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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, October 5, 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. Bernard (7:04pm), Mr. D'Andrea, Ms. Metcalf and Ms. Simoncelli.

Also present were Jim Stedronsky, Russell Barton, Harriett Saltzman, Cindy Birkins, Jim Pescatore, Jack Fitzpatrick, Stephan Kruckar, Jeremy McKendry, Susan Rea, Jennifer Campagna and Lee Losee.

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.

Mr. Hillman recused himself from the meeting. Ms. Metcalf was appointed acting Chair. Mr. D'Andrea was appointed voting member.

1. The public hearing, published September 29, 2017 in the Litchfield County Times, Application #1917, Sara Conklin, 327 South Street, for fieldstone walkway convened at 7pm. Mr. Hillman reviewed the application with the Commission. Some of the property is State and not within the purview of the HDC. The walkway will be fieldstone, 3.5' wide, and will fit through the existing arbor. The front stoop is 4' wide. Photos were submitted.

There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:02pm. Mr. Hillman reinstated himself in the meeting as Chair.

2. The public hearing, published September 29, 2017 in the Litchfield County Times, Application #1919, Jennifer Campagna, 222 Old South Road, for windows and soffitt in breezeway convened at 7:03pm. Ms. Campagna reviewed the application with the Commission. Two breezeway windows will be replaced. New windows will be simulated divided light. The soffitt will be replaced with paintable Azek pvc material, painted to match existing.

There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:06pm.

3. The public hearing, published September 29, 2017 in the Litchfield County Times, Application #1920, Jeff Russak, 7 West Street LLC, 7 West Street, Blueprint Home, for sign convened at 7:07pm. A previously-approved, existing sign from Cobble Court will be re-located. The sign is perpendicular. The original bracket will be used.

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There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:08pm.

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 **October 5, 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. Bernard (7:04pm), Mr. D'Andrea, Ms. Metcalf and Ms. Simoncelli.

Also present were Jim Stedronsky, Russell Barton, Harriett Saltzman, Cindy Birkins, Jim Pescatore, Jack Fitzpatrick, Stephan Kruckar, Jeremy McKendry, Susan Rea, Jennifer Campagna and Lee Losee.

III. Business Pertaining To Certificates of Appropriateness

Mr. Hillman recused himself from the meeting at 7:08pm. Ms. Metcalf was appointed acting Chair.

1. Application #1917, Sara Conklin, 327 South Street, for fieldstone walkway. Ms. Acerbi made a motion to approve the application as submitted. Ms. Simoncelli seconded the motion which was approved. The roll call vote was: Acerbi – yea, Bernard – yea, D'Andrea – yea, Metcalf – 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.
Mr. Hillman re-instated himself in the meeting as Chair at 7:10pm.
2. Application #1919, Jennifer Campagna, 222 Old South Road, for windows and soffitt in breezeway. Ms. Metcalf made a motion to approve the application as submitted. Ms. Acerbi seconded the motion which was approved. The roll call vote was: Acerbi – yea, Bernard – yea, D'Andrea – yea, Metcalf – 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.
3. Application #1920, Jeff Russak, 7 West Street LLC, 7 West Street, Blueprint Home, for sign. Ms. Acerbi made a motion to approve the application as submitted. Ms. Simoncelli seconded the motion which was approved. The roll call vote was: Acerbi – yea, Bernard – yea, D'Andrea – yea, Metcalf – yea, Simoncelli – yea. The Certificate

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of Appropriateness is hereby issued for work described in said application as stipulated and is valid for one year from the approval.

4. Pre-hearing for Application #1921, First Congregational Church, 15-23 East Street, for signs. Cindy Birkins reviewed the application with the Commission. Three new signs would be installed. There are currently 2 signs. Photos of similar signs in the Borough were reviewed. New signs would be 30" off the ground, 78" total height, 72" long. The public hearing has been set for October 19, 2017.
5. Pre-hearing for Application #1922, 23 Holly House Court, Taymil Holly House LLC, for roofing. Jim Pescatore reviewed the application with the Commission. Existing black 3-tab shingles would be replaced with black architectural shingles. The public hearing has been set for October 19, 2017.
6. 33 Woodruff Lane, Taymil Woodruff Court LLC, for windows. Jim Pescatore reviewed the application with the Commission. Existing windows are various types but all have wood sashes and grids on the exteriors. The Commission would like to know the manufacturer, types of muntins, etc. of the new windows before the application is accepted.
7. 0 Sedgewick Lane, for construction of new house. Mr. Fitzpatrick reviewed the application, plans and 3D renderings with the Commission. The new construction would be 32x30'. Mr. Fitzpatrick is in the process of purchasing the property from the current owner. The Commission is requesting a letter of agency, application signed by the current owner, elevations, plans, and info about pavement, siding, chimney bricks, foundation, windows, doors and roofing prior to accepting the application.
8. Stephan Kruckar, 39 Beecher Lane, for roofing. Mr. Kruckar reviewed the application with the Commission. Photos were submitted. New roofing would be architectural, asphalt, to match existing color and style. A waiver was issued as this is a replacement in kind.
9. Jeremy McKendry reviewed business names for a bakery at 7 North Street with the Commission. The Commission explained that business names are not within the purview of the HDC.
10. Pre-hearing for Application #1923, Jeff Russak, 14 Cobble Court, for Prime Finds Holiday House temporary signs. Susan Rea reviewed the application with the Commission. Two signs would be 12x48"; a third would be 2x3'. The signs would be installed from November 1, 2017 through January 1, 2018. A letter of agency was submitted. The public hearing has been set for October 19, 2017.
11. Pre-hearing for Application #1924, 7 North Street LLC, 7 North Street, for transformer. Mr. Barton and Ms. Saltzman reviewed the application with the Commission. The transformer would be screened by vegetation. The public hearing has been set for October 19, 2017. The applicants also reviewed options for lighting along West and North Streets. Options will be considered further before an application is submitted.
12. Mr. D'Andrea excused himself from the meeting at 7:56pm.
13. Pre-hearing for Application #1925, Borough of Litchfield, for sidewalks. Mr. Losee reviewed the application with the Commission. The new sidewalks have a concrete base with stamped asphalt surface to match the appearance of existing pavers on West Street. The public hearing has been set for October 19, 2017.
14. Center School windows: Mr. Losee has discussed the windows installed without a Certificate of Appropriateness with the Town. New windows are Pella, multi-layer with

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muntins between the glass. Options for installing grids on the exteriors of the windows will be discussed with Public Works.

15. Recycling bin designs were discussed.

16. Options for the information booth were discussed.

17. A split rail fence was installed at 170 East Street without a Certificate of Appropriateness. A letter will be sent to the owner.

IV. Approval of Minutes

Ms. Metcalf made a motion to approve the minutes of the September 21, 2017 regular meeting. Ms. Acerbi seconded the motion which was approved. Ms. Simoncelli and Mr. Bernard abstained from the vote.

V. Correspondence

There was no correspondence.

VI. Other Business

1. HDC pamphlet: The Commission reviewed Ms. Simoncelli's revisions. The pamphlet will be discussed further at the next meeting.

VIII. Adjournment

There being no further business, the meeting was adjourned at 8:22pm on a motion by Ms. Acerbi, seconded by Ms. Metcalf and unanimously carried.

Respectfully submitted,
Judith Acerbi, Clerk