

Canaan Historic District Commission (HDC) Meeting Minutes
April 18, 2011
Mascoma Senior Center, Canaan, NH 03741

Members present: John Bergeron (JB), Michael Roy (MR), Andrew Mulligan (AM), Dan Fleetham (DF). Alternate Member present: Pete Cummings (PC)
Pete Cummings was appointed as an active voting member for the meeting.

Members of the public present: None

7:01 PM - Meeting called to order

7:02 PM- The October 18, 2010, minutes were approved with a correction and on a motion by MR and second by PC they were accepted.

7:05 PM - JB opened the asking the HDC to re-nominate Dan Fleetham (DF) and Charles(Skip) Baldwin(CB) to new three year terms on the HDC. DF would serve as a Regular Member and CB would serve as an Alternate Member. The platform nominations were accepted and they would be sent to the Board of Selectmen for finalization.

7:10 PM – JB was contacted by Bill Stone who wants to reside his barn with HardiePlank and paint it Shaker Red. Discussion ensued and based on HDC Regulations and the Rules of Procedures it was decided that Mr. Stone, would have to make an application and provide a sample of the hardy plank with the Shaker Red applied to it for a color match since it is not wood.

7:19 PM - No other New Business

7:20PM – MR made a motion for adjournment with a second by AM that was approved.

Respectfully submitted,

Michael F. Roy
Secretary

The next meeting is scheduled for May 16th. Please notify JB if you cannot attend.

Canaan Historic District Commission (HDC) Meeting Minutes
May 16, 2011
Mascoma Senior Center, Canaan, NH 03741

Members present: John Bergeron (JB), Scott Borthwick (SB), Michael Roy (MR), Andrew Mulligan (AM), Alternate Members present: Pete Cummings (PC), Brook DeEntremont (BD) Brooke DeEntremont was appointed the active voting member for the meeting.

Members of the public present: Jim Miller; Mrs. Cummings

7:01 PM - Meeting called to order

7:02 PM- JB opened the public meeting regarding approval of the HardiePlank siding sample provided by Bill Stone for siding his barn. The sample submitted was a three color application of Stage Coach Red color with an egg shell finish and was reviewed by the public without question.

7:08 PM - JB closed the Public Hearing and asked for HDC commentary. The committee was satisfied that the sample complied with HDC Regulations and that the Rules of Procedure were followed. JB indicated that an additional sample held by Skip Baldwin with 2 coatings of Stage Coat Red was identical to the sample provided. Bill Stone told JB that if there was any color variation when the final siding was received he would apply a third coat. A motion by MR and a second by SB was made to accept the sample provided and approve the application. (Passed)

7:15 PM JB opened the discussion to all and Jim Miller asked if his existing barn color was grandfathered and JB responded, ~~yes~~. If Jim Miller wanted to change the siding to a material other than wood he would have to provide a sample for approval by the HDC.

7:20 PM Minutes of the April 18th meeting were read and accepted with correction.

7:22 PM JB and the HDC discussed and proposed the following slate of officers for 2011.

John Bergeron - Chairman
Michael Roy - Vice Chairman & Secretary
Charles Baldwin - Clerk

On a motion by MR and second by SB the proposed slate of officers was approved by the HDC.

7:24 PM No other New Business was discussed other than a reminder that on July 9th that there would be an open house in the Historic District celebrating our 250th anniversary and the Lake Association would be having festivities at the Public Beach on July 4th.

7:25 PM MR made a motion for adjournment with a second by SB that was approved.

Respectfully submitted,

Michael F. Roy

Secretary

The next meeting is scheduled for June 20th; please notify JB if you cannot attend.

