

DESIGN REVIEW BOARD

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OFFICES OF PLANNING COMMISSION  
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**DORSET DESIGN REVIEW COMMITTEE**  
**January 15, 2024**  
**in person and via Zoom**

Members present: Kit Wallace, Chair, Arnie Gottlieb, Lindy Bowden, Ruth Tanenhaus and Michelle Pagán.

Also present: Tyler Yandow, Zoning Administrator; Kenneth Gilbert, owner; John Baker, Northshire Construction; and Mark Domiteaux, architect via zoom.

Minutes: R. Nawrath  
Meeting began at 5:34

The applicant is reminded that the DRB only makes recommendations to the Planning Commission and that approval of all applications is by the Planning Commission. There is also a 15-day appeal period after the permit is granted.

**Applicant: Kenneth Gilbert**  
**General renovations, maintenance, and replace windows**  
**517 Church Street**

Ken Gilbert spoke to the project:

- We want to update the house and restore and preserve its historic look and feel.
- We want to preserve the 1923 historic appearance of the house on the outside.
- There are two residential houses and four out-buildings on the entire 10-acre property.
- The house to be renovated is a stand-alone house on Church Street, well away from the other house and out-buildings on the property.
- The footprint of the house will not change.
- The driveway will remain gravel, and its location unchanged.
- No new outdoor lighting will be added.
- The metal storm windows upstairs will go away.

The following are the items under review and their corresponding by-law sections with which they comply.

- 1. Moving the door from south side to east side and replacing it with window from east side. They will switch locations.**
  - This will return the east side of the house to the way it was originally in 1923.

**2203.G.3 .... Door and window openings must not be removed, added or resized unless required for an accurate restoration or to meet contemporary code requirements.**

See applicant assertion that this will return east side to 1923 configuration.

**2. Repair or replace existing windows**

Repair of existing windows on first floor does not require a permit. Replace second floor windows (except for those with original wavy glass, which will be repaired) with wood double hung windows with the similar pane configuration as in the existing windows.

- The old windows just need to be reglazed, all new rope, etc. All the first-floor windows will be repaired.
- Muntin bars will stay at 5/8”.

**2203.L. (construction components) 3. Windows, shutters and awnings**

*e. Windows, including replacements, must be wood or high quality vinyl or metal clad.*

*f. Double hung windows, including replacements, must have permanent muntins.*

*g. The frames and muntins of storm windows must align with the windows they protect.*

*j. Replacement windows must be historically accurate, replicate the pane arrangement and geometry of original windows, and don't alter the original glass size by more than 5% in any direction.*

**3. Keep the existing front door in the vestibule on the east side of the house and install seeded, opaque glass in it.**

- This will bring in much needed light.
- The glass will replace the current, vertical wood panels.
- The original screen door will also be refurbished.

**2203.L (construction components) 4. Doors and entrances**

*Exterior doors and related architectural details must be appropriate to the period of the structure and harmonious with the façade.*

*b. Front entrances must incorporate significant design elements appropriate to the character of the district.*

*c. Original details must be preserved where possible.*

**4. Install a marble patio outside the sunroom on the east side of the house.**

The patio and walkway from the patio to the front door will both be marble.

There are no specific criteria about patios; the use of marble is compatible with historic sidewalk materials and is appreciated.

**5. Install two heat pumps in the house to improve heating efficiency and to enable air conditioning. It will be on the west side of the house and screened by lattice and plantings.**

- We will put **square** lattice around the heat pumps as well as vegetation for screening.

**2203.G (alterations to existing structures) 2. Wall or ground-mounted appurtenances to be located such that:**

*a. Is on a non-character defining elevation.*

*b. Is not visible from the street, or if such a location is not practicable then the appurtenance must be camouflaged or screened.*

*e. Does not diminish the original character of the historic structure.*

**6. Repair or replace the existing wood window shutters.**

- They will keep the same shutters on the house as are there, even though they are not all the same. The second-floor shutters are louvered, and the first floor shutters have a candlestick design.
- They will be painted Essex Green (or Dorset Green).

*2203.E Maintenance and repair. Zoning administrator may determine and allow:*

*1. In-kind replacement of deteriorated or damaged materials or features that match the original in design, size, shape, dimension, pattern, texture, color and detail.*

**7. Replace the stairs and handrail at the mud room door on the south side of the house.**

- The new stairs and hand rail will be painted white.

*2203.E, 1. Maintenance and repair related to replacing deteriorated features.*

This is a maintenance and repair item and is not visible from Church Street.

**8. Paint the house white to improve its appearance.**

*2203.E, 2. Maintenance and repair related to repainting.* This is a maintenance and repair item.

**9. Bury the electrical power line that goes into the house from Church Street, budget permitting.**

No specific relevant criteria but this is encouraged and appreciated.

**10. Redo the landscaping around the house.**

No specific criteria but the use of historic photos and attempts to replicate them are appreciated.

Arnie Gotlieb moved we approve as presented.

Michelle Pagán seconded the motion.

Unanimously approved.

Motion to adjourn was accepted and approved at 6:00.

Respectfully submitted.

Kit Wallace

John Baker: Northshireconstruction.com

Ken Gilbert: kpgilbert@sscglobal.net

Mark Domiteaux: MRD@domiteauxgarza.com