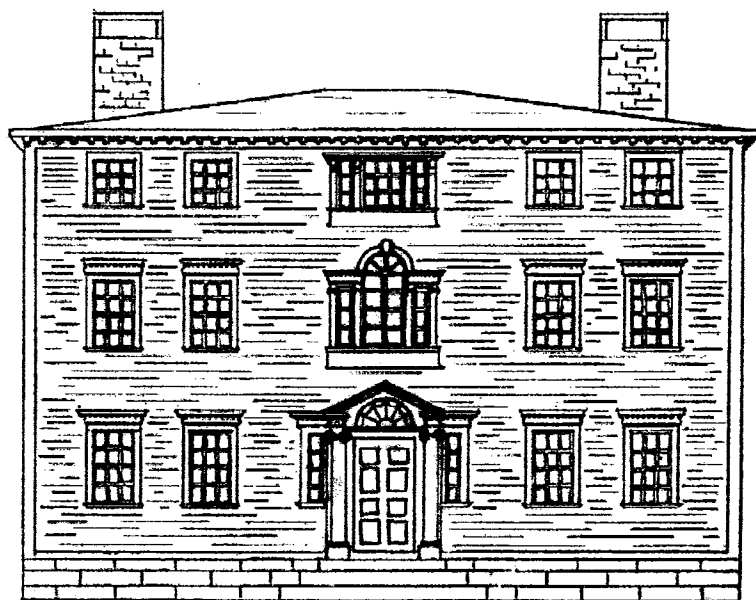
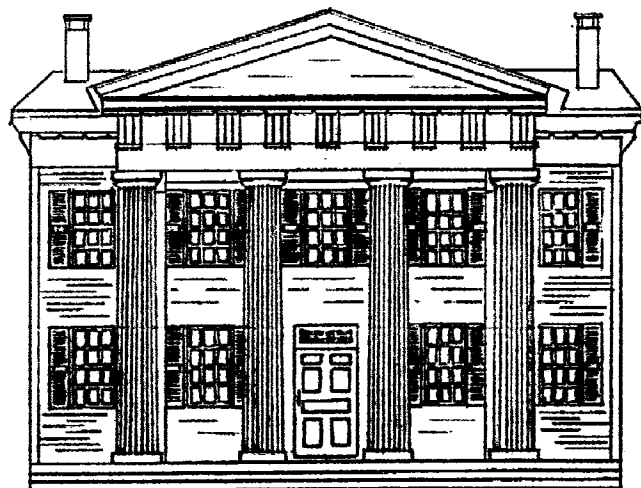


Ebenezer Grant House, 1757

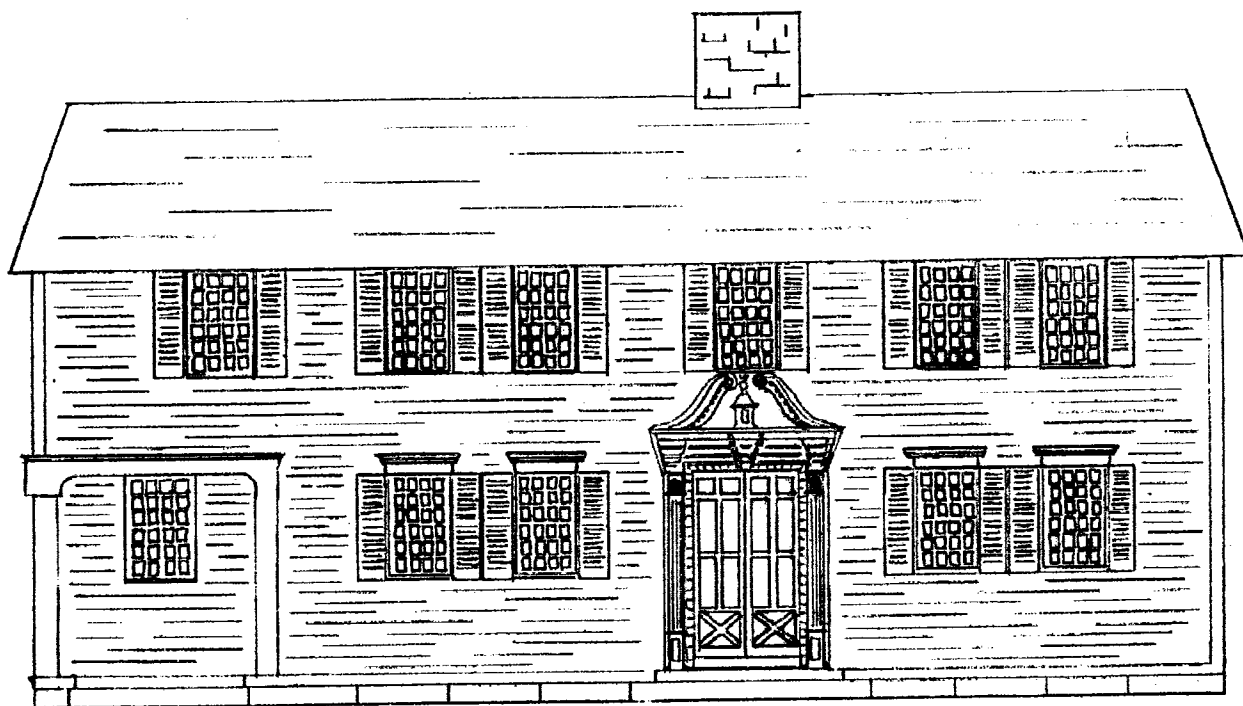


John Watson House, 1789



Jonathan Cogswell House, 1834

Historic District Handbook South Windsor, Connecticut



Bissell Tavern, 1760 (demolished before 1905)

"I have spent this morning in riding through Paradise, my eyes never beheld so fine a country. From Bissell's Tavern, to Hartford Ferry, eight miles, is one continued street, houses all along, and a vast prospect of level country on each hand the land very rich and husbandry very good."

— John Adams, diary entry, Saturday, June 8th, 1771.

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Letter to Residents

Dear Neighbor,

It is a pleasure to present the new Historic District Handbook for South Windsor. Our goal in producing this pamphlet is to engage homeowners in a collaborative effort with the Commission to preserve the unique character of our Historic District. We are indeed fortunate to have a District that has retained its rural atmosphere and gives the sense of stepping back in time to an unhurried past. We rely on each homeowner to join with us in abiding by the procedures and guidelines that are contained in this Handbook, in the effort to preserve for future generations what we enjoy today.

In 1967 forward-looking citizens formed a study group to establish an Historic District in South Windsor, and thereby set-up the mechanisms for us to be responsible custodians of the past. The five-member committee, chaired by Sherwood Martin, included Doris Burgdorf, Myrtle Odum, M. F. McGrath, and Muriel Mahr. We are indebted to them, today, for the time, dedication and foresight they devoted to the project and to our town.

