

APPENDIX A. Application Form: COA and Variance

TOWN OF CHESHIRE  
Historic District Commission  
Planning Department, Town Hall  
84 South Main Street  
Cheshire, CT 06410

Date received: 1-12-21 Fee Paid: \$25.00 (cas)  
Hearing Date: \_\_\_\_\_  
Certificate #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
Monitor: \_\_\_\_\_  
Pre-application review:  Yes  No

RECEIVED  
Town of Cheshire  
JAN 12 2021  
Planning Dept

Please read instructions on reverse before signing the form.

APPLICATION FOR:

- A. CERTIFICATE OF APPROPRIATENESS, for work described below and/or
- B. VARIANCE because of unusual site conditions

Type of project (check all that apply)

Construction

- New Building  Addition to Building  Major building restoration, rehabilitation
- Minor Work on a building or structure

Site changes

- Parking area (s), driveway (s) or walkway (s)  Minor site changes (see list)
- Fence (s) or wall (s)  Sign (s)  Mechanical system (s)
- Non-temporary site feature (s): satellite dishes, pools, lighting fixtures, arbors, etc.

Demolition or relocation

- Primary building  Outbuilding  Site Feature

Variance Describe hardship (topographical conditions or particular problems with your lot)

- bedrock formation  narrow setback  mine cave-in
- underground utility or sewer lines  other \_\_\_\_\_

General Information

Property Address \_\_\_\_\_

Historic District:  CA-TC  SB \_\_\_\_\_

Owner(s) Name: Min zhen zhang

Owner's Address 25 church Dr. Cheshire ct 06410

Owner's Phone 917-582-0441 Email bennyhuang128@gmail.com

Applicant (if not owner) Gui Huang

Applicant's Address 25 church Dr. Cheshire Ct. 06410

Applicant's Phone 917-330-1868 Email bennyhuang128@gmail.com

Applicant's Relationship to Owner husband

Contractor's Name x Leonel Jordan Phone 203-525-6107

Architect's Name \_\_\_\_\_ Phone \_\_\_\_\_

Dates of Anticipated Work: Start Spring 2021 Completion \_\_\_\_\_

Brief Description of Proposed Work:

Front porch: I will use cedar wood to replace pine plywood and I go fix the brackets that are broken  
Window: I will also replace new window as you can see in the picture I will also repair siding and use cedar wood.

Attach additional pages as necessary. (Additional sheets on letterhead are supplied on request.)

Please include a description of how the proposed work (if a change or addition) is historically and architecturally compatible with the building and the Historic District as a whole.

The Required Materials are attached: (see list on the back of this page)  
I have read the attached instructions and to the best of my knowledge, the information contained in this application is accurate and complete. I also give permission for members of the Cheshire Historic District Commission to access the property for the purpose of reviewing this application and work done under any certificate issued to me.

Owner's or Applicant's Signature (s): *x [Signature]* Date: *x Jan, 11, 2021*

**APPLICATION**

**Requirements:** Applications must include materials listed below to be considered complete. A \$25.00 dollar processing fee is required upon submission (made out to "Collector, Town of Cheshire"). Incomplete applications will not be reviewed.

**Deadline:** Applications are due at Town Hall ten (10) days prior to a regular HDC meeting. The HDC ordinarily meets on the first Mondays at 7:30 PM and, in some months, on the third Monday as well. In case of a Monday holiday, the meeting will usually be held on the following day (Tuesday) at 7:30 PM. Please call the Planning Office 271-6670 to verify the meeting dates.

**Representation:** Applicants or a representative must attend the COA or Variance public hearing

**Changes:** Work must be completed as presented and approved. If modifications become necessary, such changes must be presented to and approved by the HDC prior to beginning work on any aspect of said modification.

**REQUIRED MATERIALS: Three copies of the following materials should be attached to three copies of the COA application form.**

**New Buildings and Additions**

- Description of project
- Photographs of proposed site/setting
- Site plan, 1"-20'
- Exterior building elevations
- Floor plan
- Description of materials (If using non-original materials, please supply samples, brochures, websites, locations where material is in use)

**Major Restoration, Rehabilitation**

- Description of project
- Photographs of existing building & setting
- Exterior building elevations
- Description of materials (see New Buildings above)

**Minor Exterior Changes to Buildings or Sites**

- Description of project
- Photograph of building or site (portion)
- Description or sample of materials

**Demolition or Removal of Building/Structure**

- Description of proposed project
- Site plan showing trees, fences, paths
- photographs of adjacent buildings and setting, and of all sides of building to be demolished
- Sketch of, and description of, what the site will look like after demolition or moving, if no building is proposed

