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Brookline Preservation Commission
MINUTES OF THE February 21st, 2023 SUBCOMMITTEE MEETING
LHD Guidelines Discussion
Held Virtually using Zoom Online Software

Commissioners Present:

David Jack, Chair
Richard Panciera, Vice Chair
David King
Elizabeth Armstrong
James Batchelor

Commissioners Absent:

Peter Kleiner
John Spiers

Staff: Tina McCarthy, Jake Collins, Victoria Pardo

Mr. Jack called the meeting to order at 8:15 am.

Approval of Minutes

Ms. Armstrong made a motion to approve the minutes as submitted. Mr. Panciera seconded the motion.

David King-yes; Richard Panciera –yes; David Jack – yes; Elizabeth Armstrong-yes;
Jim Batchelor-yes

LHD Guidelines Presentation and Discussion

Ms. McCarthy presented the updated timeline. She asked the Commissioners if they had any questions about the timeline.

Mr. Batchelor asked about the images and diagrams. He asked if diagrams would be part of the review at the public hearing.

Ms. McCarthy stated it might be difficult to include those in the final draft, but hopefully some relevant ones would be included.

Ms. Armstrong asked about final review and draft finalization. She asked if this phase was reading through the document as a whole. She inquired if it would include pictures and charts at that point.

Ms. McCarthy stated it would be difficult to have that for that draft, since the Commission would have just finished revisions for the document, but stated the commission could try. Tina mentioned she discussed the budget with Kara and reserved five to seven thousand dollars for this particular project. She stated this would coincide with the draft review. She thought by

47 then the project would be scoped out, and sections where drawings are needed would be
48 finalized at that point. She stated the Commission should discuss what graphics they want.
49 The Commission continued to discuss the photos.

50
51 Ms. McCarthy envisioned that in the staff presentation in August, the photos could be included,
52 and indexed to the page for the Commission to decide upon. She stated she did not want to go
53 as far as discussing the placement of photos on the page.

54
55 Mr. Collins proceeded to present the updates staff has made to the guidelines.

56
57 Mr. Batchelor asked about capping walls. He stated it was appropriate not to cap walls when
58 they were historic. He believes that bricks deteriorate when not capped.

59
60 Mr. Panciera brought up the point that brick walls hold up better if there is a cap on it.
61 However, if someone has a historic brick wall and wanted to add a cap, what provision does
62 the commission have that involves that? If it is not historically appropriate should the
63 commission not allow it?

64
65 The Commission agreed to include the sentence: Stone walls should not be capped unless a
66 part of the original construction.

67 Mr. Collins asked the commission if that was a revision that they would like made. They said
68 yes.

69
70 The Commission agreed to delete the phrase, “and assembly” from the first bullet of the Fences
71 and Walls Section.

72
73 The Commission agreed they liked the updated fence guidelines.

74
75 Discussion ensued over the removal of the lattice description. They agreed the lattice comment
76 should be put back in and changed to: “Lattice fences or fence toppers on street facing
77 elevations or forward of the main body of the house”.

78
79 Mr. Batchelor suggested staff go over the old and new copy to make sure nothing was left out
80 or missed in the revision process.

81
82 The Commission discussed staff’s involvement in the process, and that it would be helpful for
83 Ms. Armstrong to review it with a legal lens towards the end of the process.

84
85 The guidelines regarding fences abutting Route 9 were discussed. The question was: does the
86 Commission impose the same guidelines on Route 9 properties? Staff decided they will
87 research, review and try to come up with something more informative.

88
89 Ms. McCarthy presented the working draft on demolition and noncompliance.

90
91 Mr. King stated he thought the principle of deconstruction was good but either needs more
92 description or should go in the sustainability section.

93
94 Ms. McCarthy stated Discussion of deconstruction will be provided in the appendix and a
95 reference to that in this section.
96
97 Ms. Armstrong discussed the noncompliance section. There was nothing in the LHD guidelines
98 about compliance before, and the Commission wanted readers to know that fines could be
99 imposed. The Commission has had trouble implementing non-compliance in the past. She
100 suggested that legal take a look at this. She did want to recognize it is a legalistic item. She did
101 think that this should be included because the commission does have the ability to fine people,
102 and people should be on notice that that can happen.
103
104 The Commissioners discussed identifying the differences between decks and porches.
105
106 The Commission agreed definitions of decks and porches should be included in the appendix.
107
108 The Commission agreed to include “decks” in the 9th bullet point.
109
110 The Commission agreed to add decks to the heading title so it reads: “Doors, steps, decks and
111 porches”
112
113 Ms. McCarthy brought up that there is not a lot of guidance on doors.
114
115 The Commission discussed adding language about less visible locations to 4th bullet point, and
116 agreed on the reorganization of the sections within “Doors, Steps, Decks and Porches”
117
118 Ms. McCarthy stated she is working on the hardship section.
119
120 Mr. Batchelor asked to have a draft document to drop completed sections into it as it grows.
121 Ms. McCarthy stated she can set that up.
122
123 Mr. Collins stated the next meeting will take place March 21st at 8:15 AM.
124
125 The Commission agreed that there should be time at the end of each meeting to allow public
126 comment.
127
128 Ms. Armstrong wanted to verify that there would be a public comment period before it is
129 closed.
130
131 **Public Comment:**
132
133 None
134
135 Meeting adjourned at approximately 9:45 AM.
136