

**MINUTES
WINDSOR HISTORIC DISTRICT COMMISSION
SPECIAL MEETING
SEPTEMBER 18, 2019
DR. PRIMUS ROOM, TOWN HALL
275 BROAD STREET, WINDSOR, CONNECTICUT**

Present: Commissioner Raney, Commissioner Reardon, Commissioner Dupont-Diehl, and Alternate Commissioner Hinckley

Also Present: **Assistant Town Planner, Todd Sealy**
 Homeowner, John Sheehan
 1st Church of Windsor, Ken Baranoski, Barry Budlong, Al Boehm
 Homeowner, Kevin Doyle

Commissioner Raney called the meeting to order at 6:15 PM and Commission Dupont-Diehl read the legal ad into the minutes.

I. New Business

A. Minutes

- Minutes March 6th, 2019

Motion: Commissioner Raney moved to approve the minutes of the March 5th, 2019 Special meeting, Commissioner Hinckley seconded and it passed unanimously 4-0-0.

II. Public Hearings for Certificate of Appropriateness

A. 249 Palisado Ave – Chain link fence, Sheehan

Mr. Sheehan presented to the commission that he received a letter from the Todd Sealy, the Historic District Commission liaison that he had been notified of a fence being installed without a certificate of appropriateness. Mr. Sheehan stated that a portion of the fence had been installed before he had purchased the home and that he extended the fence 3 years ago to enclose the backyard for his dogs. He stated that at that time no one had an issue with the fence when it was installed but that an issue arose between the neighbors when some shrubs were trimmed by the state. Commissioner Raney asked Mr. Sheehan if the portion that he extend was visible from the road. Mr. Sheehan stated that it was the portion that connected to the back face of the house and that it was visible from the road. Mr. Sheehan stated that he planted some arborvitae in front of the fence, after speaking with Town Planner Todd, in an effort to screen the fence in the future. Commissioner Hinckley stated that issue is not whether the neighbors take issue with the fence but rather that it follows the policy and guidelines of the Historic District Commission which are modeled after the National Trust for Historic Preservation. The Historic District guidelines dictate that visibility from the street is what triggers the need for a certificate of appropriateness application and that shrubbery does not count as

screening. Mr. Sheehan stated that the house is not a historic home, it is a ranch style home. Mr. Sheehan stated that when he spoke with Todd he would be willing to remove the fence if that is what is required. Assistant Planner Todd stated that he received an email from someone asking what the requirements were for installing fencing and he explained that it would require a certificate of appropriateness and what the regulations are regarding the email and that they responded by saying they wish to put in a compliant that someone had done work without a certificate. So a letter was sent to Mr. Sheehan, and he responded immediately by visiting Town hall and Todd stated that out of the best interest of everyone involved, let's take this to the Historic District commission and follow the procedure on this. Commissioner Raney asked if Mr. Sheehan would be willing to put a wooden fence in front of the chain link fence. He stated he wasn't terribly opposed to it but that the fence was not highly visible from the road. Commissioner Dupont-Diehl stated that fence does not appear to be jumping out and that it is next to a house asked when the fence extension was installed, the applicant stated it was done roughly 3 years ago and that he installed it to match the existing fence. Commissioner Hinckley asked if the applicant had researched the costs of installing other materials for the fencing. Mr. Sheehan stated that he did look into vinyl fencing but that the price was high for these sections. Commissioner Dupont-Diehl asked if we have the email that was sent. The assistant town planner, Todd said he could produce this email for the commission if requested. Commissioner Hinckley stated that the issue was not with the neighbor's complaint but that work was done without a certificate and it is visible from the street. Commissioner Hinckley stated that technically it should be a different fence. Commissioner Dupont-Diehl debated on whether it was appropriate due to its low visibility, the setback from the road, and that it is in keeping with the time period of the home that it attached to. The commissioner stated that we have a mixed housing stock within the district. Commissioner Hinckley questioned whether or not this would set a negative precedent. Commissioner Dupont-Diehl asked if there was a measure that could be done that would not set a precedent. Mr. Sheehan asked the Assistant planner Todd if he recalled what he has said when Mr. Sheehan visited the department. Assistant Town Planner said the he reviewed the standards for determining appropriateness of the historic district and the regulations regarding visibility. Mr. Sheehan stated that he said one particular word and Assistant Town Planner said that he did not recall what word was said. Commissioner Hinckley stated that as a commission we should do a better job of outreach. Commissioner Dupont-Diehl asked the Assistant Planner, Todd if he could suggest some language that would not set a precedent. Commissioner Liz Dupont-Diehl made a motion to approve the certificate of appropriateness for 249 Palisado, without prejudice. Assistant Town planner said that to not set a precedent given the particulars of this instance that it is not highly visible, it is screened, a continuation of an existing fence, and in keeping with the period of the house. Commissioner Hinckley stated that we should not include shrubbery as a reasoning because shrubbery does not count as a screen. Commissioner Reardon seconded and the motion passed

Motion: Commissioner Dupont-Diehl made the motion to approve the Certificate of Appropriateness for 249 Palisado, Commissioner Raney seconded and it was approved 4-0-0.

