

**CHESHIRE HISTORIC DISTRICT COMMISSION
MINUTES OF THE REGULAR MEETING HELD ON
MONDAY, NOVEMBER 5, 2012 AT 7:30 P.M.
CHESHIRE TOWN HALL – 84 SOUTH MAIN ST.
ROOM 210**

Commissioners Present:

Chairman Elizabeth Pratt Fox, Joseph Dattilo (arrived at 7:45 p.m.), Christine Pittsley and John Torello

Commissioners Absent:

Jeanne Chesanow

Staff Present:

None

Others Present:

None

I. CALL TO ORDER

Chairman Pratt Fox called the meeting to order at 7:39 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. APPROVAL OF MINUTES – October 15, 2012 Public Hearing and Regular Meeting

MOTION by John Torello to accept the minutes of the October 15, 2012 Public Hearing and Regular Meeting with the correction on page 2, item A, second paragraph, first sentence should read, "...front windows of his house with Permastone." and fifth paragraph, first sentence should read, "Chairman Pratt Fox talked about the Secretary of the Interior's Standards..."; Page 5, second paragraph, third sentence should read, "...would reflect a contemporary look of this historic building." **SECONDED** by Elizabeth Pratt Fox.

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

The motion passed 3 – 0.

VII. COMMUNICATIONS

There were no communications to the Historic District Commission.

VIII. BUSINESS

A) Chairman's Report

Chairman Pratt Fox stated that she would report throughout the agenda topics.

B) Plan of Conservation and Development

Chairman Pratt Fox reported that she and Ms. Chesanow met on Saturday to work on locating longitude and latitude locations for the 50 important, historic places in Cheshire for the Plan of Conservation and Development. The Town Planner would like the map but there no longer is anyone in the Planning Department that can plot the places on a map. Ms. Pittsley volunteered to do the map and asked if the Town Planner has an electronic version of a map of Cheshire, that it be forwarded to her to plot the 50 historic places.

C) Committee Appointments

Chairman Pratt Fox reviewed the Rules of Procedure regarding standing Committees for the Historic District Commission. The two standing Committees are the Rules & Regulations Committee and the Education / Community Outreach Committee. Each Committee should consist of 2 members of the Commission and the Chair. Any Special Committees can be appointed as needed by the Commission.

With regards to the Rules & Regulations Committee, Chairman Pratt Fox would like to see them review the Design Guidelines. She recommended looking at the Harwinton CT

Guidelines as a good example. Commissioners agreed that Mr. Dattilo and Mr. Torello would serve with Chairman Pratt Fox on the Rules & Regulations Committee.

With regards to the Education / Community Outreach Committee, Commissioners agreed that Ms. Chesanow and Ms. Pittsley would serve with Chairman Pratt Fox on the Committee.

D) Education / Community Outreach Committee

Chairman Pratt Fox stated that the Education / Community Outreach Committee has not met with the Historical Society yet about planning a Trolley Tour of Cheshire next Fall. She added that she would try to reach out to the Historical Society again in January.

E) Demolition Delay Ordinance

Chairman Pratt Fox stated that she met today with Mr. Sitko and Burt Schiaroli, the Building Official for Cheshire, regarding the proposed Demolition Delay Ordinance for Cheshire. During the meeting they worked on a definition of "partial" and "substantial". It was suggested during that meeting that if the word "partial" is removed from the proposed Demolition Delay Ordinance draft and a definition of "substantial" is made; there would be a better chance of passing the proposed ordinance.

It was noted that the Connecticut Trust model for a Demolition Delay Ordinance says that a demolition permit is required for 25% or more removal of a portion of a historic structure. Commissioners are trying to save whole buildings from being demolished. Commissioners also agreed that it is tough to give a percentage that's substantial of a building because it depends on what portion of a building is involved. It was suggested that the wording "not including a not-historic addition" be used in the proposed Demolition Delay Ordinance.

It was also noted that this ordinance would apply to the whole Town and Councilmembers have expressed a preference of the ordinance being applied to buildings 100 years or older. Commissioners noted that if the ordinance were to be applied to buildings 100 years or older, they would like to see an exception made for 6 buildings that are historically significant to Cheshire but are currently under the 100 year mark. Commissioners were not sure if specific properties could be footnoted to be included in the ordinance.

The proposed changes to the proposed Demolition Delay Ordinance will be reviewed by the Town Attorney and then will be reviewed by the Ordinance Committee of the Town Council.

F) Sign for Cornwall Avenue / Town Center Historic District

Chairman Pratt Fox stated that the 4th and final Cornwall Avenue / Town Center Historic District sign is being made and will be installed in the next few weeks near the Preston Terrace / Cornwall Avenue intersection.

G) Certified Local Government

Chairman Pratt Fox stated that Mr. Sitko is ready to move ahead with the Certified Local Government application. She asked that Commissioners submit updated resumes, if necessary. Mr. Dattilo and Mr. Torello both stated that there were no updates needed on their previously submitted resumes. Ms. Pittsley stated that she would put together a resume and get it to Mr. Sitko. Chairman Pratt Fox stated that she would update her resume and get it to Mr. Sitko, too.

IX. ADJOURNMENT

MOTION by Joseph Dattilo to adjourn the November 5, 2012 meeting of the Historic District Commission at 8:30 p.m.; **SECONDED** by Christine Pittsley.

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

The motion passed 4 – 0.

Respectfully submitted:

Tracey M. Kozlowski
Recording Secretary