

**MINUTES OF  
THE HISTORIC DISTRICT COMMISSION  
PORTSMOUTH, NEW HAMPSHIRE  
EILEEN DONDERO FOLEY COUNCIL CHAMBERS**

**6:30 p.m.**

**February 05, 2025**

**MEMBERS PRESENT:** Chair Reagan Ruedig; Vice-Chair Margot Doering; City Council Representative Rich Blalock; Members Martin Ryan, Dave Adams, and Alternate Larry Booz

**MEMBERS EXCUSED:** Jon Wyckoff, Dr. Dan Brown

**ALSO PRESENT:** Izak Gilbo, Planner 1, Planning Department

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Chair Ruedig called the meeting to order at 6:30 p.m. Alternate Larry Booz took a voting seat for the evening.

**I. APPROVAL OF MINUTES**

**1. January 08, 2025**

The January 8 minutes were amended to change Vice-Chair Ruedig to Vice-Chair Doering in the last paragraph on page 6.

*Mr. Adams moved to **approve** the January 8 minutes as amended, seconded by Councilor Blalock. The motion **passed** unanimously, 6-0.*

**Note:** the Administrative Approval items were not reviewed in order. Items 3 and 5 were reviewed first and voted on separately, and Item 8 was voted on separately.

**II. ADMINISTRATIVE APPROVALS**

**1. 93 Pleasant Street**

[Timestamp 19:08] Mr. Gilbo said there were a few changes to the previously-approved Treadwell House renovations: relocating the flagpole slightly back, rotating the transformer and its pad, relocating the Treadwell House sign in the square, utilizing a halo illumination on the property sign and removing its upward lighting, and changing the shutter design. Mr. Adams said he noticed on his site walk that the left-hand two windows on the first of the additional buildings had shutters mounted in the openings and no sashes, and he asked if that was a temporary situation. Project architect Tracy Kozak was present and said those two window openings were mechanical louvers for fresh air intake for the parking lot and were previously approved. She said they were aluminum but would look like closed shutters.

## 2. 40 Pleasant Street

The request was to install two additional hand railings at the two entrances on Pleasant Street that would replicate the other two existing handrails. The second request was to install new signage for the Howling Wolf restaurant and replace the former sign. Mr. Gilbo said the Board of Adjustment approved a variance for the proposed sign and that it would have no lighting. Vice-Chair Doering said she thought the railings were plain for the building and said she would not mind if the applicant replaced them with four nicer handrails instead or in the future. Mr. Gilbo said he would let the applicant know.

Vice-Chair Doering recused herself from the following item.

## 3. 15 Pleasant Street

[Timestamp 7:35] Mr. Gilbo said the Piscataqua Savings Bank wanted to install an EV charging station and a cobblestone retaining wall with bollards for protection.

*Councilor Blalock moved to **approve** the item, seconded by Mr. Adams. The motion **passed** unanimously, 5-0, with Vice-Chair Doering recused.*

## 4. 442-444 Middle Street

The request was to replace an attic window on the 444 Middle Street side because the space would be used as a bedroom. Mr. Gilbo said the applicant had two window options, a Matthews Bros. window or a Marvin window and that the window size would not change. The Committee decided on the Marvin window.

**Stipulations:** 1) the Marvin window option shall be used; 2) a half screen shall be used; and 3) if the window size is larger, the applicant shall have to return for approval.

## 5. 1 Walton Alley

Mr. Adams recused himself from the following item.

[Timestamp 9:32] The request was for a new wooden gate. Vice-Chair Doering said the proposed gate seemed out of character for the property, and Chair Ruedig agreed. Project architect Mark Gianniny was present and said the proposed gate was slightly different from the fence on Gate Street and the homeowner removed the fence along Walton Alley to provide access to his yard. He said the owner was British and wanted an English-style field gate. He said there was a similar gate at Strawberry Banke. Vice-Chair Doering suggested that the proposed fence be more of an English village style one. Chair Ruedig agreed that it would be more appropriate to the Historic District. It was further discussed.

