

***Somersworth Historic  
District Commission***



One Government Way  
Somersworth, NH 03878

Ordinance Workshop Minutes of 11 April 2017: Adopted as Submitted

**Present:**

Laura Barry  
Richard Brooks  
Pius Charles Murray, Chair and Secretary

**Agenda and Minutes**

**Call to Order:** At 5:57pm by the Chair.

**Workshop Business:**

The Chair introduced the agenda for this Workshop which involved working through specifically the Standards for Review section of the proposed ordinance changes. Mr. Brooks recommended not numbering any of the sections as that might fall under the purview of the City Council.

The Workshop decided to retain 19.14.H and supplement them with Keene's wording.

The bulk of the Workshop's work concentrated on the Standards for Review. Mr. Brooks has already written a detailed Introduction. The Workshop asked Mr. Brooks to delete the mandated review times but would incorporate the rest of his Introduction. Exempt activities would include as subtitles Painting (only existing painting), Planting/Landscaping, Interior Renovations, Building Maintenance and Cleaning. An updated outline of the proposed changes, as completed in this Workshop session, is attached. Following Mr. Metivier's advice from the previous Workshop (of 6 April 2017), the members agreed to reference the Visual Procedures in the city ordinance where feasible.

The next meeting will be scheduled after full HDC input on 18 April 2017.

**Adjournment:** The Workshop was adjourned at 8:10pm by the Chair.

Respectfully submitted,  
*Pius Charles Murray*  
(Mr.) Pius Charles Murray, MLS, MPA, Chair and Secretary

# ***Somersworth Historic District Commissioner***

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## Outline of Recommended Changes to City Ordinance 19.14

### **Brief Historical Introduction**

**Authority** cf. 19.14D

Incorporate Rules for Procedure

### **Designation of Historic District**

Purpose

Boundaries

Description

### **Purview of the Historic District Commissioner**

Exempt Activities

Projects of Minimal Impact

Projects of Major Impact

### **Procedures for Review for Certificate of Appropriateness**

Step-by-step process

Application

Review

Decision/Findings

Demolition

### **Standards for Review**

Introduction by Mr. Brooks

Recommend incorporating 19.14.F.a-h here

Exempt

--Painting (only existing painting)

--Planting/Landscape

--Interior Renovations

--Building Maintenance and Cleaning

1. Streetscape and Buildings – borrow from Durham; cf. 19.14.E.3a.ii

A. Alignment of Buildings

B. Openings

C. Style and Details – borrow from Durham

D. Orientation – borrow from Durham

2. Roofing – borrow from Keene

A. Chimneys – borrow from Exeter

B. Skylight

C. Roofhatcher

D. Snowguards

E. Roof Embellishments or Design

F. Gutters/Downspouts

G. Roof Defining Features

3. Windows and Doors: Fenestration cf. 19.14.E.3

cf. Ms. Barry's description on Windows

A. Storm Doors

B. Shutters

4. Exterior Materials

A. Siding including vinyl

B. Trim

C. Porches/Decks

D. Painting of Exterior

E. Masonry

5. Site Elements

A. Fences

B. Walls

C. Sheds/garages (more than 120 square feet)

D. Secondary Structures

6. Mechanical Features

7. Commercial Properties

8. Signs

9. New Construction/Additions

10. Non-Contributing Structures

11. Demolition

12. Required Maintenance

Appeals 19.14.H cf. also wording from Keene