

**DRAFT**  
**SALEM HISTORICAL COMMISSION**  
**MINUTES**  
**JULY 15, 2020**

A meeting of the Salem Historical Commission was held on Wednesday, July 15, 2020 at 6:00 pm **Zoom Virtual Meeting** Present were; Reed Cutting, Rebecca English, Vijay Joyce, Milo Martinez, Stacey Norkun, Mark Pattison, Larry Spang. Not present: David Hart

35 Flint Street – continuation

Bowditch Condominiums submitted a Certificate of Appropriateness to install new stair railings

Documents & Exhibits

- Application: 5/12/20
- Photographs

Ms. Kelleher reported that the applicant has requested a continuation.

**VOTE:** Ms. Norkun made a motion to continue to the next regular meeting on June 3, 2020. Mr. Joyce seconded the motion. Commissioners Joyce, Martinez, Norkun, Schaeffer, Pattison, English and Spang were in favor and the motion so carried.

14 Cambridge Street - continuation

14 Cambridge Street, Inc. submitted a Certificate of Appropriateness to install new aluminum gutters

Documents & Exhibits

- Application: 6/1/20
- Photographs

Ms. Kelleher reported that she had not heard from the applicant, who is in the process of working with Massachusetts Historical Commission on the proposed changes due to the fact that this was a historic tax credit project.

**VOTE:** Ms. Norkun made a motion to continue to the next regular meeting on August 5, 2020. Mr. Joyce seconded the motion. Joyce, Martinez, Norkun, Schaeffer, Pattison, English and Spang were in favor and the motion so carried.

55 Summer Street

David and Kelly Shutoff submitted a Certificate of Appropriateness to install new fence

Documents & Exhibits

- Application: 6/8/20
- Photographs

Commissioner Norkun recused herself as an abutter to the applicant.

David and Kelly Shutoff were present to discuss the project.

Ms. Shutoff stated they have a gate to the backyard and they want to change the style and the gate height from 4 feet to 6 feet between their property and 53 Federal Street. The gate will be white cedar with black colonial hardware in kind with the neighborhood. The top would be straight not scalloped as it is currently.

Ms. Kelleher noted that the Norkun property at 53 Summer received approval for their fence. Ms. Shutoff added that they wanted a 6-foot to align with front section of fence. The gate will match the fence style. Mr. Shutoff noted that they will match what has been approved at 53 Summer Street.

Mr. Joyce asked if the hardware will be visible. Ms. Shutoff replied that they are open to suggestion, but it would be unobtrusive to match the neighborhood. The current fence has no visible hardware from the front, you can reach over to open it, but a higher gate would require a front handle. Mr. Shutoff added that their installer, Boston Fence and Vinyl, doesn't provide examples but there will only be one handle and the color will be black. Mr. Joyce suggested the hardware match the Norkun's. Ms. Norkun stated that the hardware will match their hand hammered handle, the fence will be 5" T&G white cedar boards, the height of gate will be 4-feet and the surrounding will be 6-feet, and the fence will taper down to 5 feet beyond the end of the gate. She stated that she felt a 6-foot-high fence is appropriate.

Mr. Spang asked why the existing and proposed gate are further down the alley instead of at the sidewalk. Ms. Shutoff replied that a relocation of the gate to the bottom of the front steps was something they hadn't considered. Ms. Norkun added that there was once a bakery at that corner between 53 and 55 Summer Street. The proposed gate location is the historically accurate location since it was once connected to the bake house, and there was never a fence or gate that connected 53 to 55, so this pushed back gate location is appropriate.

Public Comment:

No one in the assembly wished to speak.

**VOTE: Mr. Martinez made a motion to approve a 6-foot-high fence with black metal hardware to match 53 Summer Street. Mr. Joyce seconded the motion. Joyce, Martinez, Schaeffer, Pattison, English and Spang were in favor and the motion so carried.**

#### 8 Carpenter Street

Barbara Ruth Newman Revocable Trust submitted a Certificate of Appropriateness to install new roofing, copper gutters, and downspouts

#### Documents & Exhibits

- Application: 6/25/20
- Photographs

Barbara Newman was present to discuss the project.

