

City of Keene
New Hampshire

HISTORIC DISTRICT COMMISSION
MEETING MINUTES

Wednesday, April 20, 2016 4:30 PM 2nd Floor Committee Room

Members Present:

Hanspeter Weber, Chair
Dan Bartlett, Vice-Chair
Joslin Kimball Frank
Thomas Powers, Councilor
Jim Duffy

Staff Present:

Tara Kessler, Planner

Members Not Present:

Dave Bergeron, Alternate
Anita Carroll-Weldon

3:30 PM SITE VISIT – The Commission conducted a site visit of 0 Commercial Street, 60 and 76 Winter Street, and 69 Washington Street. Commission members present were Hanspeter Weber, Councilor Powers, Joslin Kimball Frank, and Dan Bartlett.

1) Call to Order and Roll Call-

Chair Weber called the meeting to order at 4:32 PM and roll call was conducted.

2) Minutes of Previous Meeting – March 16, 2016

Councilor Powers made a motion to adopt the minutes of March 17, 2016 with the following changes/corrections: on Page 5 of 6, first and second sentence, change “things” to “items.” Mr. Duffy seconded the motion, which carried unanimously.

3) COA Extension Request -79 Emerald Street-Green Energy Options

Ms. Kessler provided background information on this request and noted that the Commission had approved a COA in 2013 for a solar array to be installed at the site on Emerald Street. Noting that COAs are good for one year or the life of a Building Permit, Ms. Kessler stated that nearly three years have passed since this COA was issued and the applicant is seeking an extension.

Pablo Fleischmann, the applicant, reported that he rents in this space on Emerald Street. He had planned to move but his plans have changed and he would like to take the project up again. He clarified for Ms. Kimball Frank that there would be no changes to the proposed project. Mr. Fleischmann said he did not realize the COA had an expiration date until he contacted the Planning Department.

Chair Weber asked Mr. Fleischmann what the timeframe was for this project. Mr. Fleischmann replied it would likely be installed this summer into fall. Chair Weber clarified that Mr. Fleischmann would be looking for a one-year extension. Mr. Fleischmann replied in the affirmative. Ms. Kessler clarified the one-year would be from today's meeting.

Councilor Powers asked if it would be appropriate to grant this extension. Ms. Kessler replied in the affirmative noting a motion would be required.

Mr. Duffy made the following motion, which was seconded by Councilor Powers.

On a vote of 5-0 the Historic District Commission moved to grant the extension of COA-2013-06 for a period of 12 months from the date of approval.

4) Public Hearings –

- a) **COA-2016-02 – 69 Washington St – Unitarian Universalist Church Solar Array-**
Applicant, Pablo Fleischmann of Green Energy Options, on behalf of owner, Keene Unitarian Universalist Church, requests the installation of a photovoltaic system on the roof of the rear structure at 69 Washington Street, currently the site of the Unitarian Universalist Church. The property is Tax Map Parcel 017-06-014.

Chair Weber read the notice and asked for staff's recommendation on completeness. Ms. Kessler advised staff recommends that the application be accepted as complete.

Mr. Duffy made the following motion, which was seconded by Mr. Bartlett.

On a vote of 5-0, the Historic District Commission moved to accept application COA-2016-02 as complete.

Chair Weber opened the public hearing.

Pablo Fleischmann, the applicant, apologized for not joining the Commission at the site visit. Continuing, he noted that he has been working with the Church for a couple of years on this project. He pointed out that the Church has been working to procure the necessary financing and funding for this project; however, this has taken a number of years. Mr. Fleischmann advised that all involved are now ready to move forward. He noted that the proposed solar array installation is to be located on the rear portion of the roof of the rear secondary structure on the site. This roof was modified in the 1980's with the intent of installing a solar array. Mr. Fleischmann stated that the majority of the south-facing roof would be covered and the potential does exist to add additional panels, should the Church want to expand.

Chair Weber noted he read the Church is hoping to off-set its annual electricity use. Mr. Fleischmann agreed that is the intent. He pointed out their use was a lot more when they housed the Montessori School in this structure.

Mr. Fleischmann said he believes the property owners have spoken to the abutters about removing some of the trees to the south that are growing up with the fence. He indicated this information may or may not be included in the request.

Chair Weber asked for Committee questions.

