

# DENTON ROAD NEIGHBORHOOD CONSERVATION DISTRICT COMMISSION

Minutes of Called Meeting  
Tuesday, April 12, 2016, 5:00 PM.  
Great Hall, Town Hall

Members Present: Herbert Nolan, Tucker Swan, Janet Giele, Eugene Cox, Helen Robertson, and  
Joel Slocum  
Staff: Heather Lamplough

Ms. Giele called the meeting to order at 5:04pm.

Miss Lamplough stated that the Historical Commission had inquired about the Denton Road Neighborhood Conservation District considering a blanket exemption of their Historic House Plaques. Miss Lamplough asked if Mrs. Giele, who is one of three houses in the Denton Road NCD, if she would submit an application for this to get the ball rolling. At that public hearing the Commission could also consider a blanket exemption, allowing the plaques to be hung without individual approval being required. Mrs. Giele stated that she would be interested in doing this.

Mrs. Robertson stated that when the Denton Road NCD was first formed, it was discussed that they would put up a sign indicating the NCD (similar to Historic District Signs). Miss Lamplough stated that if the signs were to be similar to those signs (which are generally located on the sidewalk), that they would need to work with the Department of Public Works because it would be located within the public right-of-way. Mrs. Robertson and Mr. Slocum stated that they would discuss this with the Historical Commission and would work on coming up with a plan for this sign.

Miss Lamplough stated that she did get a phone call from the owners of 11 Denton Road, which is not located in the Denton Road NCD. The owner stated that they are planning on renovating and wanted to know what the setbacks for the property are. Miss Lamplough explained that they are not located in the district, and are therefore not required to receive approval from the Commission, but stated that the Commission would be willing to have an informal discussion about their ideas if they would be interested in getting any feedback or professional opinions.

## **Certificate of Compatibility Application – 24 Denton Road**

### *Documents:*

1. Staff Report, dated 03/28/2016
2. Signed Application for Certificate
3. Project Narrative
4. Photographs provided by applicant
5. Project Plans, dated February 3, 2016
  - X2. Exterior Elevations – Existing
  - A2. Exterior Elevations – New/Proposed
  - X1. First Floor Plan – Existing
  - 1A. First Floor Plan – Scheme A (Proposed)

### *Discussion:*

Mr. Swan recused himself from voting, as he is the applicant for 24 Denton Road. Mr. Swan presented the proposed project to the Commission. He explained that the room in which they are proposing the bay window, was originally constructed as a bedroom and that the room is now used as a family room. The two windows that they are proposing to replace are small, high windows because the bed was positioned underneath them. Mr. Swan stated that they are hoping to begin the work sometime in June.

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*Mr. Nolan made a motion to approve the application for Certificate of Compatibility as requested.  
Motion carried 5-0.*

Mr. Swan asked what the next steps are. Miss Lamplough stated that there is a 45-day appeal period on the decision, however homeowners can begin work at their own risk during that time frame.

### **Commission Membership – Reappointments and Open Seats**

#### *Documents:*

1. Memorandum, dated 04/04/2016
2. Flyer advertising open seats on Town Boards and Commissions

#### *Discussion:*

Miss Lamplough stated that they currently have one open seat, which is supposed to be a Planning Board Representative, or someone appointed by the Planning Board. Miss Lamplough explained that Mrs. Robertson's term is due to expire on June 30<sup>th</sup> of this year. Mrs. Robertson stated that she believes that Eugene Cox should be moved up to a full-member, and that she will continue to serve as an alternate. Miss Lamplough stated that if the Commission knows anyone interested in serving on the NCD, or any of the other boards/committees that they can forward their resumes to Lynda Schelling in the Planning Department office.

### **Minutes**

#### *Documents:*

1. *Minutes from 02/09/2016 Denton Road NCD Meeting*

Ms. Giele made a motion to approve the minutes from February 9, 2016. Mr. Nolan seconded the motion. The motion passed unanimously.

**Next Meeting:** TBA

**Mr. Swan made a motion to adjourn at 5:50 PM.**

**Minutes Approved:** 05/24/2016

Heather Lamplough  
Planner