

**Design Review and Historic Preservation Board  
Minutes  
January 9, 2020**

**PRESENT**

Dirk Schneider, Chairman; Paul Whitbeck, Bonnie Salem, Leticia Fornataro, Kathleen Cristman, John Mitchell

**ALSO PRESENT**

Allen Reitz, Assistant Building Inspector; Susan Donnelly, Secretary to the Board; Robert Koegel, Town Attorney

**ABSENT**

David Wigg

Dirk Schneider opened the meeting at 6:45 pm.

**HISTORIC PRESERVATION DISCUSSION**

Bonnie Salem nominated 201 Long Meadow Circle for Landmark Designation. She noted that the structure has retained its original architectural integrity and is a contributing structure to a potential future historical district as stated in the most recent Bero inventory. A public hearing will be held on January 23.

The reception for homeowners who reside in inventoried homes is being planning for May 21. The guest list will be expanded this year. Bonnie Salem discussed updating the letter from last year and agreed to be an email contact for those interested in attending. Leticia Fornataro will look into reserving a room in the Spiegel Center for the event. It was agreed that desserts and coffee will be served.

**CERTIFICATE OF APPROPRIATENESS**

- **255 East Brook Road**

The Applicant is requesting a Certificate of Appropriateness, pursuant to Code Section 185-196, to replace two windows.

Dirk Schneider opened the Public Hearing.

The contractor for the project, John McKinnon, was present. Mr. McKinnon explained that the project is a kitchen remodel and the goal is to shorten the kitchen window to allow for more cabinet space on the interior. He indicated that the windows will have a sash to match the existing and materials will be of fiberglass or wood painted to match. The home already has a short window on the front elevation. He stated that the homeowner is flexible on the materials.

The Board inquired about the details of the wood window indicating that this is the preferred material. Mr. McKinnon shared that the window would be a double pane wood window with the muntins exposed on the inside and outside with an 8 over 1 pattern.

There were no further questions from the Board.

There was no public comment.

Kathleen Cristman moved to close the Public Hearing.

Bonnie Salem seconded.

All Ayes.

A resolution was read to grant a Certificate of Appropriateness for this project to the Homeowner.

Dirk Schneider called for a roll vote.

Dirk Schneider	Aye
David Wigg	Absent
Bonnie Salem	Aye
Kathleen Cristman	Aye
Leticia Fornataro	Aye
John Mitchell	Aye
Paul Whitbeck	Aye

The granting of the Certificate of Appropriateness is made subject to the following specific conditions:

- a. The window is to be wood with simulated lites (8/1/) with color to match existing.
- b. The work is to be completed by 12/31/2020.

- **21 Founders Green**

The Applicant is requesting a Certificate of Appropriateness, pursuant to Code Section 185-196, to add a sun porch. This property is zoned RN - Residential and is located in a historic district.

Dirk Schneider opened the Public Hearing.

Phil Hart of Patio Enclosures was present to discuss the application with the Board.

Mr. Hart explained that the pergola would be removed and the present landing and steps would be moved. He stated that the Homeowners Association has granted approval and that this house is the second to last home at the end of the development and masked by trees.

The Board discussed the man door on the side. Mr. Hart submitted an updated drawing that depicted that the man door would not be covered up by the addition.

The Board suggested that the siding of the home be carried over to the side of the roofed area on the new sunroom to provide continuity.

There was no public comment.

Bonnie Salem moved to close the Public Hearing.

Kathleen Cristman seconded.

All Ayes.

A resolution was read to grant a Certificate of Appropriateness for this project to the Homeowner.

Dirk Schneider called for a roll vote.

Dirk Schneider	Aye
David Wigg	Absent
Bonnie Salem	Aye
Kathleen Cristman	Aye
Leticia Fornataro	Aye
John Mitchell	Aye
Paul Whitbeck	Aye

The granting of the Certificate of Appropriateness is made subject to the following specific conditions:

- a. The construction will reflect the new rendering submitted (exhibit A) and the new layout of the exterior steps.
- b. The work will be completed by December 31, 2020.

#### **RESIDENTIAL APPLICATION FOR REVIEW**

- **5 Winding Road**

The Applicant is requesting design review for a dining and living room addition. The addition will be located on the south side of the home and will be approximately 336 sq. ft. The applicant did appear before the Zoning Board on 12/16/2019 and was approved for a front setback variance.

Kevin Feor was present to discuss the application with the Board.

The construction will involve installing two shorter windows on the addition. The hip roof will be extended. Mr. Feor indicated that the entire roof will be replaced.

Dirk Schneider moved to approve the application as submitted.

Kathleen Cristman seconded.

All Ayes.

#### **RESIDENTIAL APPLICATION FOR REVIEW – NEW HOME**

- **17 Blackwood Circle**

The Applicant is requesting design review for the construction of a new single-family one story home. The home will be approximately 1984 sq. ft. and will be located in the Wilshire Hill Development.

Jeff Brokaw of Morrell Builders was present to discuss the application with the Board.

This is a home in the new section of Wilshire Hill.

The Board discussed their concern with the massing on the left side elevation which only reflects three small windows on the lower level leaving a large expanse of siding on the upper level.

The Board did express their appreciation of the use of the courtyard design for the garage.

John Mitchell moved to accept the application as submitted.

Dirk Schneider seconded.

Ayes - Schneider, Salem, Mitchell, Fornataro, Whitbeck

Nay – Cristman

**COMMERCIAL APPLICATION FOR REVIEW**

- **3349 Monroe Avenue – Deka Lash**

The Applicant is requesting design review for the addition of a business identification sign. The sign will be approximately 12.10 sq. ft. and will identify the "Deka Lash" business. The sign will be internally illuminated pan channel letters with acrylic face in white and magenta.

Homera Gonzales was present to discuss the application with the Board.

Mr. Gonzales stated the sign would be internally lit LED.

The area will be painted to match the other panels.

Paul Whitbeck moved to accept the application as submitted.

Bonnie Salem seconded.

All Ayes

- **3349 Monroe Avenue – Spenga**

The Applicant is requesting design review for the addition of a business identification sign. The sign will be approximately 45.41 sq. ft. and will identify "Spenga spin, strength and yoga". The sign will be internally illuminated pan channel letters.

Homera Gonzales was present to discuss the application with the Board.

Mr. Gonzales stated the sign would be internally lit LED and conforms to the Town sign code.

Kathleen Cristman moved to accept the application as submitted.

John Mitchell seconded.

All Ayes

- **5611 Palmyra Road**

The Applicant is requesting design review for the construction of a detached garage and exterior renovations. The garage will be approximately 560 sq. ft. and will be located to the southeast side of the existing building. The existing building will receive new lap siding, shake siding, new shutters and a new entrance canopy.

Dan Mossien was present to discuss the application with the Board.

Paul Whitbeck and Leticia Fornataro indicated that they are acquainted with Mr. Mossien but that it would not affect their vote.

Mr. Mossien shared an exterior drawing of the proposed work and showed color samples of the siding.

Bonnie Salem moved to accept the application as submitted.

Paul Whitbeck seconded.

All Ayes.

**OTHER – REVIEW OF 12/12/2019 MINUTES**

Bonnie Salem moved to approve the minutes of the 12/12/19 meeting. Kathleen Cristman seconded.

All Ayes.

The meeting adjourned at 8:05 pm.

Respectfully submitted,

Susan Donnelly  
Secretary to the Board