



TOWN OF WINCHESTER

Design Review Committee
Town Hall, Winchester, Massachusetts 01890

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

MEETING MINUTES

Wednesday, September 8, 2021, 7:30 pm - Town Hall, Mystic Valley Room

Present: Storeygard, Riemenschneider, Casciari, Burhans, LeBuffe, Recording Secretary Nancy Upper

Guest Presenters: Maria and Richard Batten of Batten Bros. Sign Advertising, Wakefield

- 1. Open meeting. Vote to approve August 4, 2021, minutes** - All in favor.
- 2. Recording Secretary** - Members welcomed Nancy Upper as DRC's first Recording Secretary.
- 3. Updated Eastern Bank Sign** - 522 Main Street, Winchester MA
 - a. Batten Bros. CMO / Project Manager Maria Batten distributed a handout showing photos and specifications for the conversion of existing Century Bank sign to the proposed Eastern Bank sign.
 - b. On projected slides of the handout, Richard Batten indicated changes Batten Bros. will make:
 - i. Replace Century Bank letters with Eastern Bank letters and logo.
 - ii. Remove lights above the letters which now cast a high-gloss glare.
 - iii. Backlight Eastern Bank letters and logo with halo illumination.
 - iv. Replace existing white panel behind the letters with a Mediterranean Blue panel.
 - v. Change all red in the sign to Mediterranean Blue.
 - vi. Cover red awning beneath the sign with Mediterranean Blue fabric to match the sign.

DRC had no suggestions for improving the sign. Comments: the Eastern Bank conversion is an attractive sign and an improvement over the Century Bank sign.

- 4. Petition 3947 - 71 Nelson Street, Winchester MA** - Special Permit from Section 3.5.5 of the Winchester Zoning Bylaw in accordance with Chapter 40A, Section 9 of the Massachusetts General Laws to be permitted to construct an addition that will be located closer to the side property line than permitted as of right. The property is located in the RG (General Residence) zoning district and contains 5,000+/- square feet.

See [Minutes of August 4, 2021 DRC Meeting](#), Agenda item 3. Designers of the addition incorporated all DRC recommendations into their revised design. However, DRC further recommends that the bracket added to aesthetically balance the cantilevered portion of the proposed second-story addition be a distinct element and not a continuation of the wall as shown on the revised design.

DRC recommends favorable action on the revised design with two conditions:

Vote 5-0.

- a. Make the bracket decorative, in keeping with the scale and design of the house.
 - b. Make it a real bracket, not just a small extension of the wall.
- 5. Petition 3949-9 - Chardon Road, Winchester MA** - Site Plan Review under Section 9.5.1 (5) of the Winchester Zoning Bylaw so as to be permitted to construct an addition where the total floor area of a single-family dwelling will be greater than 5,000 square feet. The property is located in the RDB (Single Residence) zoning district and contains 17,282+/- square feet.

DRC comments:

- a. If people have the property to build additions that meet zoning requirements, they should be allowed to do so.
- b. The location is a cul-de-sac, so the addition will be visible only by neighbors on Ridgefield Road behind the addition.
- c. Designers need to ensure that, after building the addition, 35% of the property's greenspace will remain.

DRC recommends favorable action with two conditions: **Vote 5-0.**

- a. Protect trees and vegetation that do not need to be removed to construct the proposed addition.
- b. If the proposed addition requires removal of trees and vegetation beyond the construction site, replant equivalent greenery to screen the addition from neighbors.

NEW BUSINESS

- 6. Citizens Bank Sign** - 791 Main Street, Winchester MA - DRC has the following recommendations:
- a. Drawings should be revised. The electronic rendering submitted to DRC does not properly represent the correct proportions of the proposed free-standing

sign, and no plan showing the locations of the signs was provided.

- b. Before a new free-standing sign is considered, Citizens Bank must apply for and receive a special permit from the Zoning Board of Appeals according to Chapter 9 section 4.1.a.5 of the Sign Bylaw. A special permit from ZBA is required before a new free-standing sign can be installed.
- c. The DRC does not support this new larger free-standing sign.

7. Adjourn.

SUMMARY of Design Review Committee VOTES — September 8, 2021			
Minutes #	Item	Address	Vote
4.	Petition 3947	71 Nelson Street	All in favor 5-0 w/ two conditions.
5.	Petition 3949-9	Chardon Road	All in favor 5-0 w/ two conditions.

Next meeting: Tuesday, October 5, 2021. Location to be announced.

Respectfully submitted by Recording Secretary Nancy Upper.