



TOWN OF WINCHESTER
PLANNING BOARD MEETING
TUESDAY, MAY 12, 2020 @ 7:00PM
REMOTE PARTICIPATION

Join Zoom Meeting

<https://us02web.zoom.us/j/87237114848?pwd=Q1JaUGYvZTJtVDVUR3RoMVV6ZnBXZz09>

Meeting ID: 872-3711-4848

Password: 968400

Dial by phone

929-205-6099

Meeting ID: 872-3711-4848

Password: 968400

	BUSINESS
7:00PM	Open Planning Board Meeting, Updates
7:05PM	Abby Road Tri-partite agreement
7:15PM	Town Meeting Article discussion
7:35PM	10 Converse Place: Download presentation at https://www.dropbox.com/s/gq4mrnkbdtkxjm9/200512%20-%20Converse%20Place_Presentation.pdf?dl=0
8:45PM	654 Main Street: Download presentation at https://we.tl/t-xaJ5NFBMzU
9:55PM	New Business not known at time of the posting
10:00PM	Adjourn

	CORRESPONDENCE
	None

	2020 MEETINGS
Tuesday May 19	7:30PM Planning Board Meeting, REMOTE PARTICIPATION



TOWN OF WINCHESTER

OFFICE OF THE PLANNING DEPARTMENT

BRIAN SZEKELY
TOWN PLANNER

71 Mount Vernon Street
Winchester, MA 01890

April 7, 2020 Draft Minutes

Meeting open at 7:35PM via remote participation

Planning Board members present: H Von Mering, M Meister, D Jerius. (H Hannon and E Cregger not present). Town Planner, Brian Szekely, Engineer Beth Rudolph, Consultant Dennis Carlone, and Town Counsel Art Krieger also present.

Members of the public remotely participating:

-Residents: Diom, Heidi DiLeo, John Stevens,, Joyce Westner, Juli Riemenschneider, Larry Murray, Sally Dale, Elizabeth Mahoney, Hank Zhou, Jamie Devol, Larry Beals, Chris Keeler, Craig Miller, Paul Soughtley, Mark Johnson, Mike DeMartino, Tobey Nemser

36 Dunster Lane

Applicant of 36 Dunster Lane Subdivision explained that the existing road is in poor condition. He plans to improve the road in order to get the necessary frontage for a new house lot on Locke St (corner of 36 Dunster). The applicants plan to get letters from the Arlington Engineer, and work with the town and the neighbors on all aspects of the project. Letters from Heidi DiLeo, Steven DiStefano and Lynn Scotti were shared with Board, and were all in favor of the project. The Planning Board would like to see street trees that are approved by the Design Review Committee and ones that absorb water well. The Board would also like to see the road at 18' wide, rather than the required 20' fire lane. Applicants agree to remove boulders near Ms. Westner's home directly across from the new lot on Locke Street.

MOTION: To continue the hearing to 4/14 at 7:45PM. 1st M Meister, 2nd D Jerius. VOTE 3-0-2, Cregger and Hannon absent.

10 Converse Place

Dennis Carlone, the town's design consultant showed a preference for a taller structure to increase the public amenity at the rear of the site near the pond. More work is needed and the top of the building will require extensive study. The Planning Board wanted to see both a 5 and a 6

story scheme to determine what would be best. Elevations along the entirety of Mt. Vernon are necessary for the Board to evaluate the project. Chimneys, rather than “lanterns” should be pursued on the top floor. Generally, all members of the Board that were present preferred a 5-story building even though less open space would be provided.

654 Main St

Dennis Carlone explained the difference between the 3 major sides of the building, with a taller section on Main St, and shorter sections along Vine and Elmwood. Elmwood should have a residential feel and should not have one long building of the same massing.

Town Meeting Articles

Agenda item postponed until the next meeting on 4/14/20.

Abby Road

The new estimate for the remainder of work is \$108,000. The tri-partite agreement and the timing of it is holding up the sale of the lots at the moment. Art Krieger, Town Counsel, suggested that 3 of the 5 lots could be released now to fund the escrow account, then the final 2 lots could be released at a later date when more work will be done and therefore less money needs to be in escrow.

