

**MINUTES  
SPECIAL MEETING  
WINDSOR HISTORIC DISTRICT COMMISSION  
APRIL 1, 2003 6:00 PM  
ROSE ROOM, TOWN HALL  
275 BROAD STREET, WINDSOR, CONNECTICUT**

Present: Commissioners Watts, Ermenc, Raney, Reardon

Also Present: Assistant Town Planner Bachand

Commissioner Watts called the meeting to order at 6:04 PM.

Commissioner Watts stating that, before opening the public hearing, an official vote should be taken regarding his appointment as Historic District Commission Chairperson for 2003.

**Commissioner Reardon made a motion to elect Commissioner Watts as Chairperson of the Historic District Commission for 2003. Commissioner Raney seconded the motion. The motion passed by a vote of 4-0-0.**

**I. Call to Order – Public Hearings for Certificate of Appropriateness**

Commissioner Watts called the public hearing to order at 6:05 PM.

- a. 362 Palisado Avenue – Laura Soll-Broxterman, Congregation Beth Ahm  
Request to install new front doors

The applicant, Laura Soll-Broxterman, 362 Palisado Avenue thanked the Commissioners for holding the Special Meeting and stated that she would like to replace the front doors at Congregation Beth Ahm. She said that the building has four doors that are not heat tempered and are in poor condition. Ms. Soll-Broxterman said that the new doors are more appealing than the existing doors and are closer in character to what would typically be found within the district. She also stated that the Building Inspector and Fire Marshall have conducted an inspection and have no issues concerning the request. Ms. Soll-Broxterman requested the Commission's approval of the application.

**II. Close of Public Hearing**

Commissioner Watts closed the public hearing at 6:09 PM.

### III. Regular Business Meeting

#### a. Discussion and Decision on Public Hearing for Certificate of Appropriateness

Commissioner Watts said that the proposed doors are appropriate for this particular building. He also added that this is not a 17<sup>th</sup> century home, but a fairly unattractive building that happens to have been built within the district around 40 years ago and that the doors would actually be an improvement to the building. Commissioner Watts also said that the Commission is supposed to give more favorable consideration to these types of changes on newer buildings. Commissioners Ermenc, Raney, and Reardon said they agreed.

**Commissioner Watts made a motion to approve the request by Laura Soll-Broxterman to install new front doors at 362 Palisado Avenue, Congregation Beth Ahm. Commissioner Raney seconded the motion. The motion passed by a vote of 4-0-0.**

#### b. New Business

Commissioner Watts briefly spoke about concerns regarding the Historic District Expansion Committee. He stated that a special meeting of the committee will likely be scheduled sometime in the near future. Commissioner Watts said that he is in the process of reviewing the survey results regarding the expansion, and believes there may not be a 66% approval as is required for the expansion of the district. At this time, he estimates there is approximately 40% approval for the expansion, and attributes the difficulty in acquiring greater support to recent subdivision activity in the area. Commissioner Watts said that he will have a better idea of the survey results and offer suggestions based on those results at the meeting to be scheduled.

Commissioner Watts raised the issue of a proposed sign replacement for discussion among the Commissioners, as requested prior to the meeting by Laura Soll-Broxterman, 362 Palisado Avenue. He asked the Commissioners if they believed it would be appropriate to allow Congregation Beth Ahm to replace an existing sign without obtaining a Certificate of Appropriateness if the replacement sign is the same as the existing sign. Commissioner Raney said that as long as the sign is similar to the existing sign, she believes a public hearing would not be necessary. Commissioners Ermenc and Reardon also expressed their agreement. Assistant Planner Bachand agreed that a Certificate of Appropriateness would not be necessary if the sign was the same, but noted that changes in characteristics such as size and design would require the Commission's approval.

Commissioner Raney mentioned that it appears some people have completed projects within the historic district that require a Certificate of Appropriateness without obtaining one. She said that presently nothing exists that raises concern or seems out of character within the district, but stressed the importance of following the requirements of the Commission's handbook. Commissioner Watts agreed, but said that he believes a Certificate of Appropriateness is not always obtained because residents do not fully understand the process or, perhaps

occasionally, a building permit is issued without the Building Department realizing that the certificate is necessary. In response to this issue, he suggested that the Commission send an annual letter to district residents reminding them of their obligation to apply for a Certificate of Appropriateness as required in the Commission's handbook. Commissioner Watts offered to draft the letter. Assistant Town Planner Bachand agreed that an annual reminder letter is a good idea, and asked Commissioner Watts to submit the letter to him for staff review and mailing.

**c. Old Business**

None

**d. Miscellaneous**

None

**IV. Adjournment**

The meeting was adjourned at 6:20 PM.

Attest J.B.