



## *Somersworth Historic District Commission*

One Government Way  
Somersworth, NH 03878

Minutes of Regular Meeting on 27 May 2020 at 7:00pm:

### **Present:**

<b><u>Name</u></b>	<b><u>Title/Role</u></b>
Laura Barry	Chair
Lindsey Gagnon	Vice-Chair
Matt Gerding	City Councilor
George Poulin	Commissioner
William Poole	Alternate Commissioner
Tim Metivier	Building Inspector
Shanna B. Saunders	Director of Development Services
Pius Charles Murray	Secretary

### **Petitioners Present:**

<b><u>Name</u></b>	<b><u>HDC Petition #</u></b>
hG. Brandt Atkins	HDC #15-2020
Christopher Chartier	HDC #16-2020
William Poole	HDC #08-2020
Piccadilly Properties, LLC/Paul Delisle	HDC #10-2020
Daniel Vincent	HDC #12-2020

### **Members of the Public in attendance:**

None

The meeting was conducted electronically via Zoom.

The Director of Development, Ms. Saunders, read the city's policy concerning the holding of meetings electronically.

Due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically. The public has access to watch to this meeting through the Local Government Cable Access Ch. 22 (Comcast), and streamed live through the City's website at [www.somersworth.com](http://www.somersworth.com).

Although this is a public meeting, the public is encouraged NOT to attend and instead to leave comments or concerns at the following phone number # 1-603-841-2936, by emailing [hdc@somersworth.com](mailto:hdc@somersworth.com) or by dropping off a the drive-thru or sending written comment to Historic District Commission, 1 Government Way, Somersworth NH 03878. Comments must be received no later than 4pm the day of the meeting.

The public can access the meeting and listen live by telephoning any of the following numbers and then adding webinar I.D.# 867 2908 6012  
1 (312) 626-6799, 1 (646) 558-8656, 1 (301) 715-8592, 1 (346) 248-7799, 1 (669) 900-9128,  
or 1 (253) 215-8782

### **Agenda & Minutes**

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

The Chair informed Mr. Poole as there was a vacancy, he would be appointed a full voting member.

The Chair stated that because the meeting was being held electronically, all votes of motions would be conducted by roll call vote.

### **II. Approval of previous minutes:**

Because of the COVID-19 pandemic and Governor's stay-at-home order, the HDC did not meet in March 2020 or April 2020.

The Chair asked the Secretary, Mr. Murray, concerning the approval of the previous meeting minutes of February 2020. Because Mr. Murray was not present at the February 2020 meeting, he asked Mr. Brooks who acted as Secretary *ad interim* to introduce the February 2020 minutes.

Motion to adopt the February 2020 meetings as submitted was made by Councilor Gerding and seconded by Mr. Poulin.

### **Roll Call Vote on the Approval of the February 2020 minutes**

Yes	No	Abstain
Ms. Barry		
		Mr. Murray

Councilor Gerding		
Mr. Poulin		
Mr. Brooks		
Ms. Gagnon		
		Mr. Poole

The Chair announced that the motion to adopt the February 2020 minutes of submitted was adopted by a vote of 5-0-2.

### **III. Projects of Minimal Impact:**

Mr. Metivier reported on three months' worth of projects of minimal impact as follows:

#### **February 2020**

1. LBC Property, 25 High Street, in the Business with Historic Overlay (BH) District, Assessor's Map 11, Lot 67, HDC # 06-2020. **Application to repair front overhand was approved.**
2. Green Rock Investments, 14 Mt. Vernon, in the Historic Moderate Density (HMD) District, Assessor's Map 10, Lot 139, HDC #04-2020. **Application to re-roof in kind was approved.**
3. Brain Chu and Shiao-Ping Wang, 26 Lincoln Street, in the Residential Single Family/A with Historic Overlay (R1AH) District, Assessor's Map 11, Lot 104, HDC # 07-2020. **Application to re-roof in kind was approved.**

