

Draft Minutes

TOWN OF GUILFORD Historic District Commission Minutes – 17th January, 2018

A public hearing and regular meeting of the Historic District Commission was held on Wednesday 17th January, 2018 at 7:00p.m. in the Guilford Community Center with Chairman Ann Street presiding.

Present: Randall McCartney, Reno Migani, Ann Street and Alternate Michael Sulzbach. Excused: John Cunningham. Absent: Susanna Smith and Alternates Teresa Buchanan and Michael Mancini.

PUBLIC HEARING

The meeting was called to order at 7:10p.m. Clerk Randall McCartney read the legal call of the meeting. Alternate Michael Sulzbach was appointed to act in the absence of regular members.

#785 - Lynn Sanchez, to renovate a kitchen in a dwelling located at 95 Fair Street, Assessor's Map 46, Lot 28: Present were Lynn Sanchez and Jonathan Knight (JM Contracting Service, LLC, 136 Airline Road, Clinton, CT 06413). Ms. Sanchez submitted photographs (Exhibit #785-1), a scope of work (Exhibit #785-2), and a unit summary for the proposed windows (Exhibit #785-3). Mr. Knight said the existing kitchen window would be removed and replaced with a new energy efficient white clad double hung unit. The new window will be shorter in height to allow for relocation of a kitchen counter and sink. Trim will be Azek to match existing trim adjacent to the new window. Ms. Street interjected that all work was being carried out on the north side of the house. Mr. Knight continued saying a thru wall blower vent would be removed and the area would be sheathed over, with clapboard siding being removed/ replaced in the affected area. He added that the whole wall may have to be painted in order to achieve a consistent color match. Mr. Knight also said that a new hood fan exhaust would be vented on the gable wall facing the back yard of the property. The wall cap assembly would go through the gable wall above the shed roof below. Material will be natural finish aluminum with built-in critter shield screen. Ms. Street understood that there would be no changes to the doors or exterior lighting which was correct. No-one spoke for or against the application. Later, during the regular meeting, Mr. Sulzbach made a motion, seconded by Mr. McCartney, to approve the application as submitted. Subcommittee appointed is Randall McCartney. The motion to approve was carried unanimously with McCartney, Migani and Sulzbach voting in favor.

#786 - James M. and Ann R. Rae, to add an addition on the southwest corner of a dwelling located at 180 State Street, Assessor's Map 46, Lot 129: No applicant was present. Later, during the regular meeting, Mr. McCartney made a motion, seconded by Mr. Sulzbach, to continue this application to 21st February, 2018. The motion to continue was carried unanimously with McCartney, Migani and Sulzbach voting in favor.

#787 - Laura Weekes, for renovations, including but not limited to, roof/window replacements, chimney repairs, and new garage/fencing, all on property located at 84 Church Street,

Assessor's Map 46, Lot 20: Laura Weekes stated that she had closed on the house and now owned the property. Ms. Weekes said her first priority was to have the roof replaced and the chimney repaired. The roof will be replaced with Owens Corning Tru-Definition Duration architectural asphalt shingles in a dark grey color. Chimney repair would be in-kind repointing, flashing, etc.

Porch: Ms. Weekes said she would like to replace the porch roof with a standing seam roof in a dark color since it did not have much of a pitch. She would also like to remove the railings on the porch and leave the columns but to wrap the bottom third of the columns to give them more scale. Mr. Migani pointed out that the railings may be required by the building code. Ms. Weekes mentioned that she would like to add exterior sconces between the windows/doors. Mr. Migani asked Ms. Weekes if she was doing this so she could sit out on the porch. He felt it would be a lot of light on the porch. Ms. Street pointed out that traditionally there would be a light on either side of the front door. Ms. Migani mentioned recessed lights that would not be visible.

Gutters: Ms. Weekes said she would like to replace the gutters and downspouts with half round gutters in a dark color. Ms. Street stated that if the house had a dry basement with no gutters then gutters were not really needed. Mr. Migani added that they could create problems with ice dams and leaves from the trees clogging them. Mr. Sulzbach suggested gutters might be needed on the porch to keep water off the walkway but not anywhere else.

Garage: Ms. Weekes wished to build a new garage and thought she would need a variance for this. Mr. McCartney stated that he would like to see a site plan showing the location of the garage. Ms. Street felt the pitch of the garage roof should mimic the main building.

Shutters/Storm Doors: Ms. Weekes said she would like to remove the shutters and to remove the storm doors on the front and side doors. She planned to strip the doors and stain them. If this was not possible then the doors would be repainted.

Rear Addition (1953): This has aluminum siding which Ms. Weekes said she would like to remove and replace with wide cedar board and batten siding.

