



TOWN OF WINCHESTER

Design Review Committee

Town Hall, Winchester, Massachusetts 01890

Erik Nottleson, Chair
Adrian LeBuffe LEED, Vice-Chair
David N. Storeygard, AIA, LEED AP
Juli Riemenschneider, RLA, ASLA
Eileen Casciari, RA
Ellen Spencer
Tracy Vartenigian Burhans

Meeting minutes, January 11, 2017

Attendees: LeBuffe, Riemenschneider, Nottleson, Burhans, Spencer, Casciari, Storeygard

Agenda Items

1. Approval of December meeting minutes. No exceptions noted.
2. 50-52 Salem Street
 - a. Proposed addition/modification are not visible from Public right-of-way
 - b. Reconstructed stairs seem to be safer than previous design
 - c. No drawings provided, however does not seem to be a design issue
3. Winchester Boat Club
 - a. No plans provided for review
 - b. Seems to be a legal issue, not a design issue
4. 23 Leslie Road
 - a. Impact on abutter should be carefully considered
 - b. Size of lot should support an addition in conformance with Zoning, no hardship is noted
 - c. Alternatives should be explored
 - d. Large number of windows facing abutter and within side yard setback is not desirable
5. 19 Stevens Street
 - a. Architectural scale is appropriate and infill of interstitial spaces between structures seems to match existing house
 - b. 2nd floor addition of Master Bedroom is very close to property line and although well screened may impact abutter
 - c. Materials are not noted, should match existing house
6. 60 Swan Road
 - a. Historic value of existing home should be reviewed by Historic Commission
 - b. Application describes 'detached garage' however proposed garage is attached
 - c. Existing trees to be removed should be documented in application, replacement trees should be provided
 - d. Future apartment above garage is contemplated by stairs up, square footage calculated should include potential for apartment and fully finished Basement. Inclusion of all buildable area is likely well in excess of FAR.
 - e. Calculation of building height should be provided, does not seem to match height listed on application, as rear of building is well over 35' high. Height of Terrace retaining walls is extreme.
 - f. Building materials not noted
 - g. Grading plan should show top and bottom elevation of retaining walls (walls over 4' require guardrail, none shown), cannot determine heights of most landscape retaining walls
 - h. Detailing and Structural engineering for retaining walls should be provided.
 - i. Would recommend moving garage closer to street
 - j. Does open space calculation include terraces or driveway? Detail of calculation of open space, green space and

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- permeable square footages should be provided.
- k. No hardship noted to permit building in front yard setback
- l. Landscape plan should specify planting types
- 7. 8-10 Winter Street
 - a. Roofline of existing addition does not match proposed East Elevation or framing plan (gable end shown, shed roof built). Gable end is preferred.
 - b. Second floor addition within side yard setback increases non-conformity and impacts abutter
- 8. 71-75 Oak Street
 - a. Committee supports the application with the following suggestions to improve the design
 - b. Slot between 2nd floors is not desirable
 - c. Differentiation of 2 units should be achieved by other means, varied planes for front facades, notches, etc.
 - d. Moving one or both units towards Spruce Street (into front yard setback) would improve rear yards and reduce impact on abutter. Moving only north unit towards Spruce would help break up massing.
 - e. Front porches are undersized, should be larger (ie farmers porch), which could also aid in differentiating 2 units
 - f. Windows on front façade are undersized and misaligned
 - g. Materials not indicated
 - h. Existing trees to be removed should be identified and replacement trees provided, possibly via (1) street tree on Oak and (3) on Spruce
 - i. Sidewalk improvement should be provided, either by Owner or Town
- 9. Sign Permit Application – 2 Lowell Ave
 - a. Internally illuminated signage is not permitted by Signage Bylaws
 - b. Suggest halo lighting of opaque letters
 - c. Size of signage is acceptable

New Business

1. None

Meeting adjourned. Next meeting will be February 1st in the Waterfield Room; to be confirmed 2 days prior to the meeting.

- *Adrian LeBuffe, recording vice-chair; Minutes submitted to the DRC membership 1/11/2017*