

WINCHESTER HISTORIC PRESERVATION COMMISSION

Minutes for the meeting held on September 10, 2009

Let the meeting minutes of September 10, 2009 show that there was no meeting of the Historic Preservation Commission on July 16 or August 20, as previously scheduled.

A Special Meeting of the Winchester Historic Preservation Commission was held on Thursday, September 10, 2009 @ 6:30 PM at City Hall, with Susie Shearer acting as Chair.

Commissioners present: Ginger Shank, Susie Shearer, Andrea Taft, Jeff Phelps, and Claire Sipple

COA Hearing: Ms Shearer introduced Ben Huber as the Certificate of Appropriateness (COA) applicant, and read through section 4.2.6 of the Design Guidelines for the Winchester Downtown National Register District, regarding Upper Façade Guidelines.

The proposed work includes: galvanized tinwork to be repaired, brick repaired, tin hoods over windows, cupola, etc. Mr. Phelps described the tinwork as "terne-coating", and said it might not need to be painted. He recommended speaking with Humbles Plumbing about cleaning and sealing the galvanized leaded tin, and emphasized using proper solvents specific to that use.

The brick will be re-laid with lime putty mortar, mixed to match the original material.

All windows are to be replaced with Jeld-Wen windows, with no alterations made to existing openings. There was discussion regarding windows, and how one-over-one configuration is most historically appropriate; screens are acceptable for occupancy.

The following record corresponds to the attached COA application:

2F: Transom – to be repaired, restored and painted. Tenant will use as space for signage. Try to keep glass behind wood for future work.

2G: Cast iron pilasters – will only be cleaned, primed and painted.

2H: No changes of material.

2I: Repair and reuse – may have to replace glass with tempered glass for code.

2J: Windows will match front; leave metal bars.

2K: Replace with steel entry door; won't change opening.

2L: Replace with Hardiboard and paint, or replace with brick.

Mr. Huber will explore other materials for slate replacement, and the HPC requested that he bring any new materials to Rhonda for a Staff Approval.

All Commissioners were polled on each item listed in the COA application. There were no public comments. Ms Sipple made a motion to approve the COA application. Ms Shank seconded, and the COA was approved, with exceptions noted.

Consideration of Minutes: Ms Taft made a motion to adopt the meeting minutes of June 18, upon amendment. Mr. Phelps seconded, and the motion passed unanimously.

Elections: The election of a new Commission Chair was deferred until the next meeting. Ms Shearer volunteered to research who is retiring from the board this year.

Contract Status/Outstanding Invoices: There are still outstanding invoices for JMA and PSATG. Ms Shearer volunteered to meet with Debbie Bailey to get the checks sent out.

Documentary Update: Mr. Phelps reported that the next interviews will be held in October, and that they still need three or four more. The release date is scheduled for June 2010.

Discussion of Committees: The Commissioners decided that committees need to be established for: education, technical business/website/documentary, public relations, award consortium. They noted that the survey tied in with the website needs to be updated along with anecdotes.

Rhonda Cromer, Planning Director

Ginger Shank, Secretary/Treasurer