- If new building is proposed, follow procedures for New Buildings and Additions as stated above

**Site changes: parking, drives, and walks**

- Site plan
- Description of materials
- Photographs of site and larger neighborhood context

**Site changes: fences, walls, and other site features**

- Site plan
- Architectural elevations or sketches
- Description of materials
- Photographs of site

**Site change: signs**

- Site plan or sketch of site (for free-standing signs)
- Architectural elevation or sketch (for signs located on the building)
- Description of materials, design, type, styles, etc.
- Description of illumination

**Variance**

- Site plan showing location (s) of problem (s)

The HDC uses its Regulations to make informed decisions. Copies of the Regulations are available free of charge at the Planning Department.

Decisions on projects requiring a COA, follow the public hearing which is held approximately two weeks after the application has been received by the HDC at a regular meeting. All decisions must be made within 65 days of receipt of the complete application.

10:15



From bennyhuang128@gmail.com

Re: Meeting at 25 Church Dive

On Mon, Jan 4, 2021 at 8:22 AM Stacey Vairo  
<[svairo@preservationct.org](mailto:svairo@preservationct.org)> wrote:

Front porch

I will use cedar wood to replace pine plywood and I  
go the fix brackets are broken  
Window

I will also replace new window as you can see in the  
picture I will also repair siding use cedar wood



9:42



Leonel Jordan

12/21/20, 6:56 PM

All Media



app. Download it now.

INSTALL

★★★★★ (187k)

