

## NORWICH HISTORIC DISTRICT COMMISSION

### Minutes of the January 15, 2020 Regular Meeting

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The regular meeting of the Historic District Commission was held Wednesday January 15, 2020 at 5:33 pm in City Hall Room 319.

#### **Members Present:**

Regan Miner (Acting Chairwoman)

Nancy O'Neil

Tim Dowhan

Richard Guidebeck

**Members Absent:** Gregory Johnson

#### **I. Public Meeting**

The public meeting was convened at 5:40 pm. The order of COA presentations and discussions are at the discretion of the commission to accommodate all participants.

- COA #406 - 6 Ox Hill Road (Lefkowitz) - *Demolition, masonry, chimney*

Mark Lefkowitz stated the chimney of the 1930 carriage house is non-functioning and based on a conversation with the previous owner he believes it was added on in the 1960's. Mr. Lefkowitz stated the chimney was constructed to be used with an oil furnace that has been removed since the carriage house now utilizes a natural gas condensing furnace. His proposal is to remove the chimney and not replace it, but only repair the wall and roof surrounding it. Mr. Lefkowitz stated the non-functioning chimney is the source of significant leaking and water damage along with the fact the chimney is leaning and will likely come down on its own if not removed. Richard Guidebeck asked if the chimney had a special footing to which Mark Lefkowitz responded it was not and was built into the walkway. Timothy Dowhan asked what the treatment plan would be for the exposed natural gas PVC pipe once the chimney is removed. Mr. Lefkowitz stated he would paint it from the bright white existing color to a color that would blend with the

exterior of the home. Timothy Dowhan also inquired about the plans for replacing the shingles around the chimney to which Mark Lefkowitz responded he would repair using like-for-like material to blend with what is existing. Discussion ensued on if replacing the gutter abutting the chimney should be included in the COA or separated. It was decided to include the gutter repair in the COA. Mark Lefkowitz stated he would employ a company to construct a continuous extruded aluminum like-for-like gutter to use as a replacement.

Regan Miner closed the public hearing at 5:50 pm.

## **II. Regular Meeting**

The regular meeting was convened at 5:50 pm.

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

COA #406 - Ox Hill Road (Lefkowitz) - *Demolition, masonry, chimney*  
Timothy Dowhan made a motion to approve the COA as written and presented with the clarification that the structure repair will include siding, roof, fascia and the gutter using like-for-like material for all structure repairs. Nancy O'Neil seconded. Timothy Dowhan noted there is damage should be addressed and once the chimney is removed blending the PVC pipe to match the exterior of the building should be a simple process. All in favor. The motion passed unanimously.

### **B. Minutes of December 18, 2019 Regular Meeting**

Nancy O'Neil made a motion to accept the December Regular Meeting minutes as written with following clarification of the order of discussion and indicated in minutes prior to notation of voting that a motion passed, revise that Gregory Johnson seconded the meeting adjournment and revise 19<sup>th</sup> century to 18<sup>th</sup> in the discussion portion of the COA. Richard Guidebeck seconded. All in favor. The motion passed. Timothy Dowhan abstained.

**C. Chairman Report:** Regan Miner announced Scott Learned resigned as Chairperson and as a commission member. The Commission wished to thank Scott Learned sincerely for his dedicated service over the past several years. Regan Miner requested members reach out to see if they know anyone interested in joining the commission. Regan Miner also stated she received communication that Judy Hamblen has passed away and shared funeral arrangement information. The commission expressed their deep regrets and appreciation for Judy Hamblen's past service.

### **D. Old Business:**

- **Updating Certificate of Appropriateness**  
Regan Miner stated she spoke to Tony Madeira at City of Norwich who is in charge of updating the website and he let her know it would be possible to create a fillable form with required fields to replace the existing COA application. Regan Miner added a benefit is that the HDC email address can automatically receive any forms submitted. Regan Miner stated she would follow up in a few weeks to check on his progress but asked members to review the existing HDC page on the City website and to bring any needed changes with them to the next regular meeting. Timothy Dowhan asked if it would be possible to incorporate a digital signature function to the form. Discussion ensued on adding verbiage specifying only the homeowner may submit a COA for a property.

#### E. New Business:

- **Properties in National Historic Districts**  
Regan Miner reported that homes located within the national registered historic districts do not fall under the jurisdiction of the HDC however the Commission can comment on occurrences within the districts. For example, in the past the HDC was invited to submit a letter of support to the Yantic Mill and Reid and Hughes projects. Regan Miner stated it came to her attention that there is a late 17<sup>th</sup>, early 18<sup>th</sup>, century home at 232 West Town Street located in the Bean Hill National Register Historic District whose owner applied for a demolition permit. Regan Miner stated the HDC has until March 8<sup>th</sup> to submit a letter to the City Planer, Manager, Mayor or property owners with comments on the project. Discussion ensued on sending a letter and the historical and architectural significance of the home as well as the home's current state of deterioration. After discussion Regan Miner stated she would draft a letter in support of preserving the property to send to City Officials, but would provide members a draft to review prior to sending.
- Timothy Dowhan asked if the proposed 2020-21 budget included award plaques. Regan Miner confirmed HDC requested \$600 for award plaques in the upcoming budget, but HDC did not receive award plaque funds for the 2019-20 year. Discussed ensued on various ways to utilize plaques to encourage historic preservation within the district.

#### F. Next Meeting Date

- Scheduled for Wednesday February 19, 2020 at 5:30PM.

**G. Adjournment**

- Nancy O'Neil made a motion to adjourn the regular meeting at 6:51 pm. Richard Guidebeck seconded. The motion passed unanimously

Respectfully submitted,

Katherine Rose  
Recording Secretary

DRAFT