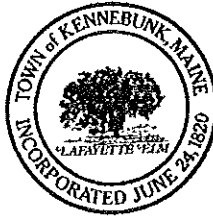


# Town of Kennebunk, Maine



## Historic Preservation Commission

Minutes of August 12, 2013

**MEMBERS PRESENT:** Frances **Smith** (Chair); Maureen **Weaver** (Vice-Chair); Eliza **Chappell**; Stephen **Larrabee**; Patrick **Orr**; and Terry **Philbrick**

**MEMBERS ABSENT:** Maureen **Raiter**;

**FROM THE TOWN:** None

**ALSO PRESENT:** Josh **Church**; Agent, 37 Summer Street (13-H-16)  
Holly **Black**; Abutter, 37 Summer Street (13-H-16)  
Katharine K. **Hughes**; Owner, 18 Summer Street (13-H-15)  
Erik **Van Der Kaay**; Resident, 23 Summer Street  
Reporter, Kennebunk Post Newspaper

### ***1) Open Meeting***

Chairperson **Smith** opened the meeting at 7:30 p.m. by welcoming all present to this meeting of the Historic Preservation Commission on Monday, August 12, 2013. Frances **Smith** stated, for the record, that this was a public proceeding and unless the Commission specifically voted to go into executive session, anyone present had the right to hear everything that was being said and look at all exhibits that were offered. She asked that the Commission be notified if anyone was unable to see or hear.

Frances **Smith** also stated, for the record, that this Commission uses the "Kennebunk Historic Preservation Overlay District Design Guidelines" in their decisions and also the Secretary of Interior's "Standards for the Treatment of Historic Properties, with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings."

Frances **Smith** designated alternate **Orr** and **Philbrick** as voting members for this meeting.

### ***2) Continued Applications***

None

### 3) *New Applications*

- **Application # 13-H-14:** Property located at 21 Summer Street and owned by V. Gary & Mary Lowatchie. The owner is proposing to remove two trees and restore the driveway.

**Smith** asked the public in attendance if any representative for this application was present. No spokesperson identified themselves as either the owner or the agent. **Smith** continued application # 13-H-14 and proceeded to the next submission.

- **Application # 13-H-15:** Property located at 18 Summer Street and owned by Katharine K. Hughes. The owner is proposing to replace roof gutters.

**Smith** asked the public in attendance if any representative for this application was present. No spokesperson identified themselves as either the owner or the agent. **Smith** continued application # 13-H-15 and proceeded to the next submission.

- **Application # 13-H-16:** Property located at 37 Summer Street and owned by Eliza L. Chappell. The owner is proposing to install walkway, turnaround, trees, and plantings.

**Smith** asked the public in attendance if any representative for this application was present. **Chappell** identified herself as the owner and introduced **Church** as her agent. Together, they presented the project as follows:

- The current drip edge around the house is non functional tar pavement.  
**Smith** asked if the drip edge pools water toward the house.  
**Church** replied that the tar pavement drip edge serves no purpose because the roof drains to another location. He proposed installing a proper drip edge (¾" stone over a drain pipe) around the house in locations where rain water is presently eroding the soil.
- The walkway to the front porch is proposed in order to facilitate mail delivery.
- The turnaround is proposed to allow proper driveway exit onto the street.
- The plantings variety will be chosen from historic species.
- Blue stone will be used for the paved area.  
**Smith** asked if the blue stone was crushed or another configuration.  
**Church** replied that the paved area would be regular, square cut blue stone.  
**Smith** asked where plowed snow will be located.  
**Church** replied that snow will be pushed to the left of the barn.  
**Smith** recommended a wooden walkway be place on the blue stone in the winter to avoid slippery ice conditions.  
**Smith** asked that the plantings be identified.  
**Chappell** identified the following plantings:
  - Dogwood trees
  - Boxwood hedge
  - White hydrangea

**Smith** asked if anyone had any questions.

**Black** identified herself as an abutter and stated that she was concerned about the direction of the water drainage because her property is lower than the applicant's property.

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**Church** replied that in order to prevent drainage onto adjacent property, the runoff will all be directed under the barn ramp and to the bottom of the hill.

