

Historic District Commission
Canaan Street Meetinghouse
Canaan NH
Approved Minutes July 17, 2018

Public Hearing on revisions to sections V, VI, X, XII of Historic District Regulations

Commission Members present: John Bergeron, Elizabeth Jutilla, Kris Burnett, Tina Lemoi, Mike Roy, and Scott Borthwick

7:15: Public hearing opened by John Bergeron

J. Bergeron - Explained the purpose of the hearing is to receive input from the public on the draft document. After that, the Commission will take the suggestions of the public under advisement. The hearing will be continued, if necessary, at a later date. John asked for comments from the floor.

Daryl Robbins - Questions: What relevance do restrictions on recreation vehicles have in the Historic District? Driveways that are on property lines would preclude RVs. Is this appropriate?

Candy Carter - Comments: Campers were allowed on edges of the road in the past. It doesn't seem fair to change that. There are other features in the HD that aren't strictly historic; why focus on this? Isn't maintaining a property well enough to satisfy HD regulations? Having RVs doesn't do any harm. Does this apply to everyone in the HD?

Suggestion: No campgrounds should be allowed in HD. Question addressed to HDC: Please comment

John Bergeron - John explained that the Carters' RV is grandfathered, as long as its absence from the lot doesn't exceed 365 days. If an RV has been recently present prior to adoption of the amendment, that use may continue. It is not prohibited from being there.

Mike Roy - Explained the Commission is trying to look at the use of various vehicles in the HD. We are trying to develop reasonable regulations with the least inconvenience to owners within the District. We are trying to maintain the character of the Historic District. The idea is not to preclude those who have vehicles from using them.

Richard Fox - Comments: He is a new resident on Canaan Street but has lived in NH over 50 years. He is the former owner of a big RV and has traveled widely in it. He has read the revised regulations, and they make sense to him as written. Banning mobile home parks seems a good idea. There is a limited amount of land in NH and Canaan Street is a very special place. He would not park his RV - ever - on Canaan Street. It would be out of keeping with the HD. He likes grandfather clause. Thinks the proposed regulations take a measured look at the RV questions within the HD and supports what is written.

Jim Van Etten - fairly new resident. Suggestion: Consider the number of RVs on any property.

Claude Lemoi - Comments: He supports the proposed additional regulations for RV's because they will help to see that the District conforms, as much as is reasonable, to the architectural styles and appearance of the period.

Suggestion: Perhaps some tweaks? Setbacks could be reconsidered. 30 feet setback is for a house. Maybe loosen the RV setback distance?

Suggestion: While the proposed regulations would allow any landowner to have an RV on their property as long as it is not used as a residence, perhaps the regulations could allow longer occupancy than the currently proposed 30 days, as the commission sees fit.

Maria Clark: Suggestions: 1. Adjust distance from driveway. Also consider extending occupancy time to include the summer. 2. Likes contingency for emergencies but 3. One year might not be long enough to replace a vehicle; consider extending?

Charlotte Abington - Comments: Noted the dichotomy in commentary between people who have RVs on properties visible from the street and those more secluded. Perhaps two standards could be developed and applied?

Daryl Robbins: Suggestion: Increase amount of time of occupancy allowed to more than 30 days.

Claude Lemoi: Question: For clarification, are RVs allowed? John Bergeron: Yes.

Maria Clark - Suggestion: Simplify the regulations by stating no business/campground using RVs shall be allowed in HD

Candy Carter: Question: Can a visitor park an RV on an owner's property? Are there limits on the time he/she may stay?
Suggestion: Allow RVs seasonally

Claude Lemoi: Comment: As he reads it, RVs can be occupied up to 30 days on a property. Visitors could come stay on your property for 30 days.

Richard Fox - Comment: State of NH had 150 foot rule and 250 foot rule. Have we checked State regulations about use of living within the 150 and 250 feet.

John Bergeron - Those rules are part of the Shoreland Water Quality Protection Act. No RV may be within 50 feet of the water according to the Act. Proposed HD regulations are more rigorous than the Shoreland Act on other parameters.

Charlotte Abington - Question: In Section X is the \$1000/day fine one that may be imposed *by the court*? She suggests adding "by the court".