The procedures and regulations that follow remain largely the same as the 2002 version and reflect the updating of the Town Historic District Ordinance No. 181 to include one additional resident of the District on the Commission and procedures for enforcing Commission decisions. There is a new section on Design Guidelines with examples of defining characteristics for several styles of architecture. The second part of the Guidelines suggests recommended practices for dealing with common elements of historic structures, such as windows, roofs and roofing, entrances and porches, and architectural ornamentation. These recommended practices fulfill a requirement in the original Ordinance establishing the Historic District, passed in 1970, calling for the Commission to set a plan of appropriateness and protection for the District.

Also contained in the Handbook is a list of each of the houses in the Historic District, noting its date and style and, when applicable, the name of the builder or original owner. An asterisk will denote those structures listed on the National Register of Historic Places. Finally, we have included a brief history of some of the distinctive houses in the District that presents an overview of Main Street's evolution and architecture. We hope it conveys why our Historic District is such a treasure.

South Windsor Historic District Commission

Spring, 2008

Brief History of the Historic District

Recognized throughout the state for the impressive quality and variety of Connecticut River Valley architecture, dating from 1700 to roughly 1857, South Windsor's Main Street offers a glimpse into its vibrant past. Emerging as a daughter settlement to one of the first towns in Connecticut, South Windsor afforded the residents of Windsor room to expand. By means of the cable Ferry, whose operation was granted to John Bissell in 1640, animals were transported seasonally to the meadows in "Windsor, East of the Great River," for grazing. Inland from the original Bissell Tavern, situated near the site of the Ferry, early houses were gradually built along the first terrace above the floodplain.

By 1670, the legislature authorized a "highway" (Main Street), so that all could travel without trespass on private lands. It followed the course of the original Podunk Indian Trail, which ran south to Long Island Sound and north through Springfield and beyond to Canada. Weekly attendance at Sabbath services was a religious as well as a civic responsibility. Traveling to attend church in Windsor was a hardship for families east of the river, until permission was granted by the General Court to establish their own church society in 1694. Within months, Timothy Edwards was called as the first minister and several years later the first meeting house was built. He served for 64 years, training young men for the ministry and inspiring his only son, Jonathan Edwards, who became the noted theologian-philosopher of Puritan Congregationalism. The Reverend Timothy Edwards is buried in "God's Acre" within the Historic District.

The first structures built on this side of the river, simple and utilitarian in design - one or two room houses with lean-to additions, saltboxes, sheds, barns, cider mills and shops - have all disappeared from the landscape. The houses that shape the character of the District today were built at two distinct periods: at the height of the community's prosperity between the Revolution and the War of 1812, before economic depression set in; and during a brief renaissance during the mid-19th century, sparked by the establishment of the Theological Institute of Connecticut at East Windsor Hill.

From the beginning, South Windsor has based its economy on agriculture; it produced the wealth to build some of the elaborate houses that remain today, and supported many of the artisans who flocked to the area to trade. Fueling the success of local farmers was the shipyard established at the mouth of the Scantic River, allowing trade to broaden to New York, Delaware, the Carolinas and to more exotic ports in the West Indies. Local merchants Day, Bissell, Watson and Grant, among others, held shares in ships that slipped from cradles into the Connecticut River. Sloops, schooners and even brigantines, christened for good luck with names like Polly, Peggy, Sarah, and Speedwell, left with flax, tobacco, and horses bartered by these merchants from local farmers. They returned with rum, molasses, sugar and fashionable European commodities to sell in their local shops.

The outstanding structures that resulted from this period of prosperity reflect the sophistication of the craftsmen who carried out the current styles of the day with their own individual flair. Among the most notable is the Ebenezer Grant house at 1653 Main Street, built in 1757. A premier example of Georgian Colonial architecture, it features a distinctive "Connecticut River Doorway," popular from Glastonbury to Deerfield, to display flamboyantly the success of the owners. (The Bissell Tavern, referred to by John Adams, which stood at the busy crossroads of Main Street, the road east to Wapping

[Sullivan Avenue] and Ferry Lane, was built in 1760 and also featured a Connecticut River Doorway. Unfortunately, it was demolished before 1905.) Across Main Street from the bucolic pasture with barns, where the Bissell Tavern once stood, sits the three-story Georgian/Federal mansion built by John Watson, merchant/ship-owner and designed by one of the first American "architects," Thomas Hayden of Windsor. Of note are the exaggerated dentils under the hip-roof line called modillions, the Palladian window above the pedimented entrance and the sheer mass of the structure. The main entrance on the west façade is repeated, in slightly diminished form, on all remaining elevations of the house, intended to leave little doubt as to the status of the owner.

By the early 19th century, the Federal style of architecture was dominant, and the remarkable matching brick Bissell houses at 1909 and 1891 Main Street were built in 1812 and 1813 respectively by Aaron Bissell; the first for his daughter and new husband and the second for himself. The main block of these houses is the same with identical façades of Flemish bond brick work, a brick soldier course for the window lintels and the distinguishing classically detailed entrance with a "fanlight" above the door and "sidelights" on either side of the door. Epaphras Bissell built another almost identical brick house at 1835 Main Street in 1815. Today it differs from the others by its large colonnaded portico on the south side and a portico over the main entrance. All three houses have square, domino-like decorations under the eaves, called mutules.

The quiet demeanor of today's Historic District belies its origins as a teeming commercial center: a Main Street lined with both shops and houses, large and small. During this thriving economy, a modest category of housing was built by the craftsmen and artisans who manufactured products to support the active and style-conscious population. In addition to tradesmen such as carpenters, blacksmiths, shoemakers and weavers, needed in every early community, South Windsor drew a number of exceptionally gifted master craftsmen, whose products are sought after by museums today. Two gambrel-roofed houses at the north end of the District, 1906 (the Samuel Webster house) and 1892 Main Street (the Bailey-Burnap house) and one near the southern boundary of the District, 1544 Main Street (once owned by Samuel Terry, brother to the famous clockmaker Eli Terry), followed this affordable design to provide more living space on the second floor than a simple saltbox. Sam Webster was a tanner, his son-in-law, who later resided in the house, a shoemaker; next door Smith Bailey, a gold- and silversmith who came from Providence, RI, and later Daniel Burnap, a master metal smith and clockmaker, prospered from commerce in East Windsor Hill. Burnap employed Eli Terry as an apprentice, who later used his clockmaking expertise to design standardized wooden parts that enabled mass production of a small shelf clock, that the general public could afford. In addition to these homes, the gambrel roofed East Windsor Hill Post Office, once a general store, used the second floor for the storage of goods. Another tradesman, Moses Wells, who, after serving stylish men of the town for thirty years as a hatter, could afford to build the elegant yet simple, center chimney Georgian house with the extraordinary double hipped roof at 1712 Main Street.