Ms. Newman stated that she would like a continuous look to the house in terms of gutters and downspouts. The third-floor roofline has wood gutters and aluminum downspouts and the roof has architectural asphalt shingles. Vermont Black Slate is proposed at the mansard roof and at the rear, while the upper roof would be replaced in kind with CertainTeed Landmark, in "Moire Black", a color close to what exists.

Mr. Spang asked if downspouts are proposed in same location and if the copper gutter would wrap around above the bay window or get interrupted by the bay. Ms. Newman replied that the path of the existing gutter would be replaced, and the upper gutter would feed into the lower gutter. She suggested adding another downspout by the bay window that feeds into the entryway gutter. Mr. Pattison agreed that a second downspout to the left of the bay would be appropriate, because it's too much runoff for one downspout. Ms. Newman noted the ice damming in that area. Mr. Pattison replied that another gutter won't help with ice damming and the ice damming may be because there is not be enough insulation. Mr. Spang agreed.

Ms. Newman stated that the proposed gutters are larger than the existing wood gutters and copper downspout will also be larger than the aluminum. Mr. Joyce stated that two downspouts, one at their end, is their traditional placement. He proposed holding off on adding one in the middle unless it's necessary since the new gutters and downspouts are larger. Ms. Norkun asked if the rear gutter is the full run. Ms. Newman replied yes.

Public comment:

No one in the assembly wished to speak.

**VOTE:** Mr. Joyce made a motion to approve copper gutters and downspout location at the rear to be as presented, front the location of the middle downspout to be reviewed by Commissioner Pattison and if required to add a third downspout should be added to the rear side of the bay. Mr. Pattison seconded the motion. Commissioners Joyce, Martinez, Norkun, Schaeffer, English and Spang were in favor and the motion so carried.

Roofing:

Mr. Spang noted that the top of the gambrel will be replaced with black asphalt shingles to match the existing color and to replace the side walls of the gambrel with Vermont black slate. Mr. Joyce noted his concern with seeing the top of the gambrel and the use of two different materials. Ms. Norkun agreed with the visible difference, noted the angled sides of the shingles that will look very disconnected from the slate on the lower gambrel roof, and suggested an asphalt shingle with a straight edge profile such as CertainTeed Highland or GAF Slateline be considered. Ms. Newman noted her structural concern with the upper roof being able to withstand the weight of asphalt shingles, she wants to replace what exists, as well as the cost difference.

**VOTE:** Mr. Joyce made a motion accept black slate on the steeper and on upper portion of the roof and the slate color shall match the existing color. Mr. Pattison seconded the motion. Commissioners Joyce, Martinez, Norkun, Schaeffer, English and Spang were in favor and the motion so carried.

#### 49 Warren Street

Yuri Cataldo submitted a Certificate of Appropriateness to replace windows

#### Documents & Exhibits

- Application: 6/30/20
- Photographs

Mr. Jaime Morin, window representative, was present to discuss the project.

Ms. Kelleher noted that the Commission has approved Anderson Renewal windows at 7 North Pine Street with 2/2 windows at the upper floors and at 3 Bedford Street for 1/1 windows, also at the upper level. There were no special conditions, but the windows were located in upper floors or not facing the street.

Ms. Schaeffer asked if the proposed windows are smaller than the currently openings/casings. Mr. Morin replied the windows are close in size. He stated that the subject windows were four windows along the side of the house and three are the rear. The new windows will have simulated divide light grille pattern and white color will match the existing. Mr. Joyce asked if the storm windows will be reinstalled. Mr. Morin replied that the homeowner will make that decision, but they don't recommend it. He noted that two existing first-floor windows beyond the air conditioner were previously changed and no longer have storms.

Mr. Spang requested construction details of the head, jamb, and sill to determine how the window will sit within the opening, and if the opening will need to be reduced to fit a non-standard window. Mr. Morin replied that the windows are custom and will fit into the existing openings, they have a low profile and less than 1/2" of the frame will be seen when installed. Mr. Martinez noted that the new composite window is Fibrex material. Mr. Morin replied that all Andersen Renewal windows are made of Fibrex, a finish that won't peel or split. Ms. Norkun asked if the windows had both an interior and exterior aluminum clad finish. Mr. Morin replied that the Fibrex material is a polymer and wood. Chair Spang requested head, jamb, and sill details, as well as the sash thickness to see how closely it will match the existing. Mr. Morin to provide a window sample.

