

Historic District Commission  
September 8, 2008 – Regular Meeting  
Town Hall – Room #3  
127 Norwich Avenue

**REVISED MINUTES**

**MEMBERS PRESENT:** Vice Chairman Ellen Sharon, Robert Kvederas, Peter Chesnes,  
Alternate Janice Adams at 7:06 p.m.; Zoning Enforcement Officer Craig Grimord.

**MEMBERS ABSENT:** Chairman Deborah Hayn, Nancy Anderson.

**1. CALL TO ORDER.**

Vice Chairman Sharon called this Regular Meeting to order at 7:02 p.m.

**2. ADDITIONS TO THE AGENDA.**

**Motion by:** R. Kvederas.

to add 8.B. Colored School, 8.C. Sign Regulation, Item 9. C. Scarecrow Contest.

**Second by:** P. Chesnes.

**Vote:** Unanimous.

**3. MINUTES OF PREVIOUS MEETING.**

**A. Minutes of August 26, 2008, Regular Meeting.**

**Motion by:** R. Kvederas

to waive reading of the minutes.

**Second by:** P. Chesnes.

**Vote:** Unanimous.

**Motion by:** R. Kvederas

to approve the minutes of the August 26, 2008 meeting with corrections to Page 2, Item 8.B., last line, to read: '... owner of the property, *if* this sign is a violation of the approval.' and Page 3, Item 11 third paragraph, first line to read: '... or is this a typographical *error* and should be 16 square feet.'

**Second by:** P. Chesnes.

**Vote:** Unanimous to approve.

**4. FIVE MINUTE SESSION FOR THE PUBLIC.**

No citizens present.

Janice Adams arrived at this point in the agenda.

**5. PUBLIC HEARINGS.**

The legal notice for the following Public Hearing appeared in The Hartford Courant on May 7, 2008.

**A. HDC #08-004 – 43 Hayward Avenue – Map #16, Lot #049, NuNus Realty, LLC c/o Ellen Carfi, Owner/Applicant.** Application for a Certificate of Appropriateness for property located within the Historic Preservation Overlay Zone to install a free-standing ground sign. (Continuation of Public Hearing opened on August 11, 2008).

Chairman Sharon continued this Public Hearing at 7:07 p.m. with voting members E. Sharon, R. Kvederas, P. Chesnes and J. Adams. The Public Hearing notice appeared in The Hartford Courant on August 5, 2008.

Record items for this application:

- A. Application for a Certificate of Appropriateness dated July 11, 2008;
- B. Letter dated July 15, 2008 from Ellen Carfi providing a written statement of the proposal;
- C. Schematic drawing of the proposed sign at 1"=1';
- D. Copy of deed to the parcel;
- E. Copy of the Historic District Zone with the subject parcel indicated;
- F. Four (4) color photos of signs in the immediate area of the site, including the existing sign for the parcel;
- G. Letter from C. Grimord, ZEO, to the applicant dated July 21, 2008;
- H. Copy of the prepared newspaper notice for the application;

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2008 SEP 12 PM 3:49  
NANCY A. BRAY  
TOWN CLERK  
*Nancy A. Bray*

- I. Revised schematic of the proposed sign indicating lighting and other details;
- J. Pictures of goose neck lighting with the proposed lighting circled and labeled "Nutmeg" from RLM shades;
- K. Copy of a site plan prepared by Tarbel Heintz & Associates 1"=20', dated March 21, 2001, showing the proposed location of the sign;
- L. Three (3) pictures of the proposed sign location;
- M. Staff Report Memo from C. Grimord dated August 11, 2008;
- N. Letter dated August 23, 2008 from Ellen Carfi to the HDC describing proposed change to the sign lighting with attached revised diagram;
- O. Letter dated September 1, 2008 from Ellen Carfi to Town of Colchester HDC;
- P. E-mail dated September 5, 2008 to [nunubistro@snet.net](mailto:nunubistro@snet.net) in response to letter in Exhibit "P";
- Q. Tear sheet from the August 5, 2008 The Hartford Courant containing the legal ad for application HDC#08-004;
- R. Sketch of area for proposed sign;
- S. Picture of previously approved double sided oval sign, dark green with gold letters;
- T. Sketch of proposed sign mounting.