The second significant influence on the appearance of South Windsor's Historic District was a result of the establishment of the Theological Institute of Connecticut, when new houses were built or older ones updated in the popular Greek Revival style, in the mid-1830s. In 1833, Main Street resident, Erastus Ellsworth, donated seventy acres of land to provide a place for the Institute in the "home town" of the country's most prominent theologian, Jonathan Edwards. Two substantial buildings were

constructed: one a large dormitory to accommodate the seminarians, and the other a chapel with an impressive Greek revival pediment and columns. However, due to the remote rural atmosphere, and, as the historic marker across from the site states, "a lack of social and church life and an appropriate literary atmosphere," the institution moved to Hartford only thirty years later, to become the Hartford Seminary. It was just over 100 years after Ellsworth had given the land to the seminary that his grandson, William Wood, disgusted with the deterioration of buildings and the misuse of the chapel as a nightclub, bought the property back and donated it to the Town for its first high school. The building, designed by Hartford architect William Marchant (who designed Wood Memorial Library, also donated to the Town by Wood) was constructed using materials from the former seminary.

Starting at the northern end of the District, the house on the corner of Sullivan Avenue and Main (number 1862) was built in the Italianate style, with its overhanging roof supported by decorative brackets, in 1854 for Professor John Ellery Tyler, son of the President of the Theological Seminary. The Institute bought 1810 Main Street in 1851 for Professor Edward Lawrence and owned it until the institution left the community in 1865. Though not a member of the faculty at the Seminary, the Rev. Levi Smith built 1772 Main Street as a retirement home in 1853, with its gracious porch and full-length first floor windows. He served as minister of the First Congregational Church in South Windsor and was a friend of the Seminary, leaving the Institute his library of books and establishing two scholarships for students, to be awarded annually. The grand Greek Revival mansion, with its massive Doric columns at 1752 Main Street, was built in 1834 for Professor Jonathan Cogswell, the Chair of Ecclesiastical History at the Theological Institute, and after he left in 1844, it was used as the residence of Bennett Tyler, the President and first Professor of Theology at the Institute.

Just south of Ellsworth School, which now houses the Board of Education, stands a more modest Greek Revival house at 1713 Main Street with its gable end facing the street; it was built by the Institute in 1847 for the Rev. William Thompson, who was the Chair of Biblical Literature; students also boarded here. Another house boarding students, 1675 Main Street, was built by Aaron Perrin in 1840. Mr. Perrin's son actually attended the Institute and became a minister. The last house in the Historic District with connections to the Theological Institute, is at 1533 Main and was owned by a renowned revivalist Asahel Nettleton. Nettleton endowed the third professorship at the Institute with the profits from his popular small hymnal *Village Hymns*. He also spent a considerable sum of money refurbishing and updating the house to the fashionable Greek Revival style.

The diversity of outstanding architectural styles represented in roughly one mile at the northern end of Main Street is a legacy to be treasured. One of the most distinguished Historic Districts in Connecticut, it is essential to preserve its character for generations to come. This handbook will guide us, residents and Commissioners alike, in our vital role as custodians of the past.

Evolution of South Windsor

From c. 1635 to 1768 South Windsor was part of Windsor; in 1768 East Windsor separated from Windsor and included what is now South Windsor; in 1845 South Windsor was incorporated as a separate town.

Map of Historic District



-  HISTORIC DISTRICT
-  BUILDINGS
-  PARCELS
-  ROADWAYS

0 600 1,200 2,400 Feet

List of Houses in the Historic District

Key:

Address of house
Style of house
Date of house
Name of builder
* on National Register

Ferry Farm *

Colonial, before 1786;
Noadiah Bissell

47 Ferry Lane *

20th-century Domestic, 1905

35 Ferry Lane *

Federal Revival, ca. 1924

22 Sullivan Ave. *

Colonial Revival, 1932
William Barton

1909 Main St. *

Federal, 1812
Eli Haskell

1906 Main St. *

Gambrel, 1787
Lucy Webster

1892 Main St. *

Gambrel, 1772
Smith Bailey

1891 Main St. *

Federal, 1813
Aaron Bissell

1876 Main St. *

Georgian/Federal, 1789
John Watson

1865 Main St. *

Gambrel, before 1757-70
Post Office

1862 Main St. *

Italianate, ca. 1854
John Ellery Tyler

1846 Main St. *

Greek Revival, 1857
John S. Clapp

1838 Main St. *

Four Square, 1916
Arthur Stiles

1837 Main St. *

Federal, 1816
Epaphras Bissell

1835 Main St. *

original colonial 1694
Greek Revival additions,
ca. 1840
Benjamin Bissell

Doctor Wood's Office *

Greek Revival, 1855

1828 Main St. *

Georgian/Federal, 1790
Noah Wells

1810 Main St. *

Greek Revival, 1840
Ursula Skinner

1803 Main St. *

Queen Anne, 1898
Judge Ralph Grant

1772 Main St. *

Greek Revival, 1853
Rev. Levi Smith

1766 Main St.

Modern residence

1764 Main St.

Modern residence

1760 Main St.

Modern residence

1752 Main St. *

Greek Revival, 1834
Dr. Jonathan Cogswell

1742 Main St.

Modern residence

1737 Main St. *

Classical Revival, 1936
Façade incorporates ele-
ments of 1834 seminary.

1732 Main St. *

Colonial saltbox, 1750
Matthew Sadd

1726 Main St. *

Colonial Revival, 1914
Dudley Clapp

1713 Main St. *

Greek Revival, 1847
Theological Institute of CT

1712 Main St. *

Georgian, 1780
Moses Wells

1696 Main St.

Colonial Revival, 1941
Malcolm Juno

1689 Main St. *

Double house:
Greek Revival, 1860
Selah Perkins

1688 Main St.

Modern Georgian reproduction

1678 Main St. *

Greek Revival, 1860
Hettie Smith

1675 Main St. *

Greek Revival, ca. 1840
Gambrel roof added, 1917
Aaron Perrin

1668 Main St.

Modern residence

1658 Main St. *

Four Square, 1909
Martin McGrath

1653 Main St. *

Georgian, 1757/58;
rear ell, 1700
Ebenezer Grant

1648 Main St. *

Colonial/Federal, 1786
(Post Office 1837)
Aaron Grant, Jr.

1629 Main St. Modern residence	43 Oxbow Lane Modern residence	(Site of Early Church) Evergreen Masonic Lodge
1624 Main St., SW Modern residence	30 Oxbow Lane Modern residence	1554 Main St. * Vernacular, 1929 Rondeau
1612 Main St. Modern residence	27 Oxbow Lane Modern residence	1544 Main St. * Gambrel, 1781 Matthew Sadd
1609 Main St. * 20th-century Domestic, 1914 Martin McGrath	1576 Main St. Modern residence	1540 Main St. Modern residence
1595 Main St. * Georgian Colonial, 1790 Eliakim Cook	1575 Main St. Modern residence	1533 Main St., SW * Greek Revival, 1810 – 40 Asahel Nettleson
44 Oxbow Lane Modern residence	1562 Main St. * Colonial Revival, ca. 1912 Ida King	[Dates and builder's names taken from <i>A Country Mile</i> , by Doris Burgdorf.]
	1559 Main St. * Vernacular, 1901	

The National Register Does

1. Identify historically significant buildings, structures, sites, objects, and districts, according to the National Register Criteria for Evaluation
2. Encourage the preservation of historic properties by documenting the significance of historic properties and by lending support to local preservation activities.
3. Enable federal, state, and local agencies to consider historic properties in the early stages of planning projects.
4. Provide for review of federally funded, licensed, or sponsored projects which may affect historic properties.
5. Make owners of historic properties eligible to apply for federal grants-in-aid for preservation activities.
6. Encourage the rehabilitation of income-producing historic properties which meet preservation standards through tax incentives.
7. Provide protection from unreasonable destruction, pursuant to the provisions of Connecticut General Statutes, Section 22a-19a.