< Appearance Boards

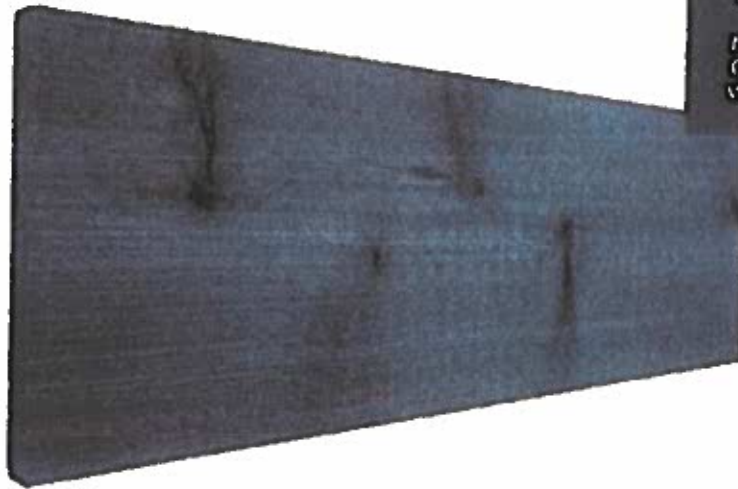
\$30.24

★★★★☆ 17

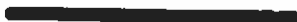
View Q&A

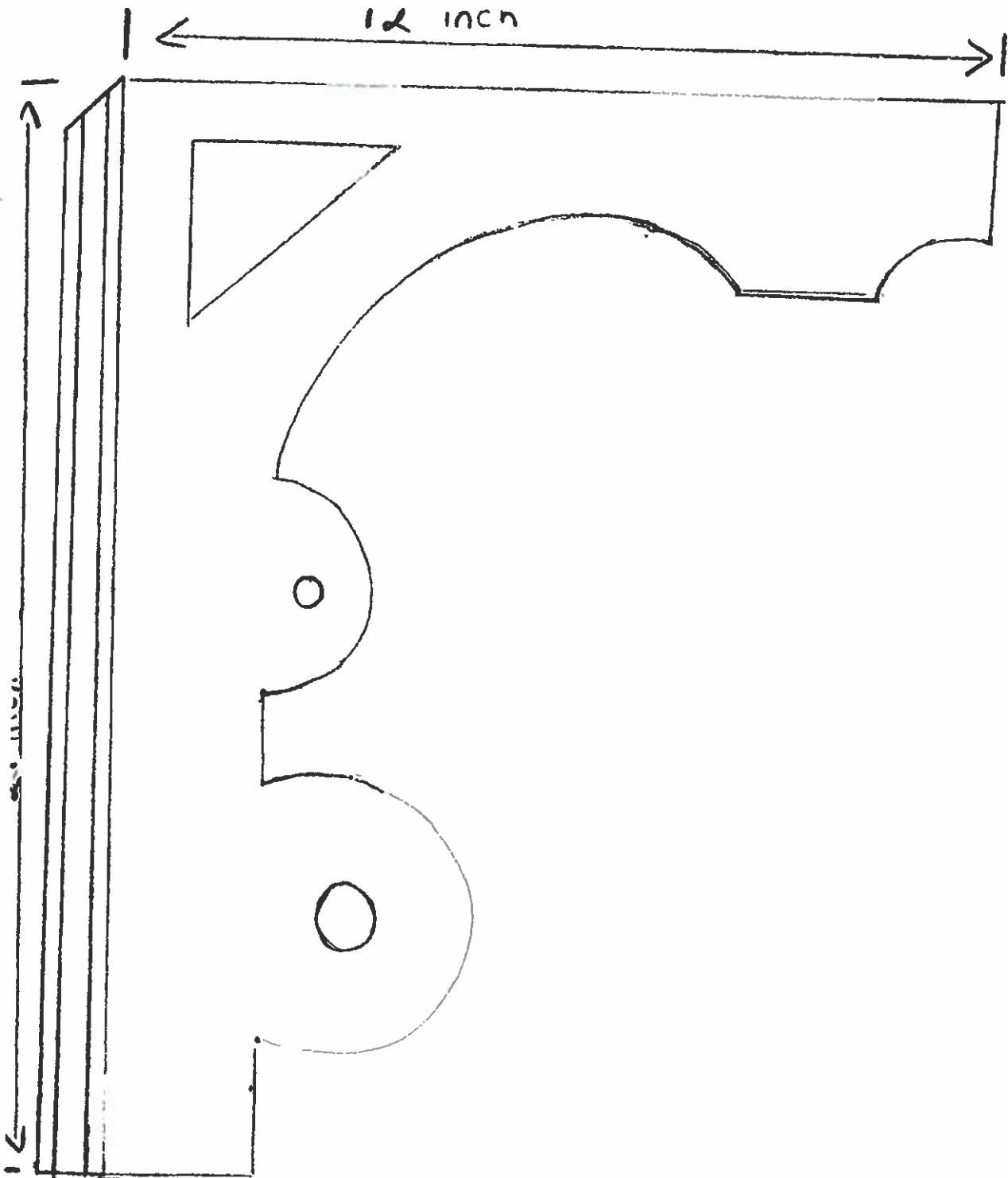
1-in x 8-in x 12-ft Square Unfinished Cedar Board

