

Draft Minutes

TOWN OF GUILFORD
Historic District Commission
Minutes – 19th September, 2018

A public hearing and regular meeting of the Historic District Commission was held on Wednesday 19th September, 2018 at 7:00p.m. in the Guilford Community Center with Chairman Ann Street presiding.

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

PUBLIC HEARING

The meeting was called to order at 7:00p.m. Clerk Susanna Smith read the legal call of the meeting. Alternates Buchanan and Mancini were appointed to act in the absence of regular members.

#802 - First Congregational Church, to remove a disused chimney on the north side of a church building located at 110 Broad Street, Assessor's Map 39, Lot 47: Bob Howard, representing the First Congregational Church, said he wished to remove a crumbling chimney on the back of the building which was no longer being used because a modern furnace had been installed. He noted that the chimney was not original and that there used to be a much smaller chimney which Mr. Howard believed had been replaced around 1955. He added that the trim would be replaced-in-kind.

No-one spoke for or against the application. Later during the regular meeting, during discussion, Ms. Street said she had wondered if this demolition would invoke the State Historic Preservation Office's 90-day demolition delay requirement. It was felt that this pertained more to the demolition of buildings since its purpose was to allow time for someone to formulate plans to save a building, and not to the demolition of a chimney. Mr. Cunningham made a motion, seconded by Mr. Mancini, to approve the application as submitted. Subcommittee appointed is John Cunningham and Ann Street. The motion to approve was carried unanimously with Cunningham, McCartney, Smith, Buchanan and Mancini voting in favor.

#803 - Whitfield Street, LLC, to expand existing second floor rear decks and replace existing staircase. all on a building located at 55 Whitfield Street, Assessor's Map 39, Lot 94A: Present were property owner Craig Maturo and architect Ted Dombroski. Mr. Dombroski explained that the first page of the drawings was the proposed work and the second page was the existing conditions. The photographs illustrated the existing stairway and its condition. Mr. Dombroski said there were two separate stairs coming down from the apartments and joining in to one common stair going to the parking lot. The existing doors and windows will not be changed but there will be a new shed roof at the upper level to provide cover for snow, etc. Ms. Street asked if the storm door would disappear but Mr. Dombroski replied no. Mr. Cunningham queried the risers on the stairway. Mr. Dombroski replied that the treads would be 12" and the risers just under 7" – similar to existing. He said there were two first floor entrances for the businesses and he envisioned a lower pitch shed roof over the bays and over the doors, in a standing seam metal material. Ms. Buchanan queried the latticework. Mr. Dombroski replied that this would be installed over a solid background in order to visually reduce the height of the first floor columns. Mrs. Smith queried lighting. Mr. Dombroski replied this would be under the roofline to light the pathway and stairs. Ms. Street asked if the lights would be on all the

time. Mr. Maturo replied no, that they would be on a sensor. Ms. Street asked if the stair light would be on a sensor also. Mr. Maturo replied yes. Ms. Street asked if there would be lights beside the doors but Mr. Dombroski replied no. Ms. Street queried gutters. Mr. Maturo replied they would be plain white to match the trim color, probably installed on the right and left so as to reduce visibility. Mr. Dombroski added that they could be run down to the side of the porch, not on the front of it. Mr. Cunningham recommended not having all the rain water drain into one area as this could become a real problem. He also said any time gutters could be eliminated this would be good. Mr. Mancini expressed concern about the space for handicap access which he did not feel was adequate. The Commission discussed this issue and Mr. Maturo agreed to rework the elements in this area to provide better handicap access. No-one spoke for or against the application. Later, during the regular meeting, Ms. Street said this project would be a big improvement to the area. Mr. Cunningham suggested moving from a box compressor to a small wall unit to allow more handicap space. He also recommended using Azek or a similar material for the deck and railings. The deck should match the steps. Mr. Cunningham made a motion, seconded by Mr. McCartney, to approve the application as submitted with the following stipulations: 1) The Commission would prefer that gutters not be used. 2) The deck tread and railing system should be a composite material rather than wood. 3) Lighting must be LED full cut off fixtures. Any change to this must be reviewed with and approved by the subcommittee prior to purchase and installation. 4) The final dimensions needed for handicap access to the rear door must be reviewed with and approved by the subcommittee before work begins. 5) Subcommittee appointed is John Cunningham and Michael Mancini. The motion to approve was carried unanimously with Cunningham, McCartney, Smith, Buchanan and Mancini voting in favor

The public hearing was closed at 7:40p.m. and was followed immediately by the regular meeting.

