

**ACTION SHEET
THE HISTORIC DISTRICT COMMISSION
PORTSMOUTH, NH**

Remote Meeting Via Zoom Conference Call

To register in advance for this meeting, click on the link below or copy and paste this into your web browser:

https://zoom.us/webinar/register/WN_Qjk2OgAmSaWNrERgg4QBXQ

You are required to register in advance to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. Public comments can be emailed in advance to planning@cityofportsmouth.com. For technical assistance, please contact the Planning Department by email (planning@cityofportsmouth.com) or phone (603) 610-7296.

Per NH RSA 91-A:2, III (b) the Chair has declared COVID-19 outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor’s Executive Order 2020-04, Section 8, as extended by Executive Order 2020-10, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.

6:30 p.m.

August 05, 2020

MEMBERS PRESENT: Chairman Vincent Lombardi; Vice Chairman Jon Wyckoff; City Council Representative Paige Trace; Members: Martin Ryan, Dan Rawling, Reagan Ruedig; Alternates: Margot Doering and Heinz Sauk-Schubert

MEMBERS EXCUSED:

ALSO PRESENT: Nicholas Cracknell, Principal Planner, Planning Department

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I. APPROVAL OF MINUTES

- A. July 01, 2020
- B. July 08, 2020

*The Commission voted to **approve** both sets of minutes as presented.*

II. ADMINISTRATIVE APPROVALS

- 1. **421 Pleasant Street** – *The Commission voted to **grant** the Administrative Approval with the following **stipulations**:*
 - 1. *Prior to installation, a variance shall be obtained from the Board of Adjustment.*
 - 2. *The fence shall be redesigned to maintain the panelized appearance with a 1"x8" base rail and 1"x4" cap rail. A larger corner post shall be use and it shall be proud and taller*

than the cap rail. The fence facing pleasant street shall be painted or stained. An opaque or dark green color is preferred but not required.

2. **241 South Street** – *The Commission voted to **deny** the Administrative Approval for the following **reason**:*
 1. *The Commission requests that the applicant rebuild and reset the existing historic granite stairs, as a character defining element of the historic structure.*
3. **36 Richards Avenue** – *The Commission voted to **grant** the Administrative Approval with the following **stipulation**:*
 1. *The proposed screening shall be simplified with a flat top (versus the tombstone shape proposed).*
4. **10 Commercial Alley, Unit 2** – *The Commission voted to **grant** the Administrative Approval as presented.*
5. **28 Dearborn Street** – *The Commission voted to **grant** the Administrative Approval with the following **stipulation**:*
 1. *The balusters shall be located in-between the top and bottom rails as shown on the example image included in the application.*
6. **57 Salter Street** – *The Commission voted to **grant** the Administrative Approval as presented.*
7. **105 Chapel Street** – *The Commission voted to **grant** the Administrative Approval as presented.*
8. **35 Mark Street** – *The Commission voted to **grant** the Administrative Approval with the following **stipulation**:*
 1. *Prior to installation the applicant shall receive a variance from the Board of Adjustment.*
9. **170 Mechanic Street** – *The Commission voted to **grant** the Administrative Approval as presented.*

III. PUBLIC HEARINGS (OLD BUSINESS)

- A. Petition of **John S. Guido Jr., owner**, for property located at **35 Howard Street, #35**, wherein permission is requested to allow exterior renovations to an existing structure (replace (10) existing windows on the structure) as per plans on file in the Planning Department. Said property is shown on Assessor Map 105 as Lot 83-2 and lies within the General Residence B (GRB) and Historic Districts. *(This item was postponed at the July 01, 2020 meeting to the August, 2020 meeting.)*

*At the request of the applicant, the Commission voted to **postpone** the Certificate of Approval to the August 19, 2020 meeting.*

IV. PUBLIC HEARINGS (NEW BUSINESS)

1. Petition of **Mill Gate Condominium Association, owner, and Lassen Family Revocable Trust, Charles L. and Susan E. Trustees, applicants**, for property located at **19 South Street, Unit 1**, wherein permission is requested to allow exterior renovations to an existing structure (on the rear elevation remove one window and one door and add two new windows and new patio door) as per plans on file in the Planning Department. Said property is shown on Assessor Map 102 as lot 53-1 and lies within the General Residence B (GRB) and Historic Districts.

*After due deliberation, the Commission voted to **grant** the Certificate of Approval with the following **stipulations**:*

1. *The corner board shall extend down to the lower roof.*
2. *White sashes shall be used to match the existing windows.*

Findings of Fact:

A. Purpose and Intent

The proposed application meets the following objective(s) of the Historic District (as provided in Section 10.631.20 of the Zoning Ordinance):

-Preserves the integrity of the District.