*Vice-Chair Doering moved to **postpone** the item until the March 5 meeting, seconded by Mr. Ryan. The motion **passed** unanimously, 5-0, with Mr. Adams recused.*

## 6. 100 High Street

Mr. Gilbo said the applicant installed some mechanical units closer than the previously-approved 15 feet from the roof edge, making them more visible to the public. He said the applicant was not able to move them back to the original spot due to building constraints, so he was requesting whether he could leave the units where they were. He noted that the units would be painted gray to blend in with the rest of the mechanical units.

## 7. 50 Austin Street

The request was to install a small vent in the corner of the building. Mr. Gilbo said it would be slightly visible due to the driveway's width at the next property but that it would be small and could be painted. He said the applicant did not have a color preference and that the Committee could choose a color and stipulate that it be painted to match the brick.

**Stipulation:** The brown vent shall be used and shall be painted to match the brick.

Mr. Booz recused himself from the following item.

## 8. 87 Market Street

[Timestamp 33:05] Mr. Gilbo said the request was to eliminate the existing two covered condenser units on the back and replace them with a central mounted covered and concealed stack of six condensers. He said a few rooftop units were also requested. Vice-Chair Doering said the schematic was not very detailed. Chair Ruedig agreed, noting that the Committee did not know what the materials or construction would be or what it would look like. Mr. Ryan agreed. Vice-Chair Doering said it was the first of its kind that the Committee had seen because usually condensers were on the ground, and that the Committee would see more of that type of condenser and should get it right the first time.

*Vice-Chair Doering moved to **postpone** the item to the March 5 meeting, seconded by Mr. Ryan. The motion **passed** unanimously, 5-0, with Mr. Booz recused.*

*Vice-Chair Doering moved to **approve** Items 1, 2, 4, 6, 7, and 8, with stipulations on Items 4 and 7. Councilor Blalock seconded. The motion **passed** unanimously, 6-0.*

### III. CERTIFICATE OF APPROVAL EXTENSION REQUESTS

A. Petition of **Martingale LLC, owner**, for property located at **99 Bow Street**, wherein permission is requested for a one-year extension of the Certificate of Approval originally granted on April 03, 2024, to allow exterior renovations to an existing structure (storefront assembly repair and replacement and brick repairs) as per plans in file in the Planning Department. Said property is shown on Assessor Map 117 as Lot 24 and lies within Character District 5 (CD5), Downtown Overlay, and Historic Districts.

### DECISION OF THE COMMISSION

[Timestamp 39:25] The petition description was not correct. Mr. Gilbo said it was a copy-and-paste error and that it would have to wait until the March meeting. The applicant's representative Marie Bodi was present and said she preferred not to wait until the March meeting. It was further discussed. Chair Ruedig read the correct description into the record, which was a request to create a waterfront deck and dock expansion.

*Mr. Ryan moved to **approve** the item, seconded by Councilor Blalock. The motion passed unanimously, 5-0, with Mr. Booz voting in opposition.*

#### **IV. PUBLIC HEARINGS (NEW BUSINESS)**

**1. Petition of 409 Franklin Pierce Highway, LLC, owner**, for property located at **24 Market Street**, wherein permission is requested to allow exterior renovations to an existing structure (storefront assembly repair and replacement and brick repairs) as per plans in file in the Planning Department. Said property is shown on Assessor Map 117 as Lot 24 and lies within Character District 5 (CD5), Downtown Overlay, and Historic Districts.

#### **SPEAKING TO THE PETITION**

[Timestamp 46:01] Project architect Carla Goodknight was present on behalf of the applicant, with project contractor David Calkins. Ms. Goodknight said the primary goal was replace the wooden storefront and that they decided to use a solid wood assembly instead of synthetic material. She said they would remove the air conditioner and put a vent over the door to accommodate the new system. She said the historic granite header over the storefront stopped short of the side window, so they would infill it with granite. She said they would also remove an obsolete fire alarm and that the storefront windows and doors would remain and would be repainted. She showed the proposed conditions and further explained what would be done.

[Timestamp 52:12] Chair Ruedig asked if the applicant had a specific approach for doing the granite. Mr. Calkins said they could not replicate the granite's 200 year-old patina but could homogenize the patina and make the salvaged granite look like it was always there.

