



*City of Bristol
Historic District Commission*

*REGULAR MEETING - TUESDAY, NOVEMBER 26, 2024
CITY HALL - MEETING ROOM 1-3
111 NORTH MAIN STREET
5:00 P.M.*

INFORMATION FOR THE PUBLIC TO ACCESS THIS MEETING:

Zoom Meeting link:

<https://bristolct-gov.zoom.us/j/84833607817?pwd=JsybgdTmcxw0Pdc2bBPNjbRMQyZh2S.1>

Meeting ID:

848 3360 7817

Meeting Passcode:

123456

Join by phone

1-929-205-6099

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Public Participation
4. Public Hearings
 - a. Application 2024-10-01 – Request for a Certificate of Appropriateness for new porch railing and balusters at 17 Broadview Street; Assessor's Map 25A, Lot 80; Latisha Nielsen, applicant.
5. Communications
 - a. Local Historic District PowerPoint – Town of Cheshire – Regional Training Event
6. Approval of Minutes
 - a. Regular Meeting - September 25, 2024

7. Adjournment

REMINDER: The next regular meeting of the Historic District Commission is MONDAY,
December 23, 2024

BRISTOL HISTORIC DISTRICT COMMISSION
CITY OF BRISTOL, CONNECTICUT
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

APPLICATION NO. 2024-10-01
DATE FILED: 10/23/2024

The undersigned Applicant hereby applies for approval of a Certificate of Appropriateness for the proposed work described below:

Address of the Property:

17 Broadview St Bristol Ct ~~06010~~ 06010

Assessor's Map No.: 25A

Assessor's Lot No.(s): 80

Est. Value of Proposed Work: _____

Nature of Proposed Work (check all that apply):

☐ New Construction/Installation

☐ Roof

☐ Fence

☐ Addition/Renovation

☐ Windows/Doors

☐ Siding

☒ Alteration/Replacement

☐ Porch/Deck

☐ Other

☐ Demolition/Removal

Proposed Work Will Be Done On: ☒ Main Building

☐ Accessory Structure

☐ Other (including land)

Brief Description of Proposed Work: (attach additional sheet if needed)

a railing for the
porch. with Hand Rail Kit with balusters
and Bottom Rail.

Has this property been subject to Historic District approval before?

☐ Yes ☐ No

Has the work being proposed on this application already been started and/or completed?

☒ Yes ☐ No

APPLICANT (If more than one, list each separately)

CHECK ONE ☒ owner ☐ other: _____

Name:

Latisha Nielsen

Address:

17 Broadview St

City:

Bristol

State:

CT

Zip:

06010

Telephone No.:

860-978-6850

E-Mail:

latisha.nielsen@gmail.com

Signature:

Latisha Nielsen

Signature (Printed/Typed):

Latisha Nielsen

OWNER(S) OF RECORD (If other than Applicant, if more than one, list each separately)

Name: _____

Address: _____

City: _____

State: _____

Zip: _____

Telephone No.: _____

E-Mail: _____

Signature: _____

Signature (Printed/Typed): _____

For Office Use Only

Date of Public Hearing: _____

Building Permit Required? ☐ Yes ☐ No

Date of Commission Decision: _____

Decision:

☐ Approved

☐ With Conditions

☐ See Attached

☐ Denied

☐ With Modifications

☐ Withdrawn

Signed: _____

Chairman/Secretary, Bristol Historic District Commission

Date

THIS APPLICATION MUST BE FILED BY 12 NOON ON THE DEADLINE DAY FOR APPLICATION SUBMISSION – NO EXCEPTIONS!

2024-10-01

**CITY OF BRISTOL, CONNECTICUT
SUPPLEMENTARY INFORMATION**

For Office Use Only
APPLICATION NO. _____

Address or location of property: 17 Broadview St Bristol Ct 06100

ADDITIONAL INFORMATION/COMMENTS (click inside the box below and begin typing)

the railing on the porch needs to put on because
the insurance company is canceling my
homeowner.

ADDITIONAL APPLICANT

Name: _____ CHECK ONE: ☐ owner ☐ other: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

ADDITIONAL OWNER(S) OF RECORD

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

(OPTIONAL) SEND COPIES OF ALL CORRESPONDENCE TO:

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

08/17 - LUO

2024-10-01

For Office Use Only
APPLICATION NO. _____

**CITY OF BRISTOL, CONNECTICUT
SUPPLEMENTARY INFORMATION**

Address or location of property: _____

ADDITIONAL INFORMATION/COMMENTS (click inside the box below and begin typing)

ADDITIONAL APPLICANT

Name: _____ CHECK ONE: [] owner [] other: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

ADDITIONAL OWNER(S) OF RECORD

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

(OPTIONAL) SEND COPIES OF ALL CORRESPONDENCE TO:

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

08/17 - LUO

**BRISTOL HISTORIC DISTRICT COMMISSION
CITY OF BRISTOL, CONNECTICUT
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

The following shall be included as part of this application:

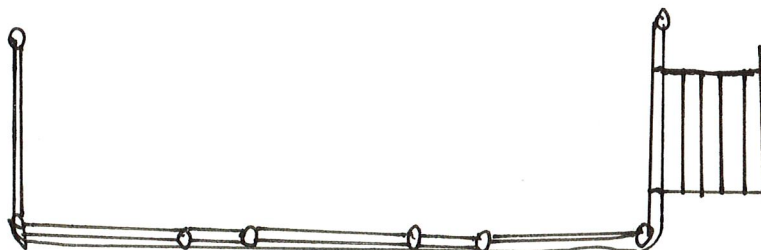
- filing fees – administrative approvals with a estimated value of proposed work under \$1,000 pay no fee but must file an application and be approved by the Chairman of the Commission after staff review.

