

CHAUTAQUA INSTITUTION  
Architectural Review Board  
Minutes of Meeting  
November 5, 2015  
Turner Community Center – 8:00 am

The Architectural Review Board (ARB) met at 8:00 AM on Thursday, November 5, 2015, in Turner Community Center. Board members in attendance were: **CHAIR BOB JEFFREY, CHRISTINE BRUESCHKE, JOHN HAUGHTON, JOHN MILOS** and **DAVID ROSEN**. Staff members present were: **JOHN SHEDD**, Administrator and **JENNIFER MAJEWSKI**, Board Secretary. Others present were: **SAMUEL PRICE JR.**, Attorney for the Board.

**1.) 15-10**

**ROBERT KYLER**

**4 McClintock**

Matt Benson, architect, was present to request approval for two variances, in order to construct an enclosure with a roof over it on the northwest corner of the house; to construct a new second story porch and railing on the front of the house; to alter two existing first floor windows on the west side; and to construct a new semi-pervious patio on the northwest and west side of the house.

**NEIGHBOR COMMENTS:**

**Laura Ryan** – letter – opposed to the second story porch

**After discussion: THE MOTION TO APPROVE A REAR YARD SETBACK VARIANCE WAS APPROVED 5-0.**

**After discussion: THE MOTION TO APPROVE A SIDE YARD SETBACK VARIANCE (ON THE WEST SIDE) WAS APPROVED 5-0.**

**2.) 15-07**

**JOSEPH GREENBERG (CAMBRIDGE) 9 Roberts/10-12 S Terrace**

Previously, at the February 5, 2015 Architectural Review Board (ARB) meeting, CHQ W&M Holdings LC received approval for demolition of the existing three connected buildings that together form the Cambridge, contingent on approval of the design for the new building.

Previously, at the August 27, 2015 ARB meeting, the applicant's new architect, Kevin Dreyfuss, presented a revised plan for the condominium building that was taller along the South Terrace side than the previously submitted proposal, with an additional story facing South Terrace. After lengthy discussion the case was continued to the next ARB meeting.

Kevin Dreyfuss, architect, was present to request approval for a revised design for the building that accommodated comments from the August 27, 2015 ARB meeting. The revisions included the reduction of the height of the South Terrace facade by one story. The revisions also included a ground level ramp extending from Roberts along the north side of the building to provide access to the lowest level of the house on the adjacent property. The drawings also clarified the locations and noise levels of the HVAC equipment.

**NEIGHBOR COMMENTS:**

**Howard & Leslie Zemsky** – letter – opposed

**Fran Bonsignore** – letter – approve

**Susan O'Connor Baird** – present – concerned with tree removal

**After discussion: THE MOTION TO APPROVE THE REVISED DESIGN WAS APPROVED 5-0.**

3) 15-11

MARK & CYNTHIA LARSEN

6 Scott

Jeff Flanders, architect, was present to request a recommendation by the ARB for Chautauqua Institution to grant a license to encroach onto Chautauqua Institution property for the construction of new front steps to the house.

The existing front stairs leading to the porch along Scott Avenue are entirely on Chautauqua Institution property. Approximately 1/3 of the front porch is also on Chautauqua Institution property. The proposed new stairs would be narrower than the existing stairs, but would extend farther onto Chautauqua Institution property.

**NEIGHBOR COMMENTS: NONE**

**After discussion: THE MOTION FOR A RECOMMENDATION FOR CHAUTAUQUA INSTITUTION TO GRANT A LICENSE TO ENCROACH ON CHAUTAUQUA INSTITUTION PROPERTY WAS APPROVED 5-0.**

4.) 15-08

STEVE BARGE

4 Irving

Emmett Tenpas and Jeff Flanders, architects, were present to request approval for two variances, and to request approval of the partial demolition of a second and third story porch on the west and south sides of the house, and construction of slight alterations to the second and third story porches on the south side of the house. The plans also included construction of a new roof above the existing first story porch on the west side and construction of a new second story porch roof over an existing first story porch at the back of the house.

**NEIGHBOR COMMENTS: NONE**

**After discussion: THE MOTION TO FOR APPROVAL OF A PARTIAL DEMOLITION TO THE SECOND AND THIRD STORY PORCHES (ON THE SOUTH AND WEST SIDES) WAS APPROVED 5-0.**

**After discussion: THE MOTION FOR APPROVAL OF A SIDE YARD SETBACK VARIANCE FOR CONSTRUCTION OF A NEW ROOF ABOVE AN EXISTING PORCH (ON THE WEST SIDE) WAS APPROVED 5-0.**

**After discussion: THE MOTION FOR APPROVAL OF A REAR YARD SETBACK VARIANCE FOR CONSTRUCTION OF A NEW SECOND STORY PORCH (WITH A ROOF) ABOVE AN EXISTING FIRST STORY PORCH (ON THE NORTH SIDE) WAS APPROVED 5-0.**

5.) 15-12

ZENCZAK/FEIGHAN

17 Peck

Emmett Tenpas and Jeff Flanders, architects, were present to request four variances to construct a second story addition that includes a second floor porch and bedroom, above an existing single story portion of the house that currently encroaches 4' into the rear yard setback. The proposed second story addition will be on the southeast corner of the house, and will not extend farther into the rear setback than the existing first story. Due to the topography of the lot and the proximity of this portion of the house to the rear and side yard property lines, four variances are needed for the relatively small addition. The floor area ratio variance is needed because the unusually steep slope of the land causes the basement, which is underground on one side and above ground on the other, to be counted in the floor area ratio calculation. Mr. Tenpas stated the reason for the expansion was that the Zenczak/Feighan family has grown and needs additional space. Currently, there is a single bedroom and a bathroom in the rear of the existing second story of the house. It is the intention to use the existing space plus the space of the new addition to make two bedrooms in this area.

