

Minutes of the Heritage Sign Review Committee March 5, 2025

HERITAGE COMMISSION HERITAGE SIGN PROGRAM REVIEW COMMITTEE

March 5, 2025, 12:00 p.m. City Hall 2nd Floor Large Conference Room, 41 Green St, Concord, NH 03301

Present: Dr Bryant Tolles; Rick Jaques, Carol Durgy Brooks

Staff: AnneMarie Skinner, City Planner

AGENDA

1. Call to Order: Chair Brooks called the meeting to order at 12:01 pm, Review members present: Rick Jaques, Dr Bryant Tolles and Chair, Carol Durgy Brooks

2. Approve meeting minutes from December 4, 2024: Rick Jaques moved to accept the minutes, Dr Tolles seconded.

Brief discussion by Carol Brooks regards Minutes item 3 (New Business) italicized section to be retained as a preamble to all future Sign Application Agenda items for the purpose of providing key information about the procedures and review of Sign Applications as discussed and adopted in June 5, 2024 minutes. All members present in agreement.

Motion to accept minutes as moved; All present voted in agreement. Motion to accept minutes with the continuing paragraph passed.

3. New Business –None.

4. Old Business: Sign Application for 11 Auburn Street, Concord, NH. continued from December 4, 2024

Chair Carol Brooks stepped down as chair for this agenda item and sat as an Applicant with the submitted Sign Application in order make a presentation to the Sign Review Committee members, Jaques and Tolles.

Member Rick Jaques assumed the Chair position for the review of this Application for 11 Auburn St. Concord.

Applicant Brooks presented the Application material that accompanied the proposed Sign Template for 11 Auburn St, Concord Applicant Brooks presented the details of the application and illustrated the basis for the various elements contained on the proposed sign template. The Applicant invited questions from the Committee.

Upon completion of the presentation, the Sign Review Committee asked questions and inquired as to additional information concerning the architecture and building status. The Applicant discussed the restoration efforts including preservation of front porch spindles and railings.

The Committee discussed the Application Sign Text and submitted information. The proposed sign text included the construction date of the building, building location and Queen Anne Victorian architectural style and the first occupant/residents: Charles G. Greene (occupation as Clerk, Treasurer's Office, C & M Railroad) and Elizabeth Greene.

The Committee discussed that all information was supported by documentation in the Application and confirmed that the sign should contain the neighborhood designation: Upper West End as consistent with 3 prior signs in the same neighborhood.

Chair Jaques moved to approve the Sign Application and neighborhood designation; Dr Tolles seconded the motion. The Motion passed unanimously by Chair Jaques and Member Dr. Tolles.

After the motion passed, Temporary Chair Jaques stepped down as Chair; Chair Brooks returned as Chair to complete meeting Agenda.

5. Adjourn. No further discussion of issues. Chair Brooks requested a motion to adjourn. Member Jaques moved and Dr. Tolles seconded. Voted unanimously.

Meeting adjourned at 12:29 pm

Minutes submitted by Carol Durgy Brooks, Chair