Estimated Value of Proposed Work (make checks payable to "City of Bristol")

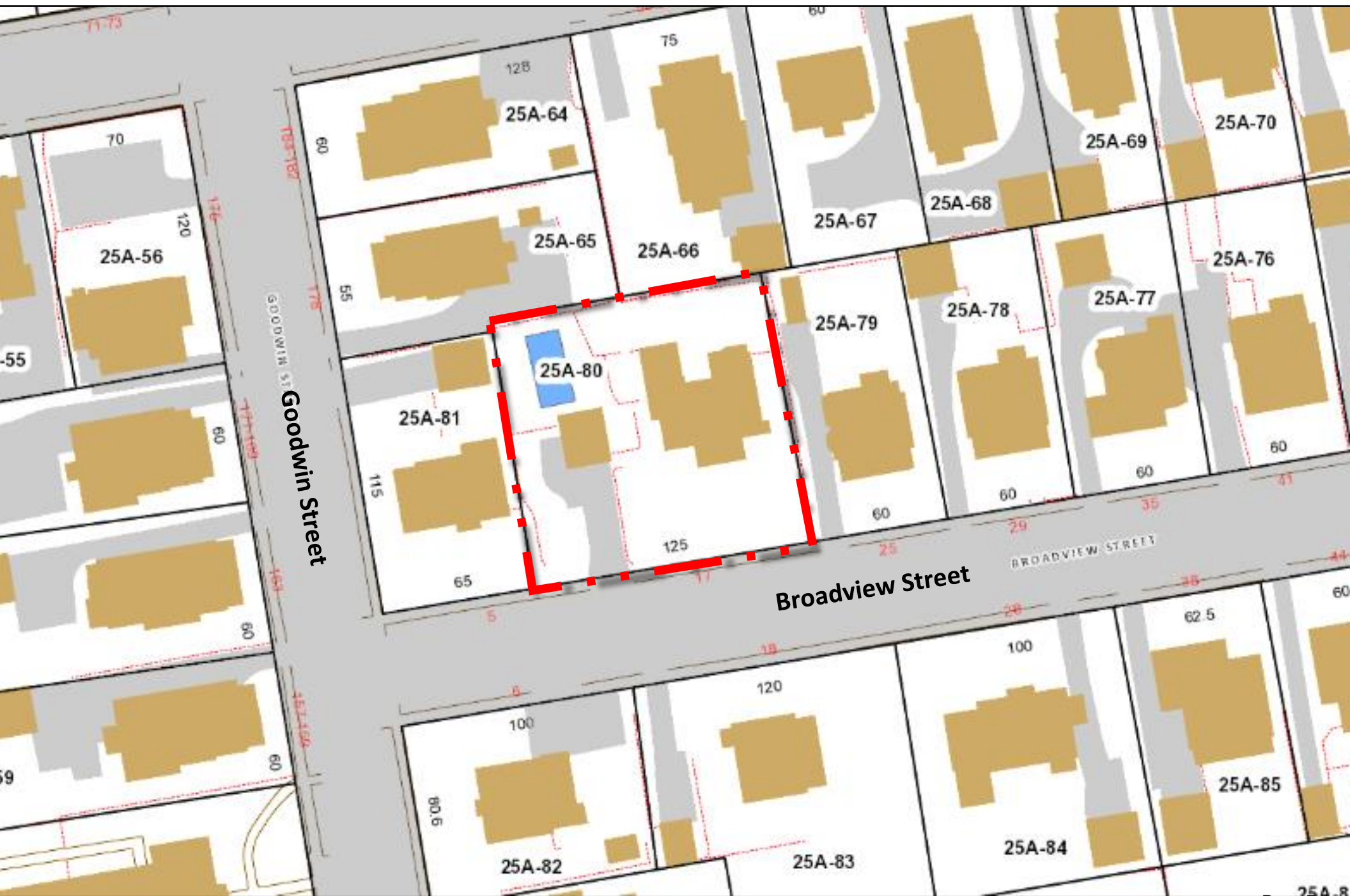
A Total of 962.98\$

Up to \$5,000	\$50
\$5,001 to \$10,000	\$100
\$10,001 to \$50,000	\$150
\$50,001 to \$100,000	\$200
\$100,001 and greater	\$250

- four copies of plans, maps, sketches, drawings, photographs, or other such documentation as may assist the Commission in its evaluation of the application, such as (but not limited to) the following:
 - photographs of existing building elevations and/or site conditions that will be affected by the proposed work
 - scaled drawing(s) of proposed work that indicates the location, dimensions, materials, colors, etc. of the proposed work; for new construction or an addition, such drawing(s) must clearly show the relationship between the proposed work and the existing structure
 - manufacturers' product literature and/or specification sheets



17 Broadview Street – Location Map



17 Broadview Street – Aerial Map



Google Street View – 17 Broadview Street (2019)



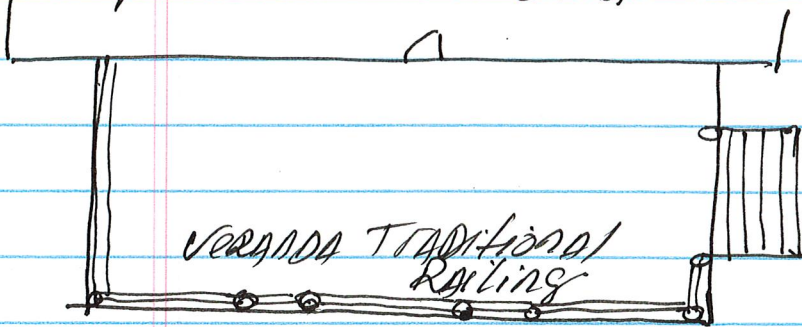
Dear Sir or Madame. I'm writing you From
17 Broadview St. Bristol. Newly owner of the
property. since 2023. My insurance company
is canceling my policy Due To an
unfavorable liability Hazard (porch missing
Railing) After multiple attempts To
Restore The policies without any
Success. even with Different agencies
still No Luck.

