



HISTORIC DISTRICT COMMISSION

Minutes

City of Rochester

Wednesday November 16, 2022

City Hall Annex (second floor conference room)

33 Wakefield Street, Rochester, NH

(These minutes were approved on January 18, 2023)

Members Present

Molly Meulenbroek, *Chair*

Laura Hainey, *City Council Rep.*

Jeremiah Minihan

Matthew Winders

Members Absent

Peter Bruckner, absent

Alternate Members

James Connor

Staff: Crystal Galloway, *Planner I*

I. Call to Order

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

II. Seating of Alternates

Ms. Meulenbroek said the five members present would be voting for the meeting.

III. Public Input

There was no one from the public present to speak.

IV. Approval of October 19, 2022 Meeting Minutes

A motion was made by Mr. Winders and seconded by Mr. Hainey to approve the October 19, 2022 minutes. The motion carried unanimously.

V. New Applications:

A. Bartlett Fiber Washing, LLC, 28 North Main Street Certificate of Approval for a new exterior sign and interior window cling signs.

The applicant was not present for the meeting. The Commission members reviewed the proposed signs, Ms. Hainey stated she spoke to the applicant ahead of the meeting. She said they are proposing interior window cling signs that showcase the history of yarn making and they will be changed for the different seasons.

There was some discussion regarding what percentage of the window will be used for the signs. Ms. Galloway said that would be looked at during the review for the sign permit.

A motion was made Ms. Hainey and seconded by Mr. Winders to approve the signs as submitted with the conditions no more than 25% of the window is used for signage and the changeable window clings are allowed by Code. The motion carried unanimously.

VI. Other Business/Non-Scheduled Items

A. Review of 2023 Meeting Dates

The Commission members reviewed the meeting dates for 2023.

A motion was made by Mr. Winders and seconded by Ms. Hainey to accept the 2023 meeting dates. The motion carried unanimously.

B. Other

Mr. Winders let the Commission know he won't be at the January meeting, and he will be travelling for most of the next year. Mr. Winders said he spoke with the City's Attorney who said he'd be able to attend the meetings via Teams.

VII. Adjournment

Mr. Winders motioned to adjourn the meeting at 7:20pm. The motion carried unanimously.

Respectfully submitted,

Crystal Galloway,
Planner I