B. Review Criteria

The proposed application also meets the following review criteria of the Historic District (as provided in Section 10.635.70 of the Zoning Ordinance):

-Relation to historic and architectural value of existing properties.

2. Petition of **Sarah J. Minor Revocable Trust 2011, Sarah J. Minor Trustee, owner**, for property located at **458 Marcy Street**, wherein permission is requested to allow exterior renovations to an existing structure (replace all windows on existing home) as per plans on file in the Planning Department. Said property is shown on Assessor Map 101 as lot 76 and lies within the General Residence B (GRB) and Historic Districts.

*After due deliberation, the Commission voted to **continue** the Public Hearing to the August 19, 2020 meeting.*

3. Petition of **Jason Lander and Justus C. Burgweger Jr., owners**, for property located at **34 Highland Street**, wherein permission is requested to allow exterior renovations to an existing structure (replacement of all windows on the side and rear of the structure and relocate historic windows to the front as needed) as per plans on file in the Planning Department. Said property is shown on Assessor Map 135 as lot 10 and lies within the General Residence A (GRA) and Historic Districts.

*After due deliberation, the Commission voted to **grant** the Certificate of Approval as presented.*

Findings of Fact:

A. Purpose and Intent

The proposed application meets the following objective(s) of the Historic District (as provided in Section 10.631.20 of the Zoning Ordinance):

-Preserves the integrity of the District.

B. Review Criteria

The proposed application also meets the following review criteria of the Historic District (as provided in Section 10.635.70 of the Zoning Ordinance):

-Relation to historic and architectural value of existing properties.

4. Petition of **Portwalk Residential, LLC and Cathartes Private Investment, owners**, for property located at **99 Hanover Street**, wherein permission is requested to allow exterior renovations to an existing structure (replace current store-front façade with new doors and windows and related upgrades for new restaurant entryway) as per plans on file in the Planning Department. Said property is shown on Assessor Map 125 as lot 23 and lies within the Character District 5 (CD5) and Historic Districts.

*After due deliberation, the Commission voted to **grant** the Certificate of Approval as presented.*

Findings of Fact:

A. Purpose and Intent

The proposed application meets the following objective(s) of the Historic District (as provided in Section 10.631.20 of the Zoning Ordinance):

-Preserves the integrity of the District.

B. Review Criteria

The proposed application also meets the following review criteria of the Historic District (as provided in Section 10.635.70 of the Zoning Ordinance):

-Consistent with special and defining character of surrounding properties.

5. Petition of **John Tiano, owner**, for property located at **298 Middle Street**, wherein permission is requested to allow new construction to an existing structure (remove existing rear deck and replace with new larger rear deck) as per plans on file in the Planning Department. Said property is shown on Assessor Map 136 as lot 7 and lies within the Mixed Research Office (MRO) and Historic Districts.

*After due deliberation, the Commission voted to **grant** the Certificate of Approval as presented.*

Findings of Fact:

A. Purpose and Intent

The proposed application meets the following objective(s) of the Historic District (as provided in Section 10.631.20 of the Zoning Ordinance):

-Conservation and enhancement of property values.

B. Review Criteria

The proposed application also meets the following review criteria of the Historic District (as provided in Section 10.635.70 of the Zoning Ordinance):

-Compatibility of innovative technologies with surrounding properties.

V. WORK SESSIONS (NEW BUSINESS)

1. Work Session requested by **Christopher D. Clement and Wendy L. Courteau-Clement, owners**, for property located at **41 Market Street**, wherein permission is requested to allow exterior renovations to an existing structure (upgrade façade limestone, install new windows, add two new windows on the south elevation (attic level), repair copper gutters, and install new lighting) and new construction to an existing structure (add new rear roof deck) as per plans on file in the Planning Department. Said property is shown on Assessor Map 106 as lot 29 and lies within the Character District 5 (CD5) and Historic Districts.

*After due deliberation, the Commission voted to **end** the Work Session. The applicant indicated they would return for a public hearing.*

2. Work Session requested by **COLACO, LLC, owner**, for property located at **45 Market Street**, wherein permission is requested to allow exterior renovations to an existing structure (upgrade façade wood materials, install new windows, repair the ground level entry, repair copper gutters and sign board) and new construction to an existing structure (add new rear roof deck) as per plans on file in the Planning Department. Said property is shown on Assessor Map 106 as lot 28 and lies within the Character District 5 (CD5) and Historic Districts.

*After due deliberation, the Commission voted to **continue** the Work Session to the September, 2020 meeting.*

VI. ADJOURNMENT

*At 9:45p.m., the Commission voted to **adjourn** the meeting.*