

# Canaan Historic District Commission

April 20, 2020 Approved Minutes

## Conference call due to Pandemic Emergency Canaan NH (no physical meeting location)

Commission members present via conference call: John Bergeron, Chair; Mike Roy; Maria Clark, alternate; Richard Fox; Tom Milligan, alternate; and Elizabeth Jutila.

Members of the public present: Christopher Wolcott, Sandra Hayden joined at 7:17

7:15 PM Meeting opened by John Bergeron.

Public hearing opens with Gus Mean's solar panel application. Reviewed. The Commission was concerned that the panels were installed without Commission approval. John will contact Mr. Means. Motion to accept Richard Fox, 2nd Mike Roy

Roll call vote: John Bergeron Yes, Richard Fox Yes, Elizabeth Jutila Yes, Maria Clark No, Mike Roy Yes.

7:45 Public hearing: Christopher Wolcott and Benjamin Hayden's application for french doors on south porch and new rear entry door landing and steps. Reviewed. Motion to accept Elizabeth Jutila, 2nd Maria Clark

Roll call vote: John Bergeron Yes, Richard Fox Yes, Elizabeth Jutila Yes, Maria Clark Yes, Mike Roy Yes.

7:51 Richard Fox proposed a letter be sent to all new property owners, moving into the Canaan Historic District, about the Historic District regulations. Richard will compose a draft. Annual reminders were also discussed.

8:00 Minutes read individually. Motion to accept Richard Fox, 2nd Mike Roy

Roll call vote: John Bergeron Yes, Richard Fox Yes, Elizabeth Jutila Yes, Maria Clark Yes, Mike Roy Yes.

The Canaan Historic District Commission would like to thank Mary Noordsy for her service.

Questions about the condition of the Dove property were discussed. No news.

8:17 Motion to adjourn Elizabeth Jutila, 2nd Mike Roy

Roll call vote: John Bergeron Yes, Richard Fox Yes, Elizabeth Jutila Yes, Maria Clark Yes, Mike Roy Yes.

Respectfully submitted,  
Elizabeth Jutila

Canaan Historic District Commission  
May 18, 2020 Approved Minutes  
Conference call due to Pandemic Emergency  
Canaan NH (no physical meeting location)

Commission members present via conference call: John Bergeron, Chair; Mike Roy; Richard Fox; Elizabeth Jutila; Tom Milligan, alternate; Maria Clark, alternate.

Members of the public present: Sandra Hayden, Amy St. Pierre, Brenda and Tom Goins. Gus Means joined at 7:26

7:15 PM Meeting opened by John Bergeron.

7:18 Public hearing opens with Gus Means: Stairs outside garage and second coat of paint application. Reviewed. Commission was concerned that the paint color was not an approved color. Richard Fox moved to accept the application and Elizabeth Jutila seconded the motion.

Mike Roy moved to amend the motion with approval conditional on paint color being Shaker Red and the Commission receiving photographs of the work completed. Richard Fox seconded the amendment.

Roll call on amendment to original motion: John Bergeron Yes, Richard Fox Yes, Mike Roy Yes, Elizabeth Jutila Yes.

Roll call on the original motion as amended: John Bergeron Yes, Richard Fox Yes, Mike Roy Yes, Elizabeth Jutila Yes.

7:36 Public hearing: Amy St. Pierre: New garage and mudroom attached to the house. Reviewed. Motion to accept Richard Fox, 2nd Mike Roy. Roll call vote: John Bergeron Yes, Mike Roy Yes, Richard Fox Yes, Elizabeth Jutila Yes.

7:42 Public Hearing: Pricilla Geoghegan application for a new tool shed to be built in the back corner of the property. Submitted application proposed shed in northwest corner, but discussions with abutters subsequently altered approach to southwest corner. A Separation Agreement is needed between the Geoghegan's, Goin's and Cardigan Mountain School. Motion made by Elizabeth Jutila to approve application with placement in southwest corner conditional to the Separation Agreement being executed and photographs received when completed. Mike Roy provided the second.

Roll call vote: John Bergeron Yes, Mike Roy Yes, Elizabeth Jutila Yes, Richard Fox recused himself and the chair appointed Tom Milligan, an alternate who voted Yes.

7:51 Minutes of April 20, 2020 were read individually. Motion to accept Mike Roy, 2nd Elizabeth Jutila. Roll call vote: John Bergeron Yes, Mike Roy Yes, Richard Fox Yes, Elizabeth Jutila Yes.

7:53 John Bergeron asked that it be noted that an alternate was allowed to vote, during the April 20th meeting, even though there was a complement of full members. The vote does not change the results of the meeting.

