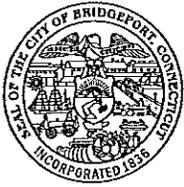




HISTORIC DISTRICT COMMISSIONS
Historic District Commission #1
Stratfield Historic District

**HISTORIC DISTRICT COMMISSION
APPLICATION PROCEDURES**

1. **Submit eight (8) copies of the completed application form, both sides.**
2. **Have owner sign application.**
3. **Submit photographs of building or architectural plans showing the proposed work.**
4. **Submit material sample or manufacturer's brochure of items to be installed/constructed, such as windows, doors, columns, railings, siding etc.**
5. **The Commissions meet on the first Tuesday of the month. All applications must be submitted on or before the 15th of the month preceding the month in which you are expected to appear on the agenda.**
6. **The name, address, telephone number and email address (if possible) of the "contact" person, if any, must be clearly indicated on the application form.**
7. **Contact William E. Minor at (203) 576-7222 or william.minor@bridgeportct.gov with questions.**



Application for a Certificate of Appropriateness

Historic District Commission • Bridgeport, Connecticut

Application Number _____ Date _____

INSTRUCTIONS: Complete this application form in ink (please print clearly) or typewriter. Submit by the 15th of the month in order to be considered at the regular meeting on the first Tuesday of the following month. Submit eight (8) copies.

AN APPLICATION IS HEREBY MADE for issuance of a Certificate of Appropriateness (under General Statutes of Connecticut 7-147 as amended by Public Act 80-314) for work as described below, and on plans, drawings, photographs and descriptive material attached.

Local Historic District: _____

Block and Lot Number: _____ Year Built: _____

Address of Proposed Work: _____

Owner of Record: _____

Owner's Address (if different from above): _____

Owner's Telephone: _____ Email _____

Name of Agent: _____ Telephone _____

Name of Architect or Designer: _____ Telephone _____

Name of Builder or Contractor: _____ Telephone _____

INFORMATION REQUIRED FOR PROCESSING APPLICATION:

1. Plan and drawings of all elevations visible from surrounding streets. Property owners may submit their own sketch to scale (on graph paper if possible). Architects, designers or contractors must submit drawings of professional quality.
2. Clear photograph(s) of existing structure or property. Show all elevations visible from any street.
3. Descriptive literature and/or samples of proposed materials (roofing, siding, windows, etc.)
4. Approximate dates of project commencement _____ and project completion _____
5. Has applicant previously applied for a Certificate of Appropriateness? No Yes If yes, when? _____

Please note that all drawings, plans, photos, product literature, etc submitted will be retained by the HDC Administrator.

DESCRIPTION OF WORK (Please check all appropriate categories):

- | | | |
|--|---|---|
| <input type="checkbox"/> Historical Restoration/Renovation | <input type="checkbox"/> Garage | <input type="checkbox"/> New Construction |
| <input type="checkbox"/> Addition | <input type="checkbox"/> Steps | <input type="checkbox"/> Commercial (Signage, etc.) |
| <input type="checkbox"/> Siding | <input type="checkbox"/> Parking/Driveway | <input type="checkbox"/> Demolition |
| <input type="checkbox"/> Fence | <input type="checkbox"/> Walks | <input type="checkbox"/> Other (please specify) _____ |
| <input type="checkbox"/> Porch | <input type="checkbox"/> Wall | _____ |

Size of Structure or Addition _____ (length) _____ (width) _____ (height) _____ (square footage)

Plot plan attached (*Required for new construction*) Yes No

DETAIL DATA: Please provide a brief written description of the proposed project. (Attach additional sheet if needed).

IMPORTANT: No work may differ from approved Certificate of Appropriateness.
 State statutes dictate that unapproved work may be subject to fines and/or removal. Certificate of Appropriateness is valid for 12 months from date of issue. Certificate may be renewed at the discretion of the Historic District Commission.

MATERIAL SPECIFICATIONS & STYLE INFORMATION

Please check all that apply to your project and identify existing materials and any proposed replacement materials.

