

**CHESHIRE HISTORIC DISTRICT COMMISSION  
MINUTES OF THE SPECIAL MEETING HELD ON  
MONDAY, FEBRUARY 10, 2014 AT 7:30 P.M.  
CHESHIRE TOWN HALL – 84 SOUTH MAIN ST.  
ROOM 210**

Commissioners Present:

Chairman Elizabeth Pratt Fox, Jeanne Chesanow, Joseph Dattilo (arrived at 7:40 p.m.) and Christine Pittsley

Commissioners Absent:

John Torello

Staff Present:

Jerry Sitko, Economic Development Coordinator (departed at 8:45 p.m.)

Others Present:

Tim Rourke, of GRA-MAR, LLC (departed at 7:38 p.m.) and Paul Bowman of PABCO, Inc. (departed at 7:55 p.m.)

**I. CALL TO ORDER**

Chairman Pratt Fox called the meeting to order at 7:32 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 – Special Meeting – December 16, 2013**

**MOTION** by Jeanne Chesanow to accept the December 16, 2013 minutes of the Special meeting of the Historic District Commission as submitted. **SECONDED** by Joseph Dattilo.

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

The motion passed 3 – 0 – 1.

**VII. COMMUNICATIONS**

A) Property owner letter re: CLG and permanent paint

Commissioners reviewed the January 29, 2014 to historic district property owners regarding Cheshire’s recent Certified Local Government designation and information about permanent paint, such as Rhino Shield.

**VIII. BUSINESS**

A) Application for Certificate of Appropriateness - # 2014-001C  
GRA-MAR, LLC  
219 South Main Street  
Re: Installation of Generator

Commissioners reviewed the Certificate of Appropriateness application from GRA-MAR, LLC regarding the installation of a generator on their property at 219 South Main Street. Chairman Pratt Fox stated that she drove by the property and did not believe the location, designated in the application as to the left of the old drive-in area, would be visible from a public right of way. She also added that the generator will be visible from the parking lot but the parking lot is not considered a public way.

When questioned, Mr. Rourke of GRA-MAR, LLC noted that the generator size provided on the Certificate of Appropriateness application for this project states that the generator will be 26” wide x 48” long x 29” high.

Ms. Chesanow noted that evergreens are considered “permanent screens”. Chairman Pratt Fox questioned if commissioners agreed that this application should be considered exempt based on its lack of visibility?

**MOTION** by Christine Pittsley that the Application for a Certificate of Appropriateness, # 2014-001C, for installation of a generator at GRA-MAR, LLC located at 219 South Main Street is exempt based on the fact that the generator location is not visible from a public right of way. **SECONDED** by Jeanne Chesanow.

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

The motion passed 3 – 0.

B) Application for Certificate of Appropriateness - # 2014-002C  
PABCO, Inc.  
168 South Main Street  
Re: Construction of New Building (in accord with approval of August 1, 2011)

Mr. Sitko noted that PABCO, Inc. received Historic District Commission approval for this proposed new building construction at 168 South Main Street (the former Keeler property) on August 1, 2011 and is before the Commission now looking to extend its approval or re-submit plans for the same project.

Mr. Bowman of PABCO, Inc. was present and addressed the Commission. He stated that in lieu of the economy the last few years and the loss of a potential tenant, this project had been put on hold. Mr. Bowman asked the Commission to set a Public Hearing or whatever process was needed to get this project re-approved. He added that at a future meeting he would like to update the Commission on plans for office space and businesses for the property.

Mr. Bowman noted that the original window sizes for the property do not meet current code requirements for egress for bedrooms with tenants for the existing plan and he would like to change the windows on the back side of the building only, the east elevation to be 6" taller. Mr. Dattilo commented that Mr. Bowman could apply for an exemption to the code based on it being a historic building. Mr. Bowman agreed that he may be able to get an exemption on the code but would rather not risk the safety of future tenants and would prefer to comply with egress requirement for safety sake.

Chairman Pratt Fox stated that this application will require a Public Hearing for the re-approval process. She suggested that the adjustment of the rear window size be addressed at the same time.

