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APPROVED  
HDC MEETING  
JANUARY 3, 2019

Board Members Present: Chair Rodney Rowland, Vice Chair Jeff Hughes, Tom Maher, Kate Murray, Judy Groppa and Peter Reed.

Not Present: Elaine Nollet and Irene Bush .

Chair Rowland called the meeting of the New Castle HDC to order at 7:03 pm and asked that anyone wishing to speak, must please sign in. Rowland, Hughes, Maher, Murray and Reed will be voting.

1. Public Hearing for New Castle Congregational Church, 73 Main Street, Map 73, Lot 10 for new shed behind post office.

Chair Rowland advised that all abutters had been notified, the notice published and all fees paid.

Guests: Etoile Holzaepfel, member of the Board of Trustees of the Congregational Church, with Phyllis Stibler and David Moisan, also members of the board.

The post office has been renting this structure from the church for several years and it is running short of space. The tenant has asked for additional storage space for large quantities of mailing materials, boxes, etc. and to store equipment such as snow shovels. The church believes the best way to accommodate them is to put a shed behind the existing building. It will be a prefabricated 10' x 10' shed, with a traditional gable end building, which will have one door and possibly one window. At the recommendation of the building inspector, they will put an oil tank, which is presently free standing outside the building, inside the shed to protect it from the elements. The shed would only be accessed by church maintenance and post office personnel.

Of the two pictures included in the package submitted, they are proposing a shed like the red one shown, however the siding will be white and the door black, to match the post office. The shed will have vinyl siding to reduce maintenance as they presently have old clapboard siding to maintain on the historic church, parish hall and the post office. The shed would be on a poured concrete base and the trim shown around the base will be a synthetic material to be impervious and less susceptible to rot and damage. The location for the building has been staked and is available for anyone to see. Most of the shed is invisible from the street, however, the rear corner might be seen from east or west coming into town, but 75% or more is not visible from the street.

One plan shows the existing structures, church, parish hall and post office, and the second one shows where the shed would be placed. It would sit approximately 10' behind the post office.

Rowland confirmed with Holzaepfel that the intent is to try and hide the shed and not have it be seen from the street. The door into the shed will be on the gable end. Vice Chair Hughes asked Ms. Holzaepfel to explain about the oil tank. She advised it is currently behind the post office and is exposed to the elements and will soon need replacing. The Building Inspector

1 recommended putting the tank inside, at the back of the shed, to be protected. Peter Reed asked  
2 why the shed was not being attached to the post office and was advised that would require an  
3 opening be put from the shed into the post office, disrupting the existing post office building.  
4 Reed asked again about employees going outside during inclement weather and Ms. Holzaepfel  
5 said they are responding to the post office's request for a shed. It is not going to be heated,  
6 although it will have electricity.  
7

8 There being no more questions from the board, the Chair opened the hearing to the public at 7:15  
9 pm, however, there were no questions or comments from the public.  
10

11 Kate Murray moved to approve the proposal from the New Castle Congregational Church as  
12 presented; Jeff Hughes seconded. Chair Rowland stated he is not happy that it is a pre-fabricated  
13 shed but it is well positioned behind the post office to limit visibility, so he is not too concerned.  
14 All voted in favor.  
15

16 2. Work Session for Randy and Ellen Bryan, 34 Wentworth Road, Map 18, Lot 64 for new  
17 garage and other changes.  
18

19 Guests: Randy and Ellen Bryan.  
20 Attorney Martha Kieser and David Severance  
21

22 Mr. Bryan had updates that included new elevation, new window and new door changes. They  
23 would like to add an attached garage and porch and presented a plan that shows the location on  
24 the lot. The Bryans will expand the driveway to follow the walkway up to the house. The east  
25 side of the property faces Wentworth Rd and the Feder property, where they would like to place  
26 a one car, two story garage. The garage will be a gambrel with gable, double hung, single pane  
27 windows which would match the rest of the house.  
28

