



MANCHESTER-BY-THE-SEA
HISTORIC DISTRICT COMMISSION
Town Hall, 10 Central Street
Manchester-by-the-Sea, Massachusetts 01944-1399

MINUTES
MANCHESTER-BY-THE-SEA
HISTORIC DISTRICT COMMISSION
Virtual/Online Meeting January 27, 2022

Zoom meeting.

<https://us06web.zoom.us/j/81849698502?pwd=MUpSbU9lZUJ1RnRzZzVXclhDaCtmZz09>
Meeting ID: 818 4969 8502 Passcode: 256460

Commissioners Present: Chairperson Rosemary Costello, John Round, Donald Halgren, Richard Smith, Joe Sabella, Tracy Gothie.

Commissioners Not Present: There is one vacant seat.

Ms. Costello called the Historic District Commission (“HDC”) of Manchester-by-the-Sea (“MBTS”) to Order at 7:00 p.m. Ms. Costello then introduced the Board Commissioners to those in attendance and explained the HDC meeting procedures. She explained that if the HDC Commissioners approve an application and agree to waive the public hearing on an application, the abutters of the applicant's property will receive a Waiver of Public Hearing by US mail which has a 10-day appeal period. Once the appeal period is over, the applicant will receive the Certificate of Appropriateness. This process takes approximately two weeks. It is noted that this meeting is a virtual/online meeting and is also being digitally recorded on Zoom. The typed minutes represent the permanent record of the Board. The format of the hearing was explained to those in attendance by the Chairperson.

HDC APPLICATION

Application of **Frances & Hubert de Lacvievier** for a **Certificate of Appropriateness** from the Historic District Commission, or other such relief as may be necessary to add trellis and upper-level deck addition, relocating the stair on the lower-level deck and adding new 18ft door in existing sunroom, new windows on left elevation of Sunroom. Removal of existing kitchen windows for new windows as shown on plans, and elevations. New window in lower bay to match existing. New columns will be placed at the existing post locations to be more structurally appropriate for the deck then existing and be better proportion at **52 Central Street**, Assessors Map No. 44, Lot No. 17 in District G, filed with the Town Clerk on January 13, 2022.

Architect Eric Gjerde of SeaGlass Architects, LLC appeared virtually before the Commission. He displayed a drawing and plan on the screen and noted that all proposed work is on the harborside and not the street side of the home. The goal is to blend the sun room in better with architectural elements. He said that the plan is to add a trellis and upper level deck, relocate the stair on the lower level and add new a 18 ft 7 panel door on the existing sun room. A new window would be installed on the bay to match the existing. The stairs to the deck would be relocated. New columns would be placed at the existing post locations to be more structurally appropriate for the deck than the existing and would be better proportioned. The existing deck would be rebuilt so that it would be 2 ft larger than the existing. The sliders would be relocated and repurposed. A new window that looks like double hung would be added in the kitchen. A door from the sunroom to the dining room will be removed.

Mr. Gjerde said the applicant appeared before the Conservation Commission who approved the plan as it did not impact the environmental area.

Responding to Mr. Round, Mr. Gjerde said existing sliders will be re-used. Doors on the second floor will be reinstalled on the first floor. A door and a 6 over 6 window will be replaced. He is proposing that the kitchen windows would be 4 over 4. Mr. Round suggested 4 over 1. Mr. Gjerde said the folding window swings out. It is currently 4 over 1. He created grills at the top of the window. Mr. Round said he prefers a bay window on the first floor to match second.

Ms. Gothie agreed with Mr. Round.

Responding to Mr. Round regarding railings, Mr. Gjerde said they will be mahogany with stainless steel bars. Cables will disappear at a distance.

Responding to Ms. Costello, Mr. Gjerde said the trellis would be wood interior, clad with PVC. The vertical lattice under the porch would be PVC. There would be no changes to windows on the top two floors.

Responding to Mr. Smith, Mr. Gjerde said the trellises are 5 x 8. 5 ½ x 1 PVC on each side. They will keep the second floor, although the trim and trellis will be removed. There are no changes to trim or façade elsewhere

Mr. Gjerde said he made a departure from the 3-D plan he presented and he would not submit it with the application.

Regarding whether there are any other possible future projects coming. Mr. Gjerde said the goal is to have outdoor space for the owners.

Ms. Costello asked Commission members whether a public hearing is needed. Members responded that they did not feel the need for a public hearing. Mr. Halgren said the plan does not change the footprint. Mr. Smith said the changes will make the home more attractive; the new plan looks better, it is clearly progress, although it is not doing anything to bring back the historic, the changes are on the rear side of the house; it is an improvement. Ms. Costello said it

does not negatively impact the historic district, does not detract from the neighbors or the harbor. Mr. Round said that although it is not particularly historic it fits in with the harbor and the house.

There being no further discussion, and upon motion made by Mr. Round and seconded by Ms. Gothie, by roll call vote with Members Costello, Round, Halgren, Smith, Gothie and Sabella voting in the affirmative, it was VOTED to waive a public hearing.

Upon motion made by Mr. Halgren and seconded by Ms. Gothie, by roll call vote with Members Costello, Round, Halgren, Smith, Gothie and Sabella voting in the affirmative, it was Voted to approve the design as submitted with accommodations discussed during this review and to Grant a Certificate of Appropriateness for the design as submitted, excluding activities on left and right side of the house, and with 4 over 1 grills on the bay window at the lower level.

ADMINISTRATIVE MATTERS

- **Approval of Minutes**

Upon motion made by Mr. Halgren and seconded by Mr. Round, it was Voted by roll call Vote, with Members Costello, Round, Halgren, Smith, Gothie and Sabella voting in the affirmative, to approve the minutes of May 27, June 10, October 6, October 14, and October 28, 2021.

- Members discussed the two signs on the Common that are affixed to light posts. Ms. Gothie reported that there are people who walk their dogs on the new grass. Mr. Round with get in touch with the DPW and advise them to submit an application and get on the HDC Agenda.
- Review and approval of HDC 2022 Meeting Calendar. Members agreed to begin their February 24, 2022 meeting at 7:30 p.m. There were no other comments on the 2022 Meeting Calendar.
- Discussion of amendments to Manchester Historic District Guidelines. Mr. Smith said the Goal of the changes he had submitted was to communicate more effectively so that applicants would make the right decision. He will resubmit a draft of changes to the 2015 Guidelines, including signage, and a clause in the intro which states that the changes must follow the application and after the work is completed, the property may be inspected subsequently.
- Any other administrative matters that could not reasonably have been anticipated in advance of the required 48-hour posting. Ms. Costello reported that the Board of Selectmen are instituting a policy on the keeping of meeting recordings.

The next HDC meeting: February 24 beginning at 7:30 p.m.

Mr. Round made a motion to adjourn. Mr. Smith seconded the motion. The HDC Commissioners voted unanimously in favor of adjourning this HDC meeting at 8:20 p.m.

Respectfully submitted,
Helene Shaw-Kwasie, Clerk
Historic District Commission

Approved by the HDC on: February 24, 2022

Documents used at meeting:

- 52 Central Street application and Plan entitled 52 Central Street Manchester-by-the-Sea, dated January 12, 2022, prepared for Lacvivier Family by SeaGlass Architects, LLC, Eric H. Gjerde, Architect,
- 2022 Meeting Calendar
- Smith Window Changes for Guidelines
- Minutes for approval: May 27, June 10, October 6, October 14, and October 28, 2021.