Mr. Bartlett asked if the boundary line had been established to verify that the trees are on the abutter's property. Mr. Fleischmann replied that he believes this has been completed. He continued, noting that with this system, the trees are not as much of an issue as they were two years ago because the lower row of PV panels will not be included. Mr. Fleischmann also commented that he thinks it makes sense to have the conversation about removing the trees. Mark Meess, of the Church's Property Committee, addressed this issue, reporting that the boundary survey of the property was done several years ago and the belief is that the trees are on the Church property. Mr. Meess continued, stating that the lot on the other side of the fence is used for parking for the lots at 20 and 30 Spring Street. Mr. Meess reported that he has spoken to the Beauregard family, who has no issues with taking down the trees; however, he has not spoken to anyone else.

Ms. Kimball Frank asked Mr. Fleischmann if the solar panels would start on the top of the roof with space reserved on the bottom. Mr. Fleischmann replied in the affirmative.

Mr. Bartlett commented that he understands the panels will be co-planed with the angle of the roof. He asked if this is optimal for solar collection. Mr. Fleischmann replied in the affirmative to Mr. Bartlett's comment and added that the roof was modified to make a 45-degree angle.

Chair Weber noted that the current roof is 15 years old. Mr. Fleischmann replied that the current roof is approaching the timeframe for when replacement would be recommended. He added that there is no guarantee that putting an array on the roof would extend the life of the roof.

There being no further questions, Chair Weber asked for staff comments.

Ms. Kessler addressed some of the findings shared in the staff report (Pages 10-11 in the packet), which was shared in advance of the meeting. These findings are documented below.

Section XV.A.7.b) 4)

“Character-defining features of a historic resource shall be retained and not obstructed from view by the installation of a renewable energy system.”

The proposed solar array will be located on a newer structure located to the rear of the Primary Resource on the site - the granite Church. This structure does not obstruct the view of the Church and is barely visible from Washington Street. The solar array will primarily be visible from Spring Street.

Section XV.A.7.b) 5)

“Installation of systems should not require alterations to significant or character-defining features of a historic resource. Avoid solutions that require or result in the removal or permanent alteration of historic fabric. The use of solar roof tiles, laminates, glazing and other technologies that require the removal or alteration of intact historic materials shall be prohibited. Points of contact with historic materials should be minimized.”

The structure that the PV modules will be mounted to is not identified as having historically significant or character-defining features. As mentioned earlier, the roof of this structure was modified in 1980 for the purpose of installing solar panels. It is the determination of staff that the addition of solar arrays on the south-facing roof of this structure will not alter any character defining features or cause alteration of historic fabric.

To be brief, Ms. Kessler suggested that the application meets all of the relevant standards with respect to Renewable Energy, and it does a good job of being as inconspicuous as possible and not detracting from the primary resource on the site.

Mr. Duffy addressed the issue of landscaping (tree removal) and asked if this was something the Commission even had to consider. Mr. Fleischmann verified he is seeking removal of the trees as part of this project. He noted that even though shade from the trees may not be an issue today, as the trees get larger it will become an issue.

Ms. Kessler noted that this is new information being presented and is not included in the staff report. She read from the HDC Regulations with respect to trees and landscaping. Ms. Kessler then questioned whether the trees are smaller than 15 inches in diameter. Mr. Fleischmann indicated they are all smaller than 15”. Ms. Kessler commented that the trees provide some screening of this rear building; however, this building is mostly visible from Spring Street looking across a parking area.

Chair Weber asked for public comments.

Lawrence Saunders, Trustee for 26 Taylor Street said he has no objection to this project. Mr. Saunders asked if the Commission has a position on invasive species; Mr. Saunders added he suspects most of those trees are Norway Maples. Discussion ensued with Commission members agreeing they have no position on invasive species. Ms. Kessler added the HDC Regulations do not address invasive species; they do address dying or diseased trees.

There being no further questions or comments Chair Weber closed hearing at 4:48 PM for deliberation.

Ms. Kimball Frank said she thinks this is a good project and it is would not be visible from Washington Street. She also noted the trees do not look large enough to need special permission for their removal.

Chair Weber said he thinks this is a forward-looking project that respects the Regulations. He stated that he is in favor of this project.

There being no further questions/comments Chair Weber asked for a motion.

Mr. Duffy made the following motion, which was seconded by Mr. Bartlett.

On a vote of 5-0 the Historic District Commission moves to approve COA-2016-02 for the installation of a solar photovoltaic system at 69 Washington Street as described in the project narrative and shown on the drawing including the removal of trees as stated by the Petitioner, "Keene Unitarian Universalist Roof Dimensions (Numbers are actual +/- 3")", prepared by P. Fleischmann, dated and submitted to the Planning Department on March 24, 2016.