John Bergeron – Court is correct.

Maria Clark: - Question: Can she leave her dock in and maintain it?

John Bergeron: This is not the Commission's jurisdiction. Docks are controlled by NH DES. Docks are seasonal and should be removed annually. They can be left in year round if such a permit is granted by DES or if the dock existed before DES dock regulations were created. Docks may be repaired in kind using same dimensions and like materials.

Maria Clark: Question: If she shovels a little sand from lake to shore or from shore to lake is that dredging?

John Bergeron: Sand may not be removed from the lake bottom and placed on shore without a DES permit.

Claude Lemoi - Comments: 30 foot setback might be too restrictive from side or rear of property.

Suggestion: Consider 10 foot setback from any lot line.

Suggestion: Consider also distance from edge of road.

Candy Carter - Comment: some houses have no setback to speak of and/or may be on the property line.

Daryl Robbins and others- Comments: Property owned by the State is measured from center of road?

John Bergeron: Canaan Street is 8 rods wide and a rod is 16.5 feet, so Canaan Street right of way is very wide. Stone pins placed by surveyors near road sometimes don't indicate exact width of road?

Richard Fox - Question: Must the RV be placed 50 feet from the lake?

John Bergeron: Yes that is a Shoreland protection requirement.

Maria Clark: Comment: Some driveways are close to boundaries and short. This places owners of small lots at a disadvantage if they should want an RV.

John Bergeron - Comment: Perhaps multiple rules should be considered? One for tiny lots or one based on frontage?

Richard Fox - Comment: We should take into account the way our actions affect our neighbors. Does my action intrude on my neighbor's living space? Maybe this can't be legislated, but there is a growing problem of people asking what are MY rights, without considering our neighbors' rights, quality of life.

"Live Free and Die" - BUT let's take our neighbors into account.

Charlotte Abington - Expressed thanks to the Commission for their time.

8:00 Public hearing is closed, as there are no more comments.

The HDC will discuss the suggestions and comments of the public on Monday, August 20, 7:15, at the Senior Center.

The next meeting, after that, will be 17th September.

8:05: Minutes of the previous meeting were read and approved.

Motion to accept: EJ

Second: MR

All in favor

Mike Roy thanked the public for their comments and reiterated that the Commission seeks to be as responsive as possible to their suggestions.

8:10 Motion to adjourn by TL second by MR, passed unanimously.

Respectfully submitted,
Kris Burnett

Historic District Commission
Canaan Senior Center
Canaan NH
August 20, 2018
Approved Minutes

Meeting called to order at 7:15 PM

Members present: John Bergeron, Mike Roy, Tina Lemoi, Alternate Elizabeth Jutila, and Alternate Richard Fox.

Members of the public present: Claude Lemoi and Daryl Robbins.

Elizabeth Jutila was appointed by Chair John Bergeron to act as voting member in place of absent member Kris Burnett.

Minutes of July 17, 2018 were read. Motion to accept with changes to text in Claude Lemoi section and an editorial correction made by Mike Roy and seconded by Elizabeth Jutila. Passed unanimously.

A review of the comments made at the public hearing took place. Mike Roy has reviewed a lengthy document concerning grandfather laws. He requested and the Commission supported his request to seek legal guidance on this topic. Arrangements will be made. John Bergeron provided a draft proposal which altered the proposed RV regulations, incorporating some but not all of the concerns raised at the public hearing. That draft RV proposal was revised and will serve as a discussion document at the next meeting, and is attached to these minutes. No vote was taken on regulation amendments.

The Gillette property on Cottage Lane is preparing an application to use a metal roof with exposed fasteners, which we expect to receive shortly. The Jutila property has submitted an application for a shed modification and sunroom. These three projects will likely be on the agenda for the next meeting.

8:35 PM Motion to adjourn by Mike Roy and second by Tina Lemoi was passed unanimously.

Respectively submitted,

John Bergeron
Chair and acting scribe

Historic District Commission. Canaan NH

Proposed regulations for recreational vehicles as of May 26, 2018, as presented at July public hearing, with August suggestions in red..

