

# GRANBY HISTORIC DISTRICT COMMISSION MEETING MINUTES

---

Meeting Date: March 1, 2016

Location: Carnegie Building, 1 Library Lane, Lower Level

Members Present: Gayle Demary, Chair  
Kathleen Morris, Vice Chair  
Robert Camus, Secretary  
Lori Meister

Absent: Dave Carmen  
William Johnson, Alternate  
Lisa Petraglia, Alternate  
Steven Nally, Alternate

Also in attendance: Lillian Camus

Gayle Demary called the meeting to order at 6:32 p.m.

## Approval of February 2, 2016 Minutes

Gayle Demary asked if there were any changes to the February 2, 2016 minutes other than those already submitted.

Motion was made by Robert Camus and seconded by Kathleen Morris to approve the February 2, 2016 minutes as amended. The February 2, 2016 minutes were approved 4-0-0.

## Building Inspector Guidelines, Historic District Commission Bylaws and Design Guidelines

Kathleen Morris reviewed drafts of the following documents she sent to the Commission:

- Commissioners Deadline Calendar
- Public Deadline Calendar
- Budget Request
- Hearing Mock Up
- New Application for Appropriateness
- Certificate of Appropriateness Form
- Certificate of Hardship Form
- Certificate of Non-Applicability Form
- Demolition Delay Bylaw for Commission & Town Approval
- Commission Review and Approval Process
- Additional Guidelines

Kathleen noted the documents would be put online for public access and reference, if a budget is approved for a website.

The Commission will discuss the above documents at their next meeting.

Enforcement Fee Structure

Discussion tabled until the next meeting.

Any other business to come before the Committee

Gayle Demary distributed copies the summary she submitted for the Town's Annual Report.

Next Meeting Dates

Tuesday, March 8, 2016 at 6:30 p.m. in the Lower Level at the Carnegie Building.

Tuesday, April 5, 2016 at 6:30 p.m. in the Lower Level at the Carnegie Building.

Adjournment

Motion made to adjourn by Kathleen Morris and seconded by Robert Camus. Approved unanimously and adjourned at 7:07 p.m.

Respectfully submitted,

Lillian Camus  
Recording Secretary