**Black** asked what ground cover material is planned for the area between the cedar trees and the driveway.

**Church** responded that the grade will be raised and covered with gravel.

**Black** said that she was also concerned about vehicle headlights shining into her window at night.

**Church** assured the board that the parking arrangement and turnaround has been configured to prevent vehicle lights from shining into adjacent building windows.

**Black** asked if any vegetation removal between the two properties was planned.

**Church** responded in the negative.

**Smith** asked if there were any more questions. There were none.

**A motion was made to accept Application 13-H-16 as presented.**

**MOVED: Orr**

**SECONDED: Weaver**

**DISCUSSION: None**

**EXCEPTIONS: None**

**VOTE: All in favor, the motion carried.**

**Smith** continued to previous application # 13-H-15 noting that the owner was now present. **Hughes** presented the project as follows:

- The current wooden gutters require constant maintenance.
- During heavy rain, water from the gutters floods the porch.
- Internet research revealed that "Old World Gutters", a prominent distributor of high end, copper and wood gutters has replaced their line of wooden gutters with fiberglass products due to the poor durability of new growth wood. Further research revealed that high end producers were also discontinuing their wooden gutter products.
- Various solutions included:
  - Remove the gutters and install shingles over the edge
  - Remove the gutters and install perimeter drains
  - Remove the gutters and install an aluminum product
  - Replace the wooden gutters with fiberglass
- After receiving samples, a product manufactured by "Fiberglass Gutter Company" was chosen due to its quality, profile, sheen, and texture.

**Hughes** presented the sample and illustrations of the chosen gutter being held in place next to the existing gutter to demonstrate the similarity.

**Smith** asked if the product was paintable.

**Hughes** responded in the positive and continued by describing the manufacturing process.

**Orr** asked how the separate pieces were joined.

**Hughes** said she didn't know.

**Orr** asked if the product had been used on other historic areas.

**Hughes** listed the known area of Massachusetts and Rhode Island.

**Smith** expressed concern over setting a precedence of using fiberglass material.

**Philbrick** asked if different styles were available.

**Hughes** acknowledged that this company produces four (4) different profiles.

**Weaver** agreed with **Smith** regarding setting a precedence; however, she qualified the statement by acknowledging that entry door, garage doors, siding and gutter are all different in visual impact and each require its own consideration.

**Chappell**, citing the board's previous approval of a fiberglass garage door based on its similar appearance to the original, commented that if a property owner researches a product to find a visually identical match, instead of using a generic product, it should be acceptable regardless of the material type.

**Smith** asked the board if it felt this application could be approved in this one instance.

**Chappell** said applications should be reviewed on a case by case basis depending on what they are presenting. For example, if an applicant requests to install generic products without taking into consideration the historic aspect of the property, the application should be denied; however, if the applicant makes the effort to research and match the product to the historical era of the original construction then it should be approved.

**Philbrick** pointed out that that not only does the new fiberglass gutters visually match the original designs; they are much more efficient in handling rain water volume.

**Smith** asked if the fiberglass material was lighter than wood.

**Hughes** responded in the positive.

**Smith** asked for the downspout capacity.

**Hughes** replied that it will be slightly larger.

**Smith** asked if the number of downspouts needed to be increased.

**Hughes** responded in the negative.

**Smith** asked if there were any more questions. There were none.

**Smith** asked for a motion.

**A motion was made to accept Application 13-H-15 as presented.**

**MOVED:** Philbrick

**SECONDED:** Orr

**DISCUSSION:** None

**EXCEPTIONS:** None

**VOTE:** All in favor, the motion carried.

In order for home owners to have a source they can reference when researching materials, **Chappell** suggested that a file be created containing a list and data sheets of previously approved products that have unique design or material.

**Smith** agreed and assigned the task to the recording secretary.

**Smith** continued to previous application # 13-H-14. Noting that a representative was still not present, **Smith** continued the application until the next meeting.

#### ***4) Amended Applications***

None

## 5) Minutes

- Minutes of June 24, 2013:

The minutes of June 24<sup>th</sup> were reviewed. **Smith** asked for a motion to accept the minutes.