Canaan Historic District Commission (HDC) Meeting Minutes
June 20, 2011
Mascoma Senior Center, Canaan, NH 03741

Members present: John Bergeron (JB), Scott Borthwick (SB), Michael Roy (MR), Andrew Mulligan (AM), Dan Fleetham (DF), Alternate Members present: Skip Baldwin (CB) and Brook D'Entremont (BD)

Members of the public present: Jim Miller; Jack Grove, his wife and daughter

7:01 PM - Meeting called to order by JB

7:02 PM- JB opened an informational session for the public that was in attendance.

7:03 PM Jack Grove presented his case for alteration of proposed roofing changes to his remodeling house project. Jack provided architectural drawings to show the before and after look with scale, dimensions and view. The question before the HDC was to decide if the proposed changes merit a new application and did the changes conform to the HDC Regulations. After discussions that considered all aspects of the proposed changes; a motion was made by MR to accept the proposed changes to the Grove house as presented and that there was no need to submit a new application, seconded by SB and passed.

7:30 PM Jim Miller presented to the HDC a colored sample of Hardie Board painted Country Lane Red along with paint chips from his barn. After a review of the samples against the standard HDC approved colors and discussion a motion was made by AM and second by SB that approval of the color sample submitted for the Miller barn be granted for painting in kind. Passed.

7:40 PM Brook D'Entremont requested direction from the HDC as to how she should move forward with the destruction of her front cement steps with a replacement look that would be acceptable to the HDC. It was unanimously agreed that Brook should submit a formal application with proposed drawings to support her intentions at the next HDC Meeting. Brook agreed to file a formal application.

8:14 PM - A motion by MR and a second by SB was made to adjourn the meeting (Passed)

Respectfully submitted,

Michael F. Roy
Secretary

The next meeting is scheduled for July 18th; please notify JB if you cannot attend.

Canaan Historic District Commission (HDC) Meeting Minutes
July 18, 2011
Mascoma Senior Center, Canaan, NH 03741

Members present: John Bergeron (JB), Scott Borthwick (SB), Andrew Mulligan (AM), Dan Fleetham (DF), Alternate Members present: Brooke D'Entremont (BD)

Members of the public present: None

7:02 PM - Meeting called to order by JB

7:03 PM- Minutes of the June 20, 2011 meeting were reviewed. AM moved to approve the minutes with a change of wording. SB seconded the motion. Passed.

7:07 PM Application submitted by John and Brooke D'Entremont was reviewed.

7:15 PM JB opened the public hearing. Motion was made by SB and second by AM that approval of the application submitted for the D'Entremont front steps and porch be granted. Passed.

7:17 PM - A motion by SB and a second by AM was made to adjourn the meeting. (Passed)

Respectfully submitted,
Brooke D'Entremont
Alternate Member

The next meeting is scheduled for August 15th; please notify JB if you cannot attend.

Canaan Historic District Commission (HDC) Meeting Minutes
August 15, 2011
Mascoma Senior Center, Canaan, NH 03741

Members present: John Bergeron (JB), Alternate Members present: Brooke D'Entremont (BD), Skip Baldwin (SB)

Members of the public present: None

7:04 PM - Meeting called to order by JB. SB was appointed voting member for the meeting.

7:05 PM- Minutes of the July 18, 2011, meeting were approved on a motion by SB and second by MR.

7:09 PM JB entertained a scheduling discussion to move up the next regularly scheduled meeting of the HDC for the Means Application. After careful consideration it was determined that advancing the next regular meeting or setting up a special meeting was not possible because of member scheduling conflicts. The next meeting will stand at the regular appointed monthly schedule date of September 19th.

7:23 PM JB opened a brief discussion regarding the Stone's barn color and asked all to consider in the future when the HDC Regulations are updated that wood grain cement siding be considered as an alternate choice because of reduced sheen.

There was no other new business.

7:35 PM - A motion by SB and a second by MR was made to adjourn the meeting. (Passed)

Respectfully submitted,

Mike Roy
Secretary

The next meeting is scheduled for September 19th; please notify JB if you cannot attend.

