TOWN OF EAST HADDAM
HISTORIC DISTRICT COMMISSION
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

1. NAME: Deborah Roff
2. EMAIL: Droff@att.net
3. PHONE: 713-569-7633
4. PROPERTY LOCATION: 91 Main St.
5. MAILING ADDRESS: ~~89~~ 89 Main St
   E Haddam CT 06423
6. ASSESSOR'S MAP _____ LOT: _____
7. IN WHICH HISTORIC DISTRICT IS THE PROJECT LOCATED? _____
   Main St
8. DESCRIBE THE PROPOSED WORK THAT IS BEFORE THE COMMISSION:
   Remove door from north side of house and return to historically accurate location on front of house

APPROXIMATE START DATE: —

APPROXIMATE COMPLETION DATE: done in early October '21

Signature: D Roff Date: 10/25/21

- Hearings are held on the third Tuesday of the month at 7:30 p.m. at the Municipal Office Complex on 1 Plains Road in Moodus.
- Applications are due in the Land Use Office the last Tuesday of the month before the next scheduled meeting. The application fee is $50. Checks may be made payable to the "Town of East Haddam".
- Include a site plan and a list of materials to be used and any other information that may be pertinent to the application.
- Notification (see page 7) to abutting property owners within 100 feet of all property lines must be made at least fourteen (14) days prior to the hearing date. This notification must be by certified mail/return receipt.
- Bring return receipts and green cards to the meeting.
- For properties located in the East Haddam Village District please review the zoning criteria of Section 9.5 of the East Haddam Zoning Regulations (See page 5 for a brief description).

Fee: _____ **Date received:** _____ **Check #:** _____

Fill out completely as possible. Applicant / Surveyor / Engineer / Agent is to check off items completed for site plan review. Place a "W" for item the applicant requests a waiver of, place a "N/A" when not applicable:

A. Site Plan A site plan, which shall conform to the following requirements, and contain the following information:

_____1. Property/Boundary Survey. A boundary survey prepared and sealed by a Connecticut Registered Land Surveyor, which survey shall be as required for the State of Connecticut minimum standards for Surveys and Maps. Said survey shall include the dimensions of the subject property, and its acreage or square footage.

_____2. Location Map. A location map, at a scale of one inch equals 1,000 feet, showing the location of the site in relation to existing roads which would assist the Commission and the public to orient themselves to the site and its boundaries.

3. General Information:

_____a) The name and address of the applicant, property owner of record, the name of the development, and the names of the owners of record of all adjacent properties;

_____b) The name, address and professional seal of each design professional responsible for, or participating in, the design of the site;

_____c) The assessor's map and lot numbers for the subject property and the properties within one hundred (100) feet of the perimeter of the site;

_____d) The date of the site plan, a north arrow, and the scale of the plan;

_____e) A description of any existing deed restrictions, covenants, easements, rights of way, or similar encumbrances which run with the land, including the identity of the dominant and servant estates, the volume and page of the East Haddam Land Records where the same are recorded, and the date upon which they will expire, if any;

4. Site Features, Existing. On the site.

_____a) All existing uses of land including uses not requiring buildings or structures, such as outside storage; property lines, streets, utility lines, ledge outcrops, specimen trees, major tree or shrub areas, and other significant features of the site, both natural and manmade;

_____b) Wetlands and watercourses as defined by the Regulations of the East Haddam Inland Wetlands and Watercourses Commission; the high water level of areas covered by water (such as lakes, rivers, streams, ponds, swamps, and the like);

_____c) Areas having slopes in excess of twenty (20%) percent;

_____d) Flood hazard areas as designated on the most current Federal Flood Insurance

Rate Map for the Town of East Haddam, and the rate map designation for such areas;

_____e) Existing structures and their uses, general type of construction, height, and the like;

_____f) The location of all existing wells, existing septic systems, public water supply watersheds, and other public or private water supplies;

_____g) Existing monuments, iron pins, and other boundary indicators;

_____h) Existing contours of the land at intervals of two (2) feet, or less where the topography of the site and the area around it cannot be otherwise accurately and fairly represented.

_____i) Existing roads, paths, sidewalks, light features, major and unique natural, scenic, historic, and open space features.

5. Site Features, Proposed. On the site, and for any area off the site where any alteration whatsoever is proposed:

_____a) Any change whatsoever to any of the existing features depicted on the site plan in accordance with the preceding paragraph, including, but not limited to: proposed uses of land, including uses not requiring a structure or building;

_____b) The location, dimensions, square footage (both ground floor and total), height, and type of construction of all buildings or structures, including fences, walls, signs, lighting fixtures, flagpoles, and the like;

_____c) The location of any proposed well, septic system, and the location of, and test results for, any and all percolation and deep test holes, as verified by the Town Sanitarian and/or Health Official;

_____d) Any regrading, excavation, filling, and the volumes of material to be brought onto or removed from the site;

_____e) The percentage of Lot Coverage and percentage of Lot Impervious Coverage

_____f) Alterations in property boundaries, easements, utilities, and the like;

_____g) The location of any roads, curbs, sidewalk, driveway, parking and loading area(s) paths, and similar improvements;

_____i) The areas of wooded portions of the site, or specimen trees, to be removed or retained, and the location, design, and content of landscaping to be created, including the size, number, and type of all landscaping material to be planted, and the proposed treatment of all buffer strips, screens, and islands.

_____j) The expected intensity and frequency of noise, which may be emitted from the site or use, and the methods to be used to control the same.

