

## Draft Minutes

### TOWN OF GUILFORD Historic District Commission Minutes – 18<sup>th</sup> April, 2018

A public hearing and regular meeting of the Historic District Commission was held on Wednesday 18<sup>th</sup> April, 2018 at 7:00p.m. in the Guilford Community Center with Chairman Ann Street presiding.

Present: John Cunningham, Randall McCartney, Susanna Smith, Ann Street and Alternates Teresa Buchanan and Michael Mancini. Excused: Reno Migani. Absent: Alternate Michael Sulzbach.

#### **PUBLIC HEARING**

The meeting was called to order at 7:02p.m. Clerk Susanna Smith read the legal call of the meeting. Alternates Buchanan and Mancini were appointed to act in the absence of regular members.

**#790 - Laura J. Weekes, to remove the main chimney, replace an existing light post, add a new garage, and install a propane tank, all on property located at 84 Church Street, Assessor's Map 46, Lot 20 (continued from 3/21/18, decision due 5/24/18):** No applicant was present. No-one spoke for or against the application. Later, during the regular meeting, Mr. McCartney made a motion, seconded by Mrs. Smith, to continue this application to 16<sup>th</sup> May, 2018. The motion to continue was carried unanimously with Cunningham, McCartney, Smith, Buchanan and Mancini voting in favor.

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**#792 - Rock Paper Sistas, to install an outdoor advertising sign on property located at 17 Whitfield Street, Assessor's Map 39, Lot 101:** Applicant John Matthews stated that the new sign would be the same size as the previous sign but with different graphics. The sign will be mounted on the existing sign post using the existing hardware and there will be no lighting. Mr. Cunningham asked if the sign post was plumb. Mr. Matthews replied that he believed it was pretty straight. He added that the post was an old 4" x 4" which he could replace if the Commission wished. Mr. Cunningham explained that it would look better if the sign sat on a post that was plumb rather than being at an angle. The sign would not look right if it was not straight. No-one spoke for or against the application. Later, during the regular meeting, Mr. Cunningham made a motion, seconded by Mr. McCartney, to approve the application as submitted with the following stipulations: 1) The sign post must be installed so the post is plumb. 2) Subcommittee appointed is John Cunningham. The motion to approve was carried unanimously with Cunningham, McCartney, Smith, Buchanan and Mancini voting in favor.

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The public hearing was closed at 7:10p.m. and was followed immediately by the regular meeting.

#### **REGULAR MEETING**

**Public Forum:** **Anne Rebuzzini, 65 State Street,** introduced herself and said that she wished to change her garage door. The old wood door was broken and in a poor state of repair so she planned to replace it with a steel door. Ms. Rebuzzini showed photographs of the old door and a catalogue cut of her proposed door which would be white. Ms. Street said that a formal application would have to be

filed for this change which would be legally noticed in the newspaper. She added that there was precedent for metal doors within the historic district.

**Approval of Minutes:** Mr. McCartney made a motion to accept the Minutes of 21<sup>st</sup> February, 2018. Mr. Mancini seconded the motion and it was carried with 4 votes in favor. Ms. Buchanan and Mr. Cunningham abstained since they were not present at the February meeting. Mr. Cunningham made a motion to accept the Minutes of 21<sup>st</sup> March, 2018. Mrs. Smith seconded the motion and it was carried with 5 votes in favor. Mr. McCartney abstained since he was not present at the March meeting.

**Commission Openings:** All the Commission openings have been filled.

**Correspondence:** CT Trust for Historic Preservation’s newsletter “CT Preservation News” for March/April 2018; Finance Department’s monthly budget report through 2/28/18.

**Public Relations:** Tabled.

**Approval of Bills:** Ms. Buchanan made a motion to approve the following bills: Shore Publishing, legal notice 3/21/18, \$44; Katharine Stewart, secretarial services. Mr. Cunningham seconded the motion and it was carried unanimously.

**Unfinished Certificates of Appropriateness:** It was agreed that the following projects had been completed:-

#713 Charles/Maika Johnson, 27 High, expires 6/15/16 – patio/fireplace (RJM)  
#779 Glenn Gundersen Company, 167 State, expires 8/15/18 – front door (JC)  
#782 Robert Attaran, 222 Whitfield, expires 10/17/18 – fence (TB)

**Discussions: 1) Review Filing Fees:** It was brought to the Commission’s attention that other town commissions charged a fee for renewing permits which the Historic District Commission does not. It was also noted that application fees charged by other town commissions were far higher than HDC’s fee so perhaps it should be increased. Mrs. Smith said she would not wish to discourage people from filing applications because of high fees. Ms. Street reminded the Commission that in the past it had discussed having a sliding scale of fees to be charged based on the size of the project. At that time the Commission had felt the bureaucracy involved in dealing with this would be impossible so the idea was never adopted. Mr. Cunningham felt the filing fee should be increased from \$50 to \$75. However, Mrs. Smith said if the Town was not requesting an increase why do this and risk discouraging residents. Regarding charging a fee to renew permits, Mrs. Smith suggested including text regarding expiration dates/renewal options on the Certificate of Appropriateness approval form. Ms. Street thought the logistics of this would be beyond the Commission’s capacity. Ms. Buchanan said that residents received a lot of free help and advice from the Commission so she recommended increasing the COA filing fee. Mr. Cunningham volunteered to research what fees were charged by other historic districts so this item was tabled for now.

The meeting was adjourned at 8:15p.m. The next meeting of the Historic District Commission will be held on Wednesday 16<sup>th</sup> May, 2018 at 7:00p.m. in the Guilford Community Center.

Respectfully submitted: \_\_\_\_\_ Katharine Stewart, Recording Secretary