7:55 Richard Fox has composed a draft letter for all new property owners moving into the Historic District. John Bergeron will review the draft.

7:58 Mike Roy questions whether or not we have heard from the Lawyer regarding the changes to the regulations. Attorney is definitely working on it, but it will be a few more weeks.

7:59 Richard Fox asked if there are records of applications submitted to the commissioners. The answer is yes, and stored in the town office. He

questioned a building or green house that was not approved. To be reviewed at the next meeting.

8:02 Motion to adjoin Mike Roy, John Bergeron, 2nd

Roll call vote: John Bergeron Yes, Mike Roy Yes, Richard Fox Yes, Elizabeth Jutila Yes.

Respectfully submitted,

Elizabeth Jutila

Approved Minutes

Historic District Commission Meeting  
August 17, 2020  
Meetinghouse Lawn  
Canaan, NH

Members Present: John Bergeron, Chair; Elizabeth Jutila; Richard Fox; Tom Milligan, alternate; Maria Clark, alternate; George Foley, alternate

7:15 Meeting opened by John Bergeron

Chair appointed alternate Tom Milligan as a voting member, since member Mike Roy is absent.

John welcomes George Foley as an alternate commission member.

7:17 July minutes read by John Bergeron

Motion to approve: Richard Fox  
Second by Tom Milligan  
All in favor

7:21 Low's new construction house application. The commission was asked to review the application before the formal application is submitted. The Commission did not identify issues with the application other than a dormer roof pitch waiver is required.

7:37 Historic District sign discussion. At this time the Town of Canaan will not consider funding for the signs. The commission will discuss options again in the late Fall.

7:51 Revisions to the Historic District Regulations. John and Tom will continue to work with the lawyer.

8:00 Motion to adjourn: Richard Fox  
Second by: Elizabeth  
All in favor

Respectfully submitted,

Elizabeth Jutila

## **Minutes of the Canaan Historic District Commission Meeting**

**September 21, 2020**

The Canaan Historic District Commission met at the Canaan Fire Station, pursuant to notice duly given September 21, 2020 at 7:15 p.m.

The meeting was called to order by Chair John Bergeron. The other regular member present was Mike Roy. Also present were alternate members: Maria Clark, George Foley and Tom Milligan. Members of the public present were: Claude Lemoi, Daryl Robbins and Patsy Carter. Robert and Stacey Low appeared by Zoom.

The Chair appointed Maria Clark and George Foley to be voting members since regular members Scott Borthwick, Richard Fox and Elizabeth Jutila were absent. The Chair also appointed Tom Milligan as temporary secretary.

The first item of business was a public hearing in consideration of the application of Robert and Stacey Low to build a new dwelling on tax lot I-E-13-6. The Commission discussed the applicable setback requirements with the applicants and the applicants agreed to conform to the setbacks as stated in the regulations of the District. Upon motion of Maria Clark and second by George Foley the Commission unanimously approved the application as modified with the addition of side lights, corner boards, fascia and wider window trim. Also upon motion by George Foley and second by Maria Clark the Commission unanimously waived the roof pitch requirement of the District Regulations.

The minutes of the August 17 2020 meeting were reviewed. Upon motion of John Bergeron and second by Mike Roy the minutes were approved with the following modification: The sentence “The Commission found their application to be acceptable with a waiver on the roof pitch.” is deleted and the following sentence inserted in place of the deleted sentence: “The Commission did not identify issues with the application other than a dormer roof pitch waiver is required.”

The Chair reported that there had been no response from the attorney concerning the review and revision of the District Regulations.

Consideration of Historic District signs has been deferred until November or December.

The Chair reported an issue with signs of commercial businesses located on town property on Roberts Road near its intersection with Canaan Street. After discussion the Commission took no action, leaving the issue to the Town of Canaan to address.

There being no further business to come before the Commission the meeting was adjourned at 8:45 p.m. upon the motion of Mike Roy and second by George Foley.

Respectfully submitted,

Tom Milligan



## **Minutes of the Canaan Historic District Commission Meeting**

**October 19 2020**

### **Approved minutes**

The Canaan Historic District Commission met at the Mascoma Community Health Center, pursuant to notice duly given October 19, 2020 at 7:15 p.m.

The meeting was called to order by Chair John Bergeron. The other regular members present were Mike Roy, by zoom, and Richard Fox. Also present were alternate members: George Foley and Tom Milligan. There were no members of the public present.

The Chair appointed Tom Milligan to be a voting member since regular members Scott Borthwick, Maria Clark and Elizabeth Jutila were absent. The Chair also appointed Tom Milligan as temporary secretary.

