South of the Green Milford Historic District No. 2,

Minutes of Regular Meeting and Public Hearing – Via Zoom – July 8, 2020

Present: Andrew Belden, Christopher Bishop, Elizabeth Kennard, Andy Kozlowski, Walter Ortoleva, Laurie Quinn, Carol Molloy Smith, Arthur Stowe,

Chairman Bishop called the meeting to order at 6:33 p.m. The regular meeting stood in recess at 6:34 p.m. and the public hearing was called to order at that time.

**Thomas and Victoria Lawlor, 68 Green Street, Milford, CT for installation of fences**

Members introduced themselves to Mr. Lawlor who explained that they now have a dog and he and wife were concerned about the need to better enclose the yard. He stated the yard is now enclosed with a wire fencing and bushes but there are some openings in those bushes which prohibits them from letting the dog run free in the yard. He referred to the pictures of the yard enclosed with the application.

Mr. Lawlor explained there are 3 primary locations where they would like to put up the fencing, two of which are on Lafayette Street and one is at the end of their driveway which is on Green Street. He explained his wife has found fencing on a “re-sale” site and if approved they would be sanding the wood, priming it and giving it a fresh coat of paint. He also noted it might be necessary to put some extra fencing on the back side of the shed.

Ms. Kennard was pleased that the pictures and maps were included with the application and asked if the gates will be the same material as the recycled fence and she was told they would be.

Chairman Bishop asked if they would be looking to apply for any other fencing other than the three areas which were explained and Mr. Lawlor explained it may be necessary to put some additional fencing behind the shed.

Chairman Bishop asked if the adjacent neighbor had been spoken to about the fence and Mr. Lawlor explained nothing will be put on the neighbor’s property or barn and it might be necessary to put cement footing in that area if that additional fence is needed. He added he has spoken with him but not an extensive conversation about the plans.

Being no additional questions or comments from the Commission members, Mr. Lawlor left the meeting and Chairman Bishop advised him he will be contacting him with the member’s decision regarding the application.

**Kristin and Brian Yeakel, 17 Green Street, Milford, CT – reopening of tabled hearing for removal of existing side and rear landing decks and installation of a new side deck and rear deck.**

Mrs. Yeakel explained that they decided to drop the idea of any plans for a new side deck that would be most visible from the street but will maintain the plans for the driveway side and back of the house. She also noted the square footage in the plans has been corrected.

Ms. Smith noted she was pleased with the new plans.

Ms. Kennard noted the side deck on the driveway side will be behind the original house and Mrs. Yeakel stated you may be able to see a small portion of that from the street.

Chairman Bishop noted a slight difference in the height of the deck in the rear as there is now a step up to get into the house.

Mr. Ortoleva asked if the new drawing reflects a little bigger deck then the one presented in June and Mrs. Yeakel explained it may be a little longer then what was originally applied for.

Mr. Ortoleva asked if they had plans to ever cover this deck and he was told no they did not.

Being no additional questions or comments from the Commission members, Mrs. Yeakel left the meeting and Chairman Bishop advised her he would be contacting them with the member’s decision regarding the application.

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The public hearing portion of the meeting adjourned at 6:48 p.m. and the Commission immediately reconvened the general portion of the meeting.

Consideration of Minutes of meeting dated June 10, 2020

A motion was made by Ms. Kennard and seconded by Mr. Ortoleva to approve the minutes of the South of the Green Historic District Commission No. 2 video/telephonic meeting held on June 10, 2020 as presented. Motion carried unanimously.

**Chair’s Report Including Correspondence**

a. Discussion of signage request – Andy Belden

Mr. Belden explained a neighbor of his is expanding his landscaping business and is looking to have a sign posted on his property regarding said business.

Chairman Bishop explained he has had conversation with our City Attorney regarding this and has learned that anyone can have a temporary sign for up to 2 weeks with size and space limitations and no restrictions on what the sign says. He further noted that permanent signs have size and placement restrictions.

