

Draft Minutes

TOWN OF GUILFORD
Historic District Commission
Minutes – 15th February, 2017

A public hearing and regular meeting of the Historic District Commission was held on Wednesday 15th February, 2017 at 7:00p.m. in the Guilford Community Center with Chairman Ann Street presiding.

Present: John Cunningham, Reno Migani, Ann Street and Alternate Michael Mancini. Randall McCartney joined the meeting in progress (7:06p.m.). Excused: Susanna Smith. Absent: Michael Sulzbach.

PUBLIC HEARING

The meeting was called to order at 7:05p.m. Clerk Randall McCartney read the legal call of the meeting. Alternate Mancini was appointed to act in the absence of regular members.

#764 - Pasquale F. and Patricia Capone, to install gas service including the removal of one window and replacement with two windows, on property located at 285 Whitfield Street, Assessor's Map 33, Lot 51-4:

Pasquale Capone stated that his main project was installing a fireplace which necessitated the removal of one existing window and its replacement with two double-hung windows (24" x 48"). These will be very similar in design to the existing window. The second issue was installing either natural gas or propane. Propane would involve installing a tank but no meter, whereas natural gas would require installation of a meter but no tank. Mr. Migani asked if all the required clearances would be met and Mr. Capone replied yes. Ms. Street said that the proposed windows seemed to be slightly smaller. She added that most of the existing windows seemed to have vertical lites but that the new windows may have 4 panes that were horizontal. Mr. Capone said he would probably go with 3 over 3's, as shown in his application. Mr. Migani said technically they were called 6 over 1 which he felt was the same as existing. Mr. Capone agreed. Ms. Street said she would like to be sure that the small panes kept a vertical orientation, similar to what was on the façade of the house. Mr. Cunningham noted that if a propane tank was installed then additional screening material would be needed to soften the corner of the house. No-one spoke for or against the application. Later, during the regular meeting, Mr. McCartney made a motion, seconded by Mr. Cunningham, to approve the application as submitted with the following stipulations: 1) If a propane tank is installed then additional screening material must be installed to screen the view from the street. The screening material must be reviewed with and approved by the subcommittee prior to purchase and installation. 2) The panes of the new 6 over 1 double-hung windows must have a vertical orientation. 3) Subcommittee appointed is Michael Mancini and Randall McCartney. The

motion to approve was carried unanimously with Cunningham, Migani, McCartney and Mancini voting in favor.

#765 - Peter Pflug, to convert a single family residence back into two family residences. Work will include but is not limited to: new guttering, roof material, windows, front doors, porch lighting, removal of two rear chimneys, demolition and replacement of rear garage and driveway with site lighting, all on property located at 188 Whitfield Street, Assessor's Map 33, Lot 10: Reno Migani recused himself to make this presentation and introduced property owner Peter Pflug. He stated that he had made an informal presentation to the Commission at its last meeting but plans had now changed and he submitted a new set of drawings (Exhibit #765-1). Mr. Migani said he wished to replace the existing windows, install new guttering on the low roof, change the front door, install front porch lighting and rehabilitate/refurbish the rear sunroom to make it an entry porch. He pointed out that the building had originally been a two-family home but had gone through several conversions which changed this but Mr. Pflug would like to return it to a two-family home, and he submitted photographs of the house (Exhibit #765-2[A-E]). Mr. Migani said the front of the house would essentially stay the same. The existing membrane roof will be replaced with a new membrane roof in a different color. Existing is white and this may be changed to gray to make it more unobtrusive. Mr. Migani said that at present he did not wish to discuss reworking the driveway, demolishing and replacing the garage, and the site lighting. He planned to review several options and reapply for these items at a later date. Mr. Migani briefly reviewed the existing and proposed floor plans.

