

*These minutes were approved at the October 7, 2010 meeting.*

**DURHAM HISTORIC DISTRICT /HERITAGE COMMISSION**  
**Tuesday August 3, 2010**  
**DURHAM TOWN HALL -COUNCIL CHAMBERS appr LS and EI**

**MEMBERS PRESENT** Leslie Schwartz, chair : Andrea Bodo, sec'y : Erich Ingelfinger : Peter Stanhope, TC rep

**MEMBERS ABSENT:** Henry Smith, Crawford Mills and Peter Wolfe, planning board rep

**OTHERS PRESENT:**

Robin Wunderlich for Geoff Sawyer property 23-35 Newmarket Rd  
Matthew Crape – for 6 Jenkins Court and 9 Madbury Rd  
Elizabeth Harvey – intern from Jim Campbell's Office

**I. CALL TO ORDER**

Chair Schwartz called the meeting to order at 7:06 pm.

**II. Approval of minutes**

Minutes of January 7, 2010

Need Crawford, Andrea ,Eric ,Leslie to approve. Crawford was not present at meeting so minutes were not approved.

Minutes of May 4, 2010

Crawford , Andrea, Leslie and Peter to approve. Crawford was not present at meeting so minutes were not approved.

Since a quorum of members who attended the meeting dates for the minutes submitted was not available the minutes will be held over until the next HDC meeting.

**III. NEW BUSINESS**

**A. Application for a Certificate of Approval** submitted by Robin Wunderlich and Molly Darling, Lee, New Hampshire on behalf of Geoff Sawyer, Durham New Hampshire for an existing fence on the property. The property involved is shown on Tax Map 6 Lot 11-7, located at 23-35 Newmarket Rd and is in the Residence C Zoning District.

Robin Wunderlich stated that he was sent to the HDC for a certificate of approval for the existing chain link fence.

Leslie read the application for approval. The applicant stated that the fence was under 6 ft.

Andrea quoted that on p.26, under structure - the Zoning Ordinance Definitions Article 2- states that you do not need approval for fences under 6 ft. It is also stated in Article XVII of the Historic District Overlay that chain link fences are not permitted in front yards.

Since the fence is not 6 feet, it was the Commissions decision that the applicant be referred back to Code Enforcement officer

**additional Presentations:**

Elizabeth Harvey- intern for Jim Campbell until Aug 27 said that she is working on GUIDELINES FOR THE COMMERCIAL DISTRICT and would appreciate any input from the HDC. The Commission invited Elizabeth to let us know the results of her research. Andrea will email her Article XVII Historic District Overlay.

Matthew Crape – was referred to the Heritage Commission by Jim Campbell . He is applying for Section 79-E:4 Community Revitalization Tax Relief Incentive.

“1. An owner of a qualifying structure who intends to substantially rehabilitate or replace such structure may apply to the governing body of the municipality in which property is located for tax relief.....

1a. In order to assist the governing body with the review and evaluation of an application for replacement if a qualifying structure, an owner shall submit to the governing body as part of the application, a NHDHR individual resource inventory form prepared by a qualified architectural historian and a letter issued by the local heritage commission “

The building in question was Houghton's Hardware and it was razed.

The Commission felt that Matthew should research the history of Houghton's and why it was considered historically insignificant. It was suggested that he contact Dick Lord, DHA and Strawberry Banke. This program is new for Durham and Matthew is the first person to come to the Heritage Commission with this request.

## **B. Discussion of**

### **1.BUDGET REQUEST**

Per Gail Jablonski, there is \$1000 in the HDC fund and \$150 for staff development.

Leslie suggested that a budget subcommittee be developed to line item possible expenditures.

Andrea made a motion to request \$1000 to continue in HDC fund and \$150 for staff development .

Motion seconded by Eric. Vote was unanimous.

Andrea requested a Heritage Fund be established

Discussion of reinstituting plaque program for houses in the HDC

### **2.DURHAM DAY Sept 26**

Leslie and Eric will look in to a Heritage Commission display. Leslie will check with Nick Isaak to see if he still has display boards.

Andrea suggested possibility of interviewing some of our senior citizens like Maryanna Hatch and Marion James. Robin Mower suggested contacting Paul Gasowski to video . This item will be placed on the agenda next month. Perhaps HDC funds could be used for this so the interviews could go on DCAT.

### **3.DESIGN STANDARDS**

Todd suggested in an email today that “It would perhaps move this process along if we convened a meeting of Michael, Nick, Bill, Walter, Robbi Woodburn, and others as appropriate, and had this core group develop some suggested guidelines to which the HDC and Planning Board could respond. Our intern could provide what she learns in advance of this meeting. “

The Commission felt that this was an excellent idea. The HDC already has its own design standards. Andrea will email a copy of Article XVII to Elizabeth Harvey for her review as she works on guidelines for the commercial business district.

Andrea made a motion to send a recommendation to Todd to assemble the Charette to establish Architectural design guidelines for the central business district. Eric 2d the motion.

Vote was unanimous

Leslie will send a recommendation from the Commission to Todd to move forward with planning a charette made up of our local experts and members of the HDC are pleased to be a part of this group.

