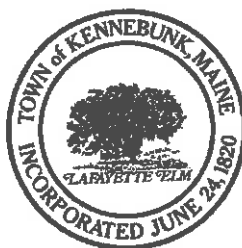


Town of Kennebunk, Maine



Historic Preservation Commission

MEETING MINUTES

April 28th, 2021

Zoom Teleconference Meeting, Kennebunk

1. **Call to Order:** The meeting was called to order at 6:30pm by presiding officer Frances Smith via Zoom teleconferencing under the Governor's COVID-19 Executive Order and by request of the Town's Select Board. Those in attendance were:

Present: Frances Smith [Chair], Barbara Fleshman [Vice Chair], Paul Bevacqua [Member], Maria Kyriakides [Member], Stephen Dalzell [Alternate], and Mary Megeaski [Alternate]

Absent: Judee Jaudreau [Member],

Applicants Present: William Snow, Calvin Austin, Sarah Bilotta, and Michael Turner

Also Present: Karen Winton [Deputy Director, Community Development], Leah Schaffer [Mobile Studio Design]

The presiding officer stated, for the record, that this a public hearing at which all present have the right to hear all that is said and view all exhibits submitted unless the Board specifically votes to go into Executive Session. She asked that the Commission be notified if anyone was unable to see or hear.

F. Smith further stated, for the record, that the meeting would be conducted in accordance with the published agenda. The Commission, she formally noted, is guided by the Town of Kennebunk's "*Historic Preservation Overlay District Design Guidelines*" as well as the Secretary of Interior's "*Standards for the Treatment of Historic Properties and Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings*".

F. Smith designated alternates S. Dalzell and M. Megeaski as voting members for the purpose of this meeting and reiterated her [F. Smith's] policy of personally abstaining from voting unless a tie-break vote is required.

2. Prior Applications

Application 21-H-03(B)

Property owner(s): William & Catherine Snow

Applicant: Same

Property location: 30 Summer Street

Summary: Review of an arborist's report in satisfaction of the following conditions set by the HPC on February 10, 2021:

Item #10 [shrubbery]: "No removal or cut-back of the bushes shall occur until a certified arborist or landscape architect is retained to determine whether or not the shrubs can be trimmed, moved, or otherwise made safer for road egress."

Item #11 [tree overhanging porch]: "Approval to remove the tree is not granted at this time. A certified arborist should determine (1) whether the fork of the tree overhanging the porch can be removed without significantly damaging or killing the remainder of the tree; and (2) whether the tree, even if split or trimmed, poses a threat to the home's foundation. The arborist's findings should be submitted to the HPC before other action is taken."

Item #12 [tree over barn]: "Neither of the two trees should be trimmed or removed until a report by a certified arborist is submitted to the HPC regarding the [need for] trimming the trees closest to the street and the necessity or desirability of removing the tree further back on the property."

William Snow, owner, informed the Board of the arborist's conclusions:

Item #10 Shrubbery: The red buds were severely damaged when a new power-line pole was erected and the shrubbery blocks the exit view. The arborist confirms that these plants should be removed.

Item #11 Tree overhang porch: The arborist found this tree is endangering the foundation of the house. Again, removal was recommended.

Item #12 Tree over barn: The arborist confirms that the tree is diseased and should be removed. However, owners are looking to simply trim the tree at this time since removal would require the use of a crane.

F. Smith inquired if owners were planning to replant, and W. Snow responded "definitely". Applicants, he said, will use a landscape designer to help set a plan. F. Smith recommended that owners consult *Kennebunk Historic Preservation Overlay District Design Guidelines* for ideas and guidance.

Motion: P. Bevacqua moved to approve Application 21-H-03(B) as submitted.

Second: B. Fleshman

Vote: Roll call vote. 5 votes in favor, none opposed. Motion carried.

3. New Applications

Application 21-H-14

Property owner(s): Ian and Calvine Austin

Applicant(s): Same

Property Location: 170 Summer Street

Summary of proposed project: Add Home Depot shed in back yard.

C. Austine, owner and applicant, addressed the Board, stating her request for approval to install a second, Home Depot shed behind an existing one. Both sheds will be the same color as the house.

S. Dalzell asked if the shed would be visible from the street, and applicant responded in the negative.

Motion: M. Megeaski moved to approve Application 21-H-14 for an additional shed.

Second: S. Dalzell

Vote: Roll call vote. Motion carried with 5 votes in favor, none opposed.

4. Other Business

7 Portland Road: This case was an addition to the agenda. S. Bilotta and M. Turner are prospective buyers of the former St. Andrews church on Portland Road. Before buying the property, they seek the Board's informal feedback on the renovations they would make. Without the Board's "directionally positive" reaction to these renovations, they would not move forward with the purchase.

The prospective buyers introduced L. Shaffer of Mobile Studio Design in Biddeford and shared a diagram of the renovation plan designed by that group. To utilize the second-floor space for residence and the ground-floor sacristy space as a studio-gallery with two antique cars on display, Bilotta and Turner [hereafter, the "buyers"] specifically propose to: (1) remove a center window and trim; (2) install a carriage door in that space; (3) make these changes so they are reversible; (4) install a temporary aluminum ramp; and (5) remove and relocate a bell.

Board members asked questions about the temporary ramp, and M. Kyriakides invited the buyers to view a similar ramp on her property. B. Fleshman, S. Dalzell, and F. Smith expressed general favor with the design and modifications in principle, but expressly noted that their "favorable inclination" was not a formal endorsement in response to a formal application.

The buyers acknowledged they would need to submit a formal application if they proceed with the purchase. K. Winton invited public comments, but there were none. No motion was considered or further action taken by the Board.

5. Approval of April 14, 2021 Minutes

F. Smith led board members in a review of the April 14, 2021 minutes.

Motion: B. Fleshman moved to accept the Minutes of April 14, 2021 as presented.

Second: S. Dalzell

Vote: Roll call vote. Motion carried with 4 votes in favor, none opposed, and one abstention [M. Kyriakides, having not attended the April 14, 2021 meeting].

6. Adjournment

There being no further business, the presiding officer declared the meeting adjourned at 7:23pm.

Motion: B. Fleshman moved to adjourn the meeting.

Second: P. Bevacqua

Vote: Roll call vote. Motion carried with 5 votes in favor, none opposed.

Respectfully submitted by,
J. Schlagheck

Adopted by the Board in the meeting of May 12, 2021.

Signed by



Historic Preservation Commission