This is not a Voluntary situation where
I want to install Railing since The
Front porch is never in use.

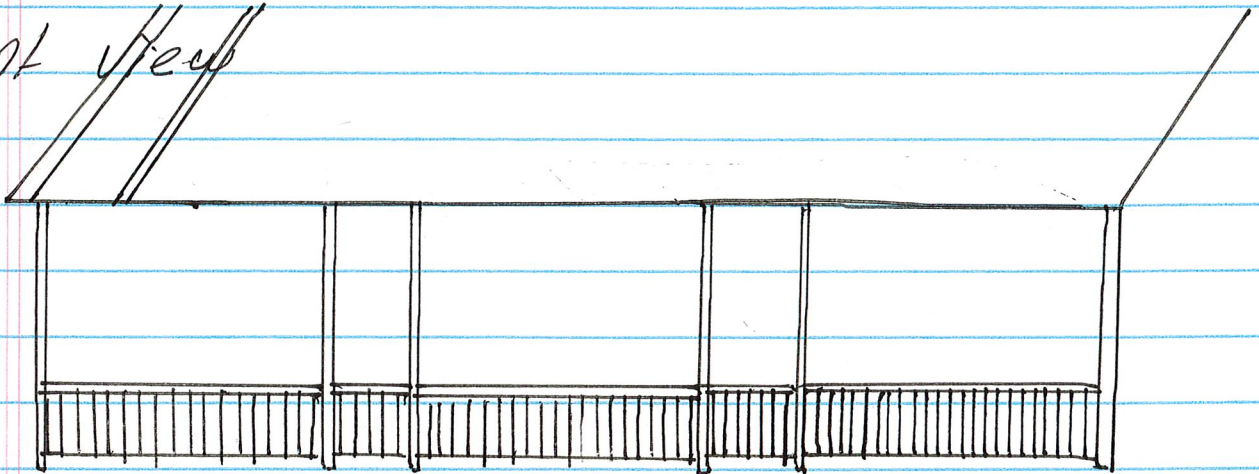
we consulted with an architect for Colonial
Homes and The Recommendation was either
Veranda Traditional or Fiberon Traditional.
we followed Recommendation as specified.

our TOTAL cost of materials came up to
962.97 \$

Top View: 17 Broadview st Bristol. CT. 06010



Front View



Front porch Railing

☒ NOTICE OF CANCELLATION



Travelers Personal Insurance Company

AGENT/CASE		ISSUE DATE	OFFICE
POLICYGENIUS LLC		9/25/2024	670
EFFECTIVE DATE OF CANCELLATION	POLICY IDENTIFICATION NO.		
	PRODUCER'S CODE	POLICY IDENTIFICATION NO.	
11/1/2024	0DLN01	616265227	633 1

NAMED INSURED

MORTGAGEE OR LIENHOLDER

LATISHA NIELSEN
17 BROADVIEW ST
BRISTOL, CT 06010-5107

LOCATION OF PROPERTY: *(if other than address of Named Insured shown above)*

Dear Policyholder:

We wish to inform you that your **Homeowners** policy designated above is canceled in accordance with its terms, effective on the date indicated above, and at the hour on which the policy became effective.

Any excess of paid premium (if not tendered) will be refunded on demand. For any information concerning this cancellation, please contact your Travelers agent.

REASON FOR THIS ACTION

We are canceling your policy due to an unfavorable liability hazard(s) as described below.

The porch is missing a railing.



ADDITIONAL INFORMATION REGARDING THE REASON(S) FOR CANCELLATION

You have a right to a written statement containing the specific items of information that support the reasons for our action and the names and addresses of the institutional sources and insurance support organizations that supplied the items of information.

In addition, you have a right to see and obtain a copy of all recorded information which we used to take this action or to be told the nature and substance of that information after properly identifying yourself.

You must make a written request within 90 days of the date of this notice to exercise these rights.

If you disagree with the accuracy of the recorded information used to take this action, you have the right to request in writing an amendment, a correction, or a deletion of the recorded information in dispute. If we refuse your request, you have the right to file a statement containing supplemental information or explaining why you disagree. We will put your statement in our file so that anyone reviewing your file will see it.

@ PIservice@Travelers.com *@hrs*
subject policy line 3

THIS NOTICE IS GIVEN ONLY BY THE COMPANY WHICH ISSUED THE POLICY.



Travelers Personal Insurance Company

PRODUCER CODE

0DLN01

POLICY NUMBER

616265227 633 1

ISSUE DATE OF THIS NOTICE

9/25/2024

NAMED INSURED

**LATISHA NIELSEN
17 BROADVIEW ST
BRISTOL, CT 06010-5107**

As part of our normal review, we consider both your policy record and information obtained from outside sources relating to you and others that reside in your household. As a result of our review, we have found it necessary to take the following action:

☐ increase your premium effective

☐ reduce your coverage effective

Description of change and reason:

☒ terminate your policy as of the effective date on the attached notice.

