



DEPARTMENT OF DEVELOPMENT SERVICES – PLANNING DIVISION

REPORT: 138 Westerly Terrace, Hartford, CT 06105

For consideration: January 20, 2021

STAFF REPORT

TO: HARTFORD PRESERVATION COMMISSION

FROM: Autumn Florek, Senior Planner
T. 860-757-9083; Email: autumn.florek@hartford.gov

PROJECT: 138 Westerly Terrace
PARCEL ID: 128-179-001
ENERGOV ID: COMM-2021-0308

ZONE: N-1-1 **HISTORIC DISTRICT:** Prospect Avenue National Historic District

TYPE: ARTICLE XII HISTORIC PRESERVATION COMMISSION
Sec. 28-170 through 28-221

APPLICANT: Southern New England Window c/o John Zuba

OWNER: James Thompson, Jr.

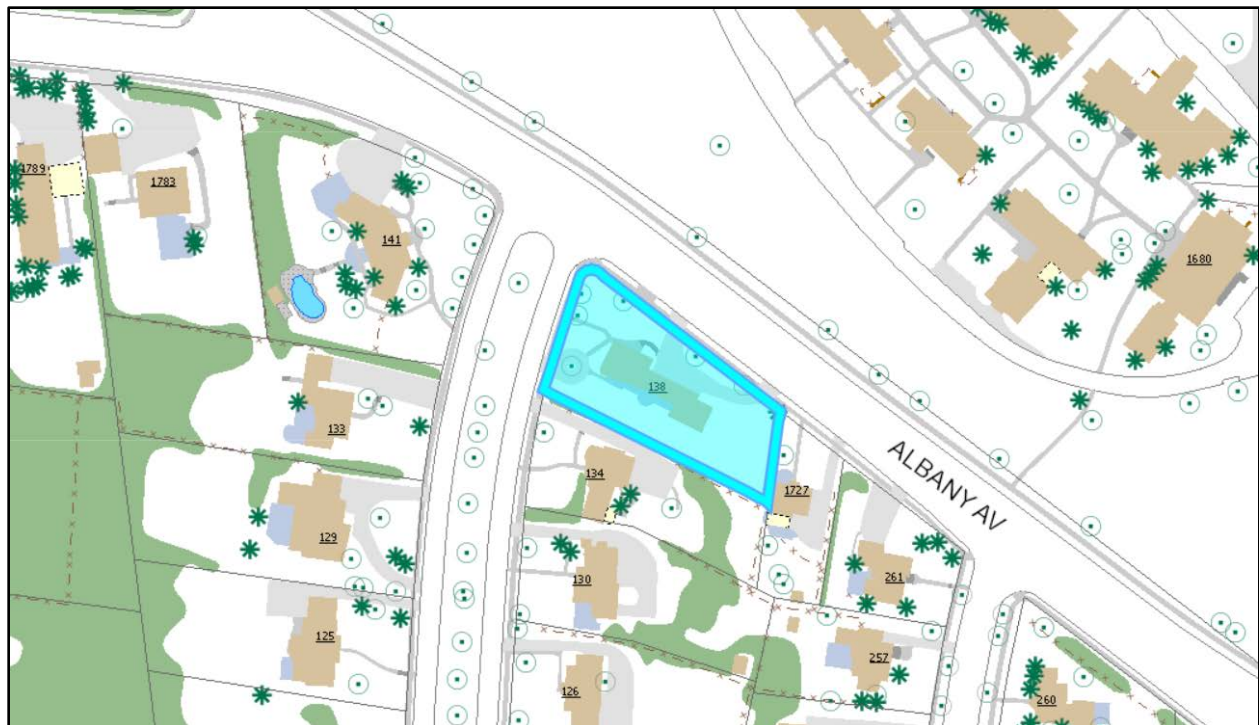


Figure 1: Location Map

BACKGROUND INFORMATION

The subject site, 138 Westerly Terrace, is a contributing property in the Prospect Avenue National Historic District. The Colonial Revival structure was built in 1910 (Hartford Architecture Conservancy, 1980).



