

**BOROUGH OF LITCHFIELD HISTORIC DISTRICT COMMISSION 2187
Litchfield, Connecticut 06759**

The Borough of Litchfield Historic District Commission held Public Hearings on **Thursday, December 5, 2013** at the Borough Office, 28 Russell Street. The hearings were called to order by Chairman Montebello at 7pm.

Present were Chairman Montebello, Commissioner Ms. Acerbi and Alternates Ms. Barnes and Ms. Pope.

Also present were William Fabbri, Jennifer Cherosnick, Jan Nelson and Martin Bozak.

Chairman Montebello appointed Ms. Barnes and Ms. Pope to act as Commissioners.

Ms. Acerbi read the legal advertisement of each hearing as published in the Litchfield County Times. Adjacent property owners were sent letters of notification.

The Chair explained the procedure for conduct of the hearings and described each application.

1. The public hearing, published November 29, 2013, Application #1653, Gwen Washburn and William Fabbri, 206 Meadow Street, for installation of 3 propane tanks and fencing convened at 7pm. Mr. Fabbri reviewed the application with the Commission and submitted a diagram of the proposed tanks and fencing. The three propane tanks will be 30" in diameter, 52" tall, and placed on 6" blocks. The fencing will be colonial red with white trim. Holly bushes and other shrubbery will screen the area.

There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:09pm.

Respectfully submitted,

Judith Acerbi, Clerk

**BOROUGH OF LITCHFIELD HISTORIC DISTRICT COMMISSION 2187
Litchfield, Connecticut 06759**

The Regular Meeting of the Borough of Litchfield Historic District Commission was held at the Borough Office, 28 Russell Street on **December 5, 2013**.

I. Call To Order

The meeting was called to order by Chairman Montebello at 7:10pm.

II. Recording of Attendance

Present were Chairman Montebello, Commissioner Ms. Acerbi and Alternates Ms. Barnes and Ms. Pope.

Also present were William Fabbri, Jennifer Cherosnick, Jan Nelson and Martin Bozak.

Chairman Montebello appointed Ms. Barnes and Ms. Pope to act as Commissioners.

III. Business Pertaining To Certificates of Appropriateness

1. Application #1653, Gwen Washburn and William Fabbri, 206 Meadow Street, for installation of 3 propane tanks and fencing. Ms. Pope made a Motion to approve the application as submitted. Ms. Barnes seconded. The roll call vote was: Acerbi – yea, Pope – yea, Barnes – yea. The Certificate of Appropriateness is hereby issued for work described in said application as stipulated and is valid for one year from the approval.
2. Jan Nelson, for Nelson & Nelson, LLC, 10 Cobble Court, to replace windows. Ms. Nelson reviewed the application with the Commission. Two windows in the back alley, first level, east side will be replaced. The new windows will be the same as the existing: 12-over-12, wood, simulated divided light. The Commission is requesting copies of the photos shown on Ms. Nelson's phone. A waiver was issued as this is a replacement in kind.

Ms. Nelson plans to replace 6-over-6 windows elsewhere on the building in the future to match the 12-over-12; a separate application will be submitted for this work.

3. Borough of Litchfield, to replace 6 decorative lights on street side of West Green with one of three options available from CL&P. Jennifer Cherosnick reviewed the application with the Commission. Photos of the existing lamps were submitted. The Commission felt that a more historically appropriate fixture than those offered by CL&P should be selected, and agreed that the new fixtures should match the ones already in place elsewhere on the Green. Ms. Pope asked whether the new lamps will be under warranty and what their expected lifespan is. Ms. Cherosnick will find out more information and research funding sources.

Ms. Acerbi made a motion to change the order of business to accommodate those present. Ms. Pope seconded the motion which was unanimously approved.

4. Pre-hearing for Application #1654, Forman School, 12 Norfolk Road, to replace roofing. Martin Bozak reviewed the application with the Commission. A letter of agency, photos and roofing samples were submitted. The existing 3-tab roofing will be replaced with architectural shingles of the same color. The public hearing has been scheduled for December 19, 2013.
5. Ted Murphy, for 82 West Street. Temporary lighting has been installed in a tree to improve safety at night; Mr. Murphy would like to install permanent lighting and asked the Commission's input regarding this.
6. Ted Murphy, for 74 North Street. Clients interested in purchasing the property would like to tear down and re-build the existing barn. The barn is estimated to have been built around 1860.
7. Stepped fences on Meadow Street: The Commission would like to have more specific regulations. This will be discussed further at a future meeting.

IV. Approval of Minutes

Approval of the November 21, 2013 minutes was tabled until more Commissioners are present.

V. Correspondence

A letter was received from the Stephen Ment, State of Connecticut, External Affairs Division, regarding handicap accessibility of the entrance to the judicial facilities at 15 West Street. Mr. Ment is requesting that a more visible sign be installed. The Commission will visit the site.

VI. Other Business

1. Borough website: The Commission is reviewing materials to be made available online.
2. Changes to Rules and Regulations: The Commission would like more specific regulations regarding fencing and windows and would like to begin requiring on-site visits to assess work completed. This will be discussed further at a future meeting.

VIII. Adjournment

There being no further business, the meeting was adjourned at 7:55pm on a motion by Ms. Pope, seconded by Ms. Barnes and unanimously carried.

Respectfully submitted,

Judith Acerbi, Clerk