

**Belmont Historic District Commission  
MEETING MINUTES**

2019 MAR 19 PM 2:11

Tuesday, September 11, 2018  
Belmont Town Hall, Room 2

**Commission members present:** Lauren Meier, Co-Chair; Lisa Harrington, Co-Chair; Kathleen Fahey, member; Elizabeth Pew, member; Nushin Yazdi, alternate member; Terry McCarthy, member; Michael Chesson, member; Tracy Marquis, member; Carl Solander, member; Lydia Ogilby, member emeritus

**Staff:** Spencer Gober, Office of Community Development

**Not present:** Michael Smith, alternate member

**Community members present:** Christopher Blake, Nick Portnoy, Glenn Herosian, Chet Messer, Robert Tittman, Lisa Cole, Mary Trudeau.

7:00pm Meeting called to order; introduction to new HDC members Tracy Marquis and Carl Solander.

**PUBLIC HEARING**

**582 Pleasant Street, Plymouth Congregational Church. Case #18-11**

- Chet Messer, Chair of the Plymouth Congregational Church Building Committee, was present and proposed the reinstallation of three storm windows that had been removed for painting and 5 new aluminum storm windows to be installed over the single pane, double hung windows on the easterly side of the second floor of the school wing. Messer explained that the storm windows would protect the painted windows, provide screens for ventilation, and provide insulation.
- A motion was made and seconded to approve the Certificate of Applicability for the installation of storm windows at the Plymouth Congregational Church. The motion was unanimously approved.

**39 Centre Avenue. Case #18-12**

- Robert Tittman, homeowner, and Christopher Black, architect, were present. Homeowner proposes to redesign existing windows to create a set of 5 vertical casement bay windows in the first floor living area; add a standing seam metal roof and a porch to the second floor; and add screens to existing first floor porch. Homeowner noted that all proposed changes would take place to the 1998 addition to the home, not the historic portion of the building.

- Lauren Meier noted that members of the Belmont Historic District Commission (BHDC) have not yet had a chance to visit the site and suggested that the homeowner contact Spencer Gober at the Office of Community Development to arrange for a site visit. The homeowner was advised to submit additional information including cut sheets, colors, and materials. A motion was made to continue the case at the next meeting of the BHDC in October. Motion was seconded and unanimously approved.

## **PUBLIC MEETINGS**

### **641 Pleasant Street**

- Lisa Cole, architect, and Nick Portnoy, builder, were present. A discussion of the proposed scope of work at 641 Pleasant Street included removal of an aluminum greenhouse window to be replaced with French doors and similar hood detail, removal of a rear mudroom, enlarge existing side porch, and replace rear facing aluminum sliders with French doors and transom.
- Lauren Meier advised that the BHDC will conduct a site visit to determine which proposed changes are visible from a public way. Meier also noted that elevations, materials, cut sheets and further details should be presented at a future meeting.

## **NEW BUSINESS**

### **50 Common Street Historic Designation**

- Rachel Clarke, homeowner of 50 Common Street sent an email to Spencer Gober requesting information on further protection for their historic home, which is currently included in the List of Significant Buildings and covered by the Demo Delay Bylaw. Commission members discussed a variety of options including adding the home to the Common Street Historic District, creating a single home historic district, creating a preservation district or adding a preservation easement. The BHDC will need to follow up with the homeowners and let them know about the different option available.

### **Engine One Condos – 455 Trapelo Road**

- Copper downspouts were stolen from the Engine One Condos. Lisa Harrington suggested that galvanized metal downspouts could be painted brown to simulate copper to avoid future theft.

### **Food Pantry Sign at Town Hall**

- The food pantry will be moving to the Town Hall and will be using a temporary “sandwich” sign. It was agreed that temporary signs are not under the purview of the BHDC.

## **CONTINUING DISCUSSIONS**

### **CPC Applications and Funding**

- Lisa Harrington noted that a CPA application will soon be filed to upgrade the exterior of the Police Station. The application will include a conditions assessment study,

restorative design, construction documents, and cost estimates. There was discussion about if the preliminary application may also include construction costs.

- A motion was made to support the preliminary CPA application for the Police Station project. The motion was seconded and was unanimously approved.

#### **McLean Barn Update**

- A RFP for Architectural Services for Building Stabilization will be released by the town on Sept. 14, 2018. Funding for work on the McLean Barn was approved by the CPC and Town Meeting in spring of 2018. Construction could begin in Spring 2019.

#### **Lone Tree Hill and LMC Update**

- Lauren Meier noted that the Land Management Committee (LMC) plans to engage the community for ideas on how to use the Lone Tree Hill area in 2019.

#### **BHDC Work Plan**

- Members were encouraged to look at the BHDC 2018-2019 work plan and to pick 3 projects that they are interested in; discussion will continue at the next meeting in October.

#### **Belmont High School**

- There was no discussion on the Belmont High School building project.

#### **Veterans Memorial**

- Mary Trudeau updated the HDC on the status of the Veterans memorial project.

### **UPDATES FROM THE OFFICE OF COMMUNITY DEVELOPMENT (OCD)**

#### **Section 106**

- Lauren Meier and Spencer Gober noted that responding to all Section 106 correspondence was time consuming and that the BHDC is not obligated to respond to each letter. To reduce the workload, members agreed that a reply is only necessary if the HDC has a concern with the proposed project.

#### **Thaddeus Frost House Historic District**

- Ellen O'Brien Cushman, Town Clerk, received a letter dated Sept. 5, 2018 with notification that the Frost House Historic District at 291 Brighton Street was approved by the Attorney General of Massachusetts.
- Spencer Gober will follow up with Cushman on how to register the historic district map.

#### **Planning Board Overlay Zoning**

- The Planning Board is proposing an overlay zoning district for South Pleasant Street. Lauren Meier asked members of the HDC if they would like to have a meeting the following week to discuss the proposed overlay district; it was agreed that a meeting of the HDC would be held on Monday, September 17<sup>th</sup> at 6:30. Spencer Gober will send copies of the Proposed South Pleasant Street Overlay District in advance of the special meeting.

### **MINUTES**

**Belmont Historic District Commission Meeting Minutes**

Tuesday, September 11, 2018

**Review and approval of minutes**

- No minutes were submitted for approval.

**Assignment of Minutes**

- Michael Chesson will substitute for Mike Smith for the October minutes.

The dates for the next HDC meetings will be September 17<sup>th</sup> at 6:30 and October 11 at 7:00pm; both will take place in Room 2 of the Belmont Town Hall.

Meeting was adjourned at 9:28pm

Respectfully submitted,  
Kathleen Fahey