G. Recreational Vehicles: {See definitions in section XII}

1. Based upon purposes stated in RSA 674:45, a balance between preservation, property values, civic beauty, and pleasure is achieved by allowing brief occupancy of Recreational Vehicles, and selective placement on lots.
2. A Recreational Vehicle owned for personal use by a landowner, tenant, **guest**, or occupant may be stored or parked on the landowner's property during periods of nonuse, provided the Vehicle remains mobile, and is not used for storage, shelter, or human habitation. "**A recreational vehicle is mobile if it is registered for highway use, is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.**"
3. No Recreational Vehicle **on a lot** shall be **closer than 30 feet to Canaan Street pavement** for more than 14 days in a ninety 90 day period.
4. **Except as provided in item 3 above**, no Recreational Vehicle **on a lot** shall be located within thirty (30) feet of either side lot line or rear lot line **Except as provided in item 3 above, no Recreational Vehicle on a lot shall be located within 50 feet from Canaan Street pavement.**
5. Recreational Vehicle shall not create a nuisance; endanger the public health and safety; or interfere with the normal use and enjoyment by persons and animals of any public or private property.
6. No persons shall use or occupy a Recreational Vehicle, for more than thirty days (30) in a 365 day period. Temporary occupancy of a Recreational Vehicle, for a period in excess of thirty days (30) in a 365 day period shall require approval from the Historic Commission and Town of Canaan Board of Health.
7. Residential occupancy of a Recreational Vehicle, shall be allowed upon application to Historic District Commission and the Town of Canaan when the primary residence has been destroyed or has become uninhabitable due to storm damage, water damage, fire, or similar disaster, and it can be shown that adequate water and septic system are in place for the proposed duration and use. Maximum allowed duration is 12 months.
8. **Recreational campgrounds or camping parks are defined by RSA 216-I:1 are prohibited. Recreational vehicle parks are prohibited.**
9. **More than one Recreational Vehicle is prohibited on each lot.**
10. **No Recreational Vehicle shall be used for commercial purposes.**

H. Vehicles, trailers, mobile structures or portable structures which exceed any of the following dimensions are prohibited: 8.5 feet wide, 45 feet long, 13.5 feet high, or 400 square feet when measured at the largest horizontal projection.

- I. Mobile homes are prohibited.
- J. Yurts are prohibited if they include a raised platform fixed to the ground.
- K. Grandfathered Use: Where a nonconforming use exists, such nonconforming use may continue except as provided herein. A non-conforming use that has been discontinued for a period of 365 consecutive days shall be considered to be abandoned. No abandoned non-conforming use may be resumed. No non-conforming use may be changed to another non-conforming use, and no non-conforming use may be enlarged or extended. The Commission may issue waivers where non-conformity will be reduced.

Section XII

Definitions:

Recreational Vehicles: shall mean not designed primarily for use as a permanent dwelling, but designed as temporary living quarters for recreational, camping, travel, seasonal or office space for temporary construction use; built on a single chassis that is mobile in construction; self-propelled or permanently towable; 400 square feet or less when measured at the largest horizontal projection; 13.5 feet or less in height; and 8.5 feet or less in width. Including, but not limited to:

- a. Tent Camper – shall mean a vehicular portable structure that folds open as a temporary dwelling intended for travel, recreation, and vacation use.
- b. Pick-up Camper – shall mean a structure mounted or to be mounted on a truck type chassis designed as a temporary dwelling intended for travel, recreation, and vacation use.
- c. Motor Home/Van/Coach/Converted Bus – shall mean a vehicle with its own chassis designed as a temporary dwelling to be used for travel, recreation, and vacation use.
- d. Travel Trailer – shall mean a vehicular, portable, non-self-propelled structure built on a chassis; designed to be used as a temporary dwelling for travel, recreational, and vacation uses.
- e. Mobile Tiny House -- shall mean a small dwelling designed to be towed on highways without special permits.

Historic District Commission
Senior Center
Canaan, NH
January 15, 2018
Approved minutes

Members present: J. Bergeron, M. Roy, T. Lemoi,
S. Borthwick, K. Burnett

Others present: None

7:15 Meeting opens
Minutes from December 18, 2017 read by Tina Lemoi
Motion to approve minutes: MR
Second: SB
All in favor

7:20: Discussion of general terminology for recreational vehicles, issues of trailers, yurts and small homes, consensus that boat trailers are acceptable in the Historic District.
JB to research definition of 'grandfather' and statement of purpose.
T. Lemoi to revise draft based on tonight's comments.

