



**Historic District Commission
Meeting Minutes
Tuesday, January 10, 2023, 6:00pm
Narragansett Town Hall**

Convene: Chairman Lescarbeau called the meeting to order at 6:00pm.

Roll Call: Keith Lescarbeau-Chairman, Karen Catuogno-Vice Chairman, Nanci Adams-Secretary, Richard Campbell, Francis Figueroa, John Tyburski-Alternate

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

Administrative Matters: Election of Officers

- A **Motion** was made by K. Catuogno, seconded by R. Campbell, to nominate K. Lescarbeau as the Chairman of the Historic District Commission. Motion **Passes** 5 to 0 to 1 (K. Lescarbeau-**Abstained**, K. Catuogno-**Aye**, N. Adams-**Aye**, R. Campbell-**Aye**, F. Figueroa-**Aye**, J. Tyburski-**Aye**)
- A **Motion** was made by N. Adams, seconded by K. Lescarbeau, to nominate K. Catuogno as the Vice-Chairman of the Historic District Commission. Motion **Passes** 5 to 0 to 1 (K. Lescarbeau-**Aye**, K. Catuogno-**Abstained**, N. Adams-**Aye**, R. Campbell-**Aye**, F. Figueroa-**Aye**, J. Tyburski-**Aye**)
- A **Motion** was made by K. Catuogno, seconded by R. Campbell, to nominate N. Adams as the Secretary of the Historic District Commission. Motion **Passes** 5 to 0 to 1 (K. Lescarbeau-**Aye**, K. Catuogno-**Aye**, N. Adams-**Abstained**, R. Campbell-**Aye**, F. Figueroa-**Aye**, J. Tyburski-**Aye**)

Consent Agenda

1C: **Approval of Meeting Minutes:** None

Public Hearing

2PH: **21 Atlantic Avenue:** Window Replacement
Owner: Thibaut

John DiPanni, the contractor and authorized representative of the property owner/applicant, presented the application to replace 7 windows that are located in the back of the home. The proposed windows would have a grid pattern of 6 over 1 and there will be no other alterations to the windows.

Chairman Lescarbeau noted that the house is not a contributing structure since it was built in 1950 and the review standards are more lenient than those applied to a contributing structure. The guidelines call for the proposed alterations, such as the windows, to not be detrimental to the surrounding properties. He explained the house has a modern design to it, which itself is unique. The windows in this home are casement windows that do not have a grid pattern which he noted is typical of this style of house. He noted that the casement windows in the front of the house give an appearance of double hung windows so he could agree to approve 1 over 1 double hung windows. K. Catuogno agreed with K. Lescarbesu's statements but expressed worry about this setting a precedent for future applications for this house, ie. future applications to install similar windows in the front of the house.

There were no further questions or comments from the Commission or members of the public.

A **Motion** was made by K. Catuogno, seconded by N. Adams, to **Close** the public hearing. Motion **Passes** 5 to 0 (K. Lescarbeau-**Aye**, K. Catuogno-**Aye**, N. Adams-**Aye**, R. Campbell-**Aye**, F. Figueroa-**Aye**)

A **Motion** was made by K. Catuogno, seconded by R. Campbell, to **Approve** the application subject to the windows being a 1 over 1 pattern and stipulating that this approval shall not be precedent setting for future applications. Motion **Passes** 5 to 0 (K. Lescarbeau-**Aye**, K. Catuogno-**Aye**, N. Adams-**Aye**, R. Campbell-**Aye**, F. Figueroa-**Aye**)

New Business

3NB: Advisory Comment: 15 Memorial Square, “The Post Office”

Owner: US Postal Service / McKinnell McKinnell & Taylor

Chairman Lescarbeau explained to the Commission members that federal agencies, such as the U.S. Post Office, do not need to obtain local permits to do any type of work.

Mike DeLuca explained that the HDC was sent a request for advisory comment for the proposed project at the post office. However, by the time the request was received it was too late to add it to the December meeting agenda and that resulted in missing the deadline to submit the commentary. He stated that he had reviewed the materials submitted, and a part of the meeting packet, and found the proposal impressive. Although any commentary submitted would not be official, he explained it would still be beneficial to the Commission to submit a letter of support.

Discussion ensued among Commission members and staff where Chairman Lescarbeau explained the probable methods to be used for certain elements of the project.

A **Motion** was made by K. Catuogno, seconded by J. Tyburski, to send a letter of support for the project. Motion **Passes** 6 to 0 (K. Lescarbeau-**Aye**, K. Catuogno-**Aye**, N. Adams-**Aye**, R. Campbell-**Aye**, F. Figueroa-**Aye**, J. Tyburski-**Aye**)

Paul Hermenze, of Clarke Road, asked to speak and Chairman Lescarbeau agreed. P. Hermenze spoke about the difficulty of using the handicap access at the post office and asked that the Commission’s letter ask for improved access for handicapped individuals.

A **Motion** was made by K. Catuogno, seconded by R. Campbell, to amend the letter of support to address the handicap accessibility of the post office. Motion **Passes** 6 to 0 (K. Lescarbeau-**Aye**, K. Catuogno-**Aye**, N. Adams-**Aye**, R. Campbell-**Aye**, F. Figueroa-**Aye**, J. Tyburski-**Aye**)

4NB: 2022 Historic District Commission Annual Report: For Action

Mike DeLuca reviewed the annual report noting statistical data, such as number of hearings held, and special projects undertaken by the HDC. Discussion ensued among staff and Commission members.

A **Motion** was made by F. Figueroa, seconded by N. Adams, to **Approve** the 2022 Historic District Commission Annual Report, amended as discussed. Motion **Passes** 6 to 0 (K. Lescarbeau-**Aye**, K. Catuogno-**Aye**, N. Adams-**Aye**, R. Campbell-**Aye**, F. Figueroa-**Aye**, J. Tyburski-**Aye**)

Old Business

None

Items for Next Agenda: K. Catuogno asked to have a discussion at the next meeting regarding the age requirements to designate a home a contributing, or non-contributing, structure.

Reports from Staff/Commission: Chairman Lescarbeau gave a demonstration, and explained the differences, of cedar clapboards versus hardie board as a follow-up to a previous discussion of a pre-application review.

Adjournment:

A **Motion** was made by K. Catuogno, seconded by N. Adams, to **Adjourn** the meeting at 7:56pm. Motion **Passes** 6 to 0 (K. Lescarbeau-**Aye**, K. Catuogno-**Aye**, N. Adams-**Aye**, R. Campbell-**Aye**, F. Figueroa-**Aye**, J. Tyburski-**Aye**)

Respectfully submitted,

Heidi Petrone
Clerk to the Commission