_____k) The height, bulk, use and location of all buildings; typical floor plans or other plans for the use of interior spaces of proposed buildings; the exterior appearance of proposed buildings, including a minimum of two exterior elevations, designation of materials, colors, and textures of exterior finishes, roofing, trim, and the like; location of heating, air conditioning, ventilation, and similar equipment; and special exterior features, such as building mounted signs, drive-in windows, building or roof lighting, roof drainage/gutters, and features of the interior of the building designed to be capable of being seen from the exterior. A rendering consisting of a minimum of two exterior elevations shall be submitted ("See Guidelines for Construction and Alterations in the Historic Districts of East Haddam").

East Haddam Village District Regulations – Special Requirements and Provisions

9.5.6 Site Design and Compatibility Objectives
Applications shall provide a narrative, site plans, and design that demonstrate that the application is in compliance with subsections 9.5.5 and 9.5.6, including the approval of the East Haddam Historic District Commission where applicable, per Section 9.5.5. All development in the village district shall be designed to achieve the following compatibility objectives to the greatest extent possible. It is recognized that not all applications may be able to achieve each and every objective or in some cases a particular objective may not be applicable to the project. In cases where there is no change in the exterior appearance to the building or landscape the application shall still include a narrative and site plan of the existing conditions. These objectives are further defined in Appendix VI "Site Design and Compatibility Objectives and Guidelines"

_____ **1.** that proposed buildings or modifications to existing buildings be harmoniously
related to their surroundings and to the terrain in the district and to the use, scale and architecture of existing buildings in the district that have a functional or visual relationship to a proposed building or modification,

_____ **2.** that all spaces, structures, and related site improvements visible from public roadways be designed to be compatible with the elements of the area of the village district in and around the proposed building or modification,

_____ **3.** that the color, size, height, location, proportion of openings, roof treatments, building materials and landscaping of commercial or residential property and any proposed signs and lighting be evaluated for compatibility with the local architectural motif and the maintenance of views, historic buildings, monuments and landscaping, and

_____ **4.** that the removal or disruption of historic traditional or significant structures or architectural elements shall be minimized.

_____ **5.** The building and layout of buildings and included site improvements shall reinforce existing buildings and streetscape patterns and the placement of buildings and included site improvements shall assure there is no adverse impact on the district;

_____ **6.** proposed streets shall be connected to the existing district road network, wherever possible;

_____ **7.** open spaces within the proposed development shall reinforce open space patterns of the district, in form and siting;

_____ **8.** locally significant features of the site such as distinctive buildings or site lines of vistas from within the district, shall be integrated into the site design;

_____ **9.** the landscape design shall complement the district's landscape patterns;

_____ **10.** the exterior signs, site lighting and accessory structures shall support a uniform architectural theme if such a theme exists and be compatible with their surroundings; and

_____ **11.** the scale, proportions, massing and detailing of any proposed building shall be in proportion to the scale, proportion, massing and detailing in the district.

9.5.5 HISTORIC PRESERVATION

These regulations shall encourage the conversion, conservation, and preservation of existing buildings in a manner that maintains the historic or distinctive character of the district. New construction shall also incorporate in the design elements that will maintain the historic or distinctive character of the district.

The conversion, conservation, and preservation of existing buildings and sites shall be consistent with:

(A) The "Connecticut Historical Commission - The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings", revised through 1990, as amended:

Available at http://www2.cr.nps.gov/tps/tax/rhb/stand.htm , the Historic District Commission, or the East Haddam Land Use Office

Please note: For those Buildings, Structures, or Lots located within the Village District which are also within the boundaries of the East Haddam Historic District, the Planning and Zoning Commission hereby delegates to the East Haddam Historic District Commission the review and approval of all aspects of a development which are within the legal jurisdiction of that Commission. Evidence of approval by the East Haddam Historic District Commission shall be provided at the time of application to the Planning and Zoning Commission, which shall not over rule or modify any aspect of a development plan which has been approved by the Historic District Commission and is within the jurisdiction of that Commission.

Notification to Property Owners

East Haddam Historic Commission

Dear Property Owner:

The purpose of this notice is to advise you that a public hearing will be held at 7:30 p.m. by the East Haddam Historical Commission on _____.
[date of hearing]

Meetings are held at the Municipal Office Complex on 1 Plains Road in Moodus in meeting room #1.

The Commission will hear the following:

An application requesting approval for:_____

_____

_____

The proposed activity is located at:_____
(street and number)

and is further identified as Assessor's Map_____, Lot_____, in the _____zone.

[Site Location Map Enclosed: Yes___ / No ___-N/A]

The name[s] and address[es] of the owner[s] is/are:

_____ [Owner]

_____ [Street]

_____ [Town, State, Zip]

_____ [Owner]

_____ [Street]

_____ [Town, State,Zip]

THE APPLICATION AND PLANS ARE ON FILE IN THE TOWN OFFICE BUILDING FOR VIEWING, OR YOU MAY CALL THE LAND USE OFFICE AT (860) 873-5031 FOR MORE INFORMATION.

YOU ARE ENTITLED TO BE PRESENT AT THE PUBLIC HEARING AND EXPRESS YOUR OPINION, CONCERNS, AND / OR QUESTIONS REGARDING THIS APPLICATION. CORRESPONDENCE IS ALSO ACCEPTED.

This notice has been sent CERTIFIED mail, RETURN RECEIPT, the "green" notification cards have to be turned in at / or before the hearing.