



**HISTORIC DISTRICT COMMISSION
MEETING MINUTES**

TUESDAY, MAY 12, 2020, 6:00PM

CONVENED ELECTRONICALLY FROM NARRAGANSETT TOWN HALL

NOTE: THIS MEETING IS NOT OPEN FOR ONSITE ATTENDANCE

PLEASE SIGN IN VIA COMPUTER OR CELLPHONE APP USING THE ZOOM ACCESS CODE OR DIAL IN FOR AUDIO ONLY VIA ONE OF THE NUMBERS BELOW.

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Meeting ID: 871 917 0546

CONVENE: Chairman Lescarbeau called the meeting to order at 6:05pm.

ROLL CALL: Keith Lescarbeau-Chairman-via Zoom, Robert Shields-Vice-Chairman-via Zoom, Kristen Connell-Secretary-via Zoom, Judy Kenower-via Zoom, Americo Mallozzi-via Zoom, Karen Catuogno-via Zoom, Melissa Kollitides-via Zoom

ABSENT: Gaia Charren-Alternate

ALSO PRESENT: Michael DeLuca-Community Development Director-onsite, Heidi Petrone-Clerk to the Commission-via Zoom

ADMINISTRATIVE MATTERS: None

CONSENT AGENDA

1C: APPROVAL OF MEETING MINUTES: April 14, 2020

A **MOTION** was made by K. Connell, seconded by K. Catuogno, to **APPROVE** the consent agenda. Motion **PASSES** 7 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

PUBLIC HEARING

2PH: 386 Ocean Road (continued): Plat F, Lot 26-B1, Residing house shingles

Owner: David Osborne

M. DeLuca stated the attorney for the applicant submitted an email asking for the pending application be withdrawn since the applicant will be using new wood shingles for the project.

A **MOTION** was made by R. Shields, seconded by A. Mallozzi, to **CLOSE** the public hearing. Motion **PASSES** 7 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

A **MOTION** was made by J. Kenower, seconded by A. Mallozzi, to **DISMISS** the application. Motion **PASSES** 7 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

3PH: 43 Caswell Street: Plat C, Lot 489-A, Fence Installation

Owner: Vanessa Christafaro

** M. Kollitides fell off the Zoom call during this portion of the meeting.*

A Motion was made by R. Shields, seconded by J. Kenower, to Open the public hearing. Motion **PASSES** 6 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**)

** M. Kollitides was able to rejoin the meeting, via Zoom, after the above noted vote and before the below noted information.*

The applicant, Vanessa Christafaro, was not in attendance at this point in the meeting.

M. DeLuca explained that a white vinyl fence had been installed many months previously without a building permit or an approval from the NHDC and had only become aware of the situation after the Building Official had been informed of the fence installation. He stated that a majority of the fence is located in the back yard out of view from the street and was installed to obscure the view of a concrete retaining wall installed on the abutting neighbor's property. R. Shields stated he visited the site and noted that a portion of the fence is visible from the street, it does stand out and the Commission could refuse to approve the application as an alternative.

Chairman Lescarbeau noted that the home was not a contributing structure in the district and the fence was not a character defining feature of the property. He stated that in this particular instance the fence would have not been an issue, if the homeowner had followed the proper procedures to obtain an approval. He stated that he would like to hear from the applicant as to why the proper procedure was not followed before moving forward.

A **MOTION** was made by K. Catuogno, seconded by A. Mallozzi, to **CONTINUE** the hearing until the applicant is able to appear before the Commission. Motion **PASSES** 7 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

Subsequent to the above noted vote, the applicant, Vanessa Christafaro, was able to join the meeting, via Zoom, and explained to the Commission that she has owned the home for a long time and had only moved to Narragansett full time this past January 2020. When she moved in and saw the concrete retaining wall she felt she was within her rights to install the noted fence to hide the wall and to be able to contain her dog on her property, since the fence was installed completely on her property. V Christafaro also stated she was unaware of the need to get a building permit and NHDC approval for the fence until after the fact and apologizes and takes full responsibility for the matter. K Catuogno asked why the company who installed the fence didn't get the required approvals. The applicant replied that a friend had installed the fence, not a contractor.

A **MOTION** was made by J. Kenower, seconded by A. Mallozzi, to **CLOSE** the public hearing. Motion **PASSES** 6 to 0 to 1 (K. Lescarbeau-**AYE**, R. Shields-**ABSTAIN**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

A **MOTION** was made by J. Kenower, seconded by M. Kollitides, to **APPROVE** the application. Motion **FAILS** 4 to 1 to 2 (K. Lescarbeau-**AYE**, R. Shields-**NAY**, K. Connell- **ABSTAIN**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno- **ABSTAIN**, M. Kollitides-**AYE**)

Discussion ensued on what options the applicant now had since and approval was not issued. K. Connell asked if she could change her vote and if so how. M. DeLuca replied she could change her vote and explained a vote to reconsider was needed and another vote to approve was needed.

