

Historic District Commission
August 11, 2008 – Regular Meeting
Town Hall – Room #3
127 Norwich Avenue

MEMBERS PRESENT: Chairman Deborah Hayn (7:08 p.m.), Vice Chairman Ellen Sharon, Robert Kvederas; Alternate Janice Adams; Zoning Enforcement Officer Craig Grimord;

MEMBERS ABSENT: Peter Chesnes, Nancy Anderson. Board of Selectman Liaison Rosemary Coyle.

1. CALL TO ORDER.

Vice Chairman Sharon called this Regular Meeting to order at 7:03 p.m. and stated that J. Adams would be seated as a voting member.

2. ADDITIONS.

Vice Chairman Sharon asked that under New Business “Discussion of Staff Memo” and “Map of Historic District Overlay Zone be added as Item A & B. R. Kvederas asked that under Old Business, the item “Update on Historic District Sign Posts” be added as Item A. J. Adams asked that under Old Business the item “Signage at 11 Hayward Avenue be added as Item B.

Motion by: R. Kvederas
to add “Update on Historic District Sign Posts” and “Signage at 11 Hayward Avenue” to Old Business as Items A & B and “Discussion of Staff Memo” and “Map of Historic District Overlay Zone” under New Business as Items A & B.

Second by: J. Adams.

Vote: Unanimous.

3. MINUTES OF PREVIOUS MEETING.

A. Minutes of May 22, 2008, Special Meeting and June 9, 2008 Regular Meeting.

Motion by: R. Kvederas
to waive reading of the minutes.

Second by: J. Adams

Vote: Unanimous.

Vice Chairman Sharon had corrections to the Minutes of the May 22, 2008 Special Meeting. She said that on page two the last sentence should read: “**Vice Chairman Sharon** adjourned the meeting at 7:44 p.m.”

Vice Chairman Sharon had corrections to the Minutes of the June 9, 2008 Regular Meeting.

She said that on page one, under Public Hearings, HDC #08-003 – 156 South Main Street, the first sentence should read: “**Vice Chairman Sharon** continued the Public Hearing at 7:04 p.m. ...” On page 2, the Second paragraph, last sentence should read, “the stucco surface proposed will be replaced with **cedar clapboard.**”

On page 2, under the motion to approve HDC#08-003 it should read: “construct a 2,000 square foot addition to the rear of the building, **and modify rear parking lot with the following clarifications, modifications and conditions:**” On page 3, under #14, Item C should read: **Final landscaping drawing and list of plants to be provided;**

Motion by: R. Kvederas
to approve the minutes of the May 22, 2008 Special meeting and the minutes of the June 9, 2008 regular meeting as revised.

Second by: J. Adams

Vote: Unanimous to approve.

Chairman Hayn arrived at 7:08 p.m. and asked that there be an addition to the agenda under Old Business, “School for Colored Children”

Motion by: J. Adams
to add under Old Business, “School for Colored Children” as Item “C”.

Second by: E. Sharon

Vote: Unanimous

4. FIVE-MINUTE SESSION FOR THE PUBLIC. – None

5. PUBLIC HEARINGS.

- A. HDC #08-004 43 Hayward Ave., 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.**

This item was delayed by consensus to the end of the meeting because the applicant or their representative was not present. Vice Chairman Sharon opened the Public Hearing and said that the Public Hearing would need to be continued to the next regular meeting.

Motion by: J. Adams
to continue the Public Hearing.
Second by: R. Kvederas
Vote: Unanimous.

6. PENDING APPLICATIONS. – None

7. NEW APPLICATIONS – None

8. OLD BUSINESS.

A. Update of Historic District Sign Posts

R. Kvederas said that the signposts have been painted. A reimbursement will be processed for A. Lentendre for materials that were purchased to paint the signs. Chairman Hayn said that the signpost in front of the Old Town Hall should be removed as it is coming out of the ground. C. Grimord will check with the Highway Department to have this removed and the sign stored for future use.

J. Adams stated that P. Brown was not able to paint all the signs because of ill health. A discussion followed regarding the painting of the fifth sign. Vice Chairman Sharon will contact Bacon Academy Graphic Arts Department to see if this is a project the students could undertake.

B. Signage at 11 Hayward Avenue

J. Adams asked C. Grimord to check on the approval of the sign at the "Pepper Barn" because she thought that it was suppose to be a double sided sign perpendicular to the road. C. Grimord will research this and send a violation to A. Tyler, owner of the property, is this sign is a violation of the approval.

C. School for Colored Children.

D. Hayn said that she has been in contact with J. Cohen, Director of Parks and Recreation regarding volunteers for the School for Colored Children. J. Cohen told her the Town is establishing a new Volunteer Program in the Town and this position could be included in the list of available volunteer positions. She also suggested that Plexiglas doors be installed so that the public could view the school without a volunteer in attendance. A discussion followed regarding the possibility of the installation of the Plexiglas doors. Commission members were asked to bring a broad outline of the project to the next meeting.

9. NEW BUSINESS.

A. Discussion of Staff Memo

C. Grimord explained the memo he had distributed at the beginning of the meeting about the HDC application deadlines. He said that Staff was requesting the commission to consider a modification to Section 4.1 of the

Historic District Regulations. He explained that that this would change the deadline from 12:00 noon on the last working day of the month to 12:00 noon on the tenth working day prior to the next regularly scheduled meeting. This will allow staff ample time to review the applications, receive comments from the various affected departments and architect and to prepare the legal advertising and packets for the Commission members. Discussion followed and the consensus of the Commission members was that this is acceptable. C. Grimord will research the procedure to proceed with this Regulation change.

B. Map of Historic District Overlay Zone

Vice Chairman Sharon distributed copies of the map outlining the Historic District and the Historic District Overlay Zone.

10. COMMUNICATIONS.

C. Grimord told the Commission that a copy of the letter sent to D. McElroy at 63 Hayward Avenue was included in their packet. He said that he had inspected the site the morning of the meeting and the sign still had not been moved.

11. ZONING ENFORCEMENT OFFICER'S REPORT.

C. Grimord stated that he will continue to work with D. McElroy for the property located at 63 Hayward Avenue, the owners of NuNu's at 43 Hayward Avenue and Aaron Tyler, the owner of 11 Hayward Avenue to correct the current violations.

Chairman Hayn asked Craig to contact Mr. McElroy about the garage doors on this property, as he was suppose to submit a new design for the doors to the Commission for their approval.

The Commission also asked C. Grimord to research the sign regulations that were revised to see if the dimensions in the Zoning Regulations were correct at 6 square feet, or is this a typographical area and should it be 16 square feet. A discussion took place on the procedure to change the sign dimensions if the 6 square feet is correct.

12. ADJOURNMENT.

Motion by: J. Adams
to adjourn this meeting.

Second by: R. Kvederas.

Vote: Unanimous.

Vice Chairman Sharon adjourned the meeting at 7:51 p.m.

Respectfully submitted,

Gail N. Therian
Clerk