Public Comment:

No one in the assembly wished to speak.

The Commission will make a site visit on Wednesday, July 22<sup>nd</sup>.

**VOTE:** Ms. Norkun made a motion to continue to the next regular meeting on August 5, 2020. Joyce seconded the motion. Commissioners Joyce, Martinez, Norkun, Schaeffer, English and Spang were in favor and the motion so carried.

#### 146 Federal Street

Robert and Michaeline Ouellette submitted a Certificate of Appropriateness to construct new carriage house

#### Documents & Exhibits

- Application: 6/30/20
- Photographs
- Architectural plans by Seger Architects

Commissioner Norkun recused herself as a friend of the applicant.

Dan Ricciarelli of Seger Architects was present to discuss the project.

Mr. Ricciarelli stated that this property is on the corner of Federal and Flint Streets where a new carriage house is proposed on an existing stone foundation. The previous carriage house was a Federal style building that matched the house, with large doors and windows above, and the yard was raised 5-feet above the street. The proposal is to mimic the 1801 carriage house in its Federal style based on the old

photos. The doors will be installed along Webb Street and will be replicated to match the traditional doors with solid wood boards below and glass lites above, and will be based on the renovated trolley barn near Webb Street that won a Preservation Award and received historic State and Federal tax credits. The carriage house will house a small workshop and storage on the second level and a garage to store his work truck below. The stone wall needs significant repair and interior parging, if necessary. A mid-level band molding seen in the existing photographs will be reintroduced on the facades and is a standard detail for this style house. The windows will be single glazed, double-hung, true divided lite wood windows. The roof shingles will be three-tab asphalt in a dark color to match the house, possibly GAF Royal Sovereign to match the house. The roof slope will also match the existing house as well as any mouldings, fascia, trim, and a 10-inch soffit at the eave line. No gutters or downspouts are proposed. The skirt board will be smaller 6-inch with a chamfered edge, rather than a traditional 10-12-inch skirt board, which is undersized but will match the house. The moulding and casing at the windows will also be replicated to match the house, with a 2" historic sill. The structure will have a post and beam frame and clapboards exposed 4-inches to the weather.

Chair Spang asked if the existing stone wall with the chamfer will remain. Mr. Ricciarelli replied yes and it will be set back 5-feet from the property line. Chair Spang asked if the north lot line will be the edge of the building. Mr. Ricciarelli replied yes, they have a zero-lot-line, they met with the Building Inspector and will request a Special Permit from the ZBA. Chair Spang asked how they will have the two windows along the party wall. Mr. Ricciarelli replied that 3-feet is the minimum and they will be blanked out from the rear, but the Building Inspector will need to approve of whether those windows can exist at that elevation. They would want to keep the windows proposed for Flint Street if the other aren't allowed. Chair Spang replied that the party walls were invented because of the distance that fire can jump to an adjacent structure and the neighbors are not likely to building a structure close to the property line. Chair Spang noted that the windows on the front elevation appear to be larger than what was previously there. Mr. Ricciarelli replied that he counted the clapboards and the dimensions are close to what existed. Chair Spang noted that the front windows seem to be slightly off center. Mr. Ricciarelli replied that they were centered above the door jamb below but for functional purposes the doors are also wider than the existing, so the windows also shifted.

Chair Spang suggested shifting the two windows inward to show more clapboard on the left and right sides. He was pleased that they were recreating this carriage house and will make a nice addition to the streetscape. Mr. Joyce agreed and noted that the detail of the windows had picture moulding and not 2-inch sills. Mr. Ricciarelli replied that there will be sills.

#### Public Comment:

Dan Skolski, 144 Federal Street, Architect, expressed his support of the project. He stated that it would be great to see the building recreated, and he hopes the Commission recommends approval.

Joyce Kenny expressed approval of the recreated carriage house at this location, which is also on the historic registry.

