

Meetings

The commission met thirteen (13) times during the year:

- 11 Regular Monthly Meetings
- 2 Special Meetings regarding an application for 54 Hammersmith Road

Commission Members as of the end of the year

Andy Bjork (Chair)
Rosemary O'Brien (Vice Chair)
Michael Ryan (Secretary)
Nancy Stafford
Don Ross
David Adams
James Madson
Kelly Moran (Alternate)
One Alternate needed (as of Dec 2021)

Activities/Accomplishments

In addition to the regular monthly agenda of application review, the Commission had the following activities and accomplishments:

1. The Historic District Commission held Virtual Open Meetings through July, then starting in August shifted to In-Person meetings at City Hall observing all health-safety protocols.
2. The Commission approved an updated Policy Statements on Door and Window Replacements, as well as a Policy Statement on Timing of Submissions
3. The Commission heard a presentation from Cultural Heritage Partners regarding the historic preservation impact of offshore wind power. A Committee was established to research further and provide an opinion paper back to the full Commission.

Applications Reviewed:

10 Seaview Avenue, Plat 31, Lot 99, for permission to make minor modifications to a previously approved application and demolish existing garage.

88 Washington Street, Plat 12, Lot 46, for conceptual approval to make minor alterations to existing structure. Construct new single-family residence and elevate grade above flood zone. Repair/replace in kind all trim, siding, windows, and doors with the exception of the non-original windows and doors underneath the existing deck at basement level which will be replaced with Andersen A-series. Asphalt roof to be replaced with cedar shingles.

412 Bellevue Avenue, Plat 34, Lot 55, for permission to replace colonnade at West elevation.

5 Ocean Lawn Lane, Plat 34, Lot 237, for permission to infill both north and south ends of breezeway and minor fenestration changes. Create new roofline at sun room and install new transom windows. Build addition to extend breakfast room to east. All materials and details will match existing in scale and proportion.

79 Prospect Hill Street, Plat 27, Lot 59, for permission to reconstruct existing front porch, restore to original open design, provide new slate roof to match original, remove rear bump out, expand first floor footprint across rear of house. Add deck and stairs, replace all windows with new Pella Architect series windows. Restore or replace exterior elements to match original character. Add low profile dormer to existing carriage house and create new window and door openings.

19 Poplar Street, Plat 12, Lot 134, for permission to install gas regulator on side of house.

32 School Street, Plat 24, Lot 128-401 for permission to replace 3 double hung windows to match existing for permission to replace 6 windows.

123 Ocean Avenue, Plat 41, Lot 344, for permission to demolish existing house and garage and construct new single-family residence.

12 Battery Street, Plat 12, Lot 250, for permission to replace windows.

54 Second Street, Plat 12, Lot 188 for permission to Install 6 Renewal by Andersen windows.

443 Bellevue Avenue, Plat 36, Lot 11, for permission to install 33 solar panels on South facing roof on North side of main house.

79 Dixon Street, Plat 35, Lot 282, for permission to remove existing asphalt roof and replace Alaskan yellow cedar shingles. For permission to enclose existing terrace with greenhouse roof and add balustrade at the flat roof on the south side of existing main house.

51 Prairie Avenue, Plat 23, Lot 161, for permission to replace 6 individual windows.

17 Third Street, Plat 16, Lot 27, for permission to install new foundation.

53 Washington Street, Plat 16, Lot 14-4, for permission to replace 2 wood windows in kitchen. Replace steel door at rear of property with wood door.

19 John Street, Plat 27, Lot 264, for permission to remove and replace existing siding and shingles and replace in kind. Restore all existing original windows as noted in floor plans and elevations. Remove windows at kitchen and replace with new windows. Replace door at kitchen. Remove damaged exterior trim and replace in kind. Remove roof on existing shed dormer on West elevation and replace with new gable roof to match dormers on neighboring properties. Add new skylight on renovated gable dormer. Add two gable dormers with windows on east elevation. Remove storm doors on front entry. Restore and refinish existing entry doors. Restore front stair and railing. Add exterior wall scones to front entry and at kitchen door. Remove existing bulkhead door to basement and replace with a custom wood door with paneling to match front entry doors. Add new deck to backyard. Add bluestone terrace and walkway. Add mini split air-conditioning system.

