

**CHESHIRE HISTORIC DISTRICT COMMISSION
MINUTES OF THE SPECIAL MEETING HELD ON
TUESDAY, AUGUST 14, 2012 AT 7:30 P.M.
CHESHIRE TOWN HALL – 84 SOUTH MAIN ST.
ROOM 210**

Commissioners Present:

Chairman Elizabeth Pratt Fox, Jeanne Chesanow, Christine Pittsley and John Torello (arrived at 7:50 p.m.)

Commissioners Absent:

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 7:40 p.m.

II. ROLL CALL

The roll was taken for the meeting.

III. SEATING OF ALTERNATES

Chairman Pratt Fox seated alternate 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. WELCOME COMMISSIONER CHRISTINE PITTSLEY

Commissioners welcomed Ms. Pittsley to the Historic District Commission.

VII. APPROVAL OF MINUTES – July 17, 2012 Special Meeting

MOTION by Jeanne Chesanow to accept the minutes of the July 14, 2012 special meeting with the correction on Page 2, Section VIII, item A, second paragraph, second sentence should read, “The 4 barns are Drazen farm barn, Ratchelous barn on Harrison Road...”; **SECONDED** by Elizabeth Pratt Fox.

VOTE: In Favor – Chesanow and Pratt Fox
Opposed – None
Abstained - Pittsley

The motion passed 2 – 0 – 1.

VIII. COMMUNICATIONS

A) Letter of July 2012 from CT Trust for Historic Preservation

Commissioners reviewed the thank you letter from the CT Trust for Historic Preservation.

IX. BUSINESS

A) Chairman’s Report

Chairman Pratt Fox and Mr. Torello talked about the possible historic district expansion in Cheshire in the area of Maple Avenue and/or West Main Street. Mr. Torello felt that so far the neighbors he has spoken with seem to think pretty favorable about a historic district. Ms. Chesanow suggested that an informal gathering be held this Fall with the Maple Avenue neighbors and 1 or 2 Historic District Commissioners to talk and answer questions.

B) Regulations / Rules Committee

Chairman Pratt Fox stated that the Commission’s Regulations were sent to all the Commissioners, via email. Mr. Sitko noted that they are also available online in the Historic District Commission section of the Town web site.

Mr. Sitko stated that Town Attorney Al Smith reviewed the Rules of Procedure and that Mr. Sitko and Ms. Donegan have done a review as well for any final touch ups. Commissioners reviewed Page 8, item 5 and it was agreed that the wording should be kept in this section of the Rules of Procedure.

Commissioners reviewed the steps that should be taken during a Public Hearing when an alternate Commission member participates under different circumstances such as to replace a disqualified regular member.

MOTION by Jeanne Chesanow that the Historic District Commission accepts the proposed draft for the Rules of Procedure as reviewed during this meeting. **SECONDED** by John Torello

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

The motion passed 4 – 0.

C) Plan of Conservation and Development

Chairman Pratt Fox noted that Ms. Chesanow's draft for the Plan of Conservation and Development was submitted to Town Planner Voelker on August 2nd. After further review there are a few minor changes that are needed. Commissioners also talked about submitting a map to be added to the draft. Mr. Sitko noted that the Planning & Zoning Commission will be working on the Plan this Fall.

D) Education / Community Outreach Committee

Chairman Pratt Fox informed the Commission that she received a nice email from Sue Iverson of the North Haven Historical Society regarding their upcoming Trolley Tour. Ms. Iverson will be holding tickets for members of the Commission that R.S.V.P. they would like to attend the September 30th event.

The Cheshire Historical Society has approved the co-sponsorship of a historic trolley tour for Cheshire for the Fall 2013 with the Historic District Commission. Committees are being formed to start the planning for the event and grant options are being looked into, too.

E) Demolition Delay Ordinance

Ms. Chesanow distributed an updated draft Demolition Delay Ordinance for Cheshire, using the Plainville, CT Demolition Delay Ordinance as an example. It was noted that the basic information was presented to the Ordinance Committee at their last meeting for buildings in Cheshire that are 100 years or older or on the Federal Registry of Historic places or part of the 1986 Inventory report. The dates of buildings will be based on the Assessor's Office records and there are believed to be just over 400 qualifying buildings.

Commissioners talked about the packet an applicant would received when they apply for a demolition permit and the size of the sign that would be required to be posted on the site

of the demolition. It was agreed that the notice of demolition sign should be 2 feet X 3 feet.

Also discussed by Commissioners was their desire to not increase the fees for a demolition permit in Town. It was noted that the current fees are based on the size / value of a project. There was further discussion of the penalty fees for demolition without a permit, which vary from \$ 150 to \$ 500 across Connecticut towns.

Mr. Sitko stated that he would check with Councilwoman Nichols as to when the Ordinance Committee might be discussing this proposal again and he will ask the Building Official to review the proposed Demolition Delay Ordinance.

F) Sign for Cornwall Avenue / Town Center Historic District

Chairman Pratt Fox noted that the 4th and final Cornwall Avenue / Town Center Historic District sign is being planned for installation near the Preston Terrace / Cornwall Avenue intersection. It has been suggested that a celebration be held to break ground for the sign with the Historic District property owners.

X. ADJOURNMENT

MOTION by Christine Pittsley to adjourn the August 14, 2012 meeting of the Historic District Commission at 9:00 p.m.; **SECONDED** by John Torello.

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

The motion passed 4 – 0.

Respectfully submitted:

Tracey M. Kozlowski
Recording Secretary