



**Arlington Historic District Commissions  
Final and Approved Minutes – November 17, 2022**

Commissioners Present: D. Baldwin, C. Barry, P. Chaves, A. Frank Johnson, B. Labau  
S. Makowka, C. Tee, J. Worden

Commissioners Not Present: B. Cohen, B. Melofchik, S. Savarese

Guests: K. Lubar, G. Slebodnick, M. Phillips, J. Martin

1. **AHDC Meeting Opens 8:00pm – called to order by S. Makowka at 8:03pm. Meeting being recorded.**
2. **Approval of draft minutes from July 28, August 25 and September 22, and October 27, 2022 Regular and Any Outstanding Executive Sessions. S. Makowka was able to go into meeting reports of attendees and the guest list will be amended for 10/27/22 meeting. J. Worden moved to accept revised minutes of July 28, August 25, September 22 and October 27 be approved with guest names revised. Seconded by C. Tee. Roll Call – Baldwin – y, Barry – y, Tee – y, Worden – y, LaBau – y, Chaves – y, Makowka – y. Unanimous approval with revisions**
3. **Appointment of Alternate Commissioners – None, as no formal hearings**
4. **Communications**
  - a. **Update on Town Clerk Records**
  - b. **Joint AHDC/AHC meeting needed**
  - c. **Nominations for Slate of Officers needed**
  - d. **Request for records re: 38 Gray Street**
  - e. **S. Makowka reported that number of CONA application from M. Urciuoli for 38 Gray St. for shingles, porch, rail, stairs, treads, windows submitted, additional info submitted further and any work to repair any existing conditions – shingles, porch elements all to be done with like materials. Damage to stone buttress on left side of the stairs needs to be restored and applicant reminded to follow through now. (C Greeley to send certificate to all Commissioners). C. Barry appointed as official monitor because we forgot to appoint one at the meeting. Applicant also sent email saying he was going to repeal and he invoked erroneous process and he was advised how he must go to superior court per our charter. Finally, official request for copy of 10/27/22 meeting recording from applicant and he has been given a copy of the video.**
  - f. **B. LaBau is monitor for 65 Westminster application and window replacement was unclear whether window unit including trim, sill and frame and they have followed up and just the window sash was replaced – nothing structural and they were told they could go ahead now.**
  - g. **Deadline for December applications is tomorrow due to early meeting and holiday deadlines.**
  - h. **K. Lubar asked about new poured foundation he saw.**
  - i. **Central and Mt Gilboa/Crescent Hill open seats – send out postcard**

## 5. New Business

- a. Informal Hearing re: 33 Westminster Ave. (Phillips) for exterior renovations. M. Phillips gave presentation. Photo shows 3 parts of structure – main, added area and storage shed. The proposal is to extend middle portion to be longer, new door, double hung windows all over the place (all wood as expected). Most windows 2 over 2 except for 6 over 1 on porch and casements on back. Another 6 over 1 on right. Would love to have more windows to overlook conservation land and their gardens. Thinking of folding wood windows by Colby. Looking for some help to know if they should move forward with their ideas. S. Makowka complimented them for preparation, remarked set way back from road, minimally visible, enlargement doesn't bother him and you're keeping a lot of the original details. He doesn't see a problem with changing window configuration and he's never seen Colby windows – divided lites option? Larger casement windows 2 over 2 added is fine with him also. You cannot see from the street the kitchen side of the house at all. C. Barry agrees with Steve, massing is fine, doesn't think the Colby windows would be a problem – will look like casements – would be helpful simulated 2 over 2 suggestion. B. LaBau agrees – likes design, side porch, Colby windows should work fine. The current shed returns back at the wall – no precedent for a hip but could be a shed roof as well in his opinion. It's very limited visibility from the street.
- b. Informal Hearing re: 75 Pleasant St (Boston Church of Christ) for landscape changes. G. Slebodnick gave presentation. J. Martin spoke as well. B. Cohen has been working with them on the project. Never got to create a foreground for the building. Primary entry has a vestibule and they want to restore front entrance to 2 panel doors with arch. Functional entrance in disrepair (at brick building area at top of granite stairs). Want to make asphalt driveway part of the fore court. Extend granite steps via another flight to paved floor court. No long term parking allowed – short term – limo, hearse, etc but day to day no parking in paved court. Propose to plant 3 new trees along southwest edge to honor 3 current symbolic trees that need to be removed to allow the lawn to be used. Lawn is 40 x 60 feet, essentially want to terrace sloping lawn by creating the back wall. All this was shown on rendering. 2<sup>nd</sup> illustration shown as well. The sign in front of the low granite wall in the front will probably be metal pin letters on metal background illuminated by soft lighting at night. Not internally illuminated. Trees are not under our jurisdiction. At grade changes are not under our jurisdiction, but stairs behind is change of grade, court to left also will be under our jurisdiction. He likes the materials, the spacing, the removal of the vestibule. His only concern would be sign, materials and how that would look at the end of the day. B. LaBau said he likes the approach to the site design but agrees we need to see more info on the sign. J. Worden wood is usually desired more than metal – applicant would be more than open to that he added. Suggest looking at sign guidelines and then showing some options. D. Baldwin said he thinks it's been unfinished and this is great way to finish this project off. He thought it was a marble or granite slab with raised letters and he thinks this would be such a nice finish to the project. Beautiful project! Question about lighting – 1 new on the right of the walkway to illuminate the fore court. Might not need that and will work with landscape architect to finalize lighting. Helpful to see some architectural drawings, plans, section thru stair and some more details on the walls (seating wall and by sidewalk) and some pictures of type of granite proposing to use. Handrails on stairs, lighting, etc. specific details and materials. Planning to extend same vocabulary on addition.

**6. Old Business**

- a. Report from Streetscape sub-committee – No Report
- b. Modification of Design Guidelines (Little Libraries, Below Grade Windows) – No report
- c. Joint AHDC/AHC Meeting – No report

**7. Meeting Adjourned – J. Worden moved to adjourn, A. Johnson seconded. Unanimous approval via roll call to adjourn at 8:55pm**