Regarding the exterior elevation plans, Mr. Migani said there would be a new window off the kitchen area which would match an existing window so they looked alike. The existing sunroom will be infilled to create a main entrance. All the windows in the front will be replaced with Anderson 400 Series frame replacement windows – 6 over 6 SDL's, and a catalogue cut sheet was submitted for this (Exhibit #765-3). Mr. Migani noted that one issue was the fact that the windows were almost floor to ceiling. Replacing these might require that one sash be fixed so Mr. Migani thought he would try to find someone who would refurbish the windows and paint the storm windows in the same color. Since the storm windows were not included in this application they will have to be included in any new application that is filed. An historic sill would be installed as part of the surround. The windows above and on the north and south sides will be a replacement-in-kind. The rear infill will match the same detail as the front of the house. Gutters will be half round aluminum high and low although guttering may be installed on the lower level only. Front porch lighting may be ceiling hung. Mr. Cunningham asked if water from the downspouts could be captured and run into a container. Mr. Migani said he was looking into that. Ms. Street queried doors. Mr. Migani replied that he had looked at a door with two vertical lites and half rounds on top. Ms. Street suggested a large piece of glass over a 2-panel bottom. Mr. Migani said it could also be a solid door. Ms. Street replied that there was so much existing glass that he should keep this element going. She queried skylights. Mr. Migani

replied that they would be low profile but he was undecided on whether or not they would be operational.

Mr. Migani stated that he wished to discuss a new option informally with the Commission. He said that in looking at the floor plan of the rooms he saw the potential to add on to the rear of the house which would allow for two bedrooms on the second floor instead of one. The new addition would be approximately 6' – 8' and the new porch entry would still be maintained. Mr. Migani also briefly reviewed the proposed garage which would be centered on the house. No one spoke for or against the application. Later, during the regular meeting, Mr. Cunningham said he thought this project was well thought out and that replacing the windows was a good idea. He also liked the idea of a second bedroom upstairs even though this was not part of tonight's application. Ms. Street felt details on the skylights were needed. Mr. Cunningham said also details on downspout locations. Mr. Cunningham made a motion, seconded by Mr. McCartney, to approve the application as submitted with the following stipulations: 1) Final details on the following items must be reviewed with and approved by the subcommittee prior to purchase and installation: a) sky lights; b) downspout locations; c) all doors; d) front porch lighting. 2) Subcommittee appointed is John Cunningham and Ann Street. The motion to approve was carried with Cunningham, McCartney and Mancini voting in favor. Mr. Migani recused himself and did not take part in the discussion or vote on this application

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

REGULAR MEETING

Approval of Minutes: Mr. Migani made a motion to accept the Minutes of 18th January, 2017. Mr. Mancini seconded the motion and it was carried with 3 votes in favor. Cunningham and McCartney abstained because they were not present at the January meeting.

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

Correspondence: CT Trust for Historic Preservation's newsletter "CT Preservation News" for January/February 2017; monthly budget report through 12/31/16.

Budget Request 2017-2018: Ms. Street said she had attended the Commission's budget hearing in January and had been asked if the application fee covered the Commission's expenses. Ms. Street said that she had replied that she thought it probably did in the case of a simple application but not if an application was more complicated and lengthy. There was discussion about having a different fee structure for different types of applications but it was felt this might not be a good

change because it would only affect a small number of people. Also, the Commission did not have the staff to monitor the fees charged when applications were submitted.

Commission Membership: Ms. Street said that it had not been possible to have Teresa Buchanan appointed to the Commission because the opening was for a Republican and Ms. Buchanan was a Democrat. The Commission discussed the difficulties of finding members who met the qualifications of the Certified Local Government program, a specific political party and the Rules of Procedure residency requirement of living within the historic district. Ms. Street noted that CLG had very specific criteria and circulated copies of this document. The Commission briefly discussed changing the Rules of Procedure to remove the residency requirement. Ms. Street had thought this might require a vote from the property owners living within the district but it would not.

Public Relations: Tabled.

Discussions: Tabled

Approval of Bills: Mr. McCartney made a motion to approve the following bill: Katharine Stewart, secretarial services. Mr. Cunningham seconded the motion and it was carried unanimously.

Unfinished Certificates of Appropriateness: Tabled.

The meeting was adjourned at 8:25p.m.

The next meeting of the Historic District Commission will be held on Wednesday 15th March, 2017 at 7:00p.m. in the Guilford Community Center.

Respectfully submitted,

Katharine Stewart
Recording Secretary