29 The new garage would occupy space that currently is a bumpout for the front door with a gable  
30 above it. In the 35 years that Mrs. Bryan's family has lived there, no one has ever used the front  
31 door. They are proposing to move the door to the south side, and add a portico. There is  
32 presently a door there but they would like to expand the door and make it wider.  
33

34 The major feature is the one car two story garage and a porch on the other side of the house on  
35 the west face, which is across the fence from a garden of the Sweets and is largely out of site of  
36 the road. They will try and move an existing shed as it blocks the view to the river, and they  
37 would like to take advantage of the view by building a porch to enjoy it. They need to keep the  
38 shed because they reduced the garage to a one car garage from a two car garage, however they  
39 will move the shed and will keep it within the setback. There was some confusion as to where  
40 the shed would be moved because the plan was not clear.  
41

42 The Chair asked if the board had any questions and Mr. Reed asked if there will be a room above  
43 the garage or will it be open space. The room will be unfinished and the Bryans will eventually  
44 put a bedroom up there.  
45

1 Judy Groppa asked the applicant if they were going to give the board details of the fence  
2 structure because she was not clear as to where the fence is going, nor is it clear what it will look  
3 like. The site plan does not show the fence locations and the Chair advised it is part of the  
4 HDC's purview and they need to know where the fence is going. The Bryans intend to put the  
5 retaining wall and fence between their house and the Feder's house on the property line and  
6 possibly around the corner a bit. Tom Maher stated that you have to step down on to the Feder's  
7 property from the Bryans' property and he questioned putting a retaining wall in that confined  
8 area. Mr. Bryan stated they are trying to preserve their privacy and that the stone wall plus the  
9 fence must be less than 72". The fence will be on top of the retaining wall as though it were one  
10 structure. The wall will be made so posts can be inserted into it and dirt will be to the top of the  
11 wall on the Bryans' side so just the fence will be seen. It will be a federal style fence.

12  
13 Mr. Bryan explained there will be a need for additional fill and a retaining wall as they will be  
14 parking along the right side of the garage. The driveway will come up to a single car garage and  
15 they need additional parking, which will be on the right side of the garage. The garage floor  
16 needs to be 8" below the floor of the house, which is 2 - 2 1/2' above where the dirt is now.  
17 That level needs to extend toward the Feder's property and slope off but a retaining wall of 12"  
18 or 18" will be needed. Tom Maher asked where the water is going to drain. Mr. Bryan  
19 explained that even if nothing is done, the water now goes toward the Feder and the Mason  
20 properties and some goes toward the Sweet's property. He added that they will have more  
21 impervious surface such as the roof, but will also be adding a substantial amount of dirt.

22  
23 Chair Rowland advised that the look of the wall is in the purview of the HDC. The retaining  
24 wall and fence will go along the Feder property and around toward the Mason boundary. Kate  
25 Murray asked that since the Bryans' property is higher than the Feder's property, wouldn't the  
26 wall and fence be higher on the Feder's side. The property line between the Bryan's and the  
27 Feder's property is already elevated because the property line is right in the middle of a rock.  
28 They will build inside their property line somewhere between 2" - 6".

29  
30 There were many questions about the fence being at two different levels, the look of the retaining  
31 wall, how the fence will sit on the retaining wall, and whether the retaining wall and fence will  
32 be on the property line. Chair Rowland asked if they were proposing to bring the wall and fence  
33 to the corner by the Mason's property and stop, or go back toward the Sweet's property, and  
34 advised the applicant that at the public hearing, they will have to submit plans showing exactly  
35 where the shed, wall and fence are going to be placed. Mr. Bryan stated that comments of the  
36 board members at the walk through of the property was that the only area visible from the road  
37 was where the southern corner of the Feder property intercepts with the Bryans'. Chair Rowland  
38 said the fence between the Bryans and the Masons is not visible, however Mr. Bryan mentioned  
39 possibly coming around the corner by the Feder's house. The Chair is envisioning a large  
40 stockade fence and wondering if a fence on the south is necessary and advised they should think  
41 about sloping or tapering the fence down. Mrs. Bryan asked if there was a wall with shrubs that  
42 retain color and soften the look, whether that would help. They are replanting bushes and  
43 shrubbery between the two properties and would like to plant lilacs as they were there before.