B. 107 Palisado –Parking Lot lights, First Church of Windsor

Al Boehm presented to the commission the lights were updated because the church used the parking for the music school which extends into the evening and that someone had an accident in the parking lot and so it was decided that the lights should be updated. The church hired someone who did not pull a building permit and that the lights were not keeping with the period. The church then researched manufactures to find a light that would be in keeping with the historic district. They found an acorn LED light that would provide a greater spread. They submitted the photometric analysis to the town and the town approved the photometric analysis. He stated that they were not sure how far the lights extended into the street. He said that they put one sample on the light and that neighbors reviewed the light and saw them. Commissioner Hinckley asked if they were adding lights. Al Boehm said they are not adding poles but replacing the lights on the existing poles. Commissioner Reardon asked if these were the colonial type lights. Al Boehm said that colonial lights are hard to find on the internet. He stated this one and another one were the only lights they could find. Commissioner Raney asked if they were on timers and Mr. Boehm said that they are on timers. He stated that they usually go on as dusk and turn off before 9pm. Ken Baranoski said that there are times that meetings go later so they typically go off at 9:30pm. The commission asked if they were calibrated daily. Ken stated that they are not, that the lights do not have that capability. There was some discussion as when the lights were on.

Kevin Doyle of 143 Palisado stated that he was speaking against the application. He stated that the shape of the lights were fine, that he has no objections to the look of the light. He stated that the lights are mounted so high that the LEDs create an eyesore, a bright white light. He was concerned that several of the lights would produce this bright white light. He stated that in other areas, there are plates to block the light that and the lights could be in color temperatures are different so that they don't produce this bright light. He stated that the shield blocked this bright light. Mr. Boehm said that these shield did block some of the light spread which created dark areas. Mr. Baranoski said that the mock up shields were wider than the standard shields. Mr. Doyle stated that safety and adequate lighting of the parking lot is everyone's goal but that there have to be some measures for blocking the glare produced by the light. Mr. Doyle requested that this be a condition of the approval.

Mr. Baranoski stated that he mocked up a shield to test how it could reduce the glare affect. He stated that the shields they mocked up were wider and that reducing the width could address the glare and the lighting spread

Commissioner Hinckley requested that the commission not approve anything that hasn't been fully vetted. She suggested that they try to do another mockup that would work for the neighbors and meet the lighting needs. She does not want to approve this light with conditions if it doesn't meet the lighting needs and the needs of the neighborhood.

Assistant Town planner explained the process for updating lighting within the parking lot. That it is a 3.9 application that can approved by staff. That photometrics need to be submitted. The photometrics are reviewed against the lighting standards to show that the lights are providing adequate lighting and that they are not casting excessive light over

the property line. The proposed lights meet the technical requirements. Assistant Town Planner explained the glare effect to the commission. The commissioners stated they wanted to get a mockup installed that would give the opportunity for everyone to test the lights and table the discussion once everyone has had the opportunity to view the lights with the shields installed. The commission explained their stance that they wanted to view the mockup before approving the application. Commissioner Hinckley stated that we're dealing with superficialities, or the appearance of light. So ultimately for the commission to feel comfortable with its decision, they would need to see the fixture in operation to understand the how the light will appear. Commissioner Raney asked if it was the bulb itself that was causing the problem and if that was the only option. Mr. Boehm stated that these were the only historic lights that were produced by the manufacturer and the only color type available. Mr. Baranoski asked if the shields and back plates will have a significant effect on the photometrics. Mr. Sealy stated that it was his opinion that the shields or back plates would not greatly reduce the amount of light being emitted from the fixture. Mr. Budlong asked the commission how the matter will be resolved. Commissioner Dupont-Diehl stated that the commission has to make a determination based on what is presented to them and what the guidelines are in the historic district handbook which is what is appropriate for the district. Mr. Baranoski asked what would be appropriate to submit to the commission. Commissioner Raney recused herself because she had another meeting to attend. Commissioner Dupont-Diehl stated that she didn't want to set a precedent by allowing a non-conformity remain while the hearing is continued. The applicants agreed to provide a mockup of the light with shields that were made of metal. The applicants and commission agreed to table the discussion at a later date when the applicants have installed the mockup light and the commission has had an opportunity to view it.

Motion: Commissioner Dupont-Diehl made the motion to continue the public hearing for the Certificate of Appropriateness application for 107 Palisado Ave, Commissioner Reardon seconded and it passed 4-0-0.

III. Miscellaneous

A. HDC Membership Review

This discussion was tabled for review at the next scheduled meeting.

Commissioner Dupont-Diehl stated that she also wanted to discuss outreach efforts in a future meeting.

IV. Adjournment

Motion: Commissioner Dupont-Diehl made a motion to adjourn at 7:08pm, Commissioner Reardon seconded and it passed 4-0-0.