REGULAR MEETING

Public Forum: 1) 39 South Fair Street – Discuss changes to approved COA#701-17 for

addition/deck: Present were Elena and Robert Phillips. Ms. Street stated that this Certificate of Appropriateness had expired on 6/20/18. She said she had met with the Phillips over the weekend to discuss their request to modify their approved project. Ms. Street thought a smaller porch might not be visible but on a site visit had found this was not true. She added that she had asked the Phillips to bring details of their first application and proposed changes and thought perhaps this could be handled as a modification to the COA. Ms. Street also noted that only members who had been present for the original public hearing could vote on this project: John Cunningham, Susanna Smith and Alternates Teresa Buchanan and Michael Mancini. Elena Phillips submitted a letter requesting an extension/ modification of COA #701-17 and drawings of the original and proposed porch. She said that after updating the inside of the house she had decided that she did not want the original 10' x 20' addition with 8' x 13' deck. Instead she wished to replace this with a 10' x 18' covered porch on the site of the existing 10' x 22' paved patio. Mrs. Phillips added that the materials used would be the same as previously approved. She also mentioned that the house was 22" wide but had a bay on one side which extended out an additional 3 feet. Ms. Buchanan asked if the porch would be flush with the house or inset. Mrs. Phillips replied inset. Mrs. Smith asked how high the porch would be but Mrs. Phillips did not know. Mr. Cunningham queried materials. Mrs. Phillips replied Azek with a wood frame, to match the detail of the existing house. Ms. Buchanan asked if the columns would be round or square. Mrs. Phillips replied square, adding that she was trying to mimic the houses around her. Regarding whether this request could be dealt with as a modification or if it would require a new application, Mrs.

Smith felt that since the original larger proposal had been publicly noticed this smaller version could be treated as a modification. Mrs. Smith then made a motion, seconded by Mr. Cunningham, to grant an extension of one year to COA #701-17, and to approve the revised plan as follows: 1) The original 10' x 20' addition and 8' x 13' deck will now be replaced with a 10' x 18' covered porch, to be installed on the site of the existing 10' x 22' paved patio. 2) The materials to be used will be as originally approved. 3) No additional lighting is approved. If, in the future, additional exterior lighting is required it must be reviewed with and approved by the subcommittee prior to purchase and installation. 4) Subcommittee appointed is: Teresa Buchanan. The motion was carried with Cunningham, Smith, Buchanan and Mancini voting in favor. Mr. McCartney and Ms. Street abstained since they were not present at the original public hearing on this application.

Approval of Minutes: Mr. Cunningham made a motion to accept the Minutes of 15th August, 2018. Ms. Buchanan seconded the motion and it was carried with 4 votes in favor. Mr. McCartney and Mrs. Smith abstained since they were not present at the August meeting.

Chairman's Monthly Report: 1) 19 Church Street: Earlier in the meeting Ms. Street reported that the First Congregational Church wished to replace the roof of the barn on this property, going from 3-tab to architectural shingles. Some years ago the Commission had agreed to consider this change in material as a replacement-in-kind and, therefore, no Certificate of Appropriateness was needed for this project. 2) 66 High Street pool application to PZC: Ms. Street said the Commission had declined to make any comment on this application. The legislation regarding the Whitfield Street Historic District excludes views of the West River so it was felt this item may not be within the Commission's purview.

Correspondence: Ms. Street announced that a letter had been received from the State Historic Preservation Office waiving its 90-day demolition delay requirement for 52 Church Street. She said the letter also went on to express concern about the number of demolitions of outbuildings that the Commission had approved since these buildings could contribute significantly to the history and architectural development of a neighborhood. The Commission was surprised by this comment since it did not feel that it had approved many demolitions. Also received: Connecticut Trust for Historic Preservation's newsletter "CT Preservation News" for July/August 2018, notice of Open House Talk (Peck Tavern), 1 Sill Lane, Old Lyme, 9/29/18; monthly budget report through 6/30/18.

Annual Report 2017 – 2018: Mr. Cunningham made a motion to approve the Annual Report. Mr. McCartney seconded the motion and it was carried unanimously.

Public Relations: No report

Discussions: 1) **Certificate of Appropriateness Follow-Up:** Ms. Street said in June 2013 window replacement had been approved for 58 High Street. At that time some of the windows were being replaced and the applicant had said others may be replaced in the future. As a result a condition of the COA said that "*At the end of this Certificate of Appropriateness the schedule and amount of any replacement work must be reviewed with the subcommittee to determine if a new Certificate of Appropriateness is required*". More windows on this house were replaced recently without this stipulations ever being followed. Therefore, Ms. Street said the Commission needed a better method of enforcing and following up on COA's. Mr. Cunningham suggested having subcommittees contact applicants when COA's were about to expire. It was also suggested a letter could be sent reminding

applicants that their COA was about to expire and enclosing a form letter for them to return if they wished to continue. Mr. Mancini was asked to develop a form letter.

Approval of Bills: Mr. Cunningham made a motion to approve the following bills: Shore Publishing, legal notice 8/15/18, \$38.26; Katharine Stewart, secretarial services. Mr. McCartney seconded the motion and it was carried unanimously.

Unfinished Certificates of Appropriateness: It was agreed that the following projects had been completed:-

#741 Thatcher Zuse/Amanda Page, 72 Church, expires 6/21/17 – fence/garage door

#793 Anne Rebuzzini, 65 State, expires 5/15/19 – garage door

#796 Diana Caty, 1 State, expires 6/19/19 – generator

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

The next meeting of the Historic District Commission will be held on Wednesday 17th October, 2018 at 7:00p.m. in the Guilford Community Center.

Respectfully submitted,

Katharine Stewart
Recording Secretary