

## **Newburyport Historical Commission**

November 14, 2018

Mayor's Conference Room

Minutes

### **1. Call to Order**

Chair Sarah White called a regular meeting of the Newburyport Historical Commission to order at 7:31 p.m.

### **2. Roll Call**

In attendance were members Sarah White, Stephen Dodge, Ron Ziemba, Glenn Richards, Christopher Fay and Malcolm Carnwath. Ned McGrath participated by telephone.

### **3. General Business**

**Bradley Kutcher**

**390 Merrimac Street**

#### **Demolition Delay Historical Significance Determination**

The applicant is proposing to raise the roof of the structure to make the second floor more functional. Sarah White asked for comments from the public. Tom Kolterjahn, 64 Federal Street, said because no plans have provided, it would not be possible to form an opinion on the suitability of the proposed work. Stephanie Niketic, 93 High Street, said the structure should be determined to be historically significant due to its age and its place in the streetscape.

Sarah White moved the structure is historically significant. Malcolm Carnwath seconded the motion. The motion was unanimously approved. A public hearing will be scheduled.

Sarah White commented she would prefer that a dormer be constructed on the back of the roof to provide access to the half story and living space be gained through a rear addition. The Commission members will visit the site on Saturday, November 17 at 11:00 a.m.

**Dennis Flynn**

**262 Merrimac Street**

#### **Request for Approval of Work Subject to a Preservation Restriction**

The applicant requested an extension to the November 28 meeting.

**Mike Moskowitz**

**Kelley School, 151 High Street**

#### **Request for Approval of Work Subject to Preservation Restriction**

A dormer was constructed on the roof to house an elevator shaft. The plans the Historical Commission approved showed a window in the dormer. The Planning Board requested a louver be installed instead of the window and the plans were changed without further communication with the Commission. Subsequent changes to the building code now prohibit the elevator from being ventilated from the top of the shaft. The length of the shaft was extended to house the ventilation equipment. The work has been completed and was done without prior NHC approval. The Commission members discussed various ways the top of the shaft could be treated. They requested the applicant provide three samples of materials and color renderings of

the structure with each material applied for review at the next meeting. A window shall be installed in the dormer instead of the louver.

A granite wall that was not a part of the approved plans was installed around the building. Sarah White emphasized the importance of following the proper procedure for a structure on which a preservation restriction has been placed. The Commission would be within its rights to require the removal of work that was done without permission. The Planning Office should be notified immediately if any future changes are being considered.

A discussion took place about fireplace vents that are being proposed for the side wall of the structure. The proposed size and location of the vents must be depicted on a plan and a color spec sheet must be submitted.

The discussion was opened to comments from the public. Tom Kolterjahn said he is concerned the proper procedure was not followed for the significant changes that were made. He suggested the fireplaces be vented through the roof on the basis that their size would be large enough to detract from the brickwork on the side of the structure.

Sarah White moved to continue the request to the November 28 meeting to allow the Commission members to visit the site and for the applicant to provide plans, specifications and material samples. Glenn Richards seconded the motion. The motion was unanimously approved.

#### **Review of Notice of PR Violation: 223 High Street**

The Commission members reviewed a draft Notice of Violation for 223 High Street. A deck was constructed at the rear of the structure without approval, which is in violation of the preservation restriction. The building permit had not been issued for the deck as well and the structure has been removed. The section of the draft letter about the submittal of plans for the proposed deck should be deleted. Language should be added stating that photographs must be submitted for review at the January 23, 2019, meeting showing that the decking materials have been completely removed from the property. Sarah White moved to approve the Notice of Violation with the changes discussed. Glenn Richards seconded the motion. The motion was unanimously approved.

#### **4. Minutes**

The approval of the minutes of the October 24 meeting was tabled.

#### **5. Adjournment**

Glenn Richards moved to adjourn the meeting at 8:42 p.m. Ron Ziembra seconded the motion. The motion was unanimously approved.