



TOWN OF WINCHESTER

Design Review Committee
Town Hall, Winchester, Massachusetts 01890

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

Meeting minutes, June 12, 2019

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

Agenda Items

1. Approval of May meeting minutes.
2. Petition 3884, Special Permit – 20 Pilgrim Drive, addition of a balcony
 - a. Recommend favorable action, 7 to 0
 - b. Proposal is in keeping with the size, materials and scale of the original structure.
 - c. There will be minimal visibility and impact on abutting neighbors and minimal view of the balcony from the road.
 - d. Abutting neighbors have submitted a letter in favor of this proposal.
3. Petition 3885, Site Plan Review – 336 Main Street, construction of an addition.
 - a. Recommend favorable action, 7 to 0
 - b. Recommend elimination of the overhang of the garage to better incorporate the addition to the original design of the house.
 - c. Proposal is in keeping with the size, materials and scale of the original structure.
 - d. There will be minimal visibility from the road.
 - e. The proposal is an improvement on the existing structure.
4. Petition 3887, Site Plan Review – 82 Ridge Street, Wright Locke Farm, demolition of existing structure and construction of a new building.
 - a. The applicant presented the revised design to the DRC and our comments reflect this latest design.
 - b. The DRC unanimously supports this proposal and agree the plans should proceed with the review process. We would like to see the final plans submitted to the DRC especially in regards to water runoff and regrading of the land.
 - c. Recommend the planting of some deciduous and/or fir trees to reduce the visual impact of the parking lot surrounding the building.
 - d. The architectural design of the proposal is in keeping with the size, materials and scale of the original structures of the farm, with thoughtful attention to detail and proportion. The challenge of the

proposal will be to implement a site design that does not feel over-engineered and is in keeping with the naturalistic environment of a farmland.

- e. There will be minimal impact on abutting neighbors and view of the building from the road.
- f. Proposal is an improvement of the existing structure. The proposed program of classrooms and event space will be an asset to the Winchester community.

5. Petition 3886, Special Permit – 5 Chesterford Road East, construction of an addition.

- a. Recommend unfavorable action 7-0. These plans are not ready for approval.
- b. We recommend that this not go forward until the following are addressed; addition does not integrate successfully with existing structure and is not in keeping with the style and character of the house. See Zoning By-Law Sections 9.4.2.4 (special permits) and 9.4.2.8 (special permits).
- c. The proposed low pitch roof does not relate to the steeper roof pitches of the original house.
- d. Rear gable should not extend the entire width of the house but only the width of the first level deck to maintain an appropriate roof pitch and proportion; the roof as shown on the site plan works better than the rear elevation. It is not clear what is being proposed due to this lack of consistency between drawings.
- e. Windows of the rear façade should be aligned and organized.
- f. Retaining wall appears to be at least 3.3 feet tall. This appears to be a fall hazard without a guardrail at the stair landing. Better resolution needed for stair landing from deck to pond.
- g. We would like to see tree protection for both 30” and 20” trees.
- h. Access to install Cultec chamber should be clarified. This may impact existing trees.
- i. Driveway – is the width changing? Please clarify.
- j. Need to see existing vegetation plan and if there is a plan for its removal.

6. 17A Ginn Road: Appeal from Issuance of Building Permit No. 251.

- a. The DRC has noted this as an appeal.
- b. If a Special Permit application is submitted the DRC can provide a design review.

7. New Business:

Juli and David: MBTA meeting June 12

Meeting adjourned. Next meeting will be July 10th; to be confirmed 2 days prior to the meeting.

- *Tracy Vartenigian Burhans, recording vice-chair; Minutes submitted to the DRC membership 6/13/2019*