Chair Ruedig opened the public hearing.

#### **SPEAKING TO, FOR, OR AGAINST THE PETITION**

No one spoke, and Chair Ruedig closed the public hearing.

#### **DECISION OF THE COMMISSION**

*Mr. Adams moved to **grant** the Certificate of Approval for the application as presented, seconded by Councilor Blalock.*

Mr. Adams said the project would contribute to the economic vitality of the community and would be an assessment to the historic significance.

2. Petition of **KGM 2, LLC, owner**, for property located at **62 Deer Street**, wherein permission is requested to allow exterior renovations to an existing structure (replacement windows) as per plans in file in the Planning Department. Said property is shown on Assessor Map 118 as Lot 27 and lies within Character District 4-L1 (CD4-L1), Downtown Overlay, and Historic Districts.

### **SPEAKING TO THE PETITION**

[Timestamp 56:14] The applicant/owner Patrick Maloney was present with the Pella window representative Alex (no last name given). Mr. Maloney said they proposed to replace the aging windows with Pella windows that were similar to other windows used on The Hill. He said the three dormer windows would remain as well as the Pella casement windows, and all the others would be replaced. He said they were dealing with the double hung 6/6 windows that had not been replaced yet. Chair Ruedig said usually for that size of a window, the Commission asked for a schedule that showed each elevation and keyed which size was going in. She said the façade windows were wood sash single-glazed ones with narrow muntins but with aluminum slides on the jambs, so they were not the original windows but were wood. Mr. Adams said the sashes were faithful replicas of what was in the building in the 1770s but looked like they had not been painted recently. It was further discussed. Chair Ruedig asked if the replacement windows in the dormer were supposed to be replaced. Mr. Maloney said no and that four had been replaced, but he believed they had the narrow 5/8 muntins. Mr. Ryan confirmed that the storm windows would be removed. He said it looked like an incomplete application because there was a catalog list of windows but no context to judge them by. He said he would support it, however. Mr. Booz asked if the window sat in the opening properly. The Pella representative Alex said it did and further explained it. He said about a quarter-inch of glass would be lost.

Chair Ruedig opened the public hearing.

### **SPEAKING TO, FOR, OR AGAINST THE PETITION**

No one spoke, and Chair Ruedig closed the public hearing.

### **DECISION OF THE COMMISSION**

The Commission briefly discussed whether a key schedule was necessary. Vice-Chair Doering said the windows were different sizes and shapes but did not key to the house itself, which was usually required. Mr. Adams said he didn't see the drawing sash that appeared over the second door. Chair Ruedig suggested postponing the application. Mr. Maloney said there would be a substantial price increase in the meantime.

*Councilor Blalock moved to **grant** the Certificate of Approval for the petition, with the following stipulations:*

- 1. A window schedule shall be submitted to the Planning Department; and*
- 2. The 6/3 window shall be replaced with a 6/3 that was not shown.*

*Mr. Ryan seconded the motion.*

Councilor Blalock said the project would preserve the integrity of the District and would be consistent with the special and defining character of surrounding properties. He said it was important that the Committee set a precedent that all applicants who proposed windows submit window schedules. Chair Ruedig confirmed that half-screens would be used.

*The motion passed unanimously, 6-0.*

Mr. Booz recused himself from the following petition.

**3.** Petition of **Jane M. Man Associates, LLC, owner**, for property located at **113 Market Street**, wherein permission is requested to allow exterior renovations to an existing structure (replacement windows to match installed at 87 Market Street) as per plans in file in the Planning Department. Said property is shown on Assessor Map 106 as Lot 38 and lies within Character District 5 (CD5), Downtown Overlay, and Historic Districts.

### **SPEAKING TO THE PETITION**

[Timestamp 1:16:10] Jeff Jones of Maine Coastal and Dan Santacroce of TMS Architects were present on behalf of the applicant. Mr. Jones said the windows were the same ones that were replaced in 1987 on the Dolphin Striker and were Marvin 8/8 windows. He said they did not propose to do the storefronts at this time, just the back and front apartment windows.

