



HISTORIC DISTRICTS COMMISSION
Public Meeting Minutes
Thursday, February 6, 2020
First Floor Conference Room, 141 Keyes Road

Pursuant to notice duly filed with the Town Clerk's office, the Town of Concord Historic Districts Commission held a public meeting on Thursday, February 6, 2020 at 7:00 P.M. at 141 Keyes Road, Concord, Massachusetts.

Commission Members Present: Luis Berrizbeitia, Nea Glenn, Peter Nobile, Melinda Shumway, Paul Ware

Associate Members Present: Katharine Mast, Abigail Flanagan, Kate Chartener

Staff: Heather Gill, Senior Planner

Also Present: Julia Miner, 399 Lowell Road
John Caldwell, 399 Lowell Road
Joan Geoghegan, 275 Holden Wood Road

Peter Nobile called the meeting to order at 7:00 P.M. Voting Members for the meeting were Mr. Berrizbeitia, Ms. Glenn, Mr. Nobile, Ms. Shumway, and Mr. Ware.

CONTINUED PUBLIC HEARINGS

399 Lowell Road – Barrett Farm Historic District, to construct an addition including a 3-car garage and mudroom, renovate existing building, and remove existing freestanding garage foundation

Ms. Glenn recused herself as an abutter of the project. Chair Nobile opened the hearing and reviewed the application.

Julia Miner and John Caldwell, homeowners, presented the proposed project to the Commission. Ms. Miner provided a brief project summary and presented the revised renderings, floorplans and elevations. The Commission discussed the three proposed dormers on the front of the house, the new asphalt roof, and the new paint color for the house (white with a blue door). Ms. Miner stated that she had not drawn the details for the dormers yet. The Commission reviewed the detail of the canopy over the sliding door on the barn. The Commission reviewed the exterior lighting, the mudroom/connector building, and the wood steps at the garage entry door. The Commission reviewed the proposed windows and the proposed two over two window under the gable in the second story of the barn. Ms. Miner stated that there are no gutters proposed for the barn.

Mr. Ware moved to approve the application as presented and revised, to include the removal of the former garage foundation, the construction of a barn/garage and mudroom addition with a sliding door and entry door and canopy, with a single light over the sliding door, a single light over the entry door, a light on either side of the garage doors, and recessed lighting under the mudroom entry; with the condition that the discussion on the dormers on the main house is continued to the HDC meeting on April 16, 2020. Mr. Ware stated that this approval is contingent on the submission of final construction drawings and details being submitted to substantially match the approved drawings. Mr. Berrizbeitia seconded the motion and all others voted in favor. The motion passed (5-0).

Documents used during public hearing: Application materials and plans available in address file

325 Main Street – Main Street Historic District, for alterations to existing house and barn including lighting, windows, doors, dormer, and garage door

Chair Nobile stated that the applicant has requested to withdraw the application.

Mr. Berrizbeitia moved to accept the withdrawal request for the application of 325 Main Street. Ms. Glenn seconded and ALL VOTED in favor. The motion passed (5-0).

OTHER BUSINESS

2020 Preservation Awards

Annette Bagley made a presentation to the Commission regarding the Historical Commission's 2020 Preservation Awards. Ms. Bagley stated that the nomination period has been extended until March 31st. Ms. Bagley encouraged the Commission to submit nominations for projects that the HDC has approved over the past few years. Ms. Gill stated that she uploaded a spreadsheet under current meeting documents that lists all of the approved projects between 2017 and 2019. The Commission agreed to all look at the spreadsheet and come to the next meeting with one to two ideas for nominations.

585 Lexington Road – Amendment to Certificate

Ms. Gill presented the request to amend the dormer on the left side of the outbuilding, and the material of the landings. The Commission stated that they had no issues with these proposed amendments. Mr. Berrizbeitia moved to approve the amendment to the dormer and the landing materials as requested. Ms. Glenn seconded the motion and all others voted in favor. The motion passed (5-0).

Certificate Extension: 70 Monument Square

The Commission discussed how this certificate technically already expired, and discussed backdating the extension. Mr. Berrizbeitia moved to extend the COA for 70 Monument Square for 6 months beginning on January 1st and expiring on June 30th. Mr. Ware seconded the motion and all others voted in favor. The motion passed (5-0).

Certificate Extension: 129 and 151 Main Street – Concord Free Public Library

The Commission discussed how this certificate relates to a project that has an appeal on it. Ms. Gill suggested extending the certificate to a date 6 months following the end of the appeal, as the ZBA does in cases like this. Mr. Ware moved to extend the COA for 129 and 151 Main Street to a date six months after the final judgement on the appeal. Ms. Glenn seconded the motion and all others voted in favor. The motion passed (5-0).

Election of Officers

Ms. Glenn suggested nominating Peter as Chair for a second term, due to the ongoing appeal of the library project and how well he served in the position as Chair this past year. Mr. Nobile stated that the Commission does not currently have a Vice Chair, as Mr. King resigned; but suggested that traditionally the Secretary moves up the Vice Chair position. Mr. Berrizbeitia suggested nominating Ms. Glenn as Secretary.

Ms. Glenn moved to nominate Mr. Nobile as Chair, Mr. Berrizbeitia as Vice Chair, and Ms. Glenn as Secretary. Mr. Berrizbeitia seconded the motion and all others voted in favor. The motion passed (5-0).

Approval of Minutes

The minutes from the 1/2/2020 meeting will be placed on the next meeting agenda.

Amendments to Guidelines

No discussion.

Discussion: Expanding the Historic Districts

Ms. Gill briefly summarized a meeting she had with some of the property owners on Jennie Dugan Road, and their desire to create a local historic district. Ms. Gill stated that the property owners have asked to be placed on the February 20th agenda to discuss this with the Commission. Ms. Gill stated how the Commission will need to begin thinking about how this district may work in comparison to the other historic districts, due to the age of the structures and the building materials. Ms. Gill suggested that maybe the Commission would adopt an addendum to the design guidelines that would be specially for this district.

Review of HDC Guiding Documents and Mandate

No discussion.

Committee Liaison Reports and Staff Updates

Ms. Gill stated that the HDC is cc'd on all of the communications between the Library and Mass Historical. Ms. Gill reminded the Commission that this process does not relate to the HDC's process. Ms. Gill stated that all of these letters are available in the project file.

Ms. Glenn proposed asking Dennis Fiori to return to the Commission as an Associate Member. Ms. Glenn stated that Mr. Fiori has a wealth of historical knowledge and would be an asset to the Commission. The Commission had a brief discussion on the need for two associate members.

Mr. Berrizbeitia moved to adjourn. Ms. Glenn seconded the motion. The motion passed (5-0).

The meeting was adjourned at 8:25 P.M.

The next Historic District Commission meeting is scheduled for Thursday, February 20, 2020

Documents used during the meeting are on file in the Planning Division Office.

Respectfully submitted by:
Heather Gill
Senior Planner

Minutes Approved on: 2/20/20

Nea Glenn, Secretary