

**Town of Brookline
Preservation Commission
Subcommittee for Local Historic District Design Guidelines**

Minutes of the March 25, 2021 Meeting
Held remotely via Zoom software

Attendees

Elton Elperin (Chair), Richard Panciera (Vice-chair) David King, Jim Batchelor, Wendy Ecker, David Jack, Elizabeth Armstrong, John Spiers

Staff: Valerie Birmingham, Tina McCarthy

Major Topics of the Discussion

- Ms. Armstrong went over her edits since the last meeting
- Cover page – discussion of wording and formatting
- Acknowledgments page – discussion of wording and design
- Mr. Elperin went over the revised Chair’s letter to residents
- Introduction page – discussion of wording, grammar, and enforcement of the Design Guidelines
- Design Review Principles page – discussion of wording, the existing historic structures and sustainability bullet, and reversibility of additions and alterations
- What Work Does and Does Not Require Design Review page – discussion of the Preservation Commission’s review on outdoor structures, hardscaping and detached garages
- Discussion about in kind repairs and replacements and MGL Ch. 40C
- The Design Review Process page – discussion of 10 day letter process and the relocation of the MGL 40C wording about purposes of LHDs