Mr. Bowman suggested to the Commission that perhaps for large-scale projects like this, perhaps the Commission could look into granting approval for more than 2 years, in the future. Chairman Pratt Fox explained that any application can come to the Commission before an approval expires for a 2 year extension of a Certificate of Appropriateness approval. Mr. Bowman commented that this slipped by and agrees that he should have done an extension this past Summer.

**MOTION** by Joseph Dattilo that the Historic District Commission accepts Application for a Certificate of Appropriateness, # 2014-002C, for construction of a new building at 168 South Main Street and set for a Public Hearing on March 3, 2014 at 7:30 p.m. **SECONDED** by Christine Pittsley.

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

The motion passed 4 – 0.

C) Chairman's Report

Chairman Pratt Fox talked about the State of Connecticut ending the \$159 penalty fine as of January 1, 2014 for work that is done without permits. The Building Official can only charge for building permit fees and can not impose fines for work that is done in Cheshire without a permit.

D) Committees

1. Education / Community Outreach Committee

Ms. Chesanow stated that the Cheshire Historical Society has proposed that the 2014 Trolley Tour be held on Sunday, September 28<sup>th</sup>.

**MOTION** by Jeanne Chesanow that the Historic District Commission considered and approves the date of Sunday, September 28, 2014 for the next Trolley Tour of Cheshire Street, in conjunction with the Cheshire Historical Society. **SECONDED** by Joseph Dattilo.

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

The motion passed 4 – 0.

a. Plan of Conservation and Development

There was no update on the status of the Plan of Conservation and Development for Cheshire.

b. Recognition of property owners

Chairman Pratt Fox suggested that this Subcommittee set a date to meet soon to move forward in making plans for the recognition of property owners during preservation month, May 2014. Commissioners

suggested using a yard sign that could be reused each year to recognize property owners as well as giving a “gift” that could be kept by the property owner(s) that are recognized. Chairman Pratt Fox noted that the property(s) to be recognized will not be in a historic district. She also noted that she had some questions to consider in developing the recognition program. It was agreed that the Education / Community Outreach Committee will meet on February 25<sup>th</sup> at 6:30 p.m. at Town Hall.

## 2. Regulations / Rules

### a. Design Guidelines

Mr. Dattilo commented that it has been difficult to get a hold of Commissioner Torello to work on the Design Guideline It was suggested that the Regulations / Rules Committee could meet on Monday, March 3<sup>rd</sup> after the regular Historic District Commission meeting for research and development discussion on the Design Guidelines. Ms. Pittsley asked if the Design Guidelines would be finalized as a pdf file or a searchable guide on the Town web site? Chairman Pratt Fox replied that it would probably just be a pdf file on the Town web site.

Chairman Pratt Fox talked about changing the topic from “Modern Equipment” to “Equipment” and adding a “Utilities” listing with a reference to see “Equipment”.

### E) Certified Local Government

Mr. Sitko informed the Commission that Cheshire received notification from the National Park Services that it's Certified Local Government application had been approved on December 16, 2013. Commissioners talked about looking into the CLG guidelines to see what will need to be done to receive the \$5,000 Enhancement Grant that has no matching funds required. There was also discussion as to what would be covered by the survey grant funds that are available to CLG communities.

### F) Other

Mr. Sitko stated that he received a telephone call from Dan Marseglia of the Education Department regarding the possible replacement of 12-14 windows and a door at the Humiston School building on Main Street. Mr. Sitko did mention to Mr. Marseglia that the Commission would probably prefer to see restoration of the windows due to their architectural embellishments. Mr. Sitko has recommended to Mr. Marseglia that he contact Commissioner Dattilo to have him take a look at the windows in question and for his guidance on this proposed project.

**VIII. ADJOURNMENT**

**MOTION** by Christine Pittsley to adjourn the February 10, 2014 meeting of the Historic District Commission at 8:50 p.m.; **SECONDED** by Joseph Dattilo.

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

The motion passed 4 – 0.

Respectfully submitted:

Tracey M. Kozlowski  
Recording Secretary