DESIGN ADVISORY BOARD  
Tuesday November 9, 2021  
645 Pine Street and via Zoom

Present: Matt Bushey, Jay White, Emily Morse, Kathleen Ryan (alternate)  
Absent: Ron Wanamaker, Rob Brewer (alternate)  
Staff present: Mary O’Neil, Scott Gustin, Ryan Morrison

Agenda

Session I – 3:00 PM – 3:30 PM

1. ZP-21-732; 278 Main Street (RH, Ward 8E) Bob Duncan / COTS  
   Construct 16-unit addition to existing building with associated site improvements. (Ryan Morrison, Project Manager)

   Present: Bob Duncan, Jonathan Farrell (applicants)

   Motion by Jay White: I move we recommend project approval as proposed, with the recommended staff conditions, and forward to the Development Review Board.

   2nd: Emily Morse  
   Vote: 4-0-0.  
   Motion carries.

Session II – 3:30 PM – 4:00 PM

2. ZP-21-541; 410 Appletree Point Rd (RL-W, Ward 4N) Charlie Schmidt / Laura McCurdy  
   Demolish existing camp and construct new single family home. (Scott Gustin, Project Manager)

   Present: Charlie Schmidt, Laura McCurdy, Rem Kielman, Elizabeth Hermann

   Motion by Matt Bushey: I move we recommend project approval with the elimination of “guest parking” from the site plan.

   2nd: Emily Morse  
   Vote: 4-0-0.  
   Motion carries.
Session III – 4:00 PM – 4:30 PM

3. ZP-21-509; 72-76 Elmwood Ave (RM, Ward 2C) Michael Alvanos / PBGC LLC Construct 3-unit detached residence and related site improvements. (Mary O’Neil, Project Manager)

Present: John Rooney and Michael Alvanos

Motion by Matthew Bushey:
I move we table the application, and ask the applicant to return with the following changes:
1. Provide screening for the parking area from the street;
2. Introduce barriers to prevent parking creep onto green space;
3. Introduce some design element to prevent rain and snow slide on north and south elevations;
4. Differentiate the first floor with a change of material, color or plane; and
5. Recommendations included in the staff report.

2nd: Jay White
Vote: 4-0
Motion carries.

Session IV – 4:30 PM – 4:35 PM

4. Draft 2022 DAB meeting schedule
Review and approve DAB meeting schedule for 2022.

EM questioned the 5pm start time for the last three meetings of the year. Staff will confirm whether this is intentional or a mistake in the draft schedule. DAB will review again November 23.

5. Adjournment