

# NORWICH HISTORIC DISTRICT COMMISSION

## **Minutes of the January 18, 2023 Regular Meeting**

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The regular meeting of the Historic District Commission was held Wednesday January 18, 2023 at 5:30 PM via Zoom virtual meeting.

### **Members Present:**

Timothy Dowhan (Chairman)

Jacob Stahl

Gregory Farlow

Regan Miner

Nancy O'Neil

**Members Absent:** Dayne Rugh and Gregory Johnson

**Guests:** Cam Farlow

Timothy Dowhan reviewed the rules of a virtual meeting and clearly notified participants that the meeting would be recorded.

### **I. Public Meeting**

The public meeting was convened at 5:31 pm. The order of COA presentations and discussions are at the discretion of the commission to accommodate all participants.

- COA 506 - 348 Washington Street (Society of the Founders of Norwich) - *Preservation, Windows*

Gregory Farlow stated they are looking to replace the current glass wooden storm windows at the Leffingwell House Museum with UV-resistant plexiglass. Gregory Farlow stated they would maintain the interior wood oak sashes, but the wooden storm windows were wearing and causing the glass to fall out. Gregory Farlow stated the windows sustained damage during the winter from snow plows and needed to be covered from the exterior in some way. Gregory Farlow showed a photo of plexiglass storm windows at the Denison Homestead that they were looking to replicate.

Gregory Farlow stated between the glass being damaged from road debris during the winter and the UV resistance the plexiglass would have better withstandability overall. Gregory Farlow stated there were currently ten windows without storms and they were currently looking to put plexiglass on ten of them, but there would likely be additional windows over time. Timothy Dowhan asked if, based on the photos, the plexiglass would not be framed and would be attached directly to the window's woodwork. Gregory Farlow confirmed the first level of the Leffingwell House would have the same treatment of plexiglass attached directly to the window as the windows would not be opened moving forward. Regan Miner asked where the windows that would receive plexiglass were located, to which Gregory Farlow responded they were on the south side of the home. Cam Farlow clarified the home had a total of 20 windows, 10 of which currently had no storm windows, and they would like to replace as many of the storm windows as possible with the plexiglass. Cam Farlow noted they may not be able to complete the work in the six month timeframe, but they wanted to ensure the material was approved. Cam Farlow stated there were two windows on the first level and eight windows on the second level they were looking to address first.

- COA 507 - 428 Washington Street (Vincenzo Race & Sarah Franklin) - *Restoration, Fixtures*

The applicant was not in attendance. Timothy Dowhan read the COA aloud which requested changing the flood lights on the barn to sconces. Timothy Dowhan noted the COA contained photos of the proposed sconces and where they would be installed. Regan Miner stated her only concern would be to ensure the sconces would be an appropriate size and not overly large. Timothy Dowhan stated he believed the larger sconces, which appeared to be just under three feet tall, would be on the front of the home. Discussion ensued regarding the proposed sizes of the sconces. Regan Miner stated her recommendation would be to put the medium sconces on the front of the barn instead and to put the larger sconces on the rear. Gregory Farlow noted the front of the barn was not visible from the public roadway, but the rear was. Jacob Stahl suggested requesting a to-scale drawing of the proposed sconces in their location from the homeowner to determine if the size of the sconces would be appropriate.

- COA 508 - 67 East Town Street (Dayne Rugh & Regan Miner) - *Reconstruction, Windows*

Regan Miner stated there is a wooden window in the basement of their home which has rotted and fallen out. Regan Miner stated they would like to replace the window with an exact replica and the work would be done by the same contractor who is working on the Leffingwell House windows. Regan Miner stated they are looking to have the work done the following month. Regan Miner stated they would like for the contractor to address

the frame which is also rotting, but their main focus was the window replacement.

## **II. Regular Meeting**

The regular meeting was convened at 6:05 PM.

