



**Planning Board Meeting Minutes**  
**Tuesday, February 21, 2023, at 7:15 pm – Remote Participation**

Members Present:	Diab Jerius, Chair I-Ching Scott Kurt Spring	Sally Dale, Vice Chair/Clerk Nicholas Rossettos	
Also Present:	Bryan Manter, Asst. Town Engineer WinCam	Nancy Polcari, Recording Secretary	
Others Attending:	Bill Foucher Richard Leaf John Leavitt Iverson Guo	Richard Leaf John McConnell Maura Sullivan Kevin Foley	Joe Mullaney Lisa Matrundola Julie Riemenschneider William McGonigle

A quorum being in attendance, Chair Jerius calls the Winchester Planning Board (PB) meeting to order at 7:16 pm, noting that the meeting is being recorded via WinCam and Zoom. Roll call of PB members: Dale, Rossettos, Scott, Spring, Jerius in attendance.

**1. Updates:**

- a. Chair Jerius: Conservation Commission denied the 10 Converse Place project at the state level (Massachusetts Wetlands Protection Act) and the town level (Winchester Wetlands Bylaw). The developer is appealing to the state level first.
- b. Chair Jerius: There is a meeting this week on the MBTA Section 3A zoning. Anticipate a report and update from the consultant, Jennifer Goldson.
- c. Ms. Dale: The MAPC has a database called Mass Builds, that contains a list of a town's building projects based on their stage of development. Winchester has not updated their list since 2021. She is working on this update. Ms. Scott volunteered to participate as well. Chair Jerius noted he received an extension on the deadline to submit the update.

**2. Planning Board Meeting Minutes:**

- a. **Meeting on January 13, 2023:**  
PB Discussion: Ms. Dale had a minor edit.  
Mr. Spring moved to approve the PB Meeting Minutes of January 13, 2023, as amended. Mr. Rossettos second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.
- b. **Meeting on January 19, 2023:**  
PB Discussion: none.  
Ms. Scott moved to approve the PB Meeting Minutes of January 19, 2023. Mr. Spring second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.
- c. **Meeting on February 07, 2023:**  
PB Discussion: none.  
Mr. Spring moved to approve the PB Meeting Minutes of February 07, 2023. Ms. Scott second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.

**3. Public Hearing on Central Business District (CBD) Petition #17 for 10-16 Mt. Vernon Street:**

Ms. Dale moved to open the Public Hearing on CBD Petition #17 for 10-16 Mt. Vernon Street. Ms. Scott second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.

Chair Jerius: The petitioner is seeking a Special Permit to build a third story addition on the existing two-story building at 10-16 Mt. Vernon Street and Design Review for the exterior work.

Mr. Leavitt: Lives at 153 Cambridge Street and is the petitioner/owner. Noted John McConnell is also present as the historical architect consulting for this application.

Mr. McConnell: Presented picture of the existing structure when the adjacent neighbor building had a third story, noting it was lost in a fire and even though not rebuilt to date, retains the right to rebuild. He also provided a rendering of the proposed third floor, highlighting the architectural cornices, window treatment, and façade materials. He called this design an “attic” story or third floor.

Mr. Leavitt: Presented the floor plans from basement to third floor, outlining any design changes. He also provided a roof plan and reviewed the square footage of each of the 4 units on the third floor.

Chair Jerius: Noted that this project may require some waivers regarding FAR and parking. He has not received any written comments. The Fire Department will have to review. The Conservation Commission noted this is outside of their jurisdiction.

Mr. Manter: He identified an inconsistency in the application. The drawings show 5 bedrooms (3 one-bedroom units, 1 two-bedroom unit). The application says 4 bedrooms.

Mr. Leavitt: Clarified that all the units are one-bedroom. The drawing will be corrected.

Public Comment:

Ms. Matrundola: Identified herself as the chair of the Disability Access Commission (DAC) and asked if the units will be accessible, noting that the retail at the ground level are not accessible.

