

# FINALIZED

BOROUGH OF LITCHFIELD HISTORIC DISTRICT COMMISSION 2187  
Litchfield, Connecticut 06759

The Borough of Litchfield Historic District Commission held **Public Hearings** on **Thursday, May 2, 2024** at the Pilgrim House, First Congregational Church, 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, Norman Ambrose-Sauer, and Tony Cecchinato.

Also present were Cassie Simoncelli, Kathy Jennett, Karen Cowperthswaite, Rosie Furniss, Debbie Deziel, and Stacie Farrell.

Mr. Ambrose-Sauer, Acting 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 April 26, 2024 in the Republican American, Application #2475, Francis and Kathy Jennett, 156 West St., to add circular driveway in front, convened at 7:01pm. The Commission reviewed the application with Kathy Jennett.

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 April 26, 2024 in the Republican American, Application #2477, Rechov Tzafon LLC, 258 North St., to replace the roof, convened at 7:02pm. The Commission reviewed the application.

There being no further members of the public present to speak in regard to the application, the public hearing was adjourned at 7:02pm.

3. The public hearing published April 26, 2024 in the Republican American, Application #2478, Brian and Rina McNamara, 173 South St., to add a circular driveway in front, convened at 7:03pm. The Commission reviewed the application with Karen Cowperthswaite, Landscape Architect.

There being no further members of the public present to speak in regard to the application, the public hearing was adjourned at 7:04pm.

7:05pm Tony Cecchinato joined the meeting.

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4. The public hearing published April 26, 2024 in the Republican American, Application #2479, Litchfield Cemetery Association, East Cemetery, to replace three wooden gates in stone wall, add a new gate and addition of small plaque commemorating who donated the fences, convened at 7:05pm. The Commission reviewed the application with Rosie Furniss, Litchfield Cemetery Association representative.

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

5. The public hearing published April 26, 2024 in the Republican American, Application #2480, Lincoln Moore and Charles Grayauskie, 384 South St., for a new front door, convened at 7:09pm. The Commission reviewed the application. The application will be held over until the next meeting on Thursday, May 16, 2024, pending receiving additional information.

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,  
Norman Ambrose-Sauer, Acting Clerk

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## **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 Pilgrim House, First Congregational Church, 21 Torrington Rd, Litchfield, Connecticut on **Thursday, May 2, 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, Norman Ambrose-Sauer, and Tony Cecchinato.

Also present were Cassie Simoncelli, Kathy Jennett, Karen Cowperthswaite, Rosie Furniss, Debbie Deziel, and Stacie Farrell.

### III. Business Pertaining To Certificates of Appropriateness

1. Application #2475, Francis and Kathy Jennett, 156 West St., to add circular driveway in front. Motion made by Ms. Simoncelli to approve the application as submitted and seconded by Mr. Ambrose-Sauer. All in favor. Motion carried.

The votes were: Simoncelli – yea, Ambrose-Sauer – yea, Cecchinato – yea.

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

2. Application #2477, Rechov Tzafon LLC, 258 North St., to replace the roof. Motion made by Mr. Ambrose-Sauer to approve the application as submitted and seconded by Ms. Simoncelli. All in favor. Motion carried.

The votes were: Simoncelli – yea, Ambrose-Sauer – yea, Cecchinato – yea.

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

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3. Application #2478, Brian and Rina McNamara, 173 South St., to add a circular driveway in front. Motion made by Mr. Ambrose-Sauer to approve the application as submitted and seconded by Mr. Cecchinato. All in favor. Motion carried.

The votes were: Simoncelli – yea, Ambrose-Sauer – yea, Cecchinato – yea.

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

4. Application #2479, Litchfield Cemetery Association, East Cemetery, to replace three wooden gates in stone wall, add a new gate and addition of small plaque commemorating who donated the fences. Motion made by Mr. Ambrose-Sauer to approve the application as submitted and seconded by Ms. Simoncelli. All in favor. Motion carried.

The votes were: Simoncelli – yea, Ambrose-Sauer – yea, Cecchinato – yea.

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

5. Application #2480, Lincoln Moore and Charles Grayauskie, 384 South St., for a new front door. Application has been held over until the next meeting on Thursday, May 16, 2024, pending receiving additional information.

## IV. Other Business Public Participation

### A. Applications

1. Application #2481, Francis and Kathy Jennett, 156 West St., for building a new 24' x 36' garage. The Commission reviewed the application with Kathy Jennett.

2. Application #2482, Stacie Farrell, 134 North St., for replacement of roof on back portion of house and replacement of two windows with smaller ones. The Commission reviewed the application with Stacie Farrell.

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3. Waiver, Debbie Deziel, 95 East St., for replacement/repair in kind of front porch. The Commission reviewed the application with Debbie Deziel.
  4. Waiver, Zach Rosen and Smith Reynolds, 180 South St., for replacement of rotted wood and railings on deck, and releveling stone. The Commission reviewed the application.
  5. Application #2483, Zach Rosen and Smith Reynolds, 180 South St., to replace plaster finish with fieldstone veneer on pavilion foundation, replace asphalt driveway with pea stone, line driveway with Belgian block and add Belgian block apron, and install granite hitching post. The Commission reviewed the application.
  6. Application #2484, Helen Danner, 150 Prospect St., for installation of a new mailbox. The Commission reviewed the application.
- 7:46pm Ms. Simoncelli recused herself from the next two applications.
7. Waiver, Barbara Protzmann, 46 East Street, for removal of shutters on the back of the house. The Commission reviewed the application with Wendy Simoncelli.
  8. Application #2485, Jim and Wendy Simoncelli, 182 East St., for removal of shutters. The Commission reviewed the application with Wendy Simoncelli.
- 7:50pm Ms. Simoncelli reinstated back into the meeting.

## B. Other business

Discussion of Blight Ordinance as set forth from the Borough. Ms. Metcalf requested the Commission to review the Ordinance and provide feedback re HDC related processes.

## V. Correspondence

Reviewed list of outstanding letters and added additional letters to list for violations.

1. First Letter of Violation (HDC to Property Owner):
2. Second Letter of Violation (HDC Attorney to Property Owner):
3. Third Letter of Violation (HDC to Land Use Department as record of non-compliance):

## VI. Approval of Minutes

Motion made to approve the Minutes from April 18, 2024 “as is” by Ms. Simoncelli and seconded by Ms. Metcalf. All in favor. Motion carried.

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2 abstentions (Mr. Cecchinato and Mr Ambrose-Sauer) as they were not in attendance at the April 18, 2024 meeting.

### VII. Adjournment

There being no further business, the meeting was adjourned at 8:15pm on a motion by Mr. Cecchinato, seconded by Ms. Simoncelli, and unanimously carried.

Respectfully submitted,  
Norman Ambrose-Sauer, Acting Clerk