No one else in the assembly wished to speak.

Mr. Pattison asked why the mid-span band board was increased instead of matching the existing subtler banding. Mr. Ricciarelli agreed with the observation and stated that he would make it smaller.

**VOTE:** Mr. Joyce made a motion approve as submitted and to adjust mid-span banding going around the house and bringing the windows inward. Ms. English seconded the motion. Commissioners Martinez, Joyce, Schaeffer, Pattison, English, Spang were in favor and the motion so carried.

#### 25 Colonial Road

Colonial Road Owner LLC submitted a Waiver of the Demolition Delay Ordinance to demolish single story office building

#### Documents & Exhibits

- Application: 7/6/20
- Photographs

Attorney Scott Grover, Sean Smith (Civil Engineer), Doug Malone (Construction Mgr.), John Smith (VP of Development for RJ Kelly Co.

This site was formerly Univar, a chemical manufacturing site. The new owner will make the warehouse into a warehouse distribution facility, which will undergo very few changes. The parking lot will be reconfigured to provide better access to the warehouse. They are currently before the Conservation Commission and the Planning Board because both Boards have jurisdiction due to its proximity to the wetlands surrounding the site as well as the flood plain. A couple of small outbuildings will need to be removed to reconfigure the parking lot.

Mr. Smith noted that they've worked to determine the site elements that will support the repurposing of the building. They believe the real estate value on the property is minimal compared to the investment they are putting into the warehouse. They believe it should be demolished because; it exists almost entirely within both the tidal and flood plain and it's removal would provide a certain amount of flood plain compensation, it will affect the site improvements from a loading standpoint in relation to the warehouse, its proximity to resource areas as listed in the wetlands protection act, and upon it's removal a four bay sediment detention area will be placed in this location.

Chair Spang requested a proposed drawing. Mr. Smith replied that there would be a three-foot-deep hole covered with stone. The existing pavement will be restriped in larger size spaces to park larger trucks, the loading area has a retaining wall pulled further away from the warehouse. Removing the small office building helps offset the remaining flood plain and the driveway will be slightly realigned to provide better circulation on the site. Colonial Road is a private way and they have an easement with National Grid and very little of their site can be seen from Jefferson Ave or the end of Colonial Road. The trees along the wetlands are tall making their site well hidden and they are bounded by the MBTA on the opposite side.

Ms. English asked if there was a proposal to demolish another building on the site. Mr. Smith replied yes, a small structure with corrugated metal walls constructed in 1988. It's not within the 50-year window, but back-up material was provided. There is no easement, the MBTA does own a narrow portion of the land that they will work around. The structure is small and mostly hidden behind the parking lot and condominiums. The Commission agreed that the structure is barely visible from the street.

#### Public Comment:

Joyce Kenney stated that there were hazardous materials on this site at one time.

No one else in the assembly wished to speak.

Ms. Schaeffer stated that it's distance from the street and from the right of way doesn't make a difference and this mid-century modern building fits because of its location. This building's location within the flood plain zones is a reminder to think about climate change in the future.

Mr. Spang stated that photos and drawings of the building prior to its demolition will need to be submitted for the record.

**VOTE: Mr. Joyce made a motion to approve demo of structure as submitted. Mr. Martinez seconded the motion. Commissioners Martinez, Norkun, Joyce, Schaeffer, Pattison, English, Spang were in favor and the motion so carried.**

#### Other Business

New applications:

13 Warren Street: Ms. Kelleher stated that a minor change request has been submitted. The building was renovated by the previous owner and the new owner wants to repair the porch. The lattice under the porch is vinyl board and they want to replace it with wood vertical slats. The questions is whether that requires a public hearing or can be approved as a minor change. Commissioners Spang, English, Schaeffer agreed that the change was minor. Mr. Spang noted that the Commission most likely wouldn't have approved vinyl. Ms. Kelleher added that the previous plans didn't indicate the use of vinyl trim but could have been there before but weren't changed. The slat size is appropriate for the house. With no objections she will send the notifications to the neighbors to see if any object in writing. It will be advertised for the next meeting, but if no neighbors object in writing, she will cancel the public hearing for it.

