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CITY OF STAMFORD
HISTORIC PRESERVATION ADVISORY COMMISSION

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Minutes of Historic Preservation Advisory Commission (HPAC)

Date: Regular Meeting held: September 9, 2014
Location: Stamford City Hall, 888 Washington Blvd. Stamford CT 06901
Land Use Bureau - 7th fl. conference Room
Present: Lynn Drobbin, Anne Goslin, Jill Smyth, David Woods, Barry Hersh, Elena Kalman, (alternate) and Lynn Villency Cohen, (alternate).

REGULAR MEETING (Meeting called to order 7:05)

Approval of Minutes

A comment was received by email from Robert Brown and is hereby included in the minutes of the August 12 meeting. (attached to minutes)

Minutes were approved with addition of notes from Robert Brown. The Commission voted to approve the minutes: (Moved by B. Hersh, seconded by J. Smyth, and carried unanimously.

NEW BUSINESS

1. Guidelines for Requests for Demolition Delays

L. Drobbin introduced the importance of establishing criteria for the review of historic structures under consideration for demolition delays. The following was noted:

- The draft revisions to the Chapter 88 demolition delay ordinance was forwarded to L. Drobbin by C. Reeder. (Land Use Committee) This was sent to HPAC for preliminary review.
  The Land Use Committee will officially forward the draft demolition delay ordinance to HPAC shortly. .
- HPAC input is important.
- L. Drobbin will distribute the Chapter 88 draft revisions via e-mail to the HPAC.
- HPAC will discuss this further at the next meeting

L. Drobbin distributed a sample check list of demolition criteria that is based upon National Park Service standards for determining integrity.. The following additional comments were noted.

- HPAC needs to develop guidelines to distribute to owners and developers
- There needs to be criteria to determine the value of an existing building or structure so that a demolition delay request can be adequately justified.
- The methodology for evaluation is important in case there is a protest of a HPAC recommendation of preservation, or demolition.

The HPAC agreed to form a committee, volunteered by B. Hersh and E. Kalman, to review the proposed criteria for demolition requests for review by HPAC members at the next meeting.

2. Creation of a funding budget and grants committee

L. Drobbin introduced the importance of establishing a HPAC committee to look into funding for HPAC programs, including grants or resources that may be available within the city. The following was noted:

- HPAC needs a dedicated staff person (possible part time) to assist with commission tasks such as, attendance at day-time meetings, and research and surveys, etc.
- Jim Hricay, Office of Policy and Management (city of Stamford) is scheduled to speak at the October 14 meeting to discuss policies and procedures for budget line items for this and next fiscal year.. A. Goslin will coordinate with Mr. Hricay prior to the next meeting.
- HPAC needs direction on what grant or CDBG funds are available.
- State CLG grants should be researched.
- • L. Drobbin presented the idea of a fee for demolition to Norman Cole. Norman seemed receptive. HPAC should review this option further
- A fee could possibly fund a part time person, or other needed HAPC work such as the cultural resource survey.

The HPAC agreed to review options over the next few months. J. Smyth volunteered to do some additional research into grant opportunities for review at the next meeting.

3. Creation of zoning incentives task force

L. Drobbin introduced the idea of forming a task force to look into zoning incentives to help save historic structures or enhance the quality of architecture in historic districts or properties. The following was noted:

- L. Drobbin stated that the Ironworks project in Norwalk is interesting, as it allowed for a city park with bonuses for additional housing units.
- D. Woods indicated that the importance of bonuses for housing was stated in the city's meeting for the preliminary review of the Main Street / Washington Blvd. project
- Bonuses exist in the Stamford zoning code but most were written for office buildings in the downtown and do not address current development that is predominantly housing.
- R. Kahn added that the group may want to take a tour with HNPP that would highlight the effect of bonuses on historic architecture in the community.
- W. Haynes noted there have been newspaper articles on how bonuses have been used in the past - with bad and underused results.