[Timestamp 1:18:11] Chair Ruedig asked about the changes to the window styles on the Ceres Street side. Mr. Jones said those windows would be triple mounted with double hungs. Chair Ruedig asked if anything would happen to the third floor, and Mr. Santacroce said no. Mr. Ryan asked if all the mullion patterns would be matched, and Mr. Jones agreed. Mr. Adams said it seemed like the upper window frames were less than 45 inches tall, and he asked if they were four lights tall. He noted that the schematics indicated that some of the lights were wider than they were taller on the smaller windows and looked odd. He asked if that was the condition they were in now. Mr. Santacroce said the upper level windows would be more square. Mr. Adams said the tradition was that the lights are all rectangular in the vertical nature, and he asked if the applicant would copy what other people had done before. Mr. Santacroce said they wanted to keep the tradition and did not want the windows wider than they were tall. It was further discussed. Chair Ruedig asked if there were historic photos showing what the windows on Market Street might have looked like before. Mr. Jones said there were a few that showed 2/2 windows. Chair Ruedig said the historic photos showed 2/2 windows, which would have been mid-to-late 19<sup>th</sup> century rather than the original multi-pane. She said a large 2/2 window with a lot of big glass could be done, or one with lots of little panes. She said the concern was continuing the square panes that might not be appropriate and thought it would be more appropriate to do a 6/3 instead of trying to make it four. Mr. Jones said none of that was there now. Mr. Adams said it was inappropriate to repeat what was there because it seemed wrong to reinterpret something that wasn't the original window. It was further discussed. Vice-Chair Doering said the Commission should decide which windows were 6/6 and which were 6/3. Chair Ruedig said all the buildings were not built or rehabbed at the same time and thought making them look alike would impose a different history on them. Vice-Chair Doering said it was about how the lights and grills were going to be arranged. She said the specifications should be keyed

so that the Commission knew the short ones and the tall ones and the appropriate proportion for the building. Mr. Ryan agreed. He said it was an important historic façade in the town and was large and unique but had gone through a lot of changes. He suggested having less mullions in some of the smaller windows. Mr. Adams suggested approving the application with the stipulation that the smaller windows be redefined and brought back for administrative approval before installation. Chair Ruedig agreed.

Chair Ruedig opened the public hearing.

### **SPEAKING TO, FOR, OR AGAINST THE PETITION**

No one spoke, and Chair Ruedig closed the public hearing.

### **DECISION OF THE COMMISSION**

*Councilor Blalock moved to **grant** the Certificate of Approval for the application as presented, with the following **stipulation**:*

- 1. The applicant shall return for an administrative approval for the mullions on the smaller windows on the Ceres Street side.*

*Mr. Ryan seconded.*

Councilor Blalock said the project would retain the integrity of the District and would be compatible in design with surrounding properties.

*The motion **passed** unanimously, 5-0. with Mr. Booz recused.*

Mr. Booz remained recused for the following petition.

4. Petition of **Jane M. Man Associates, LLC, owner**, and **Morton Market Realty, C/O** for property located at **117 Market Street**, wherein permission is requested to allow exterior renovations to an existing structure (replacement windows to match those installed at 87 Market Street) as per plans in file in the Planning Department. Said property is shown on Assessor Map 106 as Lot 37 and lies within Character District 5 (CD5), Downtown Overlay, and Historic Districts.

### **SPEAKING TO THE PETITION**

[Timestamp 1:38:37] Jeff Jones of Maine Coastal was again present on behalf of the applicant, with Dan Santacrocce of TMS Architects. Mr. Gilbo said the building was next to the 113 Market Street one as discussed above and the plans were the same. Vice-Chair Doering said the previous comments about Petition 3, 113 Market Street, still applied. She said the upper windows were clearly smaller than the ones below and just needed a rethinking of the number of lights and the layout and that the applicant could return for an administrative approval. Chair Ruedig confirmed that everything else was the same as the previous application. Vice-Chair Doering said windows 1, 3, 6, and 9 were taller than windows 12 and 15, so there would be a change in the grill pattern for 12 and 15 due to the height, which the applicant could present the next time.

