

**ACTION SHEET
THE HISTORIC DISTRICT COMMISSION**

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

6:30 p.m.

July 01, 2026

MEMBERS PRESENT: Chair Reagan Ruedig; Vice-Chair Margot Doering; City Council Representative Kate Cook; Members, Dr. Dan Brown, David Adams, Martin Ryan, Joy Curth and Alternates Susan Strauss and Larry Booz

MEMBERS EXCUSED:

ALSO PRESENT: Izak Gilbo, Planner 1, Planning Department

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I. APPROVAL OF MINUTES

1. June 03, 2026

*Mr. Adams moved to **approve** the June 3 minutes, seconded by Ms. Strauss. The motion **passed** unanimously, 7-0.*

II. ADMINISTRATIVE APPROVALS

1. 28 Chestnut Street
2. 53 Pray Street
3. 103 Congress Street
4. 51 Gardner Street
5. 11 Sheafe Street
6. 111 State Street
7. 6 Dearborn Street

*This item was voted on separately. Mr. Martin moved to **approve** the item, seconded by Ms. Curth. The motion **passed** by a vote of 5-1, with Councilor Cook opposed.*

Mr. Ryan moved to **approve** Items 1, 2, 3, 5, 6, and 7 with no stipulations. Mr. Adams seconded. The motion **passed** unanimously, 7-0.

III. PUBLIC HEARINGS (OLD BUSINESS)

A. **REQUEST TO POSTPONE**- Petition of Michael Dulac, owner, for property located at 325 Marcy Street, wherein permission is requested to allow exterior renovations to an existing structure (replace rear sliding door, install (3) new windows in the kitchen, and remove (2) windows from the (Pickering Street side) as per plans on file in the Planning Department. Said property is shown on Assessor Map 102 as Lot 12 and lies within the General Residence B (GRB) and Historic Districts.

Mr. Ran moved to **postpone** the petition to the July 8 meeting, seconded by Mr. Adams. The motion **passed** unanimously, 7-0.

B. Petition of One Market Square LLC, owner, for property located at 1 Congress Street, wherein permission is requested to allow revisions to a previously approved design (lowered site grade, new rear dormer, new courtyard windows, and roof adjustments) and the demolition and replacement of the structure at (18 High Street) as per plans on file in the Planning Department. Said property is shown on Assessor Map 117 as Lot 17 and lies within the Character District 4 (CD4), Downtown Overlay and Historic Districts.

Mr. Ryan moved to **grant** the Certificate of Approval for the petition as presented, with the following **stipulation**:

1. The Commission shall see the account of the materials of the existing façade and all the details except for the windows so that they can keep track of the process.

Vice-Chair Doering seconded the motion.

Mr. Ryan said the project would preserve the integrity of the District and would be consistent with the special and defining character of the surrounding properties. He said it was a good project that would tie the old and new together very well. It was further discussed.

The motion **passed** by a vote of 6-1, with Ms. Curth 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 (replace rotted storefront paneling, replace existing transom window with a panel detail along Market Street; remove unnecessary exterior HVAC and fire alarm components and replace a transom window with a louvre along Ladd Street) as per plans on 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.

*Dr. Brown moved to **grant** the Certificate of Approval for the application as presented.*

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

*Councilor Cook seconded. The motion **passed** unanimously, 7-0.*

2. Petition of Lawrence Barr and Donna Novelli, owners, for property located at 39 Chauncey Street, wherein permission is requested to allow exterior renovations to an existing structure (replace all windows) as per plans on file in the Planning Department. Said property is shown on Assessor Map 134 as Lot 31 and lies within the General Residence A (GRA) and Historic Districts.

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

Mr. Ryan said the project would complement and enhance the architectural and historic character of the neighborhood and would have compatibility of innovative technologies with surrounding properties.

*The motion **passed** by a vote of 6-1, with Mr. Adams voting in opposition.*

3. Petition of Susan Ingersoll, owner, for property located at 46 Aldrich Street, wherein permission is requested to allow the removal of the existing detached garage on the site and the new construction of an attached garage and addition to the existing main house) as per plans on file in the Planning Department. Said property is shown on Assessor Map 148 as Lot 26 and lies within the General Residence A (GRA) and Historic Districts.

*Mr. Ryan moved to **grant** the Certificate of Approval for the petition as presented.*

Councilor Cook seconded the motion.

*The motion **passed** unanimously 7-0.*

V. ADJOURNMENT

The meeting adjourned at 8:00 p.m.