9 Tompkins Court, Plat 25, Lot 125, for permission to construct single family residence on empty lot.

18 Memorial Boulevard, Plat 28, Lot 84, for permission to construct shed dormers on both east and west sides of the existing roof. Add 48" cantilevered deck with sliding patio door. Clad exterior with cedar wood wall shingles and cedar trim. Roof to be asphalt shingles. Windows will be aluminum clad wood construction with simulated divided lights. For permission to construct cedar shingle clad shed dormer on east side of roof.

16 Brinley Street, Plat 25, Lot 13, for permission to replace all existing roofing, windows, doors, siding, and trim.

41 Ledge Road, Plat 38, Lot 53, for permission to install new pool and remove two windows and install 4 panel French doors

16 Ochre Point Avenue, Plat 38, Lot 21, for permission to modify existing rooftop antenna installation.

11 Sunshine Court, LLC, 11 Sunshine Court, Plat 12, Lot 214, for permission to remove chimney, remove and relocate exterior stairs and back door, repair front porch and recess front stairs into front porch, repair/replace railing, repair framing and foundation systems, replace all windows.

90 Third Street, Plat 9, Lot 30, for permission to remove back deck and replace with stone patio, replace front door, install outdoor shower.

125 Brenton Road, Plat 43, Lot 71, for permission to add new foyer and exterior entrance. New front door, transom and details to match existing doors. Add new French door to mudroom. Door to match existing.

5 Mount Vernon Street, Plat 21, Lot 102, for permission to replace 9 windows.

15 Sherman Street, Plat 21, Lot 46, for permission to construct second floor addition at East elevation.

76 Division Street, Plat 24, Lot 191, for permission to remove chimney.

1 Seaview Avenue, Unit 3, Plat 31, Lot 14-3, for permission to remove and replace 9 windows.

23 Sherman Street, Plat 21, Lot 171, for permission to remove existing side porch on East elevation and rebuild and extend. New addition to include and new full bath and enclosed entrance. Addition to be one story. New entrance stoop to be added to East elevation to serve as new side entrance.

52 Bridge Street, Plat 16, Lot 52, for permission to build new single-family dwelling.

53 Bridge Street, Plat 16, Lot 53, for permission to build new single-family dwelling.

11 Ocean Heights Road, Plat 41, Lot 331, for permission to build new single-family dwelling.

0 Hozier Street, Plat 17, Lot 228, for permission to grind excess mortar off existing brick. Sandblast or power wash brick. Install pre-cast concrete bonds and cornices. Install two windows to match existing windows with concrete headers and sills. Extend concrete banding to match rest of building. Repair concrete at roofline.

125 Brenton Road, Plat 43, Lot 71, for permission to renovate an existing single story studio structure to provide 2 car garage/bedroom/bathroom on newly formed second floor in existing roof space. Proposed lean to porch structure and terrace attached to existing Studio building with new masonry

fireplace and chimney. Proposed pool and hot tub with hardscaping. Proposed pool equipment. Proposed underground slab and propane tanks.

88 Third Street, Plat 9, Lot 108, for permission to remove rear deck and expand footprint of single-story space on rear of home. Add second floor to expanded footprint. Construct landing at new rear facing doorway. Replace all existing replacement windows with new Pella Architect series windows wood/clad windows. Add skylights to existing roof. Reconstruct existing chimney with brick veneer to match. Build new shed in rear of yard.

28-30 John Street, Plat 27, Lot 64, for permission to add (2) skylights to existing roof, move location of side door and replace with custom solid wood door. Replace rusted front handrail to match existing. Replace existing front door with new custom solid wood door. Rebuild existing pressure treated deteriorating deck and railing system with new IPE decking and mahogany railing system. Install new cedar historical board and batten shutters on front façade.

20 Chartier Circle, Plat 44, Lot 58, for permission to add 900 SF addition to the west of the existing residence. Update existing fenestration.

13 Maitland Court, Plat 9, Lot 19, for permission to replace front entry door and rear entry door.

9 Mount Vernon Street, Plat 21, Lot 100, for permission to replace exterior trim and casings with similar materials and in the similar style. Remove and replace existing sash with HDC approved all wood windows. Six over six double hung. No alterations to existing structure.

66 Third Street, Plat 12, Lot 25, for permission to replace front door, replace rear casement window with double hung window, demolish rear bump out and re-clap rear, add shutters to the house, demolish two chimneys.