- b) **COA-2016-03 – 0 Commercial Street – Eversource Transformer** - Applicant, Eversource Energy, on behalf of owner, City of Keene, requests the installation of two pad-mounted transformers adjacent to the parking lot at 0 Commercial Street. The property is Tax Map Parcel 046-03-017.

Chair Weber read the notice and asked for staff's recommendation on completeness. Ms. Kessler advised staff recommends that the application be accepted as complete.

Councilor Powers made the following motion, which was seconded by Mr. Duffy.

On a vote of 5-0, the Historic District Commission moves to accept application COA-2016-03 as complete.

Chair Weber opened the public hearing at 4:59 PM.

Laurel Boivin, in Community Relations and Economic Development at Eversource Energy introduced Mark Fraser, Engineering Manager at Eversource. Ms. Boivin commented that this project is one phase of a multi-phase, multi-year reliability improvement project for the Utility Company's electrical distribution in Keene's Central Business District. Ms. Boivin said that Eversource has been working on this project for a number of years and she is seeking the approval of the HDC for locating two above ground transformers in the Commercial Street parking lot. She stated that Eversource has been working with a City Manager appointed Advisory Committee. Ms. Boivin turned the floor over to Mr. Fraser to go over the equipment and engineering needs.

Mr. Fraser thanked the Commission members for joining them at the site during the site visit. He stated that the site plan provides a good idea of the two proposed locations in the parking lot for the transformers. The first location is near the Colonial Theatre where the transformer will be located adjacent to the one already present. Mr. Fraser provided the locations that this transformer will serve. Mr. Fraser addressed the need for locating this equipment above ground, noting that Eversource has approximately 25 pieces of equipment in the Keene underground that they are looking to remove or replace.

Mr. Fraser referred to the basic drawing of the proposed transformer on Page 26 of 86 of the agenda packet, noting it reflects what was seen during the site visit. Mr. Fraser stated that they have thought about how to shield the equipment properly from view and have determined that they will not install a screen or landscaping around the proposed transformer near the Colonial Theatre. He noted that they do not want hinder the visibility of cars driving through this area of the parking lot.

Mr. Duffy asked for clarification that the applicant does not wish to screen the new transformer because it would obstruct visibility to pedestrians and vehicles. Mr. Fraser replied in the affirmative. Mr. Duffy asked for more detail on what Mr. Fraser meant by this statement. Mr. Fraser explained that it is a one-way entry (alleyway) into the Commercial Street parking lot from Main Street. If fencing or any other screen was installed around the equipment they feel it would increase the visibility of the structure. Mr. Fraser also noted there is no room for plantings in this area. He continued, stating that they need to maintain a 10-foot clear space on the backside (west facing) of the equipment to access it for maintenance. Discussion continued with Mr. Duffy referring to the photo on Page 22 of 86 of the agenda packet and making note of the parked car. Mr. Fraser said the clear space in this area might be less than 10 feet; in the worst case scenario they would have to move the car.

Continuing, Mr. Fraser addressed the second location along the Cheshire Rail Trail. Mr. Fraser stated there is currently bark mulch on either side of the proposed transformer location. The way the pad is oriented the doors of the transformer will open towards the Rail Trail so they would not have to move any cars. The proposal includes putting in China Girl/Boy Holly on the east and west sides of the equipment. A landscape architect recommended these plants.

Chair Weber asked for Commission questions.

Ms. Kimball Frank said she was curious about the other seven transformers Eversource is planning to put in. Mr. Fraser stated they are different; they will mostly be on poles and will be on private property. We have broken it down into eight regions; we will be doing similar stuff behind buildings to get rid of the underground transformers. Mr. Fraser indicated some of the other places will be easier to screen than this. Mr. Fraser agreed with Ms. Kimball Frank they would probably be back before this Commission for a lot of them.

Ms. Kimball Frank stated she is unsure why this is coming before the Commission now when the conversations started back in 2014. She continued, stating that provisions were already made for the transformers when the new parking lot was installed. Ms. Kimball Frank stated that she is unsure of the Commission's role when it is coming before them at a point where it is ready to be installed. Mr. Fraser deferred to Ms. Boivin, who explained Eversource's decision to take a risk knowing they still had to get City Council and HDC approval. She added that the City and Eversource's engineering staff identified this as an opportunity, because if they were to come forward seeking approval a year from now and asking to cut trenches through the newly restored parking lot, it would be a

much more difficult conversation. Ms. Boivin noted conversations with the City Manager and the City Attorney reiterating the understanding that if they moved forward they did so at their own risk. Ms. Boivin said she apologizes if the Commission feels they have no choice at this point because that is not the approach they wanted to take.

