

**CHESHIRE HISTORIC DISTRICT COMMISSION
MINUTES OF THE REGULAR MEETING HELD ON
MONDAY, APRIL 2, 2012 AT 7:30 P.M.
CHESHIRE TOWN HALL – 84 SOUTH MAIN ST.
ROOM 210**

Commissioners Present:

Chairman Elizabeth Pratt Fox, Jeanne Chesanow and John Torello

Commissioners Absent:

Eric Anderson and Joseph Dattilo

Staff Present:

Jerry Sitko, Economic Development Coordinator

Others Present:

none

I. CALL TO ORDER

Chairman Pratt Fox called the meeting to order at 7:35 p.m.

II. ROLL CALL

The recording secretary took the roll for the meeting.

III. SEATING OF ALTERNATES

Chairman Pratt Fox seated John Torello for voting during this meeting.

IV. DETERMINATION OF QUORUM

It was determined that a quorum was present.

V. PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

VI. APPROVAL OF MINUTES – March 5, 2012 Regular Meeting

MOTION by Jeanne Chesanow to accept the minutes of the March 5, 2012 regular meeting with the change listed below; **SECONDED** by John Torello.

Change to the March 5, 2012 Historic District Commission minutes: Page 10, first paragraph, last sentence should read, "...Andrews house on this piece of property at Elim Park in Cheshire."

VOTE: In Favor – Chesanow, Pratt Fox and Torello
Opposed – None

The motion passed 3 – 0.

VII. COMMUNICATIONS

Ms. Chesanow informed the Commissioners that she spoke with Georgette Hyman to let her know that she and her husband Tom are swamped with other commitments at this time and unfortunately at this time Tom is unable to serve on the Historic District Commission at this time. Ms. Hyman stated that perhaps he would be available in the Fall.

It was noted that the Historic District Commission is still looking to fill 3 vacancies. Ms. Chesanow stated that she has heard that the Wethersfield Historic District Commission is also having problems getting quorums at recent meetings.

VIII. BUSINESS

A) HDC Regulations Text Change Amendment Application

With regards to the possible revision of the roofing regulations, Chairman Pratt Fox stated that she spoke with Commissioner Dattilo today. He stated that there are so many options available for roofing shingles, to say that one would be an appropriate substitute for another may be too difficult. Mr. Dattilo suggested the Commission continue with the Regulations as they stand now.

Commissioners talked about how to determine if a roofing project is a repair or replacement project. Ms. Chesanow stated that Madison, CT says that the work has to be "substantial" to be considered a replacement. There was some talk of setting a percentage of roof to be replaced, but it was determined that it may be too difficult to determine that. Ms. Chesanow stated that the Guidelines say a repair is not extensive and not a full roof replacement, even if they are using the same materials for the entire building. She stated that if a historic district property owner is making a change it is their responsibility to speak up. They can do a pre-application review or just come to a meeting to speak in general to the Commission. Communication is key to everyone involved.

Ms. Chesanow commented that there are 3 buildings in the Cornwall Avenue / Town Center District that have distinct roofs; they are the Humiston Building, the Edgar Johnson house on Main Street and the Butler's studio on Cornwall Avenue.

It was noted that Grand Apizza on South Main Street should be requesting a Certificate of Appropriation extension for their application. They will receive a 2 year

approval time period from their approved date, now that the Certificate of Approval term will be extended with the approval of the revised Regulations.

Mr. Sitko noted that after the Commission members approve the revised Regulations, then a notice is posted in the newspaper; 21 days after the public posting is when the revised Regulations will become official.

MOTION by Jeanne Chesanow that the Historic District Commission approves the Historic District Commission Regulations Text Change Amendment Application as presented tonight at the meeting; **SECONDED** by John Torello.

VOTE: In Favor – Chesanow, Pratt Fox and Torello
Opposed – None

The motion passed 3 – 0.

Commissioner members agreed that they had done a good, thorough job in reviewing the Historic District Commission Regulations.

B) Chairman's Report

Chairman Pratt Fox stated that the 2011 year end report to the State and Town Council has been completed and submitted, with the help of Ms. Chesanow.

Chairman Pratt Fox talked about looking into funding options for the South Brooksvale Historic District signs and suggested starting the Certified Local Government application again. Mr. Sitko suggested having someone come to speak to the Commission about the Certified Local Government program. Chairman Pratt Fox stated that she had sent a letter of intent to the H.P.T.A.G. for possible funding for the South Brooksvale signs but they would only pay for 50% of the design work only, not the signs. Commissioners reviewed the sample South Brooksvale Historic District sign that was at the meeting and commissioners agreed it was a great sign and only has a few minor changes to suggest.

Chairman Pratt Fox suggested that the Commission look to review their Rules of Procedure next, which the Town Attorney has recently reviewed. His comments will be forwarded to Commissioners for their review next week so the review can begin at the next meeting.

C) Education / Community Outreach Committee

There was nothing new to report for the Education / Community Outreach Committee.

IX. ADJOURNMENT

MOTION by Jeanne Chesanow to adjourn the April 2, 2012 meeting of the Historic District Commission at 8:25 p.m.; **SECONDED** by John Torello.

VOTE: In Favor – Chesanow, Pratt Fox and Torello
Opposed – None

The motion passed 3 – 0.

Respectfully submitted:

Tracey M. Kozlowski
Recording Secretary