



Meeting Date: January 28, 2019

In Attendance: Kelly Kessler, Maria Boyes, Alison Carey (A2), Katie Spikes, Robert Wendel, Jennifer Jaruzelski, Carol Tener, Greg Blasi, Linda Habgood (TC), Tom Jardim (Town Attorney)

Absent: Joseph Biren, Michael LaPlace (PB)

1/23/2019 meeting minutes reviewed and approved by the Commission.

New Business

- Public Hearing on Major Application: 322 Lawrence Avenue
Present at the meeting: Applicants/Homeowners, Susan & Ed Reverdy (322 Lawrence Ave) and Architect, Dave Bailey 225 Lenox Ave/Forefront Designs
 - HPC Chair provided summary of informal review meeting on January 23rd (attended by Susan Reverdy). Based on that meeting, the Commission had several follow up questions & comments:
 - Window on triangular dormer with half- moon is not fitting with the original house (scale and material)
 - Siding is not fitting with the original house and is visible from Kimball Avenue
 - Alignment and size of windows (windows more centered over the Gables would be more symmetrical)
 - Questions regarding casement windows instead of double-hung and window materials
 - Angles in the back of the house are not symmetrical
 - Presentation by Dave Bailey- Architect, Forefront Designs
 - Goal is to remove part of the pre-designation addition and make changes more aligned to original house
 - Currently meets all zoning codes and no variances are being requested
 - Foundation level: expansion of family room under crawl space
 - Roof design: Gable shape with dormer peaks that match garage
 - 1st Floor: level family room/addition (currently sunken)
 - Mud room- adding portico (main access to house from garage) – entrance to mud room
 - Side elevations: roof pitches to match current; peaks & transits to match existing garage
 - Several window changes (size, shape and materials)
 - WHPC Chair provided explanation of Commission Guidelines required for approval and a constructive discussion took place with the Applicants
 - Based on discussion with Applicants, ***the following Conditions were put forth by the Commission:***
 - Windows: size, scale & proportion must match original, as well as positioning (on Kimball side and Dormers)
 - Materials on Windows: wood, not vinyl
 - Clapboard instead of siding & banding
 - Tie in front porch railing with new railing in the back
 - WHPC confirmed size and shape is acceptable



Westfield Historic Preservation Commission (WHPC) Meeting Minutes

- Applicants received all suggestions and conditions positively
- Vote will be continued to the next meeting; February 25th. Applicants will submit revised plans week prior to Feb. 25th
- Additional suggestions by WHPC:
 - o Railings: replicate railing of the front porch which would tie it to the original house
 - o Suggestion of a deck instead of porch: more simplistic because of grading.
 - o Windows centered over the gables would be more symmetrical

Town Attorney advised the Commission and Applicants regarding process options for a vote. The vote will be continued at the next meeting on February 25, 2019. It has been requested that the applicants submit revised plans the week prior to the February 25^h meeting.

Old Business

- Committee Updates:
 1. **Communications Committee:** 2/21 is our first Speaker Series of 2019 featuring a virtual walking tour by Greg Blasi. Suggestion to possibly invite other architects and film the walk to post on the WHPC Facebook page.
 2. **Designation & Historic Homeowners Committee:** Alison to send the homeowners letter/draft to Commission (letter to introduce commission)
 3. **Funding Incentives Committee:** no update
 4. **Historic Research Committee:** no update
 5. **Historic Preservation Plan Committee:** no update
 6. **Certified Local Government Committee:** new WHPC member resumes required to be submitted. Application is filed but will stay as-is until the HPC Ordinance is revised
 7. **Historic Preservation Ordinance Review Committee:** Council Code review Meeting Presentation feedback: Mayor Brindle would like the Ordinance to go before the Planning Board first (because of its complexity), so they can provide feedback
 8. **Awards Committee:** Jenny to schedule initial meeting
- Master Plan Stakeholder Meeting update: 4 commission members may attend the meeting. Kelly, Maria, Robert and Michael will attend.

Public Comments:

- Debbie Burslem (256 Kimball Avenue):
 - o Inquired if the WHPC will address tear-downs. Assistant Chair, Kelly Kessler advised that this is part of the WHPC Ordinance.
 - o Informed WHPC about concerns with Board of Adjustment (ignorance of members and reports not being read). She suggested inviting Board of Adjustment and Planning Board members to Greg Blasi's talk on February 21st.

Meeting adjourned at 9:30 PM

Meeting Minutes recorded by Alison Carey, HPC Secretary