MOTION: Move to: rescind the vote taken on 3/24/20 related to the release of lots, and partially Grant Five Points’ request to release 3 of the 5 lots shown on the Abby Road Definitive Subdivision Plan, contingent on the full execution of a Tripartite Agreement in the amount of \$108,000 and on the satisfaction of all the terms and conditions stated in that Agreement; further, to delegate to Heather von Mering and Diab Jerius the authority to approve and sign the Tripartite Agreement on behalf of the Board. MOTION-Meister, 2nd Jerius. 3-0-2, cregger hannan absent

MOTION: Moved to adjourn, 1st M Meister, 2nd D Jerius, 3-0-2 (Cregger and Hannon absent) at 10:16PM



TOWN OF WINCHESTER
ENGINEERING DEPARTMENT
71 MT. VERNON STREET, WINCHESTER, MA
PHONE 781-721-7120

TO: Winchester Planning Board

FROM: Beth Rudolph, PE, Town Engineer 

DATE: May 7, 2020

RE: Abby Road Construction Update

On April 7, 2020, the Planning Board voted to grant the release of three of the five lots shown on the Abby Road definitive subdivision plan contingent upon the execution of a Tripartite Agreement in the amount of \$108,000. On April 9th, Craig Miller submitted a Form G – Road Bond/Lot Release Request (attached), requesting that the Board “Release 3 of the 5 lots consistent with the to be signed Tripartite Agreement and the Planning Board vote of April 7, 2020 and the allowance of reduction in the Tripartite escrow amount based on the completion of required items. This includes items 1, 4, and 5 on the attached list.”

As requested by Mr. Miller, the Engineering Department has reviewed the status of items 1, 4, and 5 from our “Abby Road Construction Estimate” dated April 6, 2020. The status of these items is outlined below:

Item	Estimated Cost	Status
Item 1 – Complete fine grading at CB#5 per VHB memo	\$2000	Mr. Miller indicated that additional pavement was added in the vicinity of CB#5 and provided an as-built entitled “Spot Grades Around Catch Basin Elevations”, dated April 16, 2020. The Engineering Department finds this information sufficient, though the area will need to be smoothed out during final paving.
Item 4 – TV camera inspection of sewer service to Town-owned Parcel 6 + any repairs to sewer line	\$7000	Mr. Miller performed a TV inspection of the sewer service to Parcel 6 on April 7, 2020. The video did not show any damage to the sewer service. The Engineering Department remains concerned about the close proximity of the drain manhole to the sewer service, but at this point any repairs, if needed will have to be made with the construction for Parcel 6.

Item 5 – Labor for construction of swale and berm	\$2500	The berm and swale have been satisfactorily constructed.
Sub-total	\$11,500	
25% Contingency + 3% Annual Escalation to 2025	\$5165	
Total	\$16,665	

Based on the completed work outlined above (plus the 25% contingency and 3% annual escalation out to 2025), the Engineering Department recommends that the amount of the Tripartite Agreement be reduced by \$16,665.



**TOWN OF WINCHESTER
MIDDLESEX COUNTY, MASSACHUSETTS
PLANNING BOARD
TOWN HALL
WINCHESTER, MASSACHUSETTS 01890
Phone: 781-721-7162 Fax: 781-721-7166**

**TOWN OF WINCHESTER
ROAD BOND/LOT RELEASE REQUEST
FORM G**

FILL OUT SECTION A AND RETURN A COPY TO THE PLANNING BOARD OFFICE AND THE TOWN ENGINEER.

Originally Submitted April 8, 2020

SECTION A:

PROJECT NAME: Abby Road

DEVELOPER: Five Points Development

ENGINEER: Waterfield Design Group, Inc.

STREET NAME: Abby Road

NATURE OF REQUEST:

- LOT RELEASE
- BOND ESTABLISHMENT
- BOND REDUCTION
- BOND RELEASE
- PASSBOOK/ACCOUNT RELEASE
- TRIPARTITE AGREEMENT RELEASE

DESCRIPTION: _____

Release of 3 of the 5 lots consistent with the to be signed Tri Partite Agreement and the Planning Board vote of April 7, 2020 and the allowance of reduction in the Tri-Party escrow amount based on the completion of required items. This includes items 1, 4, and 5 on the attached list.

IF LOT RELEASES, ARE APPROPRIATE COVENANTS, AGREEMENTS AND RESTRICTION DOCUMENTS RECORDED?

