



**BAY VILLAGE HISTORIC DISTRICT COMMISSION  
PUBLIC HEARING MINUTES**

*Held virtually via Zoom*  
**September 10, 2024**

APPROVED BY COMMISSION  
(10/8/2024)

**Commissioners Present:** *Stephen Dunwell, Anne Kilguss, Katherine Sikora Nelson and Lora Shea*

**Commissioners Absent:** *Senam Kumahia*

**Staff Present:** *Joseph Cornish, Director of Design Review*

**4:00 PM:** Acting Chair Dunwell called the public hearing to order. He explained that, pursuant to the Commonwealth of Massachusetts Executive Order Suspending Certain Provisions of the Open Meeting Law, that the public hearing was being conducted virtually via the online meeting platform Zoom in order to review Design Review applications. He also briefly explained how to participate in the online hearing. Following this brief introduction S. Dunwell called the first agenda item.

- I. **REVIEW OF REVISED REGULATORY STANDARDS** – Staff reported that it received comments from the following four Bay Village residents: Rachel Sylvester (regarding the installation of HVAC equipment at the rear of buildings); John Shope (regarding the history of the development of the neighborhood, scope of review related to landscape, window replacement, paint colors, use of composite materials, gutter and downspout replacement, roof materials, and dormer additions); Susan Buta (regarding window replacement, paint colors, energy consumption, security cameras, and scale and proportion of new buildings); and Adam Reeve (regarding brick paving at public sidewalks). Commissioners discussed these comments and compared the language of the existing regulatory standards with the current draft of the revised regulatory standards. Commissioners agreed to update the following sections of the draft of the regulatory standards to address these comments: Section 2.1.0 (Neighborhood Heritage- remove reference that oldest extant buildings are located at Lyndeboro Place); Section 3.1.0 (Landscape Setting- clarify that vegetation is not regulated by the commission); Section 4.1.2 (Roof Materials- allowance of more flexibility for the use of simulated roof slate); Section 4.2.10 (Gutters, Downspouts and Flashings- allowance of more flexibility for the use of painted aluminum gutters and downspouts); Section 4.3.2 (Window Sash- allowance of more flexibility in the determination of when an original wood window sash is deteriorated beyond repair); and Section 7.1.1 (Utilities and Energy Conservation Equipment- expansion of the definition of HVAC equipment). Commissioners requested that staff share these revisions with the Bay Village Neighborhood Association (BVNA) and ask that the BVNA encourage neighborhood residents and property owners to consult with commission staff to discuss proposed projects.

## **II. RATIFICATION OF 8/13/2024 MEETING MINUTES**

**Commissioner A. Kilguss motioned to approve the Hearing Minutes as submitted. L. Shea seconded the motion. The vote was 4-0 (Y: SD, AK, KN, LS) (N: None).**

## **III. Adjourn – 5:11 PM**