**A motion was made to accept the minutes of June 24, 2013 as written.**

**MOVED: Philbrick**  
**SECONDED: Larrabee**  
**DISCUSSION: None**  
**MODS: None**  
**VOTE: All in favor, the motion carried.**

The minutes of June 24<sup>th</sup> require the following signatures: **Raiter**.

- Minutes of June 10, 2013:

The minutes of June 10<sup>th</sup> were signed by: **Chappell**.

- Minutes of May 13, 2013:

The minutes of May 13<sup>th</sup> were signed by: **Weaver**.

## 6) New/Old Business

- New Business:

1. Election of Officers.

**Smith** asked the Board if anyone had a slate of Officers they would like to nominate.

**A nomination was made for Frances Smith to serve as Chairperson.**

**MOVED: Chappell**  
**SECONDED: Orr**  
**DISCUSSION: None**  
**VOTE: All in favor, the motion carried.**

**A nomination was made for Maureen Weaver to serve as Vice-Chairperson.**

**MOVED: Philbrick**  
**SECONDED: Weaver**  
**DISCUSSION: None**  
**VOTE: All in favor, the motion carried**

2. Reappointment of Historic Preservation Commission members.

**Smith** announced the following reappointments of Historic Preservation Commission members:

- **Maureen Weaver** - reappointed as a Regular Member, 3 year term
- **Terry Philbrick** - reappointed as an Alternate Member, 1 year term
- **Patrick Orr** - reappointed as an Alternate Member, 1 year term

3. Code Enforcement Officer request for HPC statement regarding maintenance repairs.

**Smith** asked for an explanation of this request.

**Trexler** (Recording Secretary) explained that the CEO has requested a formal HPC statement that he can use to explain the HPC review process to potential applicants regarding "repairs-in-kind". The statement should read, "Repairs-in-kind do not require an application, Certificate of Appropriateness, or HPC approval", and the statement should appear on the formal application form.

**Weaver** suggested a statement more specific than the CEO's request.

A discussion developed regarding specific item to include in the statement. The items addressed included the following:

- Exact color match;
- Exact replica match;
- Roof shingle style and color;
- Repairs in kind that do not change material, color, and style;
- Plantings must follow the guideline of the HPC;
- Structural repairs in kind that do not change material, color, or style; and
- Driveways are considered as repairs in kind.

The Commissioners agreed to modify the Certificate of Appropriateness application by placing the statement "*Please Note: Structural repairs in kind that do NOT change material, color, or style, do not require Historic Preservation Commission approval*". They further agreed to position the statement under the document title and review a sample at the next meeting.

• **Old Business:**

1. Mtg 8/27/12 – New owner welcome letter.

*Subject: Consider creating a "new owner welcome letter", determine how to identify new owners in a timely manner, and decide how the letter should be delivered.*

This issue was referred to the next meeting.

2. Mtg 3/11/13 – Town Committees Consolidation.

*Subject: Discuss results of Board of Selectmen's meeting of Tuesday, January 15, 2013 per the agenda. Ref: FS email of 1/16/13.*

This issue was referred to the next meeting.

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**3. Mtg 3/25/13 – Historic District Expansion.**

*Subject: Discuss possible ways to expand the Historic District to include all of Main Street and portions of Fletcher, Storer, Pleasant, Dane, and Park Streets.*

This issue was referred to the next meeting.

**7) Adjournment**

Smith asked for a motion to adjourn.

**A motion was made to adjourn the meeting at 8:17 p.m.**

**MOVED: Chappell**

**SECONDED: Weaver**

**DISCUSSION: None**

**VOTE: All in favor, the motion carried.**

**The next meeting is scheduled for Monday, August 26<sup>th</sup>, 2013, at 7:30 PM, Room 306**

Date signed: September 9, 2013

Signed by:

Stephen Larrabee  
Stephen Larrabee

Maureen Weaver  
Maureen Weaver

Eliza Chappell  
Eliza Chappell

Patrick J. Orr  
Patrick Orr

Terry Philbrick  
Terry Philbrick

Frances Smith  
Frances Smith