The National Register Does Not

1. Restrict the rights of private property owners in the use, development, or sale of private historic property.
2. Lead automatically to historic district zoning.
3. Force federal, state, local or private projects to be stopped.
4. Provide for review of state, local or privately funded projects which may affect historic properties.
5. Guarantee that grant funds will be available for all significant historic properties.
6. Provide tax benefits to owners of residential historic properties, unless those properties are rental and treated as income-producing by IRS.

Regulations and Procedures

SECTION I: INTRODUCTION

1.1 Authority

All buildings and structures in South Windsor's local Historic District(s), and individual properties designated as Historic Properties, come under the review of the South Windsor Historic District Commission as provided by the Town Code. The powers, duties and responsibilities of the Commission are set forth in detail in state and local law. For reference, see Sections 7-147a through 7-147y of the Connecticut General Statutes and Ordinance No. 181 as adopted by the South Windsor Town Council.

1.2 Intent

These regulations are intended to explain the procedures by which the Commission operates, including the procedures for application and review of Certificates of Appropriateness.

The ultimate intent of the regulations is to promote the preservation and protection of those distinctive buildings, places and their settings, which reflect the rich history of South Windsor and the many phases of a Connecticut River community in continual growth.

SECTION II: COMMISSION ORGANIZATION AND PROCEDURES

2.1 Purpose

The Historic District Commission's purpose is to ensure the continuity and enhancement of distinctive buildings, places, their settings, and the overall character of the District, which are associated with the history of South Windsor. The Commission's concern and responsibility is to provide guidance and direction for maintaining the integrity and high visual quality of these properties.

2.2 Jurisdiction

The properties that come within the regulation of the Commission are set forth in South Windsor's Historic District Ordinance No. 181. Maps showing the locations and boundaries of the properties designated by this ordinance are kept on file in the Town Planning Department, the Town Clerk's office and with the Connecticut Commission on Culture and Tourism. The South Windsor Historic District Commission's jurisdiction extends to all future historic districts or historic properties designated by Town Ordinance unless otherwise provided by such future ordinance(s).

The Commission may comment on applications for zoning variances and special exceptions where those applications affect historic districts and may render advice on sidewalk construction and repair, tree planting, street improvements and the erection or alternation of public buildings not otherwise under its control where these activities affect the historic district. (Ref. Section 147c (j)(6), (7) C.G.S.)

2.3 Administration

The Commission's chief vehicle for discharging its responsibilities is the Certificate of Appropriateness. Changes in the exterior appearance and/or materials of properties under the Commission's jurisdiction can be made only after the issuance by the Commission of a Certificate of Appropriateness for the work to be done. See Section III of these Regulations for more detail.

2.4 Membership

The Commission consists of five regular members and three alternate members, appointed by the Town Council for five-year terms. The work of the alternate members is the same as that of the regular members, except that alternate members vote only when designated to do so by the Chairman in the absence of regular members. All members serve without compensation. At least two members of the Commission (regular or alternate) must be residents of the Historic District. These provisions are set forth by Town Ordinance No. 181.

2.5 Meetings

The Commission meets once per month, except in August. Meetings are usually held on the first Tuesday at 7:30 p.m. in the Town Hall. A schedule of meeting dates is available in the Town Clerk's office and on the Town Website: www.southwindsor.org. A meeting may be cancelled if there is no business to conduct. The Chairman may call special meetings. Meetings are open to the public.

2.6 Hearings

Every application for a Certificate of Appropriateness requires a public hearing. At the hearing, the petitioning property owner is invited to speak, other interested parties (such as nearby property owners) may speak, and Commission members may ask questions. A general discussion follows. See Section 3.6 of these regulations for more detail.

The public hearing is followed by a meeting, at which the Commission may act on the applications heard at the public hearing.

2.7 Public Notice

All public hearings are advertised by public notice in the local newspaper, *The Journal Inquirer*. See Section 3.6 (b) of these regulations for more details.

SECTION III: REGULATIONS

3.1 Changes Requiring a Certificate

A Certificate of Appropriateness, issued by the Historic District Commission, will be required for any new construction, demolition, repairs or changes to the exterior appearance of a building or structure, or any site improvement feature, within the Historic District, visible from a public road, way or place.

Building permits and demolition permits will not be issued by any agent of the Town of South Windsor until a Certificate of Appropriateness has been issued. Note also that the Certificate of Appropriateness is required for construction, repairs or alterations affecting exterior appearance within the Historic District, whether or not a building permit is required.

Definitions. As used in this part: "altered" means changed, modified, rebuilt, removed, demolished, restored, razed, moved or reconstructed; "erected" means constructed, built, installed or enlarged; "exterior architectural features" means such portion of the exterior of a structure or building as is open to view from a public street, way or place; "building" means a combination of materials forming a shelter for persons, animals or property; "structure" means any combination of materials, other than a building, which is affixed to the land, and shall include, but not be limited to, signs, fences and walls; "municipality" means any town, city borough, consolidated town and city or consolidated town and borough; "appropriate" means not incongruous with those aspects of the historic district which the historic district commission determines to be historically or architecturally significant. CGS Sec. 7-147a.

3.2 Parking Areas

Before any area within the boundaries of the Historic District can be used for industrial, commercial, business, home industry or occupational parking, a Certificate of Appropriateness as to the parking must be issued by the Commission, whether or not the area at issue is zoned for such use.

3.3 Exemptions

The following changes or repairs within the boundaries of the Historic District do not require a Certificate of Appropriateness:

- a. ordinary maintenance or repair that does not involve change of existing design, exterior materials or scale, or outward design or appearance;
- b. modifications to the interior of a building;
- c. installation or replacement of gutters and downspouts when no change is made to such exterior architectural features as eaves and soffits, exposed rafter ends, ornament such as brackets, crown moldings, etc.
- d. exterior painting on existing structures, including choice of paint color;
- e. work required by the Town to eliminate an unsafe condition provided that any permanent repairs shall meet the criteria of 3.3 a. above;
- f. installation of temporary signs in connection with the construction, repair, sale or rental of the property, or political campaigns.

3.4 Design Consultations

Any architect, builder, property owner or any other person with an interest in a property within the Historic District is encouraged to meet with Commission members to discuss contemplated work before the preparation of detailed plans and before the submission of an application for a Certificate of Appropriateness. Any such preliminary discussion is merely informational and is not binding upon the Commission.

