

**HISTORIC DISTRICT &
HISTORIC PROPERTY
COMMISSION**

Janet Foster, Chairman
Jonathan Foltz
Kevin Quinlan
Carol Russell
Marian Wulffleff
Alternates
Jerre Dawson
Colleen Fawcett
Harriet "Scotty" Taylor



**TOWN HALL
238 Danbury Road
Wilton, Connecticut 06897**

Minutes
December 14, 2010

I. Call to Order

- a. Chairman Foster called the meeting to order at 8:20 p.m.
- b. Attendance: Foster, Quinlan, Russell, Wulffleff, and Fawcett.
- c. Seated Commissioners: Foster, Quinlan, Russell, Wulffleff and Fawcett.

II. Approval of prior Meeting Minutes

- a. Meeting minutes from November (there was no October meeting) were accepted as written: Russell moved, Foster seconded.

III. Election of 2011 Officers

- a. Janet Foster was re-elected Chairman, Marian Wulffleff was re-elected Vice-Chairman, and Kevin Quinlan was re-elected Clerk.

IV. Establishment of 2011 Meetings Calendar

- a. Meetings will continue to be held on the second Monday evening of each month (except summer recess) as follows: 1/10, 2/14, 3/14, 4/11, 5/9, 6/13, skip July & August, 9/12, 10/10, 11/14 and 12/12.

V. Ongoing/Old Business

A. Certified Local Government

Commissioner Foster will contact the Chairman of the Ridgefield Historic District Commission to further discuss Certified Local Government issues;

B. Georgetown Historic District signage update:

Commissioners continued discussions regarding sign size, quantity, and placement options. Originally one sign location was envisioned along Route 107, but as a counterpoint, two smaller signs are being considered: one on New Street and one on Church Street.

Commissioner Quinlan will coordinate with Jim Salvato of JC Signs regarding the approximate cost of the two smaller signs.

The concept of two smaller signs will be discussed with the Georgetown Neighborhood Association at their January 12, 2011 meeting which Chairman Foster and Commissioner Fawcett will attend. The following would be the signage features of the two-sign scenario:

1. The signs will be a two-sided sign;
2. The sign panel size will be 14" wide by 18" high and will be made of white Azek sheet material with dark green text and border (the darkest of the three green color samples);
3. The sign selected from the two options shown on the mock-up drawing prepared by JC Signs was the version on the left (with the district number and date established flanking the center

- filigree design);
4. The date range of the buildings in the district will be removed from the sign because the dates could likely be inaccurate and because the end date will have to be changed if a district is expanded in the future;
 5. The Town seal will be in multiple colors (as shown on the mock-up drawing prepared by JC Signs);
 6. The tallest post allowed in a residential district per Town of Wilton code is 6-feet tall above ground and the sign will be hung from the post by a black-iron scrolled bracket of the type reviewed and accepted previously;

The Georgetown Neighborhood Association will raise the necessary funds to pay for the sign; The Town of Wilton (or Jim Salvato of JC Signs working as a sub-contractor of the Town) will install the sign and handle the 'Call Before You Dig' coordination, etc.

- C. **Property title search relative to HD designation:** The Commission has become aware that the Town of Wilton has not yet listed, on property field cards and other property information sources, the fact that a property is located in a Historic District and the Commission will contact the Town Hall to see how this information gap can be corrected.

IV. New Business

- A. **WHDHPC Brochure update:** Commissioner Wulffleff will spearhead the updating of the brochure to include the expanded Georgetown HD properties.
- B. **Demolition Delay Ordinance discussion:** In response to the Building Department's request for our Commission to discuss the idea of moving back the date of review beyond the current 50-years; The Commission discussed the matter and prefer to keep the 50-years-old criteria 'as-is'. The Commission further noted that it is the Planning and Zoning that set that criteria, not the WHDHPC. Chairman Foster will notify the Building Department of our position.

The Commission further discussed that it might be valuable for the Town to establish a committee to inventory the Town's architecturally significant modern/contemporary homes that were built within the past 50 years to help assure their future protection.

- C. **Intent to Demolish Notice:** The Commission has no objection to the demolition request at 84 Forest Lane.

V. Adjournment

The meeting was adjourned at 9:45, moved Foster, seconded Quinlan.

Respectfully submitted,

Kevin Quinlan
Clerk

The next Regular Meeting will be held on Monday, January 10th at 7:30 PM at Old Town Hall.