**Canaan Historic District Commission (HDC) Meeting Minutes
September 8, 2011
Town of Canaan, Fire Station, Canaan, NH 03741**

Members present: John Bergeron (JB), Mike Roy (MR), Dan Fleetham (DF), Andrew Mulligan (AM), Alternate Members present: Brooke D'Entremont (BD), Skip Baldwin (SB)

Members of the public present: Gus Means, Erin Darrow, Jeff Majewski, Jim Marion

7:00 PM - Meeting called to order by JB.

7:01 PM- The purpose of the special meeting was to discuss the Means Application for approval of a chalet home addition. Erin distributed applicable drawings and gave a presentation that detailed an artist's rendering of the proposed changes to the Means house and lake property for the HDC to consider. JB passed out a compliance review sheet on the regulations that provided focus for any/all exceptions

There were many questions asked by the committee that addressed the intent of the application, impact to the environment, view from adjoining properties, the lakeside and Canaan Street. Clarification was made regarding architectural style, building specifications along with building positioning, wells, septic system, roof lines, siding, color, window, doors, foundation, landscape, etc.

The hardship question was also asked that provides rationale for deviations from the regulations; the answer was deferred to the next schedule meeting for which Gus and Erin would provide input for the HDC to consider.

The public was also invited to comment on the application: Jeff Majewski and Jim Marion both were very supportive and positive regarding the Means application.

The HDC committee further discussed some inconsistencies/ omissions in dimensions (doors, windows, envelopes, etc.) chimney positioning, decking, roof-pitch. The lack of these details would delay final approval.

A motion made by MR and seconded by DF (Passed) that the structural design as submitted along with the revised drawing received 9/7/11 be approved contingent on receipt of the specific dimensions for doors, windows, envelopes, height of dormer on the roof foundation, chimney positioning, roof pitch, etc.

A second motion by AM and seconded by DF was PASSED that granted permission for Gus Means to move forward with the foundation per original application.

The HDC will wait until the next regularly scheduled meeting 9/19/11 to grant final approval assuming all absent criteria is provided and is acceptable.

JB also mention that at the next meeting 9/19/11 the HDC would review the Dowd application for a shed addition that was already started. JB will provide the committee additional briefing material.

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8:45PM There was no other new business - A motion DF and a second by AM was made to adjourn the meeting. (Passed)

Respectfully submitted,

Mike Roy
Secretary

The next meeting is scheduled for September 19th; please notify JB if you cannot attend.

**Canaan Historic District Commission (HDC) Meeting Minutes
September 19, 2011, Mascoma Senior Center
Town of Canaan, NH 03741**

Members present: John Bergeron (JB), Scott Borthwick (SB), Dan Fleetham (DF), Andrew Mulligan (AM), Alternate Members present: Pete Cummings (PC), Skip Baldwin (SB)

Members of the public present: Leo (Mickey) Dowd, Betty Cummings, Jeff Majewski, Mark Simon

7:00 PM - Meeting called to order by John Bergeron. Alternate Skip Baldwin appointed for this meeting as a replacement for Mike Roy.

7:01 PM- Minutes of the September 8, 2011 meeting were read and approved with minor changes. Motion was made by Skip Baldwin and seconded by Andrew Mulligan and it passed.

7:15 PM Public hearing opened for shed addition on Dowd property located at 330 Canaan Street. This project had been started prior to submitting the application to the Commission and photographs of the shed addition and application were circulated and reviewed. Mr. Dowd explained the project, and a discussion of paint, doors, roof slope, siding, and views from the street was undertaken. The public expressed some support for the project and no concerns were raised by those in attendance. The galvanized roof will be painted dark brown. The roof pitch does not meet regulation requirement of 25%, but it was determined that a steeper roof would destroy the historic integrity of the existing shed, a former chicken coop. The Commission unanimously agreed to waive the roof pitch requirement. A motion was made by Scott Borthwick, and seconded by Dan Fleetham, to accept the application as submitted with two conditions: first that doors on the shed addition, easterly side, be added and that they be of the same style as the existing shed doors which face east, and secondly that the siding be board and batten. The motion passed.

