

**BELMONT HISTORIC DISTRICT COMMISSION
DESIGN GUIDELINES SUBCOMMITTEE**

Meeting Minutes

Monday, May 2, 2019

7:00 PM Town Hall, Conference Room 4

Attending: Tracy Marquis
Lauren Meier
Carl Solander
Nushin Yazdi

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TOWN CLERK
BELMONT, MA**

DATE: January 28, 2022

TIME: 11:34 AM

1. Meeting called to order, 7:00 PM

2. Review and discuss current re-organizational concepts for Guidelines document

- Subcommittee members discussed eliminating redundancy in the current Guidelines document. This would require removing sections of the Guidelines that are included elsewhere on the HDC website:
 - Descriptions of the historic districts – two are in the Guidelines but there are now four. Website would need to be updated.
 - Introduction could mention all of the areas HDC has jurisdiction including local historic districts, McLean historic preservation agreement, historic preservation restrictions and the historic accessory building bylaw.
- Subcommittee discussed reviewing, removing the section of the document related to BHDC DESIGN REVIEW as this is handled as separate documents on the HDC website. A short summary could be put in the introduction. The subsection of design review process and application should be deleted so as to not duplicate or be in conflict other guidance on the HDC website.
- Subcommittee discussed reviewing FAQs and SOURCES to make sure they are up to date and/or if they duplicate information available in other areas. Some or possibly all of the Appendices may also be redundant, but all should be checked against other information on the HDC website.
- There was general consensus that the Guidelines should focus on design guidance rather than process.

3. Additional Guidelines, website and mapping discussion

- Subcommittee identified additional GOALS for the Guidelines:
 - Make it less redundant
 - Update content
 - Easier to navigate
 - Shelf – stable composed of components that can be updated easily
- The proposed new map was discussed. L. Meier raised the possibility of including a more complete listing of historic resources in Belmont, beyond areas where HDC has statutory jurisdiction. This would include National Register Districts, individual NR properties, properties listed on the State Register, updated inventory, and historic town-owned properties. Other

suggestions included making the map interactive and making it clear different levels of protection.

- Subcommittee discussed areas needing expansion, editing in the Design Guidelines. They include expanding discussion of substitute materials, windows, landscape, and revamping the section on energy conservation to better reflect current practices.

4. Prepare to brief HDC

- Subcommittee will update the HDC at the next meeting.

No motions or votes were taken.

Meeting adjourned, 9:00 PM

Respectfully submitted by Lauren Meier, HDC