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**MINUTES OF PUBLIC MEETING AND PUBLIC HEARINGS  
NEWTON UPPER FALLS HISTORIC DISTRICT COMMISSION**

**DATE:** March 14, 2024

**PLACE/TIME:** Fully Remote  
7:00 p.m.

**ATTENDING:** Jeff Riklin, Chair  
Scott Aquilina, Member  
Laurie Malcom, Member  
Judy Neville, Member  
Paul Snyder, Member  
Barbara Kurze, Staff

**ABSENT:** Daphne Romanoff, Member

The meeting was called to order at 7:00 p.m. with J. Riklin presiding as Chair. Voting permanent members were S. Aquilina, L. Malcom, J. Neville, and P. Snyder. B. Kurze acted as recording secretary and the meeting was recorded on Zoom.

**7 Lucille Place – Certificate of Appropriateness**

The review of the application to build a second story addition was continued from a previous meeting. The commission agreed that raising the height of the house would be appropriate but the design was too contemporary and did not fit in with the historic district. Commissioners asked the applicants to come back with a more traditional design with colonial revival elements. John Diaz and Vargas DaSilva presented the application for the revised design. V. DaSilva noted that the proposed windows were E-series aluminum-clad.

**Materials Reviewed:**

Application: <https://newtonma.viewpointcloud.com/records/813701>

Compiled 7 Lucille addition 3-8-2024

Assessors database map

Photos

Elevations and Roof Plan, Existing and Proposed

Detail and section drawings

Product and material information

MHC Form B

J. Riklin noted that the railing systems needed to have traditional details and trim elements such as the corner board and skirt board needed appropriate dimensions. He confirmed that the right-side windows would not project as shown in the drawing but would be flush with the siding. Commissioners agreed that the front door and side lite design was not appropriate; it should be a traditional design to be consistent with the style of the house. J. Riklin recommended a door with two vertical panels and two to three lites across the top; he thought fiberglass could be appropriate. S. Aquilina said that the new design was appropriate in that the aesthetics were simplified and were more traditional, which was consistent with the neighborhood. He was concerned that the trim details were too minimal to fit in with the traditional design. For example, there should be trim on the windows and fascia, sills at the windows, the skirtboard should be wider (at least 10 inches), etc. He also was concerned that the details were not shown on the drawings; the drawings needed to be complete and consistent. S. Aquilina noted that there were neighboring houses that had very nice details that would improve the design of this house. P. Snyder agreed that it was concerning that the drawings required a lot of explanation; the materials should be self-explanatory. J. Neville confirmed that the house and garage would have the same roof material and color.

Councilor Bill Humphrey asked about the standards for changes and new construction in the district as they related to structures that were built relatively recently. Commissioners said that the standard for review was that changes should be appropriate and consistent with the traditional architecture of the district.

J. Riklin moved to grant a Certificate of Appropriateness for the application as submitted with requirements for the windows, trim, gutters, front entry porch railing, siding, front door and side lites, and roof. L. Malcom seconded the motion. There was a roll call vote and the motion passed, 5-0.

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**RECORD OF ACTION:**

**DATE:** March 15, 2024

**SUBJECT:** 7 LUCILLE PL - Certificate of Appropriateness

At a scheduled meeting and public hearing on March 14, 2024 the Newton Upper Falls Historic District Commission, by roll call vote of 5-0,

