

NORWICH HISTORIC DISTRICT COMMISSION

Minutes of the June 16, 2021 Regular Meeting

The regular meeting of the Historic District Commission was held Wednesday June 16, 2021 at 5:30 PM via Zoom virtual meeting.

Members Present:

Regan Miner (Chairwoman)

Nancy O'Neil

Richard Guidebeck

Timothy Dowhan

Members Absent: Gregory Farlow and Gregory Johnson

Guests: Dayne Rugh and Sharon Murphy-Normile

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 457 – 415 Washington Street (Amy Giacaione) – *Restoration*
The applicant was not in attendance.
- COA 458 - 348 Washington Street (Society of the Founders of Norwich) – *Perimeter*

Dayne Rugh stated the COA was for the replacement of two main sections of the fence at the Leffingwell House Museum which would be completed with the assistance of an Eagle Scout. Dayne Rugh stated the fence would be replaced with the same material and sizing as the existing pickets so the overall footprint would remain the same with no additional fencing added. Dayne Rugh stated the fence would not be painted and would have a natural stain. Timothy Dowhan asked for clarification on if the new pickets would be pointed to which Dayne Rugh responded that they would be.

- COA 459 - 422 Washington Street (Timothy Dowhan) - *New Construction, Other*

Timothy Dowhan explained the COA was for a continuation of a previously started modification to the home from when they first moved in which was a relocation of the back door from the side of the home which has had temporary steps during this time. Timothy Dowhan continued that there would be a portico covering installed above the door, jutting out a few feet, to mimic what is currently on the front porch with a scallop detail and A-Pitch roofline. Timothy Dowhan stated that the supports for the portico would be the same corner braces, but enlarged, that were used for the porch on the front of the home and that the existing temporary steps would be replaced by threeway steps leading off the entryway. Timothy Dowhan stated he would also be cleaning up the roof where the entryway originally was and that the new door was not visible from the roadway. Timothy Dowhan stated the steps would be composed of ebay wood tread to match the front porch treads with No. 1 pine for the risers and pressure treated wood underneath resting upon cement footing which would be unseen. Discussion ensued if a COA was required for future patio work.

- COA 460 - 167 Broadway (Sharon Murphy-Normile) *Reconstruction, Other*

Sharon Murphy-Normile stated she is looking to restore the back left side and back corner extension of a barn that failed many years which the city had offered the demolition of but she did not want to go that route. Sharon Murphy-Normile explained that the restoration would be composed of 2x4 framing with an exterior half-inch layer of CDX Sheathing plywood, and Tyvek vertical pine boards that would be painted to match the existing barn and would secure the building to make it usable again as it currently was not. Timothy Dowhan asked if there were any windows to which the applicant responded there were not.

II. Regular Meeting

The regular meeting was convened at 5:54 PM.

A. Action on COA's

- COA 457 – 415 Washington Street (Amy Giacaione) – *Restoration*

Richard Guidebeck made a motion to approve the application as submitted. Timothy Dowhan seconded. Timothy Dowhan clarified that the three-inch soffits would be visible above the overhang which Regan Miner confirmed. Richard Guidebeck, Timothy Dowhan, Nancy O'Neil and Regan Miner voted in favor. The motion passed unanimously.

- COA 458 - 348 Washington Street (Society of the Founders of Norwich) – *Perimeter*

Timothy Dowhan made a motion to approve the application as submitted and presented. Nancy O’Neil seconded. Timothy Dowhan stated the work would be an improvement to what is existing. Richard Guidebeck, Timothy Dowhan, Nancy O’Neil and Regan Miner voted in favor. The motion passed unanimously.

- COA 459 - 422 Washington Street (Timothy Dowhan) - *New Construction, Other*

Nancy O’Neil made a motion to approve the application as submitted and presented. Richard Guidebeck seconded. Richard Guidebeck, Nancy O’Neil and Regan Miner voted in favor. Timothy Dowhan abstained. The motion passed.

- COA 460 - 167 Broadway (Sharon Murphy-Normile) *Reconstruction, Other*

Richard Guidebeck made a motion to approve the application as submitted and presented. Nancy O’Neil seconded. Richard Guidebeck, Nancy O’Neil, Timothy Dowhan and Regan Miner voted in favor. The motion passed unanimously.

B. Minutes of Wednesday May 19, 2021 Regular Meeting

- Richard Guidebeck made a motion to approve the meeting minutes as written. Nancy O’Neil seconded with a minor spelling correction. Richard Guidebeck, Nancy O’Neil and Regan Miner voted in favor. Timothy Dowhan abstained. The motion passed.

C. Chairman Report

- Richard Guidebeck discussed the progression of the COA for 87 Town Street and stated that the applicant was holding off on moving forward for the time being.

D. Old Business

- **Certified Local Government Grant RFP**

Regan Miner stated she was hoping to have RFPs to review but had not received responses from the four consultants she reached out to so she will

send the RFP out to bid again to the same consultants and include additional consultants with the hopes of having submissions to review at the next regularly scheduled meeting.

E. New Business

- **Notification to Historic District Residents**

Regan Miner stated she was interested in sending emails and letters out again welcoming residents and including historic district rules of compliance as there were a lot of new homeowners in the Historic Districts. Regan Miner added that an additional reason to communicate with residents was that the general assembly was composing new legislation in which some of the relaxed COVID guidelines for meetings were being removed so last-minute applications cannot be accepted. Regan Miner stated that residents must understand that they have a minimum of 5 business days prior to the meeting to submit applications. Regan Miner stated she did have a majority of residents' emails but not all so would have to do a combination of both letters and emails.

- **Future Meetings**

Regan Miner stated that moving forward in-person meetings may be left up to the individual commissions to decide with many of COVID guidelines expiring June 30th. Regan Miner continued that she had not received clear guidance but would follow up with corporation counsel after that date. Discussion ensued.

F. Next Meeting Date

- Scheduled for Wednesday July 21, 2021 at 5:30 PM.

G. Adjournment

- Richard Guidebeck made a motion to adjourn the Regular Meeting at 6:23 PM. Nancy O'Neil seconded. Richard Guidebeck, Nancy O'Neil, Timothy Dowhan and Regan Miner voted in favor. The motion passed unanimously.

Respectfully submitted,

Katherine Rose
Recording Secretary