

# Exeter Historic District Commission

*Minutes approved by HDC on December 16*

Exeter Public Library

November 18, 2010

**Introduction:** *Members present were Wendy Bergeron, Judith Rowan, Ron Schutz, Fred Kollmorgen, and Chairwoman Pam Gjetum.*

## **Call Meeting to Order**

Chairwoman Pam Gjetum called the meeting to order at 7:15 p.m. in the Exeter Public Library. Ms. Gjetum began the meeting by introducing the members.

## **New Business: Public Hearings**

**1. The application of David Black and Beth Dupell (d/b/a Exeter Copy & More) for new signage at 2 Center Street. The subject property is located in the C-1, Central Area Commercial zoning district. Tax Map Parcel #72-224.1. Case #10-21.**

David Black and Beth Dupell presented the application requesting three signs for their business Exeter Copy & More at 2 Center Street. Since the business has been expanding, the company has recently changed locations within the building to a larger space. These three signs manufactured by Timberline Signs would help to inform walk-in customers of the new location. The first sign would be a 26 inch by 17 inch, white oval sign with a beveled edge made out of PVC vinyl material. It would have the same appearance of wood but would require less maintenance. The lettering would be blue and brown and would be mounted on the building with a simple black bracket. The second sign would be white vinyl lettering located in the window, currently the same sized lettering as their existing window lettering. The third sign would be made of aluminum and would be located at the corner of the building to help direct walk-in traffic from the parking lot to the entrance.

The Board began a discussion about the materials, explaining that although vinyl is easier to maintain, once it ages it can begin to craze and fade. Judith Rowan suggested the applicants to consider MDF board instead of vinyl. Both Mr. Black and Ms. Dupell agreed to change the sign materials to MDF board. Fred Kollmorgen moved to accept the application, Judith Rowan seconded: Vote unanimous.

The Board continued their discussion about the signs and how many would be allowed for this business. Fred Kollmorgen noted that the Historic District Regulations restrict each business to one primary and one secondary sign per street façade. After reviewing the number of street facades for this location, the Board agreed that three signs would not violate the Regulations. Fred Kollmorgen moved to approve the application provided the oval sign be made of MDF instead of vinyl materials, Judith Rowan seconded: Vote unanimous.

**2. First public hearing on proposed changes to HDC Preservation Guidelines.**

Fred Kollmorgen, clerk of the HDC, read aloud the changes to the Demolition Guidelines on page 8 of the Preservation Guidelines of the Exeter Historic Districts. This public hearing is the first of three:

On page 8 under Demolition, in the first sentence, delete "HDC review" and insert "review by the Demolition Review Committee of the Heritage Commission and subsequently the HDC. The HDC should consider the findings of the Demolition Review Committee before deciding on a demolition application. Demolition review requirements are contained in Article 5, General Regulations, of the Exeter Zoning Ordinance. Demolition review is initiated by submission of an application for a building permit. Applicants wanting to demolish structures in the historic districts should review the zoning regulations so that they are aware of the actions and the time needed for them by the Code Enforcement Officer and Demolition Review Committee."

## **Other Business**

### **1. Approval of Minutes: October 21, 2010.**

Ron Schutz moved to accept the October 21, 2010 minutes, Fred Kollmorgen seconded: Vote unanimous.

The Board began a discussion about the status of mailing letters to owners within the Historic District. Fred Kollmorgen and Ron Schutz agreed to finalize the process with help from Barbara McEvoy, Deputy Code Enforcement Officer. The letters would be sent out to both existing and new owners within the Historic District. After explaining the electronic process for compiling the list of owners within the Historic District, the Board agreed that this is a vast improvement from the previous manual process.

Ron Schutz updated the Board on the Heritage Commission's intention to expand the Historic District along Portsmouth Avenue. It was agreed to hold a common meeting during the following Heritage Commission meeting on December 1 at 7:00 p.m. between both Boards to discuss the subject in more detail.

Ron Schutz moved to adjourn, Fred Kollmorgen seconded: Vote unanimous.

Chairwoman Pam Gjettum adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Gillian R. Baresich  
Recording Secretary