26 Greenough Place, Plat 22, Lot 41, for permission to North Elevation: Add new AC condenser units at grade. Units to be fenced. Replace two 1st floor windows units with new windows. Expand 3rd floor gable dormer with new window unit. Add new gable dormer at 3rd Floor with double hung window. South Elevation: Replace 3 non-historic kitchen windows on 1st floor. Convert 2nd Floor window into door on South Elevation and create a small deck. Decking and rails to be all wood. Add new gable dormer at 3rd Floor with double hung window. West elevation: Add new gable dormer at 3rd Floor with double hung window. All new windows to be clad exterior / wood interior Pella Lifestyle line or equivalent product. All cladding and trim to be painted wood.

12 Catherine Street, Apartment 5, Plat 25, Lot 133-5, for permission to replace windows and door.

7 Elizabeth Street, Plat 25, Lot 28, for permission to install solar panels.

96 Harrison Avenue, Plat 41, Lot 10-4, for permission to construct 23'x23' 2 car garage connected to east side of carriage house by a 5'x19' connector.

52 Catherine Street, Plat 22, Lot 117, for permission to install solar panels.

22 Elm Street, Plat 16, Lot 47, for permission to expand garage footprint by 66 SF and add second story to structure.

50 Second Street, Plat 12, Lot 292, for permission to remove rear bulkhead enclosure, wood deck and stairway, remove west facing windows and doors. Construct 9' x 17'-6" addition, construct North facing shed dormer with new bedroom window, add two skylights to existing South side roof and one skylight on North side of new roof. Construct new outdoor shower.

58 Washington Street, Plat 16, Lot 13, for permission to replace 4 double hung windows.

10 Linden Gate Lane, Plat 23, Lot 143, for permission to construct 12' x 19' single story addition and new 14' x 10' deck. Remove existing siding and trim and replace with new cedar siding and composite trim, painted. New bedroom windows to meet egress code.

37 Elm Street, Plat 16, Lot 195, for permission to add railings, posts, and balusters for widows walk. Add three small dome skylights on flat roof, repairs to roof and chimney.

37 Ledge Road, Plat 38, Lot 57, for permission to replace garage doors.

89 Second Street, Plat 9, Lot 311, for permission to replace 17 existing windows.

35 Elm Street, Plat 16, Lot 31, for permission to keep and restore existing South elevation windows and door. Replace existing deteriorated windows and doors on West, East, and North elevations.

420 Bellevue Avenue, Plat 34, Lot 56, for permission to make various repairs and upgrades to existing exterior features. Begin restoration of second floor porch restoration.

123 Ocean Avenue, Plat 41, Lot 344 for full approval of materials and details. Demolition and conceptual approval previously granted.

12 Sunshine Court, Plat 12, Lot 109, for permission to replace slate portion of roof with asphalt shingles.

27 Kay Street, Plat 22, Lot 11, for permission to replace 4 upper third floor windows with like kind wood windows. Repair remaining third floor windows

46 Chastellux Avenue, Unit 6, Plat 42, Lot 28-M6, for permission to replace 4 double hung windows, no grilles with terratone exterior. Replace 2 picture windows, no grilles, with terratone exterior, replace 1 patio door, no grilles with terratone exterior.

15 Cherry Street, Plat 12, Lot 29-6, for permission to remove vinyl siding and replace with wood clapboard, remove vinyl windows and replace with Pella true divided light windows, remove aluminum and vinyl gutters and square downspouts and replace with integrated wood gutters with round downspouts to match rear of building, repair or replace and damaged or rotted soffit, fascia, rake, frieze boards. Replace skylight at rear of roof in preparation of shingle replacement. Remove and replace and dry or rotted window trim and aluminum trim veneers with historical sills.

119 Spring Street, Plat 24, Lot 132, for permission to complete exterior rehabilitation and restoration of original house. Install new windows on the West side. Replace existing skylights in kind. Remove existing 1969 addition in back (west) and replace with new addition. Construct new one-story Orangery with skylight and one car garage.