Ms. Smith stated she had the understanding that signs were acceptable for a period of 3 months within the Historic District.

Chairman Bishop further noted in a residential area election/campaign signs or signs related to work being done on a home do not require a permit and a permanent sign has no restriction on what the sign says. He further noted that these guidelines are according to P & Z regs which are driven by CT statutes and those statutes provides the Historic District the opportunity to review all signs as to style and location. Further, our enabling statute says we have the right to approve all signs as to style, size, material and location.

Chairman Bishop stated he will have further conversation with our City Attorney regarding this statute.

Discussion ensued regarding the Historic District Ordinance and how it addresses the question of signs.

Ms. Smith referred to a prior incident on Lafayette Street regarding a handyman/yard maintenance business and the owner of that business had a sign which he had to take down after 3 months and he was so notified of that by this Commission.

Chairman Bishop asked how the members of the Commission felt about this request.

Mr. Ortoleva noted many people now work out of their homes and a small sign might advertise this.

Mr. Stowe pointed out that a business has a specific address which can be someone’s home and the “sign” is the address of that business.

Another instance of a sign currently on a property owner’s lawn which has been up for a number of months was brought up and Chairman Bishop stated he will bring that sign to the attention of the owner explaining the Commission has revisited our obligation in this regard since we have recently received a request for signage and explain the existing guidelines.

Chairman Bishop noted the feelings of the Commission is to not have business signs other than identification signs permitted.

Mr. Belden stated our ordinance gives the Commission the authority to manage the signage with regard to style or information that may appear and we should enforce that.

Ms. Kennard was in favor of getting further guidance from the City Attorney and then revisit this matter at a future meeting.

Mr. Stowe added according to the city, temporary signs can only be up for two weeks and then the property owner would have to reapply, at a cost of $100, every two weeks to extend it. He added a temporary sign can only be posted for six months in two week increments.

The discussion on signage will be added under New Business for the next scheduled meeting.

**Clerk/Treasurer’s Report**

Mr. Ortoleva reported the balance as of July 8, 2020 was $5,498.00.

Ms. Smith asked Mr. Ortoleva how the district signs are holding up and Mr. Ortoleva offered to look into that.

Chairman Bishop stated that will be a New Business item at the next meeting.

Ms. Kennard noted the more prominent the Historic District Commission is, the more advantage that will be. She noted there are at least 3 new houses for sale within the District.

Discussion ensued regarding obtaining the list of hew property owners and Ms. Smith recalled at one time we were going to ask the Board of Realtors for that information so a “welcome Letter” could be sent to the new residents. She noted now that the Commission has a full membership, perhaps someone could take on that responsibility.

Mr. Belden also noted there are new neighbors on his street as well and he would be willing to put such a letter in their mailboxes.

A review of the “neighbor” letter and distribution of this letter will be discussed at the next meeting.

**Unfinished Business**

a. Discuss revisions to Procedures memo – to remain on the agenda at this time.

**Applications for Appropriateness**

Thomas & Victoria Lawlor, 68 Green Street, Milford, CT for installation of fences – Mr. Stowe and Ms. Smith made and seconded a motion to approve application for installation of fences as presented.

Ms. Kennard felt the plans were well presented and the white picket fence as planned will fit the style of the district.

Motion carried unanimously.

**Kristin and Brian Yeakel, 17 Green Street, Milford, CT – reopening of tabled hearing for removal of existing side and rear landing decks and installation of a new side deck and rear deck.**

Ms. Kennard and Mr. Ortoleva made and seconded a motion to approve the revision plans for the existing side and rear landing decks and side and rear deck as presented. Motion carried unanimously.

Discussion ensued regarding the maintaining, recording and filing of the records (i.e. COA and approvals).

There being no further business to discuss the meeting adjourned at 7:28 pm.

Recorded by Diane Candido