Item #7506 Model #7506

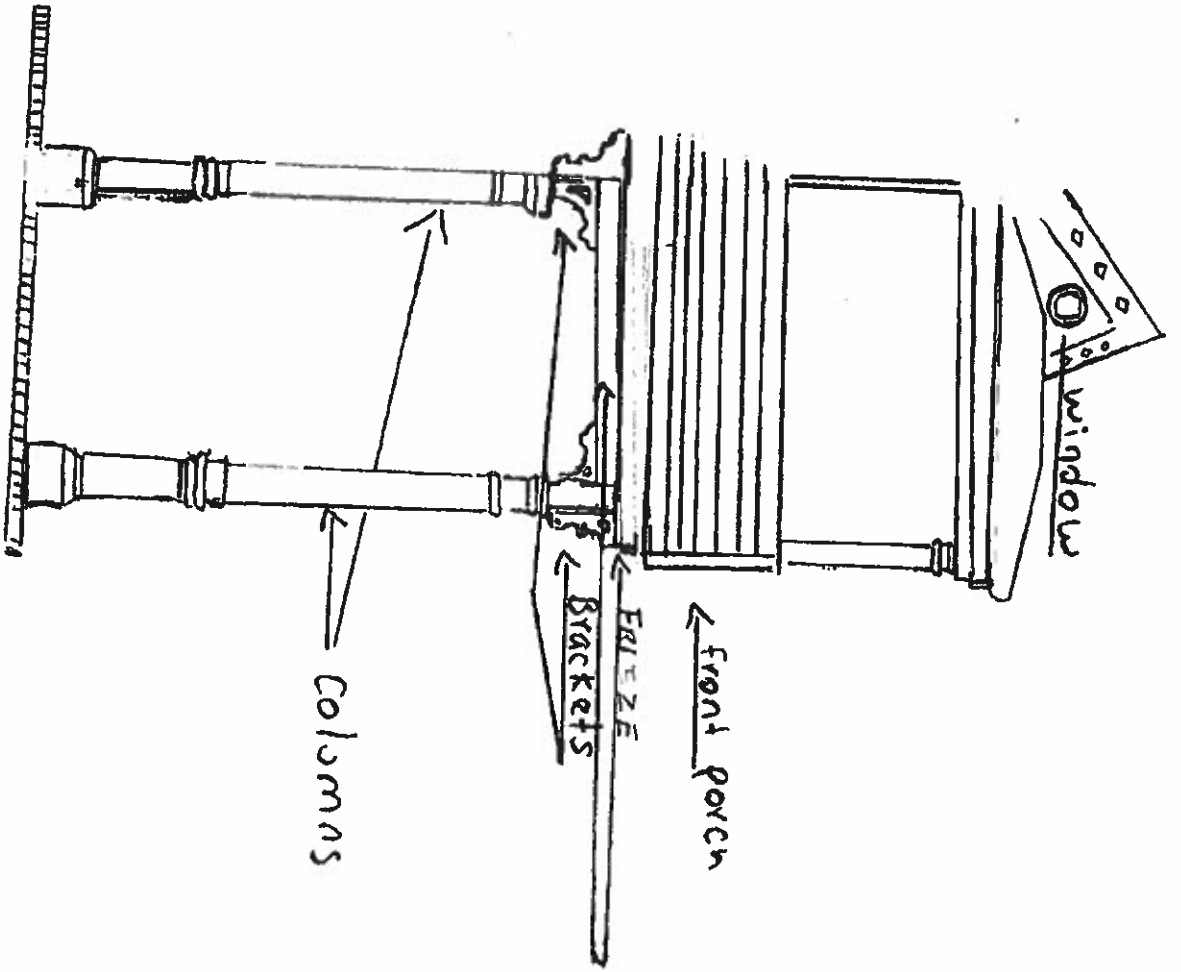


CHAT NOW





1 inch thick }  
2 inch thick }  
1 inch thick }



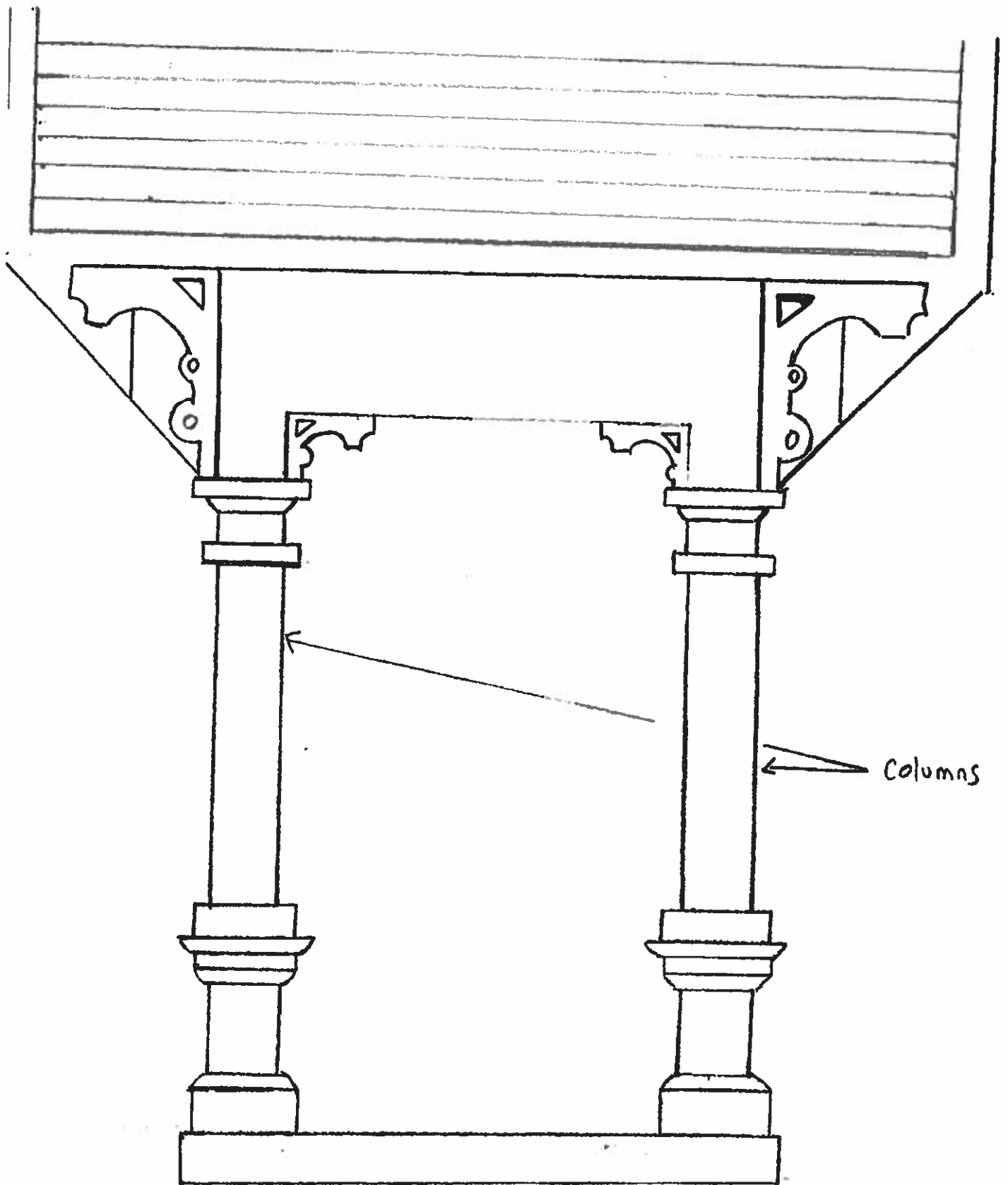
Window

front porch

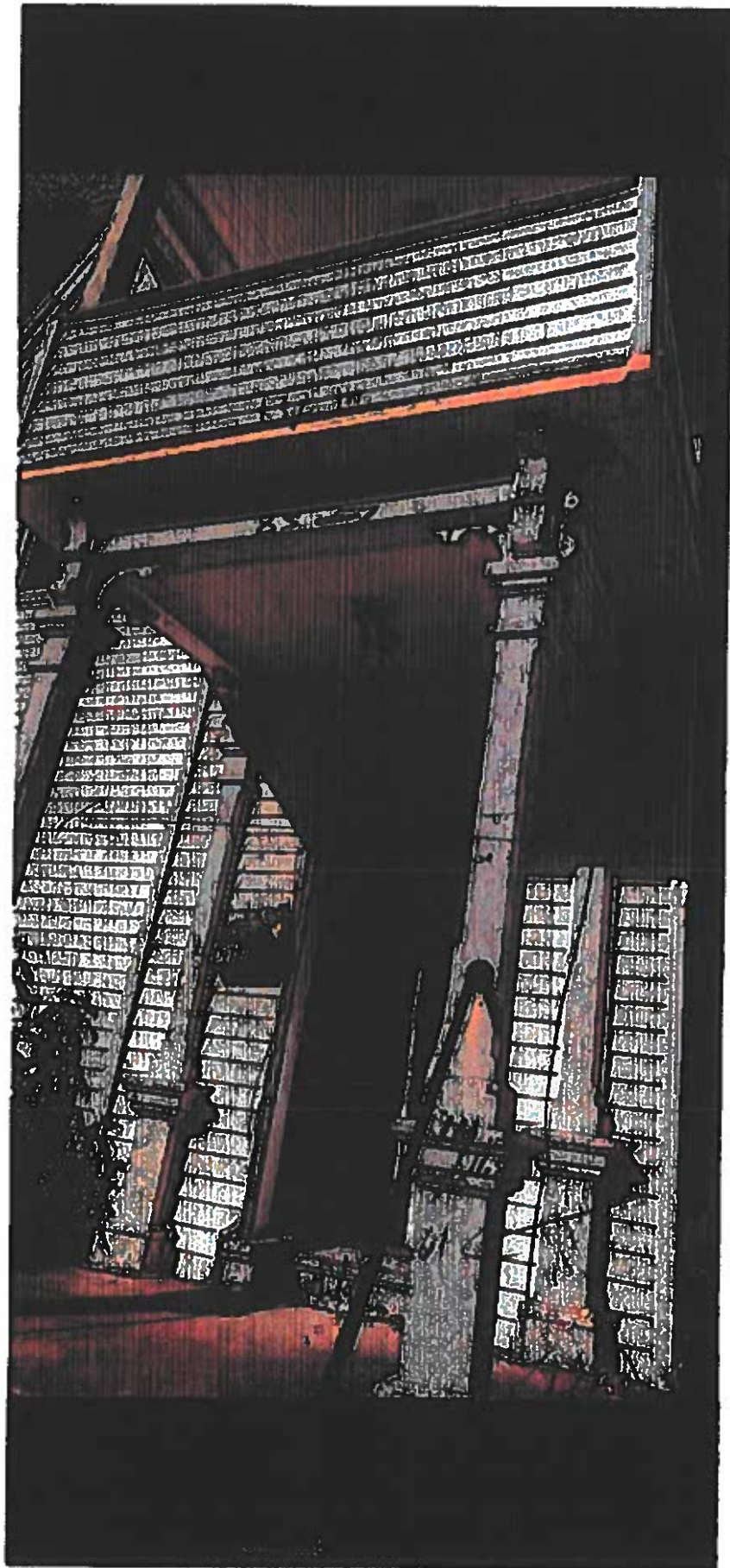
FRIEZE

Brackets

Columns



Columns



75.14



9:54

Camera



Cheshire  
December 15, 2020 8:59 AM

