



**MANCHESTER-BY-THE-SEA**  
**HISTORIC DISTRICT COMMISSION**  
**Town Hall, 10 Central Street**  
**Manchester-by-the-Sea, Massachusetts 01944-1399**

**MINUTES**  
**MANCHESTER-BY-THE-SEA**  
**HISTORIC DISTRICT COMMISSION**  
**Meeting May 23, 2019**

**Members Present:** Chairman John Round, Donald Halgren, Tracy Gothie, Richard Smith, Joseph Sabella, and Rosemary Costello.

**Members Not Present:** Robert Coppola.

Mr. Round called the Historic District Commission (“HDC”) to Order at 7:00 p.m. Mr. Round then introduced the Board members to those in attendance. It is noted that this meeting is being digitally recorded by the HDC clerk, and the typed minutes represent the permanent record of the Board. The format of the hearing was explained to those in attendance by the Chairman.

**NEW APPLICATION**

Mr. Round introduced the application of **Sea Rock Estate, David S. Hartley**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to approve the proposed replacement fencing, at **1 Peele House Square**, Assessor’s Map No. 45, Lot 1, in District G, filed with the Town Clerk on April 8, 2019.

Mr. David Hartley introduced himself as the manager of Sea Rock Estate and explained the proposed project as follows: We plan to install a 6 foot L-shaped natural cedar fence with a gate. There will be 5 feet of board fence with a 1 foot lattice on the top. This fence will be located at the back of the brick house. The fence will be located 2 feet into the setback and spans 26 feet, then turns over to the stockade. The contractor is Story Fence, Essex, MA.

Mr. Halgren asked if the proposed fence would have any impact on the neighbors, and Mr. Hartley replied no, and that it is being installed at the request of the tenant for privacy issues and safety for their dog.

There were no further questions or concerns from the HDC members or the public.

There was no need to vote to waive the public hearing on this application, because this application was noticed in advance as a public hearing.

Mr. Halgren made a motion to approve the the application of **Sea Rock Estate, David S. Hartley**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to approve the proposed replacement fencing, at **1 Peele House Square**, Assessor's Map No. 45, Lot 1, in District G, filed with the Town Clerk on April 8, 2019.

Ms. Gothie seconded the motion. Vote: Mr. Round, Mr. Halgren, Ms. Gothie, Mr. Smith, Mr. Sabella, and Ms. Costello voted unanimously in favor of approving this application.

**Documents Produced:** Photograph of the proposed fence and site plan outlining the size, shape, and dimensions of the proposed fence.

### CONTINUED APPLICATION

Mr. Round introduced the application of **Antique Table Trattoria**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to approve the sign or signs outside the restaurant, at **7 Central Street**, Assessor's Map No. 53, Lot 32, in District G, filed with the Town Clerk on March 12, 2019.

Mr. Matthew Gateman introduced himself as the manager of the Antique Table Trattoria

The proposed sign will be located above the front door. The sign will be one-half inch thick and 12 inches high with the gold, circular Antique Table logo, and will blend in with the sign background. The sign lettering will be PVC with a matte finish, and will be raised one-half inch with italic font and in two separate pieces: 1) *Antique* and 2) *Table*.

There were no further questions or concerns on behalf of the HDC members or the public.

There was no need to vote to waive the public hearing on this application, because this application was noticed in advance as a public hearing.

Mr. Smith made a motion to approve the application of **Antique Table Trattoria**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to approve the sign or signs outside the restaurant, at **7 Central Street**, Assessor's Map No. 53, Lot 32, in District G, filed with the Town Clerk on March 12, 2019.

Ms. Gothie seconded the motion. Vote: Mr. Round, Mr. Halgren, Ms. Gothie, Mr. Smith, Mr. Sabella, and Ms. Costello voted unanimously in favor of approving this application.

**Documents Produced:** Color photograph of the proposed *Antique Table* sign.

### NEW APPLICATIONS

Mr. Round introduced the application of **The Mooring**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to approve the sign or signs outside the restaurant, at **25 Union Street**, Assessor's Map No. 45, Lot 13, in District G, filed with the Town Clerk on May 16, 2019.

Mr. Michael Rossa introduced himself as the owner/manager of The Mooring and explained his proposed signage as follows: The contractor is The Sign Shop, Wakefield, MA. The proposed sign will be in the same location as *Superfine* with essentially the same lettering for **The Mooring**. The sign will be the same dimensions as the existing sign, 138 inches long and 16 inches in height, using the existing planks. The lettering will be 1 inch thick black acrylic, Baskerville font, matte finished, slightly raised lettering.

Ms. Costello asked about the signage on the windows and doors, and Mr. Rossa replied that he has removed the signage on the windows and doors; and, if he decides to add signage, he will return to the HDC for additional signage approval.

There were no further questions or concerns on behalf of the HDC members or the public.

Mr. Smith made a motion to waive the public hearing on the application of **The Mooring**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to approve the sign or signs outside the restaurant, at **25 Union Street**, Assessor's Map No. 45, Lot 13, in District G, filed with the Town Clerk on May 16, 2019.