16 Poplar Street, Plat 17, Lot 6, for permission to construct 16'x14' secondary structure in back corner.

21 Hammersmith Road, Plat 43, Lot 75, for permission to construct secondary structure in Northeast section of property.

54 Ayrault Street, Plat 22, Lot 64, for permission to extend small addition. Repair existing front porch and roof.

54 Hammersmith Road, Plat 43, Lot 54, for permission to construct new single-family residence. Proposed residence to be 2 ½ story with attached garage. Modify historic stone wall. Repair existing historic stone wall. Modify historic stone wall to add stone cap and add ornamental fencing to existing historic stone wall.

29 Greenough Place, Plat 22, Lot 123, for permission to add covered breezeway connector between house and garage.

235 Spring Street, Plat 27, Lot 85, for permission to replace 1 front entry door and replace 6 double hung windows.

51 Third Street, Plat 12, Lot 43, for permission to remove window.

63 John Street, Plat 28, Lot 67, for permission to enclose first floor deck. One patio door to be removed and 4 new windows to be added. Exterior porch stairs to be re-built in kind with smaller footprint. Existing original windows to be restored, trim and siding to be replaced in-kind as needed. Chimney flashing to be replaced as needed. Existing fire escape stair to be removed.

74 Bridge Street, Plat 16, Lot 74, for permission to add 3 low profile skylights to match dimensions of existing skylight currently on east side of roof. Existing skylight to be replaced. New skylights to be 5" proud of roofing shingles.

11 and 15 W Marlborough Street, Plat 17, Lot 145-4, for permission to replace 26 windows. Replace front door.

21 Marsh Street, Plat 16, Lot 92, for permission to replace rear first floor aluminum casement window with triple double hung windows, replace rear second floor aluminum casement window with one double hung window and move rear entry door and stairs from middle of the house to the east side of the house. The new doorway will replace the lower left-hand window.

364 Bellevue Avenue, Plat 34, Lot 21, for permission to change slate roof to asphalt.

44 Williams Street, Plat 28, Lot 96, for permission to install glass door on back entry of house.

12 Sunshine Court, Plat 12, Lot 19, for permission to replace slate roof with asphalt.

93 Second Street, Plat 9, Lot 320, for permission to demolish existing single family.

38 Bellevue Avenue, Unit 4, Plat 25, Lot 62-4 for permission to add deck on roof of existing building. Railings to match adjacent deck as closely as possible. Replace existing window with glass door.

100 Harrison Avenue, Plat 41, Lot 10-4, for permission to connect existing front stair and porch with new roofline and front facing stair. Construct small rear addition with new deck and stairs. Rake and eave details to match existing home.

66 Prospect Hill Street, Plat 27, Lot 237, for permission to repair front porch and balcony due to wood deterioration and porch roof leak. Remove infill walls and modern windows as required to address damage. Install new railings and return porch to open design in manner of twin house next door.

25 ½ Willow Street, Plat 12, Lot 294, for permission to add rear second story bathroom addition over existing first floor bathroom.

75 Brenton Hill Road, Plat 43, Lot 24, for permission to modify previously approved exterior features. Façade of approved addition will be changed from stucco walls to pilasters and trim. The windows and doors will be Marvin clad ultimate series. Entry doors to be painted mahogany. Add condenser and generator on northeast side of building. Construct new tennis court. Infill opening in existing stone wall. Add condensers, one on northwest corner of office and one on west side of guest house.

275 Harrison Avenue, Plat 44, Lot 121, for permission to modify the east elevation of the existing east wing by removing three garage doors and infilling with new wood windows to match existing and add a glass entry to the new kitchen/living room. On the south façade of the east and west wings the owner request to switch existing windows to French doors. For permission to construct new garage to the North of existing east wing and teahouse to north of existing west wing.

364 Bellevue Avenue, Plat 34, Lot 21, for permission to change slate roof to asphalt.

44 Williams Street, Plat 28, Lot 96, for permission to install glass door on back entry of house.

12 Sunshine Court, Plat 12, Lot 19, for permission to replace slate roof with asphalt.

93 Second Street, Plat 9, Lot 320, for permission to demolish existing single family.

111 Harrison Avenue, Unit 1, Plat 41, Lot 008-1, for permission to install window in western wall. Proposed window will be made to look like existing original windows.

527 Ocean Avenue, Plat 44, Lot 118, for permission to construct new single-family residence with pool house, pergola, and garage.

90 Brenton Road, Plat 43, Lot 34, for permission to construct new single-family residence with attached two car garage and pool.

40 Castle Hill Avenue, for permission to demolish existing non-contributing residence and construct new single-family residence.

