

Historic District Commission
November 9, 2015
Town Hall – Room #2
127 Norwich Avenue

MEMBERS PRESENT: Chairman Ellen Sharon, Linda Akerman, Nancy Anderson, Robert Kvederas and Stanley Stefanowicz; Alternate: Janice Adams; (arrived at 7:04 p.m.); Staff: Randy Benson, Asst. Planner/Zoning Enforcement Officer; Gail Therian, Clerk;

MEMBERS ABSENT – None

1. **CALL TO ORDER**

Chairman Sharon called this Regular Meeting to order at 7:00 p.m.

2. **ADDITIONS TO THE AGENDA**

Chairman Sharon said that there were two (2) additions to the agenda: 1) under Item # 8 – New Business Item A – “Election of Officers for 2016” and Item B) “School for Colored Children .

3. **MINUTES OF PREVIOUS MEETING** – Regular Meeting May 11, 2015

Chairman Sharon said that on page two (2) under Item B, the second sentence should read: “D. Rossi, applicant said that landing would be painted in the same blue color as the Tavern House porch.

Motion by: R. Kvederas
to approve the minutes of May 11, 2015 as revised.

Second by: N. Anderson

Vote: Unanimous by those present

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

5. **PUBLIC HEARINGS** –

- A. **HDC#15-004 –Parker Elmore, applicant/Elmore Capital Holdings I, LLC, owner of property located at 11 Hayward Avenue, Bldg. 4.** Application for a Certificate of Appropriateness for additional sign to existing free standing sign for new business; add additional sign on building to signify occupancy at 11 Hayward Avenue, Building 4, within the Historic District. Map # 16 Lot # 045-000.

R. Benson read the Public Hearing notice published in the Rivereast on Friday, October 30, 2015.

Parker Elmore, applicant, said that the application was to add to the existing free standing sign on the front building and to add a sign on the rear building to signify occupancy. Chairman Sharon explained that the materials used for the sign must be compatible with the Historic District Regulations. She said that the second sign on the building would not be appropriate as it would obscure the architectural elements of the building. She suggested a free standing sign made of wood to identify occupancy on the rear building. Discussion followed regarding the existing free standing sign having signs made of sign foam.

Motion by: L. Akerman
to close the Public Hearing on HDC#15-004.

Second by: R. Kvederas

Vote: Unanimous by those present

6. **New Applications-**

- A. **HDC#15-004 –Parker Elmore, applicant/Elmore Capital Holdings I, LLC, owner of property located at 11 Hayward Avenue, Bldg. 4.** Application for a Certificate of Appropriateness for additional sign to existing free standing sign for new business; add additional sign on building to

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signify occupancy at 11 Hayward Avenue, Building 4, within the Historic District. Map # 16
Lot # 045-000.

Chairman Sharon asked R. Benson, Assistant Planner/Zoning Enforcement Officer to begin enforcement actions against the owners of the signs made of sign foam on the existing free standing sign. Discussion was held regarding the proposed signs and hardware.

Motion by: S. Stefanowicz
to deny application HDC#15-004 as presented.
Second by: N. Anderson
Vote: Unanimous by those present

7. **OLD BUSINESS** – None

8. **NEW BUSINESS**

A. Approval of Meeting Schedule for 2016

Motion by: R. Kvederas
to accept the 2016 Meeting Schedule as submitted.
Second by: N. Anderson
Vote: Unanimous by those present

B. Election of Officers for 2016

Chairman Sharon asked for any nominations or volunteers for the slate of officers for 2016. It was decided that the current officers would remain in office for 2016. The officers are: Ellen Sharon, Chairman; Nancy Anderson, Vice Chairman and Robert Kvederas as Secretary.

Motion by R. Kvederas
to close the nominations of Officers for 2016
Second by: N. Anderson
Vote: Unanimous by those present

Motion by S. Stefanowicz
to accept the proposed slate of Officers as presented
Second by: N. Anderson
Vote: Unanimous by those present

C. School for Colored Children

Chairman Sharon updated the Commission on the condition of the School for Colored Children. She said that the roof needs to be repaired, slats need to be replaced and hooks need to be installed to keep the doors open when necessary. Discussion followed regarding options for completing these repairs including it as an Eagle Scout Project or the Public Works Department handling the repairs. It was suggested that the new liaison to the Commission could help bring attention to the need for the repairs. L. Akerman will contact Carefree Sheds to ask for an estimate on the cost of the repairs.

J. Adams volunteered to man the School for Colored Children at the Christmas Walk event.

9. **COMMUNICATIONS** – None

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

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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 7:46 p.m.

Respectfully submitted,

Gail N. Therian, Clerk