44  
45 The Chair stated for the record, the board received a couple of emails from abutters, the Feders  
46 and Masons, and their main objections are regarding the wall and fencing, and the design or look

1 of them. Judy Groppa stated that their house is not a colonial house and they should consider a  
2 wall and fencing more appropriate to a turn of the century shingle style house, adding that the  
3 type of stone, whether manufactured or real stone, and whether they are using real wood or  
4 material that can be painted, or plastic, all need to be in their application. Mr. Bryan stated they  
5 are using real stone for the wall and that he could have his architect do a rendering of the fence.  
6

7 Mr. Bryan described property improvements in more detail stating that since they are adding a  
8 garage, there is a substantial amount of roof and they want to change the color from the current  
9 red to a dark grey, using the same kind of asphalt shingles which are currently on the house.  
10 They also will keep the same type of shingles and stain on the exterior, but would like to change  
11 the trim to white. They will use Azek for any boards which are replaced due to rot. There are  
12 Harvey windows downstairs which were installed 20-30 years ago and are in very good shape.  
13 The windows are vinyl, one over one and they are proposing to re-use any of the Harvey  
14 windows that may be pulled out, however they will also need a few new windows and will use  
15 Harvey windows to match the existing windows. The house currently has six or seven different  
16 sizes of windows and they hope to reduce that to have no more than five different size windows.  
17

18 The door that faces the knoll will be the new main entrance with a portico and columns, and a  
19 granite slab which will be moved from the existing front door over to the side. Judy Groppa  
20 stated she loves the garage doors but the entryway is too colonial for the house, adding that  
21 shingle style houses often use circular columns rather than rectangular or square columns,  
22 advising this house is not Victorian, but more seaside shingle style. She did not like the colonial  
23 front door and thought a door more in keeping with the style of the garage door would be a more  
24 cohesive look. Chair Rowland thought it was a large front entrance for this type of house. There  
25 was additional discussion about the type and size of the door, including whether there will be one  
26 or two sidelights. There is 60" available from trim to trim to put a door and sidelight and there is  
27 only enough space to put one sidelight. Ms. Groppa thought it should be symmetrical.  
28

29 Mrs. Bryan asked whether the portico over the front door could be installed and it was confirmed  
30 that it was the style of door that didn't fit and that the portico was fine as you don't want people  
31 standing in the rain, although it was suggested that the peak was inappropriate. Mr. Bryan  
32 confirmed that the board generally felt that the shape of the portico should be modified. The  
33 board thought a gambrel roof would be more consistent with a shingle style house. Tom Maher  
34 suggested the board offer some options to be more clear and the Chair agreed to provide some  
35 pictures to the Bryans.  
36

37 In the living room, the major change is the addition of a window facing east across the property  
38 toward Wentworth Road and the ocean. They would like to replace a single window with dual  
39 windows as there are dual windows already on the house underneath the gables. On the garage,  
40 they are proposing a single window on the gable facing south and a dual window on the gable  
41 facing north because there are river views that they would like to take advantage of. The Bryans  
42 are proposing a triple window across the east face on the top floor that will look over the Feder's  
43 house as it has a beautiful water view, or they would consider a double window and single  
44 window. Chair Rowland would prefer a double window and single window, as triple windows  
45 have no historic precedence.  
46

1 They will remove a door on the south end of the kitchen as that area will become a pantry and  
2 there will be a door inserted on the west side into the porch that is out of view. The kitchen  
3 windows on the south currently are four windows consisting of two longer ones on either side of  
4 two smaller windows. The Bryans want to shorten the long windows which are currently 54”  
5 tall from top frame to sill, and replace them with 44” windows which would give them room to  
6 raise the counters to code height yet maintain the current appearance.  
7

