

Canaan Historic District Commission (HDC) Meeting
January 16, 2012, In John Bergeron's Car in the Parking Lot of the
Mascoma Senior CenterTown 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: None

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

7:01 PM- JB opened the meeting and requested that the minutes of the November 21st meeting be read and they were approved with corrections on a motion by SB and second by AM.

7:15 PM- JB opened the Means hearing. With no one from the public present and no discussion the hearing will be continued to the next meeting of the HDC on February 20th, 2012 at the Senior Center.

7:18 PM JB discussed the public hearing to be held at the Faith Baptist Church on Canaan Street, January 23, 2012, at which time the public can comment on the proposed changes to the HDC regulations.
JB then led a discussion on the proposed changes with the committee to gather additional feedback and understanding. JB pointed out a proposed change that had not been thoroughly discussed. This change focused on setting a 2 year time limit to accomplish whatever request had been granted through an HDC Certificate of Approval. An option accompany this change would include a provision for extension as long as the HDC received a request in writing.

7:38 PM With no other discussion, a motion was made by SB and seconded by JB to adjourn the meeting. (Passed)

Respectfully submitted,

Michael Roy
Secretary

The next regular scheduled meeting is for February 20th, please notify JB if you cannot attend.

Canaan Historic District Commission (HDC)
Meeting
January 23, 2012, Faith Baptist Church
Town of Canaan, NH 03741

Members present: John Bergeron (JB), Mike Roy (MR), Andrew Mulligan (AM), Skip Baldwin (CB)

Members of the public present: Michael Griffen, Dr. Kevin E. Schwamb (Pastor- Faith Baptist Church) , Jim Marion

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

7:01 PM- JB opened the public meeting and passed out copies of the proposed new HDC Regulations.

7:02 PM- JB gave a brief summary on what the HDC Committee was recommending as proposed changes to the HDC Regulations.

7:08 PM JB reviewed the specific changes to the HDC Regulations in greater detail so that all present would understand the impact and rationale behind the proposed changes.

Specific sections of the regulation impacted by changes were addressed: (please refer to the hard copy of the HDC Regulations for specific wording)

6 - Original waiver - defines the criteria to waive

6B - Roof can be a 25% pitch requirement that can be waived for porch and dormer roofs if they do not exceed 50% of the roof area.

6 E1 - Added wood grain siding

6 E2 - Allow metal roofs on all buildings

7 - Signs (cannot regulate content)

7C - Signs permanent - must be consistent in size and lettering;

7E - Signs must be constructed in a durable manner and be in repair; temporary signs are acceptable and exempt from permanent sign specifications.

8B - Set-backs - abutters can now give waivers or an easement to the 30' requirement provided that maintenance and emergency access is provided.

9C.- Reference to the Rule and Procedures

- Defines how the HDC meetings operate

9D Added a 2 year time limit for HDC approvals

12- The definition of structure has been expanded to include "surcharge" that references retaining walls not over 4'

12- Relaxation to the definition of "Hardship"- the word "all" was removed and "reasonable" use of property inserted.

Provided ability to grant written extension requests and grandfather approvals that precede the new HDC Regulation date

7:20 JB asked the public for comment- None was given.

7:21 JB closed the public hearing

7:23 A motion by MR and second by AM to approve all proposed changes to the HDC

Regulations was made and passed. The proposed regulations will become official when given to the Town Clerk

7:23 PM A motion for adjournment was made by MR with a second by CB (Passed)

Respectfully submitted,

Michael Roy
Secretary

Canaan Historic District Commission (HDC)
Minutes
February 20, 2012, Senior Center
Town of Canaan, NH 03741

Members present: John Bergeron (JB), Mike Roy (MR), Skip Baldwin (CB), Dan Fleetham (DF)

Members of the public present: Dr. Kevin E. Schwamb , Robert Lowe

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

7:01 PM - JB appointed Skip Baldwin as a voting member for the meeting

7:02 PM- JB introduced Kevin Schwamb as a potential Alternate Member subject to the approval of the Town Selectman. Everyone thought that Kevin would be an excellent Alternate Member and JB would take the necessary steps forward.

