MELROSE HISTORIC DISTRICT COMMISSION
MEETING MINUTES
Meeting and Public Hearing
Monday, August 21, 2017
6:15 PM
Basement Conference Room, City Hall, 562 Main Street

PRESENT: Michael Coleman, Brad Hutchinson, Ken McClure, Justine Sterling, and Judith Sullivan

ABSENT: Charlene Marinelli

Erin Zwirko, Assistant Planning Director, was present.

The meeting was called to order at 6:15 PM by Mr. Hutchinson.

In accordance with the Open Meeting Law, Mr. Hutchinson inquired whether anyone would be making a video or audio recording of the meeting. No one in attendance indicated that they would be making such a recording.

I. MINUTES

Mr. Coleman MADE a MOTION to approve the minutes from May 1, 2017. Ms. Sullivan SECONDED the MOTION. All members voted in favor. None were opposed.

II. APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Application for Certificate of Appropriateness: Windover Construction, on behalf of Melrose Bank, 638 Main Street (public hearing)

Before the presentation started, Mr. Coleman noted that he works with Windover Construction on other projects, but did not work with Windover on this specific project.

Jeffrey Jones, Melrose Bank, introduced Melissa Narva of Windover Construction and Paul Joyce of Paul Joyce Design Partnership. Mr. Joyce explained that the bank will undergo a major interior renovation on the first floor, but there are four items that the Historic District Commission has jurisdiction over.

Mr. Joyce explained that the grade from the building to the sidewalk changes about 14 to 16 inches. Melrose Bank decided that an accessible path rather than a ramp with railings would be more appropriate. Mr. Joyce explained that the Bank review all of the possibilities at the structure, interior and exterior, to create an accessible access point, but the front of the building provided the best option. Mr. Joyce explained that the proposal will level out the front step, and some of the grade will be taken into the building. The accessible path will have a slope of 1:20. The front doors will be adjusted, and in-kind plantings will be replaced.

The second item is the removal of a secondary door to the left of the main entrance and the replacement of the door with a window. The window will be 6 over 6, and the knee wall below it will match the panels below the adjacent windows.

The third item is the 8 over 8 window to the left of the main entrance will be replaced in-kind. There is some damage to the window, and the Bank will have all of the windows assessed for any damage and

replacement if necessary. All windows that are replaced will be in kind with the same grill pattern. The window product is aluminum clad wood Pella window.

Finally, the walk up teller window on the north elevation will be replaced with a window that matches the double hung windows on either side of it. The façade will be infilled with brick that matches the existing brick.

Ms. Sterling asked about the 4-inch curb proposed around the front walkway and the accessible path. It will be a concrete curb. Ms. Sterling suggested that granite curbing be used instead to match the curbing at the back of the sidewalk. Mr. McClure pointed out that the step at the back of sidewalk will be concrete, and wondered if it should be granite as well. Mr. Coleman disagreed that it needed to be granite.

Mr. McClure asked about the plantings. Mr. Jones indicated that the plantings will be replaced in kind. He also noted that the Bank's landscaper does three seasonal plantings a year: bulbs, perennials, and mums. This will be continued.

Ms. Sullivan confirmed that the replacement window to go in the area of the walk up window will be an 8 over 8 window. It will be.

Mr. Coleman confirmed that the window replacing the door to the left of the main entrance will be a fixed window and the panel below will match the adjacent panel. It will, and the panel will likely be constructed with a composite product such as Azek.

Mr. Coleman MADE a MOTION to issue the Certificate of Appropriateness for the project as discussed including using granite for the curbing around the walkways and that all windows if replaced will match the existing. Ms. Sterling SECONDED the MOTION. All members voted in favor. None were opposed.

Application for Certificate of Appropriateness: Michael Palmer, Stearns and Hill's Bistro, 505 Main Street (public hearing)

Michael Palmer, the owner of Stearns and Hill's Bistro, discussed the proposed project with the Commission. Mr. Palmer explained that he would like to move the existing awning on the front façade to the rear façade, and add two separate awnings over the main entrance and secondary entrance with copy on both. Mr. Palmer indicated that the separate awning over the secondary entrance would serve the lounge area specifically, which will reopen as a pan-Asian and sushi restaurant. He hasn't specifically figured out how he wants to refer to the new second floor restaurant yet, so the name is in flux.

Ms. Zwirko noted that the Building Commissioner has yet to issue a zoning determination for the proposed awnings. Ms. Zwirko explained that the Commission should be cautious in regard to what is approved as she believes that some aspects of the proposal would require zoning relief. These items include the three sets of copy on the awning above the main entrance and the copy on the awning over the secondary entrance. She suggested that the Commission could continue the hearing to a later date or could condition the approval with complying with the zoning determination.

Mr. Palmer indicated that he is comfortable with removing the additional copy on the awning above the main entrance so it only reads "Stearns and Hill's Bistro". He is also comfortable with removing any copy on the second awning as the name has not been decided upon. The existing awning would move to the rear of the building.

Ms. Sterling thought that the proposed awning material would clash with the back façade and the green seen in the stained glass detail located above the awning. She agreed to work with Mr. Palmer on choosing a new fabric that may be better suited for the façade.

Mr. Coleman MADE a MOTION to issue the Certificate of Appropriateness for the project contingent on and in compliance with the Building Commissioner's zoning determination as well as choosing an awning material with Ms. Sterling. Mr. McClure SECONDED the MOTION. All members voted in favor. None were opposed.

The meeting adjourned at 7:25 PM.