8 There will also be an addition of a one story 5’ bumpout on the back of the garage, for the  
9 purpose of storing lawn equipment. There will be a door to get lawnmowers out and a similar  
10 door on the other side which is where the propane tank will go. This is all on the back, which is  
11 the north side toward the Mason property.  
12  
13

14 Chair Rowland advised the applicant to go through and date the current set of plans as there were  
15 two different submissions. He also advised that because Mr. Bryan included the retaining wall  
16 and fence by the driveway, which is in site of the street, the details of the wall and fence should  
17 be elaborated on the application.  
18

19 Mr. Bryan had pictures of two different outdoor lights, one a little more rounded than the other,  
20 both black, and explained where they will place a total of five lights on the south elevation plus a  
21 lamp post on the walkway and a light under the portico. The Chair opined that this was quite a  
22 few lights and asked if there is a soffit over the garage to put a light into which would also help  
23 with down lighting.  
24

25 The applicant asked the board what items are not in the board’s purview as he would like to  
26 begin construction this winter, at least on the inside of the house which will affect some windows  
27 that are being moved. Chair Rowland advised that he wanted to walk up the road again to see  
28 what will be visible from the street as the Building Inspector has been known to stop  
29 construction if he finds something can be seen from the street. The Bryans stressed they would  
30 really like some input as to what they can do this winter.  
31

32 Chair Rowland opened the meeting to the public at 8:26 pm. Attorney Monica Kieser from  
33 Hoefle Phoenix Gormley & Roberts, P.A. represents Kristy Garretson and her family. Kieser  
34 stated that after the applicant re-submits the application to town hall, she will review the file,  
35 adding that the board has received her client’s email regarding the wall and fence. There’s a  
36 sump pump that drains out onto the property line on the Bryans’ side and both parties have had  
37 surveyors out. She wanted to make clear that there is a prescriptive easement to that area as they  
38 need to drain their basement and to the extent the fence and retaining wall may affect that, they  
39 want to be informed. The sump pump drainage pipe has been damaged recently and flooded  
40 their basement and it is a concern of her client’s. It’s not clear what the retaining wall is going to  
41 look like, where it is going to go, or how close to the property line it will be placed.  
42

43 Chair Rowland advised that the board definitely wants to know at the application hearing exactly  
44 where the wall and the fence are going. Kate Murray asked if the Bryans have gone to the  
45 Planning Board because they are talking about placing this wall and fence right on the boundary  
46 line and as it will be higher on the neighbor’s side, it sounds like it should come before the

1 Planning Board, along with the drainage issues. Murray was going to check with the Chair of  
2 the Planning Board.

3  
4 Mr. Bryan stated that his conversations with Ambit Engineering indicated there is nothing that  
5 would trigger a need to appear before the Planning Board and there is so much dirt being added  
6 that the biggest challenge will be the drainage issues from the Mason house that currently drain  
7 onto his property. Murray advised him that the Planning Board looks at how this impacts the  
8 neighbors and we want to do it right.

9  
10 Dave Severance stated he has been looking at pervious driveways and there is 18” of dirt needed  
11 for runoff in order to absorb the water.

12  
13 3. Work Session for David Severance, 23 Elm Court, Map 13, Lot 10

14  
15 Guest: Dave Severance; Andy Schulte

16  
17 Mr. Severance stated he had just received plans from his architect at 4 pm today and provided  
18 copies to the board. One change from the work session is that he removed the second story  
19 porch. The most significant amount of work is on the third story with the addition of dormers.  
20 To be compliant with codes for egress, they will have casement windows on the ends instead of  
21 double hung windows and have also changed to four individual windows on the dormer rather  
22 than paned together per the recommendation at the work session. They reduced the size of the  
23 windows on the dormers to 30 ¼” x 44”. The first floor windows are 5’ 4” and the 2<sup>nd</sup> story  
24 windows are 5’ high, so they are getting smaller as you go up. They will put cedar shingles on  
25 the dormer.