7:08 PM - JB called for a reading of prior minutes for Dec 19, 2011, Jan 16th and Jan 23rd 2012. All minutes were approved with corrections

7:25 PM - JB continued the Means public hearing for his waterfront home. JB distributed drawings of the structure, the application and applicable documentation. A discussion on all materials ensued and exceptions were discussed with regard to the recently approved HDC Regulations. JB asked Bob Lowe, since he was an abutter and in attendance for comment and Bob affirmed that he had previously signed a letter of approval regarding the Mean's application.

Specifically:

The Historic District Application for a chalet home addition to the building located at tax map I-E-13-5 was conditionally approved at the continued public hearing on February 20, 2012.

The conditions required for this approval are the following:

- A building separation easement shall be obtained and recorded in compliance with of the Historic District Regulations, revised 1/25/12, Section VIII B.
- No more than thirty percent of the building shall be visible from Canaan Street per the above regulations Section III, paragraph 2, items 1 and 2. Permanent maintenance requirement shall be recorded in the Grafton County registry of Deeds.
- Exterior dimensional information, not previously provided, shall be provided to the Commission for approval. This includes, but is not limited to, chimneys, windows, doors, and foundation height above grade at each foundation corner. Dimensional information may be provided numerically or with scale drawings.
- Description, sketches, or brochures, of any external railings, banisters, or stairs shall be submitted for Commission approval. Windows and doors on the existing structure and lake side of new structure shall be submitted for Commission approval.
- Exterior color wood sample or chip shall be submitted for Commission approval.
- Project is specified by the following:
 - o HistoricCom_Sht1of3.pdf
 - o HistoricCom_Sht2of3.pdf
 - o HistoricCom_Sht3of3.pdf

- o lindal sketches- 10-10-11.pdf
- o Means Window Schedule.pdf
- o Shoreland permit 2011-01901
- o Certificate of Approval

A motion by SB and second by CB that the Mean's application be given conditional approval based on the above criteria and final approval by the Historic District Commission be granted with the provision that the applicant follow the specific approved design, building constraints and other architectural attributes as they apply to the applicant's request. Passed

7:55 PM – A conceptual Review was conducted with Bob Lowe for a new dwelling on a waterfront lot (adjacent to the Means property) and owned by Susan and Robert Lowe. Bob shared proposed drawing and details on his new dwelling asking for feedback on his design and construction. Bob appreciated the feedback and everyone felt that this session resulted in an excellent exchange of positive ideas.

8:27 PM - A motion for adjournment was made by MR with a second by SB (Passed)

Respectfully submitted,

Michael Roy
Secretary

The next HDC meeting will be held March 19, 2010, please let JB know if you can not attend.

Canaan Historic District Commission (HDC)
Minutes
May 20, 2012, Senior Center
Town of Canaan, NH 03741

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

Members of the public present: Jeff Majewski, Mark Simons

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

7:05 PM – The February HDC Minutes were read and on a motion by AM and second by JB they were approved

7:15 PM- JB opened the public hearing. Jeff Majewski requested approval for a new door to replace a window on his rental property on Canaan Street which would provide access to an electrical panel for building lights and power. Mark Simon supported Jeff's request and the Public hearing was closed. There were no questions and on a motion for approval by MR and second by AM Jeff Majewski's request was approved.

7:20 PM – Jeff Makewski asked for clarification on the grandfathering clause regarding action after a two year approval of an HDC request if the work was not completed. JB discussed the regulation wording and impact. It was also pointed out that the cover page to the new HDC Regulations did not have the recently approved date of publication for which the grandfather clause would be benchmarked against. Action will be taken by JB to put the date of approval on the new HDC Regulations.

7: 25 PM Jeff also pointed out for information purposes that the Cardigan Mountain School sign on the road triangle just north of the Old North Church was located in the Historic District...This information will be taken under advisement.

7:30 PM JB indicated that if the committee wanted to hold Monthly HDC meetings at the Faith Baptist Church it would be available. It was agreed that further discussion with the absent Board members would be useful to render a decision. AM indicated support for a change to the meeting location by indicating that we would now be meeting in the district and it would be closer to all members. CB asked if future meeting could start at 7:30 PM for the convenience of Board members...a decision was tabled until the next meeting.