The first item of business was a public hearing in consideration of the application of Bert Fichman to build a new shed at 569 Canaan Street. Upon motion of Richard Fox and second by Mike Roy the Commission unanimously approved the application with the condition that the roof be of a dark color. John Bergeron abstained from the vote.

The minutes of the September 21, 2020 meeting were reviewed. Upon motion of Tom Milligan and second by Richard Fox the minutes were approved with the following addition in consideration of the application submitted by the Lows: The Commission discussed the applicable setback requirements with the applicants and the applicants agreed to conform to the setbacks as stated in the regulations of the District.

The Commission considered the most recent revisions to the Canaan Historical District Regulations. Since the public hearing held in June of 2019 and a protracted legal review the Commission agreed that the changes made were within the parameters of the issues available for discussion at that public hearing. The Commission determined that no further public hearing was necessary as the legal requirements had been complied with. Upon motion of Richard Fox and second by Mike Roy, the Commission unanimously approved the amendments to the Canaan

Street Historic District Regulations considered at and after the public hearing held June 17, 2019. The final draft will be circulated for signatures of the Commission members voting upon the amendments.

The Chair reported removal of signs of commercial businesses located on town property on Roberts Road near its intersection with Canaan Street.

There being no further business to come before the Commission the meeting was adjourned at 8:15 p.m. upon the motion of George Foley and second by Richard Fox.

Respectfully submitted,

Tom Milligan

# Historic District Commission Meeting

## Monday, December 21, 2020

### Zoom Meeting, Canaan, NH

Approved Minutes

Members Present: Chair: John Bergeron; Members: Elizabeth Jutila, Richard Fox, Mike Roy, and Tom Milligan; alternate: George Foley

Members of the public: Tom Oppel

7:15 p.m. Public Meeting opened by John Bergeron

Application to repair or replace existing shed, submitted by Bill VanZant

- George Folly questions the pitch of the roof, per section 6b of the Historic District regulations. Options are for conditional approval or deny the application.
- Tom Milligan: Suggests tabling the application until dimensions are provided.
- John Bergeron: Committee has 45 days to acknowledge application and approve, deny or not acknowledge. The application was submitted on November 19th, and the next meeting is outside the timeframe. Bill may ask for an extension if the application is not approved.
- Tom Milligan: Suggests conditionally approve the application. Bill must provide us the required pitch of roof information within 30 days and the pitch must be within regulations or the application will be denied.
- Motion by Richard Fox to conditionally approve the application. Bill must provide us the required pitch of roof information within 30 days and the pitch must be within regulations or the application will be denied. Second by John Bergeron, All in favor, Roll call: Mike Roy, Elizabeth Jutila, Richard Fox, and John Bergeron

7:34 p.m. Minutes are read

The minutes reflect a spelling mistake Community was spelled with a '9' instead of an 'i'

Mike Roy: Would like to discuss the property at 577 Canaan Street.

- Noted that the bank owns the property now. Accumulations continue to be a problem and Historic District members are concerned. John Bergeron will contact Mike Samson.
- Accept minutes as amended, Motion made by Richard Fox, Second by Mike Roy, All in favor, Roll call: Mike Roy, Elizabeth Jutila, Richard Fox, and John Bergeron

#### Land use ordinance

- Mike Sampson put a notification about land use ordinance in the weekly email for public reading.
- John Bergeron received second hand information that the town attorney does not like the use of the phrase 'land use ordinance' and John got the impression that the ordinance may need to be expanded with more details.
- The planning board has the authority to decide the phrase used.
- This will be addressed at the public meeting on January 7th, 2021.

7:43 p.m. Mike Roy would like to see the roof pitch listed as an application requirement.

7:44 p.m. George Foley noted that John Bergeron skipped the Associate Member item on the agenda. Tom Oppel was considering joining the Commission as an Associate Member, but has just recently joined the Planning Board. Only one Planning Board member is allowed on the Historic District Commission, and at present that is John Bergeron.

7:47 p.m. Historic District signs. Discussion to be continued next meeting.

7:48 p.m. Mike Roy asked if the Canaan Street sidewalk could be plowed by the town. Richard Fox agrees, but a Selectmen did not agree that the town should plow the sidewalk. Mike and Richard believe that it is dangerous for the pedestrians of the community to be using the roadway when the sidewalk is inaccessible. Question brought up regarding who is responsible for sidewalk maintenance based on who owns the sidewalk.

7:56 p.m. Meeting terminated due to Zoom time restrictions

Respectfully submitted,

Elizabeth Jutila