Information provided by the following company was used to make this decision:

Millennium Information Services, Inc.



PLEASE SEE THE REVERSE SIDE FOR ADDITIONAL IMPORTANT INFORMATION.

PL-4214 Rev. 07-12

INSURED'S COPY

17 broadview porch railing

Latisha Nielsen <latisha.nielsen3@gmail.com>

Wed 10/23/2024 2:49 PM

To: Andrew Armstrong <AndrewArmstrong@bristolct.gov>;











Administration of Municipal Historic Districts in Connecticut

Cheshire, CT
October 29, 2024



State Historic Preservation Office

Authority

- Connecticut General Statutes, Section 7-147
 - https://www.cga.ct.gov/current/pub/chap_097a.htm
- *To promote the educational, cultural, economic and general welfare of the public through the preservation and **protection** of the distinctive characteristics of buildings and places associated with the history of or indicative of a period or style of architecture of the municipality, of the state or of the nation.*



State Historic Preservation Office

Historic District Commission (CGS Sec. 7-147c)

- 5 Regular members
- 3 Alternate members
 - Such alternate members shall, when seated as provided in this section, have all powers and duties of a member of the commission***
- 1 District resident
 - if any persons reside in any such district and are willing to serve on such commission.***
- CLG commission members must have a demonstrated interest, competence or knowledge in historic preservation as well as members with professional qualifications that are acceptable under 36 CFR 61, Attachment A.
- 1 or more expiring term per year



State Historic Preservation Office

Primary Responsibilities of HDC

- Rules of Procedure
 - Conflict of Interest
- Annual Report on Membership and Activities 7-147c (g)
 - CLG commissions also report federally
- Adopt regulations “*to provide guidance to property owners as to factors to be considered in preparing an application for a certificate of appropriateness*”



State Historic Preservation Office

Review and Meeting Best Practices

- Reference your guidelines-not personal opinion
- Be a resource, but don't redesign a project
- Don't ask questions that are outside your purview
- Use facts to support your decision
- Avoid participating in side conversations
- Announce conflicts of interest/recuse yourself before an item is opened
- Get as much information as you can
- Acknowledge the public and ask for comment as applicable
- Come prepared-read the application have questions ready



State Historic Preservation Office

Establishing Design Review Guidelines

- Use the Secretary of the Interior's Standards as a basis
- Identify the Character-Defining Features of a Particular District
- Get input from the Property Owners



State Historic Preservation Office

Secretary of Interior's
Standards for the
Rehabilitation of Historic Properties

A list of guidelines to be applied in a reasonable manner taking into consideration economic and technical feasibility

Highlights:

- Historic character shall be retained and preserved
- Distinctive Features, Finishes and Construction Techniques shall be Preserved
- Deteriorated Historic Features Shall be **Repaired Rather Than Replaced. Severely deteriorated features** should be **replaced in kind**.
- Chemical or Physical Treatments that Cause Damage to Historic Materials Shall Not be Used



State Historic Preservation Office

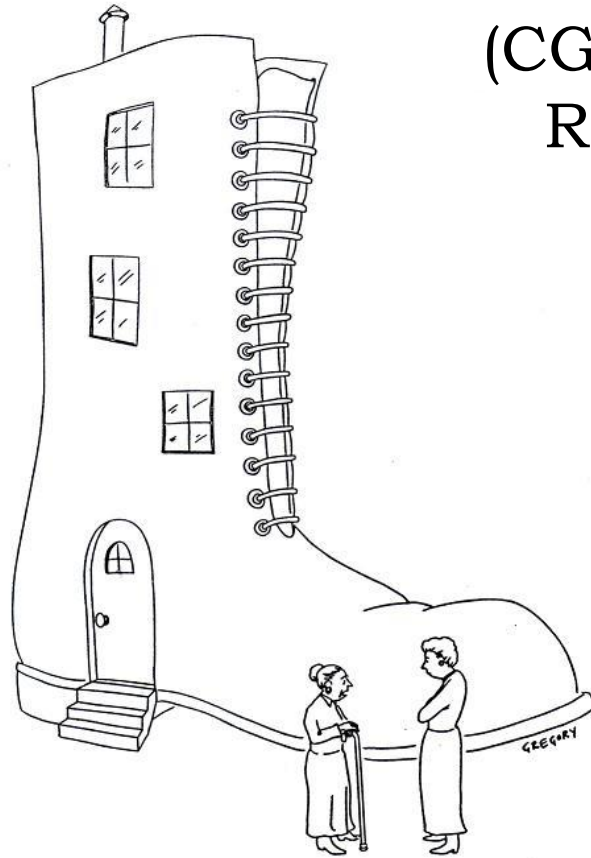
Secretary of Interior's
Standards for the
Rehabilitation of Historic Properties
Cont'd

- Changes to a property that have acquired historic significance in their own right shall be retained and preserved
- Changes that create a false sense of historical development shall not be undertaken.
- New construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible in massing, size, scale, and architectural features



State Historic Preservation Office

Certificate of Appropriateness (COA) (CGS Sec. 7-147d) Required for...



"Once, I tried to change the laces, and the Landmarks Commission came down on me like a ton of bricks."