Chair Jerius: Requested DAC to specifically identify the accessibility requirements for this petition (recognizing this petition adds units to an existing building, as compared to being new construction).

PB Comments:

- The second means of egress on the 2nd Floor exits out onto the neighbor's roof and down a ladder. (Note: review the legality of this for the future).
- Does the PB want a design consultant to review this petition from a historical architectural perspective?

Ms. Dale moved to request the applicant to hire a design consultant with architectural preservation background under 53G, to review the plans of the exterior design on two facades. Ms. Scott second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.

Ms. Scott moved to continue the Public Hearing for CBD Petition #17 for 10-16 Mt. Vernon Street to April 4, 2023, at 8:15 pm. Mr. Rossettos second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.

#### **4. CBD Design Review of 14 Thompson Street:**

Chair Jerius: The designs were developed, and the Historical Commission (HC) and the DRC have reviewed them. He provided 3 façade images (existing, proposed design “A1” revised design “A2”). The HC approved the revised design. DRC indicated a preference for the revised design.

PB Discussion:

- Two very different designs; prefer A1; more interesting, reflective of the restaurant/new energy/character of the business inside.
- The DRC did a lot of work reviewing this and the PB should respect their professional expertise.
- Support preserving the original building. Do not want to see the original arched door blocked from view. Can there be a third option that maintains the integrity of the building and still reflects the culture of the new restaurant?
- The revised design does not show the uniqueness of the establishment.
- The original design is not balanced.
- Need to be more business friendly.
- Agree that the historic door is important to keep visible (not hidden behind a panel).

Ms. Riemenschneider: As representative of the DRC, need to be sensitive to the historic importance of this building. The doors in the A1 design are too big and detract from the façade. They do not blend with the quaintness of the historic character. The awnings were proposed as copper. They will stand out as unique on the street.

Mr. Foley: Noted that they could not get the copper awnings to work.

Ms. Dale moved to ask Mr. Foley to return with a third design elevation that reflects the Asian character of the A1 option, to be presented to the HC, DRC, and PB.

Discussion: There is not enough time to process a third option.

Ms. Dale withdrew her Motion.

Ms. Scott moved to approve Scheme A1 for CBD Design Review of 14 Thompson Street. Mr. Spring second the Motion. Vote: Spring, Scott in favor; Rossettos, Dale, Jerius opposed. Motion fails 2-3-0.

Ms. Scott moved to approve Scheme A1 for CBD Design Review of 14 Thompson Street with the following modifications:

- Reduce the overhead hardware over the panels.
- Shrink the panel sizes to the left.
- Add the cartouche to the right of the doors.

Mr. Spring second the Motion.

Ms. Dale proposed to amend the motion to require the petitioner to return with the revised design for final approval. There was no second. Ms. Dale withdrew her amendment.

Vote: Spring, Dale, Scott, Jerius in favor; Rossettos opposed. Motion passes 4-1-0.

##### **5. PB Selection of Design Review Committee Member:**

Chair Jerius: The PB selects a member of the Design Review Committee. Ms. Riemenschneider has requested to continue serving on the DRC.

Ms. Dale moved to appoint Julie Riemenschneider to the Design Review Committee. Mr. Rossettos second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.

**6. Spring 23 Town Meeting Warrant Articles:**

Chair Jerius: These need to be finalized before the next PB meeting in March.

Conclusion: Discussion of articles will be on the agenda at the PB meeting on Tuesday, February 28, 2023. Meeting to start at 7:15 pm.

**7. Update on Town Planner Search and Selection Process:**

Chair Jerius: Referenced his draft memorandum of February 16, 2023, outlining the process. This needs to be a public process which could raise concerns from the applicants. He is checking with Town Counsel regarding privacy and the public process. Currently have six applicants.

**8. Adjourn:**

Mr. Spring moved to adjourn the PB meeting of February 21, 2023. Ms. Scott second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0. Meeting adjourned at 10:19 pm.

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Sally Dale, Clerk

Nancy Polcari, Recording Secretary