



## 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, August 7, 2019

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

### Agenda Items

1. Approval of July meeting minutes.
2. Petition 3893, Special Permit – 46 Allen Road, construction of a second floor over existing structure.
  - a. Recommend favorable action with one recommendation, 7 to 0.
  - b. Proposal is in keeping with the size, scale and materials of the original structure.
  - c. There will be minimal impact on abutting neighbors.
  - d. Verify that the height of the chimney meets the building code.
3. Petition 3894, Special permit – 37 Kenwin Road, construction of an addition.
  - a. Recommend unfavorable action unless the following conditions are met, 7 to 0.
  - b. Roof of the addition should match the pitch of the existing house 8:12. This will allow the ridgeline to be lower.
  - c. Reduce the mass of the addition's roof by modifying the gable roof to a hip roof.
  - d. Neighbors should be allowed to comment and give input because the scope of the addition is more than doubling the size of the house.
  - e. Align second and first story windows of the addition.
  - f. Fencing or plantings for screening between proposed addition and neighbors should be provided on the East side.
  - g. The addition should align with the original structure on the East side.
  - h. All materials should match the existing structure.

**Note:** In this proposal the garage is no longer an accessory building, increasing the nonconformity of the structure.

4. Sign Review – 9 Winchester Terrace.
  - a. Recommend the signage design be revised, especially since this is on an historic building in the CBD.

- b. Size and placement of the logo on the building façade facing the river is not sympathetic to the architecture. It overlaps and is not in line with the brick detailing. The size of the sign should be reduced in size and placed centered vertically and horizontally between the window and bottom edge of brick detail.
  - c. Sign on the building façade should be smaller and the thickness should be adequate to prevent warping.
  - d. Verify that the bottom of the blade sign is 6'8" above the sidewalk.
5. Petition 3887, Revised – Wright Locke Farm.
  - a. Recommend favorable action, 7 to 0.
  - b. All of the points from previous meeting with the DRC were addressed.
6. Petition 3873, Revised – 735 Main Street.
  - a. Further review of this project will be done by a private consultant, Dennis Carlone, who was employed by the Town for an external review (per MGL Ch. 44, sec 53(g)). No further review is required by the DRC.
7. 40B Development Comprehensive Application: 19 - 35 River Street
  - a. Eastern side of the South elevation would benefit from the use of Juliette balconies to add relief to the façade and in keeping with the other elevations of the project.
  - b. Landscape concept plan is inconsistent with the grading plan, drawing C103. Play area and extent of green roof do not match.
  - c. Add trees along driveway where possible.
  - d. Chain link fence should be black vinyl coated fence. Indicate the landscape treatment between the fence and the top of the retaining wall.
  - e. Detail of segmental block retaining wall has geogrid reinforcing which is not feasible given the location of the retaining wall at the property line.
  - f. Walkways to all building egresses should be handicap accessible.
  - g. Verify that building stairs and columns, pavements and subsurface infiltration units are allowed in floodway.
8. New Business:

MBTA – Juli R. presented DRC with an update on plans and design.

Meeting adjourned. Next meeting will be September 11th; to be confirmed 2 days prior to the meeting.

- *Tracy Vartenigian Burhans, recording vice-chair; Minutes submitted to the DRC membership 8/15/2019*