

**Minutes**

**Historic District Commission**

**July 27, 2005**

**7:00p.m.**

**Lower Hearing Room**

**Members Present:** Steiner

Sternberg

Carter

Martocchia

Petrie

Pasulka

Childs

**Public Present:** See Attached Sign –In Form

**1. Proposed Neighborhood (Oakley) Historic District Study Committee – Survey Update**

David Russo informed the Committee that all residents of the proposed historic district received a survey. Russo presented the results (see attached packet). Russo informed that 117 structures within the proposed area will be surveyed. He estimated that they will be completed by September.

The HDC reviewed the draft letter to the neighborhood and made changes. Collins is to incorporate these edits. She will forward it Pasulka for final edit. Steiner will be cc. Final copies are to be sent to the Historic Commission members.

Copies of the MHC's *Historic District* brochure will to be sent to members, except Steiner and Sternberg.

## **2. Design Review Subcommittee Update**

Sternberg presented Draft #2 for the Design Review Guidelines (see attached). Revisions were made. Steinberg requested that comments regarding the Introduction be forwarded to her before September.

**Vote:** Petrie voted to approve the *Draft #2 Design Review Guidelines*, (Articles 1-24) with corrections, subject to completing the *Introduction* section. Carter seconded the motion. The vote was unanimously approved.

## **3. Project Update**

*12-14 Marshall Street* – the property owner replaced the previous wood garage doors with new vinyl ones without a Certificate of Applicability application. A letter is to be sent out notifying the owner that a completed CA must be submitted by the September meeting deadline.

*265 Mount Auburn* – Steiner and Petrie will meet at the site on Tuesday, July 2<sup>nd</sup> to review the Certificate of Applicability.

Meeting adjourned at 9:10pm