

FINALIZED

BOROUGH OF LITCHFIELD HISTORIC DISTRICT COMMISSION 2187
Litchfield, Connecticut 06759

The Borough of Litchfield Historic District Commission held **Public Hearings** on **Thursday, January 18, 2024** at the First Congregational Church, Pilgrim House, 21 Torrington Road, Litchfield, Connecticut. The hearings were called to order by Chairman, Julia Metcalf, at 7:00pm.

Present were Commissioners Julia Metcalf, Wendy Simoncelli, Glenn Hillman, and Norman Ambrose-Sauer.

Also present were Cassie Simoncelli, Zack Miller-Murphy, Cleve Fuessenich, Lyman and Patricia Whelan, Electa Varnish, Trevor Keller, and Doran Lamond.

Mr. Hillman, Clerk, read the legal advertisement of each hearing as published. The Chair explained the procedure for conduct of the hearings and described each application.

1. The public hearing, published January 12, 2024 in the Republican American, Application #2455, Zack and Rich Miller-Murphy, 79 East St., to replace kitchen windows, replace patio door, and repair siding, convened at 7:00pm. The Commission reviewed the application with Zack Miller-Murphy.

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

2. The public hearing, published January 12, 2024 in the Republican American, Application #2456, Zack and Rich Miller Murphy, 79 East St., to remove original rear chimney and replace with faux chimney, convened at 7:01pm. The Commission reviewed the application with Zack Miller-Murphy. Application has been withdrawn.

There being no further 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 January 12, 2024 in the Republican American. Application #2457, Lisa Cowell, 115 North St., to relocate driveway to north side, add 3-car parking area, install generator, replace A/c units, and shift semi-circular driveway, convened at 7:03pm. The Commission reviewed the application with Cleve Fuessenich.

There being no further members of the public present to speak in regard to the application, the public hearing was adjourned at 7:07pm.

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4. The public hearing, published January 12, 2024 in the Republican American. Application #2458, Lyman and Patricia Whelan, 96 Sheldon Lane, to replace windows, convened at 7:07pm. The Commission reviewed the application with the applicants.

There being no further members of the public present to speak in regard to the application, the public hearing was adjourned at 7:10pm.

Respectfully submitted,
Glenn Hillman, Clerk

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The **Regular Meeting** of the Borough of Litchfield Historic District Commission was held at the First Congregational Church, Pilgrim House, 21 Torrington Rd, Litchfield, Connecticut on **Thursday, January 18, 2024.**

I. Call To Order

Chairman Metcalf called the meeting to order at 7:10pm.

II. Recording of Attendance

Present were Commissioners Julia Metcalf, Wendy Simoncelli, Glenn Hillman, and Norman Ambrose-Sauer.

Also present were Cassie Simoncelli, Zack Miller Murphy, Cleve Fuessenich, Lyman and Patricia Whelan, Electa Varnish, Trevor Keller, and Doran Lamond.

III. Business Pertaining To Certificates of Appropriateness

1. Application #2455, Zack and Rich Miller-Murphy, 79 East St., to replace kitchen windows, replace patio door, and repair siding. Motion to approve the application as submitted made by Ms. Simoncelli and seconded by Mr. Hillman. All in favor. Motion carried.

The roll call vote was: Metcalf – yea, Simoncelli – yea, Hillman – yea, Ambrose-Sauer - yea. The Certificate of Appropriateness is hereby issued for work described in said application as stipulated and is valid for one year from approval.

2. Application #2456, Zack and Rich Miller-Murphy, 79 East St., to remove original rear chimney and replace with a faux chimney. Application has been withdrawn.
3. Application #2457, Lisa Cowell, 115 North St., to relocate driveway to north side, add 3-car parking area, install generator, replace A/C units, and shift semi-circular driveway. Mr. Hillman made a motion to approve the application as amended and seconded by Mr. Ambrose-Sauer with a

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stipulation that screening be provided for the A/C condensers. All in favor. Motion carried.

The roll call was: Metcalf – yea, Simoncelli – yea, Hillman – yea, Ambrose-Sauer - yea. The Certificate of Appropriateness is hereby issued for work described in said application as stipulated and is valid for one year from approval.

4. Application #2458, Lyman and Patricia Whelan, 96 Sheldon Lane, to replace windows. Mr. Hillman made a motion to approve the application as submitted and seconded by Ms. Simoncelli. All in favor. Motion carried.

The roll call was: Metcalf – yea, Simoncelli – yea, Hillman – yea, Ambrose-Sauer - yea. The Certificate of Appropriateness is hereby issued for work described in said application as stipulated and is valid for one year from approval.

IV. Other Business Public Participation

A. Applications

1. Application #2459, Russell Barton, 7 North St. Unit 4, for signs for business “Depot Dog”. The Commission reviewed the application with the applicant and business owner, Electa Varnish.
2. Waiver, Doran Lamond, 160 Meadow Street, for replacement of roof. The Commission reviewed the applicant with the applicant.
3. Waiver, Trevor Keller, 166 Meadow Street, for replacement of roof. The Commission reviewed the application with the applicant.
4. Waiver, Rachel Burnhardt, 26, Meadow St., for replacement of roof. The Commission reviewed the application.
5. Application #2460, Stephanie Ruddy, 128 West Street, for replacement of roof and gutters. The Commission reviewed the application.

B. Other business

Initial discussion of an improved process for sending letters of non-compliance and violation to property owners for non-compliance issues. Letters of compliance and violation will be sent to those property owners re their addresses that are nonconforming. Going forward, the process and procedure is as follows: first a letter will be sent to the homeowner(s) informing them of the noncompliance. If the letter is not responded to within a month with an application to correct

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the issue, a second letter will be sent by the Historic District Commissioner's Attorney. If no correspondence or follow-up has been received within another month, a notice of violation will be sent to the homeowner and a copy sent to the Land Use Office at the Bantam Annex to keep on file. This discussion will be continued at the next HDC meeting on Feb 1, 2024.

V. Correspondence

VI. Approval of Minutes

Motion to approve the Minutes from January 4, 2024 with no changes made Ms. Simoncelli and seconded by Mr. Hillman. Motion carried unanimously.

VII. Adjournment

There being no further business, the meeting was adjourned at 7:55pm on a motion by Ms. Simoncelli, seconded by Mr. Ambrose-Sauer, and unanimously carried.

Respectfully submitted,
Glenn Hillman, Clerk