Chair Ruedig opened the public hearing.

**SPEAKING TO, FOR, OR AGAINST THE PETITION**

No one spoke, and Chair Ruedig closed the public hearing.

**DECISION OF THE COMMISSION**

*Councilor Blalock moved to **grant** the Certificate of Approval for the application as presented, with the following **stipulation**:*

- 1. The applicant shall return with the millwork patterns on the smaller windows.*

*Mr. Ryan seconded the motion.*

Councilor Blalock said the project would preserve the integrity of the District and would have compatibility of design with surrounding properties.

*The motion **passed** unanimously, 5-0, with Mr. Booz recused.*

Mr. Booz remained recused from the following petition.

5. Petition of **R.A. Morton Holdings, LLC, owner**, for property located at **93 Market Street**, wherein permission is requested to allow exterior renovations to an existing structure (replacement windows to match those installed at 87 Market Street) as per plans in file in the Planning Department. Said property is shown on Assessor Map 106 as Lot 42 and lies within Character District 5 (CD5), Downtown Overlay, and Historic Districts.

**SPEAKING TO THE PETITION**

[Timestamp 1:42:18] Jeff Jones of Maine Coastal was present on behalf of the applicant, with Dan Santacrocce of TMS Architects. Chair Ruedig said it was the same setup and opened the public hearing.

**SPEAKING TO, FOR, OR AGAINST THE PETITION**

No one spoke, and Chair Ruedig closed the public hearing.

**DECISION OF THE COMMISSION**

*Councilor Blalock moved to **grant** the Certificate of Approval for the application as presented, with the following **stipulation**:*

- 1. The millwork patterns for the smaller windows shall return for administrative approval.*

*Mr. Ryan seconded.*

Councilor Blalock said the project would preserve the integrity of the District and would have compatibility of design with surrounding properties.



*The motion **passed** unanimously, 5-0, with Mr. Booz recused.*

At this point, the Commission noted that the roofing material was not discussed and that the slate roof was proposed to be replaced with asphalt. They discussed whether it would have to return at the March meeting and whether the public hearing should be reopened.

*Mr. Adams moved to **reopen** the public hearing for the roof discussion. There was no second.*

It was further discussed. Vice-Chair Doering said it was not properly noticed to the public. Mr. Ryan said under the circumstances, an extra 30 days until the roofing material presentation would be acceptable. The public hearing was not reopened.

Mr. Booz returned to his voting seat for the following petition.

6. Petition of **JFJ Market Square, LLC, owner**, for property located at **2 Market Square, Unit E**, wherein permission is requested for the demolition of a wooden shed (not to be replaced) and for the replacement of one window as per plans on file in the Planning Department. Said property is shown on Assessor Map 117 as Lot 17-E and lies within Character District 4 (CD4), Downtown Overlay, and Historic Districts.

#### **SPEAKING TO THE PETITION**

[Timestamp 1:50:41] Project architect Mark Pelletier was present on behalf of the owner of the Pierce Block Condo Association. He said they proposed removing the wooden shed and revealing the historic brick building behind it with a masonry opening of a door and window that the applicant wanted to replace. He said the door and window would match what was previously approved for all the windows in the Pierce Block renovation. He said they did not own the property surrounding the door so they would do a stoop on the exterior of the door to make it a viable egress. Mr. Adams said the left-hand wall had clapboards on the other side of the wall on the inside of the building. Mr. Pelletier said there used to be a building in that parking lot area and that one wall was salvaged. Vice-Chair Doering asked if the condensers were in the shed or outside. Mr. Pelletier said they were outside and behind the shed.

Chair Ruedig opened the public hearing.

#### **SPEAKING TO, FOR, OR AGAINST THE PETITION**

No one spoke, and Chair Ruedig closed the public hearing.

#### **DECISION OF THE COMMISSION**

*Mr. Ryan moved to **grant** the Certificate of Approval for the application as presented, seconded by Councilor Blalock.*

Mr. Ryan said the project would enhance the character of the area and would be in keeping with the architecture with the back alley.