Figure 2: 138 Westerly Terrace, Staff Photo, January 13, 2021

Proposed Project: The Applicant proposes to replace a set of 3 6/6 double-hung composite windows with 2 8/8 gliding vinyl/wood composite windows. The proposed windows would have a 2.5" casing, have a 2" horizontal mimic bar, and would be separated by a mullion.



Figure 3: Existing Windows, Photo Submitted by Applicant



Figure 4: Image Submitted by Applicant (Proposed Window Would Have Rail as Well)

LEGAL STANDARD

The Commission reviews and acts upon all applications for Document of Suitability. No person or entity may, without first applying and obtaining the approval of the Commission, file an application for a demolition permit, or for a building permit for any protected property as designated in the Historic Preservation Ordinance Sec. 28-219.

STANDARDS SPECIFIC TO THE USE

The commission shall adopt the *Secretary of the Interior's Standards for Rehabilitation* and the City of Hartford's *Guidelines for Renovations and Additions to Historic Buildings*.

The following sections of the *Guidelines for Renovations* are relevant:

- Windows and Doors, page 19:
 - “Recommended: Survey the condition of windows and doors including sash, glazing, wood stiles and rails, moldings, panels, and trim.”
 - “Recommended: Replace to match as closely as possible the dimensions and profiles of existing components such as stiles, rails, muntins, glazing bars (interior and exterior, and area of glass. Applied muntin frames may be acceptable. These guidelines apply regardless of the material of the new windows.”

FINDING OF FACTS

CURRENT USE:	Single-Family Residential	PROPOSED USE:	Single-Family Residential
YEAR BUILT:	1910	STYLE:	Colonial Revival

Particular mention in Historic nomination: The subject site is a contributing property within the Prospect Avenue National Historic District, but the nomination does not otherwise mention the property directly. It does note, however, that there were forty-two structures in the district at the time the nomination was written in 1985.

Current Conditions: Replacement double-hung windows are currently installed on the structure, including for the windows the applicant proposes to replace. The house also has vinyl siding, among other features that would not have been used at the time it was built.

Nearby Conditions: The nearby structures on Westerly Terrace represent a mix of contributing and non-contributing properties. The contributing properties are developed with Colonial Revival and Tudor Revival structures, which appear to be in excellent condition. Some of the properties that abut the subject property have replacement windows. The windows on each of these houses generally follow a uniform style. That said, each of the properties has a handful of windows that deviate from the uniform windows style on the structure.



Figure 5: West Side of Westerly Terrace, Staff Photo, January 10, 2021



Figure 6: Corner Adjacent to Subject Property, Staff Photo, January 10, 2021

COMMENTS RECEIVED

(None received as of January 14, 2020)

ANALYSIS

Replacement windows are currently installed throughout the structure. This proposal only deals with the set of windows on the side façade looking out on Westerly Terrace. The windows that the Applicant proposes to replace do not match the other existing windows on the façade in question. The other windows also have muntins with larger spacing with larger areas of glass visible from the street. The proposed windows would more closely match those windows.

The Preservation Guidelines state that new windows should match the existing elements as closely as possible. The two proposed windows would have larger frames than the windows they replace, but the Applicant has indicated that the windows installed would have characteristics that mostly match the existing windows. The Applicant though has not submitted the precise specifications for each of the components. Staff recommends that the application be approved with the condition that the proposed windows match the existing windows as closely as possible.

STAFF RECOMMENDATION

Staff recommends approval of this application, subject to the following condition:

- (1) Windows shall be replaced to match as closely as possible the width existing elements including for the rails, stiles, muntins, glazing bars (interior and exterior), mullion, and area of glass, among other elements.