3.5 Application Procedure

Application forms for a Certificate of Appropriateness are available from the Town Building Department and online at www.southwindsor.org. Applications should include, in addition to the completed form, two sets of plans for town records, specifications for the materials to be used in the proposed work and photographs of the existing conditions. Completed applications should be submitted to the Town Building Department. Property owners are encouraged to contact a member of the Historic District Commission if they have any questions about the need for a Certificate of Appropriateness.

The Commission may request such plans, elevations, photographs, specifications, materials, and other information, including in the case of demolition or removal a statement of the proposed condition and appearance of property after such demolition or removal, as may be reasonably deemed necessary by the Commission to enable it to make a determination.

3.6 Public Hearing

- a. The Commission is required by state law to hold a public hearing for each application for a Certificate of Appropriateness. Hearings are held at the next regularly scheduled meeting time, providing the application is complete, with supporting material, and notice requirements can be met, at least 15 days prior to the meeting. Schedules of the meetings and deadlines are available at the town Building Department and online at www.southwindsor.org.
- b. Notice of the time and place of a public hearing for a Certificate of Appropriateness will be published once in the local newspaper, *The Journal Inquirer*, not more than fifteen days nor less than five days before such hearing. It is the policy of the Commission to directly notify an applicant of the hearing related to her/his application. The Commission will also place a sign giving the date and time of the Public Hearing in front of the applicant's property.

3.7 Consideration of Applications

- a. The Commission meets following a public hearing to make a determination concerning issuance of the Certificate. The Commission must pass upon the application within sixty-five days after the filing of a complete application and give written notice of the Commission's decision within that time period.
- b. When an application is denied, the Commission will give the applicant the reasons for its determination in writing. The notice may include recommendations relative to design, arrangement, texture, material and similar features that would bring the proposed changes within the goal of maintaining the visual integrity of the Historic District or the need for more specific information.
- c. The Commission may issue a Certificate of Appropriateness with stipulations.
- d. A Certificate of Appropriateness shall not be issued where, in the judgment of the Commission, the work is inappropriate to the building or the site, or detrimental to the appearance of the immediate neighborhood.

- e. All construction work performed under a Certificate of Appropriateness shall conform to such Certificate and to any permits issued pursuant to such Certificate and upon completion may be reviewed by the Commission members (or alternates) who heard the application for the Certificate. The applicant may, upon satisfactory completion of the review, receive a letter from the Commission certifying that the completed work conforms to the Certificate. A copy of said letter shall be sent to the Building Inspector and a copy retained for the Commission's files.

Any changes in the character of the work subsequent to the issuance of a Certificate of Appropriateness shall require issuance of a new Certificate for said changes.

- f. A Certificate of Appropriateness shall become null and void with the time fixed by the Commission but not to exceed two years, if the work it authorizes has not been completed.

3.8 Approval by Default

If the Commission fails to act on an application within sixty-five days after its filing, the application shall be considered approved by default.

SECTION IV: RIGHT TO APPEAL

4.1 Appeals of Commission Decisions

Anyone aggrieved by a decision of the Historic District Commission, by authority of state law, may appeal to the Superior Court within fifteen days after the Commission's decision.

SECTION V: ENFORCEMENT

5.1 Enforcement Officer

The Zoning Enforcement Officer is authorized to inspect and examine any property for which a Certificate of Appropriateness has been issued for conformance with the Certificate. Violations determined by the Zoning Enforcement Officer or by the Historic District Commission will result in written notice to the property owner of the violation and requiring remedy to bring the property into conformance with the Certificate of Appropriateness.

5.2 Illegal Acts

If a property owner fails, upon notice, to correct violations pursuant to issuance of a Certificate of Appropriateness or makes changes, or undertakes demolition without a Certificate of Appropriateness, the Historic District Commission may initiate an action in the Superior Court for restraint of the violation or to plead for orders directing that the violation be corrected or removed.

Standards For Rehabilitation

The Secretary of the Interior's Standards for Rehabilitation set forth the principles and purposes of historic preservation, and provide a good introduction to the more specific Guidelines which follow. Copies of the Standards for Rehabilitation are available in the Building Department in the Town Hall, and are summarized as follows:

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities, and where possible materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Design Guidelines

The following Guidelines will be used by the Commission as a standard upon which to base its decisions, and will be useful to anyone in South Windsor who is considering work which alters historic architectural features. The Commission would like the landowner to view them as reflecting our approach to preservation issues, not as strict standards.

The Guidelines are divided into sections dealing with a variety of architectural elements such as: windows, entrances and porches, roofs and roofing, etc. Each section is further divided into sections covering maintenance, repairs, replacement or new construction. Generally, maintenance and repairs do not require a Certificate of Appropriateness when new materials are the same as those being repaired, but are included as a guide for Historic District homeowners. Work involving replacement, addition or new construction will generally require a Certificate of Appropriateness. The Guidelines provide alternatives to assist the homeowner in making decisions concerning some options to be considered or avoided in building or restoration. While the Guidelines do not cover every situation or condition which may arise in the historic district, informational material can be found through the Bibliography and through the Commission.

Slight changes may not affect a building's character and integrity; however, it is the position of the Commission that even small changes over the years can radically alter the appearance of a building. Therefore, the Commission attempts to be sensitive both to the contemporary needs of homeowners and to the historic significance of the district as a whole.

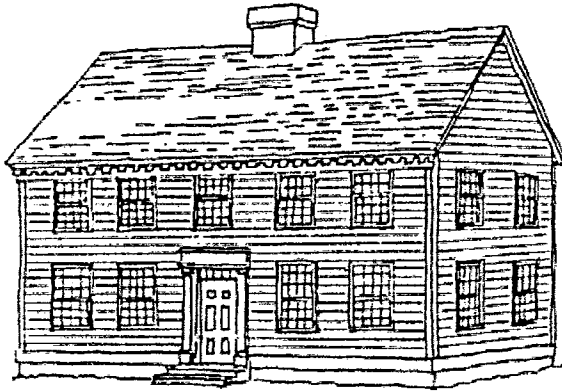
Changes requiring review by the Historic District Commission include but are not limited to:

- a. Additions to primary buildings or secondary buildings (i.e., garages or barns), such as adding rooms, roofed porches, dormers, skylights, and chimneys;
- b. Alterations to the exterior walls of primary or secondary buildings, such as adding new windows or doors, or altering existing windows or doors (including garage doors);
- c. Masonry replacement and re-pointing;
- d. Extensive or total replacement of any siding and roofing materials, whether similar to or different from the original;
- e. Any visible temporary or permanent additions to the dwelling, accessory buildings or site, whether structural or technological. This includes signs, T. V. antennas, solar panels, fences, pools, decks, outbuildings, and outdoor lighting fixtures;
- f. Any construction, alteration or enlargement to driveways or parking areas, walkways, walls and patios;
- g. The methods and reasons for total paint removal;
- h. Any partial or entire window, storm window, door, and storm door modification, or replacement;
- i. The addition, removal or replacement of window shutters;
- j. The addition, removal or replacement of any architectural detail or ornament as defined in the Guidelines.

