



August 30, 2023

Ms. Sofia Cunha-Vasconcelos
21 Summer St
Keene, NH 03431
sofia.cunhavasconcelos@gmail.com

Re: COA-2014-04, Modification #3 – Bow Window Replacement – 21 Summer St

Dear Ms. Cunha-Vasconcelos,

We are in receipt of your request for administrative review for property located at 21 Summer St (TMP #568-039-000). The request is to replace an existing wooden bow window along the northern portion of the east building façade with three new white Anderson fiberglass clad windows measuring a total of 95-1/4" wide by 53-1/4" tall within the existing window opening. The new windows will have simulated divided lites with permanent between-glass grilles to match the other existing windows and will be arranged with a single casement window on each end and a picture window in the center.

All as presented in the application and supporting materials submitted to the Community Development Department on August 29, 2023.

Your request for a Certificate of Appropriateness (COA) is hereby administratively approved under Section 21.4.1, *Minor Projects* of the HDC Regulations. This approval is limited to the request as described above, and does not authorize the applicant to make alterations that are not hereby granted.

In accordance with the Land Development Code (Section 25.15.11), this COA is valid for one year from the date of approval because this project as currently proposed does not meet the threshold for the submittal of a building permit application.

Thank you for doing your part to promote and protect the history and heritage of Downtown Keene. If you have any questions and/or concerns regarding this action by the Historic District Commission, please contact me or Jesse Rounds, the Community Development Director.

Sincerely,

Evan J. Clements, AICP
Planner

cc: Jesse Rounds, Community Development Director
Robert Burns, Permit Technician
Don Lussier, City Engineer
Arelis Quinones, Assessing Dept.
Project File