



DEPARTMENT OF COMMUNITY DEVELOPMENT & PLANNING  
ANDOVER TOWN OFFICES, 36 BARTLET STREET  
ANDOVER, MA 01810

<http://www.andoverma.gov/cdp>

*Done to go*  
2.6.19  
*approved as corrected*

**BALLARDVALE HISTORIC DISTRICT COMMISSION**

**MEETING MINUTES DRAFT #4**

**Wednesday, January 9, 2019 at 7:00 P.M.**

**Memorial Hall Library, 2<sup>nd</sup> Floor**

The meeting was called to order by Chair, Joanna Reck, at 7:07PM

Present: Joanna Reck, Diane Derby, Remi Machet, Bob Branca, Sara Sobieski

Absent: Ron Abraham, Gary Rowe, Matt Pimentel

Sara Sobieski is made a full voting member for this meeting.

**FIRE STATION REBUILD:**

Town Manager, Andrew Flanagan, Deputy Town Manager Michael Lindstrom, Fire Chief Mike Mansfield, Jeff Shaw Architect from Context Architecture

Jeff Shaw – planning for the project to early July out to bid so that leaves about 2 months of design opportunity, which he knows is a very fast schedule, but says it's typical of a project like this. Construction documents will start beginning of April. End of April they will have engineering documents to be submitted to Site Plan Review + Zoning. Inter-departmental review will be in March. Application to the BVHDC as soon as possible, with hope for a final approval in March.

RPF to move 161 Andover Street will go out early February and will be advertised in the local papers as well as the central database. They will say the house is preferably to be moved within Andover, but open to other options.

Diane stated that project need to be done correctly and that the time table seems impossible to sort out the design. She also asked about reducing the size of the building as it's so large within a neighborhood context. Jeff responded that this building cannot be any smaller or the building won't be functional and that they have reduced the program square footage as much as possible. Diane asked about the basement as an option. Jeff said that would be the only way this building could reduce in size as they'd move the training room and fitness area to the basement, but he's not optimistic they will be able to and layout might be weird. They are doing a geotechnical boring to determine the water table height in 2-3 weeks.

Joanna asked about the need and function of the meeting/training room. Chief Mansfield said it will be used by the fire station during the day for training and offer the space in the evenings to the community. He said this is a necessary component in this building and can't be removed.

Perry Raffi, Center Street – stated he is concerned about response times of the ladder truck if the training room was being used by crew from the Main Street fire station. The building is too big for this neighborhood. He gave history on the past fire station process. Suggested demolishing the front part of the existing fire station, creating a fire memorial where the current apron is located, remove the training room from the new building and have the old building serve this purpose. Discussed the needed size of the fire station, which Jeff and Chief Mansfield again said this was the smallest it could be. Design is currently 10,000 square feet, South School station proposal done by Chris Huntress was at 13,000 square feet, new North Andover fire station is 15,000 square feet.

Rick Feldman – town building advisory committee, commented that their committee wants to see this project go to fruition and would like to help the board in any way they can.

Ellen Stanford, Chester Street – public safety is the most important thing for this project and she doesn't want to sacrifice it for a smaller, less functional, building.

The board asked what the project height will be and Jeff stated that the roof would be at 35 feet. The board again stated that they need a lot more information and materials to be able to discuss the project. Joanna reiterated they need to-scale drawings, context drawings both to scale and in perspective, that we need a written time line schedule of what the architect proposes to present and when. Also, that we need any materials well in advance so the board members have time to review it prior to the meetings.

Next meeting date scheduled for Wednesday January 23, 2019. Andrew will find a meeting space.

**APPLICATIONS:**

16 Marland Street (BH-18-15)

Applicant postponed until February meeting

**PUBLIC MEETINGS:** None

**PUBLIC HEARINGS:**

18 Chester St. – front porch renovation (BH-18-13)

Mark Yanowitz,

Motion: Move to open the public hearing for application BH 18-13 (Machet/Branca 5-0)

Board questioned the bathroom window configuration. Mark said side window will remain as was drawn so as to match the front existing window. After discussion, applicant agreed to add center muntin to the window.

Motion: to close the public hearing (Machet/Branca 5-0)

Motion: I move that the BallardVale Historic District Commission find that the proposal of application BH18-13 is consistent with the requirements of the BVHDC by-law and regulations of said Commission and in keeping with the historic character of the neighborhood and that therefore a COA shall issue with the following conditions that a center muntin be added to the new bathroom window. (Machet/Branca 5-0)

**CITIZEN'S "SPEAK TIME":**

Amy Jessa Jessup – 5 Clark Road, direct abutter to fire station project. Amy told the board Chris Huntress and the Town Manager had approached her with the idea of moving her house up the hill and having her sell some of her land for the project and wanted to know if the board would approve the project. She showed the board the drawing that was given to her by Chris Huntress and wasn't sure what the process would be, but wanted the board's input early on. The board was all in favor of the idea and offered to email her names of some house movers to contact.

**COMMUNICATIONS, REPORTS AND OTHER COMMISSION BUSINESS:**

1. Motion to approve the meeting minutes from 10/24/18 + 12/5/18 (Machet/Sobeski 5-0)

Motion: To adjourn (Machet/Branca 5-0) at 8:54pm