ATTACHMENTS

1. Completed and signed application form.
2. Contract with specifications.
3. Photos submitted by the Applicant.
4. E-mail correspondence

REVIEWED,

Aimee Chambers, Director



**CITY OF HARTFORD
HISTORIC PRESERVATION COMMISSION RESOLUTION
138 WESTERLY TERRACE
HISTORIC PRESERVATION PROPOSAL**

- Whereas,** The City of Hartford Historic Preservation Commission reviewed the proposal for the replacement three windows at 138 Westerly Terrace; and
- Whereas,** The Colonial Revival structure was built in 1910; and
- Whereas,** The structure presently has replacement windows installed; and
- Whereas,** The Applicant proposes to remove a set of three double-hung windows; and
- Whereas,** The Applicant proposes to install two 8/8 gliding windows; and
- Whereas,** The proposed windows would have a 2.5” casing; and
- Whereas,** The proposed windows would have a 2” mimic bar; and
- Whereas,** The proposed work is consistent with the City’s Historic Design Principles;

Now therefore Be It

- Resolved,** The City of Hartford Historic Preservation Commission hereby approves the proposed work.
- Resolved,** Windows shall be replaced to match as closely as possible the width existing elements including for the rails, stiles, muntins, glazing bars (interior and exterior), mullion, and area of glass, among other elements.

Be It Further,

- Resolved,** This 20th day of January 2021.

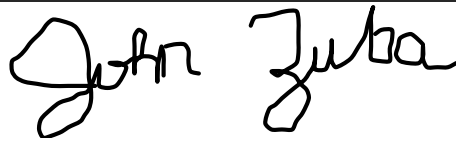
DDS- Planning & Zoning: Historic Review Application



Submission date: 6 November 2020, 3:56PM

Receipt number: 79

Question	Response
Property Information	
Property Address	Street:138 Westerly Terr City: Hartford State: CT Zip Code:06105
Zoning District:	
Parcel ID:	
Property Owner:	James Thompson
Property Owner's Address:	Street: 138 Westerly Terr City: Hartford State: CT Zip Code: 06105
Phone:	(860) 550-3204
Email:	N/A
Applicant	
Please check if "Applicant" is the same as "Property Owner"	
Name of Applicant:	Southern New England Windows
File Date:	11/06/2020
Address:	Street: 10 Reservoir Rd City: Smithfield State: RI Zip Code: 02917
Phone:	(401) 447-7172
Email:	johnz1492@aol.com
Primary Point of Contact	
Name:	John Zuba (Southern New England Windows)
Phone:	(401) 447-7172
Email:	johnz1492@aol.com
Describe your application action(s) and provide as much detail as possible.	Install replacement double casement window (kitchen sink). No structural changes.
Proposed work:	Other: replacement
Current materials being repaired/replaced:	vinyl
Materials/products being used in work:	fibrex (vinyl composite)

Please upload all supporting materials and photographs below.	Hartford Historic Photos 138 Westerly Terr for James Thompson.pdf Hartford Contract 138 Westerly Terrace.pdf
Signatures	
Signature of Applicant:	 Link to signature
Name of Applicant:	John Zuba (Southern New England Windows)
Date:	11/6/20
Signature of Property Owner:	SEE ATTACHED CONTRACT Link to signature
Name of Property Owner:	James Thompson
Date:	11/6/20



Agreement Document and Payment Terms

dba: Renewal By Andersen of Southern New England

Legal Name: Southern New England Windows, LLC

RI #36079, MA #173245, CT #0634555, Lead Firm #1237

10 Reservoir Rd | Smithfield, RI 02917

Phone: 401-349-1384 | Fax: 401-633-6602 | sales@renewalsne.com

James Thompson

138 Westerly Terrace

Hartford, CT 06105

H: (860)550-3204

C: (860)232-0630

Buyer(s) Name: James Thompson

Contract Date: 10/16/20

Buyer(s) Street Address: 138 Westerly Terrace, Hartford, CT 06105

Primary Telephone Number: (860)550-3204

Secondary Telephone Number: (860)232-0630

Primary Email: jthompson@blmfld.org

Secondary Email: _____

Buyer(s) hereby jointly and severally agrees to purchase the products and/or services of Southern New England Windows, LLC d/b/a Renewal By Andersen of Southern New England ("Contractor"), in accordance with the terms and conditions described in this Agreement Document and Payment Terms, any documents listed in the Table of Contents, and any other document attached to this Agreement Document, the terms of which are all agreed to by the parties and incorporated herein by reference (collectively, this "Agreement"). Buyer(s) hereby agrees to sign a completion certificate after Contractor has completed all work under this Agreement.