Edit



25 Church Drive Window  
Submitted by e-mail 12/14/20

11:45

LTE



Leonel Jordan  
12/14/20, 11:37 AM

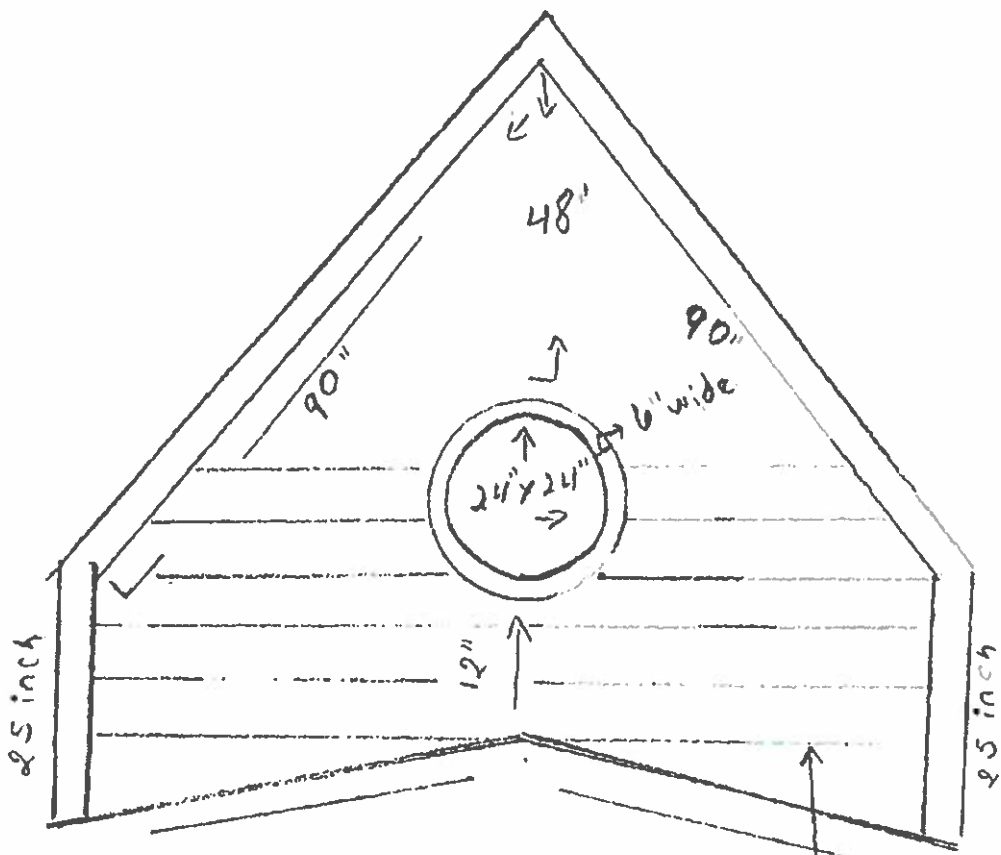
All Media



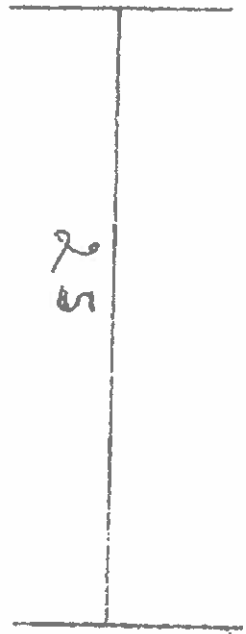
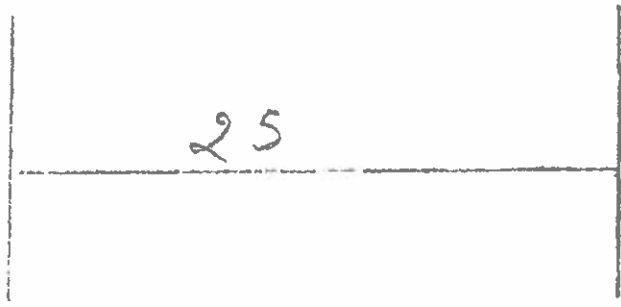
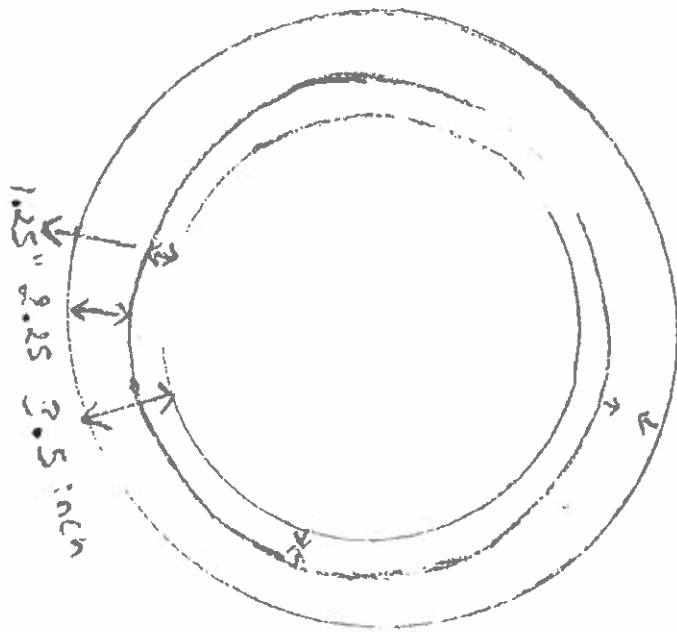








Siding 1x4  
 there is wood  
 siding under



**Sitko, Jerry**

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**From:** Stacey Vairo <svairo@preservationct.org>  
**Sent:** Wednesday, January 13, 2021 1:14 PM  
**To:** Sitko, Jerry  
**Subject:** Re: Ocular Window

Hi Jerry -

Apologies! I sent it with a misspelling of your name - twice! Mr. Huang got it though when I sent it on the 4th and on Tuesday.

Please let me know if you have any questions.

Thanks!

Stacey

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**From:** Stacey Vairo  
**Sent:** Monday, January 4, 2021 7:10 PM  
**To:** Benny Huang (bennyhuang128@gmail.com)  
**Cc:** gsitko@cheshirect.org  
**Subject:** Ocular Window