Mr. Duffy said he appreciates the improvements in the service. He continued, stating that they do present an issue with the screening. He asked if an art group asked to paint the transformer (near the Colonial) would they consider it. Mr. Fraser replied they would consider it. He added that they would need a lot of input from the City. Ms. Boivin suggested an appropriate avenue for this might be similar to the way they entered into a license agreement with the City to use property on Emerald Street. Ms. Boivin also said they do not want to worry about the upkeep aspect. Ms. Kimball Frank suggested that, in the future, more thought be given to the screening so the transformers do not stick out like big metal boxes.

Chair Weber asked Mr. Fraser if aboveground transformers would be needed all the way down to Route 101. Mr. Fraser replied that he did not think so because right now there is overhead equipment present along some of Main Street. Mr. Fraser noted he is aware of the possible Historic District in this area and knows there would definitely be discussions with the Commission. Ms. Boivin clarified that the project in the Central Business District only goes as far south as Emerald Street.

There being no further questions/comments Chair Weber asked for staff comments.

From the staff report, Ms. Kessler addressed the following relevant standards.

Section XV.D.2.b) 1)

“New buildings or structures shall be sited so that the existing pattern of the historic streetscape –setbacks, spacing, massing, height, orientation – in which they are located is not disrupted.

The applicant proposes to install the two transformers on existing concrete pads on the property. One pad is located to the rear, northwest corner of the Colonial Theatre adjacent to a concrete walkway and parking area. This location, which is largely out of sight from a public way and is located to the rear of buildings that front Main Street, does not appear to impact or disrupt the historic setbacks, massing, height etc. of the surrounding area. The other pad is located in the median between the Cheshire Rail Trail and the Commercial Street parking lot, and is adjacent to an existing electric vehicle charging station. While this is a visible location along the Rail Trail, it does not appear to have a significant impact on the historic streetscape.

Section XV.A.5.b) 1)

“On commercial and industrial buildings, mechanical equipment...shall be...ground-mounted toward the rear of the building, with appropriate screening or landscaping to minimize visibility.”

The applicant proposes to plant up to six China Blue Holly shrubs or a similar variety as screening on the east and west sides of the concrete pad located adjacent to the Rail

Trail and Gilbo Ave. Bark mulch will be used as groundcover. The applicant has noted that there is not enough space to install landscaping around the transformer proposed near the Colonial Theatre. Instead, the applicant will install granite curbing around the base of the existing concrete pad and fill the area around the pad with stone/gravel.

Ms. Kessler said other than that she feels the applicant has met most of our standards.

There being no public comments or further questions from the Commission Chair Weber closed the public hearing at 5:23 PM for deliberation.

Referring to an earlier application Mr. Bartlett commented it is interesting that we are dealing with both renewable and non-renewable energy sources as aesthetic considerations in the City. Chair Weber pointed out you could have electricity from the solar panels feed into these transformers. Mr. Bartlett added he feels the HDC Regulations are met by this application.

There being no further comments Chair Weber asked for a motion.

Mr. Bartlett made the following motion, which was seconded by Mr. Duffy.

On a vote of 5-0, the Historic District Commission moved to approve COA-2016-03 for the installation of two above-ground transformers in the parking area at 0 Commercial Street as described in the project narrative and as shown on the plan, "Commercial Street Site Plan, Eversource Transformers, Colonial and Cheshire Rail Trail Locations" dated April 8, 2016 and prepared by Mark Fraser.

- c) **COA 2011-06 Modification 1 – Keene Public Library Expansion and Library Annex Renovation** - Applicant, Keene Public Library, on behalf of owner, City of Keene, proposes renovations to the Keene Public Library and the Library Annex, which include a connector between the two buildings, a stairwell addition to the Library Annex, and other site improvements. The Keene Public Library and Library Annex are located at 60 Winter Street (TMP# 001-01-007) and 76 Winter Street (TMP#001-01-006), respectively.

Chair Weber read the notice and asked for staff's recommendation on completeness. Ms. Kessler advised that staff recommend the application be accepted as complete.

Mr. Duffy made the following motion, which was seconded by Councilor Powers.

On a vote of 5-0, the Historic District Commission moved to accept application COA-2011-06 Modification 1 as complete.

