



**HISTORIC DISTRICTS COMMISSION**  
**Public Meeting Minutes**  
**Thursday, April 16, 2020**  
**First Floor Conference Room, 141 Keyes Road**

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Pursuant to notice duly filed with the Town Clerk's office, the Town of Concord Historic Districts Commission held a virtual public meeting on Thursday, April 16, 2020 at 7:00 P.M. using the Zoom meeting platform. Meeting ID: 209 984 381 Meeting Password: 794963

Commission Members Present: Luis Berrizbeitia, Nea Glenn, Peter Nobile, Melinda Shumway

Associate Members Present: Katharine Mast, Paul Ware

Commission Members Absent: Kate Chartener, Abigail Flanagan

Staff: Heather Gill, Senior Planner  
Heather Carey, Administrative Assistant

Also Present: Mark Giddings, 474 Barretts Mill Road  
Charles and Charlotte Kline, 63 Wood Street  
Julia Minor and John Caldwell, 399 Lowell Road  
John Battle, Battle Associates for 73 Monument Street  
Peter Gambino, 336 Lexington Road  
Brian and Virginia Gourlie, 62 Wood Street  
Elise Stone, for 62 Wood Street

Peter Nobile called the meeting to order at 7:00 P.M. Voting Members for the meeting were Mr. Berrizbeitia, Ms. Glenn, Mr. Nobile, Ms. Shumway, and Abigail Flanagan, Kate Chartener

**CONTINUED PUBLIC HEARINGS**

**399 Lowell Road – Barrett Farm Historic District, to construct an addition including a 3-car garage and mudroom, renovate existing building, and remove existing freestanding garage foundation (voting: Katherine, Luis, Peter, Melinda, Paul)**

Chair Nobile opened the hearing and reviewed the application. Julia Minor appeared for the hearing and presented elevations showing the proposed dormers. Chair Nobile asked if they would be using clapboard siding and thought that the dormers seemed in keeping with the house. Mr. Ware agreed and asked that the drawings presented are submitted for the file. Ms. Mast agreed that the dormers seemed to scale and proportion for the house. Ms. Shumway and Mr. Berrizbeitia also agreed.

Chair Nobile opened the hearing for public comment and there was none.

Mr. Ware moved to approve the application of Julia Minor to construct an addition including a 3-car garage and mudroom, renovate existing building, and remove existing freestanding garage foundation at 399 Lowell Road subject to the submission of a final drawing to match what was presented at the meeting. Mr. Berrizbeitia seconded the motion and ALL VOTED IN FAVOR. The motion passed (5-0).

Documents used during public hearing: Floor plans and elevations

**336 Lexington Road – American Mile Historic District, to install in ground pool and equipment, stone patio, and fencing**

Chair Nobile opened the hearing and reviewed the application. Chair Nobile spoke about the individual site visits that took place. Peter Gambino appeared for the hearing and confirmed that he received a notice of intent from Natural Resources and explained that they were trying to obscure the pool by tucking in the

pool behind the back porch. He commented that other properties in the neighborhood had a lot of natural vegetation obscuring their pools. He explained that the proposed fence can't be seen coming from Lexington Road but is visible coming from Concord Center and that the corner of existing porch can be seen but the pool itself is not visible. He commented that they are proposing to add a 6 ft. security/privacy fence in the rear of property and that the pool equipment will be set 2 feet under the ground with a stone wall surrounding it. Landscape screening will be used to obscure fence from road. Chair Nobile asked whether a planting list had been submitted. Mr. Gambino commented that the landscape plan had been put on hold for now and asked for some flexibility on what types of plants to be installed. Mr. Ware commented that he had viewed the site and felt that most everything would be obscured but questioned the pool equipment. Mr. Gambino further explained how the equipment would be obscured. Ms. Glenn commented that the view towards Concord Center would be more visible in the wintertime and would like to see full size mature plants or at a minimum of 3 ft. tall evergreen plants planted to obscure the fence and pool. Ms. Mast agreed with Ms. Glenn. She thought that the fencing would not be seen coming from Lexington Road but felt that the screening on the Concord Center side would be critical. Ms. Shumway thought that with proper screening she was in favor of the project. Mr. Berrizbeitia questioned the height of the privacy fence. Mr. Gambino couldn't locate the height of the proposed fence screen and commented that he was open to what was acceptable to the Commission. Mr. Berrizbeitia thought that 6 feet was too tall. Ms. Glenn preferred a 4 ft. fence with 3 ft. screening or a 5 ft. fence with 4 ft. screening. Chair Nobile commented that the fence would look like a wall. Mr. Berrizbeitia commented that they could add some sort of lattice to the top of the fence to lessen the view. Mr. Ware thought that they should not require a fence greater than 4 ft. high and that specifying a minimum of 3 ft. planting should not be required but that the plantings should reach 4-5 feet in the next few years.