- Building Permit to Erect or **Alter** a Building or Structure

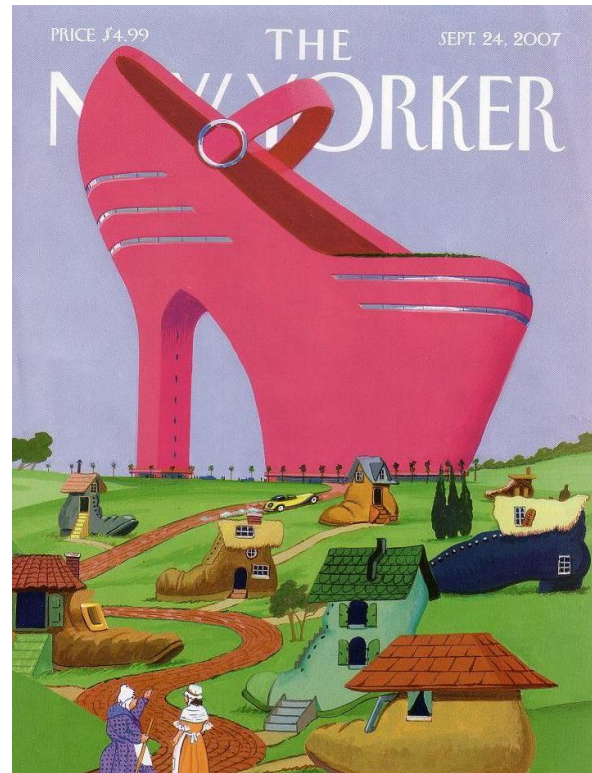


State Historic Preservation Office

General Considerations...

(CGS Sec. 7-147f)

- Historical and architectural value and significance
- Architectural style, scale, general design arrangement, texture and materials
- Relationship to architectural style and features of other buildings



State Historic Preservation Office

Certificate of Appropriateness (COA) Required for...

- Demolition Permit
- Size and visibility of parking, proximity to other buildings or structures



"Our hobby is finding old, run-down Victorian houses and levelling them."



State Historic Preservation Office

Penalties

- The regulations and orders of the commission can be enforced by the
 - town's zoning enforcement official,
 - building inspector,
 - or anyone designated by ordinance.
- The commission can institute an action in Superior Court against those who violate the commission's regulations or orders
- The court can act to restrain the violation and can issue orders directing that the violation be corrected or removed.



State Historic Preservation Office

Fines

- The commission can set a fine of between \$10 and \$100 a day for each day the violation continues.
- If the violation is willful the fine can be between \$100 and \$200 per day.
- The fines must be used by the commission to restore the affected buildings.
- Any money left over goes to the town.



State Historic Preservation Office

Procedures... (CGS Sec. 7-147e)

- Public hearing notice 5-15 days in advance
- Quorum present (majority of members)
- Majority vote
- Action within 65 days of filing
- COA may include stipulations



State Historic Preservation Office

Exemptions from Review (CGS Sec. 7-147j(a))

- Paint Color
- State Properties
- Ordinary Exterior Maintenance or Repair (no change in appearance, design, materials)
- Alterations to Correct Public Safety Violations (certified by Bldg. Inspector)
- Permits Issued Prior to Date of Establishment of Historic District
- Any Property Owned by a Nonprofit Institute of Higher Education



State Historic Preservation Office

Enforcement by town (CGS Sec. 7-147h)

- Zoning enforcement officer or building inspector
- Superior court action
- Daily fines of \$10-100 or \$100-250



State Historic Preservation Office

Appeals by property owner... (CGS Sec. 7-147i)

- Within 15 days of HDC decision
- Superior Court



State Historic Preservation Office

Demolition Delay with HD (CGS Sec. 7-147j(b))

- 90 days from issuance of demolition permit
- Notify SHPO
- Attempt to find purchaser to retain or remove building or present alternative to demolition
- No obligation for owner to sell the building
- Abatement of property taxes for 90 days



State Historic Preservation Office

Certified Local Government (CLG) Program

- Direct way for local governments to participate in the Federal Historic Preservation program (over 2000 currently in the US)
- Builds a strong partnership between CLGs, SHPOs, and NPS
- Provide technical and financial assistance from the Federal and State level for local communities



State Historic Preservation Office

Connecticut CLGS

- **Berlin**
- **Bridgeport**
- **Brookfield**
- **Canton**
- **Chaplin**
- **Cheshire**
- **Clinton**
- **Colchester**
- **Colebrook**
- **Danbury**
- **East Hartford**
- **East Lyme**
- **Enfield**
- **Fairfield**
- **Glastonbury**
- **Groton**
- **Greenwich**
- **Guilford**
- **Hamden**
- **Hartford**
- **Harwinton**
- **Hebron**
- **Killingly**
- **Ledyard**
- **Lyme**
- **Milford**
- **New Fairfield**
- **New Haven**
- **New London**
- **New Milford**
- **Norwich**
- **Old Lyme**
- **Old Saybrook**
- **Orange**
- **Plymouth**
- **Ridgefield**
- **Roxbury**
- **Salisbury**
- **Simsbury**
- **Southbury**
- **South Windsor**
- **Stamford**
- **Suffield**
- **Tolland**
- **Vernon**
- **Waterford**
- **Westport**
- **Windham**
- **Windsor**
- **Woodbury**
- **Woodstock**



State Historic Preservation Office

What Are the Benefits?

- *Education and training in historic preservation (NAPC membership)*
- *A stronger preservation influence in the community*
- *Participate in the establishment of regional and state historic preservation objectives*
- *Have a formal role in the National Register of Historic Places nomination review process*
- *Eligible for Grants*



State Historic Preservation Office

“Popular” Inquiries

- What constitutes a public way?
- What is a structure?
- Jurisdiction over **use** of property
- Archaeological considerations
- Reviewing:
 - synthetic/substitute materials
 - Reconstruction of new features
 - solar panels
 - CGS 7-147f.
 - NPS Sustainability Guidelines



State Historic Preservation Office

Windows

Did you know...