Chair Weber opened the public hearing at 5:31 PM.

Jeff Hoover, architect for the project advised that he would review some of what has already been seen by the Commission, with additional developments representing

changes since he was last before them. Mr. Hoover gave a slide presentation and highlighted the changes made to the proposed project. Mr. Hoover noted that the first challenge is to restore the annex building via a comprehensive renovation and replacement of systems to bring it up to code. He discussed the stair tower addition plans and the design for its integration. Mr. Hoover explained the change to the ventilation louvers, which will be in a way that is least destructive to the historic character of the building. The proposed louvers are depicted on Page 50 of 86 of the packet. The brick removed from these areas will be salvaged for in-fill in other areas of the structure. Mr. Hoover added that the color of the louvers will blend in with the design and will not stand out as a prominent feature of the building.

Mr. Hoover discussed a slide depicting the proposed screening on the roof to conceal the HVAC equipment with architectural louvers. Mr. Hoover explained that this would be in a color compatible with the slate roof, and samples would be provided. The purpose here is to conceal the unsightly equipment.

Mr. Hoover discussed the connector piece, noting the removal of a small shed. He explained that the courtyard that will be created as a place for people to be outside rather than a parking lot. Mr. Hoover noted the materials shown in the application for this courtyard, and pointed out the change from an impervious to a pervious surface area.

Mr. Hoover discussed another change as being the modification to the curb and sidewalk on West Street to accommodate the pullup spot for the public transportation bus stop.

Mr. Hoover addressed the roof of the connector piece noting it will be a white roof (the actual color is more tan) with a high solar reflector index. The stormwater runoff will come out to a rain garden in the front lawn of the building near West Street. Mr. Hoover noted the civil engineer suggested this element would be better located farther away from the building. He showed the new location on the slide presented. Mr. Hoover also discussed the fencing (prefinished metal) with a design inspired by the Henry Colony residence. Noting the front yard of the two buildings is currently unused by the public, Mr. Hoover pointed out this the new design would make this the activated front yard of the Library.

Mr. Hoover displayed a slide depicting the basic layout of the Library to discuss the connector piece. He extensively covered the proposed changes and materials to be utilized. Samples were provided for Commission members. Mr. Hoover displayed a slide depicting the basic design layout. He discussed the change to terracotta horizontal brick instead of the granite previously suggested. Samples were provided for the recessed gray metal panels. Mr. Hoover pointed out the additional detail added around the windows.

Mr. Hoover provided a window sample noting that all windows in the Pond Mansion will be restored. The windows at the back part of annex, Heberton Hall, and the linking piece will be replaced. Mr. Hoover also noted the windows would be sealed so they don't open (inoperable).

Chair Weber asked for Commission questions.

Mr. Duffy referred to the site visit and the plans noting the elevated walkway at the Pond Mansion. Mr. Duffy asked if the granite foundation would be altered in any way. Mr. Hoover noted that this is the facing block of the foundation structure (loadbearing). He added that they will be cutting an opening for a doorway into the basement in the foundation. Mr. Hoover suggested there may be pieces that can be salvaged in this area. Mr. Hoover confirmed that they are intending to leave all of the foundation in place except where they have to do a removal for an opening. Mr. Duffy suggested photographs be taken for posterity. Mr. Hoover indicated the top six inches would still be visible from inside. Referring to Mr. Hoover's comment, Mr. Bartlett asked what is below the six inches. Mr. Hoover replied very large granite blocks. He confirmed this would not be exposed to view as this will be an office space. Mr. Hoover suggested the granite blocks could be left exposed, indicating this would be a field determination.

Ms. Kimball Frank commented that she would like to see more detail around the windows and door of the connector, otherwise she likes everything else.

Chair Weber asked about the plans for the second floor of the Annex. Mr. Hoover replied this will become another event space for the community. The tiered seating will be removed to make floor space more available. Chair Weber addressed the loss of parking spaces. Mr. Hoover confirmed the loss of 4-5 parking spaces, adding that there will be enhanced pedestrian connectedness.

Councilor Powers suggested the two flagpoles are not well placed with the new entrance. He recommended one flagpole instead of the two, suggesting perhaps this could be a project for one of the organizations in town. Mr. Hoover noted they have not placed the bike rack yet. Councilor Powers noted he is in favor of this project.

Mr. Bartlett commended Mr. Hoover and the Library Committee for keeping the Commission involved in this project. He asked Mr. Hoover what would become of the shooting range under Heberton Hall. Mr. Hoover replied that they have benefited from the Commission's involvement and noted that the shooting range will become an equipment room and storage.

