



December 23, 2025

Mr. Dylan Eastman
Monadnock Design Studios
PO Box 128
Winchester, NH 03470
info@dylaneastman.com

Re: COA-2009-08, Mod. #1 – McLaughlin Block Window Replacements – 102 Main St

Dear Mr. Eastman,

We are in receipt of your request for administrative review for property located at 102 Main St (TMP #575-060-000), owned by 102 Main Real Estate LLC. The request is to replace two existing 3'-tall by 12'-wide plate glass windows along the north building façade with new aluminum cased wood windows with simulated divided light mullions in a dark bronze finish. The new windows will be installed within the existing openings, and there are no other modifications proposed to the building exterior or site as part of this application.

All as presented in the elevations identified as "Exterior Elevations" prepared by Monadnock Design Studios at varying scales on May 29, 2025, and in the application and supporting materials submitted to the Community Development Department on December 16, 2025.

Your request for a Certificate of Appropriateness (COA) is hereby administratively approved under Section 22.4.1, *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. Please be aware that you may still need to apply for and receive any applicable building permits, if necessary.

In accordance with the Land Development Code (Section 26.15.11), the COA is valid either:

- A. For one year from the date of approval if no building permit is required; or
- B. For the duration of an active building permit issued for construction associated with the COA.

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 Mari Brunner, Senior Planner.

Sincerely,

Megan A. Fortson, AICP Candidate
Planner

cc: Sara C. Norris, 102 Main Real Estate LLC
Mari Brunner, Senior Planner
Robert Burns, Permit Technician

Bryan Ruoff, City Engineer
Arelis Quinones, Assessing Dept.
Project File