8:20
Motion to adjourn: SB
Second: MR
All in favor

Meeting adjourned 8:20

Respectfully submitted,
Kris Burnett

Historic District Commission
Senior Center
Canaan, New Hampshire
February 19, 2018
Approved minutes

Members present: J. Berjeron, T. Lemoi, S. Borthwick, and K. Burnett
Others: Melissa Allen

Public hearing opens 7:15. No members of the public were in attendance on this matter.

Public hearing closes 7:17

Richard Fox/Karen Wolk, 468 Canaan Street, application to enclose front porch facing the street off garage.

Details: The proposal includes 3 double hung windows facing the street and a fiberglass entry door. The exterior trim will be made of pine and the detail below the window will be made of MDO plywood. Exterior surfaces will match the rest of the house.

Motion to accept: SB
Second: TL
In favor: All

7:20 - Plowing sidewalks on Canaan Street
Mellissa Allen asked the Selectboard to plow sidewalks as many Canaan residents enjoy the sidewalks and the road is dangerous. She asked if the Historic District would support the endeavor.

Scott Borthwick offered that there is no ordinance that Town must plow. The Town does authorize plowing of the commercial district. The road crew is very busy and funds are tight. However, he said the Board would look into the costs.

Discussion followed about whose responsibility it is to shovel and which residents are here in the winter and how many are retirees.

7:30 - T. Lemoi read the draft changes that were proposed at the last meeting to the section on recreational vehicles. They included changes of some definitions on p. 14, and some additions on p. 6 - 7. J. Bergeron proposed some new restrictions in section H. on non-conforming uses.
JB will work more on the draft and bring it to the next meeting.

8:00 - Jan 18, 2018 minutes were read and accepted.

Motion to accept: SB

Second: TL

In favor: All

8:05 - Motion to adjourn: SB

Second: TL

In favor: All

Respectfully submitted,

Kris Burnett

Historic District Commission
Senior Center
Approved minutes
March 19, 2018

Members present: John Bergeron, Tina Lemoi, Kris Burnett

Others: None

7:15 - Minutes of Feb 19, 2018 read and accepted
Motion to accept: J. Bergeron
Second: T. Lemoi
All in favor

David Cole and Karen Henry of 330 River Road have attached white plastic covers over air conditioning pipes on the exterior of their home. An abutter has asked HDC if this is acceptable.

Historic District Regulations, p. 13, allow for this type of pipe. There are several others in the Historic District, but they are painted the same color as the exterior of the house. We recommend the Cole/Henrys paint the plastic the same color red as their exterior siding.

Motion to approve with recommendation to paint: JB
Second: TL
In favor: All

7:40: Meeting adjourned

Respectfully submitted,
Kris Burnett

Historic District Commission
Senior Center
Canaan NH
Approved minutes
April 16, 2018

Members present: John Bergeron, Tina Lemoi, Mike Roy

Others: None

7:15 - Minutes of March 19, 2018 read and accepted
Motion to accept: M. Roy
Second: T. Lemoi
All in favor

Latest proposed revisions to HDC regulations were reviewed. Grandfathering grace period was changed from 2 years to 365 days. Editorial change on page 19 to remove a superfluous "or". Document will be revised for examination at the next meeting.

Latest revision of the HDC brochure was reviewed. Add a section on penalties. Specify when an application is required. Include mention of recreational vehicles. Specify width of district which includes to the water's edge on one side and 500 feet on the other. Mention the underground railroad. Document will be revised for examination at the next meeting.

7:45: Motion to adjourn: M. Roy
Second: T. Lemoi
All in favor

Respectfully submitted,
John Bergeron

Historic District Commission
Senior Center
Canaan NH
May 21, 2018
Approved Minutes

Members present: J. Bergeron, K. Burnett, S. Borthwick, M. Roy
Others present: Gus Means

7:15 - Meeting opens

Public hearing opens for application by Gus Means for a 3-bay barn to replace his shed at 530 Canaan Street. The barn will be the same dark brown as the shed and will have a brown/grey corrugated aluminum roof. Bay windows will be "carriage house style". The building will be set on a foundation and will have a gambrel roof.

