TOWN OF WASHINGTON
WASHINGTON HISTORIC DISTRICT COMMISSION
Calhoun-Ives, Sunny Ridge and Washington Green Historic Districts

Minutes – November 16, 2020

Members Present: Ms. Averill, Mr. Hollinger, Ms. Woodroofe, Ms. Mills
Members Absent: Ms. Boyer
Alternates Present: Mr. Rimsky, Mr. Fairbairn
Alternates Absent: Ms. Van Tartwijk
Clerk: Mr. Buell

The chairman seated Mr. Hollinger, Ms. Averill, Ms. Woodroofe, Ms. Mills, and Mr. Fairbairn for Ms. Boyer, then called the regular meeting to order at 7:03 p.m.

Consideration of Minutes for the October 19th, 2020 Meeting 02:37

The consideration of minutes from the October 19, 2020 meeting were reviewed by the commission members.

Motion: To approve the October 19, 2020 minutes as written by Mr. Fairbairn seconded by Ms. Mills. Passed with a 5-0 vote.

Reconsideration of Minutes for the August 17th, 2020 Meeting 03:13

The Commission asked Ms. Woodroofe what revisions she believed should be made to the August 17, 2020 Minutes, but she could not recall why she had initially requested the minutes to be reopened. Ms. Woodroofe will review the minutes so that she may suggest a revision to them at the December meeting.

5 Wykeham Road Ramp Email 04:10

Mr. Hollinger read aloud an email from Jean Chapin regarding a previous Certificate of Appropriateness which had been submitted to the Historic District Commission to install a handicapped ramp at the Gunn Memorial Museum. The email briefly states that a plan which would be acceptable to the Commission had not been written up in the necessary amount of time and that a new Certificate of Appropriateness would need to be submitted if the Gunn Memorial Museum desired to pursue this project in the future.

Upcoming Certificate of Appropriateness for 12 Ives Road 05:20

Mr. Hollinger requested Mr. Buell to briefly elaborate upon the upcoming Certificate of Appropriateness which had been submitted to install a generator at 12 Ives Road. After hearing
this overview, Mr. Hollinger announced that the Commission would need to conduct a site visit to the property prior to the December meeting. A time for this visit will be scheduled by the Commission so that a site visit may occur within the proper time frame.

**Delay of Demolition** 07:15

Mr. Fairbairn was asked by the commission to elaborate upon the work that he had done this month regarding the proposed Delay of Demolition Town Ordinance. He indicated that he had reached out to the First Selectman’s office to request that this proposal be posted on the town website but that this request was denied because the proposed Delay of Demolition had not yet become official town ordinance. Mr. Hollinger indicated that he would reach out to the First Selectman to determine what steps must be taken next to help move this proposal forward.

**Design Guidelines** 10:24

Mr. Fairbairn who had previously been requested to draft revisions to the Design Guidelines in regards to references of “Landscape & Landscaping,” in the Handbook for the Historic District Commission, submitted these adjustments for the Commission to consider. Mr. Fairbairn indicated that he did not believe that all instances of “Landscape & Landscaping” would need to be adjusted and stated that he had used Attorney Kari Olson’s wording on this issue as a framework for his own revisions to the Design Guidelines. The Commission indicated that maintenance agreements would be necessary for homes requiring this type of consideration so that an appropriate buffer would be maintained over structures that fall under these changes.

**Motion** To accept proposed revisions to the Design Guidelines by Ms. Woodrooffe, seconded by Ms. Mills. Passed with a 5-0 vote.

**Other Business** 17:29

No other business was brought forth to the Commission by any of its members.

**Motion** To adjourn the meeting at 7:21 P.M. by Mr. Hollinger and seconded by Ms. Mills

Passed with a 5-0 vote.

Respectfully Submitted:

Dennis Buell

Historic District Commission Clerk

11-18-2020