

Appendix B Canterbury Historic District Commission Application for Certificate of Approval

Preliminary Meeting: If desired, prior to the completion of an application, applicants may request a "preliminary meeting" to provide an opportunity for the HDC to become acquainted with the proposed project and to help the applicant ascertain what information is required to complete the application and to present at the public hearing. The "preliminary meeting" is a non-binding, working session. A short written description of the work to be performed, including a diagram, sketch, or plan illustrating the projected are helpful, as are photographs of the existing site and/or building which will be impacted by the projected.

Application: Please review the following regulations and procedures in completing the application. The HDC will render a decision on the completed application within ten days of the public hearing.

Property Address 288 Shaker Rd. - Ministry Pkwy Map 228 Lot 7

Property Owner Canterbury Shaker Village Applicant SAME as PROPERTY OWNER
 address 288 Shaker Rd, Canterbury, NH 03224 address _____
 phone (603) 783-9541 x201 phone _____
 email chammerstedt@shakers.org email _____

Type of Project (fee), please check the applicable category (note: this is not a fee for a building permit)

- New Construction (\$100)
- Renovation or addition (\$100)
- Accessory building (\$70)
- Repair of an existing structure* (\$35)
- Demolition of an existing structure (\$100)
- Construction or removal of fences or stone walls (\$35)
- Change in natural features* (\$35)
- Solar panels, rooftop or ground mount (\$35)
- Work in proximity to a known archaeological site* and/or cemeteries (\$35)

Note: * see glossary on reverse side of this form for definitions.

Project Description (provide a brief description of the project, use additional sheets are required). CSV has hired Steve Fifield to preserve the Ministry Pkwy as part of the new Hampshire Preservation Alliance high school career exploration program in the preservation trades. Details Attached.

List of Abutters: attach a list of the abutters provided by the Assessor's Office (name, address, and map/lot)

Project Schedule - The project is scheduled to begin on 2/16/26 and to be completed by 6/1/26
mm/dd/yyyy mm/dd/yyyy

Application Contents (see HDC "Regulations" for content requirements)

	Applicant		Town	
	Yes	Yes	No	
Site Plan - 1/4" scaled plans showing footprint of existing and proposed improvements, boundaries, setbacks, circulation, and landscaping (existing/proposed)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Architectural details - 1/4" scale plans and sketches (as applicable): including but not limited to windows, doors, moldings and trim, railings, masonry, brackets, shutters, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Materials description - specification sheets and/or samples of proposed building materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Photographs - dated photographs of existing buildings and site suitable for recording	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Waiver of Hearing Requested: Pursuant to the criteria set forth in Article 5(B), the applicant requests a waiver of hearing. Yes No

Signature(s)

Applicant, if different than the property owner: [Signature] Date _____

Property Owner : [Signature] Date 2/24/26

The above named owner and applicant recognize the property is situated in the Historic District of the Town of Canterbury, New Hampshire. We certify that the information contained in the application is true to the best of our knowledge and request that the HDC consider the proposal for the above referenced property.

Project Scope

Steve and Sue at Fifield Building Restoration & Relocation will ensure that the project is completed and that all work is done to a high, professional standard. Prior to them beginning work, the building was tested for lead paint. No evidence of lead was indicated.

To facilitate work on the building during the winter months, including the high school career exploration weeks, the building will be lifted, loaded onto a flat-bed trailer, and moved into the Horse Barn on the west side of Shaker Road. To prepare for the move, the building's timber frame has been assessed by Steve Fifield and determined to be in good condition. Should any structural deficiencies be identified during the building move or once the building is in the barn, they will be repaired.

While the building is indoors, Kevin Fife will repair the foundation, re-setting stones that have tilted. No ground disturbance is anticipated.

In the barn, the building's cedar shingles will be removed and disposed of. Sheathing will be repaired or replaced, as necessary, and new Alaskan yellow cedar shingles (the same used on the Dwelling House and Horse Barn) will be installed using stainless steel ring shank nails.

Exterior siding and trim will be repaired, as necessary. The project's intention is to retain as much existing material as possible. So, where clapboards on the long sides of the building have deteriorated but retain some good material, they will be cut down and reused where shorter sections need to be replaced. Limited new clapboards that match the existing will be installed, as needed.

The privy's small window will be restored, with wood elements repaired or replaced in kind, if necessary, reglazed, primed and painted. The two human doors and clean-out hatch door will also be repaired and painted.

The building will be repainted. Existing loose paint will be scraped from the building, including its doors and windows, as well as siding and trim. One coat of oil-based primer and two coats of Sherwin Williams Duration paint will be applied.

The building will be moved back to its original location, and set on the existing foundation, after it has been repaired by Kevin Fife.

Photographs of Existing Conditions



Overview of the Ministry Privy, facing northeast. The doors have been removed for safekeeping and will be restored and reinstalled as part of the project. E. Hammerstedt, February 2026



Overview of the Ministry Privy, facing southeast showing the rear and west gable end. E. Hammerstedt, February 2026.



Overview of the Ministry Privy, facing southwest. The window has been removed for repair, and one of the doors from the front is leaned against the side, awaiting removal for preservation. E. Hammerstedt, February 2026.



South elevation of the Ministry Privy, facing north. Erin Hammerstedt, February 2026.



East elevation of the Ministry Privy, showing significant deterioration on the west gable end. You can see there have been prior repairs, with some clapboards being newer than others. E. Hammerstedt, February 2026.



West gable end of the Ministry Privy, facing southwest. E. Hammerstedt, February 2026.



Detail showing condition of siding, trim and paint at the Ministry Privy. E. Hammerstedt, February 2026.



Detail showing condition of siding, trim and paint at the Ministry Privy. E. Hammerstedt, February 2026.



NHDHR EASEMENT PROGRAM
ALTERATION REQUEST RESPONSE

Town: Canterbury
Historic Resource Name: Canterbury Shaker Village
Project Description: Ministry Privy rehab
Date Received: 2/18/26
Additional Information Requested Today? Yes No Question won't hold up commencing project.
Dates Additional Information Requested Previously: _____
Dates Additional Information Received: _____

In reviewing the above project under the Secretary of the Interior's Standards for the Treatment of Historic Properties (Secretary's Standards) and any other requirements of this individual easement, the New Hampshire Division of Historical Resources determines that:

- The project meets the Secretary's Standards
- The project does not meet the Secretary's Standards
- The project meets the Secretary's Standards (in full or part) if the following conditions are met:
 -
- Project tasks for discussion/follow-up/comments
 - What color will be chosen for this building? Is the bluish-gray color still evident on some of the wood a historic deliberate Shaker choice for these minor buildings?

Laura S. Black Digitally signed
by Laura S. Black
Date: 2026.02.20
10:58:44 -05'00'

Preservation Compliance Specialist and
Easement Program Coordinator