

## NORWICH HISTORIC DISTRICT COMMISSION

### Minutes of the April 20 2022 Regular Meeting

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The regular meeting of the Historic District Commission was held Wednesday April 20, 2022 at 5:30 PM via Zoom virtual meeting.

#### **Members Present:**

Timothy Dowhan (Chairman)

Regan Miner

Jacob Stahl

Richard Guidebeck

Nancy O'Neil

Gregory Johnson

**Members Absent:** Gregory Farlow

**Guests:** Sandra Nadolny

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 5:33 pm. The order of COA presentations and discussions are at the discretion of the commission to accommodate all participants.

- COA 487 – 6 Ox Hill Road (Michelle Bosco & Sandra Nadolny) -  
*Reconstruction, New Construction*

Sandra Nadolny explained that the existing fence is currently falling down and needs sections replaced. Sandra Nadolny stated she would like to extend the fence from the tree line to the edge of the garage so that it is

enclosed for safety and privacy. Sandra Nadolny explained there was a fence in the past that extended from the tree line to the former barn. Sandra Nadolny stated the fence would match the existing fencing. Sandra Nadolny stated the replacement would be wood for wood with matching details.

- COA 488 – Ox Hill Road (Michelle Bosco & Sandra Nadolny) - *Demolition, Other*

Sandra Nadolny stated she would like to remove the dilapidated split-rail fence from her property. Sandra Nadolny stated she would put plantings in place of the former fence to fill in the area. Richard Guidebeck noted that the split-rail fence had been part of property for decades, but in various states of disrepair, so understood the applicant's concerns and questioned if the removal of the fence would visually impact the property. Timothy Dowhan asked if the portion of fence leading up to the stairs would remain. Sandra Nadolny stated the portion of the fence in front of the smaller house on the property would remain as well as the portion near the larger home that is intact to appear as though they are two separate lengths of fencing. Regan Miner stated it made sense to repair or replace the fence based on its history and existing condition.

## **II. Regular Meeting**

The regular meeting was convened at 5:49 PM.

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

- COA 487 – 6 Ox Hill Road (Michelle Bosco & Sandra Nadolny) - *Reconstruction, New Construction*

Gregory Johnson made a motion to accept the COA as submitted and presented. Richard Guidebeck seconded. Gregory Johnson, Richard Guidebeck, Jacob Stahl, Nancy O'Neil, Regan Miner and Timothy Dowhan voted in favor. The motion passed unanimously.

- COA 488 – Ox Hill Road (Michelle Bosco & Sandra Nadolny) - *Demolition, Other.*

Richard Guidebeck made a motion to accept the COA as submitted and presented. Jacob Stahl seconded. Richard Guidebeck stated the removal of the fence would be a major visual change to the property and noted there

was not a way to visualize the outcome until the work occurred. Discussion ensued regarding history of fence and potential options. Regan Miner noted neighborhood complaints of disrepair of fence over the years with various homeowners. Gregory Johnson stated he could understand the need to remove the fence and the safety hazard it presents. Gregory Johnson, Richard Guidebeck, Jacob Stahl, Nancy O'Neil, Regan Miner and Timothy Dowhan voted in favor. The motion passed unanimously.

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

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

## **C. Chairman Report**

- None.

## **D. Old Business**

- None.

## **E. New Business**

- Proposals within the Norwichtown Village District (UCFS)

Regan Miner explained that the proposal that came before the Commission was for the strip mall property owned by UCFS, which is not within the Historic District, however it backs up to Lowthorpe Meadows and the Historic District. Regan Miner explained that properties such as this fall into the Historic District Overlay. Regan Miner stated the City is looking for the Committee to develop a process or policy on how to handle applications that fall within the village districts. Richard Guidebeck discussed the various historic districts in Norwich. Regan Miner discussed the parameters of Local Historic Districts, the Norwichtown Village District, and the Village Overlay District. Gregory Johnson noted the overlay districts were established to help preserve character of surrounding neighborhoods, so he felt it would be prudent for the Committee to monitor such applications. Regan Miner noted the properties would not have to adhere to historic materials used, but the

applications coming before the Committee would ensure that new buildings won't be obtrusive to the area. Regan Miner and Timothy Dowhan discussed responding to proposals with limited time constraints that may need responses prior to regular scheduled meetings. A decision was made to ask for review of Norwich Village District proposals moving forward, in a time frame to be reviewed at regular scheduled HDC meetings.

Discussion ensued regarding the proposal from UCFS. A decision was made to offer a favorable recommendation for the proposal from UCFS, in agreement with the city consultant's recommendations, and to note the hope that the exterior of the property will be consistent. Timothy Dowhan stated he would notify the city via a memo.

- Vice-Chair and Secretary Appointments

Regan Miner made a motion to accept the proposed executive slate of Timothy Dowhan as the new Historic District Commission chairman, Regan Miner as the new Historic District vice-chairwoman and Nancy O'Neil to continue as secretary. Gregory Johnson seconded. Nancy O'Neil, Gregory Johnson, Richard Guidebeck, Jacob Stahl, Timothy Dowhan and Regan Miner voted in favor. The motion passed unanimously.

- In-person Meetings

Discussion ensued. A decision was made to continue with ZOOM meetings for the time being.

- 2 Mediterranean Lane

Regan Miner stated he noticed exterior construction, specifically exterior window treatments, occurring at 2 Mediterranean Lane. Regan Miner stated it appeared that the existing windows were replaced with new vinyl windows. Regan Miner noted that, while acting as chairperson, in February 2022 she had sent the new homeowner letters welcoming them to the district and outlining regulations. Regan Miner stated she met the homeowner over the weekend and provided a copy of the design guidelines as well as a district overview. Regan Miner reported the homeowner stated the windows would only be repaired, not replaced, but they were in fact replaced. Regan Miner stated the building department was informed and a cease-and-desist letter was posted on the property door. Regan Miner stated the homeowner did not pull a permit with the building department

for the work which is why the HDC was not notified by the city.

- Welcome Kit for New Resident

Timothy Dowhan stated he'd ensure that recent district homeowners and real estate agencies were provided with a copy of the design guidelines

#### **F. Next Meeting Date**

- Scheduled for Wednesday May 18, 2022 at 5:30 PM.

#### **G. Adjournment**

- Gregory Johnson made a motion to adjourn the Regular Meeting at 6:31 PM. Nancy O'Neil seconded. Nancy O'Neil, Gregory Johnson, Jacob Stahl, Timothy Dowhan, Richard Guidebeck and Regan Miner voted in favor. The motion passed unanimously.

Respectfully submitted,

Katherine Rose  
Recording Secretary