Ms. Kimball Frank asked about the construction timing. Mr. Hoover replied with construction potentially starting in January it will take 14 to 15 months.

There being no further questions/comments from the Commission, Chair Weber asked for staff comments.

Ms. Kessler noted she prepared a lengthy staff report prior to this meeting and would briefly cover the key items at this time.

Section XV.D.1.b)2)

“Additions shall be designed to be compatible with, rather than imitative of the design of the historic building, so that they are clearly identified as new construction.”

The Applicant notes that the configuration and design of the proposed connector makes reference to the buildings it connects without duplicating details. The curved form of the central mass of this addition takes design cues from the curved forms found on both existing buildings. The Applicant notes that the light character of the central entrance of the proposed connector is inspired by the “lacey and open” detailing of the Library Annex porch. On the proposed stairwell addition to the Library Annex, the Applicant proposes to use a brick pattern and design that is similar to the Library’s existing elevator tower. Additionally, the materials and colors selected by the Applicant for the proposed connector and stairwell addition are similar and compatible with those on the existing buildings.

Unlike the Library Annex and Library, which were built as residences, the façade of the proposed connector is more similar to a storefront than a residential entryway. The Applicant proposes to install large, clear glass panels that will frame the entryway. These panels will be held together by a framing system that will be a bone-white color. The entryway to the connector is proposed to have an aluminum/glass double door that is flanked on either side by alabaster white metal panels with recessed light fixtures. The curved form of the central mass of this connector will have a composite metal panel fascia and soffit that is also alabaster white. The Applicant proposes to install large windows on either side of the façade with inswing hopper windows. These windows will be surrounded by the same type and color of metal panel surrounding the entryway. The Applicant has provided detailed, color elevations of the proposed additions.

Section XV.D.1.b)7)

“Materials used for siding on additions shall be compatible with existing materials on the building and shall be those that are common in the district. Acceptable materials include brick, stone, terra cotta, wood, metal and cement clapboard.”

Since the Library and the Library Annex have different colors and types of brick, the Applicant has proposed a style of brick that they feel is compatible with both buildings rather than match one or the other. The type of brick proposed is a shorter and more elongated unit than the brick masonry present onsite (there are currently six different types of bricks on the two buildings). The Applicant notes that the low profile of the units has the advantage of establishing brick coursing in the proposed addition that will not be taller than that in the adjacent buildings with their very slim mortar joints. Information on the proposed type and color of brick is included in the application packet. While the Applicant has not yet specified a type of mortar, they indicate that they will bring a sample of the preferred mortar to the meeting.

Ms. Kessler continued on with key points addressing the connector, windows and painted wood, the addition to Heberton Hall (west side), and the reuse of brick. She noted that there will be some repointing work done and staff has requested to see a mockup of the

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mortar before any work is done. Ms. Kessler noted additional adherence to standards for the fencing and the landscaping.

There being no public comments or further questions from the Commission, Chair Weber closed the public hearing at 6:07 PM for deliberation.

Councilor Powers made the following motion, which was seconded by Mr. Duffy.

On a vote of 5-0, the Historic District Commission moved to approve COA-2011 Mod.1 for the renovations, additions, and site improvements to 60 and 76 Winter Street as described in the "Exterior Elevations" prepared by Tappe Architects, Inc. and dated March 30, 2016 and the "Site Layout Plan" prepared by CHA and dated March 18, 2016 with the following condition:

1. Planning Department approval of mortar color, thickness, and type prior to conducting any masonry repointing.

5) Other Business-

Ms. Kessler reported the proposed Main Street Historic District Ordinance is in the queue; the hope is it will come before the Joint Committee in either June or July.

Regarding new members Ms. Kessler reported that she reached out to Nancy Proctor and is waiting to hear back from her. Rosemarie Bernardi is also interested in becoming a member. Chair Weber has also reached out to Murray McClellan.

Addressing the request last month for murals in downtown Ms. Kessler reported that Rosemarie Bernardi of Keene State College has identified the alleyway adjacent to Citizen's Bank as the site for the murals.

6) Next Meeting- May 18, 2016.

7) Adjourn- There being no additional business before the Commission Chair Weber adjourned the meeting at 6:13 PM.

Respectfully submitted by,
Mary Lou Sheats Hall
April 22, 2016

Reviewed and edited by,
Tara Kessler, Planner
May 11, 2016