



# MANCHESTER-BY-THE-SEA

HISTORIC DISTRICT COMMISSION • TOWN HALL  
Manchester-by-the-Sea, Massachusetts 01944-1399  
Telephone (978) 526-2000 FAX (978) 526-2001

## Minutes of the Historic District Commission

---

January 8, 2026, 6:00 p.m.

**MEMBERS PRESENT:** Rosemary Costello, Evonne Blanchard, Matt Genta, Richard Smith

**MEMBER ONLINE:** Joe Sabella & Alison Moerland

**MEMBER NOT PRESENT:** Paul Stremple

**STAFF PRESENT:** Marc Resnick, Director Land Management

**Call to Order** – Chair Costello called the Historic District Commission meeting to order at 6:00 p.m.

### **New Application: 1 Pine St- Certificate of Appropriateness to install 3 double hung windows**

The applicant presented their plan to install three double hung windows at 1 Pine Street, a small white house that was once a relocated barn. The property already underwent renovations last year with the installation of 6-over-6 Marvin historical replacement windows.

The current proposal requested: adding one 6-over-6 window on the north side first floor; 6-over-6 one window on the west side second floor; and one double width window to the right of the west side/Pine Street entryway. These are like the windows installed in last year's renovation.

The Commission determined the additions would improve the property's aesthetics and symmetry. After reviewing the application, Mr. Smith made a motion to waive the public hearing. Ms. Blanchard seconded. The motion passed unanimously.

*Motion by Mr. Smith to approve the Certificate of Appropriateness for three additional 6-over-6 double hung Marvin windows as presented in the application. Ms. Blanchard seconded. The motion was approved unanimously.*

### **Public Hearing: 9 Ashland Ave- Certificate of Appropriateness to construct a two-family home**

*Motion by Chair Costello to open the public hearing. Seconded by Ms. Blanchard. Motion passed unanimously.*

John Hardin of Olsen Lewis Architects presented plans for a new two-family building on a subdivided lot adjacent to the historic house and carriage house at 9 Ashland Avenue. The presentation emphasized how the proposed design would respect the historic context of

Ashland Avenue, particularly referencing the existing 1800s Carpenter Gothic structure at 9 Ashland.

Key aspects of the proposal included:

- A design that complements the existing historic buildings while not duplicating them
- Cedar clapboards and board and batten siding with copper roofing on lower levels
- Proportions and details that reference the neighboring historic structures
- Careful placement of the building to create a "bookend" effect at the end of the street

After discussion, the Commission requested modifications to the original design:

- Windows on the east and north elevations to be narrowed to match proportions of the existing 9 Ashland building
- HVAC units to be placed where not visible from the public way

Public comments from Steve Gang, 10 Ashland Ave, and Peter Creighton, 6 Ashland Ave, raised concerns about density, loss of trees, and parking congestion. The Commission noted that while they shared concerns about tree loss, density and trees were outside their jurisdiction as the property conformed to zoning requirements.

*Motion by Chair Costello to close the public hearing. Seconded by Ms. Blanchard. Motion passed unanimously.*

*Motion by Ms. Blanchard to approve the Certificate of Appropriateness with conditions that the window on the east and north sides match the full height windows on the first floor of 9 Ashland, and that the HVAC units are not visible from the public way. Mr. Smith seconded. The motion was approved with five affirmative votes and one unable to vote due to technical difficulties.*

## **Administrative**

### **Minutes – Approval of December 11, 2025**

*Motion by Mr. Smith to approve the minutes of December 11, 2025. Seconded by Ms. Blanchard. The motion passed with four affirmative votes with Ms. Moerland abstaining because she was absent from that meeting and Mr. Sabella experiencing technical difficulties.*

### **Other Business Not Anticipated by the Chair, Discussion Only**

*The meeting was adjourned.*