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Belmont Historic District Commission

MEETING MINUTES

Thursday, February 16, 2017

Belmont Town Hall Conference Room 2

Commission Members Present: Lauren Meier, Co-Chair; Lisa Harrington, Co-Chair; Michael Chesson, Terry McCarthy, Kathleen Fahey, Nushin Yazdi, Karl Leabo, Lydia Ogilby, Member Emerita.

Jeffrey Wheeler, Office of Community Development (OCD); Spencer Gober (OCD)

Not Present: Jacob Cohen, Elizabeth (Sue) Pew, Michael Smith

Meeting Notes:

1. 7:00 PM Meeting Called to order.

- Planning Board was concurrently reviewing the Demolition Delay bylaw.
- The last meeting minutes from January were approved, K. Leabo was misspelled and corrected.
- Meeting minutes for February by K. Leabo, T. McCarthy will document March, N. Yazdi April, L. Harrington June and K. Fahey July.

2. Public Hearing:

721 Pleasant Street, Scope: Installation of new French door and replacement of existing rear door with new window in rear, replacement of two windows in west corner.

Ryan Pinkham, Architect reviewed the modifications proposed for 721 Pleasant Street.

- Five items were discussed from the previous meeting:
 - Addition of corner windows.
 - Removal of exterior door and replacement with window.
 - Addition of French door in the kitchen/eating area.
 - Removal of the chimney from the lower volume (at the kitchen wing) was removed from consideration.
 - Additional skylights at the back of the main roof were removed from consideration.
- R. Pinkham reviewed the application; the owner is pursuing Marvin doors with true divided lights. All the new windows will match existing in sizing, configuration and trim.
- There was unanimous consensus among the commissioners that the application was well prepared and the presentation was well done.
- L. Ogilby mentioned that the house was utilized by the Underground Railroad.
- L. Harrington was pleased that the chimney and skylights were removed from consideration.
- L. Meier stated that the final package should match the building permit and the BHDC will need samples for the submittal for the Certificate of Appropriateness.
- Chris Ripman (a neighbor) was fully in support of the project. He remarked on the appropriateness of the proposed modifications and how they fully fit in with the aesthetics of the house.

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- N. Yazdi moved to accept the Certificate of Appropriateness conditional to the submittal of window/door product cut sheets, T. McCarthy seconded the motion, the remaining commissioners approved the motion.

3. Continuing Discussion:

Demolition Delay Bylaw:

- L. Meier is coordinating outstanding items with the planning department.
- Three issues primarily:
 - Reduction of the list
 - Six to twelve month extension period
 - Increase of the sunset clause to five years
- The bylaw will be advanced to the Bylaw Review Committee with minor edits.
- The planning board and BHDC will review/vote afterward.
- One sticking point remains; the definition of “demolition”. How is “substantial” demolition qualified/quantified? The BHDC will look to see how other peer towns deal with this issue. The definition needs to be clear and not subjective, not necessarily based on percentages.
- L. Meier will set up a working meeting next week.

4. Review of BHDC website and document revisions:

- The certificate of non-applicability, CNOA, should be modified from “CONA” on process flow chart legend. The colors will be reviewed and modified by S. Gober.
- Next meeting the BHDC will review all document revisions.
- S. Gober reviewed recent modifications to the website:
 - A significant amount of cross referencing was added
 - Adding/scanning current BHDC cases and uploading to the site
 - Adding abutter notifications

5. Schedule:

- The BHDC needs to establish a public meeting after the Town warrants are issued.
- The league of Women Voters does a review meeting of the warrants; the BHDC meeting should be scheduled after that.
- The Town Meeting is May 1st. April 10th Town Meeting materials will be mailed out.
- Holding April 11th open if there are considerable hearings before the BHDC.
- Otherwise the BHDC meeting will be April 13th and will include the public presentation of the revised demolition delay bylaw. To publicize this meeting those on the delay list will be notified and a notice will be posted in the newspaper.
- S. Gober will confirm dates.

Next Meeting: TUESDAY, March 14, 7:00 PM