

**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_HlkUNyB6RWGaITpAhq8BeQ

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) 610-7216.

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 2020-24, 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.

February 03, 2021

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

MEMBERS EXCUSED: N/A

ALSO PRESENT: Nicholas Cracknell, Principal Planner, Planning Department

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I. APPROVAL OF MINUTES

1. January 06, 2021

*After due deliberation, the Commission voted to **approve** the minutes as presented.*

II. ADMINISTRATIVE APPROVALS

1. **55 Congress Street** – *The Commission voted to **grant** the Administrative Approval as presented.*

2. **45 Gardner Street** – *The Commission voted to **grant** the Administrative Approval with the following **stipulations**:*

1. *That the BOA grant a variance for the heat pump's location*
2. *That the heat pump behind the landing will be screened with a lattice panel if there is no fence located along the rear property line.*
3. **381 Middle Street** – *The Commission voted to **grant** the Administrative Approval as presented.*
4. **366 Islington Street** – *The Commission voted to **grant** the Administrative Approval as presented.*
5. **11 Meeting House Hill Road** – *The Commission voted to **grant** the Administrative Approval as presented.*
6. **105 Chapel Street** – *The Commission voted to **grant** the Administrative Approval as presented.*
7. **37 South Street** – *The Commission voted to **grant** the Administrative Approval as presented.*
8. **138 Maplewood Avenue** – *The Commission voted to **grant** the Administrative Approval as presented.*
9. **379 New Castle Avenue** – *The Commission voted to **grant** the Administrative Approval as presented.*
10. **33 Holmes Court** – *The Commission voted to **grant** the Administrative Approval as presented.*
11. **76 South School Street** – *The Commission voted to **continue** the Administrative Approval to the February 10, 2021 meeting.*
12. **75 Salter Street** – *The Commission voted to **grant** the Administrative Approval with the following **stipulation**:*
 1. *That the vent shall be painted to match the siding.*
13. **82 Court Street** – *The Commission voted to **continue** the Administrative Approval to the February 10, 2021 meeting.*
14. **437 Marcy Street** – *The Commission voted to **grant** the Administrative Approval as presented.*
15. **58 Manning Street** – *The Commission voted to **grant** the Administrative Approval with the following stipulations:*

1. *The applicant shall submit the specifications and details of the door behind the storm door.*
2. *Wooden steps shall be used on the rear entry instead of granite.*

III. REQUEST FOR RE-HEARING

1. Petition of **Jewell Court Properties, LLC, owner, and Jessica Kaiser, Applicant**, for property located at **33 Jewell Court**, wherein permission is requested to allow renovations to an existing structure (replace slate roofing with slate asphalt shingle) as per plans on file in the Planning Department. Said property is shown on Assessor Map 155 as Lot 5-S1 and lies within the Character District 4-W (CD4-W) and Historic Districts.

*After due deliberation, the Commission voted to **grant** the re-hearing. The re-hearing will take place at the March 03, 2021 meeting.*

IV. PUBLIC HEARINGS (NEW BUSINESS)

1. Petition of **Timothy and Beth Finelli, owners**, for property located at **297 South Street**, wherein permission is requested to allow exterior renovations to an existing structure (replace 33 total windows) as per plans on file in the planning department. Said property is shown on Assessor Map 111 as Lot 23 and lies within the General Residence B (GRB) and Historic Districts.

*After due deliberation, The Commission voted to **approve** 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):

-Preserve 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.

2. Petition of **OAL Properties, LLC, owner, and David Takis, applicant**, for property located at **103 Congress Street**, wherein permission is requested to allow exterior renovations to an existing structure (install Nano doors to outside seating area) as per plans on file in the planning department. Said property is shown on Assessor Map 126 as Lot 6-106 and lies within the Character District 5 (CD5) and Historic Districts.

*After due deliberation, the Commission voted to **continue** the Public Hearing to the February 10, 2021 meeting.*

3. Petition of **Ray and Elizabeth Andrews, owners, and Branden Goff, applicant**, for property located at **124 Congress Street, Unit #3**, wherein permission is requested to allow exterior renovations to an existing structure (replace faux brick with wood panel, replace windows, front door, and awning) as per plans on file in the planning department. Said property is shown on Assessor Map 126 as Lot 9-3 and lies within the Character District 5 (CD5) and Historic Districts.

*After due deliberation, the Commissions voted to **approve** the Certificate of Approval with the following **stipulation**:*

1. *That any detailed changes to the final connection under the awning be submitted to Mr. Cracknell for future review by the Commission.*

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):

-Preserve 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.

4. Petition of **Mary B. Allen Revocable Trust, Mary A. Allen Trustee, owner**, for property located at **59 Deer Street, Unit #518**, wherein permission is requested to allow exterior renovation to an existing structure (replace 8 total windows) as per plans on file in the planning department. Said property is shown on Assessor Map 119 as Lot 1B-7B and lies within the Character District 5 (CD5) and Historic Districts.

*After due deliberation, the Commission voted to **approve** 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):

-Preserve 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.

V. ADJOURNEMENT

*At 8:30p.m., the Commission voted to **adjourn** the meeting.*