

Meeting Minutes

Newport Historic District Commission

Tuesday, February 10th

I. CALL TO ORDER

II. ROLL CALL AND DETERMINATION OF QUORUM

Members Present:

Deanna Amorello, Chair
Jim Madson, Vice Chair
Kelly Moran, Secretary
Frank Balla
Brooke Richter

Members Absent:

William Finlay

Staff Present:

Jillian Chin, Preservation Planner
Kimberly Earlywine, Assistant Preservation Planner
Kevin Gavin, Solicitor

III. APPROVAL OF MINUTES

January 13, 2026

IV. COMMUNICATIONS

V. ACTION ITEMS

A-1. Application #2024-May-020 of Cynthia Barton, of **61-63 Kay St**, Plat 22, Lot 003, (*Contributing*) extend Certificate of Appropriateness for permission to construct a two-story addition on the southeast elevation with corner board to distinguish new addition. *Attorney J. Russell Jackson was present to represent the application. A motion was made to approve the request, moved by Frank Balla, seconded by Jim Madson, all in favor.*

A-2. Application of **105 Broadway**, Plat 21, Lot 196, for architectural review and recommendation. *Project was discussed in terms of size, scale, massing, and design. Recommendations were sent to the Planning Director.*

VI. CONTINUED APPLICATIONS

C-1 Application #HDC-25-203 of Mark Reitman, of **7 Willow St**, Plat 12, Lot 189, (*Contributing*) for permission to construct a second-floor addition of 216 square feet to include new bathroom and closet, all contained within footprint of house. (***Application was withdrawn at the request of the applicant.***)

C-2 Application #HDC-25-211 of John D. Picotte Jr, of **11 Brenton Rd**, Plat 41, Lot 416, (*Non-Contributing*) for permission to construct new home at former site of Underwood School. *Jonathan Brundage, Jessica Karpeichik and Mark Mason were present to represent the application. A motion was made to approve the application citing 17.80.060.C.1,2,3, moved by Frank Balla, seconded by Jim Madson, all in favor.*

C-3 Application #HDC-25-214 of Elijah Duckworth-Schachter, of **6 Greenough Pl**, Plat 22, Lot 27, (*Contributing*) for permission to retain existing carriage house, raising it to install new concrete foundation, rebuilding rot and

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deterioration as needed. Install two new outswing wood carriage doors, restore all existing windows, remove later lean-to addition and rebuilding in same footprint an entrance vestibule and stair to the second floor. Reframe existing second floor and convert space into dwelling unit, retain existing windows and install new skylights in west elevation. Build 918 square foot single floor guest cottage and porch to the south of the existing carriage house and connecting it to the new entrance vestibule. ***(Continued to the March 10th 2026 HDC Meeting at request of applicant).***

C-4. Application #HDC-25-230 of Christopher Ruth, of **97 Harrison Ave, Unit PL**, Plat 41, Lot 268, *(Contributing)* for permission to construct second-floor gable dormer on north side and add new copper finial on existing cupola. ***(Continued to the March 10th 2026 HDC Meeting at request of applicant).***

C-5. Application #HDC-25-233 of Matthew Feeney, of **30 Poplar St**, Plat 16, Lot 21-4, *(Contributing)* for permission to move house off the east property line and construct addition. ***(Continued to the March 10th 2026 HDC Meeting at request of applicant).***

C-6. Application #HDC-25-236 of Shelley Mahood, of **73 Catherine St**, Plat 23, Lot 98, *(Contributing)* for permission to construct a new two-family structure and three-car garage. ***(Continued to the March 10th 2026 HDC Meeting at request of applicant).***

VII. NEW APPLICATIONS

N-1. Application #HDC-25-241 of RI Property Wire LLC, of **27-31 1/2 Franklin St**, Plat 27, Lot 72, *(Contributing)* for permission to add new rear shed dormer, replace existing doghouse-style bulkhead with a new bulkhead, construct faux chimney to replace brick chimney, replace front door with larger door, rearrange fenestration, install 20"H x 27"W sign, install HVAC equipment, and replace windows that are deemed irreparable from window report. *Shane Cooper and Brian Shull were present to represent the application. A motion was made to split the application into two parts, part I, reconstruct the chimney in original location, reconstruct the bulkhead; Part II, addition of dormer, front door, signage, rear fenestration and windows, moved by Frank Balla, seconded by Jim Madson, all in favor. A motion was made to approve Part I of the application, citing 17.80.060.A.1,4,5,7, moved by Frank Balla, seconded by Jim Madson, all in favor. A motion was made to continue Part II of the application to the March 10, 2026 HDC Meeting, moved by Frank Balla, seconded by Jim Madson, all in favor.*