7:30 PM Continuation of the Means hearing was opened. Neither the applicant nor engineer was able to attend. Additional sketches showing some envelope dimensions had been received from the applicant and were circulated. It was determined that the information presented fell short of the details needed prior to full approval. The public and the majority of the Commission are still supportive of the general concept, but the Commission needs additional details prior to final approval. It was agreed that John Bergeron will send a letter to the applicant and engineer explaining specifically what is needed for detailed dimensions, drawings, and requests for waivers. This letter will explain that no interior plans or details are required. Also included will be information about two additional requirements the project may need to meet. These are not Historic District requirements, but the applicant should be aware of them. The first is Planning Board and Selectmen approval if this is a subdivision created before 1971, and the second is a fire road 20 feet wide to within 50 feet of an entry door, unless waived by the fire chief. Since the application is considered incomplete, the hearing was continued until October 17, 7:15 PM in the Mascoma Senior Center.

Two Issues had been raised by residents about other properties. The first was installation of a low enclosure, which may be a generator, on the north side of the Ritchie

property. The second was a ramp off at the north east corner of the Majewski property. Pictures were circulated of these projects.

A question was raised as to who brought these issues to the commissions attention. Scott Borthwick identified himself as the source of the Ritchie issue. And John Bergeron stated that Joanne Miller had raised the Majewski issue.

Scott Borthwick stated that Jim Rowse submitted an application for a generator a few years ago, and we should be consistent. Generators do meet the definition of structures found in the regulations, and the regulations require that structures be approved. It was agreed that John Bergeron would send a letter to the Ritchies and request that they submit an application.

The discussion then moved on to the Majewski ramp. Jeff Majewski stated that the project was covered by his application approved in 1994 or 1995. Scott Borthwick asked if anyone had looked at the old application, and no one had. It was agreed that John Bergeron would locate the 1994/5 application and we would continue the discussion at the October meeting.

Under other business, John Bergeron reported that Brooke D'Entremont had submitted her resignation. She will be tutoring on Monday nights. Scott Borthwick reported that the selectmen had reappointed Andrew Mulligan and Mike Roy for 3 year terms. Scott also reported that there would be no Meetinghouse parking lot, which had been under consideration by the selectmen. Andrew Mulligan agreed to examine the regulations and propose some modifications that would allow less stringent requirements for structures which are remote from Canaan Street, but still within the historic district.

8:40PM There was no other business – The meeting was adjourned by a unanimous vote.

Respectfully submitted,

John Bergeron
Chairman

The next meeting is scheduled for October 17th; please notify JB if you cannot attend.

**Canaan Historic District Commission (HDC) Meeting Minutes
October 17, 2011, Mascoma Senior Center
Town of Canaan, NH 03741**

Members present: John Bergeron (JB), Scott Borthwick (SB), Mike Roy (MR), Dan Fleetham (DF), Andrew Mulligan (AM), Alternate Member present: Skip Baldwin (SB)

Members of the public present: Mike Sampson, Administrator-Town of Canaan; John Carter

7:00 PM - Meeting called to order by John Bergeron.

7:01 PM- JB opened the meeting and requested that Mike Sampson talk to the committee with regard to proper governance through the application of the Rules and Regulations for the Historic District. Mike discussed facts vs. standards and how they should be uniformly enforced and in particular whenever a waiver is issued.

7:15 PM - Public hearing opened to review the Means application. Since there was no detail and there was no one in attendance to speak to the application the discussion was move to the November 21st HDC Meeting at 7:15PM.

7:17 PM - Mike Sampson continued his discussion of the HDC Rules and Regulations and Andrew Mulligan provided significant input and discussion relative to his work on proposed changes to Section III Waivers of the Regulations. Mike Sampson volunteered to re-write parts of the Regulations that applied to our discussion and submit this work to the HDC at a special meeting 7:00PM, October 26th at a location to be designated later.

