MINUTES
SPECIAL MEETING
WINDSOR HISTORIC DISTRICT COMMISSION
JULY 21, 2004 5:45 PM
ROSE ROOM, TOWN HALL
275 BROAD STREET, WINDSOR, CONNECTICUT

Present: Commissioners Watts, Groenstein, Raney, and Yeich

Also Present: Assistant Town Planner Bachand

Commissioner Watts called the meeting to order at 5:50 PM.

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

Commissioner Watts called the public hearing to order at 5:50 PM.

a. 118 Palisado Avenue – Al Neumann, Jr., Town of Windsor
Request to Remove and Replace Roof Shingles

Al Neumann, Jr., Town of Windsor introduced himself to the Commission and identified the building involved with this application as being owned by the Town of Windsor. He said that there are significant problems with the roof that could be temporarily corrected with minor repairs. However, for the occupant to enter into a long-term lease with the Town, the Town is requiring the roof to be replaced. Mr. Neumann noted that many houses within the historic district have architectural shingles, which are being proposed for 118 Palisado Avenue. He ensured the Commission that the proposed shingles will give a "shake" look to the roof, which would be appropriate for the district. Mr. Neumann added that he believes an attractive roof that is in keeping with the character of the district can be achieved without excessive expense.

Commissioner Raney asked Mr. Neumann to describe the appearance of the roof in a bit more detail, and he said that it would have a cedar-like look even though it is made of asphalt.

Commissoner Yeich asked Mr. Neumann what types of roofing are in the general area, and he said there is a combination of asphalt, cedar and slate.

Commissioner Watts asked the Commissioners if they had any additional questions, and there were none.

II. Close of Public Hearings

Commissioner Watts closed the public hearing at 5:58 PM.

III. Regular Business Meeting

a. Discussion and Decision on Public Hearings for Certificate of Appropriateness

There was no further discussion.

Commissioner Raney made a motion to approve the roof removal and replacement at 118 Palisado Avenue with the use of asphalt shingles provided that it produces a historical feel, is not 3-tab installation, and appears similar to the roofing on other houses in the area. Commissioner Groenstein seconded the motion. The motion passed by a vote of 4-0-0.

b. New Business

- Discussion regarding the Historic District Commission Signage Guidelines

Commissioner Watts said that he requested that this item be added to the agenda for discussion because, as was demonstrated by applicants at recent meetings, the guidelines for sign dimensions cannot be reasonably complied with. He said that a maximum size of 2 square feet is far too small and does not reflect what exists in the district. Commissioner Watts said that the existing sign dimensions provided by the Assistant Planner at the last meeting were valuable, and perhaps an average could be taken from this data to establish a new maximum size for signs. Assistant Planner Bachand said that he would further research this idea.

Commissioner Yeich asked if the greenhouse is in the district as it has a very large sign. Commissioner Watts said that it is just outside of the district and did not need to be approved by the Commission.

Commissioner Watts further suggested that, in addition to an amended maximum size, an allowance for a certain percentage increase be permitted for signs located a given distance from Palisado Avenue, perhaps 75 feet.

The Commission requested that the Assistant Planner present the average square footage for the signs he measured in the district and report that information at a future Commission meeting for consideration of an amendment to the guidelines. Commissioner Watts also requested an opinion from the Town Attorney as to whether we can add to the guidelines that we prefer a white sign with black lettering. Assistant Planner Bachand said that he would look into the above mentioned items.

c. Old Business

None

d. Miscellaneous

Commissioner Watts noted that the Commission has not yet elected its officers for the year and suggested it be done at this time. The Commission agreed.

Commissioner Raney nominated Commissioner Watts as Chairperson of the Historic District Commission. Commissioner Yeich seconded the motion. The motion passed by a vote of 3-0-1 with Commissioner Watts abstaining.

Commissioner Watts nominated Commissioner Groenstein as Vice Chairperson of the Historic District Commission. Commissioner Raney seconded the motion. The motion passed by a vote of 3-0-1 with Commissioner Groenstein abstaining.

IV. Adjournment

Commissioner Raney made a motion to adjourn the meeting. Commissioner Groenstein seconded the motion. The motion passed by a vote of 4-0-0.

The meeting ended at 6:25 PM.

Attest J.B.