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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, November 2, 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 (7:40pm), Ms. Metcalf and Ms. Simoncelli (7:15pm).

Also present were Lee Losee, Sid Glover, Susan Nelson, Harriet Saltzman, Ed Weik, David Nguyen, Alison Castor, Jim Stedronsky, April Mathews, and Sal Calabrese.

Ms. Acerbi read the legal advertisement of each hearing as published in the Register Citizen. 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 October 27, 2017 in the Register Citizen, Application #1926, Taymil Woodruff Court LLC, 33 Woodruff Lane, for windows convened at 7pm. The Commission would like an updated brochure, the exact number of windows being replaced, and a letter of agency.

The public hearing is being held open until the November 16, 2017 meeting.

2. The public hearing, published October 27, 2017 in the Register Citizen, Application #1927, Stephan Kruckar, 39 Beecher Lane, for gutters convened at 7:02pm.

There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:03pm.

3. The public hearing, published October 27, 2017 in the Register Citizen, Application #1928, Sid Glover and Susan Nelson, 59 North Street, for new sidewalk, portico light and door knocker convened at 7:04pm.

There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:05pm.

4. The public hearing, published October 27, 2017 in the Register Citizen, Application #1929, 7 North Street Litchfield LLC, 7 North Street, for Bakehouse sign convened at 7:05pm.

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

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 **November 2, 2017**.

I. Call To Order

Chairman Hillman called the meeting to order at 7:06pm.

II. Recording of Attendance

Present were Chairman Hillman and Commissioners Ms. Acerbi, Mr. Bernard (7:40pm), Ms. Metcalf and Ms. Simoncelli (7:15pm).

Also present were Lee Losee, Sid Glover, Susan Nelson, Harriet Saltzman, Ed Weik, David Nguyen, Alison Castor, Jim Stedronsky, April Mathews, and Sal Calabrese.

III. Business Pertaining To Certificates of Appropriateness

1. Application #1926, Taymil Woodruff Court LLC, 33 Woodruff Lane, for windows. The public hearing is being held open until the November 16, 2017 meeting. The Commission would like an updated brochure, the exact number of windows being replaced, and a letter of agency.
2. Application #1927, Stephan Kruckar, 39 Beecher Lane, for gutters. 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, 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 #1928, Sid Glover and Susan Nelson, 59 North Street, for new sidewalk, portico light and door knocker. 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, 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.
4. Application #1929, 7 North Street Litchfield LLC, 7 North Street, for Bakehouse sign. Ms. Acerbi made a motion to approve the application as submitted. Ms. Metcalf seconded the motion which was approved. The roll call vote was: Acerbi – 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.
5. Application #1921, First Congregational Church, 15-23 East Street, for signs. Ms. Simoncelli made a motion to approve the application with stipulations that sign A be 48” wide x 78” tall, sign B be 42” wide x 68” tall, and sign C be 32” wide x 30” high. Ms. Metcalf seconded the motion which was approved. The roll call vote was: Acerbi – 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.

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6. Pre-hearing for Application #1930, Michael and Alexandra Napier, 205 South Street, for 3 new light fixtures and a motion sensor. Sal Calabrese reviewed the application with the Commission. The Commission is requesting photos of the house with locations labeled, photos of the motion sensor, a spec sheet, and a letter of agency. The public hearing has been set for November 16, 2017.
7. David Nguyen, 170 East Street, for fence and gate. Mr. Nguyen reviewed the application with the Commission. The fence has already been constructed and is split rail. The Commission explained that split rail fences have not historically been approved in the Borough. The applicant will consider additional options before submitting the application.
8. Percy Steinhart, 94 North Street, for pediment. Ed Weik reviewed the application with the Commission. The Commission discussed historical appropriateness. The application was not submitted.
9. Alison Castor, 56 Torrington Road, for stepped fencing which has already been installed. Ms. Castor reviewed the application with the Commission and read a letter describing work completed at her property. The Commission will hold a site visit at 56 Torrington Road on December 7, 2017 at 4:30pm.
10. Pre-hearing for Application #1931, 7 North Street Litchfield LLC, 7 North Street, April's Hair Salon, for sign. April Mathews and Harriet Saltzman reviewed the application with the Commission. The Commission would like a color printout of the proposed design, and specific colors. The public hearing has been set for November 16, 2017.
11. Ms. Saltzman reviewed additional proposed work at 7 North Street with the Commission. No applications were submitted.
12. Ms. Metcalf made a motion to change the order of business to accommodate those present. Ms. Acerbi seconded the motion which was unanimously approved. Ms. Metcalf made a motion to go into executive session at 8:19pm to discuss pending litigation. Ms. Acerbi seconded the motion which was unanimously approved. Ms. Metcalf made a motion to come out of executive session at 9pm. Ms. Acerbi seconded the motion which was unanimously approved. No action was taken.
13. Pre-hearing for Application #1932, Ji Hyun Kim, 3 West Street, for Litchfield Family Dental signage. An existing bracket will be used. The public hearing has been set for November 16, 2017.

IV. Approval of Minutes

Ms. Metcalf made a motion to approve the minutes of the October 19, 2017 regular meeting. Ms. Acerbi seconded the motion which was approved.

V. Correspondence

There was no correspondence.

VI. Other Business

1. HDC pamphlet: Ms. Simoncelli brought in a revised version. The Commission will review for the next meeting.

VIII. Adjournment

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There being no further business, the meeting was adjourned at 9:04pm on a motion by Ms. Metcalf, seconded by Ms. Acerbi and unanimously carried.

Respectfully submitted,
Judith Acerbi, Clerk