



**Historic District Commission
Meeting Motions**

Tuesday, August 11, 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.

Computer: <https://zoom.us/j/8719170546>

Dial-in only: 1 929 436 2866 / **One tap mobile:** 1 929 436 2866 / **Meeting ID:** 871 917 0546

Convene: Chairman Lescarbeau called the meeting to order at 6:03pm

Roll Call: Keith Lescarbeau-Chairman-via Zoom, Robert Shields-Vice Chairman-via Zoom, Kristen Connell-Secretary-via Zoom, Judy Kenower-via Zoom, Karen Catuogno-@6:10pm-via Zoom, Melissa Kollitides-@6:30pm-via Zoom, Gaia Charren-Alternate-via Zoom

Absent w/ Cause: Americo Mallozzi

Also Present: Michael DeLuca-Community Development Director, Heidi Petrone-Clerk to the Commission-via Zoom

Administrative Matters: None

Consent Agenda

1C: **Approval of Meeting Minutes:** July 14, 2020

A **Motion** was made by K. Connell, seconded by J. Kenower, to **Approve** the Consent Agenda. Motion **Passes** 6-0-1 (K. Lescarbeau-**Aye**, R. Shields-**Abstained**, K. Connell-**Aye**, J. Kenower-**Aye**, K. Catuogno-**Aye**, M. Kollitides-**Aye**, G. Charren-**Aye**)

Public Hearing

2PH: **94 Central Street:** “La Sata” Plat D, Lot 105, Replace Rear & Side Doors & Windows

Owner: John & Elizabeth Cournoyer

M. DeLuca informed the Commission that he had received communication from Frank Scotti, the contractor for the above noted project, that the applicants and he are not able to be present for the meeting and requested the hearing be placed on the September 8, 2020 NHDC meeting agenda.

A **Motion** was made by R. Shields, seconded by J. Kenower, to **Continue** the public hearing to a Date Certain of September 8, 2020. Motion **Passes** 7-0 (K. Lescarbeau-**Aye**, R. Shields-**Aye**, K. Connell-**Aye**, J. Kenower-**Aye**, K. Catuogno-**Aye**, M. Kollitides-**Aye**, G. Charren-**Aye**)

3PH: **123 Narragansett Avenue:** Plat C, Lot 352, Replace 25 Windows

Owner: Charles German

Charles German, the applicant, and John Mills, a Venture Window LLC Representative, presented the application to install 25 vinyl replacement windows, along with converting the front porch to more livable space, in order to update and upgrade the property. C. German confirmed the front porch is original to the house.

Chairman Lescarbeau stated that Standard #37 stipulates that replacement windows are not allowed in the district and explained that the dimensions of the glass are interrupted and the muntin is disproportionate. J. Mills asked if vinyl windows in the back out of sight would be acceptable if the front windows were refurbished instead of replaced. Chairman Lescarbeau stated that vinyl isn't an issue but replacement windows are just not allowed. K. Catuogno asked if the windows had been determined to be not salvageable and questioned if a site visit is warranted. Different options/alternatives were discussed. The client will review the options discussed with the representative and come back to the HDC with more information. J. Mills will also coordinate a site visit.

A **Motion** was made by R. Shields, seconded by K. Connell, to **Continue** the public hearing to a date to be determined. Motion **Passes** 5-0 (K. Lescarbeau-**Aye**, R. Shields-**Aye**, K. Connell-**Aye**, J. Kenower-**Aye**, K. Catuogno-**Aye**)

Old Business

4OB: **Amendment to Final Plan:** “Coast Guard House”, 40 Ocean Road, Plat C, Lot 454
Owner: Southwind Corporation

Chairman Lescarbeau stated that he and M. DeLuca have received communication from Bob Leonard, from the Coast Guard House, explaining that there are issues with connecting the water-tight connection of the atrium to the roof as it had been approved by the NHDC. K. Lescarbeau and M. DeLuca will be meeting in the morning, 8/12/2020, to review the information submitted and determine if the alterations can be approved administratively or as an amendment to the previous approval, which will not require a public hearing.

R. Shields stated that during the previous approval process he expressed concern with encasing the dormer and asked that be considered when making a determination. K. Connell expressed concerns with changes being made without a full Commission review. Chairman Lescarbeau will inform the full Commission before any final procedural decisions are made.

No Motions were made.

5OB: **Update and Possible Action:** Property Owner’s Guide

H. Petrone provided a brief overview of the changes to the latest draft update, noting that most of the changes were formatting. The picture of the Towers marked Now will be changed due to copyright infringement concerns.

A **Motion** was made by J. Kenower, seconded by K. Catuogno, to **Approve** the proposed updated Property Owner’s Guide with noted corrections. Motion **Passes** 6-0 (K. Lescarbeau-**Aye**, R. Shields-**Aye**, K. Connell-**Aye**, J. Kenower-**Aye**, K. Catuogno-**Aye**, G. Charren-**Aye**)

New Business

6NB: **Pre-Application Review:** 5 Brown Street, Plat C, Lot 412, Addition to house
Owner: Angela Saillant

Angela Saillant explained that there is damage to the part of the house in question from a fallen tree. The project is to remove the garage and small room on the side of the house and build an addition in the rear of the house.

Chairman Lescarbeau noted that the proposed addition will not be visible from the street and believes it conforms to the NHDC Standards and Guidelines. There were no questions or concerns from the HDC members.

M. DeLuca noted that this is a pre-application meeting and no vote is needed.

7NB: **Discussion:** **Tracking Building Activity** in the Designated Historic Districts

M. DeLuca stated this agenda item was requested by K. Cautogno to inquire as to what options are available to address recent instances, and how to deter future occurrences, of applications coming to the NHDC “after the fact.” He advised that the Property Owner’s Guide will be printed and distributed soon which should help. He believes the strongest way to address this is through continuous education of the public on the Standards and Guidelines. Also, when a complaint is lodged with the Building Inspector’s office a violation notice is issued to the owner who then must appear in court and face fines issued by the court.

No motions were made.

Items for Next Agenda: None

Reports from Staff/Commission: 2020 Rhody Awards – Update

Chairman Lescarbeau stated he, J. Kenower, and M. Kollitides met to discuss a modified awards ceremony. From this meeting it was decided that there will be a virtual / no contact awards ceremony that will be done via Zoom. Other promotional ideas were presented, such as display

boards in the Town Hall, newspaper articles, the Town's website and Facebook page. The subcommittee will be meeting again in the next month to discuss and decide further details

Adjournment:

A **Motion** was made by R. Shields, seconded by J. Kenower, to **Adjourn** the meeting at 7:47pm. Motion **Passes** 7-0 (K. Lescarbeau-**Aye**, R. Shields-**Aye**, K. Connell-**Aye**, J. Kenower-**Aye**, K. Catuogno-**Aye**, M. Kollitides-**Aye**, G. Charren-**Aye**)

Respectfully submitted,

Heidi Petrone
Clerk to the Commission