



## ***Somersworth Historic District Commission***

One Government Way, Somersworth, NH 03878

Regular Meeting of the HDC held on Wednesday, 25 October 2017: Adopted as amended

<u><i>Present</i></u>	<u><i>In absentia</i></u>
Laura Barry, Chair	Beth Poulin, Commissioner
Richard Brooks, Vice-Chair	
Martin P Dumont Sr, City Council Representative	
Edward Levasseur, Alternate Commissioner	
George Poulin, Commissioner	
Tim Metivier, Building Inspector	
Pius Charles Murray, Secretary	

### **Petitioners Present:**

John Kwan, on behalf of HDC #29-2017	Leo Stcyr, on behalf of HDC #29-2017
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## Agenda & Minutes

### I. Call to Order: At 7:00 pm by the Chair

The Chair determined that since there was a Commissioner absent, Mr. Levasseur could participate and vote.

II. Approval of Minutes: Motion to approve the minutes of the full HDC meeting of 27 September 2017 as submitted was made by Mr. Murray and seconded by Mr. Brooks. Motion passed unanimously..

III. Projects of Minimal Impact: Mr. Metivier reported that since he had no written report prepared he was reporting that there were no projects of minimal impact during the previous month.

IV. Public Comments: There were none.

V. Old Business: There was none.

### VI. New Business:

A. Johny Kwan is seeking a certificate of appropriateness for window replacement on property located at 103 Main Street, in the Business Historic (BH) District, Assessor's Map 10, Lot 187, HDC #29-2017.

Mr. Kwan and Mr. Stcyr were present to discuss HDC #29-2017. Mr. Metivier explained the project from the project's description taken from the application as follows: "[To] [r]eplace all single pane and broken windows with new double glass insulated windows. Window will be place *[sic]* all the existing Opening *[sic]*. There will be no changes in dimensions." Mr. Metivier further explained that the need for this replacement window project was discovered during a routing property inspection.

To Mr. Brooks's inquiry about why this project was needed now, Mr. Stcyr replied that the windows were broken and the owner was trying to make the building look as it originally was. Mr. Poulin asked if the 2/2 grid would be replaced to look as the original; Mr. Stcyr stated that it would be replaced by a 2/2 grid. To Mr. Brooks's question would the first floor windows be replaced as well, Mr. Kwan stated that they would not be replaced. To Ms. Barry's question if anything else would be touched between the windows, Mr. Kwan responded no, only the 2/2 grid with vinyl would replace what is currently there.

Motion to approve HDC #29-2017 as submitted was made by Mr. Poulin and seconded by Mr. Murray. Motion was approved unanimously.

B. Any other *New Business* that may come before the Board.

VII. Public Comments by Visitors: There were none.

### VIII. Workshop Business:

#### A. Winter Parking Ban

Councilor Dumont brought up an issue that had been brought his attention: the effects of the Winter Parking Ban in the Historic District. Councilor Dumont reported that property owners, especially newer ones, in the Historic District; due to difficulties with some properties in the Historic District, have petitioned to make another egress onto their property to be able to get their cars off the streets during the winter parking ban. There was considerable discussion among the Commissioners regarding how to handle such requests. Mr. Metivier reminded the HDC that DPW granted driveway parking permits. During parking bans, DPW announced where alternate parking areas throughout the city were located; the issue is that such an announced area may not be near an owner's house in the Historic District. It seemed an issue to bring to DPW's attention; the Police Department only enforced the DPW's temporary winter parking bans.

#### B. Proposed Historic District changes in City Ordinances

The Chair announced that she had received an email from the State of NH regarding some questions and suggested changes the State had concerning the HDC's proposed changes to the city's Historic District Ordinance. The Chair recommended that once the written questions and suggestions were received that the Subcommittees dealing with this issue (e.g. Mr. Murray's and Mr. Brooks's) meet again to deal with the State's recommendations. Mr. Brooks recommended that Commissioners re-read the proposed Ordinance changes to be prepared for further discussion and recommended changes, if any, depending on the State's input.

#### C. Reformatting HDC agenda

Mr. Brooks wanted to recommend that petitioners who wished to have an informal discussion with the HDC without a vote about their projects be given time separate from the Comments from Visitors agenda item. Mr. Murray thought that the Comments from Visitors agenda items could be interpreted broadly enough to allow what Mr. Brooks's proposed. Mr. Poulin recommended that because such discussions could be lengthy such discussions only be allowed at the second Comment from Visitors agenda item; the Commission agreed by consensus. If necessary, Mr. Brooks's proposal could be reconsidered.

Mr. Metivier reminded the HDC that the SRTC Committee would recommend to the HDC that a representative participate in any hearing which would have an effect on any property in the Historic District.

### IX. Communications and Miscellaneous:

A. Mr. Metivier informed the HDC that he had just mailed to the State the annual report of HDC activities. The Chair took the opportunity to remind Commissioners that, since the Report asks for trainings or conferences that Commissioners participate in, Commissioners should consider doing so; money for some conferences and workshops may be available. Mr. Murray reported that while he had signed

up for three such conferences in Keene, NH, he missed the first conference, Researching Your Old House (on 09/14/20017), due to a previous engagement but had tickets for the second, Restore Your Old House (on 03/03/2018), and the third/final one, Architectural Styles and Walking Tour (on 06/02/2018), both in Keene.

B. Any other business that may come before the HDC.

X. Adjournment: Motion to adjourn at 7:30 pm was made by Mr. Murray and seconded by Mr. Brooks. Motion passed unanimously.

Respectfully submitted,

*Pius Charles Murray*

(Mr.) Pius Charles Murray, MLS, MPA  
Secretary