



Somersworth Historic District Commission

One Government Way, Somersworth, NH 03878

Adopted Draft of the Minutes of the Ordinance Subcommittee
Held on 21 June 2018: Adopted as Amended

<u><i>Present</i></u>	<u><i>In absentia</i></u>
Laura Barry	
Richard Brooks	
Pius Charles Murray, Chair & Secretary	

Agenda & Minutes

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

II. Approval of Minutes: Tabled.

III. Workshop Business:

The Chair explained that the purpose of the Ordinance Subcommittee Workshop was to edit the proposed changes to Ordinance 19.14 in light of recommendations made by Nadine Miller.

A. Ms. Barry informed the subcommittee that the City Manager had requested a finished copy of the proposed ordinances by Monday, 25 July 2018, so that it could be readied for presentation to the City Council.

B. Ms. Miller had recommended that a copy of the Preservation Briefs be made available to the public. The subcommittee decided that the best place to put them would be online when the city's webpage has been made active.

C. Ms. Barry reported that Ms. Miller had recommended stating the number of meetings to be held annually; the state requirement is a minimum of four meetings (once each quarter). The consensus of

the subcommittee was to continue the current practice of monthly meetings, with a minimum of once each quarter (19.14.B.4 Meetings).

D. Section 19.14.f.1 Motion to delete the requirement for “updating the Standards for Review” to the HDC’s own Standards for Review (rather than keep the requirement in the proposed ordinance) was made by Mr. Murray and seconded by Ms. Barry. Motion was adopted unanimously.

E. Section 19.14.b.6 Powers and Duties. The consensus of the subcommittee was to add a new 19.14.b.6c mentioning the Standards for Review by the HDC to provide information to the public. Furthermore, the subcommittee’s consensus was to keep the term “Certificate of Appropriateness” throughout the proposed ordinances.

F. Required Maintenance. In Section 19.14.e.2, the consensus of the subcommittee was to add the need for a licensed engineer’s report for any demolition project.

G. Section 19.14.g.4.c.ii The consensus of the subcommittee was to add the correct City Council resolution (23-15) and RSA 31:39c to provide solid legal grounding.

H. Section 19.14.e.6.a.i The consensus of the subcommittee was to cross out the words after “stipulation” that mentioned public health, safety, and general welfare,

I. Section 19.14.E.6c eliminated.

J. Section 19.14.G.3a added “19.24 of the Somersworth Ordinances” to provide legal justification.

K Section 19.14.E.2b added requirement for site plan and re-use of property for demolition.

The subcommittee then briefly discussed how to prepare for discussion before the City Council. Ms. Barry thought that comments would be allowed at the first meeting with a formal presentation at the second reading when the council would vote.

The subcommittee decided to wait until its members knew what would be necessary to prepare for the City Council before scheduling its next meeting.

Mr. Brooks said that he would prepare a final version of the proposed ordinances and email them to the entire HDC; Ms. Barry thought that the changes represented tweaks allowed under the HDC’s approval and so a second vote would not be necessary.

IV. Adjournment: The Chair adjourned the meeting at 8:03pm.

Respectfully submitted,



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