7:30 PM – Public hearing continued with John Carter requesting approval for a metal roof at his home. John provided a full description of the project for which an asphalt shingled roof would be replaced by a dark colored seamed metal fabricated roof. The original asphalt roof formerly covered a porch and now this area is an enclosed heated room. John has put on three roofs since the original was installed and has endured water damage with each one. John is also constricted to a roof pitch that limits natural snow removal because of his windows and when walked on to remove snow creates more damage. His contractor has recommended a metal roof as the solution. John's presentation satisfied "hardship" rational and reasonable loss of use. A motion was made by AM and seconded by SB to approve the use of a metal roof for John Carter's home. Passed.

9:00PM- JB introduced a request by John Grove for the approval of additional changes to his renovated home relative to a metal porch roof, the pitch of the roof and windows. It was unanimously agreed that Mr. Grove re-notice his changes to the public for which a formal hearing will be held for consideration at the November meeting. JB will take the action to inform Mr. Grove.

9:05 PM-JB introduced Jeff Majewski's original building permit (typical life span 4 years) for changes to his home. The application provided limited information as to specifics for a ramp that was recently constructed adjacent to a new driveway at the north side of the

property. It was agreed that going forward that Mr. Majewski inform the HDC of any proposed changes to his property that potentially would be impact HDC regulations before any work begins. This will eliminate any confusion and ensure complicity. JB will take the action and appropriately notify Mr. Majewski.

9:10 PM – JB introduced discussion on wood grain siding as an option to be considered for home improvements in the Historic District. After discussion, SB proposed and seconded by AM that the inclusion of wood grain siding be an option for homeowners in the Historic District. Passed.

9:15 PM – The minutes of the August 15, 2011 were read and approved by a motion from SB and 2nd by AM.

9:17 PM – The minutes of the September 19 meeting were approved as corrected on a motion by SB and a 2nd from AM

There was no other business.

9:20 PM – The meeting was adjourned on a motion by SB and 2nd from DF.

Respectfully submitted,

Michael Roy
Secretary

The next scheduled meeting is for October 26th (location to be announced); please notify JB if you cannot attend.

Canaan Historic District Commission (HDC) Meeting Minutes
October 26, 2011, Town Office Building
Town of Canaan, NH 03741

Members present: John Bergeron (JB), Scott Borthwick (SB), Mike Roy (MR), Andrew Mulligan (AM)

Members of the public present: Mike Sampson, Administrator-Town of Canaan

7:15 PM - Meeting called to order by John Bergeron.

7:16 PM- JB opened the meeting and requested that Mike Sampson talk to the committee with regard to the work he had done on the Town of Canaan Historic District Regulations. Mike walked us through proposed changes for a comprehensive discussion on the following sections:

Section III Waiver for Minimal Impact

Waiver for Incidental Structures

Section IV Architectural Criteria B, E (1 &2)

Section XII Definitions (Unnecessary hardship)

It was agreed that Mike would incorporate a new draft version of the proposed changes for HDC review at the next scheduled meeting November 21st.

8:15 PM – The meeting was adjourned on a motion by SB and second by MR.

Respectfully submitted,

Michael Roy
Secretary

The next scheduled meeting is for November 21th, please notify JB if you cannot attend.

Canaan Historic District Commission (HDC) Meeting
Minute November 21, 2011, Mascoma Senior Center
Town of Canaan, NH 03741

Members present: John Bergeron (JB), Scott Borthwick (SB), Mike Roy (MR), Andrew Mulligan (AM), Dan Fleetham (DF), Skip Baldwin (CB)

Members of the public present: Michael Paine, Jeff Majewski, Mark Simon

7:00 PM - Meeting called to order by John Bergeron.