Details from Gus Means, below:

"The roof doesn't come in green, so I switched it to brown, here is the link, <https://www.homedepot.com/p/Metal-Sales-10-ft-Classic-Rib-Steel-Roof-Panel-in-BurnishedSlate-2313349/204255013>

The windows are 39" x 60", and the garage doors are 9x8 in the front and 10x10 in the back. This is a link to what they will roughly look like:

https://www.homedepot.com/p/ClopayCoachman-Collection-8-ft-x-7-ft-18-4-R-Value-Intellicore-Insulated-White-Garage-Door-withArch-Window-CXU13-SW-ARCH4/204598561?MERCH=REC--PIPHorizontal1_rr_-204598563_-204598561_-N

The second floor door will be made out of board and batten to match the exterior, roughly 6 feet wide, 6 feet tall."

Gus is unsure of the exact location. However, the building will be roughly 15 feet from the property line. (See letter, attached, from the Low family allowing the building within the 30 foot set-back rule). Front doors will face the lake. The new building will be 30X40 with the 40' dimension along the south side, parallel to the property line and common drive, and will be within 50 feet of the old shed location.

7:30: Public hearing closes

SB moves to approve the plan

Second: MR

In favor: all

No minutes of prior meeting.

Discussion of Judith Kushner's Moose Plate Grant application for conservation of theater curtains. Concerns expressed about maintenance, storage and display of curtains.

Motion: Move to support endeavor: MR

Second: SB

In favor: all

K. Burnett will write a brief letter to Judith Kushner to endorse the project. She will call or email Judith to express concerns about storage, maintenance and display of curtains, if and when conserved.

Motion to adjourn: SB

Second: MR

In favor: all

Respectfully submitted,
Kris Burnett

Historic District Commission
Senior Center
Canaan NH

Approved minutes of June 18, 2018

Members present: J. Bergeron, T. Lemoi, E. Jutila, alternate (for Mike Roy),
K. Burnett. Others present: None

7:15 Meeting began.

Minutes of April 16, 2017 read
Minutes of May 21, 2017 read

Motion to approve: EJ
Second: TL
In favor: all

Revised HDC brochure reviewed and accepted (no motion needed)

Revised regulations for HDC, Sections V, VI, X and XII reviewed briefly

No changes suggested

Motion to schedule public hearing on July 16 at the Meeting House, 7:15, to
present the revised regulations: EJ
Second: TL
In favor: all

Other business: None

7:30 Motion to adjourn: EJ
Second: TL
In favor: all

Respectfully submitted,
Kris Burnett

Historic District Commission
Canaan NH
Mascoma Senior Center
September 17, 2018
Approved minutes

Historic District Commission members present: John Bergeron, Kris Burnett, Richard Fox, alternate (appointed to replace Mike Roy for this meeting), Elizabeth Jutilla (alternate)

Member of the public: John Jutilla

Meeting opens 7:15

1. Minutes read by J. Bergeron

Motion to accept: RF

Second: EJ

In favor: All

7:20: Public hearing opens. (EJ recuses herself on applications by Jutillas).

2. Application from Elizabeth and John Jutilla, 406 Canaan Street, for sunroom enclosure, which will mirror in design and materials the existing porch on the west side, but which will be located on the east side of the house. White wood trim, gray shingles, same windows, sash, etc. as on west side. One door onto the deck, one door into the garage. Drawings and plans attached.

Motion to approve: JF

Second: SB
In favor: all

Application from Elizabeth and John Jutilla, 406 Canaan Street, for a change to their garden shed. Currently there are two buildings abutting each other. The new plan will enclose both buildings under one roof and will look like a barn. The footprint changes in the new configuration and design.

The property owner and the abutting property owner shall sign a right of way agreement to be recorded in the Grafton County Registry of Deeds to maintain a total of 30 feet of separation between buildings of both owners along the property line. This will allow waiver of the 30' setback requirement.

