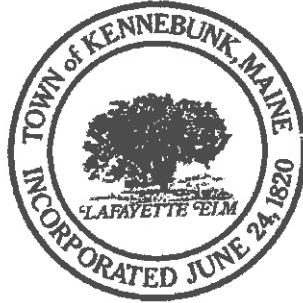


# Town of Kennebunk, Maine



## Historic Preservation Commission

### MEETING MINUTES

August 24, 2022

In Person Meeting, 3<sup>rd</sup> Floor, Town Hall, 1 Summer Street, Kennebunk

- 1. Call to Order:** Chair and presiding officer Frances Smith called the meeting to order on August 24, 2022 at 6:30 pm at Town Hall, 1 Summer Street, Kennebunk. The meeting was held in-person. Those in attendance were:

Present: Frances Smith [Chair], Barbara Fleshman [Vice Chair], and Stephen Dalzell [Alternate];

Absent: Maria Kyriakides [Member], Paul Bevacqua [Member], and Judee Jandreau [Member];

Also Present: Applicants

F. Smith initiated the meeting elevating S. Dalzell to voting status for the purpose of this meeting. She then stated, for the record, that this was 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 noted, is guided by the Town of Kennebunk's "*Historic Preservation Overlay District Design Guidelines*" as well as the U.S. Secretary of Interior's "*Standards for the Treatment of Historic Properties and Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings*".

## 2. Continued Applications

There were none.

## 3. New Applications

### Application 22-H-33

Property owner(s): Paddy Creek Properties LLC  
Applicant(s): George Gifford  
Property: 10 Summer Street  
Application Date: August 2, 2022  
Summary: Remove retaining wall and trees.

Applicant G. Gifford addressed the Commission, offering a brief history of the retaining wall and landscaping on his property. The retaining wall, he said, was approximately two feet tall and buckling or leaning over. "We're not willing to replace it," Gifford stated, as it's not necessary." However, the concrete steps adjacent to the wall would remain.

The applicant also sought authorization to remove some self-seeded Norway maples on the east side of the property. They are four to eight inches in diameter, hence young trees. Their location, the applicant said, is problematic.

B. Fleshman asked is the applicant intended to plant other trees or plants in place of the maples, and Mr. Gifford responded in the negative. F. Smith asked if the slope abutting the retaining wall would be landscaped in any way after the wall is removed. The applicant responded that he would put mulch down.

F. Smith then observed that the HPC had only three voting members in attendance. She advised all applicants that they had the option of postponing their hearings until more voting members were present. Applicant Gifford elected to proceed.

**Motion: Move to approve Application 22-H-33 for 120 Summer Street at presented for the removal of the concrete [retaining] wall and removal of the Norway Maples along the side of the house.**

Moved: B. Fleshman

Second: S. Dalzell

**Vote: Roll call vote. 3 votes in favor, none opposed; the motion carried.**

After the vote, F. Smith informed the applicant that this COA would be valid for six months. She expressed willingness to extend the validity if the applicant needed more time to complete the project. G. Gifford opined that the work should be complete within six months.

### Application 22-H-35

Property owner(s): Dennis Bellavance & Rommel Fulgencio  
Applicant(s): Dennis Bellavance  
Property: 7 Portland Road

Application Date: August 10, 2022

Summary: Replace side door, install 2 windows. Install hanging sign, cover steeple in copper, restore stained glass window, and landscaping

Applicant D. Bellavance stated that he had no issue with presenting his application to a reduced Commission. He proceeded to describe the key aspects of his project to convert this Portland Road church into a residence:

1. **Remove trees having roots growing into the foundation:** An arborist statement had been submitted attesting to the tree problem. S. Dalzell asked if one maple near the road was self-seeded or purposely planted. The applicant affirmed the latter. It would not be replaced, he said.
2. **Remove shrubbery intruding onto the neighbor's property:** The removal of a number of shrubs, the applicant said, would improve drainage and likewise mitigate foundation issues. S. Dalzell observed that there were slabs of granite in and around the shrubs and asked if they would also be removed. D. Bellavance responded in the affirmative.
3. **Modify the entrance:** Applicant specifically proposed to remove the entrance handicap ramp, replace railings to be ADA compliant, and replace the building's front wooden door. The new door, he stated, would be 36 inches wide like the door presently in place.
4. **Modify the side windows:** Applicant proposed to change the church's kitchen into a bedroom, and therefor required suitable egress. The area's current window, which are small, would be replaced with larger ones. The applicant provided photos of the existing and proposed windows. A second window in the space would be added for more light. These changes, Mr. Bellavance stated, would be difficult to see by passersby.
5. **Modify the sanctuary's stained glass windows.** The existing sanctuary windows, applicant said, "are in rough shape". Applicant sought to restore them and, in the process, replace several opaque or textured glass inserts with clear glass ones. The applicant also stated that he would hire a window specialist to guide these repairs.

B. Fleshman observed that Secretary of Interior guidelines for historic buildings call for the repair of such windows "in kind". She stated, consequently, that clear glass should not be used. B. Fleshman also suggested that the applicant contact the owner of 25 Summer Street for the names of glass specialists who might help.

