South of the Green Milford Historic District No. 2,

Minutes of Regular Meeting and Public Hearing – Via Zoom – October 14, 2020

Present: Andrew Belden, Christopher Bishop, Elizabeth Kennard, Andy Kozlowski, Walter Ortoleva, Laurie Quinn, Carol Molloy Smith

Not Present: Arthur Stowe

Chairman Bishop called the meeting to order at 6:31 p.m. The regular meeting stood in recess at 6:32 p.m. and the public hearing was called to order at that time.

**Robert and Michele Morton 18 Reed Street, an expansion to the northeast portion of the house behind the existing building pop-out on the east wall.**

Mr. Morton was present for the hearing and referred to the plans submitted noting the reason why they purchased an 1850 house is because they liked the style of an 1850 house and plan to protect the integrity of the home. He explained the plans for the expansion is to extend outward the existing exterior wall of the first floor and they would be staying within the existing line with no change in structure of the building. He referred to the photos he submitted which reflected the side and front view of the home and the red lines in the photo depict the footprint of the buildout. Further, siding, windows, trim and all materials will mirror identically what the house has now and he again emphasized they will be doing everything they can to improve the house and to protect the signature architecture. Mr. Morton explained the plan is to replace only the glass of the bay window but not the wood trim or any other architecture of the window.

Chairman Bishop asked where the French doors would be and it was explained they will be on the side of house noting 1 existing window will remain and 1 existing window will be replaced by the French door. The existing window would be moved over a few feet. Mr. Morton noted that area is not visible from the front of the house and the window that is moved will mirror the other windows on the house.

Chairman Bishop referred to the photos noting the addition will bump out the middle of the house and he deferred to Ms. Kennard, the adjacent neighbor, asking what are feelings are about the proposal.

Ms. Kennard stated the addition as pictured will go only as far as the existing bump out and she had no problem with it. She asked about the roof line and was told it will follow along the same roof line and the addition’s roofline will match the roof line of the current bump out.

Chairman Bishop referred to the photo which showed an air conditioning unit in the window and was told it will be removed.

Ms. Kennard stated the mass of this addition is not a concern to her as the adjacent property owner but her only concern is the bay window which is important to the view from the street.

Mr. Morton stated the bay window will be double hung windows and the double pane in the windows is primarily for energy conservation.

Mr. Ortoleva asked if the bay window drawing provided by the architect accurate and it was explained by Mr. Morton the plan is to extract the current window and put in a new double hung and they will not be touching the framing of the window.

Ms. Kennard stated the Commission wants the record of this meeting to reflect the glass window will be the same.

Mr. Morton stated the existing double hung window will be extracted and in its place will be a newly manufactured double hung without any changes made to the trim or frame.

Chairman Bishop asked Mr. Morton for the measurements of the window so they can be included in the COA. Mr. Morton measured the window and stated the dimension of the bay window is 23” x 62”.

Ms. Smith expressed concern about the roof line extension over the door near the proposed addition and it was agreed that roof would not go over that door and will not be going any further into the yard.

Ms. Kennard asked what the roofing material would be on the new addition and she was told it will match the existing roof line of the shingles on the back of the house.

Ms. Smith noted looking at the house from the street, it would not look any different and Mr. Morton confirmed that.

Mr. Morton again explained the new addition will take out a window and replace it with a French door and the existing window to the right of that window will be moved over a few feet. He further emphasized the fact that none of the windows in the house are the original windows and it is his intent to protect the look and style of the house.

Ms. Kennard stated she understood that point but she asked that they keep the existing look on that side of the house as the Commission is encouraging consistency.

Mr. Morton noted to clear up the confusion about the window, there is an error in the drawing but the new window will match the existing windows (1 over 1) as that is what is currently on the first floor.

Mr. Ortoleva felt this request should be tabled because the window drawing is not accurate.

Mr. Morton stated the drawing can be fixed to show the replacement of the existing window and that every window on that side of the house is 1 over 1 and the plan is to replace that window with 1 over 1. He stated that he felt the Commission’s intent is to maintain existing architecture and structure which he is planning to do.