ROOF

Existing: Asphalt Slate Tile Cedar Metal Fiberglass Composite Other (specify) _____

Color (please specify): _____

Proposed: Asphalt Slate Tile Cedar Metal Artificial Slate Fiberglass Composite Other (specify) _____

Color (please specify): _____

SIDING

Existing: Clapboard Wood Shingle Vinyl Siding Aluminum Siding Masonry; stone, stucco Fiber Cement Board

Proposed: Clapboard Wood Shingle Vinyl Siding Aluminum Siding Masonry; stone, stucco Fiber Cement Board

GUTTERS & LEADERS

Existing Wood Copper Aluminum Extruding Plastic Integral with roof

Proposed Wood Copper Aluminum Extruding Plastic Integral with roof

Windows

Existing: Double Hung Casement Arched Bay Diamond Paned Picture Other (specify) _____

Multiple Panes? No Yes - Specify number of panes in Top Sash _____ Bottom Sash _____

Material: Wood Metal Vinyl Wood clad with metal Wood clad with vinyl Fiberglass

Special Glass? No Yes - Please Specify; Leaded Beveled Stained Glass Art glass Other (specify) _____

Proposed: Double Hung Casement Arched Bay Diamond Paned Picture Other (specify) _____

Multiple Panes? No Yes - Specify number of panes in Top Sash _____ Bottom Sash _____

Material: Wood Metal Vinyl Wood clad with metal Wood clad with vinyl

Special Glass? No Yes - Please Specify; Leaded Beveled Stained Glass Art Glass Other (specify) _____

SHUTTERS

Existing Material: Wood Composite Vinyl Plastic Aluminum Fiberglass

Shutter Style: Louvered Raised Panel Board & Batten Custom

Proposed: Wood Composite Vinyl Plastic Aluminum Fiberglass

Shutter Style: Louvered Raised Panel Board & Batten Custom

DOORS

Existing: Wood, solid Wood with windows Metal, solid Metal with windows

Sidelites? No Yes Sidelite Glass: Plain Beveled/Leaded Frosted Stained Glass

Transom? No Yes Transom Glass: Clear/Frosted Patterned Colored

Special Hardware? (e.g. Strap hinges) No Yes (please specify) _____

Proposed: Wood, solid Wood with windows Metal, solid Metal with windows Fiberglass, solid Fiberglass with windows

Sidelites? No Yes Sidelite Glass: Plain Beveled/Leaded Frosted Stained Glass

Transom? No Yes Transom Glass: Clear/Frosted Patterned Colored

Special Hardware? (e.g. Strap hinges) No Yes (please specify) _____

GARAGE DOORS

Existing: Wood, solid Wood with windows Metal, solid Metal with windows

Proposed Wood, solid Wood with windows Metal, solid Metal with windows Fiberglass, solid Fiberglass with windows

STEPS/PORCH DECKING

Existing: Wood Masonry Brick Slate/Bluestone Cement Slab Composite

Proposed: Wood (untreated) Pressure treated wood Masonry Brick Slate/Bluestone Cement Slab Composite

FENCE OR WALL

Existing: Wood Wrought Iron Steel Stone Brick Cement Block Composite Aluminum Vinyl

Proposed: Wood Wrought Iron Steel Stone Brick Cement Block Composite Aluminum Vinyl

WALK OR DRIVEWAY

Existing: Cement Macadam Gravel Brick Slate/Flagstone/Bluestone Concrete Pavers Other

Proposed: Cement Macadam Gravel Brick Slate/Flagstone/Bluestone Concrete Pavers Other

ADDITIONAL DETAIL DATA:

Signature of Owner of Record _____ Date _____
 Signature of Applicant (if different) _____ Date _____
 Signature(s) of agent(s) _____ Date _____

The following information is to be completed by the HDC office:

Date Application Received _____ Date of Public Hearing _____
 Inspected Prior to Hearing _____ Commissioners _____
 Inspection upon Completion _____ Commissioners _____

Building Department:

1. APPROVED (Conditions) _____

2. DENIED (Reasons) _____

 Signature of HDC Administrator

IMPORTANT: No work may differ from approved Certificate of Appropriateness.
 State statutes dictate that unapproved work may be subject to fines and/or removal. Certificate of Appropriateness is valid for 12 months from date of issue. Certificate may be renewed at the discretion of the Historic District Commission.

