

**SPECIAL MEETING
REVISED AGENDA
HISTORIC DISTRICT COMMISSION
JANUARY 2, 2018 - 7:00 P.M.
TOWN HALL ANNEX – 134 GROTON LONG POINT ROAD
COMMUNITY ROOM 2**

I. PUBLIC HEARINGS

HDC 17-47 – 15 Water Street; Ozziev LLC, owner; Joe Collelo, applicant; Deck. PIN #261918307079 0009 – Continued

HDC 17-48 – 3 Water Street; Bank Square Realty LTD, owner; Jayne Koistinen, applicant; Outside egress and staircase. PIN #261918308790 – Continued

HDC 17-51 – 12 Water Street; Factory Square LLC, owner/applicant; Modify COA #2127. PIN #261918305500 – Continued

HDC 17-52 – 233 High Street; James & Stephanie Schock, owners; Advanced Improvements LLC, applicant; Window & siding. PIN #261918311934

II. DELIBERATION ON ITEMS OF PUBLIC HEARING

III. PRE-APPLICATION MEETINGS

IV. PUBLIC COMMUNICATIONS

V. APPROVAL OF THE MINUTES

1. December 19 2017*

VI. OLD BUSINESS

1. Draft HDC Application Checklist*

VII. NEW BUSINESS

1. Election of Officers

VIII. ADJOURNMENT

Next regular meeting: January 16, 2018

* Enclosed

NOTES: The next application number is HDC 18-01
 The next Certificate of Appropriateness number is 2133

MINUTES
TOWN OF GROTON
HISTORIC DISTRICT COMMISSION
DECEMBER 19, 2017 - 7:00 P.M.
GROTON TOWN HALL ANNEX - COMMUNITY ROOM 2

Members Present: Somers, Brady, Everett, Brewer
Alternates Present: Levenson
Absent: Moriarty
Staff: Quinn, Galetta

Vice Chairperson Somers called the meeting to order at 7:02 p.m. and sat Levenson for Moriarty.

MOTION: To waive the reading of the hearing procedure.

Motion made by Everett, seconded by Levenson, so voted unanimously.

Brady read the call of the hearing.

I. PUBLIC HEARINGS

HDC 17-37 – 329 High Street; Jeffrey M. Opper, owner; Renewal by Anderson, applicant; Replace windows. PIN #261914320899 – Continued

Jeffrey M. Opper, owner of 329 High Street, presented to the Commission regarding the continuation of a replacement window installation project that was begun last year. Initially, 19 windows were replaced. This year they have replaced 12 more. The company who replaced the windows, Renewal by Anderson, did not have a representative available to attend the public hearing so the homeowner has put together the application package. He provided photographs and described the location of the windows explaining that they are visible from Clift and High Streets. The windows are the same size and configuration. No exterior wood has been removed and the muntons are adhered to the exterior of the windows. Shutters, which are original to the house, will remain in place. The Commission noted that the previous application #16-52 has documentation that may be referenced for this application.

The following exhibits were presented:

- Photographs

Somers asked for comments in favor of the application.

Kevin Lebovitz, 123 High Street, spoke in favor of the application.

Somers asked for comments against the application and there were none. The public hearing was closed at 7:10 p.m.

HDC 17-47 – 15 Water Street; Ozziev LLC, owner; Joe Collelo, applicant; Deck. PIN #261918307079 0009 – Continued

Staff noted that the applicant has requested a continuance to the next public hearing.

HDC 17-48 – 3 Water Street; Bank Square Realty LTD, owner; Jayne Koistinen, applicant; Outside egress and staircase. PIN #261918308790 – Continued

The applicant was not present for the public hearing.

HDC 17-50 – 123 High Street; Kevin & Heather Lebovitz, owners; Jason Pitts, applicant; Windows & shutters. PIN #261918301980

Architect Jason Pitts, of Capital City Architects, presented to the Commission for Kevin and Heather Lebovitz who own 123 High Street. He noted that this project is part of the State of Connecticut, Department of Housing (DOH), Hurricane Sandy Disaster Recovery Program that is helping homeowners rehabilitate properties that were damaged by Hurricane Sandy. He further explained that the reason for replacing the windows and shutters is because Federal money is being used for the program and certain requirements must be adhered to, such as lead paint remediation. Therefore, the windows and shutters which are all painted with lead-based paint will be replaced. The replacement windows are a Harvey wooden window product. They will have simulated divided lites and will be painted white. The configuration and size will remain the same. The replacement shutters will be wooden and cover more than half of the window per HDC Handbook Guidelines.

