

**TOWN OF CHAPLIN, CONNECTICUT  
HISTORIC DISTRICT COMMISSION**

**MINUTES OF A PUBLIC HEARING AND BUSINESS MEETING  
HELD ON May 5<sup>th</sup>, 2015 IN THE CONF RM, CHAPLIN LIBRARY**

**Public Hearing**

Paul Peifer, Chair, called the hearing to order at 7:06 PM. Members present were Warren Church (vice chair), Jean Givens, Kitty LeShay, Catherine Lynch (secretary), Paul Peifer (chair), and Catherine Smith (alternate). Also present were Daniel and Carrie Cowles.

Peifer read the public notice published in *the Chronicle* on April 29<sup>th</sup>, 2015, regarding a May 5<sup>th</sup> hearing of the Chaplin Historic District Commission on the application for a Certificate of Appropriateness by Daniel and Carrie Cowles for architectural changes 50 Chaplin Street.

The Cowles propose to remove the smaller of the house's two chimneys. The chimney is on the rear of the house, visible from the street from south of the building, although not from the north or directly in front of it. The chimney is currently sealed up, and the Cowles' plans to reconfigure the interior of the building would require the chimney's removal. Daniel Cowles would remove the chimney himself during the summer, with the timing coordinated with the work of a roofer.

The Cowles plan to replace the roof's current grey, asphalt shingles with beige-grey architectural, asphalt shingles. There would be no changes to the trim, gutters, plumbing stacks, or the main chimney. In the course of discussion, commissioners agreed that reroofing with the same roofing materials, in this case asphalt shingles, does not require a Certificate of Appropriateness.

The Cowles would like to replace two exterior doors, the front door and one of the front porch doors, both directly facing the street, with doors similar to the existing doors, which have wood panels below and a glass pane in the upper portion. The only proposed change would be to add grids to the current solid glass panes to create the impression of three-over-three glass lights, echoing the current windows. The new doors would be wooden with the trim, door openings, and hardware the same as those of the exiting doors. The Cowles have not yet looked at doors nor consulted with a contractor, and in the course the discussion, commissioners wondered whether their plans may change once they see what doors are available. The Cowles agreed with commissioners' suggestion that the hearing be continued to give them more time to gather information and make a more specific proposal. Givens noted that the front door at 50 Chaplin Street is a very important feature of the house and should be appropriate to the style of a one and a half story vernacular cottage.

Finally the Cowles would like to put a new electric light to the left of the front door and replace an existing light on the front porch ceiling. They shared pictures of traditional style, wrought iron lights and guessed that the light by the front door would be roughly twelve inches high. The Cowles would be able to give the lights' dimensions and specific placement at a continued hearing.

There was some discussion, unrelated to the current application, of the relative merits of replacement windows vs. rebuilding old windows, with the consensus that the latter is often the best alternative.

Peifer closed the hearing at 7:52 PM.

### **Business Meeting**

Peifer opened the meeting at 7:52 PM.

1. Roll call and seating of alternates. The same members were present. No alternates were seated.

2. Approval of the minutes. Church **moved** and Givens seconded the approval of the minutes of February 3<sup>rd</sup>, 2015. The motion passed with three in favor and two abstentions.

3. Consideration of the application from Daniel and Carrie Cowles. Commissioners agreed to continue the hearing of the Cowles' application of a Certificate of Appropriateness for up to a month. Once they have gathered more information, possibly within two weeks, the Cowles will contact Peifer to ask him to schedule the continued hearing and special meeting.

4. New Business.

a. *Volunteer to help organize HDC files/records.* After some discussion of what files and records the HDC has and where they are at present, Smith volunteered to deal with the box of records currently in the vault at Town Hall in late summer. She will remove any past Certificates of Appropriateness from the box and ask the Town Clerk to file them in the same manner as she is filing current CAs. Smith will organize and cull the remaining contents of the box and find an appropriate public place for their storage, possibly in the old post office building. Givens volunteered to donate a file cabinet, and Church to help Smith with the process.

b. *New contact list for Historic District residents.* Peifer distributed an updated spread sheet listing District residents and buildings.

c. *Connecticut Open House Day.* Smith announced that she will be holding an open house at 44 Chaplin Street on Connecticut Open House Day, June 13<sup>th</sup>, 2015. In addition to displaying her house and studio, Smith plans to promote the Chaplin Historic District.

5. Old Business.

a. *Letter to HDC residents.* Peifer distributed copies of a letter he wrote to District residents dated March 10<sup>th</sup>, 2015, reminding residents of District regulations and welcoming them to contact him.

6. Adjournment. Givens made a **motion** to adjourn, and Peifer closed the meeting at 8:25 PM.

Respectfully submitted,  
Catherine Lynch  
Secretary

The next scheduled meeting will be held on September 8<sup>th</sup>, 2015, and these minutes are subject to approval at that time.