- Only 10% of a typical home's heat loss is through its windows
- Old windows are not as inefficient as you might think. Many studies show that a rehabilitated window (new glazing, weather-stripping, carpentry work, and paint) in tandem with a storm window performs as well and sometimes better than the average replacement.
- Most replacement windows have only a 10-20 year warranty (and often don't last that long). Compare this to windows constructed 100 years ago that continue to perform with just a little maintenance.



State Historic Preservation Office

Windows

- **Saving Windows, Saving Money**

- https://cdn.savingplaces.org/2023/05/18/16/12/26/783/120919_NTHP_windows-analysis_v3lowres.pdf

- **Repair or Replace Old Windows: A Visual Analysis**

- [Replace Windows1.pub \(ct.gov\)](#)

- **Window Preservation Alliance**

- **Directory of Window Repair By State**

- **(Several in CT and one in Wethersfield)**

- [Window Preservation Alliance - Directory](#)



State Historic Preservation Office

Windows

Ways to Enhance Performance

Once a window is in good working condition:

- Weather stripping for existing window
- Exterior storm window
- Interior window panel
- Insulating cellular shade
- Combination of exterior storm window and insulating cellular shade
- Interior surface film (including weather stripping)



State Historic Preservation Office

Solar Technology in Historic Districts

Considerations For Review



State Historic Preservation Office

Solar Technology

Statutory Authority

7-147f. Considerations in determining appropriateness. Solar energy systems. (a) No application for a certificate of appropriateness for an exterior architectural feature, such as a solar energy system, designed for the utilization of renewable resources shall be denied **unless the commission finds that the feature cannot be installed without substantially impairing the historic character and appearance of the district.** A certificate of appropriateness for such a feature may include stipulations requiring design modifications and limitations on the location of the feature which do not significantly impair its effectiveness



State Historic Preservation Office

Solar Technology

Considerations

- Review the work in the context of your design review guidelines
- What other appropriate treatments to the building have been undertaken to improve its energy efficiency?
- Options for Placement of Solar Technology
 - Ground mounted array
 - New Addition or auxiliary building
 - Roof Mounted:
 - Solar Roof Shingles



State Historic Preservation Office

Solar Technology

Ground-Mounted Arrays or Auxiliary Building

- Install in visually unobtrusive area
- Use vegetation or a compatible screen to further reduce the visual impact of installations.
- Mount panels on roof of outbuilding, new construction or rear addition



State Historic Preservation Office

Solar Technology



- Minimally visible
 - Don't project above the roof ridge
 - Install panels close to the roof to minimize their profile
 - Side facing gable
 - Rear porch roof
 - Low sloping gable
 - Cross gable
- Avoid altering the architectural character of the building
- Avoid damaging historic roof materials.
- Panels are generally reversible. Can be removed at end of lease/life

Roof-Mounted



State Historic Preservation Office



Solar Technology

- This material is not reversible
- The product should have a uniform, compatible appearance across the entire roof. Many shingle systems are installed in combination with asphalt shingles creating a distinct contrast between the two materials
- Applicant should provide specifications on the shingles and photographs of the shingles already installed on a building in Connecticut for reference
- Is the product highly reflective causing it to appear shiny or glossy?
- Make sure the roofing structure will not be changed or damaged in the process of installation

Integrated Shingles



State Historic Preservation Office

Solar Technology

Resources

State Historic Preservation Office:

https://portal.ct.gov/DECD/Content/Historic-Preservation/03_Technical_Assistance_Research/Energy-Efficiency-For-Historic-Houses

National Park Service:

Illustrated Guidelines on Sustainability

<https://www.nps.gov/tps/standards/rehabilitation/sustainability-guidelines.pdf>

Solar Panels on Historic Properties

<https://www.nps.gov/tps/sustainability/new-technology/solar-on-historic.htm>



State Historic Preservation Office

Substitute Building Materials, Considerations:

Condition of existing materials

- Can existing materials be repaired or replaced in kind?
- Are the original materials and craftsmanship still available?

Design of Replacement materials

- Does the proposed replacement match the original in color/texture/absorption?
- Has the property owner provided design drawings/specifications/samples for the replacement feature?
- How long has the replacement material been in use?



State Historic Preservation Office

Substitute Building Materials, Considerations:

Installation of Replacement Materials

- Are fabricators/installers experienced?

How do original and replacement materials work together?

- Will new material compromise performance of original?

Is the work reversible?



State Historic Preservation Office

For More Information and Assistance

Mary Dunne
Department of Economic and Community Development
State Historic Preservation Office

mary.dunne@ct.gov

(860) 500-2356

Stacey Vairo
Preservation Connecticut

svairo@preservationct.org

(475)355-0067



State Historic Preservation Office

Questions?



State Historic Preservation Office

**MINUTES
REGULAR MEETING OF WEDNESDAY SEPTEMBER 25, 2024
DRAFT MINUTES**

By: Vice Chair Stevens

Time: 5:00 P.M.

Place: City Hall
Council Chambers
111 North Main Street
First Floor

MEMBERS:	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	Colleen Nicastro, Chair		X
	Karen Stevens Vice Chairman	X	
	Patti Philippon (Secretary)	X	
	Andrew E. Collins	X	
ALTERNATE MEMBERS:	Mary Beth Mackiewicz		X
	Alicia M. Jennings	X	
	Keith David Elder	X	
STAFF:	Andrew Armstrong, Assistant City Planner	X	

Per the order of Vice Chair Stevens, the meeting was called to order at 5:00 P.M.

