

SALISBURY HISTORIC DISTRICT COMMISSION

SPECIAL MEETING – WORKSHOP

NOVEMBER 23, 2021 – 8:30AM (VIA ZOOM)

Call to Order. Present: Carol Mason, M.C. Taylor, Robert Highsmith, Elyse Harney and Tom Callahan.

1. **Approval of Agenda. So Moved** by R. Highsmith, seconded by M.C. Taylor and unanimously **Approved.**
2. **Workshop – Discuss Holt House COA**

(Disclosure—M. C. Taylor represented the seller of the property to the current buyer. It is not considered a conflict of interest; she advised that it will not affect her decision about the COA.)

C. Mason referred to the Wethersfield, CT, Historic District Commission Handbook which was provided to the SHDC by M. C. Taylor. It addresses the COA application process and contains design guidelines used in that town, which may be useful to the SHDC. M. C. Taylor suggested that the SHDC should have a more detailed reference guide to handout to owners and for real estate people to use to inform potential buyers of historic properties. E. Harney emphasized that in this active real estate market, it is important to have something more relevant. R. Highsmith offered that it is a problem that Salisbury doesn't have more standards and guidelines available, especially with regard to new construction in a historic district. E. Harney agreed that the existing SHDC pamphlet could be expanded. T. Callahan explained that he tries to work with realtors that are listing historic properties by giving them the pamphlet and explaining the role of the SHDC. He added that, having visited the (Holt House) property on Academy Street, he did not feel it was historic in nature on the outside. He noted that putting together guidelines would be a huge undertaking. E. Harney mentioned that getting the Historic property designation on the Assessor's card was accomplished; T. Callahan added that the new building permit form includes asking if the property is in the Historic District. C. Mason proposed using the Wethersfield guide and other existing State resources; she will ask First Selectman Curtis Rand about getting help to work on this project.

E. Harney asked about dealing with the Holt House application and if the SHDC should be making suggestions to the applicant and working with him to find solutions. She added that the addition of the third story is out of character in the area. R. Highsmith reported on the recent site visit there; he commented on the height of the proposed new gable, other nearby buildings having clapboard exteriors, and trying to minimize the proposed third story dormer. T. Callahan commented on the existing privacy fence and the adequacy of the parking; he noted that these discussions are all part of the application process. There was a lengthy discussion about the

scale of the building, the siding materials and the window placements proposed, in comparison to the other nearby buildings on Academy Street. Selectman Chris Williams, attending the meeting, mentioned that the building was built in the 1970s and never fit in; T. Callahan added that it is the location, not just the building itself, that is important. Mr. Williams mentioned that the SHDC does need guidelines to offer, due to changing needs in the town. T. Callahan emphasized the need for additional help and support from the town; Mr. Williams indicated that they would have it. At the next meeting on November 30, 2021, the Commission will discuss the details of the COA application, as presented, with the owner. At that meeting, the application may be accepted, or not, with reasons given. T. Callahan pointed out that it will be up to the applicant, after further discussion, to come back with a revised application or proceed as presented. E. Harney emphasized that the concerns of the SHDC are materials being used, the scale of the building and the placement of windows. C. Mason and T. Callahan pointed out that the applicant can withdraw and come back with a revised application, as a part of the process.

The meeting was adjourned; the Commission will have a Special Meeting on Tuesday, November 30, 2021 at 9:00am.