



Historic District Commission (HDC)

Virtual Meeting, online due to Covid-19

February 1, 2021, Meeting Minutes

Present: Brenda Lovering, Janet Askenburg, Deb Taverna, Debra Belden, Lisa Grasso, Jack Handley

Ms. Lovering called the meeting to order at 7:00 pm.

Public Input: None

Scheduled Business:

1. 5 Billerica Road Santandier-Permanent Signage-It was noted by Ms. Lovering that they would not be attending and had plans to just upgrade the signs that were already there.
2. Central Congregational Church-Carson Park, repair of the stone wall. John Carson presented his application to repair the stone wall at the Carson Memorial Park, between the park and Worthen Street. He noted that the church Council had approved the plan. Mr. Carson explained that it would be a repair, no changes will be made to the existing wall and would not alter it in any way. He answered the commission's questions; how long is the wall, approximately 150 feet, will it be a stacked wall? Yes, will any cement/other material be used. No. **MOTION:** Ms. Taverna moved to approve the application to repair the stone wall in Carson Park, to be completed within a year and with the application fee waived, seconded by Ms. Grasso. Roll call vote, 6 yes, 0 no, 0 ab. So moved, **Motion carries.**

7:15 PM Ms. Lovering opened the Public Hearing- Certificate of Hardship-1 Billerica Road-Fiske House-Stonegate Construction Corp. and S-BNK Chelmsford Central, LLC.

It was noted that Ms. Askenburg and Mr. Handley have recused themselves from this discussion.

Dan Barton-Attorney for the project has requested a postponement until the March 1, 2021 meeting of the HDC for a Public Hearing.

MOTION: Ms. Beldon moved to continue the Public Hearing of Certificate of Hardship-1 Billerica Road-Fiske House-Stonegate Construction Corp. and S-BNK Chelmsford Central, LLC., as requested by the applicant until March 1, 2021 7:15 PM seconded by Ms. Taverna. Roll call vote- 4 Yes, 0 No, 0 Ab. So moved, **Motion carries.**

*It was noted here that if there any changes to the original application, there will need to be a reapplication put before the HDC.

Ms. Lovering opened the Public Hearing- Addendum to Certificates of Appropriateness 1 Billerica Road/44 Central Square- site plan-Stonegate Construction Corp., Odd Fellows Project, LLC and S-BNK Chelmsford Central, LLC.

Dan Barton-Attorney for the project has requested a postponement until the March 1, 2021 meeting of the HDC for a Public Hearing.

It was noted that Ms. Askenburg and Mr. Handley have recused themselves from this discussion.

MOTION: Ms. Beldon moved to continue the Public Hearing - Addendum to Certificates of Appropriateness 1 Billerica Road/44 Central Square- site plan-Stonegate Construction Corp., Odd Fellows Project, LLC and S-BNK Chelmsford Central, LLC as requested by the applicant until March 1, 2021, seconded by Ms. Taverna. Roll call vote- 4 Yes, 0 No, 0 Ab. So moved, **Motion carries**

*It was noted here that if there any changes to the original application, there will need to be a reapplication put before the HDC.

New Business-

1. It was noted that Donna Ready has been appointed as a member of the HDC. Once she has official approval Ms. Lovering will send her the standards, rules and regulations. It was also noted that minutes from the last few meetings would be sent to help her see what the committee is doing.

Unfinished Business

1. Center Village Master Plan Implementation Committee Update- No update as the Committee has not met.

Correspondence and Telephone Calls

1. Ms. Lovering had received an anonymous call re: The Flags and Banners in front of the Unitarian Church. Ms. Lovering read from the original request of July 6, 2020 minutes. It was noted that the banner was requested for 30 days as of June 19th.
Discussion and questions: Was there a required renewal? Ms. Lovering read from the minutes of the original request for clarification- it was noted that there was some mention of 2 different banners being used at different times. It was asked the difference between sign and banners. Explained it was size and how they are displayed. It was noted that there was wording in the approval that they could be used at other times during the year.

Meeting Minute Approval

1. **MOTION:** Ms. Taverna moved to accept the minutes of the January 4, 2021 meeting, seconded by Ms. Grasso and so voted. **Motion carries.**

Meeting Schedule- Next meeting March 1, 2021 7:00 PM

- Ms. Lovering requested that the members review the standards of the HDC and when it is safe to meet in person the committee should update and make changes to the standards where necessary. She also asked the members to review the Center Village overlay and see how the rules and regulations of the overlay apply or overlap the HDC standards. Ms. Stansfield noted that the information for the overlay could be found in Article XX 197 of the zoning laws. Ms. Stansfield noted that she would send the link to the members.
- Ms. Belden also noted that the committee should look at the signage language as it should be updated.
- Ms. Grasso asked about an email from Mike Rigney questioning this evening's meeting and the public hearing. Ms. Lovering noted that he was informed that the public hearings were being postponed until the March 1st meeting.
- Ms. Lovering also noted that it might be wise to check out the Planning Board's next agenda that is posted before the meeting so that the HDC can have an idea of what is happening there.
-

MOTION: Ms. Belden moved to adjourn the meeting seconded by Ms. Grasso and so voted.

Ms. Lovering closed the meeting at 7:31.

Respectfully Submitted

Judy A. Metz, Clerk