### **4.REVIEW AND REASSESSMENT OF THE HDC PARAMETERS**

The Commission discussed reviewing previous discussions at HDC on the possible expanding of the boundaries of the historic district.

Peter Stanhope suggests that we look in to the Portsmouth Historic District which has District A and B. Andrea will contact Peter Michaud to see what is involved in expanding a historic district.

Andrea will get info on HISTORIC NEIGHBORHOODS/NEIGHBORHOOD HISTORIC DISTRICTS for the next meeting

Andrea spoke about NEIGHBORHOOD HISTORIC DISTRICTS and CORRIDORS as a possibility for Madbury Rd.

“Corridors typically would be roads on which a sufficiently high number of older buildings survive, so that a degree of its character is still reflected. Throughout the state, there are many commercially zoned roads that lack any means to control the loss of early resources, or to manage how new development fits into the existing character. These type of road corridors might be good candidates for a neighborhood heritage district.” (NH Alliance)

## **5.REVIEW OF RIGHT TO KNOW LAW**

Andrea summarized a couple of items from the Right to Know meeting held in spring.

Meetings must have agenda and be posted 24 hours ahead of time

Anything over 4 members is a meeting

Minutes must be approved by 4 members. If 4 members did not attend the prev mtg, approving minutes must be delayed until there are 4 members present.

## **6.SEVEN TO SAVE**

Maggie Stier : NH Alliance for Preservation suggests considering nominating the dam to Seven to Save. Forms are on the NH Alliance for Preservation website and due by September 17th. A committee decides based on significance of resource, degree of threat, and extend to which listing would make a difference in saving the resource. I think the dam would be very competitive. Andrea will fill out the form an bring to the next HDC mtg for review. If the Commission approves, they can vote on whether or not to send it in.

## **7.Role, Goals and Objectives of the Heritage Commission**

*For the first time, New Hampshire's municipalities can choose a level of official involvement in heritage activity that each community is comfortable with. And they will also be able, if they wish, to start out with a heritage commission and then, as local preservation sentiment grows, assign historic district responsibilities to the commission.*

The Commission feels this is worthy of indepth discussion and will schedule a workshop. Members will email each other for a convenient date. Information will be posted for the public at least 24 hours in advance.

**8. MEETING DATE CHANGE** - Eric requests that the HDC meetings be changed to the 1<sup>st</sup> Thursday of the month to accommodate his schedule.

ERIC MOVES TO HAVE MTG 1<sup>ST</sup> THURS OF MONTH – 2D BY PETER

## **IV. OLD BUSINESS** (reported by Andrea Bodo)

### **A. SMITH CHAPEL**

Susan MacLennan and Phyllis Bennett have put in gardens around Smith Chapel. One abutter expressed concern about having a garden there. Many residents have had positive comments about the garden efforts. Everything has been donated. Andrea suggested that a note of thanks be sent to Susan and Phyllis. Leslie said she would do that.

Karen Edwards and Andrea Bodo are working on the application to put the Smith Chapel on NHDHR. Karen is getting info from Dick Lord at the DHA.

Re: funding :

Andrea has met with the businesses below and requested preservation donations/grants

1. Hampton Inn Preservation program is reviewing the application . (? \$10K)
2. Holiday Inn - Val Robichaud is talking with the regional managers (I asked for \$10k)
3. Circle K store in Irving Sta - Debby is talking with her regional managers
4. Irving Oil Portsmouth - will send an official form for a community preservation grant (? \$15k) Their selection review starts again in Sept

Three Chimneys would like to do a fundraiser in the fall

Leslie said that she would go to the local banks. Andrea will put together a brief description of the Chapel for her.

#### **A. MillPond/Oyster River Dam update –**

Town Engineer Dave Cedarholm's presented his report on the Oyster River Dam on June 7<sup>th</sup> to the Town Council . They will do more concrete testing to see the long term effects. They will do the immediate repairs on the gates and the right wall to satisfy the DES Letters of Deficiency. The cost estimated is \$50k-150k

LCHIP

Andrea Bodo registered for the LCHIP grant writing workshop June 16<sup>th</sup> in Concord at DES. Since the decision for repair/removal of the Oyster River Dam has been postponed, she did not attend this workshop.

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#### **NOMINATION OF THE MILL POND OYSTER RIVER DAM TO THE STATE REGISTER OF HISTORIC PLACES**

Andrea has been working with Mary Kate Ryan, NHDHR crafting the wording for a letter to be sent to the Town Council for listing the dam on the State Register. The letter is attached.

A motion to send this letter to Todd and the Town Council was made by Peter Stanhope and seconded by Eric Ingelfinger. The letter will be sent to Leslie and submitted formally to the Town Council.

#### **B. Wiswall Interpretative Committee –**

Andrea gave a brief description of the informational panels. More detailed update can be done at the next mtg.

Starting in September, the HDC will meet on the first Thursday of the month.

Next regular meeting of the HDC is Thursday September 2, 2010.

Peter Stanhope made a motion to adjourn the meeting at 9:20p, seconded by Eric Ingelfinger. Meeting was adjourned.

Respectfully submitted,  
Andrea Bodo  
Secretary HDC/Heritage Commission  
Minutes approved 10.7.2010