*The motion passed unanimously, 6-0.*

## V. WORK SESSIONS (NEW BUSINESS)

A. Work Session requested by **PNF Trust, owner**, for property located at **266-278 State Street**, wherein permission is requested to allow the construction of a new 4-Story mixed-use building as per plans in file in the Planning Department. Said property is shown on Assessor Map 107 as Lots 78,78, and 80 and lie within Character District 4 (CD4), Downtown Overlay, and Historic Districts.

### WORK SESSION

[Timestamp 2:05:11] Attorney Chris Mulligan was present on behalf of the applicant, along with architect Michael Keane. Attorney Mulligan said the project received all requested variances from the Board of Adjustment except for the penthouse. He said the present project was the same except for a few tweaks and without the penthouse. Mr. Keane said they would restore the Louie's portion of the townhouse on Pleasant Street as previously proposed and the storefronts would be rebuilt to be more in keeping with the historic nature of the street. He said the Flores building on the corner of Pleasant and State Streets had the floor-to-floor heights raised, which raised up the storefront, and the windows remained the same proportion but had more wall height. Due to the loss of the penthouse, he said the link between the Flores and the Louie's buildings did not have to go up as high, so the link addition came back down to the eave height. He said the only change on the State Street would be the height. On the Times building, he said they would replicate as much as possible of the original arched storefronts in the historic documentation. He said they got a variance for the height to go up to the original height of the Times building and to keep the same window patterns and sizes. He said they were able to match the window patterns on the Church Street elevation and were showing granite headers in the lower level. He said the windows used to be blocked in but they wanted some openings for basement parking ventilation. He said the existing door in the Times building would slide to the right to facilitate egress. He said the biggest change on the Church Street side was the transformer. He said Eversource allowed them to put a transformer within a 3-sided alcove in the building, which drove a redesign of the façade of the Church Street addition and the elimination of a projected bay. He said the existing flat façade back there would be brick. He said the Court Street elevation did not really change. He said the condensers had originally been projected to protrude above the ridge line of the Louie's building but would be hidden behind the ridge line.

[Timestamp 2:16:44] Councilor Blalock asked if solar had been considered for the roof. Mr. Keane said not yet. Mr. Adams said the Church Street side seemed stark, with five or six punched holes. He said it seemed to lack substance and was sure it would be seen. Mr. Keane said they looked at it in the City's downtown model and were able to get accurate views from the corner of Court and Pleasant Streets, but they were five feet higher now, so he thought it would be a bit more visible. Mr. Adams said it was mass without any substance. Vice-Chair Doering said the two things that stood out to her were the proportion of the windows and the fenestration looked a bit small with the other things around it. She said the condensers were showing but she did not know if it was due to the angle of the elevation. She asked if the condensers would be seen from the ground. Mr. Keane said he didn't think they would be seen from Pleasant Street.

Mr. Ryan said he was more concerned with the Times building because it lacked all the detail that the building originally had, including that the cornices were more ornate and the windows were 6/6. He said what was seen now was stark. Mr. Keane said it would be difficult to get that in a veneer system. Mr. Ryan said promises were made and he wanted to see more detail as part of his approval. Mr. Keane said he would see if they could get a higher level of detail. Vice-Chair Doering asked if changes were made to the Flores building's roofline, and Mr. Keane said no. Chair Ruedig asked if there were any differences in material or window styles. Mr. Keane said they didn't plan any. Chair Ruedig referred to the comments about the upper level of the big building that faced Pleasant Street and thought there were lots of things that could be done to the windows to make that elevation lighter. Mr. Booz asked if the cost of construction for a solid brick wall instead of brick veneer was substantially different, and Mr. Keane agreed. Councilor Blalock said any detail on the upper level of the Times building would go a long way and thought it presently had a boxy feel and didn't feel as historic as the building should feel. Mr. Keane said he would like to have another work session before going into a public hearing.

#### **DECISION OF THE COMMISSION**

*Councilor Blalock moved to **continue** the work session to a future meeting, seconded by Mr. Adams. The motion **passed** unanimously, 6-0*

#### **VI. ADJOURNMENT**

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Joann Breault  
HDC Meeting Minutes Taker