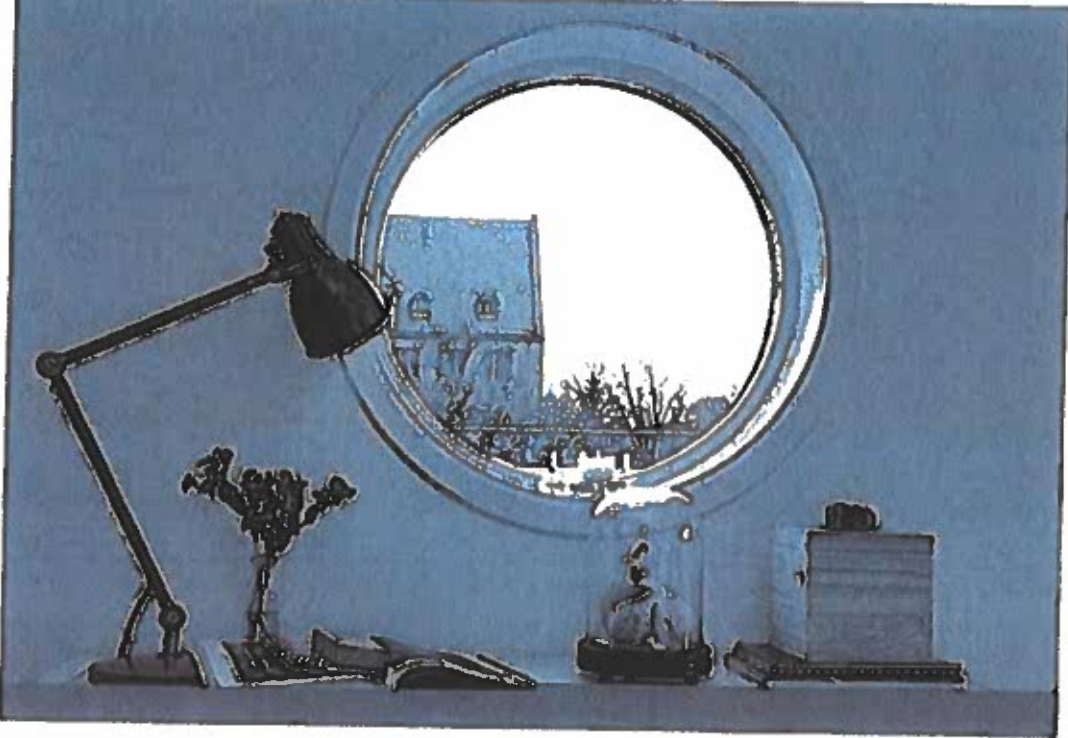
Good Evening, Mr. Huang -

Thanks so much for showing us your house and your plans today. I went with Gerry over to the Town Hall after our meeting and took a look at the window. It looks like a good start, but I have a few questions and concerns:

1. Which side is the one that will face the exterior the glass or the screen? If the screen is on the exterior, it seems that there is a good chance that the water from rain or wind will be captured in the unit and it will deteriorate really quickly. It should be sealed in some way as it is very likely that the original window was



simply one piece of glass that was fixed to the frame. Like this



one:

2. The way that the glass is attached to the wood using plastic clips is concerning. This is less about the way it looks and more about the longevity of the window unit itself. It seems that it would be very vulnerable to blowing out in a high wind or rotting because, again, it isn't a sealed joint. If you were to seal any openings where the glass meets the wood and then put a rounded trim over it to keep it in place the seal would be much stronger.

3. The finish on the window is very rough. This is not something that you can likely see from the street, so again this is less about looks and more about function. The rough surface will catch the dirt and moisture making the surface very vulnerable to rot. A good sanding and a thorough painting of the exposed wood is needed to ensure the window lasts.

These are just some suggestions that I think will help your case with the Historic District Commission. If you have any questions, please reach out and I'd be happy to answer them.

Best Regards,

Stacey Vairo  
Circuit Rider, Preservation CT  
475-355-0067

2 copy

RECEIVED  
Town of Cheshire

FEB 16 2021

Planning Dept

LEGAL NOTICE  
(To appear in the Cheshire Herald on 2/18/2021)

The Historic District Commission will hold a virtual Public Hearing on Monday, March 1, 2021 at 4:30 p.m., Via Video Teleconference

Public access made available through live streaming on YouTube at [https://www.youtube.com/channel/UC4\\_xey3QjJmwe57R\\_6K94Dw](https://www.youtube.com/channel/UC4_xey3QjJmwe57R_6K94Dw)  
Public comments accepted at [Comments@cheshirect.org](mailto:Comments@cheshirect.org) and by voice mail message at 203 271-6638. Video will be available on Channel 14 and on demand at [www.cheshirect.org](http://www.cheshirect.org) as soon as possible

The application of Min Zhen Zhang, c/o Benny Huang, 2724 East Main Street, Waterbury, CT 06705, for a Certificate of Appropriateness to repair the front porch, replace the ocular window and repair the siding, property located at 25 Church Drive, Cheshire, CT 06410, which work is specifically detailed and available for review in the Cheshire Planning Department, 84 South Main Street, Cheshire, CT 06410.

Respectfully submitted:

*Lisa Franco*

Lisa Franco, Clerk  
Cheshire Historic District Commission

P.O. # 21001485-00

I sent this information to these people

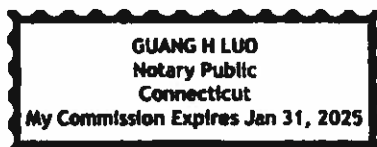
Podaras Clifford  
Jmb Property LLC  
cheshire The Town of planning  
Dept.

First congregational

*Gu Huang*

Feb, 10, 2021

State of CT County of Fairfield  
Subscribed and sworn to (or affirmed) before me on this  
10th day of February, 2021 by  
Gu Huang proved to me on the basis  
of satisfactory evidence to be the person(s) who appeared before me.  
Notary Signature [Signature]



	OWNER NAME	LOCATION	MAIL ADDR	MAIL CITY	MAIL	MAIL
57-1	PODARAS CLIFFORD	SPRING ST	14312 DOVEWIND COURT	JACKSONVILLE	FL	32258
57-2	JMB PROPERTY LLC	15 S MAIN ST	55 HIDDEN PLACE	CHESHIRE	CT	06410
64-202	CHESHIRE THE TOWN OF PLANNING DEPT.	43 Church Dr.	84 S. Main Street	CHESHIRE	CT	06410
64-217	FIRST CONGREGATIONAL	111 Church Dr.	111 CHURCH DRIVE	CHESHIRE	CT	06410
	CHURCH OF CHESHIRE					