#### **March 2020**

1. Queensbury Mill Limited Partnership, 1 Market Street, in the Business with Historic Overlay (BH) District, Assessor's Map 11, Lot 96, HDC # 09-2020. **Application to re-roof in kind was approved.**

#### **April 2020**

1. Cory Donohue and Matt Gerding, 157 High Street, in the Residential/Business with Historic Overlay (R/BH) District, Assessor's Map 10, Lot 130, HDC # 11-2020. **Application to build a 12-18 sf chicken coop was approved.**

**IV. Comments by Visitors:** There were none.

### **V. Old Business:**

A. There was no Old Business

### **VI. New Business:**

William Poole and Loren Penton, are seeking a certificate of appropriateness to re-model the entry way and marquee, replace the storm door, and install a sign on the property located at 56-58 High Street, in the Business with Historic Overlay (BH) District, Assessor's Map 11, Lot 213, HDC # 08-2020.

Petitioner(s) present: William Poole, who recused himself from this items and stated that he would refrain from participating in the Commission's discussion of his petition as well as abstain from voting on it.

Discussion: The Chair asked Mr. Metivier to describe the proposed project. Mr. Metivier read the description in the application package which states, in part, that for the marquee there would be "removal of plywood fascia veneer to adequately assess the interior box construction and determine if original materials are still underneath ... and, if so, similar materials can be sourced and reattached ... Repair marquee as needed, which includes addressing corner leak ... [Specifically for the] Marquee: 1) removal of vinyl tongue and groove paneling, replacing with wood tongue and groove, primed and painted with extensive grade, all-weather water based paint. Replace singular light in residential entry alcove with exterior rated LED canister flush trim light, positioning over first floor window, and first floor (proposed) ADA compliant entry into retail shop. Sign: Installation of Wm. Poole Confections sign as per agreement/contract with Portsmouth Sign Company. ... At this time sign will not offer illumination. ADA Compliant Entry: The current entry into 58 High Street is not ADA compliant. A new entry will take up the north-east window area ... hopefully utilizing salvaged linear bricks to wall up the existing, single entry... ADA Compliant Retail and Resident Alcove: The (new) shop entry threshold and resident entry/alcove threshold to receive matte finish (slid/skid resistant), ceramic tile... Resident Entry/Storm Door: Replace existing storm door with efficient/new storm door. Larson or similar ... Resident Entry: Install extruded aluminum decorative entry gate into residential opening, gate latch and interior serviced mail drop. Gate design is to mimic original historical, look and feel of similarly aged structures... Residential Entry: Paint exterior surface, jamb and threshold with exterior grade/all-weather water-based paint."

Mr. Brooks asked if the gate would reach the edge of the sidewalk. Mr. Poole responded yes and recommended looking at Picture #0312 in the application. Councilor Gerding inquired if the alterations would maintain the interior alcove door. Mr. Poole answered that he would be installing an ADA compliant door but that he would also store the original door in case anyone in the future would want to put it back.

Disposition: Motion to approve HDC # 08-2020 as submitted was made by Mr. Brooks and seconded by Councilor Gerding.

**Roll Call vote on the Approval of HDC # 08-2020**

<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>
Ms. Barry		
Mr. Murray		
Councilor Gerding		
Mr. Poulin		
Ms. Ganon		
Mr. Brooks		

		Mr. Poole
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The Chair announced that HDC # 08-2020 was approved as submitted by a vote of 6-0-1.

B. Piccadilly Properties LLC is seeking a certificate of appropriateness to replace the front door, replace a rear window with a door, and add a “dog house” style shed onto the bulkhead on a property located at 97 High Street, in the Residential/Business with Historic Overlay (R/BH) District, Assessor’s Map 11, Lot 37, HDC # 10-2020.

Petitioner(s) present: Paul Delisle

Discussion: The Chair asked Mr. Metivier to describe the project. According to Mr. Metivier, the proposed project has three aspects. First, it aims to replace the commercial front door with an historically accurate one. Second, it seeks to replace the windows in the place with an exterior door. Third, it wishes to add a “dog house” style shed onto the bulkhead to create an entrance on the left side of the building.