Total Job Amount:	\$4,437	By signing this Agreement, you acknowledge that the Balance Due, and the Amount Financed must be made by personal check, bank check, credit card, or cash.	
Deposit Received:	\$2,218		
Balance Due:	\$2,219	Estimated Start:	Estimated Completion:
Amount Financed:	\$4,437	9-11 weeks from today	9-11 weeks from today
Method of Payment:	Financing	We schedule installations based on the date of the signed contract and secondarily on the date in which we complete the technical measurements. The installation date that we are providing at this time is only an estimate. We will communicate an official date and time at a later date. Rain and extreme weather are the most common causes for delay.	

Notes: **1/2 down via GS. Plan 2521. Taxes paid in Hartford**

Buyer(s) agrees and understands that this Agreement constitutes the entire understandings between the parties and that there are no verbal understandings changing or modifying any of the terms of this Agreement. No alterations to or deviations from this Agreement will be valid without the signed, written consent of both the Buyer(s) and Contractor. Buyer(s) hereby acknowledges that Buyer(s) 1) has read this Agreement, understands the terms of this Agreement, and has received a completed, signed, and dated copy of this Agreement, including the two attached Notices of Cancellation, on the date first written above and 2) was orally informed of Buyer's right to cancel this Agreement.

NOTICE TO BUYER: Do not sign this contract if blank. You are entitled to a copy of the contract at the time you sign.

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME NOT LATER THAN MIDNIGHT OF 10/20/2020 OR THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION, WHICHEVER DATE IS LATER. SEE THE ATTACHED NOTICE OF CANCELLATION FORM FOR AN EXPLANATION OF THIS RIGHT.

Legal Name: Southern New England Windows, LLC

dba: Renewal By Andersen of Southern New England

Buyer(s)

Signature of Sales Person

Hank Betzner

Print Name of Sales Person

Signature

James Thompson

Print Name

Signature

Print Name



Itemized Order Receipt

dba: Renewal By Andersen of Southern New England

Legal Name: Southern New England Windows, LLC

RI #36079, MA #173245, CT #0634555, Lead Firm #1237

10 Reservoir Rd | Smithfield, RI 02917

Phone: 401-349-1384 | Fax: 401-633-6602 | sales@renewalsne.com

James Thompson

138 Westerly Terrace

Hartford, CT 06105

H: (860)550-3204

C: (860)232-0630

ID#: ROOM:

DETAILS:

Misc: Misc, THANK YOU!, As a reminder, it is the customer's responsibility to do any painting, staining or touch up work after installation. We appreciate your business and look forward to exceeding your expectations.

Misc: Misc, TO CONSTRUCTION DEPARTMENT:

Misc: Misc, PERMIT, Customer has paid for Renewal by Andersen to secure a building permit for their project. Permit fees are non-refundable once Renewal By Andersen applies for a permit.

101 sink

Window: Casement, Double, Vented, EJ Frame, Exterior White, Interior White, **Glass:** All Sash: High Performance, No Pattern, **Hardware:** White, **Screen:** TruScene, Full Screen, **Grille Style:** Grilles Between Glass (GBG), **Grille Pattern:** All Sash: Colonial 4w x 4h, **Misc:** FDL Mimic Rail - Horizontal, Matches up with GBG and FDL grills only, NEW Ext. Wrap, NEW Int. STANDARD Casing - Pine, 2.5" or 3.5", colonial or clamshell only or 1x4 flatstock. Picture frame or Traditional, stool and apron.

WINDOWS: 1 PATIO DOORS: 0 SPECIALTY: 0 MISC: 3

TOTAL **\$4,437**



Renewal by Andersen is committed to our customers' safety by complying with the rules and lead-safe work practices specified by the EPA.