7:40 PM JB stated that Rob Low has now filed a formal application which will be reviewed at a future HDC meeting. Gus Means has also made application and is working out road details with the Canaan Fire Chief for final approval for himself and Mr. Lowe. Both gentlemen have sent their respective plans to the Planning Commission for a decision..

7:47 PM JB mentioned that the Town of Canaan has established a formal Board of Adjustment to align with the Water Protection Ordinances with 5 permanent and 4 alternate members.

7:48 PM - JB mentioned that Elizabeth Jutila had requested information about a utility shed to be placed on her property by the lakeshore. JB gave her the proper guidance and indicated that the HDC did not have to approve the shed and based on the Water Preservation regulations she would have to make application to the state for approval and likewise secure a Town of Canaan permit.

7:50 PM the annual election for Chairman, Vice Chairman, Secretary and Clerk was held. On a proposed slate by AM and second by DF the following officers will serve their next term:

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

7:52 PM On an approved motion by MR and second by AM the meeting was adjourned.

Respectfully submitted,

Michael Roy
Secretary

The next HDC meeting will be held June 18, 2010, please let JB know if you cannot attend.

Canaan Historic District Commission (HDC) Minutes
November 19, 2012, Senior Center
Town of Canaan, NH 03741

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

Members of the public present: None

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

7:01 PM – The May 20, 2012 HDC Minutes were read, edited and on a motion by SB and second by DF they were approved.

7:10 PM- JB opened the floor to a discussion on changing locations for the HDC meeting to the Faith Baptist Church on Canaan Street with a new starting time of 7:15PM. There was complete consensus on the new location and time.

7:15 PM – JB opened the public hearing on John and Elizabeth Jutila's application for renovation of their home at 406 Canaan Street to include a new foundation on the front of the house, rebuilding of the back of the house, new deck, new porch and third garage bay. Rich LaBounty provided addition information to the original documents submitted with the application. After careful review there is a need for dimensions of the changes and new construction, structure color, elevation, roof type, windows type, door type, deck railings, porch railings if any, side view elevation drawing for the house and garage, garage door type, distance to the Forbush property on the southern boundary and easement approval if less than HDC regulations permits and a signed application that will be reviewed at the next public meeting at the Faith Baptist Church 12/17/2012.

7:31 PM the Public Hearing on the Jutilia application will continue at the Faith Baptist Church on December 17th at 7:20PM.

7:32 PM JB opened the discussion on the Gus Means property to review additional plan details. JB provided a color sample of the clapboard siding for which there was no objection from the committee. Gus secured a required boundary easement from the Low's. As far as the HDC's approval for the Means application is now approved. However, Gus Means must satisfy the Town of Canaan (easements), Fire Chief (approval for the roadway) and the Department of NH, Shoreline Protection Act for compliance.

7:46 PM - On an approved motion by MR and second by SB the meeting was adjourned.

Respectfully submitted,

Michael Roy
Secretary

The next HDC meeting will be held December 17, 2012, please let JB know if you cannot attend.

Canaan Historic District Commission (HDC)
Minutes
December 17, 2012, Faith Baptist Church
Canaan, NH 03741

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

Members of the public present: None

7:10 PM - Meeting called to order by John Bergeron.

7:11 PM – The November 19, 2012 HDC Minutes were read, edited and approved on a motion by SB and second by DF.

7:15 PM- JB opened the public hearing on John and Elizabeth Jutila's application for renovation of their home at 406 Canaan Street to include a new foundation on the front of the house, rebuilding of the back of the house, new deck, new porch and a second story / third garage bay. Again Rich LaBounty provided addition information to the original documents submitted with the application. JB indicated that the Jutila's may have the property surveyed and after a review the only concerns that the HDC had were receiving a variance from Jan Forbush, as an abutter, whereby the garage was now less than 30' from the boundary and if the exposed part of the foundation would not exceed the requirement of 2'.

7:52 PM JB closed the Public Hearing and on a motion by SB and second by MR conditional approval was given on the Jutila application as long as the above concerns were met and that JB was authorized to give final signatory approval as soon as the open items were taken care of..

7:55 PM - On an approved motion by MR and second by SB the meeting was adjourned.

Respectfully submitted,

Michael Roy
Secretary

The next HDC meeting will be held January 21, 2012, at the faith Baptist Church, please let JB know if you cannot attend.