



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 September 26, 2019

Members Present: Chairman John Round, Tracy Gothie, Joseph Sabella, Rosemary Costello, and Robert Coppola

Members Not Present: Donald Halgren and Richard Smith

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 Ms. Ardolino, 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.

CONTINUED APPLICATION

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 representing the applicant, Mr. Henri DeGuillebon, who was also present. Mr. Breuker stated that the Zoning Board of Appeals (“ZBA”) approved their application at the ZBA meeting last evening. Mr. Breuker explained that the last time he met with the HDC members was at the site visit in late-May. At that time I informed the members that we had heard from the neighbor, whose house is located next-door and to the east of 9 Washington Street, and who expressed concern about the large tree on the property line, a water runoff issue between the two houses, and the proposed dormer that would block light into their house. We met with these neighbors inside their home to discuss their concerns and issues, and as a result worked on a design to mediate their concerns. In response to those concerns, we plan to remove the large rear dormer, run the roof eave straight across to allow light to come into their windows, remove part of or the entire large tree, and we will find a resolution to the water runoff issue, once we have a good rain and can evaluate what the issue is. We met with the neighbor and gave them the revised plans.

The proposed project involves constructing additional bedrooms, enlarge the rear space on the main floor as well as building out on the basement level underneath the upper floors. The front unit will have a few dormers added to it and the front door entry, but most of the changes will be in the rear unit. In order to add bedrooms without changing the roof line, we have to push some of the bedrooms to the rear of the house, where there is a 7 foot drop in the back yard, which enables us to maintain the roof line and not disturb the ridge and peak in the front and construct the majority of the changes in the rear of the house, where we will be increasing the size of the family room and build above and below it. In looking at this house's street façade, the only change will be to the corner gable. The rear side of the house is barely visible from Washington and Union Streets. The rear façade is barely visible from Summer Street.

Mr. Round asked about the size of the side stoop. Mr. Breuker replied that the stoop is almost 6 feet wide and the addition will create an L-shaped footprint and will only increase approximately 5 inches as a result of the new addition.

Ms. Costello stated that Mr. Richard Smith, an HDC board member, had expressed concern about the proposed windows in the rear of the house and being visible from Summer Street. Ms. Gothie expressed concern about the rear windows in the event that surrounding properties decide to renovate and change their views of this property. Mr. Round stated that the Guidelines state "what you can see from the street within the Historic District," and Summer Street is not within the Historic District.

Mr. Sabella about the dormer facing the neighbors' house. Mr. Breuker replied that that dormer will be reduced by 4 feet.

Mr. Round asked about the addition of two dormers on the front unit of the house, what type of windows will be installed, and how do the proposed windows relate to the existing windows. Mr. Breuker replied that one of the bedrooms already has windows in the rear of the room that will be blocked by the proposed construction, and we also will need to provide a fire egress. Two dormers will be necessary to balance out the symmetrical look of the windows. We will mimic the hip roof which currently exists on one historic dormer on the other side. These windows will be 2/2 panes, historic window replica, simulated divided light, historic sill and trim, and duplicate the dormer that is located on the eastern side of the house.

Ms. Costello asked about the siding. Mr. Breuker replied that the current house is shingled on the front and wraps to the side, so we will match those shingles to the historic recreation, and then it will change to red cedar siding, and the wood clapboard painted, but the color hasn't been decided. Ms. Costello explained that her only concern is about the proposed west rear windows that may be visible from Union Street. Mr. Breuker replied that they can change the windows to be more integrated. The little dormer is a window to the bathroom and will exactly match the other dormers. It is very difficult to get exterior access from this level, due to the 7 foot drop in the back yard, and we would like to have a little barbecue balcony (approximately 8 feet by 5 feet) with a wooden post. The door will be made out of glass, so that it will be barely noticeable. Ms. Costello asked if there will be any metal railings or light fixtures, and Mr. Breuker replied no, it is

all painted wood and shingles, and we will be matching the existing chimney brick with new thin brick at the extension and make sure that the color matches.

Mr. Sabella asked if the ZBA approved this application with any restrictions. Mr. Round asked Ms. Ardolino, because she is also the clerk for the ZBA, and she replied that the ZBA approved the application as is. The only concern was the possible drainage issue that Mr. Breuker will work on with the neighbor.

There were no further questions or comments from the HDC members, and there was no one present from the public to comment on this application. Mr. Round stated that the HDC members like to see historical houses renovated and cared for by their owners.

Ms. Costello made a motion to waive the public hearing on 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. Sabella seconded the motion. Vote: Mr. Round, Ms. Gothie, Mr. Sabella, Ms. Costello, and Mr. Coppola voted unanimously in favor of waiving the public hearing on this application.

Ms. Sabella made a motion to approve 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, with the stipulation that the windows on the west rear side be modified as agreed upon tonight.

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

Documents Produced: Plan A1.0 Proposed Plans, Plan A2.0 Proposed Elevations, Plan A5.0 Proposed Elevation and Sections, each one page, 8.5" x 11".

ADMINISTRATIVE MATTERS

August 22, 2019 and September 5, 2019 HDC Minutes: Review and possible approval of the minutes.

The HDC members had reviewed the August 22 and September 5 (Special Meeting) Minutes, and there were no suggested edits or changes.

Ms. Costello made a motion to approve the August 22, 2019 and September 5, 2019 HDC minutes. Ms. Gothie seconded the motion. Vote: Mr. Round, Ms. Gothie, Mr. Sabella, Ms. Costello, and Mr. Coppola voted unanimously in favor of approving these 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.

The HDC members had reviewed the proposed revised HDC Standard Application and the HDC Signage Application, and it was decided that the HDC members prefer electronic copies and the clerk should bring one copy to the meetings, one copy for the Town Clerk file, and one copy for the HDC file, for a total of three copies required of the applicants, instead of nine. Otherwise, there were no suggested edits or changes. Ms. Costello suggested adding the applicants' and their representatives' e-mail addresses in the applicant information area, the rest of the HDC members agreed.

Ms. Gothie made a motion to approve the proposed revisions to the HDC Standard and Signage Applications, as modified, with the request that there only be three (3) copies required from the applicants and that there be a line added on the application for the applicants to provide their e-mail addresses. Mr. Sabella seconded the motion. Vote: Mr. Round, Ms. Gothie, Mr. Sabella, Ms. Costello, and Mr. Coppola voted unanimously in favor of approving these revised HDC Applications.

Ms. Costello asked if there has been any complaints from applicants about the fee increase. Ms. Ardolino replied no and added that there hasn't been an increase, because now the cost of the abutters' lists and stamps the applicants used to be responsible for are consolidated into the fees. The applicants no longer have to do the foot work providing stamps and requesting and paying for abutters' lists.

Mr. Sabella added that he is in favor of the idea of having site visits for the applications. Ms. Gothie agreed that it is important to actually see what you are voting on. Mr. Round agreed.

Adjournment: Ms. Gothie made a motion to adjourn the meeting, and Ms. Costello seconded the motion. Vote: Mr. Round, Ms. Gothie, Mr. Sabella, Ms. Costello, and Mr. Coppola voted unanimously in favor of adjourning the meeting. The meeting was adjourned at 7:50 p.m.

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