17 John Street, Plat 27, Lot 89, for permission to replace existing wood gutters with fiberglass gutters.

336 Gibbs Avenue, Plat 23, Lot 81, for permission to add 6' x 8'-6" addition at the Southeast corner of the house, add 2 decks at the east elevation, add porte cochere at north elevation, add/remove windows as per plan. Remove old elevator shaft, remove bump out at West elevation, change moldings/exterior details to original condition per plan.

201 Carroll Avenue, Plat 41, Lot 346, for permission to replace non-original windows and doors with new units to match main house. Replace non-original skylights with new Velux fixed skylights in existing openings. Remove non-original chimney. Add balcony to north wing to match existing south balcony. Scope of proposed work is limited to guest house behind main house.

19 Elm Street, Plat 16, Lot 24, for permission to replace rotten wood gutter on west side with composite to match east elevation. Replace trim with composite trim to match east elevation.

56 Ayrault Street, Plat 22, Lot 5, for permission to remove and replace two existing double hung windows with Andersen 400 Series windows.

4 Barclay Square, Plat 34, Lot 184, for permission to construct new entry addition to contain a new entry, elevator, small laundry, and stair modifications. All windows and front door to be re-used or constructed to match existing "Marvin" windows. All trim, shingles and roofing shingle to match existing house in style, design, and color.

74 Second Street, Plat 12, Lot 295, for permission to modify existing flat roof to become accessible, add lpe decking and a roof hatch. Replace railing with decorative railing.

46-48 Third Street, Plat 12, Lot 197, for permission to replace 3 windows in kind.

96 Harrison Avenue, Plat 41, Lot 413, for permission to construct 23' x 23' 2 car garage connected to the east side of the carriage house by a 5' x 16'-6" connector.

10 Sherman Street, Plat 21, Lot 30, for permission to replace slate roof with asphalt roof alternative.

5 Bayside Avenue, Plat 9, Lot 210, for permission to demolish existing building and re-build new single family

6 Greenough Place, Plat 22, Lot 27, for permission to replace existing dilapidated garage within the existing footprint. For permission to re-design and re-build the existing deck within existing footprint.

20 Kay Street, Plat 21, Lot 127, for permission to remove west side three story exit stairway, construct new exit stairway and deck, construct new roof-top deck over existing flat roof.

4 Willow Street, Plat 12, Lot 112-4, for permission to remove West side deck, replace with new entry deck and steps. Replace single West facing dining area window with shallow profile double window bay and save original window on site. Replace South facing dining area with new glass/wood French doors (save original window on site). Re-position West facing rear entry door and window. Provide new glass /wood entry door Restore window. Remove one West facing skylight. Add two (2) skylights to West side roof. Remove (non original) South facing second story window. Repair siding. Remove East facing kitchen window. Provide "replacement style" Pella wood window with wood panel below. Save original sashes on site. Reconstruct existing chimney with brick veneer to match. Add copper gutters and

downspouts to a flat roof perimeter. Build new shed in rear of yard. Place two condensers within fenced area on site.

399 Ocean Avenue, Plat 43, Lot 2, for permission to elevate existing building 30" to elevation 17' above MSL. Install new wood roof and wood siding. Expand existing outbuilding to become carriage house. Building to have new wood roof and wood siding with wood doors. Construct new connector addition between existing house and expanded carriage house. Connector to have wood roof and siding will be vertical and horizontal wood.

93 Second Street, Plat 9, Lot 320, for permission to construct new single-family residence.

125 Brenton Road, Plat 43, Lot 71, for permission to construct hipped roof porch structure and terrace attached to an existing Studio building with new masonry fireplace and chimney. New pool. Pool equipment, and hot tub with hardscaping.

360 Gibbs Avenue, Unit 7, Plat 23, Lot 94-7, for permission to replace 6 double hung windows.

16 Brinley Street, Plat 25, Lot 13, for permission to install 8 wall mounted condenser units.

104 John Street, Plat 28, Lot 150, for permission to continue renovation/restoration of front façade.

6 Mary Jane Lane, Plat 44, Lot 105, for permission to extend existing garage footprint 17'-2" East to create two car garage and mudroom. Remove single garage door and replace with two single car garage doors. New covered entry porch at garage addition main door. Window modifications at rear. Demolition of existing rear deck. Demolition of existing chimney. Construct new 21'-6" x 13'-1" addition at rear in place of existing deck. Reconstruct new chimney.