**NEIGHBOR COMMENTS:**

**Barb Zuegel** – letter – opposed

**Skip Lind** – letter – opposed

**John Power** – letter – approve

**After discussion: THE MOTION FOR APPROVAL OF A REAR YARD SETBACK VARIANCE FOR CONSTRUCTION OF A SECOND STORY ADDITION ABOVE AN EXISTING NON-CONFORMING STRUCTURE WAS APPROVED 5-0.**

**After discussion: THE MOTION FOR APPROVAL OF A REAR YARD SETBACK (ABOVE 24' HIGH) VARIANCE FOR THE CONSTRUCTION OF A SECOND STORY ADDITION ABOVE AN EXISTING NON-CONFORMING STRUCTURE WAS APPROVED 5-0.**

**After discussion: THE MOTION FOR APPROVAL OF A SIDE YARD SETBACK (ABOVE 24' HIGH) VARIANCE (ON THE EAST SIDE) WAS APPROVED 5-0.**

**After discussion: THE MOTION FOR APPROVAL OF A FLOOR AREA RATIO (FAR) VARIANCE FOR THE CONSTRUCTION OF A SECOND STORY ADDITION WAS APPROVED 5-0.**

6.) 15-01 Cont.

CHRISTINE POTTS

4 Elm

Bill Laubscher, architect, was present to request approval for changes to the previously approved design for a new two-story home. At the April 30, 2015 Architectural Review Board meeting, the ARB approved demolition of the existing house on this site. The ARB also granted approval of the design for a new house, which included a single car garage, with the garage door facing the street. The changes to the design included making a two car garage instead of the previously approved single car garage. Moving the garage doors to another facade of the house was judged to be impractical due to the locations of existing trees on the property.

**NEIGHBOR COMMENTS:**

**Shirley Lamancuso** – letter – approve

**Dick Gunnel** – letter - approve

**After discussion: THE MOTION FOR APPROVAL OF A CHANGE TO THE DESIGN OF THE NEW HOUSE WAS APPROVED 5-0, CONTINGENT UPON:**

- 1) **THE APPLICANT SHALL REFINE THE DESIGN TO MEET THE HEIGHT TO WIDTH RATIO**
- 2) **THE APPLICANT SHALL REFINE THE DESIGN TO MEET FENESTRATION REGULATIONS**
- 3) **THE LOCATION OF THE GARAGE DOORS FACING THE STREET IS “PRACTICAL”**

7.) 15-13

**UNITED CHURCH OF CHRIST**

**30 S. Terrace**

Bill Laubscher, architect, was present to request approval for five variances to construct a new elevator tower on the exterior of the existing building at the northeast corner along South Terrace Avenue. Mr. Laubscher discussed reasons for putting the elevator on the outside of the building, including the loss of four affordable rooms if the elevator was to be located inside the existing building. The ground floor of the exterior of the elevator will have concrete block to match the existing. A suggestion was made to maintain the appearance of the railing in front of the elevator walls. If this isn't achievable, the Applicant will need to come back to the Architectural Review Board for review and approval. The elevator will not make the building fully ADA compliant but it will make a significant improvement in accessibility.

**NEIGHBOR COMMENTS:**

**James Hall** – letter – opposed

**Todd Minnigh** – letter - approve

**After discussion: THE MOTION FOR APPROVAL OF A HEIGHT VARIANCE (TO EXCEED THE MAXIMUM 34' HEIGHT TO THE EAVE LINE ON THE SOUTH TERRACE SIDE OF THE BUILDING) WAS APPROVED 5-0.**

**After discussion: THE MOTION FOR APPROVAL OF A SIDE YARD SETBACK VARIANCE (BELOW 34' HIGH) FOR THE NEW ELEVATOR TOWER CONSTRUCTION (S. TERRACE) WAS APPROVED 5-0.**

**After discussion: THE MOTION FOR APPROVAL OF A SIDE YARD SETBACK VARIANCE (ABOVE 34' HIGH) FOR THE NEW ELEVATOR TOWER CONSTRUCTION (S. TERRACE) WAS APPROVED 5-0.**

**After discussion: THE MOTION FOR APPROVAL OF A REAR YARD SETBACK VARIANCE (BELOW 34' HIGH) FOR THE NEW ELEVATOR TOWER CONSTRUCTION (ON THE NORTH SIDE) WAS APPROVED 5-0.**

**After discussion: THE MOTION FOR THE APPROVAL OF A REAR YARD SETBACK VARIANCE (ABOVE 34' HIGH) FOR THE NEW ELEVATOR TOWER CONSTRUCTION (ON THE NORTH SIDE) WAS APPROVED 5-0; CONTINGENT UPON:**

- 1) **MAINTAINING CONSISTANCY OF THE DESIGN OF THE RAILINGS, HEADER AND COLUMN**
- 2) **THE ELEVATOR TOWER SHALL BE PAINTED IN AN APPROPRIATE COLOR**

The minutes of the August 27, 2015 ARB meeting were approved  
There being no further business, the meeting was adjourned.

Respectfully submitted,  
**Jennifer Majewski**