- YES
- NO

DATE OF APPROVAL: _____

SECTION B: (FOR OFFICE USE ONLY)

PROJECT REVIEW SUMMARY: _____

DATE SCHEDULED FOR PLANNING BOARD REVIEW _____

NOTE: ALL REQUESTS MUST BE SUBMITTED AT LEAST TWO WEEKS PRIOR TO THE PLANNING BOARD MEETING- NO EXCEPTIONS

Abby Road Construction Estimate

Date: April 6, 2020

Prepared by: Winchester Engineering Department

Item	Units	Quantity	Unit Price	Total	Notes
1 Complete fine grading at CB#5 per VHB memo		1	\$2,000	\$2,000	
2 Workmanship in brick bottom of sewer manholes and concerns about pooling between inverts				\$2,500	Some repair work has been done, need to reevaluate after sewers are functioning
3 Stone Bounds	Each	10	\$300	\$3,000	Allowance for any resetting/repair of 10 stone bounds
4 TV camera inspection of sewer service to Town-owned Parcel 6 + any repairs to sewer line				\$7,000	
5 Work on Highland Avenue (Not including landscaping)					
- Labor for construction of swale and berm				\$2,500	
Landscaping					
- Loam and Seed	CY	177.8	\$57	\$10,135	9600 sq ft at 0.5-foot of depth (includes temporary construction easement area + area on Highland Ave)
- Trees in ROW	Each	13	\$800	\$10,400	
- Arborvitae on Lots 3 & 4	Each	12	\$100	\$1,200	
- Holly bushes on Lots 3 & 4	Each	4	\$50	\$200	
Signage installation	Each	1	\$125	\$125	1 "No Parking" sign missing in hammerhead
Final Paving					
- Adjustment of structures	Each	15	\$250	\$3,750	
- Binder pavement quality repairs				\$3,500	Allowance for any potential repair work
- Bituminous pavement top course (1.5")				\$10,000	
Drainage system cleaning				\$5,000	Final cleaning of system prior to release of security
Final as-built + Certification of Stone Bounds				\$13,000	
Subtotal				\$74,310	
Engineering and Construction Contingencies (25%)				\$18,577	
Total Engineer's Estimate				\$92,887	
Base Year of Estimate:	2020				
Proposed Completion Date:	2025				
Inflation at 3% per year compounded to completion:					
			2021	\$95,674	
			2022	\$98,544	
			2023	\$101,500	
			2024	\$104,545	
			2025	\$107,681	
TOTAL AMOUNT OF FINANCIAL GUARANTEE				\$107,681	See \$108,000

MEMORANDUM

TO: Winchester Planning Board

FROM: John Clemson, Winchester Historical Commission

RE: 63 Vine Street, WNT.116

May 6, 2020

63 Vine Street, known as the Tenney - Swan House, constructed 1853-1860, has been documented using Massachusetts Historical Commission (MHC) methodology as Inventory Form ("Form-B") WNT.116 in June of 2013 and an MHC continuation sheet in May of 2018. Based on research by John Chalfa and John Clemson this wood-frame domestic building is an example of the "L-House" type in the Greek Revival style. It is a two-story building enclosing five bays with a center entry and a single-pile depth under a side-gable roof with a full-height gabled rear ell. It is understood that the front main body of the building will be preserved. It will be stabilized, moved on-site, and placed once again in roughly its present location at the conclusion of construction of the main building fronting Main Street.

The following is being presented as a set of conditions for the renovation of the building as part of the approval process for ongoing improvements at the site identified as 648-654 Main Street, of which this building is a part. These conditions will identify exterior building fabric and recommend work to preserve the building as agreed. The work should proceed using the U.S. Secretary of the Interior's Standards for Rehabilitation as a general guide (not all will apply to the property's circumstances) and follow appropriate accepted preservation practices. It is understood that some early or original building fabric may have deteriorated, requiring replacement. A general rule for replacement should be based on the concept "in-kind," i.e. wood for wood, metal for metal, etc.

1. Siding

Currently covered in vinyl, which will be removed, observation has concluded that the original wood clapboard siding survives underneath. If replacement is necessary, the dimensions and reveal of new wood clapboarding should match existing conditions to the extent possible.