N-2. Application #HDC-26-4 of Newport Restoration Foundation, of **32 Clarke St**, Plat 24, Lot 85, *(Contributing)* for permission to do full exterior restoration to include in-kind repairs as needed to clapboard, paint, and full window restoration. Replace asbestos roof with yellow cedar shingles. Addition of new copper chimney cap and rear copper gutters. *Summary. A motion was made to approve the application, citing 17.80.060.A.1,4,5,7, moved by Frank Balla, seconded by Jim Madson, all in favor.*

N-3. Application #HDC-26-5 of Mary D. DesPrez, of **160 Webster St**, Plat 36, Lot 003, *(Non-Contributing)* for permission to replace existing garage door with new carriage style garage doors. *Commissioner Goddard recused himself from the hearing. Architect Spencer McCombe was present to represent the application. The application was amended to change garage doors from divided light to single light doors. A motion was made to approve the application*

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on the conditions that the garage doors have single light windows, citing 17.80.060.B.1,2, moved by Frank Balla, seconded by Jim Madson, all in favor.

N-4. Application #HDC-26-6 of Rainbow Chard LLC of **16 Clarke St**, Plat 24, Lot 049, *(Contributing)* for permission to replace 30-inch height railings and balusters with 42-inch height code compliant similar railings and balusters. Replace posts to accommodate additional height for installation. Replace aged decking, replace lattice panels, and replace with raised panels. *Commissioner Balla recused himself from the hearing. Duncan Macomber was present to represent the application. A motion was made to approve the application on the conditions that a variance to retain and restore the baluster at height be pursued, decking to be replaced with mahogany and tongue and groove wood paneling to replace the lattice, citing 17.80.060.A.1,2,3,4,5,7, moved by Jim Madson, seconded by Kelly Moran, all in favor.*

N-5. Application #HDC-26-7 of Jacqueline Ivory of **11 Guerny Ct**, Plat 12, Lot 20, *(Contributing)* for permission to replace trim and siding in-kind. Remove all existing vinyl replacement windows and replace with new Marvin Ultimate wood windows with simulated divided lights. Remove existing front door and replace with new double door. Remove door on south elevation and replace with new double door. Remove existing deck boards on south elevation and replace with new wood decking. Demolish existing bulkhead and replace with glass bulkhead door. Addition of new stone chimney on north elevation of shed for proposed outdoor cooking unit. Remove existing shed door and replace with new Dutch door. Add skylight on north elevation of main house and west elevation of garage. Replace all skylights in-kind. Add new HVAC on west elevation of main house. Remove existing vinyl glass patio door and replace with new wood French door. Existing siding at garage to be removed and replaced with shingles. Remove existing garage doors and replace with new doors and window. Commissioner Goddard recused himself from hearing the application. *Applicant Jacqueline Ivory and Architect Spencer McCombe were present to represent the application. The application was amended to retain one single front door and add two sidelights on either side. A motion was made to approve the application in the condition that one front door remains a single door with lights added on either side and that the chimney on main structure be differentiated from the original, citing 17.80.060.A.1,3,4,5,7, moved by Frank Balla, seconded by Jim Madson, all in favor.*

N-6. Application #HDC-26-8 of Pumo LLC of **146 Brenton Rd**, Plat 43, Lot 64, *(Non-Contributing)* for permission to construct 180sqft third floor bathroom addition and expand the ground level garage by 200sqft. Minor expansion and window replacement at the rear of the house below the deck area. *Summary. A motion was made to approve the application, citing 17.80.060.B.1,2, moved by Frank Balla, seconded by Jim Madson, all in favor.*

VIII. NEW BUSINESS

HDC Commission Elections

A motion was made to elect Deanna Amorello as Chair, moved by Frank Balla, seconded by Jim Madson, all in favor. A motion was made to elect James Madson as Vice Chair, moved Deanna Amorello, seconded by Kelly Moran, all in favor. A motion was made to elect Kelly Moran as Secretary, moved by Frank Balla, seconded by Jim Madson, all in favor.

IX. ADJOURNMENT

The meeting was adjourned at 9:05pm.
