

**CHESHIRE HISTORIC DISTRICT COMMISSION
MINUTES OF THE REGULAR MEETING HELD ON
MONDAY, NOVEMBER 4, 2013 AT 7:30 P.M.
CHESHIRE TOWN HALL – 84 SOUTH MAIN ST.
ROOM 210**

Commissioners Present:

Chairman Elizabeth Pratt Fox, Jeanne Chesanow, Joseph Dattilo and Christine Pittsley

Commissioners Absent:

John Torello

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 roll was taken for the meeting.

III. SEATING OF ALTERNATES

Chairman Pratt Fox stated that there are currently no alternate Historic District Commissioners to seat for voting.

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 – Rules and Regulations Committee Meeting – October 19, 2013
Public Hearing and Regular Meeting – October 21, 2013**

MOTION by Jeanne Chesanow to accept the October 19, 2013 minutes of the Rules and Regulations Committee meeting of the Historic District Commission and the Public Hearing and Regular Meeting minutes of October 21, 2013 with the following corrections:

Correction to the Rules and Regulations Minutes of October 19, 2013: The first paragraph should read, “Commissioners Dattilo and Torello commenced the meeting...”

Correction to the Public Hearing and Regular Meeting of October 21, 2013: Page 5, item D, 1, b the last sentence should read, “She asked Commission members for help with coming up with a name...”

SECONDED by Joseph Dattilo.

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

The motion passed 4 – 0.

VII. COMMUNICATIONS

There were no communications to the Historic District Commission.

VIII. BUSINESS

A) Chairman’s Report

Chairman Pratt Fox noted that Commissioner Dattilo’s term expires in January 2014 and she encouraged him to contact his political party chair about renewing his commission. Ms. Chesanow stated that she was working with the Cheshire Herald for an article about the need for Historic District Commissioners.

Chairman Pratt Fox shared information about upcoming workshops through the CT Trust regarding Public Act # 181, which established Historic Commissions.

Chairman Pratt Fox submitted a letter of support to the Planning & Zoning Commission on behalf of the Historic District Commission for Marbridge Retirement Center to keep the stonewall on their property.

B) Cliff's Pizza

Mr. Sitko stated that he has spoken to the Town Attorney regarding the Cliff's Pizza sign at 9 South Main Street who stated that the property owner may be able to submit a Certificate of Appropriateness Exemption application because it was up many years ago, before the establishment of the Historic District and it is said to be the same sign and appears to be installed in the same location. Mr. Dattilo asked how the Commission could determine that the sign that is installed now is the same sign that was used by the business many years ago? Commissioners agreed that they would like to ask Cliff Podaras to fill out a Certificate of Appropriateness application so that the Commission can review the sign.

C) Meeting Schedule for 2014

MOTION by Christine Pittsley to accept the proposed Historic District Commission regular meeting schedule for 2014 as presented. **SECONDED** by Joe Dattilo.

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

The motion passed 4 – 0.

D) Committees

1. Education / Community Outreach Committee

Ms. Chesanow stated that the narrator from the 2013 Trolley Tour will be returning for the 2014 Tour. There is already a waiting list for the 2014 Tour established and almost filled. The Trolley Tour Committee will begin meeting in January 2014 to set a date for the next tour and to book the trolley.

a. Plan of Conservation and Development

Mr. Sitko noted that an extension has been granted for the Plan of Conservation and Development for Cheshire. Ms. Pittsley has all of the mapping data and will be working on a map of historic locations for the Plan of Conservation and Development for Cheshire, in her free time.

b. Recognition of property owners

Chairman Pratt Fox stated that annual preservation awards are given out in many communities. She added that she doesn't want to restrict Cheshire's award to only work done within the previous year. The Committee will be looking into design options and pricing for sign options as well as a plaque or certificate for the award recipient.

2. Regulations / Rules

a. Design Guidelines

Chairman Pratt Fox stated that she would send Commissioners a link to the Harwington Historic District Guidelines for their review.

E) Certified Local Government

Mr. Sitko enclosed a copy of Cheshire's Certified Local Government application cover letter that was sent to Mary Dunn of the State Historic Preservation Office on October 29th. He stated that he was not sure how long it will take to receive a response to the CLG application.

VIII. ADJOURNMENT

MOTION by Joseph Dattilo to adjourn the November 4, 2013 meeting of the Historic District Commission at 8:05 p.m.; **SECONDED** by Christine Pittsley.

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

The motion passed 4 – 0.

Respectfully submitted:

Tracey M. Kozlowski
Recording Secretary