The following exhibits were presented:

- Photographs
- Elevation drawings
- Window brochure
- Project analysis
- State of Connecticut, DECD letter of support

Somers asked for comments in favor or against the application and there were none. The public hearing was closed at 7:20 p.m.

HDC 17-51 – 12 Water Street; Factory Square LLC, owner/applicant; Modify COA #2127. PIN #261918305500

Brady recused himself from this application. The applicants were not present at the public hearing.

II. DELIBERATION ON ITEMS OF PUBLIC HEARING

HDC 17-37 – 329 High Street

MOTION: To continue to the next regularly scheduled public hearing.

Motion made by Everett, seconded by Levenson, so voted unanimously.

The Commission rescinded the previous motion.

MOTION: To grant a Certificate of Appropriateness as submitted.

Motion made by Everett, seconded by Brewer, so voted unanimously. Issued Certificate of Appropriateness #2131.

HDC 17-47 – 15 Water Street

MOTION: To continue to the next regularly scheduled public hearing.

Motion made by Everett, seconded by Brewer, so voted unanimously.

HDC 17-48 – 3 Water Street

MOTION: To continue to the next regularly scheduled public hearing.

Motion made by Everett, seconded by Brewer, so voted unanimously.

HDC 17-50 – 123 High Street

MOTION: To grant a Certificate of Appropriateness as submitted.

Motion made by Brewer, seconded by Everett, so voted unanimously. Issued Certificate of Appropriateness #2132.

HDC 17-51 – 12 Water Street

MOTION: To continue to the next regularly scheduled public hearing.

Motion made by Everett, seconded by Levenson, 4, 0, 1 (Brady). Motion passed

III. PRE-APPLICATION HEARINGS

James Edwards of Advanced Group appeared before the Commission on behalf of James and Stephanie Schock who are the owners of 233 High Street. Their home, which has had evidence of leaking issues recently flooded catastrophically during the heavy rain and wind storm we recently had. The area where the water infiltrated is the front attic gable. In order to fix the problem, they are proposing to strip the horizontal tongue and groove siding and replace it with a wooden cedar shake siding. The clapboard siding below the gable would remain in place. Additionally, a small window in the gable is being proposed for complete removal and siding over. The Commission discussed the removal of the window from the gable and recommended to the applicant that pictures of similar houses without gable windows would be helpful during presentation at the public hearing.

IV. PUBLIC COMMUNICATIONS – None

V. APPROVAL OF THE MINUTES

1. November 21, 2017

MOTION: To approve the minutes of November 21, 2017, as written

Motion made by Brady, seconded by Everett, so voted unanimously

VI. OLD BUSINESS

1. Draft Application Checklist

The application checklist drafted by staff was discussed. It was noted that keeping it simple would be less overwhelming to applicants and that many applications may not require the detailed plans which others may need. Other suggestions about wording and the structure of the checklist were recommended by the Commission. Staff will incorporate the revisions for further discussion at the next meeting.

VII. NEW BUSINESS

VIII. ADJOURNMENT

Motion to adjourn at 7:57 p.m. made by Brewer, seconded by Everett.

Todd Brady, Secretary
Historic District Commission

Prepared by Lynda Galetta
Office Assistant II

NOT APPROVED



TOWN OF GROTON

STEPS TO SUBMIT AN APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

STEP 1 - PRE-APPLICATION MEETING:

The Pre-Application Meeting is an informal session held by the Historic District Commission (HDC) with an applicant prior to submission of a formal application. The meeting is optional but is highly recommended as it provides an opportunity to review application proposals with the Commission.

Items commonly used to support application proposals:

- Photographs showing all facades of building(s) affected, photographs of nearby structures including streetscape scene.
- Plot plan showing property location.
- Copies of product literature with photographs for prefabricated site improvements, windows, doors, or siding, etc.

Depending on the extent of the proposed site improvements the following items may also be requested:

- Drawings (elevations) and floor plans of new, added or altered exterior elements.
- Drawings and specs for exterior lighting, signage, and fixtures showing size, materials, colors, lighting source, etc.

Completed applications for a Certificate of Appropriateness may be submitted to the Commission at a meeting or via the Town of Groton Building Department in person or by mail.

STEP 2 - PUBLIC HEARING

- Once an application is submitted, the Commission will schedule a public hearing and render a decision as to appropriateness no later than 65 days after the official receipt.
- Applicants will be notified in writing as to the date and time of the public hearing.
- Applicants are advised to bring multiple **printed** copies of any items presented in support of their application. Only one set of photographs is required but these will be retained in the HDC file. The Commission may also request additional information as it deems necessary to make a determination as to appropriateness.