

LHD Design Guidelines Meeting Notes

11/19/2020

Commissioners present: Elton Elperin, David Jack, Jim Batchelor, Wendy Ecker, David King, Elizabeth Armstrong

Staff Present: Valerie Birmingham, Tina McCarthy, Laura Montesanti

The meeting was called to order at 8:15 AM

The Commissioners began discussion of the Design Guidelines on pg.17, windows, considering the issue of steel replacement windows. Mr. King stated that the current guidance allows replacement of steel with steel. Commissioners discussed the practicality of this and various approval precedents. Mr. Batchelor and Mr. Elperin expressed the desire for more follow-up on window cases and the approvals granted.

Mr. Elperin suggested combining bullet points 2 & 3. He recommended removing the specified muntin dimension, replacing it with "the arrangement, width & profile should match the original windows as closely as possible.

Mr. Batchelor suggested removing the line "painting of storm windows" as the commission does not regulate paint anyway.

Pg. 18 (why we encourage retention of original windows)

Commissioners discussed strategies to simplify this section. Strike "normally seen in most houses"; "whether as an alternative"; "your". Mr. Elperin suggested a bullet point list. Mr. Batchelor suggested inserting a statement about the qualifying factors of visibility and context. Mr. King suggested adding information about heat loss and added that he did not understand the "fun house" reference.

Mr. King volunteered to revise this section and submit a draft at the next meeting.

Masonry & Stucco

Mr. Jack raised the issue of difficulty finding contractors, noting recent requests for non-stucco products. Commissioners agreed that more research is needed and expressed willingness to help with this task.

Modify 3rd bullet to include “match original mix as closely as possible in lime, Portland cement & aggregate”

Strike “variegated” in 5th bullet point; new bricks should match existing

Chimneys, Gutters & Roofs

Commissioners discussed addressing the use of “thin” veneer on chimney rebuilds & reviewing flashing where visible. Ms. Armstrong suggested that the new guidance on fiberglass gutters be more specific than “case by case”.

Strike “typically” in 2nd to last bullet

Fences and Walls

2nd bullet point strike “tall solid fences”

Commissioners discussed the need for simplification of these guidelines and asked staff to revise. Brief discussion of requiring “solid stock” as opposed to tubular construction for metal fences; no consensus

Ms. Armstrong suggested that the Commission address violations and that solar guidelines should emphasize reversibility.

New Construction

Mr. Elperin asked if free standing structures should be treated differently than additions. Ms. Armstrong agreed that it should be addressed in its own bullet point. Mr. Elperin suggested adding “New garages for existing houses should be detached or not visible”. He volunteered to rewrite this section and submit a draft.

FAQ

Ms. Armstrong requested that Capitalization be made consistent. She volunteered to proof read the draft when complete for these kinds of errors.

Ms. Armstrong suggested mentioning violations and fines somewhere, perhaps with the section she had inserted in the introduction. She volunteered to write this content.

Ms. Armstrong & Mr. Batchelor requested that town council be consulted regarding the timing of process.

Staff agreed to revise for clarity where possible and review window replacement on a case-by-case basis.

The meeting was adjourned at 10:42 AM