



MINUTES  
WINDSOR HISTORIC DISTRICT COMMISSION  
SPECIAL MEETING  
SEPTEMBER 21, 2016 5:30 PM  
LUDLOW ROOM, TOWN HALL  
275 BROAD STREET, WINDSOR, CONNECTICUT

Present: Commissioners Raney, Reardon, Rubino and Alternate Commissioners Hinckley and Sachdev

Also Present: Assistant Town Planner Kenyon

Commissioner Rubino called the meeting to order at 5:31 p.m.

I. New Business

A. Minutes –September 8, 2016

Motion: Commissioner Hinckley moved to approve the minutes of September 8, 2016 as presented. Commissioner Raney seconded the motion and it passed unanimously, 5-0-0.

II. Public Hearing for Certificate of Appropriateness

A. 368 Palisado Avenue—Window replacement, Lee

Chelsea and Daniel Lee presented the application for a Certificate of Appropriateness to replace windows at 368 Palisado Avenue. Mr. Lee explained that they would like to replace all 27 windows in the home in two phases. The existing windows are in poor condition and some have missing panes. Mr. Lee went on to explain that the windows are also very drafty and some have water damage. He said they would like to replace the existing windows with white vinyl windows that would be 9 over 9.

Commissioner Hinckley asked if replacement is necessary or if the existing windows could be refurbished. Mr. Lee responded that there is significant damage to the wood

surround. Commissioner Hinckley noted that there may be ways to repair the existing windows. Commissioner Raney said that window replacements often have a smaller opening, which may change the look. Mr. Lee responded that they plan to remove the entire window and install the new one from the outside. In a response to a question, Mrs. Lee explained the existing windows are double hung and the replacement windows would also be double-hung.

Commissioner Hinckley suggested the applicants arrange a consultation with a Circuit Rider from the Connecticut Trust for Historic Preservation. She said they may have suggestions for alternatives.

Commissioner Rubino asked if the replacement window would be a true divided light window. There was general discussion about true divided light windows and snap on grids.

Commissioner Raney commented that other homes in the District have had replacement windows and she asked about the existing windows in the house. Mrs. Lee responded that the windows were replaced in the 1970s.

Commissioner Hinckley said extensive renovation work had been done on the house and they tried to keep it authentic. Commissioner Rubino said the Commission was not as concerned about the material as they were the look of the windows. He asked if there was a way to salvage some of them, or at least the windows that face the street.

There was a general discussion about additional research on the replacement windows. It was suggested to the applicants that more research is done and they return to the Commission in two weeks to present their findings.

Motion: Commissioner Sachdev made a motion to table the decision until the meeting on October 5<sup>th</sup>. Commissioner Raney seconded the motion and it passed unanimously, 5-0-0.

### III. Public Hearing for Handbook Adoption

Assistant Town Planner Kenyon presented the changes to the Handbook. She noted the Handbook was sent to Greg Farmer at the Connecticut Trust for Historic Preservation. He had some comments, which were addressed through revisions. One of the comments pertained to the History section. There was general discussion about the history of Windsor and it was suggested the crossing of the river be clarified. Commissioner Hinckley also questioned if demographic information should be included. It was decided that this information would not be added. Commissioner Reardon said the remaining comments and revisions appeared to be minor in nature.

The Commission then discussed the Design Guidelines section. It was decided 'strongly' should be added in two places. There was also general discussion about the use of alternate materials in the District. Commissioner Hinckley stated that

DRAFT

materials do matter and can't replicate the look of real wood. Commissioner Rubino noted synthetic materials have come a long way. The Commission is concerned with appearance and if alternate materials will look the same, they should be considered.

Assistant Town Planner Kenyon said Commissioner Rubino provided a picture to be used as an example of a Federal style house. The Commission agreed this picture could replace the existing one. Assistant Town Planner Kenyon said she would try to take a better picture of the house once the leaves drop so it is more visible.

Motion: Commissioner Sachdev moved to approve adoption of the Handbook with the revisions discussed. Commissioner Reardon seconded the motion and it passed unanimously, 5-0-0.

#### IV. Adjournment

Motion: Commissioner Reardon moved to adjourn the meeting at 6:51 p.m. Commissioner Sachdev seconded the motion and it passed unanimously, 5-0-0.