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BOROUGH OF LITCHFIELD HISTORIC DISTRICT COMMISSION 2187 Litchfield, Connecticut 06759

The Borough of Litchfield Historic District Commission held **Public Hearings** on **Thursday, April 20, 2017** at the Borough Office, 28 Russell Street. The hearings were called to order by Chairman Hillman at 7pm.

Present were Chairman Hillman and Commissioners Ms. Acerbi, Mr. D'Andrea, and Ms. Simoncelli.

Also present were Paul Hinckel, Lee Losee, Jennifer Sabella, Bill Deacon, Michael Smith, Paul Gibson, Bob Scodari, Michael Lahart, Russell Barton, Susie Stone, Harriett Salzman and Luc Cotnoir.

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 April 15, 2017 in the Torrington Register Citizen, Application #1878, Jennifer Sabella, 29 Woodruff Street, for roof convened at 7pm. Ms. Sabella reviewed the application with the Commission. Photos and samples were submitted. New roofing will be grey architectural.

There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:01pm.

Respectfully submitted,
Judith Acerbi, Clerk

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The **Regular Meeting** of the Borough of Litchfield Historic District Commission was held at the Borough Office, 28 Russell Street on **April 20, 2017**.

I. Call To Order

Chairman Hillman called the meeting to order at 7:08pm.

II. Recording of Attendance

Present were Chairman Hillman and Commissioners Ms. Acerbi, Mr. D'Andrea, and Ms. Simoncelli.

Also present were Paul Hinckel, Lee Losee, Jennifer Sabella, Bill Deacon, Michael Smith, Paul Gibson, Bob Scodari, Michael Lahart, Russell Barton, Susie Stone, Harriett Salzman and Luc Cotnoir.

Mr. Hillman appointed Ms. Simoncelli to act as Commissioner in Ms. Metcalf's excused absence.

III. Business Pertaining To Certificates of Appropriateness

1. Application #1878, Jennifer Sabella, 29 Woodruff Street, for roof. Mr. D'Andrea made a motion to approve the application as submitted. Ms. Acerbi seconded the motion which was approved. The roll call vote was: Acerbi – yea, D'Andrea – yea, Simoncelli – 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. Adam Inselbuch and Kate Milano, 130 South Street, to repair existing portion of deck. Bill Deacon reviewed the application with the Commission. Location will not change. Existing railings will be used. A waiver was issued as this is a replacement in kind.
3. Pre-hearing for Application #1880, 7 West LLC, Sandra and Jeff Russak, 7 West Street, for new mechanicals on roof. Michael Smith reviewed the application with the Commission. Mechanicals will be 30" tall and 30" wide. The public hearing has been set for May 4, 2017.
4. Pre-hearing for Application #1881, 7 West LLC, Sandra and Jeff Russak, 7 West Street, for new signs. Paul Gibson reviewed the application with the Commission. Designs were submitted. The new sign over the entry door will be 189x22", HDU sign foam, painted black with standoff gold leaf. The size and location will not change from existing. Existing brackets are steel; new brackets will be aluminum. The second sign will also have a new bracket. The public hearing has been set for May 4, 2017.
5. Pre-hearing for Application #1882, Borough of Litchfield, for new benches. Gerard Perusse reviewed the application with the Commission. Three 5' teak benches will be

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installed, one by Center School and two on Center Green. The public hearing has been set for May 4, 2017.

6. Pre-hearing for Application #1883, Forman School, 14 Forman Henderson Drive, to convert Carriage House to dormitory. Mr. D'Andrea recused himself from the meeting at 7:15pm. Bob Scodari and Paul Hinckel reviewed the application with the Commission. Photos and plans were submitted. The five faculty apartments in the Carriage House will be converted to a dormitory with two faculty apartments. Two false doors will be converted to one false door. Elevations will not change. One new window will be installed. Existing windows have muntins between the glass. The Commission is requesting that the one new window be true divided light. The public hearing has been set for May 4, 2017. Mr. D'Andrea reinstated himself into the meeting at 7:19pm.

7. Pre-hearing for Application #1884, Michael Lahart, 74 North Street, for window and door relocation and new porch windows. Mr. Lahart and Paul Hinckel reviewed the application with the Commission. Plans and photos were submitted. On the kitchen building, two windows will be removed, two repositioned, and one replaced to match existing. Windows on the porch will be wood, single glaze, true divided light, handmade.

An entryway will be moved and the existing door replaced with an antique one from the rear of the building. Stairs leading from the driveway to the porch will be moved from the north to the west elevation. Materials will be wood and stone. The public hearing has been set for May 4, 2017.

8. Pre-hearing for Application #1885, Stacie and Edward Kavle, 134 North Street, for roof. Luc Cotnoir reviewed the application with the Commission. Existing roofing is asphalt, both architectural and 3-tab. New roofing will be architectural. The Commission is requesting a letter of agency. The public hearing has been set for May 4, 2017.

9. Nancy Neal, 255 South Street, for roof. Luc Cotnoir reviewed the application with the Commission. Black architectural roofing will be used. A waiver was issued as this is a replacement in kind.

10. Louis Scolnik and Joy Masoff, 159 South Street, for addition to garage. Plans, photos and a letter of agency were submitted. Paul Hinckel reviewed the application with the Commission. A waiver was issued as this is a replacement in kind.

11.7 North Street update: Russell Barton estimates completion date as June, 2017. Digging is currently underway for the terrace. He requested that the Commission make a site visit. He is concerned about adequate lighting through windows.

12. Lee Losee, as HDC enforcement officer: Mr. Losee reported that he is looking into a sign installed at 15 Meadow Street which does not match the description approved by the Commission. The colors of the sign are as described in the minutes but the dimensions and lettering are not.

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13. Mr. Hillman will send a letter addressing a spotlight installed at the First Congregational Church without an application.

IV. Approval of Minutes

Mr. D'Andrea made a motion to approve the minutes of the April 6, 2017 regular meeting. Ms. Acerbi seconded the motion which was unanimously approved.

V. Correspondence

There was no correspondence.

VI. Other Business

There was no other business.

VIII. Adjournment

There being no further business, the meeting was adjourned at 8:05pm on a motion by Ms. Simoncelli, seconded by Ms. Acerbi and unanimously carried.

Respectfully submitted,
Judith Acerbi, Clerk