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TOWN OF CHELMSFORD
PATRICIA E. DZURIS
TOWN CLERK



Town of Chelmsford Historic District Commission

Minutes of Meeting of January 6, 2020

Ms. Lovering called the meeting of the Historic District Commission (HDC) to order at 7:00 P.M. at the Town Offices, 50 Billerica Road. Present were Brenda Lovering, Cynthia Acheson, Jack Handley, Deb Taverna, and Debra Belden.

Public Input - None

Scheduled Business

Various Locations – Temporary Signage – 2020 Elections and Census - Tricia Dzuris, Town Clerk, submitted Applications of Appropriateness for signs at the following locations: 3 Chelmsford St., 8 Central Square, 2-9 Chelmsford St., Center Village Island, Town Common and Worthern Street island. Signage was approved for 03/12/20 – 03/26/20 and 04/08/20 – 04/22/20 for the census and 02/26/20 – 03/04/20, 03/31/20 – 04/08/20, 08/25/20 – 09/02/20 and 10/27/20 – 11/04/20 for voting. Motion was moved by Ms. Acheson and seconded by Ms. Taverna and passed unanimously.

41-44 Central Square - Katie Enright, Fred Faust, Ali Zosherafatain, Houman Eaiamy and Chris Clocher attended the meeting. Jack Handley recused himself from all discussions. They have found no original siding so no original paint colors are known. The owners were hoping to recreate the original colors. They now plan to use Harditrim siding in dark gray on the first floor and a lighter gray on upper floors. The design includes store front windows on the addition with the same pilasters and trim as the front. A handicap entrance will be on the side of the building so the front retains its historic appearance. The ramp will be 14 ft. long concrete ramp. The windows on the first floor measure 7 ft. by 4 ft and will be trimmed in black. There will be two granite steps at the front door. The front door will be wood paneled with glass inserts. Two doors are planned for the back of the building. The developers were asked to keep the fish scale trim in the gable. A new roof is planned using dark gray architectural shingles. There are some mechanics on the roof and AC condensers will remain on the roof. Developers were asked to supply the following at the February meeting: roof shingle samples, dimensions and actual design of front door and back doors, screening proposed for roof mechanics, proposed signage, revised plans with updates.

Ms. Taverna moved that moved that a public hearing be scheduled for February 2, 2020 at 7:15 P.M. subject to all checklist items be received by January 23, 2020. Motion was seconded by Ms. Belden. Motion passed three in favor, one against and one recusal.

1 Billerica Road - Katie Enright, Eric Katz, Alec Katz and Jay Finnegan attended to discuss the proposed project. Jack Handley recused himself from all discussions. The attendees presented plans regarding the location of the proposed building on the property. The were renderings of

the proposed building façade. The building will have corbels under the eaves, white trim around the windows, white railings on the balconies, screening on the roof, shutters on the windows in the bump-outs, faux stone at the entrance, clapboards will be harditrim. The roof screening will be approximately four ft. high – total height of the building would then be 66.5 ft. including the screening. There will be no signage on the building – at a later date, signage for the parking lot will be presented. The commission asked Ms. Enright for a balloon float with balloons positioned at the both ends of the building. The four corners of the building will be staked. Ms. Taverna moved that a public hearing be held on February 3, 2020 at 8:00 P.M., subject to a site walk when balloons are raised and samples of all materials by January 23, 2020. The motion was seconded by Ms. Belden. Motion passed: three in favor, one abstention and one recusal.

New Business – Tricia Dzuris, Town Clerk, has offered to organize the HDC’s files by street numbers. Ms. Lovering will email a list of how the filing should be done within the week for commission members to review. Ms. Belden will get the key to the locked cabinet to Ms. Dzuris.

Ms. Acheson asked if we should send reminder letters to churches in the District regarding signage in the district.

Beginning in April 2020, the HDC will meet in Room LL06. Ms. Belden will schedule meeting rooms for 2021.

Unfinished Business

Center Village Master Plan Implementation Committee - The Committee is meeting January 7, 2020. There is concern about parking in the Center.

Correspondence and Telephone Calls – None.

Meeting Minute Approval – Minutes for November and December 2019 were approved. Approval moved by Ms. Belden and seconded by Ms. Acheson – approved unanimously.

Next meeting is scheduled for February 3, 2020.

Meeting adjourned at 9:05 P.M.

