

**ACTION SHEET
THE HISTORIC DISTRICT COMMISSION**

**1 JUNKINS AVENUE
PORTSMOUTH, NEW HAMPSHIRE
EILEEN DONDERO FOLEY COUNCIL CHAMBERS**

6:30 p.m.

October 04, 2023

MEMBERS PRESENT: Chairman Jon Wyckoff; Vice-Chair Margot Doering; City Council Representative Rich Blalock; Members: Reagan Ruedig, David Adams, Martin Ryan, Dr. Dan Brown; Alternate: Karen Bouffard

MEMBERS EXCUSED:

ALSO PRESENT: Associate Planner, Izak Gilbo

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I. APPROVAL OF MINUTES

1. September 06, 2023

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

II. ADMINISTRATIVE APPROVALS

1. **147 Congress Street** – *After due deliberation, the Commission voted to **grant** the Administrative Approval as presented.*
2. **22 Ladd Street, Unit A** – *After due deliberation, the Commission voted to **grant** the Administrative Approval with the following **stipulation**:*
 1. *If window screens are installed, they shall be half-screens.*
3. **169 Lafayette Road, Unit 2** – *After due deliberation, the Commission voted to **continue** the Administrative Approval to the November 01, 2023 meeting.*
4. **104 Congress Street** – *After due deliberation, the Commission voted to **grant** the Administrative Approval as presented.*
5. **466 Marcy Street** – *After due deliberation, the Commission voted to **continue** the Administrative Approval to the November 01, 2023 meeting.*
6. **260 Marcy Street** – *After due deliberation, the Commission voted to **continue** the Administrative Approval to the November 01, 2023 meeting.*

7. **503 State Street, Unit 3** – *After due deliberation, the Commission voted to **grant** the Administrative Approval as presented.*
 8. **42 Hunking Street** – *After due deliberation, the Commission voted to **grant** the Administrative Approval with the following **stipulation**:*
 9. **9 Sheafe Street** – *After due deliberation, the Commission voted to **grant** the Administrative Approval as presented.*
 10. **39 Dearborn Street** – *After due deliberation, the Commission voted to **grant** the Administrative Approval as presented.*
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III. PUBLIC HEARINGS (OLD BUSINESS)

A. **REQUEST TO POSTPONE**- Petition of **202 Court Street Property Group, LLC, owner**, for property located at **202 Court Street**, wherein permission is requested to allow exterior renovations to an existing structure (install HVAC condensers with fencing and roof mounted solar panels) as per plans on file in the Planning Department. Said property is shown on Assessor Map 116 as Lot 35 and lies within the Character District 4-L1 (CD4-L1) and Historic Districts.

*At the request of the applicant, the Commission voted to **postpone** the Certificate of Approval to the November 01, 2023 meeting.*

IV. PUBLIC HEARINGS (NEW BUSINESS)

1. (*Work Session/Public Hearing*) requested by **129 State Street, LLC, owner**, for property located at **129 State Street**, wherein permission is requested to allow exterior renovations to an existing structure (modifications to windows, skylights, door, canopy and railing design, size, and location) as per plans on file in the Planning Department. Said property is shown on Assessor Map 107 as Lot 47 and lies within the Character District 4 (CD4) and Historic Districts.

*After due deliberation, the Commission voted to **continue** the Public Hearing to the November 01, 2023 meeting.*

2. (*Work Session/Public Hearing*) requested by **C. Daniel Freund, owner**, for property located at **37 Prospect Street**, wherein permission is requested to allow new construction to an existing structure (add separate first and second floor additions) as per plans on file in the Planning Department. Said property is shown on Assessor Map 141 as Lot 16 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):

-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.

3. Petition of **Michael B. Myers and Stephanie G. Taylor, owners**, for property located at **700 Middle Street**, wherein permission is requested to allow the installation of rooftop mechanical equipment (solar panels) as per plans on file in the Planning Department. Said property is shown on Assessor Map 148 and Lot 29 and lies within the General Residence A (GRA) and Historic Districts.

*The applicant was not present. The Commission voted to **postpone** the Certificate of Approval to the November 01, 2023 meeting.*

4. Petition of **Russell Serbagi, owner**, for property located at **306 Marcy Street**, wherein permission is requested to allow exterior renovations to an existing structure (replace all windows on the structure and replace clapboard siding as needed) as per plans on file in the Planning Department. Said property is shown on Assessor Map 102 and Lot 75 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 windows shall be all black.*
2. *The jamb liners shall be black.*
3. *If window screens are installed, they shall be half-screens.*

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):

-Compatibility of design with surrounding properties.

5. Petition of **Lawrence C. Barr and Donna Novelli, owners**, for property located at **39 Chauncey Street**, wherein permission is requested to allow the installation of rooftop

mechanical equipment (solar panels) as per plans on file in the Planning Department. Said property is shown on Assessor Map 134 and Lot 31 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):

-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 (OLD BUSINESS)

A. Work Session requested by **John Galt, owner**, for property located at **14 Market Square**, wherein permission is requested to allow new construction to an existing structure (add rooftop addition) as per plans on file in the Planning Department. Said property is shown on Assessor Map 107 as Lot 29 and lies within the Character District 5 (CD5), Downtown Overlay and Historic Districts.

*After due deliberation, the Commission voted to **end** the Work Session. The applicant indicated they would return for a Public Hearing at a future meeting.*

VI. WORK SESSIONS (NEW BUSINESS)

1. Work Session requested by **Novocure, Inc., owner**, for property located at **64 Vaughan Street**, wherein permission is requested to allow the installation of animated direct illumination signage as per plans on file in the Planning Department. Said property is shown on Assessor Map 126 and Lot 1 and lies within the Downtown Overlay, Character District 5 (CD5), and Historic Districts.

*After due deliberation, the Commission voted to **continue** the Work Session to a future meeting. The applicant indicated they would return for a work session at an indeterminate date.*

VII. ADJOURNMENT

*At 10:40 p.m., the Commission voted to **adjourn** the meeting.*