

**MINUTES
WINDSOR HISTORIC DISTRICT COMMISSION
SPECIAL MEETING
SEPTEMBER 2, 2020
COUNCIL CHAMBERS, TOWN HALL
275 BROAD STREET, WINDSOR, CONNECTICUT**

Present: Chairman Rubino, Commissioner Raney, Commissioner Yeich, Commissioner Dupont-Diehl, Commissioner Reardon, Alternate Commissioners Cassidy and Hinckley.

**Also Present: Assistant Town Planner, Todd Sealy
 Windsor Historical Society, Doug Shipman
 Homeowners Rob & Susan Thomas**

Chairman Rubino called the meeting to order at 6:03 PM

I. New Business

 A. Minutes

 a. Minutes May 20th, 2020

Motion: Commissioner Yeich made the motion to approve minutes as amended from the May 20th, 2020 historic district commission meeting. Cassidy seconds the motion and it passed 5-0-0.

II. Public Hearings for Certificate of Appropriateness

 A. 44 North Meadow Rd. – Propane Tanks, Thomas

Homeowners Robert and Susan Thomas presented the application to the commission. Chairman Rubino reviewed the proposal for two 45 gallon tanks on the north side of the residence. Commissioner Raney asked about a note on the plans that indicate that the structure was going to be enclosed at a later date. Mr. Thomas stated that they would have to be careful with an enclosure because the Fire Marshal's office wouldn't permit tanks in an enclosed structure. Mr. Thomas stated that they would screen the propane tanks from the road using a combination of either lattice and plantings or fencing. Chairman Rubino informed the applicant that fencing would require another certificate. Commissioner Reardon wanted to disclose that she represented the seller of the property in the closing for the purchase of the home and asked the commission if anyone objected to her participation. No one objected to Commissioner Reardon's participation. Mr. Thomas said that the propane tank installers recommended that plantings are most commonly used to screen the tanks. Mr. Thomas said rather than having to seek reapproval for a fence, he would install plantings. The commission and the applicant discussed planting options that could screen the tanks. Commissioner Yeich asked how tall the tanks were. Mr. Thomas stated that they were four feet tall. Chairman Rubino asked if the house is currently served by propane. Mr. Thomas said that he currently is using oil and that the tank was aging out and that was the reason for switching to propane. Mr. Thomas explained the location of the propane tanks

and the visibility from the road. Mr. Sealy stated that you would have to really be looking for the propane tanks to see it from the road. Mr. Shipman asked Mr. Sealy if he could explain the rules regarding placing propane tanks near the house. Mr. Sealy explained that he checked with the Fire Marshal's office regarding the proposal and that is where it was brought up that the tanks cannot be stored in an enclosed structure. Mr. Sealy explained that the building and fire codes are the regulatory authority that addresses propane tanks. Mr. Thomas stated that the town has approved the outlet of the pipe so the location of the pad was approved by the building department. Chairman Rubino asked the commissions if they have any issues with the application. Commissioner Hinckley asked if the vegetation could count for screening for mechanical units. Chairman Rubino said that the commission set a precedent by approving a generator screened by vegetation. Commissioner Raney said the important thing with propane tanks is to keep them open for delivery and service. Mr. Thomas said that have already addressed that consideration. Mr. Sealy explained to the commission that vegetation can be used for screening but vegetation cannot be considered screening when determining whether or not something requires a certificate. Chairman Rubino asked if the intent was to use plantings since it was not mentioned in the application. Mr. Thomas said that it was his intention, his original intent was to enclose it but given the requirements he would screen it with vegetation. Commissioner Raney suggested a lattice with vines would also serve that purpose. Chairman Rubino said that the applicant has several options but the real consideration with vegetation is whether or not it will be screen all year. Chairman Rubino entertained a motion.

Motion: Commissioner Raney made the motion to approve propane tanks for 44 North Meadow. Commissioner Hinckley seconded it and it passed 7-0-0.

III. Miscellaneous

Commissioner Yeich brought up a conversation she had with Mr. Shipman regarding permanent structures verses temporary structures. The regulations were vague on defining temporary and permanent structures. Mr. Shipman said that the term was a little ambiguous. He asked how we define graduation signs, temporary events, parties etc. He stated that a strict interpretation of the rules would say that all of these things need an approval from the Historic district commission. He said it would help to clarify what is mean by temporary verses permanent and what things would be subject to that.

Commissioner Hinckley proposed that the commission conduct a special meeting to address this and other issues. She raised a couple of enforcement cases, where something was installed without a certificate. She wanted to discuss the process for enforcement. She also suggested a mailing to residents in the historic district about what improvements need a certificate.

The commission asked the liaison, Mr. Sealy, to reach out regarding the next available date for a meeting.

IV. Adjournment

Motion: Commissioner Raney made a motion to adjourn at 6:42pm, Commissioner Dupont-Diehl seconded and it passed 7-0-0.