

Historic District Commission  
Planning Department  
City Hall Annex  
33 Wakefield Street  
Rochester, NH 03867-1917  
(603) 335-1338 Phone

**HISTORIC DISTRICT COMMISSION**  
***Application for Certificate of Approval***  
***and/or No Negative Effect***  
**City of Rochester, New Hampshire**

Date: 01/03/2023

**Property information**

Tax map #: \_\_\_\_\_ Lot #('s): \_\_\_\_\_ Zone: \_\_\_\_\_ Date of building, if known: 1920

Property address/location: 33 Wakefield Street

Name of project (if applicable): \_\_\_\_\_

**Property owner**

Name: City of Rochester

Mailing address: 31 Wakefield St

Telephone #: 6033357595 Email address: michael.scala@rochesternh.gov

**Applicant (if different from property owner)**

Name: Michael Scala

Mailing address: 31 Wakefield St

Telephone #: 603 335 7595 Email address: michael.scala@rochesternh.gov

**Architect/Designer**

Name (include name of individual): \_\_\_\_\_

Professional Designation: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email address: \_\_\_\_\_

**Contractor**

Name (include name of individual): AMI Graphics

Mailing address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email address: \_\_\_\_\_

*"Working with our community partners to preserve and enhance  
the historic architecture and cultural heritage of the city of Rochester"*

**Proposed activity** (check all that apply)

New building/structure: \_\_\_\_\_ Addition onto existing building/structure: \_\_\_\_\_

Alterations to the front of an existing building: \_\_\_\_\_

Alterations to the non-street facing façade of an existing building\_\_\_\_\_

Signage or awnings: ☒ \_\_\_\_\_ Demolition: \_\_\_\_\_ Accessory structure <250 sq ft\_\_\_\_\_

Site development (walkway, deck, parking, utilities, etc.): \_\_\_\_\_

**New Building/Alterations to Existing Buildings:**

Height: \_\_\_\_\_ Width: \_\_\_\_\_ Setback: \_\_\_\_\_

- Roof Design: \_\_\_\_\_
- Materials to be used: \_\_\_\_\_
- Paint/Stain Color: \_\_\_\_\_
- Light Fixtures: \_\_\_\_\_
- Description of Building Entrance: \_\_\_\_\_  
\_\_\_\_\_

**New Signs/Fences:**

- Size: 37.7 x 53.3 Shape: Rectangle
- Sign Color: sepia Location/Placement: Front of building / left of door
- Illumination (Interior): none (Exterior): none
- Materials to be used: Cast Vinyl
- Typefaces: \_\_\_\_\_
- Fences& Walls: \_\_\_\_\_
- Light Fixtures: \_\_\_\_\_
- Paint/Stain Color: \_\_\_\_\_

Describe project (Include information on existing conditions and materials as well as the proposed changes. Include installation specifications and materials to be used. Use a separate sheet of paper if necessary): Econ Dev would like to place an historic photo of the original Annex building to the left of the entry doors on the first floor. This photo shows the fire company based out of this station circa 1920. The thought is that allowing the public to see what the original use and look of the structure was would help explain how important the Annex Project was to the historical preservation of the City Hall Campus.

AMI Graphics would apply the installation similar in fashion to the existing murals in the Courtyard.

Mock-up of picture attached.

Proposed starting date: Spring 2023

**Checklist**

Here is a checklist for your reference of the items that may need to be required:

- ☐ Submission of this application form
- ☐ Site plan drawn to scale clearly depicting existing conditions and proposed work
- ☐ Submission of appropriate drawings and renderings for each façade affected
- ☐ Specifications on the materials and installation including brochures, manufacture’s product sheet, pictures, etc.
- ☐ Photographs of each impacted side of the building
- ☐ Sample swatch and or manufacturers cut sheet of materials to be used, as appropriate
- ☐ Written description of how the project meets the guidelines

Please feel free to contact the Planning Department with any questions.

**Submission of application**

This application must be signed by the property owner, and the applicant/developer (if different from property owner).

*I (we) hereby submit this application to the City of Rochester Historic District Commission pursuant to the City of Rochester Historic District Ordinance and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant/developer (if different from property owner)/as agent, I attest that I am duly authorized to act in this capacity and submit this application.*

Signature of property owner: Michael Scala

Printed name: Michael Scala Date: 01/03/2023

Signature of applicant/developer:

Printed name: Date:

*\* Please note that the applicant or a representative must attend the HDC meeting to present the application and answer any questions. If nobody attends the meeting then the HDC may not take any action on the application.*

CITY USE ONLY

APPROVED AS NO NEGATIVE EFFECT

Yes No Signature Required  
☐ ☐ Director of Planning and Development: Date:  
☐ ☐ HDC Chairperson: Date:

Conditions:

*"Working with our community partners to preserve and enhance the historic architecture and cultural heritage of the city of Rochester"*



37.7" x 53.3"w



Mockup on install location