

Historic District Commission
October 21, 2013
Town Hall – Room #2
127 Norwich Avenue

MEMBERS PRESENT: Chairman Ellen Sharon, Robert Kvederas and Nancy Anderson; Staff: Adam. Turner, Town Planner; Craig Grimord, Asst. Planner/Zoning Enforcement Officer; Gail Therian, Clerk;

MEMBERS ABSENT: Alternates: Janice Adams and Linda Akerman;

1. **CALL TO ORDER**

Chairman Sharon called this Regular Meeting to order at 7:05 p.m.

2. **ADDITIONS TO THE AGENDA** - None

3. **MINUTES OF PREVIOUS MEETING** – Regular Meeting February 11, 2013

Motion by: Nancy Anderson
to waive reading of the minutes
Second by: Robert Kvederas
Vote: Unanimous by those present

Motion by: Robert Kvederas
to approve the minutes of the February 11, 2013 meeting as written
Second by: Nancy Anderson
Vote: Unanimous by those present

4. **FIVE MINUTE SESSION FOR PUBLIC** – No one spoke

5. **PUBLIC HEARINGS** –

- A. **HDC#13-002-23 Hayward Ave., Dennis McCulley Owner/applicant.** Application for a Certificate of Appropriateness for property located within the Historic District. The applicant seeks approval for work done on the rear house to replace windows and doors. Map # 16 Lot # 046. (Application received on 10/21, public hearing scheduled for 10/21/13)

C. Grimord read the Public Hearing legal notice published in the *Rivereast* on October 18, 2013.

C. Grimord read a letter dated September 23, 2013 that was sent to the applicant, Dennis McCulley, telling him that a floor plan of the entire structure showing the use of all space and the location of all windows and doors is required for review by the Building Official and Fire Marshal for to determine code compliance. This plan has not been received as of this time.

Dennis McCulley, owner/applicant, told the Commission that no interior work was completed. He did explain that he removed the old windows on the porch area and added a wall to separate the two entry ways into the apartments. He has replaced the six windows and one door with two windows and two doors. The new windows and doors are energy efficient. Discussion followed regarding the placement of the second door.

The Commission requested that Mr. McCulley prepare a plan showing the interior design of the porch and a rationale of why the second door cannot be moved to the side of the building and provide window and door specifications.

Motion by: R. Kvederas
to continue the Public Hearing to the next regularly scheduled meeting.
Second by: N. Anderson
Vote: Unanimous by those present

6. **NEW APPLICATIONS** –

- A. **HDC#13-002-23 Hayward Ave., Dennis McCulley Owner/applicant.** Application for a Certificate of Appropriateness for property located within the Historic District. The applicant seeks approval for work done on the rear house to replace windows and doors. Map # 16 Lot # 046. (Application received on 10/21, public hearing scheduled for 10/21/13)

The Public Hearing was opened this evening and was continued to the next regularly scheduled meeting of November 18, 2013.

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NANCY A. DRAY
TOWN CLERK

7. **OLD BUSINESS** - None

8. **NEW BUSINESS**

- A. Review of the proposed schedule of meetings for 2014;

Motion by: R. Kvederas

to approve the proposed Schedule of meetings for 2014.

Second by: N. Anderson

Vote: Unanimous by those present

- B. Election of officers for 2014.

Motion by: E. Sharon

to nominate E. Sharon as Chairman , N. Anderson as Vice Chairman, and
P. Kvederas as Secretary

Second by: N. Anderson

Motion by: P. Kvederas to close nominations.

Second by: N. Anderson

Vote: Unanimous by those present

Motion by: R. Kvederas to approve the slate of Officers

Second by: N. Anderson

Vote: Unanimous by those present

- C. Adam Turner to discuss Linwood Ave. grant for downtown improvements for pedestrian access.

A. Turner told the Commission that the Town has been awarded a grant in the amount of \$285,000 for the Sidewalk improvements on Linwood Avenue. He was here this evening to hear comments from them on this project. Chairman Sharon said her biggest objections were the use of red concrete in front of Cragin Library and the maintenance of the plants that would be used in the planters. Other concerns expressed were about the proposed light fixtures. Discussion followed.

A. Turner said that he will be meeting with other Land Use Commissions regarding this project and collecting their input and will then hold an ad hoc meeting to discuss the various concerns and suggestions.

- D. Adam Turner to give P.O.C.D. update.

A. Turner invited the Commission members to the public meeting regarding the updating of the Plan of Conservation and Development. The meeting will be held on Wednesday, October 23, 2013 at 7:00 p.m.

9. **COMMUNICATIONS** – None

10. **ENFORCEMENT OFFICER'S REPORT** – None

11. **ADJOURNMENT**

Motion by: N. Anderson

to adjourn this meeting.

Second by: R. Kvederas

Vote: Unanimous by those present

Chairman Sharon adjourned the meeting at 7:52 p.m.

Respectfully submitted,

Gail N. Therian, Clerk