**RESOLVED to grant** a Certificate of Appropriateness for the project as submitted at 7 LUCILLE PL to build a second story addition with the following requirements: 1) windows will be the Andersen Series E window with aluminum clad exterior one-over-one sash; 2) windows will have 5/4" x 5" PVC trim and exterior sills such that when the casing sits on the exterior sill, the sill horns extend at least 3/4" beyond the outer edge of the casing so that the sill is visible; 3) trim will be PVC and will be 1x8" for the fascia, 1x10" or 1x12" for the soffit, 5/4x8" for the corner board, and 5/4x12" for the skirt; 4) gutters will aluminum; 5) windows on the right side of the house will be installed to be flush with the exterior siding; 6) front entry porch railing must be traditional historic construction with 2x4" flat or beveled fir top rail, 2x4" fir bottom rail, and 2x4" square balusters spaced 4" apart, and with bottom rail at least 3" above the decking; 7) Hardie siding will have the smooth side on the exterior; 8) front door and side lite design will be revised to be a traditional design and the revised drawings and product specifications will be submitted to Staff for final review and approval; 9) door may be fiberglass but wood is recommended as more appropriate; 10) recommended design for the door is two vertical panels with two to three lites at the top; and 11) the roof on the house and garage will be the same charcoal black color.

Voting in the Affirmative:

Voting in the Negative:

Abstained:

Recused:

- Jeff Riklin, Chair
- Scott Aquilina, Member
- Laurie Malcom, Vice Chair
- Judy Neville, Member
- Paul Snyder, Member

### **Violation of the Historic District Ordinance at 18 Cliff Road**

#### **Request for Certificate of Appropriateness to Remediate Violation at 18 Cliff Road**

The owners expanded the rear deck and installed a fence and a shed; these projects were not reviewed or approved by the commission. Jim Prescott and Elliott Loew presented the work that was done. The owner wanted to get into compliance by changing the footprint of the deck and rebuilding the stairs so that they were structurally safe. He planned to remove the fence and the shed.

#### **Materials Reviewed:**

Application: <https://newtonma.viewpointcloud.com/records/817229>

Compiled 18 Cliff deck etc

Assessors database map

Photos

Project description

Drawings

Product and material information

MHC Form B

Compiled 18 Cliff decisions approved docs

2020 HDC decisions denying as-built work

2015 building permit plans

2014 HDC approval to repair and replace post-fire damage in-kind

2006 building permit plans

2006 application approved by HDC

Commissioners agreed that the applicants needed to submit a full set of plans that accurately reflected what was proposed for the rear deck and egress, including the railing system, framing, bracing and the materials. J. Riklin moved to confirm that the deck, fence and shed were in violation. J. Neville seconded the motion. The motion passed 5-0. L. Malcom moved to approve the remediation plan to remove the fence and shed. J. Neville seconded the motion. The motion was passed 4-0 with one recusal. The applicants agreed in writing to continue the review of the remediation plan for the rear deck and egress to a future regularly scheduled meeting.

### **RECORD OF ACTION:**

**DATE:** April 1, 2024

**SUBJECT:** 18 Cliff Road - Confirmation of Violation of the Historic District Ordinance

At a scheduled meeting and public hearing on March 14, 2024, the Newton Upper Falls Historic District Commission, by vote of 5-0,

**RESOLVED** to confirm that there is a violation of the Historic District Ordinance at 18 Cliff Road as the owners expanded the rear deck and installed a fence and a shed without Commission review and approval.

Voting in the Affirmative:

Jeff Riklin, Chair

Scott Aquilina, Member

Laurie Malcom, Member

Judy Neville, Member

Paul Snyder, Member

**RECORD OF ACTION:**

**DATE:** April 1, 2024

**SUBJECT:** 18 Cliff Road – Approval of Remediation Plan

At a scheduled meeting and public hearing on March 14, 2024, the Newton Upper Falls Historic District Commission, by vote of 4-0 with one recusal,

**RESOLVED** to approve the remediation plan for the fence and shed confirmed to be in violation of the Historic District Ordinance at 18 Cliff Road. The fence and shed will be removed. After the fence and shed are removed, the violation will be considered remediated.

Voting in the Affirmative:

Jeff Riklin, Chair

Laurie Malcom, Member

Judy Neville, Member

Paul Snyder, Member

Recused:

Scott Aquilina, Member

**Administrative discussion**

The January and February draft minutes were approved.

The meeting was adjourned at 8:40 p.m.

Recorded by B. Kurze