4 Andover Street: Ms. Kelleher stated that wood and aluminum gutters are on the house and the request is to replace the aluminum with wood to match the existng conditions. This can be treated as a minor change if there are no objections. The applicant is making several in-kind repairs which qualify as a non-applicability. The Commissioners noted that the application doesn't state whether the new downspouts will be aluminum and if they will painted to match the trim color, so the applicants should undergo Commission review. Ms. Kelleher stated that a Certificate of Non-Applicability could be sent to the application so they can begin the in-kind work.

Bakers Island Project: Ms. Kelleher stated that a house is proposed to be demolished and the Building Inspector confirmed that any building on that island is still subject to the demolition delay regulations.

78 Bay View Avenue: Ms. Kelleher stated that a renovation is proposed and was supposed to be heard at tonight's ZBA meeting but the applicant requested a continuance since the neighbors raised concerns that the Historic Commission may also have concerns and comment. Mr. Spang noted that maintaining the views is a concern since neighbors keep building up. Mr. Joyce added that the applicant is also proposing to remove the front porch. The Commission agreed the neighborhood should consider designation as a local historic district, which would provide more than comment from more than the Zoning Board.

79 Columbus: Mr. Spang stated that demolition has taken place while claiming it was only a renovation and the neighbors are frustrated. Ms. Kelleher noted that the applicant has undergone multiple levels of review by the Conservation Commission, Planning Board and Zoning Board, but she's unaware of where

they are in the process, so she will ask the Building Inspector to review it for safety hazard. It was reviewed by the Commission twice.

101 Columbus Avenue: Mr. Spang stated that it was built like cottages with minimal space but the current owner has been making modifications, and he's asked Ms. Kelleher to tell the Building Inspector that it should be reviewed by the Commission before significant demolition takes place. Ms. Schaeffer added that new homeowners may not understand the attributes and history of their home and they may be an advocate for historic preservation if they knew.

Winter Island: Mr. Spang stated that a chimney recently collapsed into the structure. Ms. Kelleher noted that an RFI was issued for the property, but she hasn't been involved in the process. Ms. Schaeffer noted that it would be important to know if there were any limitations on its proposed use because of its relationship to the water and the other buildings on the site needs to be integrated into the Harbor Plan. Mr. Spang noted that it would take significant resources to restore the structures to make them usable and it may need to be taken down before it collapses since there's been no upkeep.

Letter of Support: Ms. Kelleher stated that the City is submitting an application for a grant to do some economic planning relating to impacts from Covid-19 on City. The Planning Department has asked for a letter of support by next week. If the Commission agrees, she can draft the letter and circulate for review. It mentions impacts to the historic downtown, visitation, tourism. Mr. Spang offered assistance with drafting the letter and suggested including tourist related retail and hotel supports this historic fabric of the City and their mission of preserving historic resources. Ms. Schaeffer noted that job retention would be great for the City, PEM's recovery, as well as Essex County Community Foundation (EFCF) a non-profit. Ms. Kelleher noted that local non-profit and museums haven't been a focus. Ms. Schaeffer added that the supporting of education should also be included. Ms. Kelleher replied that HSI's Education Committee has been working to educate owners on being in historic districts as well as renovations.

Alan Hanscom, SATV noted that Google Maps allows the user to see a time lapse of structure. He asked if historic districts expand as a city gets older. Mr. Spang replied no. Mr. Martinez added that the development of those districts is elective that requires a petition and City Council approval.

Mr. Martinez asked if the City electrician has met with Ms. Kelleher about the lamps at Salem Common because one is still in place. Ms. Kelleher replied that nothing more had been decided.

Ms. Schaeffer noted that the next Preservation Partners meeting has not been scheduled.

#### Meeting Minutes

No minutes to review.

**VOTE: Joyce made a motion to adjourn. Pattison seconded the motion. Martinez, Norkun, Joyce, Schaeffer, Pattison, English, Spang were in favor and the motion so carried. were in favor and the motion so carried.**

The meeting adjourned at 8:00 PM.

Respectfully submitted,

Patti Kelleher, Preservation Planner