

Town of Lunenburg

Architectural Preservation District Commission



Cullen Dwyer, Chairman
Anthony Sculimbrenne, Vice Chair
Nathan Lockwood, Member
Richard McGrath, member
William Lloyd, Clerk

Meeting Minutes Tuesday, March 7, 2023 Ritter Building

Call to Order: At 7:31 PM

Present: Chairman Dwyer, Sculimbrenne, Lloyd, Lockwood

Review of Minutes: Meeting Minutes for February, Chair Dwyer voted to approve, seconded by Mbr Sculimbrenne; approved by Dwyer, Sculimbrenne, Lloyd; Lockwood & McGrath abstained

Public Comment: None

Correspondences:

- 1) Philp's House - Historical windows were replaced without building permit, asked about penalty if work completed without permit. *Issuance of fines if building permits are not issued*
 - a. Creating a process so when homes sell within the district the new owners are aware of the process of routing work through APDC.

New Business:

- 1) New Draft of CTA
 - a. Review
 - i. Filing Fee, is it needed. Will have to research history of the fee.
 - ii. Requested documents within the CTA, are all needed.
 - iii. Questionnaire to replace statements of evaluations.
 - iv. Documentation of applications that do not apply to 113-B need to be recorded how.
 - v. Need to discuss with Town Clerk about application fee and dual submittal of applications.
- 2) Flow chart
 - a. No update of sketch of the process, will change if CTA draft adapted.
 - b. Submission date, could have to wait 30 days for answer depending on submission.
- 3) Report from Historical Commission
 - a. Putting together a veteran banner project – will submit plan to APDC

Old Business:

- 1) 50 Main Street – Former Methodist Church
 - a. Falling into a status of demolition by neglect, within the APDC powers to ask building inspector to issue a cease and desist order to stop the demolition by neglect. Order can cause the loss of ability to apply for building permit for two years. Member Lockwood

will talk to owner, and might ask to come to board to discuss the location. Prior notice of violation sent by Chair Dwyer (June 2021) but unknown if notice ever made it to the owner.

2) Town pound is in disrepair

- a. Member McGrath asked to allow him to create a plan for restoration. Will deconflict with the sale of the property to avoid any concerns with the sale. Will check with assessor to check to see if the parcel includes the town pound. Additionally, he will look into process of work clearance for his plan.

Other Business:

- 1) None

Next Meeting: Meeting Schedule:
Tuesday, April 4, 2023

Adjourned: 8:59 PM