Hartford Planning Division

From: John Zuba <johnz1492@aol.com>
Sent: Monday, November 30, 2020 1:26 PM
To: Hartford Planning Division
Subject: Re: Historic Application for 138 Westerly Terrace

Hello Paige,

I've included images that I've received from the office below for the 138 WesterlyTerr application. Please let me know if you need anything else.

Thanks!

John

-----Original Message-----

From: Kim Catallozzi <kcatallozzi@renewalsne.com>
To: Tom Bonura <TBonura@renewalsne.com>; John Zuba <johnz1492@aol.com>
Cc: Hank Betzner <HBetzner@renewalsne.com>
Sent: Mon, Nov 30, 2020 1:13 pm
Subject: RE: Interior and exterior shown

Hi John,

Would the below image work for Thompson?

"The only way of finding the limits of the possible is by going beyond them into the impossible."

Kim Catallozzi

Permit Administrator

Renewal by Andersen of Southern New England
10 Reservoir Rd.
Smithfield, RI 02917

w: 401-450-0708

RenewalByAndersen.com

Renewal by Andersen sells, installs, and services energy-efficient replacement windows and patio doors resulting in beautiful homes and delighted homeowners.

Our Company Mantra:





From: Tom Bonura <TBonura@renewalsne.com>
Sent: Monday, November 30, 2020 1:12 PM
To: Kim Catallozzi <kcatallozzi@renewalsne.com>
Cc: Hank Betzner <HBetzner@renewalsne.com>
Subject: FW: Interior and exterior shown

Kim,

The best we can do is the combination of these images, visualizer does not work on mimic rails. It will be what Hank sent below plus the 2"wide rail shown in the attached image will overlay the center grid to make it look like two double hung side by side.



Tommy Bonura
Sales Manager
Renewal by Andersen | Southern New England

c: 860-984-4729
w: RenewalByAndersen.com

Renewal by Andersen sells, installs, and services energy-efficient replacement windows and patio doors resulting in beautiful homes and delighted homeowners.

Our Company Mantra:



