



Somersworth Historic District Commission

One Government Way
Somersworth, NH 03878

Minutes of HDC Workshop on Ordinances of 16 May 2017: Adopted as Submitted

Praesens:

Laura Barry
Richard Brooks
Pius Charles Murray, Chair and Secretary

Agenda and Minutes

I. Call to Order: At 6:00pm by the Chair.

II. Workshop Business:

Both Ms. Barry and the Chair thanked Mr. Brooks for his yeoman's work preparing the latest version of the proposed changes to the city ordinance regarding the Historic District and the HDC's own Standards of Review.

Upon the suggestion of Mr. Tim Metivier, City Code Inspector, the Ordinance Workshop decided to add an Enforcement Section to the proposed ordinances. The Workshop looked at Enforcement Sections in both the Durham NH Ordinances and the Keene NH Ordinances.

The Workshop decided to title the section "Enforcement and Violations." The first section is introductory grounding the authority for enforcement and violations in RSA 676 and City Ordinance 19.14 (the Historic District ordinance). Some of the material in the introductory section was borrowed from Durham and Keene. The second section, "Severability," was borrowed and adapted from Keene's severability clause allowing the ordinance to continue to function if only a part is found not legal.

The bulk of the Enforcement and Violations subsection is found in its third subsection, Enforcement Actions. In this subsection, the Workshop spells out the mechanism by which property owners may be cited. Subsection A describes the initial Courtesy Letter. Subsection B details the requirements for

sending a Citation Letter (45 days after receipt of Courtesy Letter with no work done; imposition of a \$100 fine plus after 45 days an additional \$25 per day fine, the latter of which may be waived if the project is finished) with the appeal process for the property owner. Section C describes the requirements for a Letter of Violation.

The Workshop did spend considerable time discussing the life of a certificate of appropriateness, comparing what it had with Keene's. The Workshop compromised at a one year period after which a project would need to obtain a new one.

Mr. Brooks reported that he would put the finishing touches on the Workshop's recommendations and report them to Ms. Tracy Gora in the Planning Department so that she would mail them out for the full HDC Workshop and Regular Meeting on 24 May 2017. Both Ms. Barry and the Chair once again thanked Mr. Brooks for preparing this final draft so quickly.

III. Adjournment: The Chair adjourned the Workshop meeting at 8:26pm.

Respectfully submitted,

Pius Charles Murray

(Mr.) Pius Charles Murray
Chair and Secretary