



Thursday, 18 July 2013
Town Hall

Present:

Paul Cuetara
Jane Currivan
Donna Etela, Chair
Jim Maggiore
Cynthia Swank

Alternate Member: Jane Robie

Absent: Carolyn Brooks, Tibbie Field, Shep Kroner

Also present were the following Little Boar's Head Heritage Commission members:
Bob Hamilton, John Latham Knapp, Joyce Hamilton, Margaret Schoenberger

Call to Order. 9:35AM. Robie to vote for Brooks.

Joint meeting w/ Little Boar's Head Heritage Commission. The focus of the meeting was a discussion with members of the Little Boar's Head Heritage Commission of the Heritage Commission's proposed demolition review ordinance.

Etela described the meeting of Heritage Commission members with the Long-range Planning Committee, a committee of the Planning Board, on Tuesday, July 16th. She noted that the meeting seemed to go well. Unfortunately, the draft ordinance had not been distributed to the Long-range Planning Committee in advance but its members had received copies of ordinances in effect in several NH towns.

Etela related that there was some discussion about definitions and the need for the Committee or counsel to make sure definitions were consistent in the Town's zoning ordinances. She also noted one Committee member had thought new property owners might be encouraged to speak with the Heritage Commission prior to making a formal application. Etela was reluctant; others at this meeting agreed that it may be problematic for the Commission to become involved in such a way that it appeared the Commission was making a decision or even recommendation to a property owner or potential property owner that may affect a purchase decision. It is up to potential owners to perform due diligence and learn as much about the property as they can which would include reviewing County and Town records relating to the property.

The Long-range Planning Committee will likely meet in August to continue review and discussion of the proposed ordinance. The Commission's understanding of the process is that a possibly revised ordinance would go to the full Planning Board for a public hearing and approval. If approved, the ordinance goes into effect immediately but it also would appear on the Town ballot in March as a warrant article along with any other changes to the Zoning Ordinances.

The Little Boar's Head Heritage Commission reported that there was a Commission meeting on July 17 at which the draft demolition review ordinance Etela had provided was distributed and discussed. Like the Long-range Planning Committee, further review and discussion is necessary.

There followed a discussion of the document itself. They included:

- Under C. Procedures #3. Is a "recommendation" binding? Etela noted that the wording came from the Exeter ordinance.
- Currivan mentioned that in real estate the use of calendar days, not business days, is the practice for purchase / sale agreements.
- Cuetara noted that 30 business days might stretch out to nearly six weeks. Etela reiterated she had found confusing language in some towns' ordinances where days, calendar days, and business days are all used.
- It is necessary to make sure that it is clear in the ordinance that the review applies to buildings and structures, not just dwellings.
- The Code Administrator or designee in Town Offices will need to review the application for completeness, and inform the Demolition Review Committee within a prescribed number of days. That person, however, will not be expected to visit the property as part of the demolition review process.
- Under B. Criteria. There was discussion about the two criteria and whether an "or" rather than an "and" should separate the two as it does in the Exeter ordinance. Swank checked the National Register website and it is possible for a building not fifty years old to be considered eligible. Robie suggested the Louis I. Kahn designed library at PEA as an example.

Etela had a copy of the Town's demolition permit application which indicates that the duration of a demolition permit is 90 days; extensions may be sought and provided.

[Note that not everyone was present for all of the discussion: Knapp & J. Hamilton left; Maggiore left and returned]

Etela reported that a second regional Heritage/Historic District Commissions ' meeting will be held in Rye in September, and encouraged all to attend.

[Maggiore left]

Treasurer's Report. Etela provided the printouts to members.

Approval of Minutes. The July 16th minutes and June 20th meeting minutes were approved as written.

Cuetara stated he was writing a reference for Langley Construction based upon his experience with the company as Chair of the Town Hall Building Committee.

He also recommended two books: Dennis Robinson's *Strawbery Banke: A Seaport Museum 400 Years in the Making*; and *Cross-Grained & Wily Waters: A Guide to the Piscataqua Maritime Region* published by Peter Randall. Editor was W. Jeffrey Bolster.

Next Meeting Date & Time. Thursday, August 15th at 9:30 AM

Adjournment. 11:10 AM

Cynthia G. Swank
Recording Secretary