26  
27 On the second story, there are three windows which are not in alignment and they will line those  
28 up using the first floor windows as a guidepost. Siding on the house is cedar and Severance  
29 would like to use Versa Tex which is an upgraded version of Azek. The primary difference is  
30 Versa Tex has more titanium in it so it is a brighter white and paint adheres better to it. They  
31 have significant rot on the outside of the house including several windowsills that are rotted; they  
32 will be using the Versa Tex for patching woodwork and trim. Rowland asked how it would  
33 match what is already there as he wants to be sure it looks uniform. Mr. Severance stated he will  
34 make repairs so it looks cohesive.

35  
36 They would like to keep the chimney however it has an unlined flue and is deteriorating. Mr.  
37 Severance would like to keep the traditional masonry and is awaiting an engineer’s advice as to  
38 whether it can support the weight of the third floor. They are putting a bathtub on the third floor  
39 so there will be a significant amount of weight added. The Chair asked if it would be traditional  
40 masonry or a faux brick but Severance was not sure yet, and stated he should know by next  
41 month. Rowland advised he would like to see a sample of veneer if that is what they will be  
42 using.

43  
44 The Chair asked if there were any questions from the board. Judy Groppa pointed out the AC  
45 unit in the window on the plans and asked if they were going to keep this. Mr. Severance advised  
46 the picture was from Google maps and is outdated and the AC unit is no longer there. Severance

1 would like to go to a forced hot air system as it is currently a steam system. However, there is  
2 some duct work and constraints to changing to a hot air system and he also believes there are  
3 pipes with asbestos on them, so he is looking to get rid of them.

4  
5 Kate Murray thanked him for taking out the second story porch. Tom Maher asked if there is a  
6 fireplace in the house and learned there is none, the chimney is for the boiler and it's not lined  
7 and is cracking.

8  
9 Chair Rowland stated that the dormers are a big architectural feature and asked if Severance  
10 could separate the windows with shingles. There looks as though there is a trim piece in between  
11 the windows and the Chair thinks it would look better with shakes in between, asking if the  
12 windows could be spaced out more to look like a traditional dormer.

13  
14 Mr. Severance directed the board to page 5 of the plans stating that spacing the windows may  
15 affect the inside design. However, the Chair believes it is a lot of windows and the dormer is a  
16 big architectural feature and it would look more traditional with shakes separating the windows a  
17 bit.

18  
19 Andy Schulte, a neighbor, gave the design his approval.

20  
21 4. Minutes of December 5, 2018

22  
23 Kate Murray moved to approve the minutes of December 5, 2018 as amended; Tom Maher  
24 seconded. All approved.

25  
26 5. New Business

27  
28 Chair Rowland directed board members to copies of the CLG grant application stating they will  
29 be starting with a survey or "area form". He sent an email to everyone with the link to the Town  
30 of Hampton's survey which was completed with a CLG grant and is over 200 pages. The state  
31 may break it up into two grants but the Chair was advised to ask for it all. A consultant is needed  
32 on the project and Rowland likes Preservation Company. The Chair is very excited about this  
33 and the State does not ask for a match as they want towns to do this survey. Jim Cerney knows  
34 about the application and he sent the last survey done by the town historian back in the 70's to  
35 the Chair, although it's not really a survey. The application is due in February and Rowland is  
36 working on completing it. He asked the board to review the application and make any  
37 suggestions before he submits it.

38  
39 Tom Maher stated that on New Year's Eve, the part time building inspector, Terry Barnes, died  
40 at his home after being hit by a car. He was 77 years old, and a very constructive, helpful person  
41 in New Castle. He asked the board to attend his celebration of life if they are available.

42  
43 Jeff Hughes moved to adjourn; Kate Murray seconded. All approved. Adjourned at 9:07 pm.

44  
45 Respectfully submitted,  
46 Diane L. Cooley, Secretary