2. Pledge of Allegiance

Vice Chair Stevens called the meeting to order at 5:00 P.M. and led all present in the Pledge of Allegiance. She then introduced the Committee Members to all present. Introductions included New Alternate members Alicia Jennings and Keith Elder, she stated they hadn't received all the necessary training and could not participate in the first two applications but they could participate in the third application as it was a new application.

3. Public Participation

Robert Boudreau, 41 Broadview Street, addressed the staff communication item that was due to a complaint of past work at 38 Broadview Street. He shared what Mr. Flanagan who was the prior Staff representative at the time, instilled in us by Mr. Flanagan was the fact that what is seen from the public way is regardless of landscaping. He stated that per the Google Earth photo in the application for 38 Broadview Street, the backside of that property is only visible from the Public Way at Carlton Place, so he fully disagrees with the determination that the assistant city planner has made that this property, and the complaint that was registered is not applicable to this board.

Andrew Armstrong stated he consulted with Mr. Flanagan and he agrees with Mr. Armstrong's decision.

Kevin Prior, 41 Broadview Street, shared that additionally from the Broadview Street sidewalk there is a pile with a blue top over it. If you look beyond that blue tarp you can see the backyard that was paved over there again. It is an obstruction. You can't see it because of the obstruction that they created with the pile and the blue tarp. Remove that, and you can see down into the yard.

The commission stated they could not see into the backyard. Mr. Armstrong shared a photo from Carlton Place and the commission could not see the door from that property. Vice Chair Stevens stated there is a porch that is blocking the door and you can not see it.

Mr. Armstrong stated Land Use case law does not support regulating someone's rear yard.

No additional Public Participation.

Vice Chair opened the Public Hearing.

4. Public Hearings

- a. Application #2024-07-02 – Request for a Certificate of Appropriateness for the replacement of wood windows with vinyl windows (includes some windows already replaced) at 38 Broadview Street; Assessor's Map 25A, Lot 85; Flor Alvarez, applicant (Public Hearing continued from August 28, 2024 Meeting).

The Commission received the following items in their electronic packets:

- a. application form
- b. location map
- c. e-mail from Flor Alvarez, re: extend public hearing
- d. window specifications
- e. picture of existing house (5 photos)

materials from prior meeting August 28, 2024:

- a. application form
- b. location map
- c. window specifications
- d. picture of existing house (3 photos)
- e. e-mail to applicant regarding additional information (1 page)

Vice Chair Stevens designated regular Commissioners Philippon, Collins and Stevens to vote on Application #2024-07-01.

Fernanda Avila, 38 Broadview St., representing the applicant, stated they looked into trying to get the proper windows, but most windows have the thicker marking around the window due to the insulation.

Vice Chair thanked the applicant for the updated information and photographs.

Commissioner Collins stated the new material is helpful.

Robert Boudreau, 41 Broadview Street. Asked to bring up the photo of the front of the home. Right there. Could you zoom into the windows that have been replaced as much as you can? These windows are significantly smaller than the opening. There is no current description of what the finish is going to be to ensure that the windows and what that detail is going to look like in the window opening where those windows are smaller than the opening is.

Vice Chair Stevens asked the applicant if they had any additional information regarding what was stated by Mr. Boudreau.

Fernanda Avila, 38 Broadview St., representing the applicant, stated they are going to paint the outside so it looks more like the wood and matches the wood on the outside. The inside already has insulation with foam and on the outside, there are pieces of metal that have to be installed to cover the space and gaps. They weren't able to install it due to the cease and desist.

No one else spoke in favor of the application.

No one spoke against the application.

By: Collins

Seconded: Philippon

For: Philippon, Collins, and Stevens.

Against: None.

Abstained: None.

MOTION: Move to close the Public Hearing of Application #2024-07-02 – Request for a Certificate of Appropriateness for the replacement of wood windows with vinyl windows (includes some windows already replaced) at 38 Broadview Street; Assessor's Map

The hearing is closed.

The Commission deliberated and motion was made.

MOTION: Move to approve Application #2024-07-02 – Request for a Certificate of Appropriateness for the replacement of wood windows with vinyl windows (includes some windows already replaced) at 38 Broadview Street; Assessor's Map 25A, Lot 85; Flor Alvarez, applicant, in accordance with the plot plan and information submitted, be APPROVED because of the following reasons:

This Approval is subject to the following conditions:

- 1) Prior to a final Certificate of Occupancy being issued, the Land Use Staff will conduct an inspection to certify compliance with the terms and conditions of the approval.
- 2) Any deviation from the approved plans may require approval of the Commission after staff review and discussion with the Vice Chairman.
- 3) Any transfer or assignment of this permit shall require approval of the Commission.
- 4) This permit may be revoked if the permittee exceeds the conditions or limitations of this permit or has secured the permit through deception or inaccurate information.

By: Collins

Seconded: Philippon

For: None.

Against: Philippon, Collins, and Stevens.

Abstained: None.

The application is denied.

- b. Application #2024-08-03 – Request for a Certificate of Appropriateness for the replacement of 31 wood windows with vinyl windows including adding new grates at 196 Woodland Street; Assessor's Map 25, Lot 110/40-1; Woodland Suites LLC, applicant (Public Hearing continued from August 28, 2024 Meeting).