Renewal
by Andersen.
WINDOW REPLACEMENT

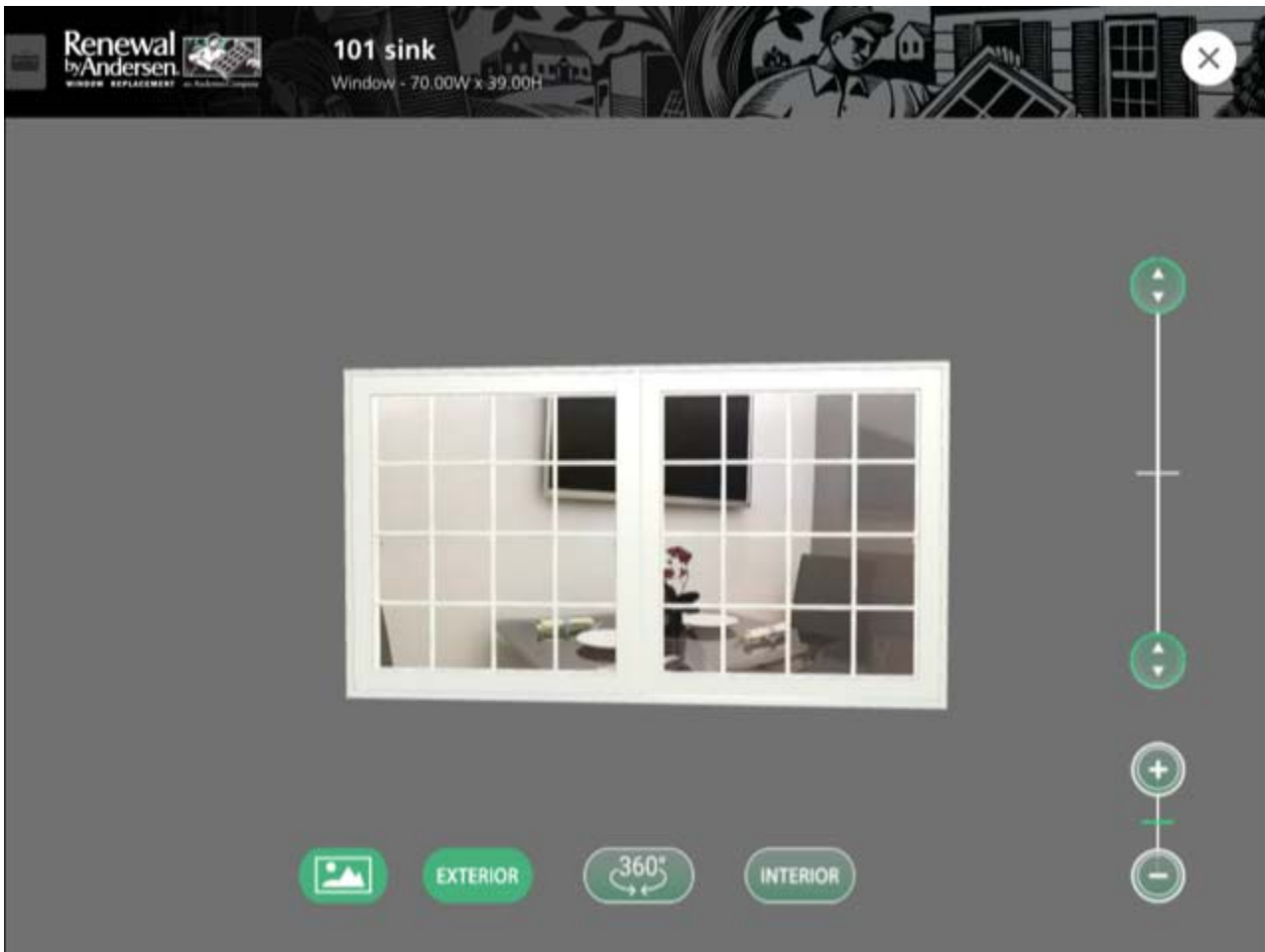


HEARST | CONNECTICUT
MEDIA GROUP

From: Hank Betzner <HBetzner@renewalsne.com>
Date: Monday, November 30, 2020 at 1:02 PM
To: Tom Bonura <TBonura@renewalsne.com>
Subject: Interior and exterior shown

Tommy the problem is the visualizer does not show the mimic check rail





Hank Betzner

Senior Project Manager

Renewal by Andersen | Southern New England

c: 203-577-7929

w: RenewalByAndersen.com

Renewal by Andersen sells, installs, and services energy-efficient replacement windows and patio doors resulting in beautiful homes and delighted homeowners.

Our Company Mantra:

-----Original Message-----

From: Hartford Planning Division <oneplan@hartford.gov>

To: John Zuba <johnz1492@aol.com>

Sent: Mon, Nov 16, 2020 1:24 pm

Subject: RE: Historic Application for 138 Westerly Terrace

Hello John,

Thank you for submitting the application for 138 Westerly Terrace. Do you have an image of what the proposed window will look like? It sounds like it will be an in kind replacement (\$50 fee) but we just want to be certain. The payment can be made in person with credit card or a check made out to the City of Hartford by scheduling an appointment online (<https://developmentservices.setmore.com/>) or by mailing us a check to 260 Constitution Plaza, 1st Floor, Hartford, CT 06103 ATTN: Planning Division.

Please let me know if you have any questions.

Best,

Paige Berschet

Department of Development Services
Planning Division
City of Hartford
260 Constitution Plaza, Hartford, CT 06103
(860)-757-9219 (860)-757-9029
oneplan@hartford.gov
Follow us! @DDSHartford

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From: John Zuba [mailto:johnz1492@aol.com]
Sent: Monday, November 16, 2020 11:03 AM
To: Berschet, Paige <Paige.Berschet@hartford.gov>
Subject: Historic Application for 138 Westerly Terrace

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Please contact the helpdesk at 860-757-9411 if you have any questions.

Hi Paige,

Just wanted to reach out and check on the status for a Historic Application that I submitted for 138 Westerly Terrace. The job was a replacement double casement window.

Thanks!

John Zuba
Southern New England Windows
(401) 447-7172







