

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: December 8, 2021
TIME: 2:51 PM

MEETING AGENDA

**HISTORIC DISTRICT COMMISSION
Tuesday, December 14, 2021
7:00PM Remote Meeting**

In keeping with Governor Baker's Executive Order of March 12, 2020;
"Order Suspending Certain Provisions of the Open Meeting Law" –

All Participation by Committee and Town Residents will be by Remote Access

If the audio becomes unavailable, the meeting will be paused until it can be restored, or the meeting will end.

To listen to the meeting online:

By computer or smartphone, go to:

- <https://us02web.zoom.us/meeting/register/tZlqc-yorjosGdNolH5uXKJoEOJexeSslJJC>
- Follow on-screen instructions
- Enter your Full Name under participant (only those with a name entered will be allowed to comment if desired)

By telephone:

- 1 929 205 6099
- When prompted, enter Meeting ID: 867 4500 1637
- If prompted, enter #
- Follow any additional prompts.

To Provide Resident Comments:

If you wish to provide comments when prompted by the Chair (related to the specific agenda) here is what you do:

- By Computer or Smartphone – once logged in you will be able to raise your hand (accessed in the participant box)
- By telephone press *9
- When the host is ready for you, you will be called on by the last digits of your phone number or name (when prompted always start by presenting your full name)
- Comments will be limited by the Chair, shall be concise, and shall not repeat previous comments or questions presented by others before you
- Chair is not obligated to recognize all comments and may end comment period prior to your comment being heard



**OFFICE OF COMMUNITY DEVELOPMENT
TOWN OF BELMONT**

19 Moore Street
Homer Municipal Building
Belmont, Massachusetts 02478

BELMONT HISTORIC DISTRICT COMMISSION

AGENDA

December 14, 2021

7:00 PM

Remote Access

Agenda items

1. Meeting called to order

2. New Public Hearings:

- a. Case 21-30: 11 Sunnyside Place – Extension of existing kitchen

3. Continued Public Hearings:

- a. Case 21-17: 455 Concord Avenue – Select Board’s Renovations

4. New Business:

- a. Discuss establishing a fee to charge applicants seeking approval from HDC
 - i. This fee would only cover cost associated with mailing and processing application and cannot be used as a revenue source for the HDC
 - ii. Share examples of fees similar committee charge in nearby towns and cities
- b. Invite Nitsch Engineering to January HDC Meeting to discuss Belmont Community Path and its integration into the Historic District.
 - i. Invite abutter to Belmont Community Path in Historic District to January meeting

5. Continued Discussions:

- a. Letter of Support Requested by CPC
 - i. Review and approve draft letter of support
- b. Municipal Light Building RFP
- c. Upcoming projects for HDC review
 - i. Updates regarding McLean Barn – second phase, adaptive reuse study; graffiti removal
- d. McLean Zone 3 & Eliot Chapel
 - i. Update HDC on Design Review December 7, 2021 Planning Board meeting.
- e. HDC membership update
 - i. Updates from Select Board in regards to S. Ahlblad status as voting HDC member
 - ii. Update regarding recruitment of new alternate HDC members
 - iii. Discuss changing HDC rules and regulations to require or encourage one HDC member be an attorney
 1. Discuss if this would need Select Board or Town Meeting approval
- f. Demolition Delay Bylaw renewal

- i. Discuss what, if any changes to Demolition Delay Bylaw HDC would like to propose
- ii. Determine when Demolition Delay Bylaw needs to be submitted to Bylaw Committee
- iii. Discuss other steps needed to ensure Demolition Delay Bylaw renewal or proposed amendments can be voted on at 2022 Annual Town Meeting

g. Work Plan

- 1. Discuss and design work plan document for all HDC business

6. General Housekeeping:

- a. Approve Draft 01/08/2019, 03/12/2019, 07/30/2019, 04/27/2021, 09/07/2021, 9/14/2021, 10/12/2021, 11/09/2021 (Subcommittee), 11/09/2021, 11/17/2021 (Subcommittee), and 11/30/2021 Meeting Minutes
- b. Tentatively plan 2022's meeting schedule
- c. Plan extra January 2022 meeting to approve and redraft 01/31/2019 (Subcommittee), 04/01/2019 (Subcommittee), 4/09/2019, 05/02/2019 (Subcommittee), 06/06/2019 (Subcommittee), 01/14/2020, and 07/27/2021 Site Visit Meeting Minutes
- d. Assign Meeting Minutes for 2022
 - i. Consider electing an HDC Clerk who could take meeting minutes for an assigned term
- e. Update and approve Certificate Application Process with Gabriel Distler's name, title, and contact information
- f. Update and approve Application Submission Requirements document with Gabriel Distler's name, title, and contact information
- g. Community Development Administrative Updates

7. Minutes:

| Meeting Date | Meeting Type | Assigned Party | Status |
|---------------------|-------------------------|----------------------------|---------------------|
| 1/14/20 | Monthly | Sue Pew | Pending |
| 12/8/20 | Monthly | Lisa Harrington | Approved |
| 1/12/21 | Monthly | Lauren Meier | Approved |
| 2/9/21 | Monthly | Carl Solander | Approved |
| 3/9/21 | Monthly | Terry McCarthy | Approved |
| 4/13/21 | Monthly | Carol Moyles | Approved |
| 4/27/21 | EXTRA | Lauren Meier | Pending |
| 5/11/21 | Monthly | Mike Smith | Approved |
| 5/21/21 | EXTRA | Christine Zale | Approved |
| 5/25/21 | EXTRA | Lisa Harrington | Approved |
| 6/8/21 | Monthly | Nushin Yazdi | Approved |
| 6/22/21 | EXTRA | Mike Chesson | Approved |
| 7/21/21 | Monthly | Lauren Meier | Approved |
| 7/29/21 | EXTRA | Christine Zale | Approved |
| 8/10/21 | Monthly | Carol Moyles | Approved |
| 9/7/21 | EXTRA | Seth Clarke | Draft |
| 9/14/21 | Monthly | Carl Solander | Pending |
| 9/23/21 | Subcommittee | Lauren Meier | Approved |
| 10/12/21 | Subcommittee | Lisa Harrington | Approved |
| 10/12/21 | Monthly | Nushin Yazdi | Pending |

| | | | |
|----------|--------------|-----------------|----------|
| 10/21/21 | Subcommittee | Stefan Ahlblad | Approved |
| 11/9/21 | Subcommittee | Stefan Ahlblad | Draft |
| 11/9/21 | Monthly | Mike Chesson | Draft |
| 11/17/21 | Subcommittee | Lisa Harrington | Draft |
| 11/30/21 | EXTRA | Drew Nealon | Draft |
| 12/14/21 | Monthly | Carol Moyles | |

Next meeting: Tuesday, January 11, 2021