A **MOTION** was made by K. Connell, seconded by J. Kenower to **RECONSIDER** the approval. Motion **PASSES** 6 to 1 (K. Lescarbeau-**AYE**, R. Shields-**NAY**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

A **MOTION** was made by K. Connell, seconded by M. Kollitides, to **APPROVE** the application. Motion **PASSES** 5 to 1 to 1 (K. Lescarbeau-**AYE**, R. Shields-**NAY**, K. Connell- **AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno- **ABSTAIN**, M. Kollitides-**AYE**)

4PH: **57A Rodman Street**: Plat D, Lot 121-2A, Installation of a new shed

Owner: Erica Killian

The applicant, Erica Killian, attended the meeting via Zoom and explained that there is limited storage space on the site, which is shared by the other occupants of the condominium that is located on the property. She explained she would like to have an 8'x10' shed installed on her property for more personal storage space for things such as seasonal furniture, etc. E. Kilian described the look of the proposed shed, noting it is similar to what is onsite at Lakeside Trading in Town, which is

where she ordered her shed from. Staff expressed support for the project and there were no concerns from NHDC members.

A **MOTION** was made by J. Kenower, seconded by A. Mallozzi, to **CLOSE** the public hearing. Motion **PASSES** 7 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

A **MOTION** was made by R. Shields, seconded by K. Connell, to **APPROVE** the application. Motion **PASSES** 7 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

5PH: **55 Narragansett Avenue**: “Castlenook” Plat C, Lot 337, Exterior Renovations / Carport
Owner: Chris and Diane Wilkens

A **MOTION** was made by R. Shields, seconded by K. Connell, to **OPEN** the public hearing. Motion **PASSES** 7 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

The applicant, Chris Wilkens, was not initially in the meeting, however, he did join via Zoom after the meeting had been opened and after the discussion had already started.

M. DeLuca reviewed the staff report and noted that a majority of the work being proposed is in the back of the house and is not visible from the street. Discussion ensued among the members and staff about what materials are being used for the siding of the house and the window and trim. At this point is when the applicant, Chris Wilkens was able to join the meeting via Zoom. He explained that the current siding on the house is an upscale vinyl product and he is proposing to use the same product for the back of the house. He also explained that the window and trim detail will be the double hung, single over single, style, which will be in conformity with the rest of the house. M. DeLuca stated that with the applicant’s details given in regards to the siding and windows and trim that he is supportive of the project.

A **MOTION** was made by J. Kenower, seconded by R. Shields, to **CLOSE** the public hearing. Motion **PASSES** 7 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

A **MOTION** was made by K. Catuogno, seconded by R. Shields, to **APPROVE** the application. Motion **PASSES** 7 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

NEW BUSINESS

6NB: **DISCUSSION**: Narragansett Historic District Commission Awards program

K. Connell suggested postponing the awards ceremony to the following year, noting that last year it was discussed to move up the ceremony to possibly June as August was too late in the summer season and given the current state of affairs with COVID-19 and social distancing. She also noted that the Commission could work to submit nominations for the Rody Awards program through the state. M. DeLuca also noted that the office is missing one staff person, and with other staff working remotely and partially in the office, the capacity is extremely limited to take on additional projects/tasks. Also, with staff working remotely, deadlines and timeframes are extremely tight. H. Petrone stated that unfortunately she would not have the capacity, both personally and as the Clerk to the Commission to coordinate an event this summer on top of the additional responsibilities due to the current situation of COVID-19. M. Kollitides noted that an event, something along the lines of a Zoom gathering type ceremony, could be done and described different scenarios she has experienced.

The Commission then discussed the options of submitting nominations for the State Rody Award. M. Kollitides and H. Petrone volunteered to coordinate the submission of applicants on behalf of the NHDC.

A Motion was made by K. Connell, seconded by J. Kenower, to Nominate appropriate candidates from the NHDC's 2019 award winners. Motion Passes 6 to 0 to 1 (K. Lesarbeau-**AYE**, R. Shields-**ABSTAIN**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

OLD BUSINESS

7OB: **DISCUSSION:** HDC Property Owners Guide

H. Petrone discussed the proposed revised Property Owner's Guide noting that there was not a substantial change to information in the document but more of reformatting of the information and updated graphics. The NHDC members expressed a desire to review the new document more in-depth but would like Staff to move forward in securing quotes for printing, with the understanding the final document for printing will only have grammatical edits and no substantial changes or edits. The NHDC would like to utilize the funds in the current fiscal 2020 budget.

A **MOTION** was made by K. Catuogno, seconded by K. Connell, to **RE-PRINT** the proposed revised Property Owner's Guide with minimal changes/edits before final draft for printing. Motion **PASSES** 7 to 0 (K. Lesarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

ADJOURNMENT:

A **MOTION** was made by R. Shields, seconded by A. Mallozzi, to **ADJOURN** the meeting at 8:33pm. Motion **PASSES** 7 to 0 (K. Lesarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, J. Kenower-**AYE**, A. Mallozzi-**AYE**, K. Catuogno-**AYE**, M. Kollitides-**AYE**)

Respectfully submitted,

Heidi Petrone
Clerk to the Commission