7:01 PM- JB opened the meeting and requested that the minutes of the October 17th be read and they were approved with corrections on a motion by SB with a second by AM. The minutes of the October 26th meeting that were also read and approved with a motion by SB and second by AM.

7:15 PM- JB read the letter and attachment from Gus Means and after discussion AM with a second by SB moved with that the Gus Mean's application be delayed for decision so that Gus could be contacted and made aware of the proposed changes of the HDC regulations. If Gus did not agree for the delay then based on current HDC Regulations his application would not be approved. JB will take the action and notify Gus to solicit his decision.

7:30 PM The Ritchie generator application (after installation) was reviewed and a question was asked by Jeff Majewski as to why we required an application for the generator to begin with. JB responded that the current HDC regulations required an application. However, proposed new regulations do address this situation and if approved would negate the need for this type of request. The Ritchie application was approved with a motion from SB and second by MR.

7:35 PM The Grove public Hearing for a new roof design- south and west sides of the house (change from flat to a pitch) and a material request (use of standing seam metal-dark in color) was discussed by the public and the committee. On a motion by SB and second by AM the HDC approved the request.

8:00PM Proposed changes the HDC Regulations were reviewed again by the HDC and the public in attendance. Proposed changed for HDC Regulations will follow the proper process to include public notice for a review/comment meeting at the Meeting House followed by a discussion and vote by the HDC. Discussion this evening focused on all proposed changes and **JB detailed specifics on his computer. The areas of change discussed and not all specifics follow:**

Section III

Insert Waiver for Improvements

All connections should be contained behind the screening

Section VI Architectural Criteria –

Change "B" the 25 degree requirement...

Change E2 make it more readable and include consideration for rubber, slate, additional structures

Section VII Signs

Section A- 4'square, secondary signs

Section B - Not to exceed 4' square per sign

Section C- Permanent sign add " black" letters delete "dark" on a white background

Section VIII – Environmental Criteria

Add Section B changes

Section IX – General

Add Section C changes

Section XII Definitions

Change structure size generator, swimming pool, etc. ?

9:05 PM JB mention that Dan Fleetham had removed an oversized political sign on his property as requested by the HDC

9:07PM JB reviewed a letter that went to Jeff Majewski regarding the construction of a ramp on the north side of his house. Jeff did not provide an HDC application because he believed he had permission granted by an earlier renovation permit for his home. JB in discussion with the Town administrator agreed that the permit did not include this option and that enough time had lapsed since initial approval and that any further changes to his home had to conform with HDC and/Town regulations.

Discussion with Jeff and the committee uncovered that applications were not made for two other properties in the District. In addition, Jeff was not accorded the option to discuss the reason for the ramp and only asked to provide an application after the fact. The reason for the ramp (temporary in nature) is to accommodate his elderly parents for easier access to his house. Discussion continued with a recommendation that an exception be granted for all ramps used for handicap purposes in the HDC Regulations. A motion was made by MR and seconded by SB not to ask Jeff to provide an application for this project and this motion would be recorded as an exception to the HDC regulations.

9:25 PM – The meeting was adjourned on a motion by SB and second by AM.

Respectfully submitted,

Michael Roy
Secretary

The next scheduled meeting is for December 19th, please notify JB if you cannot attend.

Canaan Historic District Commission (HDC) Meeting Minutes
December 19, 2011
Mascoma Senior Center, Canaan, NH

Members present: Scott Borthwick, Andrew Mulligan (AM), Charles Baldwin (CB),

Members of the public present: None

7:00 PM - Meeting called to order by SB

7:01 PM – Reviewed the Minutes for the November 21st, but did not vote on them

7:15 PM – Opened the public hearing for the Gus Means application and with no one present or comments delivered...the hearing will continue to the January 16th HDC meeting.

7:30PM – On a motion by AM and second by CB the meeting was adjourned.

Respectfully submitted,

Scott Borthwick