

**WELLESLEY HISTORIC DISTRICT COMMISSION
CALLED MEETING
FEBRUARY 26, 2020, 6:45 PM
GREAT HALL – WELLESLEY TOWN HALL**

Members Present: David Smith, Chair; Eric Cohen; Emily Maitin; Thomas Paine. **Absent:** Lisa Abeles, Vice-Chair.

Staff: Dana Marks, Planner.

Call to Order: David Smith called the meeting to order at 7:00pm.

Discuss Historic Preservation Design Guidelines Draft. Mr. Smith opened the discussion about the Draft Historic Preservation Design Guidelines prepared by Peter Benton of Heritage Strategies, LLC for the Historic District Commission.

All documents from the Commission meeting are on file in the Planning Department.

The Commission members first shared their general thoughts and comments about the draft. Mr. Cohen stated that the Guidelines have a lot of good information for homeowners that will be helpful to have in advance of starting a project or submitting an application. Mr. Cohen and the rest of the Commission also stated that it is important to acknowledge that this document is a set of guidelines, and not bylaws, and will be a good reference document. Ms. Maitin agreed that there needs to be a strong emphasis that this document is a set of guidelines. Ms. Maitin wanted to ensure there were links and references to the various resources mentioned throughout the Guidelines. Mr. Smith agreed, adding that they should be included in the Table of Contents. Ms. Maitin noted that the Appendix for Design Resources would be a good place for these resources. Mr. Smith also wanted to ensure there were references and guidelines for window repair and rehabilitation as well as appropriate window replacement.

Then the Commission reviewed each chapter to discuss specific points, comments, edits, additions, and deletions they would like to share with Mr. Benton. The discussion focused on content, language, and terminology. Ms. Maitin and Mr. Paine stated they would provide their copies of the Draft with written comments to Ms. Marks to forward to Mr. Benton.

Following this meeting, Ms. Marks stated that she would compile all of the Commission's comments and share them with Mr. Benton. From these comments, Mr. Benton could prepare a final draft and give a presentation on the Historic Preservation Design Guidelines at a future meeting.

Citizen Speak. No one was present for Citizen Speak.

Adjourn. Mr. Smith adjourned the meeting at 9:05pm.

Next Meeting: March 10, 2020

Minutes Approved: April 7, 2020

Minutes Compiled by: Dana Marks, Planner