



**TOWN OF  
SWAMPSCOTT  
HISTORIC DISTRICT  
COMMISSION**  
ELIHU THOMSON ADMINISTRATION  
BUILDING  
22 MONUMENT AVENUE,  
SWAMPSCOTT, MA 01907

**MEMBERS**  
BEN FRANKLIN, CHAIR  
RICHARD SMITH, VICE CHAIR  
BEN HERTER, SECRETARY  
JER JURMA  
ANDREW STEINGISER

**ALTERNATES**  
SYLVIA BELKIN

# MARCH 5, 2018 MEETING MINUTES

**Time:** 7:30– 9:30 pm

**Location:** Swampscott Police Headquarters, 531 Humphrey St

**Members Present:** B. Franklin, R. Smith, B. Herter, J. Jurma, A. Steingiser, S Belkin

B Franklin opened the meeting of the Historic District Commission, March 5<sup>th</sup>, 2018.

## APPROVAL OF THE PREVIOUS MINUTES

No Minutes to approve.

## CERTIFICATES

**17HDC-83** (31 MOUNTWOOD ROAD) – request to make additions and renovations to a home that suffered a fire. Applicant & Owner: SANDRA PUPELIS & SILVERIO BOLETO. Parcel ID: 15-23. *Continued from February meeting*

Applicants notified the Commission that they are currently in talks with builders and would like to defer their application to the April meeting.

S Belkin made a motion to continue 17HDC-83 to the April meeting. R Smith seconded. Unanimous.

**18HDC-05** (39 ANDREW ROAD) – request to add a shed dormer on south side of home and replace existing attic windows with new windows of same appearance. Applicant & Owner: PATRICK CARTER. Parcel ID: 5-114.

Applicant presented letter of support from neighbor and documentation of shed dormer revisions. It was noted that the windows in question are original windows.

After review of presented documents, it was deemed that drawings were incomplete and did not represent existing conditions accurately. R Smith requested that full elevations are needed to understand revisions. Additionally, the Applicant expressed desire to modify windows on front porch, not currently part of the application. It was agreed that application needed further development.

R Smith made a motion to continue 18HDC-05 to April meeting. S Belkin seconded. Unanimous.

**18HDC-06** (16 SHAW ROAD) – request to add posts and railing to front stairs – posts to match style of posts on porch. Applicant & Owner: HELEN LASKARIS. Parcel ID: 1-50

Applicant presented existing condition with photos, explained that she would like to add a new railing from porch to landing at grade, and noted intent to eventually sell house.

The Commission discussed with the Applicant potential configurations and materials for the posts and railings, as there was no documentation to review. The Commission also discussed whether the Town would require a railing, given its proximity to grade. It was agreed that the Applicant would talk with the Building Inspector to discuss the necessity for a railing before deciding which direction to proceed. The Commission requested a design drawing of the new railing for review.

R Smith moved to continue 18HDC-06 to April meeting. S Belkin seconded. Unanimous.

**18HDC-07** (127 GREENWOOD AVENUE) – request to replace 17 windows (1 gliding triple and 16 double-hung). Applicant: JAIME MORIN (RENEWAL BY ANDERSEN). Owner: LINDA BERGER & ARMANDO LASA. Parcel ID: 19-69.

Received a Certificate of Appropriateness (B Herter made a motion to approve, S Belkin seconded, unanimous vote) with the following conditions,

- Window '305' must adhere to the following specifications
  - 'Simulated Check Rails' required on sashes 1 and 3 only of 3-part sliding window unit, where 'Check Rails' have 'Full Divided Lites' (with spacer bars between the glass)
  - Submitted product must be paintable

**18HDC-09** (79 MOUNTWOOD ROAD) – request to remove a flat window on front façade and install a vinyl or wood bay window. Applicant: MICHAEL TRANKELS. Owner: JIMMY BRYAN. Parcel ID: 15-28.

Received a Certificate of Appropriateness (R Smith made a motion to approve, S Belkin seconded, unanimous vote) with the following conditions,

- Submitted product must be paintable
- The Commission offered an option to add a shingled apron under the bow window unit for added insulation at the stool. If elected by applicant, the apron must adhere to the following:
  - Shingles to match finish of adjacent existing house shingles
  - Depth of apron to align with first shingle course below window unit

## OTHER BUSINESS

### Discussion of Window Restoration Guide

Commission reviewed the window restoration guide, taking into account edits discussed at last meeting.

R Smith made a motion to approve with noted edits. J Jurma seconded. Unanimous.

Motion to adjourn - B Herter, Second - J Jurma. Unanimous approval.

Ben Herter  
Historic District Commission Secretary