6. **Install signage at the front of the building.** The applicant show depictions of several signage options. In response to questions by F. Smith, Mr. Bellavance confirmed that the existing sign is illuminated via a light bulb on the church. S. Dalzell noted that future illumination should be via "dark sky" lights which have a metal hood and direct light downward. F. Smith added that mini solar panels could be used, as well.

In response to questions from S. Dalzell and B. Fleshman, the applicant stated that he preferred a wall-mounted sign citing the building's historic information, but a lawn sign for the street number.

7. **Clad steeple with copper.** Commission members were of the same view that a copper steeple with eventual patina would be visually appealing.

After discussing these projects, F. Smith inquired about the replacement windows to be installed at the back. Applicant confirmed that they would be Andersen windows with a wooden core and vinyl exterior. The current windows, the applicant said, were all vinyl by comparison.

**Motion:** Move to approve Application 22-H-35 for 7 Portland Road as presented with the condition that the center panes of the sanctuary windows be retained as textured glass, if possible using the original glass. (However, applicant can replace one green insert with uncolored textured glass like the others).

Moved: S. Dalzell

Second: B. Fleshman

**Vote:** Roll call vote. 3 votes in favor, none opposed; the motion carried.

The applicant then requested a six month extension of the approval because his contractors are not immediately available. All Commission members agreed to such extension without a formal vote.

### **Application 22-H-36**

Property owner(s): William & Catherine Snow

Applicant(s): Same

Property: 30 Summer Street

Application Date: August 11, 2022

Summary: Remove chimney.

Applicant W. Snow addressed the Commission next, explaining that he and his wife had replaced the roof of their residence at 30 Sumer Street, but leakage problems persist. The house has three chimneys, Mr. Snow reported. The rear one (1) does not connect with a fireplace; (2) instead leads to an unused basement incinerator or possibly bee-hive oven; and (3) is proving hard to seal.

The rear chimney, the applicant professed, is causing leaks and significant water damage. The damage is of such magnitude, he said, that he is now forced to tear down and rebuild all four walls and the ceiling of his dining room. An important historic mural will be lost. B. Fleshman agreed that "fixing the leakage problem" is a priority requirement.

S. Dalzell asked if the chimney in question could be seen from the street, and the applicant responded "barely". The applicant added that it can only be viewed from a distance and from one particular angle.

W. Snow also stated that his arborist recommended that the trees at the front of the property be trimmed “immediately”. The applicant emphasized the urgent need for this remedy. A discussion subsequently ensued about Norway maples.

F. Smith inquired whether the applicants planned to photograph the dining room mural for the historic record. Applicant responded that his wife, a professional photographer, had already taken many photos of it. S. Dalzell observed that several French companies produce high-quality wall paper that replicate historic murals. He urged the applicant to investigate them.

**Motion: Move to approve Application 22-H-36 for 30 Summer Street for the removal of the rear brick chimney as presented.**

Moved: B. Fleshman

Second: S. Dalzell

**Vote: Roll call vote. 3 votes in favor, none opposed; the motion carried.**

After the vote, F. Smith inquired whether the applicant might need an extension, and W. Snow answered in the affirmative because of the difficulty in finding an available contractor. Commission members informally agreed to extend the validity of this approval for one [1] year from this date.

The applicant proceeded to describe a rear “studio” window which is larger than the windows around it. He inquired what materials the HP would need to entertain the replacement of that window for a smaller one similar to the others. F. Smith suggested that the applicant could submit photo and ask for an addendum. Applicant replied that he would file a new application instead.

#### 4. Old Business

##### (a) Election of Officers

Members next took up the election of officers, but informally agreed to postpone the election until September 14, 2022 when expectedly more Commission members would be present.

**Motion: Move to extend the election [of officers] until the HPC’s September 14, 2022 meeting.**

Moved: B. Fleshman

Second: F. Smith

**Vote: Roll call vote. 3 votes in favor, none opposed; the motion carried.**

##### (b) Other Old Business

There was none.

#### 5. New Business

There was none.

**6. Review and Approve Minutes**

Members also agreed to postpone their review of the HPC' prior minutes until more members were in attendance.

**Motion:** Move that the HPC postpone its review of the Minutes of July 27, 2022 and August 10, 2022 until its September 14, 2022 meeting.

**Moved:** B. Fleshman

**Second:** S. Dalzell

**Vote:** Roll call vote. 3votes in favor, none opposed; the motion carried.

**7. Adjournment**

There being no further business, the presiding officer declared the meeting adjourned at 7:11pm.

**Motion:** Move that the meeting be adjourned.

**Moved:** S. Dalzell

**Second:** B. Fleshman

**Vote:** Voice vote, 3 votes in favor, none opposed; the motion carried.

Respectfully submitted by,  
J. Schlagheck

Adopted by the Commission in its meeting  
of September 14, 2022

Signed by

  
HISTORIC PRESERVATION COMMISSION