NOTES TO PROPERTY OWNERS:

NEED HELP COMPLETING THIS FORM?

If you have questions about how to complete this application form, please contact the Director of Land Use and Construction Review at City Hall or call (203) 576-7222. Historic district commissioners may also be available to assist you and answer questions.

IMPORTANT!! Your project may be eligible for the Connecticut Historic Homes Rehabilitation Tax Credit.
 This program provides a thirty percent tax credit up to \$30,000 per dwelling unit for the rehabilitation of 1-4 family buildings. After completion of rehabilitation work, one unit must be owner-occupied for a period of five years. A minimum of \$25,000 in qualified rehabilitation expenditures is required to qualify.

The owner must submit a detailed application for approval prior to commencement of work. Application forms can be obtained from the Connecticut Commissioner on Culture & Tourism, Historic Preservation and Museum Division, 59 South Prospect Street, Hartford, CT 06106 or by calling (860) 566-3005.



Connecticut Commission on Culture & Tourism
Historic Preservation & Museum Division

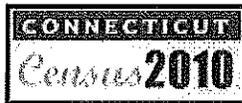
David Bohannon
 Director



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Connecticut Commission
 on
 Culture & Tourism -
 Historic Preservation
 and
 Museum Division
 One Constitution Plaza
 Second Floor
 Hartford, CT 06103
 860-256-2800
 860-256-2811 (fax)



HISTORIC PRESERVATION TAX CREDIT PROGRAM

Connecticut General Statutes Section 10-416b establishes a tax credit for the conversion of historic commercial and industrial buildings solely to mixed residential and nonresidential uses. Residential units can be rental or for sale (that is, condominiums). To qualify, a minimum of 33 1/3 percent of the square footage after rehabilitation must be residential in use. Nonresidential uses include commercial, institutional, governmental or manufacturing. An additional tax credit is available for projects which include affordable housing.

- 25% tax credit of the total qualified rehabilitation expenditures
- 30% tax credit of the total qualified rehabilitation expenditures if the project includes an affordable housing component provided at least 20% of the rental units or 10% of for sale units qualify under CGS Section 839a.
- qualified rehabilitation expenditures are hard costs associated with rehabilitation of the certified historic structure; site improvements and non-construction costs are excluded
- buildings must be listed on the National or State Register of Historic Places, either individually or as part of an historic district
- state tax credits may be combined with the 20% federal historic preservation tax credits provided the project qualifies under federal law as a substantial rehabilitation of depreciable property as defined by the Internal Revenue Service
- \$50 million in tax credit reservations are available in three year cycles
- per building cap is up to \$5 million in tax credits
- tax credit vouchers are issued after completion of rehabilitation work or, in phased projects, completion of rehabilitation work to an identifiable portion of the building placed in service for residential use
- tax credits are available for the tax year in which the building or, in phased projects, an identifiable portion of the building is placed in service for residential use
- tax credits can only be used by C corporations with tax liability under Chapters 207 through 212 of the Connecticut General Statutes
- tax credits can be assigned, transferred or conveyed in whole or in part by the owner to others

The program is administered by the Connecticut Commission on Culture & Tourism. There is a five step application process"

Part 1, "Determination of Historic Structure Status," Form ITC 100

- Part 2, "Request for Approval of Proposed Rehabilitation Plan," Form ITC 100a
- Part 3, "Request for Preliminary Certification and Reservation of Tax Credits," Form ITC 100c
- Part 4, "Request for Final Certification of Completed Rehabilitation," Form ITC 100d
- Part 5, "Request for Issuance of Tax Credit Voucher," Form 100e.

Prior approval of rehabilitation work is required.

