

**DRAFT
HISTORICAL REVIEW COMMITTEE MINUTES**

MEETING DATE: NOVEMBER 16, 2006

MEMBERS PRESENT:

Mr. Farrell, Chairman
Ms. Bishop
Mr. Kaufman
Mr. Papp
Ms. Zachowski, Recording Secretary

Also in attendance: Janet Lindstrom, Executive Director of the New Canaan Historical Society

The meeting notice was posted more than twenty-four (24) hours prior to commencement of the meeting.

AGENDA

1. Approval of Minutes of the October 19, 2006 meeting
2. Discussion of applications for demolition permits and pre-clearances submitted since last meeting.
3. Discussion of Building Department and Health Department procedures for applications for demolitions
4. Discussion of inventory of structures of historic significance.
5. New Business
6. Next Meeting: Thursday, December 21, 2006 at 10:00 in the Board room.

PUBLIC MEETING

The Meeting was opened at 10:10 am.

The minutes of the October 19 meeting were unanimously approved.

Discussion of procedures for the filing of demolition permits:

The procedures for the timing of the filing of applications for demolition and notification of such filings were discussed at length. Mr. Kaufman reviewed the existing procedures, and again pointed out the problem of potential damage to historic structures by those preparing to submit demolition applications. This problem is basically caused by the requirement that asbestos removal and lead abatement, among other things, must be done and approved by the Health Department prior to the submission of a demolition permit application. Mr. Kaufman emphasized the importance of early notice to all interested parties and to the public of potential demolition of historically significant structures, in order that all appropriate steps might be taken to preserve structures or artifacts, and to complete historical records, including photographs.

Mr. Farrell advised the committee that an informal procedure has been begun, whereby the Health Department will provide information about potential demolition permit applications. Those who wish to file demolition permits first visit the Health Department to begin the process of obtaining the necessary documents and approvals. The Health Department notifies the Building Officer, Brian Platz, by email weekly of such visits, and will now notify Mr. Farrell as well.

It was agreed that Mr. Kaufman and Mr. Farrell will meet with Mr. Platz, the Building Officer, to discuss ways to establish procedures to resolve this problem while considering the positions of owners, builders, and all other interested parties. Mr. Platz had been invited to this meeting, but was unable to attend.

Inventory of structures of historic significance:

Ms. Lindstrom presented the list of historically significant houses that has been assembled by the Historical Society of New Canaan. The Committee recognizes that this list is a most impressive and valuable document, and much work has gone into its preparation. The Committee thanks the Historical Society for its work.

Mr. Farrell will meet with the Assessor's Office to discuss ways that the computer-based database of town properties might be used to provide or maintain information about the inventory of historically significant properties.

The committee discussed the question of the appropriate responsibility for the creation and maintenance of the inventory of historically significant properties, as required by the ordinance. It was the general sense of the Committee that there are problems in assigning the responsibility for this inventory to the Committee and then requiring the Committee to make judgments about the same properties when demolitions permits may be questioned. This matter requires further consideration.

Applications for demolition permits recently filed:

Mr. Farrell informed the Committee that demolition permits had been or might be filed for 1135 Ponus Ridge, 121 Parish Lane, and 53 Chichester Road. No valid objections have been filed with the Building Officer for any of these properties. The Committee did not give any formal study or consideration to whether any of these

properties might be determined to be of historical significance. The committee members all believed that, based upon the information from the Assessor's database about the age, style, and location of the buildings, it was unlikely that any valid objection to demolition would be raised.

The next meeting of the committee will be held on December 21, 2006

The meeting was adjourned at about 11:30 AM

Lucia Zachowski, Recording Secretary