



**Landmark Preservation Board**  
**Thursday, November 1, 2018**  
**Meeting Minutes**

Common Council Chambers

**CALL TO ORDER**

Chair pro tempore Julia Marshall called the meeting to order at 8:30 a.m.

**ROLL CALL**

Members Present: Cynthia Carter, Bob Haley, Dan Leary, Julia Marshall, Jeff Romano, Joe Saya, Lisa Tonzi

Excused: Don Radke

Staff: Kate Auwaerter

**APPROVAL OF MINUTES** L. Tonzi made a motion to approve the minutes of October 18, 2018 as submitted, which was seconded by D. Leary. The motion was approved unanimously with T. Cantwell abstaining.

**OLD BUSINESS**

*No Old Business*

**NEW BUSINESS**

*Certificate of Appropriateness*

CA-18-18 338 Berkeley Drive. The applicant was not present. K. Auwaerter presented the application to remove a non-historic, octagonal window on the side (north) elevation of the house with a painted wood, 1-over-1, double-hung, sash window. The window trim will match the trim of the other windows on the elevation. In discussion, the Board agreed that it was an appropriate alteration with the following condition: the new window shall be in line with and of the same vertical dimension as that of the existing windows to the right of the subject window. J. Romano made a motion to conditionally approve the application, which was second by B. Haley. The motion passed unanimously.

**DISCUSSION**

Predevelopment discussion: 519 Walnut Ave/1007 Madison St. J. Knittel (Dalpos Architects) presented preliminary plans for an addition to 519 Walnut Ave/1007 Madison St. The proposal is for a 3½-story addition to attach to the historic house on the north façade by a narrow connection. The addition has a similar roof type as the original house and shares the same general fenestration pattern as well as other decorative and design details such as half timbering on the upper story and a slightly projecting, gable-end bay with half timbering over the main entrance. The site slopes significantly downward toward the north allowing the addition to feature a ground floor and covered parking area that is below the basement level of the original house. The addition's footprint projects out further forward than the footprint of the original house.

In discussion, T. Cantwell stated that he appreciated that the design of the addition complemented the original house by mirroring many of its design features. Reviewing a c. 1920 image of the original house, B. Haley suggested that the owner consider restoring a portion of the original appearance of the house by removing the second-story addition to the original porch (now fully enclosed) on the south end of the house. J. Marshall noted that the porch was enclosed early in the building's history. K. Auwaerter confirmed that she had found evidence to suggest that the original occupant of the house enclosed the porch in the late 1930s when he moved into a basement apartment and let the rest of the house to multiple tenants. B. Haley also recommended that the developer consider ways of reducing the overall massing of the main (west) façade of the new building,

including the possibility of stepping the first two bays of the new addition over the open parking area back a few feet, which would break the façade up into smaller blocks. J. Marshall noted that the connection between the house and the addition intersects with the two-story bay window on the original house. She asked J. Knittel to consider how to minimize the impact to this feature. As a final comment, T. Cantwell noted that the number of overhead wires at the corner of Walnut Avenue and Madison Street were visually overwhelming. The Board thought it appropriate to make a comment to the City about the need for the utility companies to address the situation at this corner.

Vacant properties: L. Tonzi reported that she had attended a Vacant Properties Task Force meeting earlier in the month. The city currently has 1900 vacant properties. Approximately 205 of the vacancies are properties that are tax current and so the City has little leverage to make owners fix or sell their properties. One of these properties is 205 Sedgwick Drive. K. Auwaerter stated that she had spoken recently to the contractor who is doing work at 205 Sedgwick. He said he would work through the winter and will be completed with the approved work in the spring.

**ADJOURN**

The meeting was adjourned at 9:15 AM.