

**ACTION SHEET
HISTORIC DISTRICT COMMISSION
ONE JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE**

EILEEN DONDERO FOLEY COUNCIL CHAMBERS

6:30 p.m.

January 02, 2019

MEMBERS PRESENT: Chairman Vincent Lombardi; Vice Chairman Jon Wyckoff; City Council Representative Doug Roberts; Martin Ryan, Dan Rawling, Reagan Ruedig; and Alternate Cyrus Beer

MEMBERS EXCUSED:

ALSO PRESENT: Nicholas Cracknell, Principal Planner, Planning Department and Peter Stith, Principal Planner, Planning Department

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I. APPROVAL OF MINUTES

1. December 05, 2018

*It was moved, seconded, and passed by unanimous vote (7-0) to **approve** the minutes as amended.*

II. ADMINISTRATIVE APPROVALS

- A. 442 Middle Street
- B. 24 Johnson Court
- C. 129 Market Street- **WITHDRAWN**
- D. 501 Islington Street
- E. 177 State Street

*It was moved, seconded, and passed by unanimous vote (7-0) to **approve** administrative approval items: A, B, and E as presented.*

*It was moved, seconded, and passed by unanimous vote (7-0) to **postpone** administrative approval item D to the January 09, 2019 meeting.*

III. PUBLIC HEARINGS (OLD BUSINESS)

A. *(Work Session/Public Hearing)* **Petition of Frank G. Heitker Revocable Trust Agreement, Frank G. Heitker Trustee, owner**, for property located at **37 Sheafe Street**, wherein permission is requested to allow new construction to an existing structure (construct second story addition over the existing kitchen at the rear of the structure and enlarge the existing mudroom) as per plans on file in the Planning Department. Said property is shown on

Assessor Map 107 as Lot 19 and lies within the Character District 4 (CD 4) and Historic Districts.

After due deliberation, the Commission voted that the request be **approved** with the following stipulations:

1. The box bay window shall be removed and the existing Double Hung window, remain.
2. The recessed deck shall be further detailed and submitted for administrative approval.
3. The windows shall use half screens.

Findings of Fact: The proposed application meets the following purposes of the Historic District Ordinance (as applicable):

A. Purpose and Intent:

- Yes No - Preserve the integrity of the District
- Yes No - Maintain the special character of the District
- Yes No - Assessment of the Historical Significance
- Yes No - Complement and enhance the architectural and historic character
- Yes No - Conservation and enhancement of property values
- Yes No - Promote the education, pleasure & welfare of the District to the city residents and visitors.

The proposed application also meets the following review criteria of the Historic District Ordinance (as applicable):

B. Review Criteria:

- Yes No - Consistent with special and defining character of surrounding properties
 - Yes No - Relation to historic and architectural value of existing structures
 - Yes No - Compatibility of design with surrounding properties
 - Yes No - Compatibility of innovative technologies with surrounding properties
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IV. PUBLIC HEARINGS (NEW BUSINESS)

1. Work Session requested by **James C. Lucy Revocable Living Trust, James C. and Kimberley A. Lucy, trustees and owners**, for property located at **127 & 137 High Street**, wherein permission is requested to allow new construction to an existing structure (construct rear additions to both structures) and allow a new free standing structure (construct single family dwelling at rear of #137) and allow exterior renovations to an existing structure (misc. renovations to both structures) as per plans on file in the Planning Department. Said properties are shown on Assessor Plan 118 as Lots 20 and 21 and lie within the Character District 4-L1 (CD 4-L1), Downtown Overlay, and Historic Districts.

After due deliberation, the Commission voted that the request be **approved** with the following stipulations:

1. A phase 1 archaeological survey shall be prepared by a certified archeologist and it shall be submitted for administrative approval prior to construction. At that time, the Historic District Commission shall evaluate the study and its recommendations and potentially require further study or action at the sole discretion of the Commission.
2. Historic District Commission approval is contingent on a lot merger being approved by the City.

Findings of Fact: The proposed application meets the following purposes of the Historic District Ordinance (as applicable):

A. Purpose and Intent:

- Yes No - Preserve the integrity of the District
- Yes No - Maintain the special character of the District
- Yes No - Assessment of the Historical Significance
- Yes No - Complement and enhance the architectural and historic character
- Yes No - Conservation and enhancement of property values
- Yes No - Promote the education, pleasure & welfare of the District to the city residents and visitors.

The proposed application also meets the following review criteria of the Historic District Ordinance (as applicable):

B. Review Criteria:

- Yes No - Consistent with special and defining character of surrounding properties
 - Yes No - Relation to historic and architectural value of existing structures
 - Yes No - Compatibility of design with surrounding properties
 - Yes No - Compatibility of innovative technologies with surrounding properties
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V. WORK SESSIONS (OLD BUSINESS)

A. Work Session requested by **Margot L. Thompson, owner**, for property located at **57 Salter Street**, wherein permission is requested to allow new construction and exterior renovations to an existing structure on the property (the replacement of windows and doors, the addition of a new dormer to match the existing dormer and relocation of exterior stairs) as per plans on file in the Planning Department. Said property is shown on Assessor Map 102 as Lot 32 and lies within the Waterfront Business (WB) and Historic Districts.

At the request of the applicant, It was moved, seconded, and passed by unanimous vote (7-0) to postpone the Work Session to the February, 2019 meeting.

B. Work Session requested by **Henderson Living Trust, Norman and Eliz Henderson Trustees, owners**, for property located at **325 Marcy Street**, wherein permission is requested to allow exterior renovations to an existing structure (the replacement of twenty one existing windows) 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.

*At the request of the applicant, It was moved, seconded, and passed by unanimous vote (7-0) to **postpone the Work Session to the February, 2019 meeting.***

VI. WORK SESSIONS (NEW BUSINESS)

A. Work Session requested by **The Estate of Bernard A. & Elsie Hollings, owners,** and **Nicholas Cracknell & Lisa Koppelman, applicants,** for property located **11 Meeting House Hill Road,** wherein permission is requested to allow new construction to an existing structure (construct a 2 ½ story addition to existing garage and 1 story connector to existing home) and to allow exterior renovations to an existing structure (misc. renovations) as per plans on file in the Planning Department. Said property is shown on Assessor Map 103 as Lot 59 and lies within the General Residence B (GRB) and Historic Districts.

*It was moved, seconded, and passed by unanimous vote (7-0) to **continue the Work Session to the February, 2019 meeting.***

VII. ADJOURNMENT

*At 10:10 p.m., it was moved, seconded, and passed by unanimous (7-0) vote to **adjourn the meeting.***

Respectfully submitted,

Izak Gilbo
Planning Department Administrative Clerk