

MELROSE HISTORIC DISTRICT COMMISSION
MEETING MINUTES
Meeting and Public Hearing
Tuesday, March 9, 2021
7:00 PM
Remote

PRESENT: Kevin Erb, Justine Sterling, Liz Ryan, Michael Coleman, Richard Curl

ABSENT: Brad Hutchinson

Denise Gaffey, Director & City Planner, and Emma Schnur, Senior Planner, were present.

The meeting was called to order at 7:03 PM by Ms. Gaffey.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Melrose Historic District Commission was conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting was found on the City of Melrose's website. No in-person attendance of members of the public was permitted, but every effort was made to ensure that the public could adequately access the proceedings in real time. An audio or video recording, transcript, or other comprehensive record of proceedings was posted on the mmtv3.org website as soon as possible after the meeting. Meeting access information was found at the following link and the plans could be requested by emailing the Senior Planner: www.cityofmelrose.org/remote-meetings.

I. MINUTES

Mr. Curl MADE a MOTION to approve the minutes from February 17, 2021. Ms. Ryan SECONDED the MOTION. All members voted in favor. None were opposed.

II. APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Shelley Stiles & Neil Davies, 18 Winthrop Street (public hearing)

Homeowner Shelley Stiles appeared to discuss the proposed window relocation at 18 Winthrop Street. She explained that they are remodeling their kitchen and the existing window will be closed off and relocated to the rear so they can overlook their backyard. Unfortunately there is no way they could include both windows because the house is only 1,000 square feet and there would be no room in the kitchen for cabinets. They will fill in the area with the same fiber cement siding and paint it the same color as the rest of the house.

Mr. Coleman MADE a MOTION to approve the window relocation proposed for 18 Winthrop Street as described in the application. Mr. Erb SECONDED the MOTION. All members voted in favor. None were opposed.

III. OTHER

Caffè Nero Signage

Ms. Gaffey mentioned that Caffè Nero needs permission from the Historic District Commission for their proposed signage but the Commission's next meeting is after their opening. They mistakenly believed the building owner had taken care of the permitting for their signs. The group agreed to schedule a special meeting for Tuesday, March 30, 2021 at 7:00 PM to review their application. Ms. Gaffey said that this may likely substitute for the April meeting.

The meeting adjourned at 7:14 PM.