



TOWN OF WINCHESTER

Design Review Committee
Town Hall, Winchester, Massachusetts 01890

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

Meeting minutes: Wednesday March 11, 2020

In attendance: Burhans, Storeygard, Casciari, Riemenschneider, Spencer

Agenda Items Discussed

1. Minutes of the meeting of February 5, 2020 were reviewed and approved.
2. **Petition 3900:** 184 Mystic Valley Parkway – Special Permit
 - a. Zoning relief is being requested for a proposed 700 square foot rear addition.
 - b. The existing house is within side yard required setback of 15 feet.
 - c. The proposed addition extends two feet less into the setback than the existing house.
 - d. Maximum lot coverage in RDB1 is 70%. Existing lot is undersized for the district.
 - e. The addition would increase coverage to 73.9%.
 - f. With no objections noted the committee recommended favorable action by vote of 5-0
2. **Petition 3901:** 12 Lockeland Road – Special Permit
 - a. Zoning relief is being requested for a proposed garage addition with bedroom above.
 - b. The proposed addition would replace an existing paved parking area.
 - c. The proposed addition extends into the required twenty-foot side setback, from three feet in front to five feet in the rear.
 - d. Construction of the addition will involve removal of three existing trees. The committee suggests addition of screening shrubbery to mitigate loss of the trees.
 - f. With the above suggestion and no other objections noted, the committee recommended favorable action by vote of 5-0.
3. The committee voted 5-0 to extend Tracy Burhans' appointment as DRC representative to the Heritage District Commission.

Old Business

1. Tracy Burhans has is in process with the Town Clerk regarding advertisement/posting to fill the existing committee vacancy - Erik Nottleson was a Select Board appointee and they need to make the appointment. The Town Clerk has also volunteered meet with the committee to perform/confirm swearing in of all committee members.

Meeting adjourned. Next meeting will be April 8th at 7:30 Town Hall, room to be determined and meeting to be confirmed 2 days prior to the meeting.

David Storeygard, recording vice-chair; Minutes submitted to the DRC membership 3/14/2020