



**Landmark Preservation Board  
Thursday, May 20, 2021**

Meeting Minutes

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**CALL TO ORDER**

Chair Don Radke called the meeting to order at 8:30 a.m.

**ROLL CALL**

Members Present: Tom Cantwell, Bob Haley, Dan Leary, Julia Marshall, Don Radke, Jeff Romano

Absent: Cynthia Carter, Lisa Tonzi

Staff: Kate Auwaerter

**APPROVAL OF MINUTES**

J. Romano made a motion to approve the minutes of May 6, 2021, which was seconded by B. Haley. The minutes were approved unanimously as submitted.

**OLD BUSINESS**

CA-21-09 213 Scottholm Terrace. K. Auwaerter reported that the applicant has requested that the application remain open while he works with an architect on plans for a new roof.

CA-21-12 113 Hampshire Road. K. Auwaerter reported that the applicant requested that the board keep this application open as she investigates other window replacement options.

CA-21-13 1601 James Street. The applicant, Shanna Thweatt, presented revisions to the drawings of the proposed new garage, which include the removal of the doorway on the east façade of the garage that appeared to open onto the property line and a revision to the second-floor fenestration pattern of the main block of the garage to more closely match the fenestration pattern of the house.

Board members expressed concern regarding the scale of the garage in relation to the house. The board discussed the information contained in the drawings and determined that while the height of the garage's ridgeline was lower than the ridgeline of the house, other key comparative reference points were missing from the drawings. In addition, J. Romano noted that based on the site plan provided there appeared to be insufficient room for a car to back out of the last bay of the garage without intersecting the lawn.

T. Cantwell made a motion to approve the application as submitted subject to the submittal of comparative floor-to-floor heights and ridgeline heights of the house and garage. The motion was seconded by J. Marshall. The motion failed and the application was denied. D. Radke stated that K. Auwaerter would provide information regarding the appeals process. He noted that the applicant could also submit a new application that provides additional information, including but not limited to comparative measurements of the proposed garage in relation to the house.

**NEW BUSINESS**

CA-21-15 217 Highland Avenue. The applicant, Miriam Perez, presented the application to replace 42 windows in her house. She noted that she is working with various window manufacturers and has not yet selected a replacement window. Her priorities are to achieve a consistent appearance throughout the house and that the windows be energy efficient. She also noted that she was concerned about the cost of the windows and so is considering various alternatives including wood, aluminum-clad and fiberglass sash. The board determined that a vote on the application would not be possible without additional investigation and

information regarding the window replacement options. The board agreed to continue the review of the project as a discussion item.

The board commended the applicant for the comprehensiveness and completeness of the window survey of the house. Board members agreed that the windows appeared to date from all periods of the houses history with few if any original windows remaining. The board provided basic guidance and recommendations including that the applicant find a single manufacturer that can make windows to order rather than rely on stock sizes; the new windows should be double-hung sash; and the overall design of the new windows should be built around the size of the original window frames so that the glass area can be maximized and made consistent throughout the house. B. Haley and J. Romano volunteered to assist the applicant with an on-site visit and further discussion, facilitated by K. Auwaerter.

CA-20-12 (M1) 106 Circle Road. K. Auwaerter introduced the modification of an application to repaint the exterior of the house at 106 Circle Road. She explained that the board had previously approved a color scheme for the house, but that the applicant had decided to modify the colors. The new colors are all Benjamin Moore paints and include White Linen (trim), Newburyport Blue (house body), Buckland Blue (shutters) and Ladybug Red (door). J. Romano made a motion to approve the application as submitted, which was seconded by D. Leary. The motion passed unanimously.

#### **DISCUSSION**

B. Haley noted the sudden and unexpected passing of Dean Biancavilla, a gifted preservation architect, who had served as a member of the board for a number of years and who had been a tireless advocate for the preservation and restoration of the community's historic and cultural resources.

#### **ADJOURN**

The meeting was adjourned at 9:45 AM.