FOR FURTHER INFORMATION

[Connecticut General Statutes Section 10-416b](#)
[Program Regulations](#)

HOW TO APPLY

Owners seeking tax credits under the Historic Structures Rehabilitation Tax Credit Program are required to file applications with the Commission. Proposed, ongoing and completed rehabilitation work to the historic building must meet the Standards for Rehabilitation established by the Connecticut Commission on Culture & Tourism. Prior approval of proposed rehabilitation work is required for a reservation of tax credits.

Application instructions and forms are available in PDF format:

[INSTRUCTIONS_001.pdf](#)

[APPLICATION FORMS_001.pdf](#)

Each application form is to be filed separately.

QUESTIONS?

Contact: Julie Carmelich at julie.carmelich@ct.gov or call (860) 256-2762.

[Printable Version](#)

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Minor, William

From: Judson Aley [jaley@rjaley.com]
Sent: Wednesday, August 18, 2010 7:44 PM
To: Minor, William
Subject: R. J. Aley-Window restoration.

William-

Restored wood windows with modern weather-stripping and a good quality aluminum triple track storm window are almost as energy efficient as replacement windows. A new correctly installed double pane replacement window may have an R-5 rating at the glass where as a restored wood window with a storm window on the outside may have an R-value of 3.75.

Couple of other things to keep in mind when discussing windows.

- 1) I've seen cheap vinyl replacement windows so poorly installed that they leaked more air than the original wood windows with aluminum storms did. After the first winter with the cheap replacements the homeowners heating bill was actually higher.
- 2) A restored single pane glass wood window must have some kind of exterior storm window to come close to the performance of a good, properly installed replacement. Without the storm window on the outside (not the inside) the restoration will only be good for 2-5 years due to the weather degrading the putty and paint. Exterior storms are a must.
- 3) Restoring wood windows is almost always as costly or more costly than replacement windows. In general, restoring a 75 year old existing wood 6 over 6 window and installing a new good quality aluminum storm window on it is going to cost \$600-\$900 per window if you include the necessary painting of the window after restoration.
- 4) In terms of energy use or reducing a home's energy consumption replacing all the windows or restoring all the wood windows including modern weather-stripping, storms etc will typical reduce a homes energy use a minimally amount. But let's say it is \$400 per year (A very unlikely number, it could be as low as \$50.00) So if you spend some \$10,000 on 15 good replacement windows or restoration of 15 wood windows your payback time is going to be \$10,000 divided by \$400 = 25 years. After 25 years your gas filled replacement windows will be leaking and need replacing all over again but your wood windows should be good for another 25 as long as you have done upkeep on them over the 25 years, painting etc..
- 5) So from a purely energy consumption stand point a home owner is much better off letting their windows continue to leak and puttthe \$10,000 into insulation in their attic, upgrading their boiler or furnace to a high efficiency unit or installing a solar panel on their roof to create free hot water.
- 6) I tell potential clients the biggest reason to restore their wood windows is because they are a part of the history of the house, they'll be adding less to the waste stream/landfill, vinyl windows are made from oil so the are keeping us fighting in the middle east to control the oil or because they like the way the old glass and wood frames look.