House Façades in South Windsor's Historic District

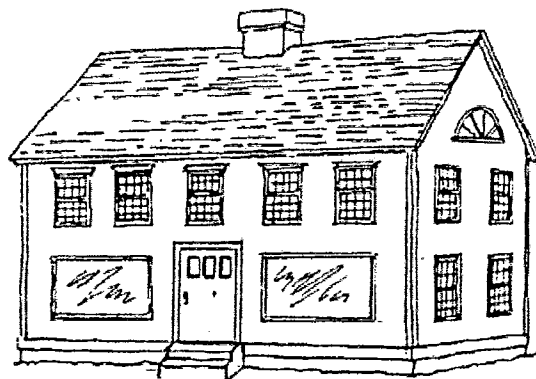
Original ca. 1700-1780 Georgian Period Styling

Character-Defining Features



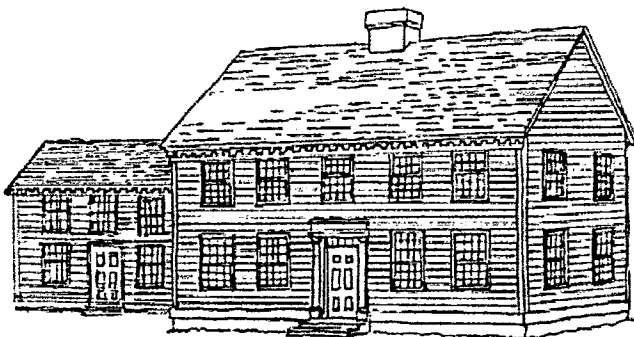
- Small panes, usually 9/9, 12/12, or 12/8, 9/6 or the reverse.
- Windows aligned vertically and horizontally in symmetrical rows, five-ranked on front façade.
- Decorative dentil moldings.
- Paneled door, decorative pilasters, crown, rows of "lights" within door or transom above.
- Side-gabled roof predominates over occasional gambrel, hipped, or centered-gabled roof.
- Central chimneys, occasional paired interior chimneys.

Inappropriate Modifications



- Stylistic alterations to original material or design, e.g. removal of first story windows with modern replacements.
- Modern door with glass panes.
- Covering of original clapboard with artificial siding.

More Appropriate Modifications



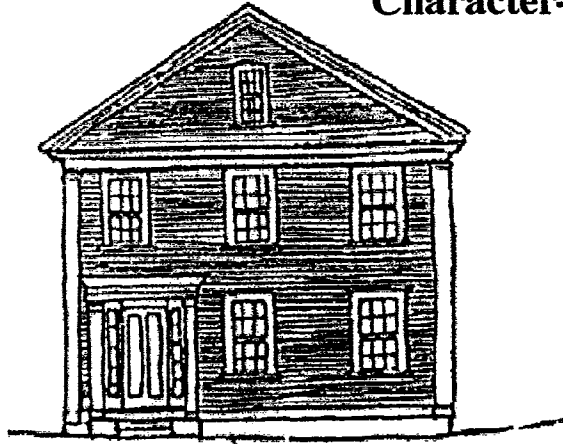
- Additions which blend in size and proportion.

This requires some research to discover what other styles of architecture might have been contemporary with your house. Not all professional architects can be counted on to know this information.

House Façades in South Windsor's Historic District

Original ca. 1830–1860 Federal/Greek Revival Styling

Character-Defining Features



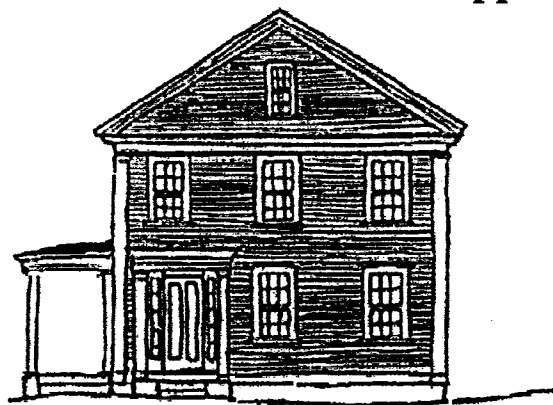
- 6/6 pane window sash and projecting window heads and sills.
- Overall sizes and placements of windows/doorway.
- Front doorway and porch, including columns/pilasters, entablature, sidelights, door and stoop.
- Narrow-exposure wood clapboard siding.
- Fully pedimented and molded front gable (the slightly projecting triangle formed by the molded rakes and the projecting cornice on the frieze).
- Overall proportions/massing of façade.

Inappropriate Modifications



- Replacement of original gable window with a round "Colonial" gable vent.
- Replacement of original 6/6 pane double-hung window sash with various modern window types (all inappropriate).
- Removal and replacement of all original porch and entry details.
- Siding replacement (first-story original horizontal clapboards removed and replaced by vertically grooved Texture 111 exterior plywood panels).

More Appropriate Modifications



- Example of a porch addition which in terms of location massing, size materials and detailing is sympathetic to, and respectful of, the original façade, which still dominates the overall design composition.

House Façades in South Windsor's Historic District

Original ca. 1890 Queen Anne Victorian

Character-Defining Features



- Varying textures of siding: cut shingles, plain clapboard, flushboard, and molding.
- Asymmetrical massing.
- Often has a porch with turned and/or carved woodwork.
- Unique bracket and/or gingerbread under eaves.

Inappropriate Modifications



- Removal of original features, e.g. the porch.
- Insertion of inappropriate features such as the ca. 1830 fanlight in the gable or the ca. 1950 picture window.
- Creation of a uniform texture: in the siding, i.e. destruction of the original variety of textures.
- Additions which obscure the original asymmetrical design.

More Appropriate Modifications

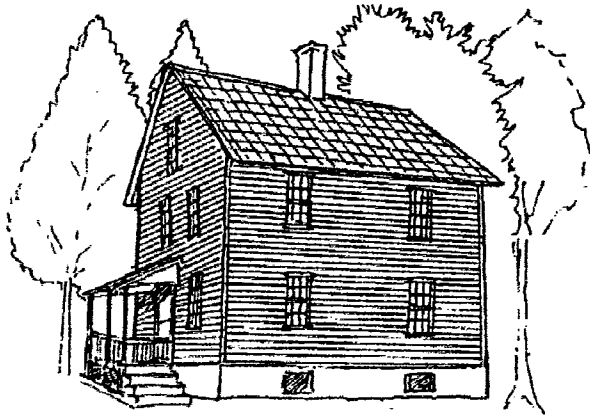


- Restoration of brackets and features, which are obviously missing, as shown by marks on the building, old photographs or pieces possibly stored in the attic, cellar or barn.
- Addition of authentic wood shutters.
- Painting of trim and different textures of siding in different colors; three to four harmonizing colors were standard treatment for this style.