Councilor Gerding stated that he was fine with the front door and shed alterations. He asked if the windows would be single pane or match the 6/6 style; he recommended doing some homework to ascertain the historically correct window style. Councilor Gerding also inquired if any bricks would be removed in the adding of the “dog house” shed; Mr. Delisle replied “No.” Mr. Brooks wanted to know if all three doors in the “dog house” shed would be the same; Mr. Delisle responded “yes;” furthermore, what he wanted to do was to install fake wood out front of the shed and perhaps paint it white. Mr. Brooks commented further that the appropriate window style would be 2/2. Mr. Brooks also asked what shape the “dog house” shed would take; Mr. Delisle stated that it would be a peaked roof just like a dog house. Mr. Poulin wanted to know the color above the windows on the shed; Mr. Delisle thought that white would be most appropriate. Ms. Gagnon inquired if any bricks would be touched or removed; Mr. Delisle replied that they would remain.

Disposition of HDC # 10-2020. Motion to approve HDC #10-2020 as submitted with the stipulation that the “dog house” style shed to the bulkhead and replace the rear window with a 2/2 window was made by Councilor Gerding and seconded by Mr. Murray.

### **Roll Call Vote to Approve HDC # 10-2020**

<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>
Mr. Barry		
Mr. Murray		
Councilor Gerding		
Mr. Poulin		
Ms. Gagnon		
Mr. Brooks		
Mr. Poole		

The Chair announced that HDC #10-2020 was approved as submitted with the conditions that the new window on the dog house shall be 2 over 2 to match the historic photo as supplied from the City completed survey. Passed unanimously (7-0-0).

C. Daniel Vincent is seeking a certificate of appropriateness to construct a 916 sf addition to the existing carriage house on a property located 21 Lincoln Street, in the Residential Single Family/A with Historic Overlay (R21AH) District, Assessor's Map 11, Lot 118, HDC # 12-2020.

Petitioner(s) present. Daniel Vincent

Mr. Brooks announced that he was an abutter so he would not participate in the HDC discussion and would abstain from voting on the petition.

Discussion: The Chair asked Mr. Metivier to describe the proposed project. Mr. Metivier stated that it had two parts: (1.) to add a 916 sq' addition to the existing structure; and (2.) to match all existing trim, siding, to the existing structure including windows and doors. Mr. Metivier reported that this property has had an extensive history of appearances before the HDC in 1994, 1995, 2012, and 2013.

Mr. Gerding stated that this was one of his favorite houses in the Historic District and that it has been maintained very well. He asked if any of the proposed changes required approval from Zoning. The Chair asked about the peak in the picture on page 4 of the application; Mr. Vincent replied that it was not drawn to scale but the pitches remain the same.

The Commission was appreciative of the work that Mr. Vincent was proposing to maintain this property and the completeness of his application's documentation.

Disposition of HDC # 12-2020. Motion to approve HDC # 12-2020 was submitted was made by Mr. Murray and seconded by Mr. Poulin.

**Roll Call Vote to Approve HDC # 12-2020**

<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>
Ms. Barry		
Mr. Murray		
Councilor Gerding		
Mr. Poulin		
Ms. Gagnon		
		Mr. Brooks
Mr. Poole		

The Chair announced that HDC # 12-2020 was approved, as submitted, by a vote of 6-0-1.

D. John Jackman is seeking a certificate of appropriateness to replace the front door and complete vinyl siding on a property at 7-9 Prospect Street in the Residential Single Family/A with a Historic Overlay (R1AH) District, Assessor's Map 11, Lot 88, HDC # 13-2020.

Petitioner(s) present: No one present

Discussion: The Chair asked Mr. Metivier to describe the project. The proposal is: (1.) to replace the front; and (2.) to complete the vinyl siding in the back of the house. Mr. Metivier also reported that this property had an extensive history of appearances before the HDC in 1988, 1997, 1998, 2000, 2009, 2010, 2017, and 2019.