Motion to approve contingent upon proper documentation from abutters: SB
Second: RF
In favor: all

3. Discussion of RV proposed regulations

The Committee discussed the topic of what it means to be "grandfathered in". MR (in absentia) would like the opinion of an attorney on this, as it relates to proposed RV regulations. The decision was made to table contact with the attorney until we have more information on this and other issues.

The Committee discussed a revision to #4 in the list of RV proposals, changing the side and/or rear setback from 30 feet to 50 feet.

The Committee discussed the addition of #8 in the list of RV proposals, defining recreational vehicle campgrounds or parks.

Motion to accept revised additions to proposed RV regulations: RF

SB

In favor: all

In keeping with past practice, approval of changes to HDC regulations is pending legal review.

4. General discussion of use of solar equipment in the Historic District. After hearing several examples of historic district regulations from other towns, there was general agreement to use the Hingham, MA, regulations as a draft document to work from.

5. The decision was made to table discussion of 'properties that detract from appearance' in an HD, as well as a legal review of topics such as what it means to be 'grandfathered in' as it relates to historic district regulations as they are modified or created.

8:10: Motion to adjourn SB

Second: EJ

In favor: all

Respectfully submitted,

Kris Burnett

Historic District Commission
Canaan NH
Monday, October 15, 2018
Senior Center
Approved Minutes

Members present: J. Bergeron, M. Roy, T. Lemoi, R. Fox (alternate), E. Jutila (alternate), K. Burnett

Others present: None

7:15 Meeting opens

1. Suanne Milligan, 485 Canaan Street, has indicated, informally, an interest in involvement on the CHDC. Kris will invite her to attend the next meeting and to consider joining the Commission as an alternate. If interested, SM will need to take the oath from Vicky McAlister at the town office after a letter from JB is submitted to and approved by the Selectboard.

Motion to approve: KB

Second: MR

In favor: All

2. Minutes of September 17, 2018, were read and approved with the following corrections and additions. (2. HDC draft minutes of September 17, 2018) The minutes stated, incorrectly, that the abutters would agree to the Jutilas building within the 30' setback. Section VIII B HDC regulations state: **if the property owner and the abutting property owner sign a right of way agreement to be recorded in the Grafton County Registry of Deeds to maintain a total of 30 feet of separation between buildings of both owners along a given property line** the 30' setback can be waived. (3. HDC draft minutes of September 17, 2018) In keeping with past practice, approval of changes to HDC regulations is pending legal review.

Motion to accept corrected minutes: RF

Second: MR

In favor: All

3. Mike Roy presented a section on solar energy systems, skylights, and satellite dishes. The Commission suggested some edits to MR's draft document. KB and JB will work on making those changes to MR's document, and attach them to minutes of the HDC meeting of October 15, 2018, for further review at the November, 2018 meeting.

See attached draft document.

It was generally agreed that wind towers, ham radio towers, radar equipment and the like are covered under existing regulations.

4. The Jutilas have requested permission to place up to 4 skylights in their new addition (see application September 17, 2108), facing eastward and not visible from Canaan Street.

Motion to accept: MR

Second: RF

In favor: all

8:30 Motion to adjourn: TL

Second: MR

In favor: all

Respectfully submitted,
Kris Burnett

******* DRAFT 10-15-2018 (Revised) Proposal Canaan HDC *******
Solar Energy Systems, Skylights and Satellite Dishes

Solar Energy Systems require an HDC review and approval.

A solar energy system is a device or structural design feature that has a substantial purpose to provide daylight for interior lighting or provide for the collection, storage and distribution of solar energy for space heating or cooling, electricity generating, or water heating.