Chair Nobile opened the hearing for public comment and there was none.

Commission Members further discussed the height of the fence and landscape screening.

Mr. Ware moved to approve the application of Peter Gambino to install in ground pool and equipment, stone patio, and fencing at 336 Lexington Road with the condition that the pool fence be subject to building code, the screening fence be a minimum of 4 ft. and a maximum of 5 ft. and if the installed fence is 5 ft., the top should include lattice, the initial planting height of the landscape screening for the fence shall be a minimum height of 3 ft. and should encompass the height of the fence in the next few years and that the plantings are evergreen year round. Ms. Glenn seconded the motion and ALL VOTED IN FAVOR. The motion passed (5-0).

Documents used during public hearing: Site Visit Guide

**62 Wood Street – Main Street Historic District, to renovate existing building and construct additions to include additional living space, decks, a screened porch, a 3-car garage, new driveway, retaining walls, brick terrace, and other hardscaping**

Chair Nobile opened the hearing and reviewed the application. Brian and Virginia Gourlie appeared for the hearing along with Elise Stone Architect. Ms. Stone presented the floor plans and gave a brief review of the existing house and proposed new additions. Mr. Ware commented that the additions seemed a bit busy. Ms. Glenn felt that the additions were in scale and asked for the landscape architect to clarify the path. Lili Morris, the landscape architect gave an overview of the proposed changes to the property including a path and a new section of asphalt driveway. Ms. Glenn asked if the new wall on the right side of the garage the same material to match the one on the left. Ms. Morris confirmed that the wall would match as much as possible but would be quite as rugged as the existing walls. Ms. Mast felt that the plan will ultimately be harmonious with the existing house. Chair Nobile thought that the additions are in keeping with the other houses in the neighborhood.

Chair Nobile opened the hearing for public comment.

Charles and Charlotte Kline of 63 Wood Street spoke in favor of the design of the proposed addition and felt that it was in keeping with the neighborhood.

Ms. Glenn asked if there were any cut sheets that were outstanding. Ms. Stone stated that there are a few outstanding issues. Chair Nobile thought that the Commission would like to see the construction drawings before and felt that this would be an approval of the proposed design. Mr. Ware questioned the landscaping plan. Ms. Glenn stated that the only portion of the landscape design the Commission can review is the hardscaping. Ms. Morris confirmed that the driveway addition is asphalt with a cobblestone apron in front of the garages. Mr. Ware asked if any of the Commissioners had issue with the hardscaping. Mr. Berrizbeitia commented that he was usually opposed to asphalt paving but felt that it is acceptable because this is a continuation of the existing driveway.

Mr. Berrizbeitia moved to approve the application of Brian and Virginia Gourlie to renovate existing building and construct additions to include additional living space, decks, a screened porch, a 3-car garage, new driveway, retaining walls, brick terrace, and other hardscaping at 62 Wood Street with the condition that this approval is of the design only and the applicant will return to review addition material such as paint colors, and final construction drawings. Ms. Glenn seconded the motion and ALL VOTED IN FAVOR. The motion passed (5-0).

Documents used during public hearing: Plans and Elevations

**48 Monument Square – North Bridge/Monument Square Historic District, to repaint the inn**

Senior Planner Gill explained that the Colonial Inn had been closed and that she had been unable to reach the applicant to determine whether they were prepared to present their application.

Mr. Berrizbeitia moved to continue the application of Concord's Colonial Inn to repaint the inn at 48 Monument Square to the May 7, 2020 meeting. Mr. Ware seconded the motion and ALL VOTED IN FAVOR. The motion passed (5-0).