Mr. Sabella seconded the motion. Vote: Mr. Round, Mr. Halgren, Ms. Gothie, Mr. Smith, Mr. Sabella, and Ms. Costello voted unanimously in favor of approving this application.

Mr. Halgren made a motion to approve the application of **The Mooring**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to approve the sign or signs outside the restaurant, at **25 Union Street**, Assessor's Map No. 45, Lot 13, in District G, filed with the Town Clerk on May 16, 2019.

Mr. Sabella seconded the motion. Vote: Mr. Round, Mr. Halgren, Ms. Gothie, Mr. Smith, Mr. Sabella, and Ms. Costello voted unanimously in favor of approving this application.

**Documents Produced:** Photograph of sign.

Mr. Round introduced the application of **Samuel Crocker**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to replace damaged brick stairs with wood stairs and a railing, at **7 Ashland Avenue**, Assessor's Map No. 21, Lot 22, in District G, filed with the Town Clerk on May 15, 2019.

Mr. Crocker had requested that his application be reviewed at the June 27, 2019 HDC meeting.

made a motion to continue the application of **Samuel Crocker**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to replace damaged brick stairs with wood stairs and a railing, at **7 Ashland Avenue**, Assessor's Map No. 21, Lot 22, in District G, filed with the Town Clerk on May 15, 2019.

seconded the motion. Vote: Mr. Round, Mr. Halgren, Ms. Gothie, Mr. Smith, Mr. Sabella, and Ms. Costello voted unanimously in favor of continuing this application.

**Documents Produced:** None.

Mr. Round introduced the application of **Martin and Lauren Hahn**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, for reconstruction of an existing bay window and removal and relocation of several doors and windows, at **18 Bridge Street**, Assessor's Map No. 44, Lot 10, in District G, filed with the Town Clerk on May 8, 2019.

Mr. Remko Breuker introduced himself as the architect on this project and explained the proposed project as follows: We are proposing very minor renovations to the exterior of the house, the majority of the renovations will be performed in the interior of the house. The largest exterior change will be replacing the existing kitchen bay window and two casement windows along the harbor façade, which is a stucco structure with wood trim. The plan is to remove all three windows and install a new bay window 6 inches less in depth and new windows in their place that will have more panes and be more historic looking, and replace the stucco with white wood panel trim. The door will be replaced by a window on the west side lower level under the deck. One of the double-hung windows will be replaced by a door on the deck over the garage behind the house. Finally, we would like to remove a window on the west side of the house next to the chimney on the first floor and replace it with stucco to blend in with the rest of the exterior of the house.

Mr. Smith questioned why replace the stucco with a wood frame around the bay window and two windows, and Mr. Breuker replied that it would blend in with the rest of the house's trim and make the bay window look a little less heavy, and will improve the overall historic appearance of the house. Mr. Smith agreed.

There were no further questions or concerns on behalf of the HDC members or the public.

Mr. Halgren made a motion to waive the public hearing on the application of **Martin and Lauren Hahn**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, for reconstruction of an existing bay window and removal and relocation of several doors and windows, at **18 Bridge Street**, Assessor's Map No. 44, Lot 10, in District G, filed with the Town Clerk on May 8, 2019.

Mr. Smith seconded the motion. Vote: Mr. Round, Mr. Halgren, Ms. Gothie, Mr. Smith, Mr. Sabella, and Ms. Costello voted unanimously in favor of waiving the public hearing on this application.

Ms. Gothie made a motion to approve the application of **Martin and Lauren Hahn**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, for reconstruction of an existing bay window and removal and relocation of several doors and windows, at **18 Bridge Street**, Assessor's Map No. 44, Lot 10, in District G, filed with the Town Clerk on May 8, 2019.

Mr. Sabella seconded the motion. Vote: Mr. Round, Mr. Halgren, Ms. Gothie, Mr. Smith, Mr. Sabella, and Ms. Costello voted unanimously in favor of approving this application.

**Documents Produced:** Plan A2.0 (Existing South Elevation, Existing West Elevation, Proposed South Elevation, Proposed West Elevation/Section).

Mr. Round introduced the application of **Remko Breuker and Henri DeGuillebon**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to construct a new addition to side and rear of existing residential structure, at **9 Washington Street**, Assessor's Map No. 46, Lot 10, in District G, filed with the Town Clerk on April 18, 2019.

Mr. Remko Breuker introduced himself as the architect and agent on this proposed project and explained as follows: This application was heard by the ZBA last evening, and the ZBA had questions regarding the roof line, and two neighbors expressed concern about the design, so we will be working on some redesigning. This is a small, 1-1/2 story, two-family residential cottage-type house, which has a more modern addition to the left side of the house and another sitting on two posts in the rear of the house and constructed in the 1950s. The owners would like to construct more modern addition in

the rear of the residence, while maintaining the historic look of the front of the house. Mr. Breuker asked the advice of the HDC. Mr. Smith suggested that it would be difficult to construct a modern addition on the side of the house, because it would be in clear view from Washington Street. Ms. Gothie suggested that the HDC members conduct a site visit, and the other HDC members agreed that a site visit would determine how much of this house can be seen and from where. Ms. Costello expressed concern about the light reflection from the number of windows and its effect on the neighbors.