Ms. Kennard felt the Chairman should call for a vote at this time and she did not feel it should be tabled based on a mistake in the drawing. She felt the plan should be approved with the stipulation that the new window to the side of the proposed French door will match the other windows on the 1st floor in size and style and the size of the bay window insert will be included in the approval.

Being no further comments or questions the public hearing closed at 7:21 p.m. and the Commission immediately reconvened the general portion of the meeting.

**Robert and Michele Morton 18 Reed Street, an expansion to the northeast portion of the house behind the existing building pop-out on the east wall.**

Motion was made by Ms. Kennard and seconded by Ms. Smith to approve COA as presented including window change to bay window (23” x 62”) with no disturbance on the exterior of the bay window and also noting concern with the proposed window to the right of the proposed French door and request owner to return next month with revised drawing and information regarding style and size of said window.    Motion carried unanimously.

Chairman Bishop asked Mr. Morton to attend the Commission’s next meeting to show what is being done with the window at that time.

Ms. Kennard stated she would submit the mail stubs for this application to the Chairman.

Consideration of Minutes of meeting dated July 8, 2020

A motion was made by Ms. Kennard and seconded by Mr. Ortoleva to waive the reading of the minutes and approve the minutes of the South of the Green Historic District Commission No. 2 video/telephonic meeting held on July 8, 2020 as presented. Motion carried unanimously.

**Chair’s Report Including Correspondence** – no report

**Clerk/Treasurer’s Report**

Mr. Ortoleva reported the balance as of October 14, 2020 was $5,348.00.

**Unfinished Business**

1. Signage – Chairman Bishop stated the answer to the signage issue is any and all signage, style, material and size of outdoor signs are under the complete control of this Commission.

Ms. Smith questioned what condition our District signs are and she was told the posts might need some painting but Mr. Ortoleva felt they were in good condition.

With regard to the signage issue on the property of homes within the district, Chairman Bishop felt when we send a letter to the neighbors regarding the purpose and intent of this Commission, we should amend the letter to address the fact that this Commission has jurisdiction over signs and fences.

Chairman Bishop explained there is a friction going on with regard to signs and replacing windows and doors and the Building Dept. is not acting appropriately regarding signs, fences and lighting within the District. He felt it is up to this body to do self-policing regarding these matters.

Mr. Belden stated he would work on changes to the letter and once approved by the members and letters prepared, he would take on the responsibility of hand delivering them.

1. Procedure Memo – members began a review of the proposed revisions and both Ms. Smith and Ms. Kennard suggested forming a sub-committee to review the changes and come back with suggestions next month. Chairman Bishop, Ms. Smith and Mr. Belden would serve on that sub-committee and this matter would remain on the agenda until next month.

**New Business**

Discussion ensued regarding what is the best way to handle a situation where people have started work and ordered material and did not come to the Commission first. Specifically the home on 28 Central Avenue where the house was in need of some work. It was noted the painters had been on site recently and clapboard was replaced like for like but shortly thereafter that they were replacing windows that were not like for like. After conversation with the contractor for the house, neither he nor the owners were unaware this is a historic district.

Ms. Kennard questioned if the contractor was aware and simply did not get a building permit.

Chairman Bishop noted about 9 months ago the owner reached out to the Historic Society to get a plaque for the outside of the house and was given a link to the Historic District #2 South of the Green.

Chairman Bishop asked if they have stopped work on 28 Central Avenue house and Mr. Ortoleva stated work is still being done.

Chairman Bishop noted that the Building Dept. will not stop work unless it is creating danger to the neighborhood.

Ms. Smith felt the City Attorney should talk with the Building Dept. officials about this problem.

Mr. Belden stated he will look at the letter to be sent to residents within the district and make some recommended changes addressing this matter and send it to members for review.

Mr. Ortoleva noted the house on 21 Central Avenue was recently sold and he understands it is proposed to be some sort of a group home. He expressed concerns that this will add additional cars and more parking on the street near that home.

Ms. Smith suggested someone checking with P & Z about this and Mr. Ortoleva was not sure this information regarding the proposal for the house was definite yet. Discussion ensued regarding ADA rules vs. P & Z.

There being no further business to discuss the meeting adjourned at 8:22 pm.

Recorded by Diane Candido