Ellen Carfi presented the Board with the proposed sketch of a sign with white background and dark green lettering. Discussion followed on the placement of the sign due to a tree being close to the area and the fact that the sign must also meet zoning regulations.

The sign includes a Lions' Club sign that will be permitted under the temporary sign regulations. It was noted that the sign will have indirect lighting from the ground, with shrubbery rather than the original proposed lighting at the top.

E. Carfi stated the sign would have vinyl letters, however, the Commission requires wood with carved or painted letters.

During discussion, E. Carfi noted that she had a previously approved oval sign that she still has and that sign will now be the sign she will use. A sketch was presented as Exhibit 'T' to show how the sign will be placed, perpendicular to the street.

No other persons were present to offer comments.

**Motion by:** E. Sharon  
to close the Public Hearing.

**Second by:** P. Chesnes.

**Vote:** Unanimous. Time: 7:31 p.m.

#### 6. PENDING APPLICATIONS.

**HDC #08-004 – 43 Hayward Avenue** – Map #16, Lot #049, NuNus Realt, LC c/o Ellen Carfi, Owner/Applicant. Application for a Certificate of Appropriateness for property located within the Historic Preservation Overlay Zone to install a free standing ground sign. (Continuation of Public Hearing opened on August 11, 2008).

**Motion by:** R. Kvederas

to approve Application HDC #08-004, 43 Hayward Avenue, E. Carfi, for a sign for NuNu's, making use of a previously approved oval, dark green sign with gold letters, hung on painted white "L" shaped post with indirect lighting from ground camouflaged with shrubbery; sign will be hung from chains from the arm of the post with a pineapple finial at corner post; not including the temporary event sign, contingent on sign meeting Zoning Regulations.

**Second by:** P. Chesnes.

**Vote:** Unanimous.

#### 7. NEW APPLICATIONS.

None.

**8. OLD BUSINESS.**

**A. HDC #07-035 – D. McElroy, 63 Hayward Avenue, garage doors.**

C. Grimord presented the Commission with photo copies he received from the McElroys regarding the garage doors. However, several questions remain about the material and windows. C. Grimord will contact the McElroys for clarification and possibly a new application.

**B. School for Colored Children.**

Vice Chairman Sharon stated she had not contacted Bacon Academy regarding a design for the schoolhouse as this is the first week of school.

**C. Sign Regulations.**

C. Grimord had been asked to check into the zoning regulation stating the size of a sign. It seems the zoning regulations were changed. The HDC Handbook no longer corresponds with the new zoning requirements and will have to be corrected.

**9. NEW BUSINESS.**

**A. Appointment of Commission Representative to Committee to discuss Linwood Avenue issue and streetscape.**

ZEO Grimord explained the Planning and Zoning Commission would like a representative from this Commission to sit on a committee to discuss the Linwood Avenue streetscape from Stop & Shop to the Green. Janice Adams volunteered for the committee and Peter Chesnes will be backup.

**B. Discuss and act on a change to the Historic District Regulations pertaining to submissions of application per ZEO Memo dated 8 /07/08.**

The Historic District Commission Regulations do not require a Public Hearing to change the regulations.

**Motion by:** R. Kvederas

to modify Section 4.1 – Applications - of the Historic District Regulations to read, "Complete applications received no later than 12:00 noon **on the tenth working day prior to the next regularly schedule meeting** will be set for public hearing at the next regular meeting of the Commission (typically held the second Monday of the month).(Changes in bold).

**Second by:** P. Chesnes.

**Vote:** Unanimous.

**C. Scarecrow Contest.**

Information was given out for the Scarecrow Contest.

**10. COMMUNICATIONS.**

No communications received.

**11. ZONING ENFORCEMENT OFFICER'S REPORT.**

No further report.

**12. ADJOURNMENT.**

**Motion by:** J. Adams

to adjourn this meeting.

**Second by:** R. Kvederas.

**Vote:** Unanimous.

Vice Chairman Sharon adjourned the meeting at 8:19 p.m.

Respectfully submitted,

Mary Jane Slade  
Clerk