Mr. Breuker agreed that the site visit would be a good idea and added that he will be meeting with the neighbors to address their concerns. Mr. Breuker stated that this application has to go back before the ZBA to determine the size of the house and extent of the renovations allowed, before he can return to the HDC with modified plans.

There was no need to vote to waive the public hearing on this application, because this application was noticed in advance as a public hearing.

Mr. Sabella made a motion to continue the application of **Remko Breuker and Henri DeGuillebon**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to construct a new addition to side and rear of existing residential structure, at **9 Washington Street**, Assessor's Map No. 46, Lot 10, in District G, filed with the Town Clerk on April 18, 2019, to a future date.

Mr. Smith seconded the motion. Vote: Mr. Round, Mr. Halgren, Ms. Gothie, Mr. Smith, Mr. Sabella, and Ms. Costello voted unanimously in favor of continuing this application.

**Documents Produced:** Plan T0.1 Proposed Site Plan, E2.0 Existing Elevations, A1.0 Proposed Plans, Plan A2.0 Proposed Renovations—Elevations, Plan A2.1 Proposed Elevation & Sections, each 1 page, 11"x17".

Mr. Round introduced the application of **Andrew and Liesl Hawley**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, for extensive renovations and additions to the existing structure, at **48 Central Street**, Assessor's Map No. 44, Lot 19, in District G, filed with the Town Clerk on April 17, 2019.

Mr. Brian Stein introduced himself as the architect on this project, and Mr. Andrew Hawley, the owner. Mr. Stein explained the proposed project as follows: There is an existing (circa 1760) rectangular portion of the house, and the side porch, dormers, and 16 foot jet-out in the rear, with deck and spiral stairs (probably late-1980s) were added later. This house has been used as a commercial property for a number of years, with a residential unit on the top floor of the house. The owners would like to convert this back to a single family home. The front and driveway side of the house are the most visible. The next door neighbors' home is very close to 48 Central Street.

Mr. Stein continued to explain that the proposed plan is to remove the stucco and shutters to give the house a more historic look and open up the views of the harbor from the back of the house by installing larger, double-hung windows and sliders for the rear addition to the house. We also propose to bump out the main floor (first floor) 9.5 feet all the way across, over the lower level existing deck, which will create a roof deck accessed from the proposed new master bedroom.

There was no need to vote to waive the public hearing on this application, because this application was noticed in advance as a public hearing.

Mr. Sabella made a motion to continue the application of **Andrew and Liesl Hawley**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, for extensive renovations and additions to the existing structure, at **48 Central Street**, Assessor's Map No. 44, Lot 19, in District G, filed with the Town Clerk on April 17, 2019.

Ms. Gothie seconded the motion. Vote: Mr. Round, Mr. Halgren, Ms. Gothie, Mr. Smith, Mr. Sabella, and Ms. Costello voted unanimously in favor of continuing this application.

**Documents Produced:** Plans: Existing Basement Plan, Existing First Floor Plan, Existing Second Floor Plan, Existing Third Floor Plan, Existing Front Elevation, Existing Rear Elevation, Existing East Elevation, Existing West Elevation, Site Plan, Lower Level/Basement Plan, First Floor Plan, Second Floor Plan, Third Floor Plan, Front (Central Street) Elevation with Fence, Front Central Street Elevation with Fence Removed, Rear (South) Elevation, East Elevation, West Elevation, Portico Details, each 1 page, 8.5" x 11", prepared by Tucker Architecture and Landscape, dated April 18, 2019. One (1) color photograph with four frames of the house (side, front, rear, and side rear), and 1 color photograph of the existing sill and casing., each 8.5" x 11" and dated April 18, 2019.

## **ADMINISTRATIVE MATTERS**

**March 28, 2019 and May 1, 2019 HDC Special Meeting Minutes:** Review and possible approval of the minutes.

**Updated/Revised HDC Applications:** Review, discussion, and vote to possibly approve or further revise the updated/revised applications. Revisions include the updated filing fees, add additional applicant information, and improve the appearance of the applications.

**Rosedale Cemetery:** Status update by the HDC Clerk.

**Elm Street Sign:** Status update on relocation of the sign by the HDC Clerk.

**Sandwich Signs in the Historic District:** Further review and discussion.

**3D Crosswalks:** Pedestrian safety and reduce traffic speed.  
**Historic District Commission:** HDC should be included in any matters that affect the Historic District.

**Adjournment:** Ms. Gothie made a motion to adjourn the meeting, and Ms. Costello seconded the motion. Vote: Mr. Round, Mr. Halgren, Ms. Gothie, Mr. Smith, Mr. Sabella, and Ms. Costello voted unanimously in favor of adjourning the meeting. The meeting was adjourned at 9:27 p.m.

Respectfully submitted,

Adele Ardolino, Clerk  
Historic District Commission  
Manchester-by-the-Sea, MA