Windows: Ms. Weekes said she would like to replace all the windows in the house with Marvin Integrity 2 over 2 windows in black. If the railing on the porch could be removed then the porch windows would be made 1 foot deeper so they were just off the floor and would be more in line with adjacent windows. If the railings could not be removed then the windows would be replaced as existing. The existing kitchen double window on the north side would be replaced with three 24” wide casement windows centered on the kitchen wall. A small bathroom window on the same wall will be replaced with an additional 24” wide window to keep the wall consistent with other window changes. Windows in the rear addition would be replaced/relocated to conform better to the original pattern of the house. Ms. Street was concerned about windows being plugged in randomly without

the Commission seeing elevation drawings to illustrate this. She pointed out that the Commission needed to know exactly what was being done and to have documentation illustrating the work so when it was completed it could be checked to see that it had been done correctly. Ms. Street felt that at present the Commission did not have this level of documentation. Mr. Migani asked how the windows were being replaced – would it be a sash pack or something more substantial. Ms. Weekes was unsure.

Fence: Ms. Weekes said she would like to add a fence to the rear two-thirds of the lot along the property line on all three sides in a style similar to the fence at 72 Church Street.

In conclusion the Commission felt that it had a lot of questions and insufficient detailed documentation upon which to base a decision. No-one spoke for or against the application. Later, during the regular meeting, Ms. Street felt the roof replacement and chimney repairs could be approved but more information was needed on all the other items in the application. Mr. Migani pointed out that a decision on the gutters should be made because the straps for the gutters go under the roof and would need to be installed as part of the roof replacement. Mr. Sulzbach felt the straps could be installed without including the gutters. Mr. McCartney made a motion, seconded by Mr. Sulzbach, to approve the application as submitted with the following stipulations: 1) Replacement of building's main and rear addition's roofs with architectural asphalt shingles is approved. 2) In-kind chimney repairs are approved. 3) Removal and/or replacement of the gutters on the south side of the house is at the property owner's discretion. 4) All other items included in the application are tabled to 21st February, 2018 pending submission of more detailed information. This information should include: a) Elevations showing details of all the window replacements including those in the rear addition that are visible from the public street or way, and a catalog cut of which particular manufacturer, materials, details, sizes, and type of replacement window product and installation method will be used. b) Final details, catalog cuts, and locations of porch lighting. c) A resolution on whether or not the porch railings may be removed, per Town of Guilford building code. d) A site plan showing the location of the proposed garage. and plans and elevations. e) Final details/catalog cut on fence style, material, and locations. f) Front porch roof replacement and gutters/downspouts materials, details, and locations. 5) Subcommittee appointed is Reno Migani. The motion was carried unanimously with McCartney, Migani and Sulzbach voting in favor.

The public hearing was closed at 7:55p.m. and was followed immediately by the regular meeting.

REGULAR MEETING

Approval of Minutes: Mr. McCartney made a motion to accept the Minutes of 15th November, 2017. Ms. Street seconded the motion and it was carried with two votes in favor. Mr. Migani and Mr. Sulzbach abstained since they were not present at the November meeting.

Public Forum: There were no members of the public present.

Budget Request 2018-2019: A budget request of \$4,400 was submitted in December 2017. The budget hearing is scheduled for 1/18/18 at 1:00p.m.

Election of Officers: Tabled to February 21, 2018.

Commission Openings: Ms. Street felt the Commission should develop a list of potential candidates.

Correspondence: CT Trust for Historic Preservation’s newsletter “CT Preservation News” for November/December 2017; Finance Department monthly budget report through 11/30/17.

Public Relations: No report.

Discussions: Ms. Street said the Commission should concentrate on revising its Rules of Procedure to make it more user friendly online. It could also include guidelines on solar panels, utility installations, etc. Ms. Street noted that the Guilford Preservation Alliance would help with this project. Information should be sought from other towns.

Mr. Migani left the meeting at 8:15p.m.

Approval of Bills: Mr. McCartney made a motion to approve the following bills: Shore Publishing, legal notice 11/15/17, \$27.00; CT Trust for Historic Preservation, membership renewal, \$100.00; National Alliance of Preservation Commissions, membership renewal, \$100.00; Katharine Stewart, secretarial services. Mr. Sulzbach seconded the motion and it was carried unanimously.

Unfinished Certificates of Appropriateness: Tabled to February 21, 2018.

The meeting was adjourned at 8:20p.m.

The next meeting of the Historic District Commission will be held on Wednesday 21st February, 2018 at 7:00p.m. in the Guilford Community Center.

Respectfully submitted,

Katharine Stewart
Recording Secretary