House Façades in South Windsor's Historic District

Original ca. 1927 Vernacular Style

Character-Defining Features



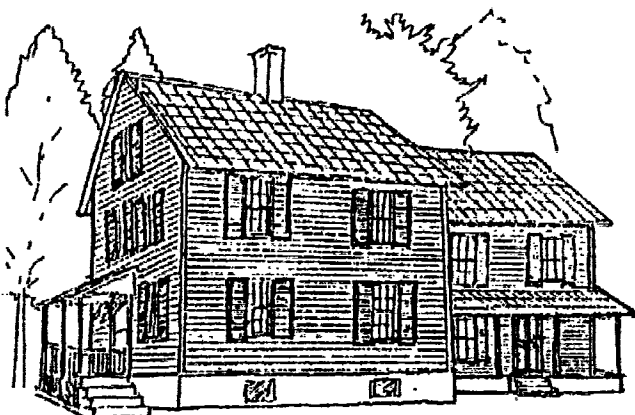
- Utilitarian styling, reminiscent of its simple 200-year old ancestors.
- Slightly larger panes in windows than original colonials.
- Some textural variety in siding.

Inappropriate Modifications



- Lack of harmony between the two pieces.
- Windows a different style.
- Addition overpowers main block.

More Appropriate Modifications



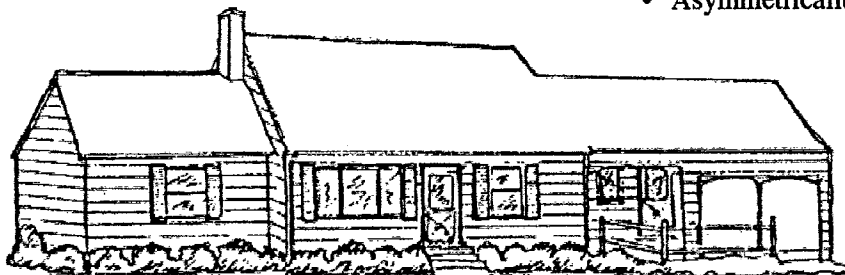
- Consideration for scale and proportion of main block.
- Continuation of character of the main block – in this case the rectangular patterning of the windows – into the addition.

House Façades in South Windsor's Historic District

Original ca. 1970's Shingled Cape

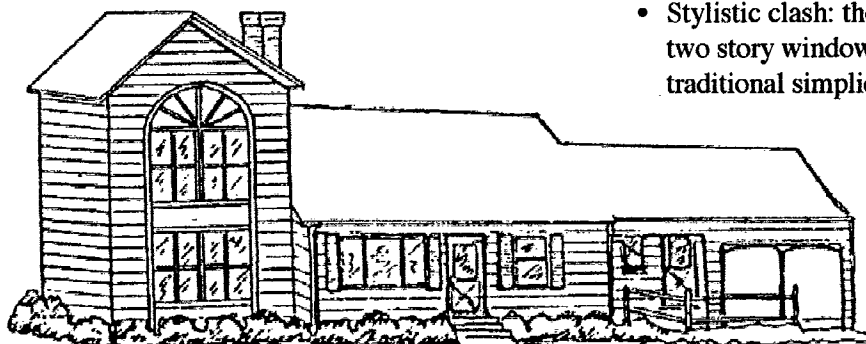
Character-Defining Features

- Single story.
- Low-pitched roof sloping toward street.
- Asymmetricality.



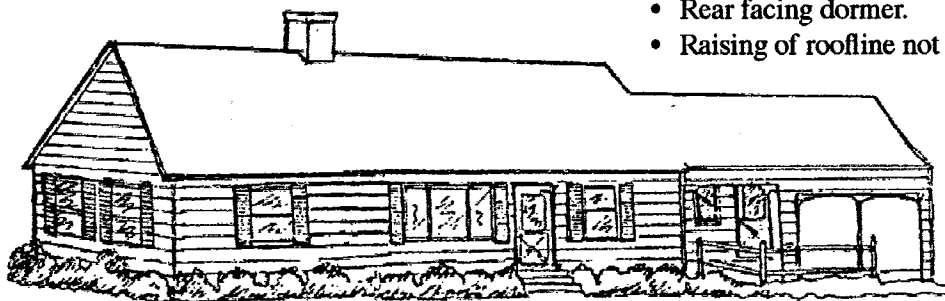
Inappropriate Modifications

- Addition dwarfs main house.
- Stylistic clash: the Romanesque arch of the two story window does not blend with the traditional simplicity of the main block.



More Appropriate Modifications

- Similar lines, proportions.
- Similar detail.
- Rear facing dormer.
- Raising of roofline not exceeding original line.



Exterior Walls And Siding

MAINTENANCE

Exterior walls and siding provide the building with an overall texture. The choice of materials and their relationships to each other help in defining the historic character of the building.

Wood clapboard is the most prevalent siding material within the Historic District. Other siding materials include wood shingle, vinyl and aluminum siding and brick.

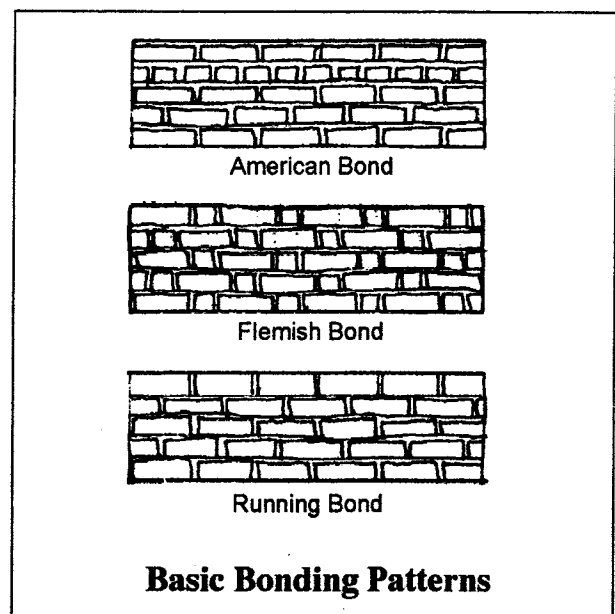
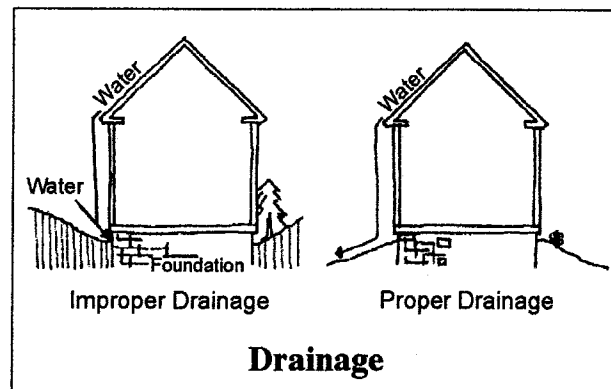
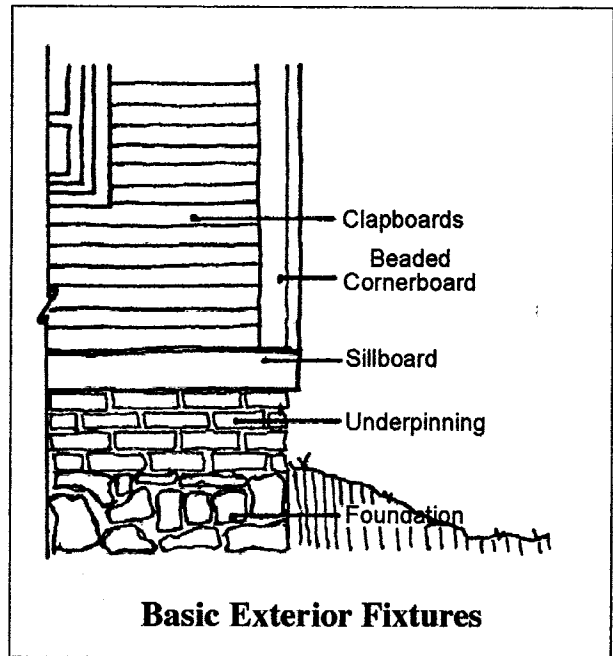
Masonry is a very durable material and with proper care can last indefinitely. The major cause of deterioration is inappropriate cleaning and waterproofing which leads to water damage. Decay is usually found near the roof, at ground level, around mortar joints, or on any horizontal surface such as windowsills. Air pollution also can lead to masonry decay. Maintenance for masonry walls and foundations includes proper drainage systems and, when necessary, cleaning of the exterior surface. See *Preservation Briefs, 1: "The Cleaning and Waterproof Coating of Masonry Buildings,"* for more detailed information.

