

Draft Minutes

TOWN OF GUILFORD Historic District Commission Minutes – 17th July, 2019

A public hearing and regular meeting of the Historic District Commission was held on Wednesday 17th July, 2019 at 7:00p.m. in the Guilford Community Center with Chairman Randall McCartney presiding.

Present: John Cunningham, Randall McCartney, 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 7:05p.m. Acting Clerk Ann Street read the legal call of the meeting. Alternates Buchanan and Mancini were appointed to act in the absence of regular members.

#820 - Marco and Helen S. Rizzo, to replace a swimming pool fence on property located at 43 South Fair Street Assessor's Map 32, Lot 65: Present were Marco and Helen Rizzo. Mr. Rizzo said the existing fence was falling apart and needed to be replaced. The new fence will be a hybrid of 6ft. cedar fencing which will go part way around the pool area and a 4ft. white picket privacy fence in vinyl. The cedar fencing will be aligned with what was approved for the 66 High Street property. The privacy fence will be installed almost exactly where the existing fence is and a gate will be added. Mr. Rizzo said he was still discussing the exact dimensions of the privacy fence and how to handle the transition between the two types of fencing. Mr. Cunningham felt a 6ft. fence might be too solid for a residential use so he suggested a shorter fence with an 18" topper. Ms. Street queried the need for a privacy fence. Mr. Rizzo replied that screening from 66 High Street was needed. Ms. Buchanan asked about the gate material and Mr. Rizzo replied vinyl. No-one spoke for or against the application.

#821 - Whitfield & Water Shoppes, LLC, to refurbish outdoor advertising signs on and around property located at 55 Whitfield Street, Assessor's Map 39, Lot 94A: John Miller, Autografix, was representing the applicant. Mr. Miller showed boards with photographs of the proposed signage. A directory sign would be installed on the building at 55 Whitfield Street because recognition was needed for the stores in the rear. Mr. Miller said he was also replacing the directory sign on Water Street at the entrance to the parking lot which was not within the Historic District Commission's purview. There are three posts on Whitfield Street and Mr. Miller said he wished to install trademark signs on these for branding purposes. He noted that the post adjacent to the alley leading to the South Lane Bistro restaurant would need to be straightened. Ms. Street felt a lot of signage was being added and wondered if the signage allowance had been checked. Mr. Cunningham agreed that the rear stores needed to be noticed. Regarding the directory sign, Mr. Miller said it would be mounted on a panel and individual sign boards would be attached to the panel which could be changed when a tenant changed. The sign will be slightly out from the wall so rain water can flow down behind it. Ms. Buchanan felt the 3 trademark signs together were a bit much and that it would be better if they were spaced out a bit more. Mr. Cunningham agreed and suggested that at least one sign should be moved further to the south. Ms. Street recommended the building directory sign should have a shadowbox, the same as the Water Street directory sign. Regarding a comment from Mr. Miller about making all the signs in the area more uniform, Ms. Buchanan pointed out that all the buildings and shops were different so she felt the signs should also be different. Mr. Miller agreed and said he

was talking more about having all the signs refurbished as some were in need of repair. Ms. Street noted that the signage allowances would have to be checked with the Zoning Enforcement Officer. Mr. Mancini then queried the wording in the legal notice which did not list the fact that the building directory sign was new. Mr. McCartney said even though it was not noticed as such, the intent was clear in the application. Ms. Street stated that the point of the legal notice was to notify people and the notice did not say new signs would be reviewed. However, it was determined that there was a directory sign on the building in the past which had been approved by the Commission and there was documentation in the file supporting this. Therefore, the proposed directory sign was not new but a replacement. Ms. Street queried lighting. Mr. Miller replied that this had not been discussed so it would be a separate issue. No-one spoke for or against the application.

The public hearing was closed at 7:50p.m. and was followed immediately by the regular meeting.

REGULAR MEETING

DELIBERATION OF PUBLIC HEARING ITEMS

#820 - Marco and Helen S. Rizzo, to replace a swimming pool fence on property located at 43 South Fair Street Assessor's Map 32, Lot 65: Mr. Cunningham said he would not use vinyl for the fencing but felt Azek or all wood would be better. He then made a motion, seconded by Ms. Street, to approve the application as presented with the following stipulations: 1) The Commission recommends that the 6ft. high white cedar fence be composed of a 54" solid panel with some form of an 18" lattice picket top and that the vinyl privacy fence be 54" high. 2) The Commission would prefer that the fencing be all wood rather than a wood/vinyl combination. 3) Subcommittee appointed is Michael Mancini. The motion to approve was carried unanimously with Cunningham, Street, Buchanan and Mancini voting in favor.

