



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

*Held virtually via Zoom*

**April 11, 2023**

**Commissioners Present:** *Stephen Dunwell, Thomas Hotaling, Anne Kilguss, Ruth Knopf, and Kathleen McDermott*

**Commissioners Absent:** *None*

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

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**4:00 PM:** Chair K. McDermott called the public hearing to order. She 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. She also briefly explained how to participate in the online hearing. Following this brief introduction K. McDermott called the first agenda item.

## **I. Administrative Review/Approval Applications**

**23.0755 BV 31 Melrose Street:** Replace thirty (30) non-historic wood windows in-kind and remove storm windows.

**Discussion Topics:** Staff explained that the proposed work is consistent with the Commission's guidelines. Commissioners discussed the proposed color of the new windows and the appropriateness of removing all of the existing storm windows.

**Public Comment:** There was no public comment.

**A. Kilguss motioned to approve this application as submitted. S. Dunwell seconded the motion. The vote was 5-0 (Y: SD, TH, AK, RK, KM) (N: None) (Abstentions: None).**

**II. REVIEW OF REVISED REGULATORY STANDARDS** - Staff reported that on March 22, 2023 City Council voted to amend the city ordinance that created the Bay Village Historic District to include review of work visible from a public way, paint colors on wood and metal surfaces, and lighting at entryways. Next step is for the Bay Village Historic District Commission to adopt the revised design standards. Staff will send a revised draft to commissioners for review in the coming weeks.

### **III. RATIFICATION OF 2/14/2023 MEETING MINUTES**

**K. McDermott motioned to approve the Hearing Minutes as submitted. R. Knopf seconded the motion. The vote was 5-0 (Y: SD, TH, AK, RK, KM) (N: None) (Abstentions: None).**

**IV. Staff Updates:** Staff reported that the Governor's order allowing remote public hearings has been extended to March 31, 2025. Staff is working to send nominations for appointments of commissioners to the Mayor's Office with the expectations that they will be finalized around the end of June.

### **V. Adjourn – 4:16 PM**

**K. McDermott motioned to adjourn the hearing. R. Knopf seconded the motion. The vote was 5-0 (Y: SD, TH, AK, RK, KM) (N: None) (Abstentions: None).**