### **A. Action on COA's**

- COA 506 - 348 Washington Street (Society of the Founders of Norwich) - *Preservation, Windows*

Regan Miner made a motion to accept the COA as written and presented. Jacob Stahl seconded. Nancy O'Neil asked if plexiglass had been approved in the past. Regan Miner stated this application would be the first time. Regan Miner added that she saw the damage to the windows and felt they were worth replacing inside and out. Regan Miner, Jacob Stahl, Nancy O'Neil and Timothy Dowhan voted in favor. Gregory Farlow abstained. The motion passed.

- COA 507 - 428 Washington Street (Vincenzo Race & Sarah Franklin) - *Restoration, Fixtures*

Nancy O'Neil made a motion to table the COA until two scale drafts were available for consideration to see the size of sconces as proposed against size of building that they will be placed. Regan Miner seconded motion. Regan Miner suggested giving Chair Timothy Dowhan the authority to review sconces to scale with the homeowners and if he determines they are appropriate he may approve the scaled drawing on behalf of the HDC. Jacob Stahl offered his assistance as well. Nancy O'Neil, Regan Miner, Jacob Stahl, Gregory Farlow and Timothy Dowhan voted in opposition to the motion to table the COA. The motion failed unanimously. Regan Miner made a motion to authorize Chairman Timothy Dowhan and member Jacob Stahl to meet with the homeowners of COA 507 to view the scale of the sconces and to render approval on behalf of the HDC based on that meeting. Nancy O'Neil seconded. Jacob Stahl, Gregory Farlow, Regan Miner, Nancy O'Neil and Timothy Dowhan voted in favor. The motion passed unanimously.

- COA 508 - 67 East Town Street (Dayne Rugh & Regan Miner) - *Reconstruction, Windows*

Jacob Stahl made a motion to approve the COA as written and presented. Nancy O'Neil seconded. Jacob Stahl, Nancy O'Neil, Gregory Farlow and Timothy Dowhan voted in favor. Regan Miner abstained. The motion passed.

## **B. Minutes of the Wednesday November 16, 2022 Meeting Minutes**

- Regan Miner made a motion to approve the meeting minutes as written. Jacob Stahl seconded. Regan Miner, Jacob Stahl, Gregory Farlow, Nancy O'Neil and Timothy Dowhan voted in favor. The motion passed unanimously.

## **C. Chairman Report**

- Timothy Dowhan reported that a new alternate member, Dayne Rugh, was appointed, which filled the final remaining spot on the commission. Timothy Dowhan stated that Gregory Farlow was re-appointed through 2024 as well as Jacob Stahl who was re-appointed through 2023. Timothy Dowhan stated he submitted budget inputs for the year to the city.

## **D. Old Business**

- Timothy Dowhan reported he noticed work occurring on Broadway that the HDC had not received a COA for yet, so one may be coming in for the next meeting. Timothy Dowhan discussed various work occurring within the districts. Timothy Dowhan reported he noticed a home across the way from 428 Washington that had replaced a flat porch roof with like-for-like materials but had not submitted a COA. Timothy Dowhan stated it did not appear any structural changes had been made. Regan Miner stated she believed 385 Washington Street recently sold and would send the new owners a welcome letter.

## **E. New Business**

- Gregory Farlow asked if the downtown area fell under any of the historic district guidelines. Timothy Dowhan responded that the HDC did not have jurisdiction. Regan Miner added the HDC only had authority over the Norwichtown and Little Plain Historic Districts, but could advise the city on happenings within the other national registered historic districts, which would include downtown.

## **F. Next Meeting Date**

- Scheduled for Wednesday February 15, 2023 at 5:30 PM.

### **G. Adjournment**

- Jacob Stahl made a motion to adjourn the Regular Meeting at 6:33 PM. Nancy O'Neil seconded. Gregory Farlow, Nancy O'Neil, Regan Miner, Jacob Stahl and Timothy Dowhan voted in favor. The motion passed unanimously.

Respectfully submitted,

Katherine Rose  
Recording Secretary