Project Updates
8. HDC Coordinator Approvals
9. Other Business
10. Adjourned at 9:16pm

DRAFT