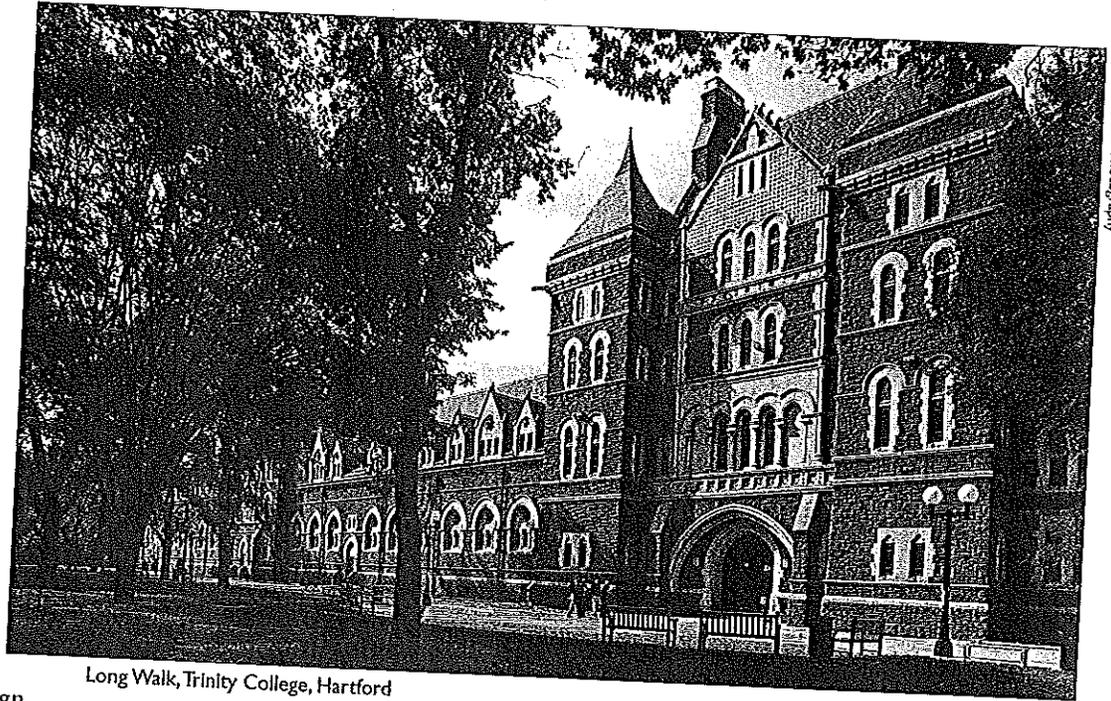
Hope this all helps. Best Regards.-Jud

Connecticut Preservation Awards 2009

The Connecticut Trust for Historic Preservation presented Connecticut Preservation Awards to six outstanding projects this year. The awards recognize outstanding preservation efforts around the state and are intended to call attention to the depth and scope of the impact that the preservation of historic resources can have on our communities. The awards were presented at the Trust's annual meeting, held on April 27 at the Comstock-Ferre barns, in Wethersfield.

AWARDS OF MERIT

Long Walk, Trinity College, Hartford. In 1873 Trinity College turned to the English architect William Burges for a new campus design. Only a part of Burges' High Victorian Gothic scheme was ever built, but that part remains the heart of Trinity's campus. Over a ten-year period, the college has carefully restored the three Burges buildings, Seabury Hall, Jarvis Hall, and Northam Tower. Designed by SmithEdwards Architects, exterior work included restoration of masonry, slate roofing, gutters and flashing, terra cotta cresting, and leaded-glass casement windows. Inside, the dormitory areas were returned to their original configuration and new provisions for accessibility and egress were provided. Heating and cooling systems, electrical service, and plumbing were upgraded; and elevators, telecom-



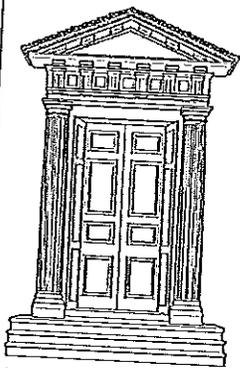
Long Walk, Trinity College, Hartford

munications and audio-visual systems added. Particular care was taken to preserve original features of the interiors, such as stone chimney pieces, wood casework, hardware—even original cast iron steam manifolds and fresh-air vents were reused. Burges' original drawings, with penciled notations recording changes made in construction, were an invaluable aid. Trinity College has shown great sensitivity in introducing programmatic and infrastructure upgrades while meticulously restoring these landmark buildings.

David Field house, Madison. Since about 1720 the David Field house has stood on a hill overlooking Green

Hill Road in Madison, its raised paneling, generous window openings, and decorated frame all representative of the homes of early Connecticut's wealthy citizens. Just a few years ago, however, the 8-acre property was subdivided and the house faced demolition for a new speculative residence. During this period, paneling and doors were stolen from the house, graffiti defaced its ceilings, and water damaged portions of the flooring and frame. The Trust listed the house in its Historic Properties Exchange, a marketing tool for endangered buildings. Finally, in 2007, Connecticut Trust Advisor John Herzog and his wife,

continued on page 10



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