There was considerable discussion about the extent of the use of vinyl siding in the back of the house. The Commission wished to limit its use to the internal horseshoe shaped connection between the two buildings. Mr. Brooks asked Mr. Metivier if the petitioner wanted to finish vinyl siding the entire house, to which Mr. Metivier replied that the petition only seeks to complete the vinyl siding already present. Mr. Brooks said that the damage had already been done by using vinyl siding before; he wished to ensure that it would not be installed on the front. Mr. Poole referenced the pictures on p. 3 of 6; he too wanted to ensure that the vinyl siding be restricted to the horseshoe shaped connection between the two buildings. The Chair stated that the installation of the vinyl siding in this case was not done consistently. Mr. Metivier replied that the petitioner wanted to finish the siding which had been done piece meal perhaps due to economic reasons. Mr. Poulin asked if any or all of the windows would be affected.

Disposition of HDC # 13-2020. Motion to approve HDC # 13-2020 with the stipulations that the replacement vinyl siding be restricted to the internal horseshoe area between the buildings and no outside cement block was made by Mr. Brooks and seconded by Mr. Poole.

**Roll Call Vote to Approve HDC # 13-2020**

<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>
Ms. Barry		
Mr. Murray		
		Councilor Gerding
Mr. Poulin		
Mr. Brooks		
Ms. Gagnon		
Mr. Poole		

The Chair announced that HDC #13-2020 with the conditions that:

1. Vinyl siding can only be added to the areas on the inside of the 'U'; and
  2. There shall be no vinyl siding on the cement block portion of the structure
- was approved by a vote of 6-0-1.

E. G. Brandt Atkins is seeking a certificate of appropriateness to remove and replace brick steps and aluminum railing with two vertical overhanging roof supports on a property located at 24 Maple Street, in the Residential Single Family/A with Historic Overlay (R1AH) District, Assessor's Map 11, Lot 103, 15-2020.

Petitioner(s) present: G. Brandt Atkins

Discussion: The Chair asked Mr. Metivier to describe the project. Mr. Metivier read the description in the petitioner's application as follows: "The scope of the project is to remove and replace a deteriorated set of 8 riser brick steps and existing rotten aluminum railing with two vertical overhanging roof supports. The replacement stairs will be pre-cast to the same dimensions, 86' (W) x 125' (L) x 60"(HT) with 8 risers. The brick will be a veneer and the 2' thick treads will be a granite concrete mix. The risers are all 7.5' with a 12' tread inclusive of a 2' overhang above the lower tread. The granite/concrete mix top landing is 84" x 50" ... It is proposed to replace the rotten aluminum railings ... The two roof supports will be an architectural lathed post, such as blending in more readily with the existing abutters' columns and posts ..."

Mr. Brooks stated that he liked the step choice as it returns back to what it was. Mr. Metivier commented that the stone mix was a faux granite tradition. Mr. Poulin asked what the thickness of the concrete was (2").

Disposition of HDC # 15-2020. Motion to approve HDC # 15-2020 as submitted was made by Mr. Poulin and seconded by Mr. Brooks.

**Roll Call Vote to Approve HDC # 15-2020**

<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>
Ms. Barry		
Mr. Murray		
Mr. Poulin		
Councilor Gerding		
Ms. Gagnon		
Mr. Brooks		
Mr. Poole		

The Chair announced that HDC # 15-2020 was approved as submitted unanimously (7-0-0).

F. Christopher Chartier is seeking a certificate of appropriateness to remove and replace stair boards, hand rails, and porch rail on a property located at 38 Highland Street, in the Historic Moderate Density (HMD) District, Assessor's Map 11, Lot 46, HDC # 16-2020.

Petitioner(s) present: Christopher Chartier.

Discussion: The Chair asked Mr. Metivier to describe the project. According to Mr. Metivier's report, the proposed project involved several items: (1.) to remove old stair boards and replace with new ones; (2.) to remove the handrails on the steps and replace with new ones; (3.) to remove the porch rail and replace with new; and (4.) the new materials will be pvc but will resemble the existing. According to Mr. Metivier, the property appeared before the HDC in 2014, and in 2016.

