

MINUTES OF THE HALF CROWN-MARSH NEIGHBORHOOD CONSERVATION DISTRICT COMMISSION

Approved at the 07/15/2025 Meeting

June 16, 2025. Meeting conducted online via Zoom Webinar- 6:00 P.M.

Commissioners present: Marie-Pierre Dillenseger, Chair; Peter Schur, Jo Solet, Members.

Commissioners Absent: Aaron Kemp, Vice-Chair; Ruby Booz, Member; Donna Marcantonio, Jim Van Sickle, Alternates.

Staff present: Eric Hill, Survey Director

Due to statewide emergency actions limiting the size of public gatherings in response to COVID-19, this meeting was held online with remote participation and was closed to in-person attendance. The public was able to participate online via the Zoom webinar platform.

With a quorum of commissioners and the applicant present, Marie-Pierre Dillenseger, Chair, called the meeting to order at 6:03 P.M. She explained the online meeting instructions and public hearing procedures then introduced the commissioners and staff.

1) Public Hearing: Alterations to Designated Properties

HCM-696: 989 Memorial Drive, #291, by Craig Whitaker: Replace four windows.

Eric Hill, staff, introduced the case and discussed existing conditions of the building and the commission's jurisdiction. He noted that much of the building was presently covered in scaffolding, but all four windows proposed for replacement were visible from a public way. He showed plans, images of the windows for replacement and explained the type of window proposed.

Craig Whitaker, architect and applicant for the case, added that the three smaller windows proposed for replacement, would be awning windows and not casements as they currently were. He explained that the awning windows would look the same, just function differently to help shed water in case the windows were left open. He added that awning windows were approved in the building at another unit in the past.

Marie-Pierre Dillenseger, Chair, opened the meeting to questions of fact by commissioners.

Jo Solet asked staff if these proposed windows had been approved in the district before.

Eric Hill explained that the Pella Reserve windows have been approved for window replacements in this building, as well as other buildings in the neighborhood. The adjacent apartment building at 983-986 Memorial Drive was approved last year for a window package, allowing these exact windows.

Jo Solet then asked if there was a list of approved windows for the building, to help other condominium owners know what they can install.

Craig Whitaker explained that he has a list of appropriate windows he shares with clients and understands the type of windows that are appropriate for historic buildings.

Eric Hill added that similar to the Longview building at 983-986 Memorial Drive, the Barrington Court board and management company recently applied for a window package for this building, to be reviewed at the next HCM hearing.

Peter Schur asked if the applicant or staff has received any feedback from abutters or neighbors regarding window replacements in the building.

Eric Hill stated that staff received no letters in support nor in opposition of this case. Past cases in the buildings have been supported by the condominium board.

Marie-Pierre Dillenseger asked the applicant if they need approval of the condo board before or after review and approval by the Half Crown-Marsh NCD commission.

Craig Whitaker explained that the order did not matter, but they would be going before the board in the future for this project. He did not expect any push-back or issues from the board regarding this project.

There were no further questions by the commission. Marie-Pierre Dillenseger, then opened the meeting to questions of fact and comments by the public. There were no members of the public in attendance.

Marie-Pierre Dillenseger, then closed the period of public questions and comment and began the commission discussion.

Without further discussion,

Jo Solet made a motion to approve the proposal as submitted.

Peter Schur seconded the motion.

The commission was 3-0 in favor of the motion.

A motion to approve the Minutes of the March 10, 2025 meeting was made by Jo Solet. Peter Schur seconded the motion.

The commission was 3-0 in favor of the motion

The meeting adjourned at 6:25 PM.

Respectfully submitted, Eric Hill, Survey Director, Cambridge Historical Commission