Documents used during public hearing: none

**73 Monument Street – North Bridge/Monument Square Historic District, to repair the existing detached garage, including alterations to the foundation and replacing windows and doors; and to construct a new addition on the main house, to include additional living space, covered porches, new exterior stairs, exterior lighting, and relocated air conditioner condensers**

Chair Nobile opened the hearing and reviewed the application. John Battle of Battle associates appeared for the hearing and explained that they had previously come before the Commission for renovations but were unable to follow through with their plan because of their proximity to wetlands. Their new plan includes renovating the existing detached garage and enclosing parts of the porch that wrap around the rear of the house. Chair Nobile stated that he did not have any comments at this time. Mr. Ware commented that he did not have any issue with the proposed plan. Mr. Glenn stated that it is very similar to the previously approved plan and was in favor of it. Mr. Battle stated that all the windows and garage doors are specified as if these were construction drawings. Ms. Shumway asked where the AC units would be relocated. Mr. Battle confirmed that they would be located between two existing units and showed their location on a plot plan. Mr. Berrizbeitia commented that they had reviewed the site with their previous application and felt that this plan was an improvement of what had been previously approved. Ms. Mast commented that she was in favor of the plan. Chair Nobile questioned lighting. Mr. Battle commented that lighting was submitted in the packet and that they are recessed lights for the alcoves.

Chair Nobile opened the hearing for public comment and there was none.

Mr. Ware moved to approve the application of Battle Associates to repair the existing detached garage, including alterations to the foundation and replacing windows and doors; and to construct a new addition on the main house, to include additional living space, covered porches, new exterior stairs, exterior lighting, and relocated air conditioner condensers at 73 Monument Square as submitted. Ms. Shumway seconded the motion and ALL VOTED IN FAVOR. The motion passed (5-0).

Documents used during public hearing: plans and elevations, existing photos

**474 Barretts Mill Road – Barrett Farm Historic District, to replace driveway and windows**

Chair Nobile opened the hearing and reviewed the application. Mr. Giddings appeared for the hearing and presented his application to replace the existing asphalt driveway with gravel and a cobblestone border and to replace the existing windows with Anderson 400 Series wood windows that will match the existing windows. Ms. Glenn asked if they were installing a cobble apron at the end of the driveway. Mr. Giddings confirmed that they would only be adding cobblestones to border the driveway. Ms. Shumway, Mr. Berrizbeitia, and Ms. Mast had no comments on the application.

Chair Nobile opened the hearing for public comment and there was none.

Mr. Berrizbeitia moved to approve the application of Mark W. Giddings to replace driveway and windows at 474 Barretts Mill Road. Ms. Shumway seconded the motion and ALL VOTED IN FAVOR. The motion passed (5-0).

Documents used during public hearing: existing conditions photos

**63 Wood Street – Main Street Historic District, to repaint house**

Chair Nobile opened the hearing and reviewed the application. Charles and Charlotte Kline appeared for the hearing and presented their application to repaint the house by changing the trim to a lighter shade of the existing color, to paint the body of the house gray, and to keep the exterior doors and window trim details the existing red color. The Commission Members agreed that the color changes were minimal and were appropriate.

Chair Nobile opened the hearing for public comment and there was none.

The Commission discussed requirements set forth by the State of Massachusetts and following the Supplemental Guidelines for Construction Sites for Limiting Exposures and Worker Infection Protocol COVID-19 Employee Health, protection, guidance and prevention provided by the State of Massachusetts.

Ms. Glenn moved to approve the application of Charles and Charlotte King to repaint house at 63 Wood Street with the condition that COVID-19 safety guidelines be added. Mr. Ware seconded the motion and ALL VOTED IN FAVOR. The motion passed (5-0).

Documents used during public hearing: Paint Chips, Existing House, Colorsnap Visualizer

Mr. Berrizbeitia moved to adjourn. Ms. Glenn seconded the motion. The motion passed (5-0).

**The meeting was adjourned at 8:57 P.M.**

The next Historic District Commission meeting is scheduled for Thursday, May 7, 2020.

Documents used during the meeting are on file in the Planning Division Office.

Respectfully submitted by:  
Heather Carey  
Administrative Assistant

Minutes Approved on:         6/18/20        

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Nea Glenn, Secretary