

HISTORIC AREA COMMISSION
1 Municipal Drive
November 9, 2023

Present: Lisa Doak, Acting Chairperson
Cynthia Batty
Kevin Wade
Leila Hamroun, City Architect

Also Present: Jeffrey Bergstrom, City Building Official

Absent: Tera Hayward-Olivas, Chairperson

Ms. Doak convened the meeting at 6:30 p.m. Roll call followed and a quorum to conduct business was declared.

Approval of the Minutes

Ms. Doak stated that the City Solicitor advised that the Commissioners could use the Rule of Necessity to approve all previous Minutes for which approval was postponed due to a lack of quorum of members in attendance.

May 11, 2023

A motion was made by Ms. Doak to approve the May 11, 2023 minutes as presented. The motion was seconded by Ms. Batty and unanimously carried.

July 13, 2023

A motion was made by Ms. Doak to approve the July 13 2023 minutes as presented. The motion was seconded by Ms. Batty and unanimously carried.

September 14, 2023

A motion was made by Ms. Doak to approve the September 14, 2023 minutes as presented. The motion was seconded by Ms. Batty and unanimously carried.

October 12, 2023

A motion was made by Ms. Doak to approve the October 12 2023 minutes as presented. The motion was seconded by s. Batty and unanimously carried.

New Business

105 The Strand – Kathleen Curran and Patrick Pinnell

An application was submitted to construct a new structure on a vacant lot located at 105 The Strand.

Mr. Pinnell stated that modifications were made to a plan originally brought before the HAC as a consultation. Ms. Hamroun explained the modifications made to the original plan, noting that one modification in the package presented to the HAC shows sky lights on the front; however, those have been removed from the final plan. Translucent shingles and skylights proposed at the

back of the house are not visible from the public right-of-way. Ms. Hamroun stated there is a good scale of massing with adjacent properties and proposed materials are consistent with the Historic District. Ms. Hamroun recommended that HAC approve the proposed plan as submitted.

Ms. Hamroun and Mr. Pinnell responded to questions and comments from the Commissioners. With regard to the skylights that were removed from the original plan, Ms. Hamroun noted that approving those skylights would be in direct contradiction of the Guidelines. Ms. Doak recommended a change of lighting on the front. In response to a question from Mr. Wade, Mr. Pinnell noted that a handrail is intended to be installed on the front stairs.

A motion to approve the application as submitted was made by Ms. Doak with the change as noted to remove the skylights in front to have a sloping roofline with no dormers and no windows, that lighting on the front will be replaced with copper lights or other appropriate lighting of the applicant's choosing, and that a handrail will be installed on the stairs leading from the front porch. If any other changes are made to the plan the applicant will be required to come back to HAC for approval. The motion was seconded by Mr. Wade and unanimously carried.

Gas Piping

Discussion of gas piping placement and responsibilities of the gas companies will be added to the December HAC Agenda.

Consultation

Ben Alexander – President, Friends of New Castle Library

Mr. Alexander noted that he had been in contact with Mr. Bergstrom regarding improvements to the Library's back garden by installing a deck over the area to create a more usable space. The space is not visible from Delaware Street or 5th Street and therefore, the Friends would like to use a composite material for the deck. Mr. Alexander will submit a formal application for HAC review. Ms. Haroun and Mr. Bergstrom will communicate with Mr. Alexander regarding information to be included with the application.

There being no further business to discuss, Ms. Doak called for a motion to adjourn.

A motion to adjourn was made by Ms. Doak and seconded by Ms. Batty. The motion was unanimously carried, and the meeting adjourned at 7:05 p.m.

Respectfully submitted,

Kathleen R. Weirich
City Stenographer