- Zoning changes are complex and normally the responsibility of the city P&Z staff - therefore may be beyond the scope of HPAC tasks right now.
    - Suggestions for changes to bonuses or zoning can be brought to Norman Cole for review at any time.
    - Any suggestions should be brought to HPAC at any time

The HPAC group agreed to table the discussion until subsequent meetings.

OLD BUSINESS

1. Update / discussion, Historic preservation elements of the Stamford master plan.

L. Drobbin distributed via e-mail the edited draft of the preservation chapter. The following discussion noted:

- Review of the master plan preservation chapter needs to take place before October the 7th
- The public hearing date will be October the 7th . Any drafts need to be in to Norman Cole by then.
- W. Haynes believes there should be a paragraph on zoning incentives that have been used in the past and their effectiveness
- W. Haynes would also like a paragraph to be added that identifies additional zoning incentives that could save some historic structures.

A. Goslin volunteered to work with W. Haynes to review these additions over the next few weeks, for presentation in early October. She will also forward any comments on the L. Drobbin draft dated 8/26/14.

3. Review of statement from HPAC for City of Stamford's acquisition of the Sacred Heart Academy

J. Smyth submitted HPAC's letter concerning the Commission's role in the reuse of the Sacred Heart Academy and the C.J. Starr Carriage House and Barn. No comments or responses have been received to date form the city.

- There is no follow up from the committee at this point.
- HPAC will continue to monitor the city's progress on this project.

This item is tabled for now until the city has a plan for the reuse of the building and the site.

3. Review of HPAC press release

R. Shannonhouse submitted the draft of the press release to the mayor's office for review.

- The mayors office is in the process of reviewing it.

- A draft was forwarded to Harry Day but there has not been any response.

This item is tabled for now until the city returns the draft with comments.

4. Progress with adoption of by-laws, and application form.

J. Smyth reviewed the final draft of the by-laws. The following corrections were noted:

- A note will be added that an applicant needs to include information about "out buildings" if they are on a property under consideration before HPAC.

A motion was made to approve the draft of the by-laws. J. Smyth will forward the final draft to Kathleen Emmett, Marty Levine and Norman Cole for review and comment. (The motion was moved by D. Woods, seconded by A. Goslin, and carried unanimously.

Ms. Drobbin adjourned the meeting at 9:35 p.m.

Submitted by: David W. Woods AIA secretary – September 25 2014
Stamford, Historic Preservation Advisory Commission

The next meeting will be on the second Tuesday of the month - October 4, starting at 7:00 pm in the 7th floor conference room, number 7-C.

HPAC draft meeting notes to be added.

From Robert Brown Friday, August 29 8:51, to: David Woods via E-mail

Comment on Draft meeting notes from August 12 meeting

David,
I have reviewed the meeting minutes and would like to clarify the distinction between stamped concrete and form lined concrete. Stamped concrete typically is used on horizontal surfaces such as patios or sidewalks. Form liners on the other hand are essentially synthetic rubber molds attached to the inner surface of the concrete forms prior to placing the concrete. They are typically based on existing patterns for stone surfaces. After the concrete has sufficiently set the forms are removed and the concrete finished with a natural or stained surface. The meeting minutes use the term “stamped concrete” and I would prefer to say form-lined concrete. This appears on pages 2 & 3.

In addition, when we refer to the concrete encasement we are referring to the superstructure. This would be the horizontal elements carrying the tracks and being supported by the two abutments and the pier (substructure). The concrete encasement therefore applies only to the superstructure. This was on page 2.

If you are interested in the form liners a good starting point might be www.concreterocksurfaces.com <http://www.concreterocksurfaces.com> . The Department has worked with this company on several bridge projects on the MNRR line.

Bob Brown

Draft notes distributed to:
From: David Woods [mailto:dwoods@culpenandwoods.com]
Sent: Thursday, August 28, 2014 11:29 AM
To: McMillan, Mark J.; Brown, Robert P; Alexander, Mark W; Lynch, Michelle A; mpoola@stamfordct.gov
Cc: Wes Haynes; Judy Norinsky; Lynn Drobbin
Subject: HPAC draft meeting notes August 12