The Commission received the following items in their electronic packets:

- a. application form
- b. location map
- c. new materials for application:
 - e-mails from applicant to Andrew Armstrong
 - photos (7 photos)

materials from prior meeting

- a. window specifications (2 photos)
- b. photos (before and after photos – 2 photos)
- c. grid window specifications (2 photos)
- d. window photos (7 photos)
- e. window schedule (2 pages)

Eugene Klimaszewski of Woodland Suites, LLC, 1 Hartford Square, #25, New Britain, shared that he will be replacing the previously replaced window so that they will all match.

Vice Chair thanked the applicant for provided additional information for this application. Vice Chair invited the public to speak.

Robert Boudreau, 41 Broadview Street spoke in favor off the application and what the contractor is doing by fixing continuity errors on the home.

No one else spoke in favor of the application.

No one spoke against the application.

By: Collins

Seconded: Philippon

For: Philippon, Collins, and Stevens.
Against: None.
Abstained: None.

MOTION: Move to close the Public Hearing of Application #2024-08-03 – Request for a Certificate of Appropriateness for the replacement of 31 wood windows with vinyl windows including adding new grates at 196 Woodland Street; Assessor's Map 25, Lot 110/40-1; Woodland Suites LLC, applicant (Public Hearing continued from August 28, 2024 Meeting).

The hearing is closed.

MOTION: Move to approve Application #2024-08-03 – Request for a Certificate of Appropriateness for the replacement of 31 wood windows with vinyl windows including adding new grates at 196 Woodland Street; Assessor's Map 25, Lot 110/40-1; Woodland Suites LLC, applicant, in accordance with the plot plan and information submitted, be APPROVED because of the following reasons:

This Approval is subject to the following conditions:

- 5) Prior to a final Certificate of Occupancy being issued, the Land Use Staff will conduct an inspection to certify compliance with the terms and conditions of the approval.
- 6) Any deviation from the approved plans may require approval of the Commission after staff review and discussion with the Vice Chairman.
- 7) Any transfer or assignment of this permit shall require approval of the Commission.
- 8) This permit may be revoked if the permittee exceeds the conditions or limitations of this permit or has secured the permit through deception or inaccurate information.

By: Philippon

Seconded: Collins

For: Philippon, Collins and Stevens.
Against: None.
Abstained: None.

The application is approved.

- c. Application #2024-08-04 - Request for a Certificate of Appropriateness for a new shed at 45 Carleton Place; Assessor's Map 25A, Lot 89; Carrie Bartucca, applicant.

Vice Chair Stevens invited alternate members Alicia Jennings and Keith Elder to participate in this hearing as it is a New Application. Regular Commissioners Philippon, Collins and Stevens to vote on Application #2024-08-04. She also designated alternate Commissioners Elder, and Jennings and to vote on Application #2024-08-04.

The Commission received the following items in their electronic packets:

- a. application form
- b. location map
- c. photographs (5 photos)
- d. shed specifications

Carrie Bartucca, 45 Carleton Place, applicant explained to the Commission where the shed would be placed and the esthetics of the shed would be matching that of the home. She stated Klotter Farms will be installing the shed upon a stone foundation.

Robert Boudreau, 41 Broadview Street spoke in favor off the application the proposed structure and roof color and shingles are the 3 tab and the standard for this commission.

Commissioner Collins asked what the visibility will be of the shed.

The applicant, Carrie Bartucca, stated that it is highly landscaped on the front and side of the house so it will be pretty much not visible from the street.

Kevin Prior, 41 Broadview Street spoke in favor off the application stating that the proximity of placement is absolutely unintrusive from the street.

No one else spoke in favor of the application.

No one spoke against the application.

By: Philippon

Seconded: Collins

For: Philippon, Collins, and Stevens.

Against: None.

Abstained: None.

MOTION: Move to close the Public Hearing of Application #2024-08-04 - Request for a Certificate of Appropriateness for a new shed at 45 Carleton Place; Assessor's Map 25A, Lot 89; Carrie Bartucca, applicant.

The hearing is closed.

MOTION: Move to approve Application #2024-08-04 - Request for a Certificate of Appropriateness for a new shed at 45 Carleton Place; Assessor's Map 25A, Lot 89; Carrie Bartucca, applicant, in accordance with the plot plan and information submitted, be APPROVED because of the following reasons:

This Approval is subject to the following conditions:

- 9) Prior to a final Certificate of Occupancy being issued, the Land Use Staff will conduct an inspection to certify compliance with the terms and conditions of the approval.
- 10) Any deviation from the approved plans may require approval of the Commission after staff review and discussion with the Vice Chairman.
- 11) Any transfer or assignment of this permit shall require approval of the Commission.
- 12) This permit may be revoked if the permittee exceeds the conditions or limitations of this permit or has secured the permit through deception or inaccurate information.

By: Collins

Seconded: Philippon

For: Philippon, Collins, Elder, Jennings, and Stevens.

Against: None.

Abstained: None.

The application is approved.

5. New Business

There was no new business.

6. Old Business

There was no old business.

7. Staff Reports

- a. Review of Complaint – 38 Broadview Street

The Commission received the following items in their electronic packets:

- a. Memorandum dated September 19, 2024, re: complaints of past work at 38 Broadview St.

8. Approval of Minutes

- a. Regular Meeting - August 28, 2024

The approval of the Minutes from August 28, 2024 was tabled as the commission was unable to review them.

9. Adjournment

MOTION: Move to adjourn at 5:56 P.M.

By: Collins

Seconded: Philippon

For: Philippon, Collins, Elder, Jennings, and Stevens.

Against: None.

Abstained: None.

The meeting adjourned at 5:56 P.M.

Respectfully submitted,

Janet Little
Recording Secretary

Colleen Nicastro, Chair

Patti Philippon, Secretary