2. Trim

Currently vinyl panning obscures the water table, corner boards, casings, cornice and rake board details. Upon removal of the vinyl evidence should be sought for their original appearance. If evidence is not clear or not extant, well-preserved surviving buildings of similar type and period should be observed to recreate conjectural details. New work should follow the simplest lines and details; overly complex conjectural finishes and details should be avoided. Interior corners and edges of an appropriate boxed cornice should however be softened by simple bed and edge moldings. The main front cornice, or fascia, likely included an ogee (cyma) molding. Many of these moldings were later incorporated into hidden gutters. This detail should be retained or reproduced.

Of particular importance to preserving the overall character of the building are the entry surround, or frontispiece, and casings. It is anticipated that vinyl removal will reveal evidence of both. Based on the building's style the frontispiece was likely composed of a trabeated surround, with a heavy entablature with molded cornice supported by smooth pilasters with molded capitals. The entry also likely included sidelights. Period surrounds of this type can be observed on numerous period examples throughout the region. Likewise the casings should match the original dimensions and include edge molding and properly proportioned sills.

Another character defining detail is the enclosed pediment in each side elevation. This is an extension of the eave return across the entire side elevation. This detail is characteristic of the Greek Revival period and was a conscious reference to the triangular pediments observed on ancient Greek temples.

3. Window Sash

The current sash is mid-to-late-19th-century two-over-two double-hung. It was possibly originally six-over-six. There are two possible approaches to appropriate sash configuration: 1. That the 120-year-old-plus surviving sash has significance in its own right and should be retained or 2. If sash is to be replaced, the original configuration could be re-introduced. Current good preservation practice dictates that existing period wood sash should be retained and restored. Such sash is considered a character-defining feature of any historically significant building. Early wood sash, when properly maintained, can last indefinitely and, with modern storms, has been found to have insulating qualities roughly equal to modern insulated double glazing. Older windows are often constructed of old-growth wood that contributes to their durability. However, if it is found that the current sash has deteriorated beyond repair, and this can be ascertained by consultant craftspeople who specialize in sash restoration, the replacement sash should be constructed with wood components and employ a “true-divided-light” appearance of applied exterior and interior wood muntins, rails and styles with shadow lines between the glazing. Such historically appropriate sash is readily available from most manufacturers.

4. Shutters

During the late 19th century wood louvered shutters, or blinds, were almost universally installed on buildings. If shutters are to be employed on this project they should be operational or at least sized and attached in an appropriate manner. Shutters should overlap the casings in a manner that if closed they should cover the windows completely. They should therefore be sized in a manner that they overlap the inner edge of the casing slightly and meet in the center of the window opening. Appropriate hardware is important, including pintles, gudgeons and dogs (toggles that secure the shutters in an open position). Lacking these important specifications, it would be preferable to leave shutters off the building. Prior to the middle of the 19th century exterior shutters were not common and were often mounted on the interior.

4. Door

A solid wood six-panel door would be appropriate in this application.

5. Roof

Currently three-tab asphalt shingle. Roofing material would originally have been stained wood shake. This treatment would be recommended, at least on the front slope.

6. Foundation

It is anticipated that a new foundation will be poured concrete. It is recommended that a blast- or fieldstone veneer cover the exposed foundation at least on the façade and side elevations where exposed.

7. Lighting

Electric sconces placed at the main entry can be chosen at the discretion of the proponent.

8. Paint Color

Greek Revival architecture in wood in North America has traditionally been painted white in imitation of the marble used to build ancient models. This is not recommended here. Many period Neoclassical examples were originally painted in rich earth tones popular during the second half of the 19th century in imitation of sand- or brownstone. A less-monotonous palate in keeping the surrounding context is recommended. A good model for a paint scheme might be the Longfellow House in Cambridge (105 Brattle Street, also known as the Vassall-Craigie-Longfellow House, 1759, a National Historic Landmark). This house employs a two-tone scheme of saturated yellow on the main body with a rich cream trim. The scheme is completed by black shutters, but dark green would be an appropriate alternative. An excellent source for historic paint colors is Roger W. Moss and Gail Caskey Winkler, *Victorian Exterior Decoration, How to Paint Your Nineteenth-Century American House Historically* (Henry Holt & Co., 1987) passim.