A solar energy system shall be placed in a location that minimizes visibility from any public way. The application shall state the location, dimensions and design of equipment to be placed on the ground, exterior of a home, or outer building, and the route of exterior wiring, and plumbing. Scaled drawings, manufacturer's specifications and photographs of similar installations must be included in the application. Solar energy systems shall be installed and sensitive to the historic environment. Installation, whether on a rear ell (an extension usually at right angles to one end of a building), subordinate wing, accessory building or on the ground, shall have least practical visual impact upon the site as a whole. If a solar energy system is placed on the ground, it shall be positioned in a limited or no-visibility location in a secondary area of the property. On homes or outer buildings, systems shall be set back on a flat surface or placed behind an existing architectural feature (parapet, dormer, chimney, etc.), whenever possible. Solar energy systems may not be installed on the roof of a primary elevation of a home or outer building unless other options have been explored and eliminated. Pitch and elevation shall be adjusted to minimize visibility from the public way to the extent practical. The historic character of a property must be retained and preserved. Therefore, installation shall not involve the removal, covering or altering of significant character-defining features of a building. Roof slopes, dormers, chimneys, windows, shutters and other architectural features shall not be altered to accommodate solar energy systems. Solar panels (also known as solar shingles), laminated or not, glazing or similar materials shall not replace historic materials such as slate. Roof integrated solar shingles must be low or non-reflective.

Skylights & Satellite Dishes must be reviewed by the HDC. They shall only be installed in locations which (a) create the least disturbance to the historical appearance of the building, and (b) involve the least additional structural alterations.

Historic District Commission
Canaan, NH
Mascoma Senior Center
November 19, 2018

Historic District Commission members present: John Bergeron (Chair), Richard Fox, Mike Roy, Elizabeth Jutila, Tina Lemoi
Guest Attendees: Kali Naugle, Vichelle Naugle

Meeting Opened at 7:15

1. Kali and Vichelle are attending the meeting because Kali is required to attend a public meeting for a course project at Plymouth State.
2. Minutes read by J. Bergeron; Edited names of JF to RF, Jutila to Jutila; Motion to approve with edits by Mike Roy, 2cd by Richard Fox; Approved unanimously.
3. Review of Draft HDC Regulations
 - Page 5: Agreed to delete requirement to publish public notices of HDC applications in the newspaper and instead, include notification in the Town Administrator's weekly flash email to town residences.
 - Page 6: Section on Recreational Vehicles reviewed and approved as written.
 - Page 11: In the section on Fences, Mike Roy thought the Commission should also include standards for gates. John Bergeron will research the type of gates used in the District. Mike Roy and Elizabeth Jutila will provide pictures of original gates used on their properties historically.
 - Page 16: In paragraph 2 of Solar Energy Systems, delete "Solar panels (also known as solar shingles), laminated or not, material such as slate" to be replaced with "Solar shingles, laminates, glazing or similar materials shall not replace historic materials such as slate."
 - Page 17: Delete "Satellite Dish"
 - Page 19: Under Enforcement edit the section on Complaints to read "Complaints shall be submitted to the Selectmen, Building Inspector, or Town Administrator who shall take appropriate action."
4. For Future Consideration
 - Should the 2 acre lot size be changed and what would be the impact?
5. The maintenance of the sidewalks in the district was discussed. Who is responsible for snow removal. There is no ordinance in the town of Canaan for clearing sidewalks by the residents. Richard Fox will talk to Mike Samson, the town administrator about clearing snow from sidewalks in the Historic District with consideration for safety, especially for the many outsiders who come here to walk.
6. John Bergeron announced that an application will be submitted soon from Mary Nordsy to install a solar system on the south facing roof of her barn/garage. The system will not be visible from the street.

Meeting Adjourned at 8:15. Motion by Elizabeth Jutila, 2cd by Mike Roy, approved by all.

Respectfully submitted by T. Lemoi substituting for Kris Burnett, Secretary

Historic District Commission Meeting
December 17, 2018
Mascoma Senior Center
Approved Minutes

Members Present: John Bergeron, Chair; Richard Fox (alternate); Tina Lemoi; Elizabeth Jutila (Alternate); Scott Borthwick; Mike Roy, Vice Chair; Kris Burnett, Secretary
Others Present: Doug & Mary Noordsy, Kim Quirk, Claude Lemoi

7:15 Meeting opens

Public hearing opens on Noordsy application to install solar panels on their barn.

Kris Burnett recuses herself, and alternate member Richard Fox appointed to serve for this hearing. Tina Lemoi records minutes during the public hearing.

Mary Noordsy explained their proposal to install solar panels on the south facing barn roof located behind their home and out of the public view from the street. The main visual impact would be for neighbors Kris and Jim Burnett. As a result, Kris Burnett recused herself from the HDC for the duration of the public hearing. Richard Fox, as an alternate, replaced her.