#821 - Whitfield & Water Shoppes, LLC, to refurbish outdoor advertising signs on and around property located at 55 Whitfield Street, Assessor's Map 39, Lot 94A: Mr. Cunningham said he thought the signs were well designed and that the building directory sign was very important. However, since the legal notice did not say anything about the three new trademark signs these could not be approved tonight. Also, the Commission needed more information on the addresses for the post signs, how they might be relocated, etc. Mr. Cunningham made a motion, seconded by Ms. Buchanan, to approve the application as presented with the following stipulations: 1) The directory sign on the building at 55 Whitfield Street should have a shadowbox so it matches the directory sign on Water Street. 2) No lighting was requested or approved. If, in the future, lighting is required a new Certificate of Appropriateness application must be filed for this work. 3) The three new trademark post signs on Whitfield Street are denied without prejudice because the Commission requires additional information upon which to base a decision. A new Certificate of Appropriateness application may be filed at any time. 4) This approval is granted subject to approvals being received from all other relevant town agencies. 5) Any changes to the signs required by other town agencies must be reviewed with and approved by the subcommittee before work begins. 6) Subcommittee appointed is Ann Street. The motion to approve was carried unanimously with Cunningham, Street, Buchanan and Mancini voting in favor.

Approval of Minutes: Mr. Cunningham made a motion to accept the Minutes of 19th June, 2019. Mr. Mancini seconded the motion and it was carried unanimously.

Public Forum: There were no members of the public present.

Chairman's Report: **1) Resignation:** Mr. McCartney made a motion to accept Susanna Smith's resignation because she was moving out of town and, therefore, was no longer eligible to serve on a town commission or board. Mr. Cunningham seconded the motion and it was carried unanimously. **2) COA#737-19 (2 Market Place):** Mr. Cunningham was appointed as subcommittee on this project to replace Mrs. Smith. **3) Grant Information:** Mr. McCartney said an email had been forwarded to the Commission from the First Selectman's office from the William G. Pomeroy Foundation, Syracuse, NY, regarding grants to commemorate National Register Historic Places. Ms. Street felt having signs that delineated National Register Districts and the local historic district would be confusing. Having overlapping districts was more confusing that could be explained on a sign. Following brief discussion the Commission decided not to participate in this grant opportunity.

Correspondence: Monthly budget report through 5/31/19.

Public Relations: Ms. Street stated that the porch at 39 South Fair Street was beautifully done and deserved an award. Commission members were asked to review applications for the past year so see if any deserved an award.

New Business: **1) Rules of Procedure:** Mr. McCartney mentioned the difficulty of finding members for the commission who lived within the historic district and asked if the Commission would consider relaxing the residency requirement. Ms. Street was concerned that this could allow for a situation where there were more people serving on the commission who lived outside of the district than were residing within the district. After discussion it was agreed that perhaps the residency requirement for alternates could be relaxed and Mr. McCartney was authorized to research this issue. **2) Election of Officers:** Mr. Cunningham made a motion to nominate Teresa Buchanan as clerk to replace Mrs. Smith. Ms. Street seconded the motion and it was carried unanimously.

Discussions: Tabled.

Approval of Bills: Mr. Cunningham made a motion to approve the following bills: Shore Publishing, legal notice 6/19/19, \$60; Katharine Stewart, secretarial services. Ms. Street seconded the motion and it was carried unanimously.

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

#800 First Church of Christ, Scientist, 49 Park, expires 8/21/19 – sign/kiosk
#815 Calcagni Real Estate, 25 Boston, expires 6/17/20 - sign
#816 Oak Tree Development, 25 Boston, expires 6/17/20 – sign

The meeting was adjourned at 8:35p.m.

The next meeting of the Historic District Commission will be held on Wednesday 21st August, 2019 at 7:00p.m. in the Guilford Community Center.

Respectfully submitted: _____ Katharine Stewart, Recording Secretary