



Town of Amherst, New Hampshire  
**Office of Community Development**  
Building · Code Enforcement · Planning · Zoning · Economic Development

### STAFF REPORT

**CASE #:** PZ18745-030924  
**MEETING DATE:** April 18, 2024  
**CREATED BY:** Nic Strong, Community Development Director  
**ZONING DISTRICT:** Residential Rural (RR) with Historic District Overlay  
**PROPERTY OWNER:** Stephen Hollenberg  
**APPLICANT/AGENT:** N/A  
**MAP/LOT:** Map 17 Lot 34  
**LOT SIZE:** 0.62 acres  
**LOCATION OF PROPERTY:** 18 Foundry Street

#### NOTE FOR COMMISSION MEMBERS:

- Until the application is accepted as complete, the applicant should not be asked to make a presentation. Procedurally, the HDC should consider completeness, consider regional impact, then ask for a presentation and then consider the merits of the application.



**PROJECT OVERVIEW:**

- Application was submitted on March 27, 2024.
- Description of proposed work:
  - Installing propane tanks on side of house. Two 120 gallon tanks to keep a low profile.
- Reason for proposed work:
  - Switching the fuel source for one unit from oil to propane. Can't store propane in the barn where the oil tank is.
- Special conditions:
  - During months with leaves, the tanks won't be visible at all. I chose small tanks to minimize the visual size. Image of temporary tanks included for visual reference. Seeking permission to make them permanent.
- The house was built in 1853 according to the property record card, 1850 according to the application form and 1760 according to the Amherst Village Historic District Historic Preservation Survey and Evaluation and is a contributing property, #34 on the National Register:  
Building Type: Center Entry/Georgian.  
House, the Bee Hive, 2 ½ story clapboard, steep pitched roof with narrow interior chimneys, 4 bay pedimented gable end. Originally 3 bay front façade with center entrance, third bay removed by 2 story wing addition. 1 story porch across remaining portion of original front façade. Long time inn and boarding house. Original portion dates from c. 1760.

**SUBMISSION ITEMS:**

- An application form, completed and signed by Stephen Hollenberg (owner), was submitted on March 27, 2024, along with:
  - Amherst Village Historic District Application Checklist;
  - Stormwater Procedure Sheet;
  - photos of temporary tank location;
  - application fees were submitted in the amount of \$109 on 3/27/24.
- There are no outstanding fees.

**ITEMS REQUIRED PER SECTION 14.2 A. APPLICATION 2. COMPLETION:** (received Y, N, N/A)

Completed and signed Application Form with copies of plats, site plans, drawings, photographs, renderings, reference materials, specifications – Y

Fees - Y

Abutters list - list of names and addresses of applicants & abutters – Y - (Office prepared)

Names and mailing addresses of all abutters + 2 sets mailing labels - Y - (Office prepared)

Variances - N/A

Waivers - N/A

*Upon determination by the Commission that a submitted application is incomplete, the Commission shall notify the applicant of the determination in accordance with Section 14.1, A. 2., and shall describe the information, procedure, or other requirement necessary for the*

*application to be complete in accordance with Section 14.2, A. 2.*

*Whenever an application for the alteration, construction, repair, moving, demolition, or change of use of any structure or place located within the Amherst Village Historic District is received, the Historic District Commission shall consider said application; and shall act to approve, conditionally approve, or disapprove the application within 45 days, unless an extension is mutually agreed to by the applicant and the Commission. That deadline would be February 22, 2024.*

**REGIONAL IMPACT:**

- Pursuant to NH RSA 36:56, I. "A local land use board... upon receipt of an application for development, shall review it promptly and determine whether or not the development, if approved, reasonably could be construed as having the potential for regional impact. Doubt concerning regional impact shall be resolved in a determination that the development has a potential regional impact."
- Pursuant to NH RSA 36:55, "...'development of regional impact' means any proposal before a local land use board which in the determination of such local land use board could reasonably be expected to impact on a neighboring municipality, because of factors such as, but not limited to, the following:
  - I. Relative size or number of dwelling units as compared with existing stock.
  - II. Proximity to the borders of a neighboring community.
  - III. Transportation networks.
  - IV. Anticipated emissions such as light, noise, smoke, odors, or particles.
  - V. Proximity to aquifers or surface waters which transcend municipal boundaries.
  - VI. Shared facilities such as schools and solid waste disposal facilities."
- Pursuant to NH RSA 36:57, I. "Upon determination that a proposed development has a potential regional impact, the local land use board having jurisdiction shall afford the regional planning commission and the affected municipalities the status of abutters as defined in RSA 672:3 for the limited purposes of providing notice and giving testimony."
- Pursuant to NH RSA 36:57, II. "Not more than 5 business days after reaching a decision regarding a development of regional impact, the local land use board having jurisdiction shall, by certified mail, furnish the regional planning commission and the affected municipalities with copies of the minutes of the meeting at which the decision was made. The local land use board shall, at the same time, submit an initial set of plans to the regional planning commission, the cost of which shall be borne by the applicant."
- **The Commission should discuss regional impact with regard to this application.**

**CHECKLIST ITEMS:**

- Screening details have not been finalized. The applicant wishes to discuss this with the Commission.

**GENERAL CRITERIA:**

- See Historic District Commission Regulations, Article II.

**PRESERVATION GUIDELINES:**

- See Historic District Commission Regulations, Article III.

**UTILITIES AND OUTDOOR MECHANICAL EQUIPMENT:**

- See Historic District Commission Regulations, Article VII.

**STREETSCAPE:**

- See Historic District Commission Regulations, Article IX.

**COMMISSION OPTIONS:**

- The Commission could move to table the application should there be a need for further information to be submitted/research to be performed, etc.
- The Commission should discuss the completeness of the application.
- The Commission should discuss the Regional Impact issue.
- The Commission could consider moving to approve the application.

NS/

4/15/24