Mr. Chartier expanded upon Mr. Metivier's description by explaining that he wants to get rid of the lead paint, to regrade the lawn, and to raise the handrails to make it safe for his children. Mr. Brooks interjected that raising the handrails changes the building's historical appearance. Mr. Chartier explain further that he wanted to raise the handrails by 26" to safeguard his children. To Mr. Brooks's question



how high handrails must be for city ordinance, Mr. Metivier responded 35". The Chair inquired about the lead paint. Mr. Chartier replied that encapsulation did not work. To the Chair's question regarding the screened-in porch, Mr. Chartier answered that the porch was not originally screened-in; what it there now was stapled. Mr. Brooks stated that if a retaining wall is not needed, then no further appearance before the HDC would be required. However, if a vertical structure is needed, then additional HDC approval would be required.

Disposition of HDC # 16-2020. Motion to approve HDC # 16-2020 with the condition that:

1. If the grading requires a retaining wall the applicant shall come before the Historic District Commission for review and approval; and
2. The original side porch railing shall be stored away safely on the property (in an attic or dry basement, etc) so that the historic piece can stay with the property and be used/reinstalled by a future property owner at later time was made by Councilor Gerding and seconded by Mr. Murray.

#### **Roll Call Vote to Approve HDC # 16-2020**

<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>
	Ms. Barry	
Mr. Murray		
		Mr. Poulin
Councilor Gerding		
Ms. Gagnon		
	Mr. Brooks	
Mr. Poole		

The Chair announced that HDC # 16-2020 was approved by a vote of 4-2-1.

#### **G. Review and Approval of Visual Guidelines.**

The Chair called for the approval of the HDC's Visual Guidelines. Mr. Brooks stated that since he had not seen the final version of the Visual Guidelines. He requested a copy prior to feeling comfortable voting on them. Mr. Murray referred to the minutes of the 26 February 2020 minutes which stated that two edits were approved (relating to the roof section, and about the residential sign placement and size/plywood materials used as signs) but that the entirely newly edited Visual Guidelines had not been. The Commission decided to table approval until the next meeting.

Motion to table approval of the Visual Guidelines until the next HDC regularly scheduled meeting was made by Mr. Murray and seconded by Mr. Poulin.

#### **Roll Call Vote to Table Approval of the Visual Guidelines**

<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>
Ms. Barry		
Mr. Murray		
Mr. Poulin		
Councilor Gerding		

Ms. Gagnon		
Mr. Brooks		
Mr. Poole		

The Chair announced that the motion to table the approval of the Visual Guidelines was approved unanimously (7-0-0).

H. Any other New Business.

## **VII. Workshop Business.**

The Chair asked for subcommittee updates; there were none.

The Chair asked The Director of Development if the HDC proposed budget was approved. Ms. Saunders responded that she would get back to them. The Chair also expressed concern that due to the COVID-19 pandemic, the HDC might not be able to plan any public events during the FY 2020-2021. Ms. Saunders offered the possibility of developing online events which the Chair took under advisement.

## **VIII. Communications & Miscellaneous**

A. Mr. Brooks inquired about a property on Prospect Street that did not seem to be following HDC guidelines. Mr. Metivier said that the city was monitoring a number of properties city-wide.

B. Any other Communications and Miscellaneous.

## **X Adjournment:**

Motion to adjourn at 8:59 pm was made by Mr. Brooks and seconded by Councilor Gerding.

### **Roll Call Vote to Adjourn the HDC Meeting**

<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Abstain</u></b>
Ms. Barry		
Mr. Murray		
Mr. Poulin		
Councilor Gerding		
Ms. Gagnon		
Mr. Brooks		
Mr. Poole		

The Chair announced that the motion to adjourn was approved unanimously (7-0-0).

Respectfully submitted,  
*Pius Charles Murray*

(Mr.) Pius Charles Murray  
Secretary