



HISTORIC DISTRICT COMMISSION

Minutes

City of Rochester

Wednesday January 19, 2022

City Hall Annex (second floor conference room)

33 Wakefield Street, Rochester, NH

(These minutes were approved on February 16, 2022)

Members Present

Molly Meulenbroek, *Chair*

Marilyn Jones

Matthew Winders

Peter Bruckner

Members Absent

Laura Hainey, *excused*

Alec Taliaferro, *absent*

Alternate Members

Jeremiah Minihan

Staff: Shanna B. Saunders, *Director of Planning & Development*

Julian Long, *Community Development/Grants Coordinator*

I. Call to Order

Ms. Meulenbroek called the meeting to order at 7:00 p.m.

II. Seating of Alternates

Ms. Meulenbroek introduced a new alternate member, Jeremiah “Jerry” Minihan. Mr. Minihan was seated for Mr. Taliaferro.

III. Approval of November 17, 2021 Meeting Minutes

The minutes from November 17, 2021 were reviewed.

A motion was made by Mr. Winders and seconded by Ms. Jones to approve the November 17, 2021 minutes. The motion carried unanimously.

IV. New Applications:

A. Yo's Thai Street Food, 12 Union Street Certificate of Approval for a new pole sign.
Case # 121 – 393 – DTC - 22

Wanchai presented the proposed pole sign on behalf of Yo's Thai Street Food. Ms. Jones asked about the intensity of the lighting and asked that it not be too bright. Mr. Winders asked what kind of material the sign would be made of. Wanchai stated it would be acrylic. Mr. Bruckner asked about the orientation of the sign. Wanchai stated that it would be perpendicular to the street.

Mr. Bruckner made a motion to approve the pole sign for Yo's Thai Street Food. Mr. Winders seconded the motion. The motion carried by a unanimous voice vote.

Ms. Meulenbroek asked that the Board move the sign and façade grant to now instead of the end of the meeting. Julian Long discussed the grant and stated that this application should be granted \$6,610.00. Mr. Long stated that this is what is remaining, and he recommends the full amount due to high labor costs.

Mr. Winders made a motion to approve the sign and façade grant in the amount of \$6,610.00. Ms. Jones seconded the motion. The motion carried by a unanimous voice vote.

B. City of Rochester, 38 Hanson Street Certificate of Approval for demolition of the existing building for redevelopment of the site to allow for a new 3-story 14-unit residential and 1-unit commercial building. Case# 120 – 395 – DTC – 22

Application has been withdrawn in order for the applicant to submit more information regarding the redevelopment of the site. The Applicant needs to meet criteria. The board discussed the lighting needing to be consistent with Hanson Street. The Board does not feel strongly about the brick. Consider ground elevation from all sides. There are currently two front renderings and the board requested the applicant please choose one.

C. Michael Bech, 66 South Main Street Certificate of Approval for exterior lighting.
Case# 120 – 337 – DTC – 22

Julie Reker presented the exterior lighting for Bank of America. Ms. Reker discussed the application and the need for lighting around the building. Ms. Reker discussed new landscaping going in as well. The Board has no jurisdiction over landscaping and that aspect would be reviewed by Planning staff. Mr. Winders asked if there will be additional lights added. Ms. Reker stated additional lights are needed to increase security. Mr. Bruckner asked what the finish of the lighting would be. Ms. Reker stated the finish would

be bronze. Mr. Bruckner stated he would prefer white fixtures on the white and silver parts of the building. Other board members also agreed.

Mr. Winders made a motion to approve the application with an amendment to have white fixtures. Ms. Jones seconded the motion. The motion carried by a unanimous voice vote.

V. Certified Local Government Grants – Historic Resources Survey Update

No updates at this time.

VI. Annual Meeting:

A. Election of Officers

Mr. Bruckner made a motion to nominate Molly Meulenbroek as Chair of Historic District Commission. Mr. Winders seconded the motion. The motion carried by a unanimous voice vote.

Ms. Jones nominated Peter Bruckner for Vice Chair of the Historic District Commission.

Mr. Minihan nominated Matthew Winders for Vice Chair of the Historic District Commission.

Mr. Bruckner won Vice Chair of the Historic District Commission in a 3-2 roll call vote.

B. Review of 2020 and 2021 Projects

Ms. Saunders reviewed the 2020 and 2021 packets of projects. Mr. Bruckner asked about adding a column to signify the “status” of the project, i.e., Planning Board approval, Building Permit approved, CO received.

C. Plans for 2022

The plans for 2022 were discussed, including a survey to be completed to assist in looking at the boundaries of the Historic District for both local and state.

The Board is requesting before and after photos of projects. Ms. Saunders stated that she would look at staff time and discuss requiring in at the building permit and certificate of occupancy stage.

Discussed posting an overview online and ask Matt Wyatt to do a press release for the HDC showcasing what they are about.

The board discussed organizing a joint board meeting with Main Street and HDC.

The board requested that Strafford Regional Planning Commission “Bits and Pieces” and “Historical Press” newsletters to be sent out to them.

Ms. Saunders discussed additional training for the board members.

The board discussed having a meeting with all Land Use Boards. Mr. Saunders discussed the upcoming Master Plan chapters.

VII. Other Business/Non-scheduled Items

No other business at this time.

VIII. Adjournment

Mr. Winders made a motion to adjourn the meeting at. Mr. Bruckner seconded the motion. The motion carried by a unanimous voice vote.

Respectfully submitted,

Ashley Greene,
Administrative Assistant II

and

Shanna B. Saunders,
Director of Planning & Development