13 Greenough Place, Plat 22, Lot 84, for permission to demolish attached garage- save and restore siding and garage doors (as able). Replace materials in kind. Replace 3 windows. Rebuild existing footprint and dimensions of the current detached garage.

15 Hammersmith Road #1A, Unit 5, Plat 43, Lot 65-01A, for permission to install 5 new skylights and 1 new egressable casement window as shown on plans at 3rd floor level.

66 Prospect Hill Street, Plat 27, Lot 237, for permission to repair front porch and balcony due to wood deterioration and porch roof leak. Remove infill walls and modern windows as required to address damage. Install new railings with turned balusters at balcony. Install new railings with turned balusters to open porch and stair.

38 Beacon Hill Road, Plat 41, Lot 411, for permission to construct new single-family dwelling and 3 car detached garage. Install pool and spa. Install pool cabana. Install A/C condenser and generator per plans.

2-4 Hazard Avenue, Plat 36, Lot 30-4, for permission to remove failing black slate on all roof elevations and roof sheathing repair. Replace black slate with synthetic shingle. Restore gutter, wood crown, and downspouts. Replace copper seamed roof at south elevation with same. Replace copper flashing with same. Install solar panels.

21 Hammersmith Road, Plat 43, Lot 25, for permission to remove existing brick piers and replace them with a 10" thick foundation wall that extends down below the frost level at all sides of building. The house will be elevated 18". For permission to construct new garage off southeast corner of existing main house.

23 Bridge Street, Plat 17, Lot 52, for permission to remove lower mansard wood shingles. Install asphalt shingle roof to match existing front roofs.

3 Greenough Place, Plat 22, Lot 80, for permission to replace asphalt roof with standing seam metal roof on garage.

74 Bridge Street, Plat 16, Lot 74, for permission to construct wooden potting shed connected to glass greenhouse structure.

Recognition:

The Commission would like to extend thanks to the support of City Department of Building and Inspections. Specifically, the direct support of Helen Johnson, City Preservation Planner, Julie Henderson, Administrative Support and Patricia Reynolds, Director of Planning and Economic Development.

Attendance – Historic District Commission

<i>Historic District Commission 2021 Meeting Date</i>	<i>Karl Andy Bjork – Chair</i>	<i>Rosemary O’Brien – Vice Chair</i>	<i>Michael Ryan - Secretary</i>	<i>Nancy Stafford</i>	<i>Howard Elliott</i>	<i>Donald Ross</i>	<i>David Adams</i>	<i>James Madson</i>	<i>Kelly Moran Alternate</i>	<i>Diana Sylvaria – Term Complete</i>	<i>Joanna Salvo – Term Complete</i>
January 19	Present	Present	-	Present	Present	-	-	-	-	Present	Present
Feb 16	-	Present	-	Present	Present	-	-	-	-	Present	Present
April 13/17 Rescheduled	Present	Present	Present	Absent	Present	Absent	Present	Present	-	-	-
April 20	Present	Present	Present	Present	Present	Present	Present	Present	-	-	-
May 13 Special Mtg	Present	Present	Present	Present	Present	Present	Present	Present	-	-	-
May 18	Present	Present	Present	Present	Present	Present	Present	Present	-	-	-
June 1 Special Mtg	Present	Absent	Present	Absent	Present	Present	Present	Present	-	-	-
June 15	Present	Present	Present	Present	Present	Present	Present	Present	-	-	-
July 20	Present	Present	Present	Absent	Present	Present	Present	Present	-	-	-
Transition from Remote to In-Person Meetings (Newport City Hall)											
August Meeting Canceled											
Sept 21	Present	Present	Present	Absent	Absent	Present	Present	Present	-	-	-
October 19	Present	Present	Present	Present	Present	Present	Present	Present	-	-	-
Nov 16	Present	Present	Absent	Present	Present	Present	Present	Present	Present	-	-
Dec 21	Present	Present	Present	Present	Present	Present	Present	Present	Present	-	-
Staff Present											
<p>Helen Johnson, Preservation Planner was present at all meetings except the December 21st meeting Patricia Reynolds, Director of Planning and Economic Development was present at the December 21st meeting</p>											