Kim Quirk, a representative from Energy Emporium in Enfield, NH, spoke to the benefits of solar energy and her understanding of concerns regarding solar systems on historic structures as well as being cognizant of visual impacts in historic districts.

Question: Kris Burnett asked if the Noordsy's had explored all the alternatives available to keep the solar system as unobtrusive as possible.

Response: The Noordsy's have undertaken this project paying particular attention to the Historic District Regulations by installing on a non-historic building and keeping the panels out of public view as much as possible. The option of a pole based tracking system was discussed and determined to not be an acceptable solution. In addition, the Noordsy's confirmed there was no need to remove any of the trees bordering their property and the Burnett's property.

Question: Claude Lemoi asked about the color options. What colors are available to help blend the solar panels with the barn roof?

Response: The colors available for the best energy absorption are either blue panel with a silver frame, black panel with a silver frame, or black panel with a black frame. The black on black option is more expensive. Kim Quirk did not know the actual cost of this option since it is not often purchased by her clients. The Noordsy's, with Kim's help, will look into and consider taking on the additional cost.

Question: Mike Roy asked if any piping would be visible.

Response: Each panel and frame is rectangular with no visible piping.

Comment: John Bergeron clarified that the Commission is in the process of drafting regulations for the installation of solar panels in the District. Before they can be enforced, the Commission must finalize their document and a public hearing needs to be held. For the purposes of this application, the Commission's jurisdiction is to protect the Historic District following the regulations currently in place.

- Preserving districts in the municipality, which reflect elements of its cultural, social, economic, political, community, and architectural history.
- Conserving property values in such districts.
- Fostering civic beauty.
- Strengthening the local economy, and
- Promoting the use of historic districts for the education, pleasure, and welfare of the citizens of the municipality.

Comment: Kim Quirk spoke to how the addition of Solar Panels can "Strengthen the local economy" by increasing property values. She also clarified that the Noordsy's were purchasing, not leasing their system and that the solar panels are guaranteed for 25 years. As a point of interest the panels can be removed for roof repair.

Comment: Claude Lemoi said he would support approval with the understanding that it was an unobtrusive roof installation, not the pole/tracking system, with the panel color being as close as possible to the roof color.

Community Support: The Noordsy's submitted emails from Candice Carter and Susan Rives in support of the project. John Bergeron read them aloud.

Comment: Other issues considered were glare and any reflections. Kim Quirk stated that a person would have to be above the roof to experience either of these conditions, Black frames would also reduce any potential problem.

Public Hearing closed at 7:47 pm

Comment: Scott Borthwick voiced concern that by approving the application, the Commission was creating a precedent for other installations in the District. John Bergeron explained that the Commission hopes to have a draft done soon so that the regulations for any future installations would be set in place.

Motion by John Bergeron and seconded by Scott Borthwick:

The application is accepted as submitted with the recommendation that the applicant use black, non-reflective material.

Discussion:

Richard Fox stated that since no regulations are currently in place, if the Commission is to approve the application, it should include a stipulation that the color be black. The notion of blue solar panels up and down the street would change the character of the street.

Mike Roy stated that with the exception of the color, I am in favor of the application but prefer black and would vote to approve assuming applicants concur the color black.

Vote on the motion was taken and approved unanimously.

Kris Burnett rejoins the Commission, Richard Fox steps down, and minutes recording is passed from Tina Lemoi to Kris Burnett.

8:00 PM Minutes of November 19, 2018 were read and approved

Motion to accept by KB

Second by MR

In favor: All

General discussion of items to be considered in 2019:

- a) Gates mention in November minutes need additional work.
- b) Lots sizes: Consideration of change in minimum lot size and/or change in amount of frontage on “a street” or on Canaan Street.
- c) Solar: In proposed Solar section add “*allow only black on black solar panels and frames*”, to be consistent with recommendation for Noordsy application
- d) Signs: Recommend HD signs at beginning and end of District announcing N/S boundaries of the HD. J. Bergeron will ask the State of NH, as Canaan Street is a state road

Motion to adjourn: SB

Second: KB

All in favor

Respectfully submitted,
Kris Burnett