

**ACTION SHEET
HISTORIC DISTRICT COMMISSION
PORTSMOUTH, NEW HAMPSHIRE**

EILEEN DONDERO FOLEY COUNCIL CHAMBERS

6:30 p.m.

September 2, 2015

MEMBERS PRESENT: Chairman Joseph Almeida; Vice Chairman/Planning Board Representative William Gladhill; City Council Representative Esther Kennedy; Members John Wyckoff, Dan Rawling, Reagan Ruedig, Vincent Lombardi; Alternates Richard Shea and John Mayer

MEMBERS EXCUSED:

ALSO PRESENT: Nicholas Cracknell, Principal Planner

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I. APPROVAL OF MINUTES

1. August 5, 2015
2. August 12, 2015

It was moved, seconded, and passed to the two sets of minutes as amended.

II. DESIGN GUIDELINES PRESENTATION – Dominique Hawkins, Preservation Design Partnership, LLC

Ms. Hawkins presented the latest draft sections of the Design Guidelines and discussion followed.

III. ADMINISTRATIVE APPROVALS

- A. 311 Marcy Street
- B. 262-264 South Street
- C. 393 New Castle Avenue
- D. 319 Vaughan Street
- E. 74 Congress Street

The Commission approved the administrative approvals.

IV. PUBLIC HEARINGS

1. Petition of **Middle Street Baptist Church, owner**, for property located at **16-18 Court Street**, wherein permission was requested to allow exterior renovations to an existing structure (replace existing shutters and storm windows) as per plans on file in the Planning Department. Said property is shown on Assessor Plan 127 as Lot 2 and lies within the Civic and Historic Districts.

After due deliberation, the Commission voted that the request be **approved** as presented with the following stipulations:

- 1) That the width of the shutters shall be half the width of the window sash.

Findings of Fact: The proposed application meets the following purposes of the Historic District Ordinance (as applicable):

A. Purpose and Intent:

- Yes No - Preserve the integrity of the District
- Yes No - Maintain the special character of the District
- Yes No - Assessment of the Historical Significance
- Yes No - Complement and enhance the architectural and historic character
- Yes No - Conservation and enhancement of property values
- Yes No - Promote the education, pleasure & welfare of the District to the city residents and visitors

The proposed application also meets the following review criteria of the Historic District Ordinance (as applicable):

B. Review Criteria:

- Yes No - Consistent with special and defining character of surrounding properties
- Yes No - Relation to historic and architectural value of existing structures
- Yes No - Compatibility of design with surrounding properties
- Yes No - Compatibility of innovative technologies with surrounding properties

2. Petition of **Rhonda E. Stacy-Coyle Revocable Trust, Rhonda E. Stacy-Coyle, owner and trustee**, for property located at **36 Richards Avenue**, wherein permission was requested to allow new construction to an existing structure (construct awning over rear entryway) as per plans on file in the Planning Department. Said property is shown on Assessor Plan 136 as Lot 14 and lies within the Mixed Residential Office and Historic Districts.

Because no one was present to speak to the application, the Commission voted to **postpone** the application to the October 7, 2015 meeting.

3. Petition of **Karen P. Wiese, owner**, for property located at **105 Daniel Street**, wherein permission was requested to allow exterior renovations to an existing structure (remove and replace four windows on front façade, remove and replace front door, replace wood trim on front

façade with composite material, replace roof) as per plans on file in the Planning Department. Said property is shown on Assessor Plan 107 as Lot 5 and lies within the CD 4, Historic, and Downtown Overlay Districts.

After due deliberation, the Commission voted that the request be **approved** as presented with the following stipulations:

- 1) That the front door shall be a solid wood custom door that matches the existing door.
- 2) That the top floor windows shall be 3/3 muntin style double hung windows.
- 3) That half screens are used.
- 4) That the Azek trim shall be field painted and only used as base material under the window sill. It shall maintain the same appearance and profile as the existing trim.

Findings of Fact: The proposed application meets the following purposes of the Historic District Ordinance (as applicable):

A. Purpose and Intent:

- Yes No - Preserve the integrity of the District
- Yes No - Maintain the special character of the District
- Yes No - Assessment of the Historical Significance
- Yes No - Complement and enhance the architectural and historic character
- Yes No - Conservation and enhancement of property values
- Yes No - Promote the education, pleasure & welfare of the District to the city residents and visitors

The proposed application also meets the following review criteria of the Historic District Ordinance (as applicable):

B. Review Criteria:

- Yes No - Consistent with special and defining character of surrounding properties
- Yes No - Relation to historic and architectural value of existing structures
- Yes No - Compatibility of design with surrounding properties
- Yes No - Compatibility of innovative technologies with surrounding properties

4. Petition of **319 Vaughan Street Center, LLC, owner**, for property located at **319 Vaughan Street**, wherein permission was requested to allow a new free standing structure (construct trash enclosure) as per plans on file in the Planning Department. Said property is shown on Assessor Plan 124 as Lot 9 and lies within the Central Business A, Historic, and Downtown Overlay Districts.

After due deliberation, the Commission voted that the request be **approved** as presented.

Findings of Fact: The proposed application meets the following purposes of the Historic District Ordinance (as applicable):

A. Purpose and Intent:

- Yes No - Preserve the integrity of the District
- Yes No - Maintain the special character of the District
- Yes No - Assessment of the Historical Significance
- Yes No - Complement and enhance the architectural and historic character
- Yes No - Conservation and enhancement of property values
- Yes No - Promote the education, pleasure & welfare of the District to the city residents and visitors

The proposed application also meets the following review criteria of the Historic District Ordinance (as applicable):

B. Review Criteria:

- Yes No - Consistent with special and defining character of surrounding properties
- Yes No - Relation to historic and architectural value of existing structures
- Yes No - Compatibility of design with surrounding properties
- Yes No - Compatibility of innovative technologies with surrounding properties

5. (Work Session/Public Hearing) Petition of **RJF–Maplewood, LLC, owner**, for property located at **111 Maplewood Avenue**, wherein permission was requested to allow an amendment to a previously approved design (relocate generator and screening) as per plans on file in the Planning Department. Said property is shown on Assessor Plan 124 as Lot 8 and lies within the Central Business A, Historic, and Downtown Overlay Districts.

At this time and at the applicant's request, the application was **withdrawn** from further consideration.

V. WORK SESSION

A. Work Session requested by **Brick Act, LLC, owner**, for property located at **102 State Street**, wherein permission was requested to allow new construction to an existing structure (construct a shed dormer addition and one and two story additions at rear of building) as per plans on file in the Planning Department. Said property is shown on Assessor Plan 107 as Lot 52-1 and lies within the CD 4 and Historic Districts.

The Commission voted to **continue** work session review of the application at the October 7, 2015 meeting.

VI. ADJOURNMENT

At 9:20 p.m., it was moved, seconded, and passed unanimously to adjourn the meeting.

Respectfully submitted,

Liz Good, Planning Department Administrative Clerk