



TOWN OF WINCHESTER
MIDDLESEX COUNTY, MASSACHUSETTS
HISTORICAL COMMISSION
TOWN HALL
WINCHESTER, MASSACHUSETTS 01890

Meeting Minutes

Date: January 9, 2023

Mystic Valley Room, Winchester Town Hall

Members Present: Bruce Hickey, Vice-Chair
Jon Carlisle
Emily Dowling
Janet Boswell
Michelle McCarthy

Members Absent: Jack LeMenager, Chair

Also Present: Ben McCoy, Owner, 7 Prince Avenue
Keith Hinzman, Owner of KWH Design Inc.
Ralph Dineen, 19 Sheffield West
Keirsten Deegan, Architect, CI Design
Nicholas Rossettos, 2 Pine Street, Planning Board Member
Arianie Keeney, Recording Secretary

A quorum being in attendance, Vice-Chair Hickey called the meeting to order at 7:31 p.m.

Board of Appeals Petition

7 Prince Avenue - Special Permit

Ben and Erin McCoy are seeking a special permit under Section 3.5.5 of the Winchester Zoning By-Law in accordance with Chapter 40A, Section 9 of the Massachusetts General Laws so as to be permitted to construct a third story addition that will be located closer to the side property line than permitted as of right. The property is located in the RDB (Single Residence) zoning district and contains +/- 5,000 square feet.

On behalf of Ben McCoy, Keith Hinzman, owner of KWH Design presented plans to convert the bungalow into a three and half story home by removing the roof and adding a floor. He said that the proposed work is entirely within the existing footprint. The design will open the existing enclosed porch, include a second floor angled bay window, a shed dormer, and a more steeply pitched roof. On the rear, a new kitchen will extend over an existing enclosed porch with a balcony that has a small shed roof on brackets overhanging the door.

Commissioner McCarthy asked Hinzman to elaborate about the plan for the front porch. Hinzman explained the small shed roof over the garage will be extended over the porch.

McCarthy asked what the overall height of the building would be. When measured up to the ridge, Hinzman replied, the existing height is 21.5 feet and the proposed height would be 35.5 feet.

Commissioner Dowling commented that the design looked nice and did not have any concerns. McCarthy agreed, saying she especially liked the porch, and the windows on the second floor.

MOTION: In accordance with Zoning By-law Section 9.4, subsection 8, the Historical Commission finds no adverse impact on a historical or cultural resource from the proposed third story addition. The motion was made and seconded.

VOTED: 5 in favor, 0 opposed (1 absent)

407 Highland Avenue (Winchester Community Music School) - Site Plan Review

The Winchester Community Music Trust, aka Winchester Community Music School is seeking Site Plan Review under Section 9.5.1(3) of the Winchester Zoning By-Law so as to be permitted to construct an addition that will exceed 25% of the existing building floor area and will have greater than 20 parking spaces. The petitioners are also seeking Site Plan Review under Section 9.5.1(5) of Winchester Zoning By-Law so as to be permitted to construct an addition where the total floor area of the building will be greater than 5,000 square feet. The property is located in the RDB (Single Residence) zoning district and contains 2.72+/- acres.

Ralph Dineen, a former student, current parent, and special advisor to Winchester Community Music School represented the owners. He and Keirsten Deegan, Principal architect of Ci Design shared the renderings. The school seeks to add studio, classroom and performance space while honoring the design of the 1919 house. An addition built in 1998, Nichols Hall, houses the current performance space.

Dineen and Deegan noted that there will be no change to the main entrance or total number of parking spaces. Some landscaping changes are planned to increase view of the signage and create a safer drop-off area.

Commissioner Boswell was concerned about whether or not the proposed plans would involve significant grade changes at the rear of the property that would create problems for downhill neighbors. Dineen explained that the addition would be at the same level as the existing building and that mature trees at the rear of the property would be undisturbed.

Boswell opined that the plan was sensitively done.

MOTION: In accordance with Zoning By-law Section 9.4, subsection 8, the Historical Commission finds no adverse impact on a historical or cultural resource from the proposed addition plan of the property. The motion was made and seconded.

VOTED: 5 in favor, 0 opposed (1 absent)

14 Thompson Street (Karma Restaurant)

Vice-Chair Hickey reported that representatives of 14 Thompson Street contacted the Commission just prior to this meeting to say that would not be present tonight and looked forward to discussing the project next month.

Other business

Town Planner Vacancy

Commissioner McCarthy reported that she attended a recent Personnel Board meeting during which there was a discussion regarding the Town Planner job description. McCarthy said that Planning Board Chair Jerius suggested the Commission vote on the scope of responsibilities the Town Planner position should include related to supporting and advising the Historical Commission.

Vice-Chair Hickey and Commissioner Carlisle said that Town Planner Szekely, was a great resource and extremely helpful on issues related to zoning, and planning. His absence at meetings would have drastically impacted the Commission's ability to make informed decisions. Hickey added that the Planner provides important background information during demolition hearings, and bridges the work between Planning Board, Design Review, and the Commission.

Commissioner Boswell agreed and felt that Planner responsibilities typically include supporting many town boards and commissions. She felt a motion about the job description should articulate that expectation. Hickey said a vote will communicate to the Planning and Personnel Boards the intrinsic importance of the Town Planner's role in the Historical Commission meetings.

Planning Board liaison to the Commission, Nicholas Rossettos offered to address the motion at the next Planning Board meeting. He said he would do what he could do to ensure that the Historical Commission's resource needs are considered.

MOTION: It is the opinion of the Winchester Historical Commission that the services of the Town Planner are vital to the conduct of our business. The planner provides essential historical, legal, zoning and planning expertise and coordination between our body and other boards and commissions, in particular the Planning Board. It is the unanimous vote of the Commission in a vote taken at our meeting on January 9, 2023, that the job description of Winchester Town Planner should expressly include reference to the position's responsibility for attending more than a majority of the Commission's meetings and providing other support in matters coming before the commission.

The motion was made and seconded.

VOTE: 5 in favor, 0 opposed (1 absent)

MOTION: That any Commissioner from the Historical Commission is given authority to provide additional information, and detail in support of this vote.

VOTE 5 in favor, 0 opposed (1 absent)