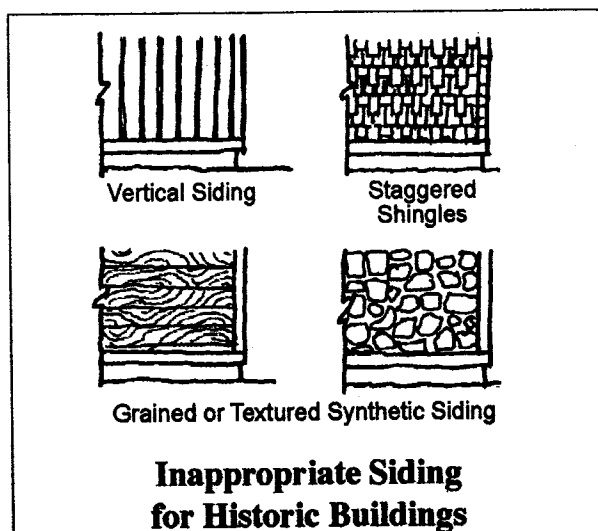
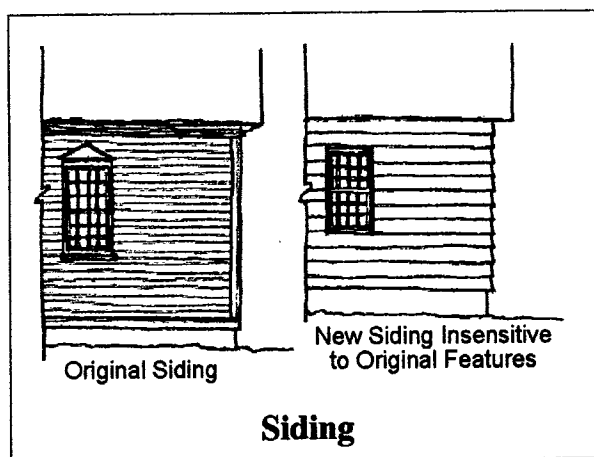
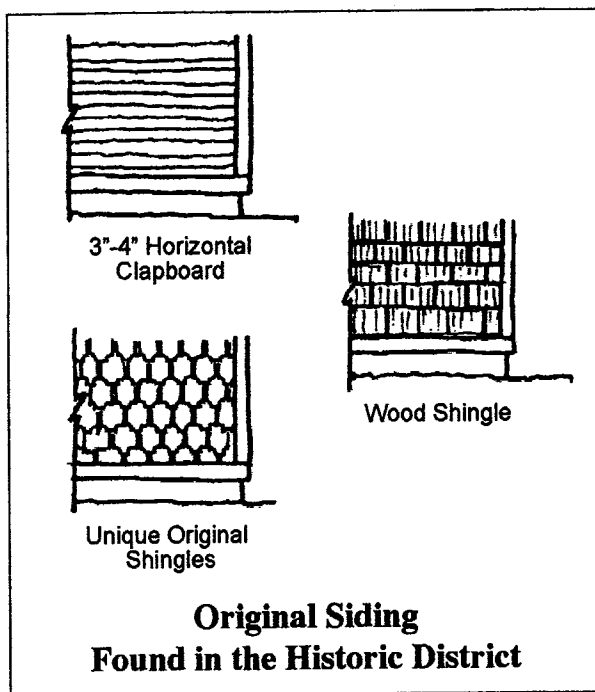
Wood Siding is also a very durable material when properly maintained. Routine painting and caulking are usually the best preservatives: water, insects, fungi and vegetation growing too close to its surface can all contribute to siding damage. Handcrafted detailing and finishing should be carefully preserved when maintenance and/or repairs take place.

Foundations within the Historic District are predominately brick or stone.

REPAIR

Masonry repair normally consists of repointing and limited replacement. Both are rather technical procedures, which require research on the part of the homeowner. When repairing, try to match the original color, texture, size, and pattern of the existing mortar joints and masonry. Special care should be taken when repointing. Historic mortars are generally softer and use more lime than Portland





Cement. Today's standard mortars can destroy historic masonry walls. See *Preservation Briefs*, 2: "Repointing Mortar Joints in Historic Brick Buildings," for additional information.

When wood decay is suspected, there are easy methods for detecting affected areas. Limited replacement or repair for decayed, warped, or missing siding pieces should be considered, if they are no longer providing adequate weather protection. Try to match patching materials with existing siding in size, shape, texture, pattern, and color.

PAINT

Paint is used on both masonry and wood to provide protection, color, and articulation of details. When reapplication is needed, normally every five to eight years, cleaning, light scraping and hand sanding is generally sufficient and recommended. Different paint problems require different treatments. In most instances, total paint removal is not recommended or necessary, and if removed, a new coating should be reapplied to the exposed surface. There are several paint removal methods some of which are not satisfactory for historic surfaces. Among the most destructive is sandblasting. Although it is a quick and easy way to remove paint, it is highly inappropriate for an historic house, and alternative methods should be used. See *Preservation Briefs*, 6: "Dangers of Abrasive Cleaning to Historic Buildings," and *Preservation Briefs*, 10: "Exterior Paint Problems on Historic Woodwork."

REPLACEMENT

In South Windsor, clapboards and weatherboards were the most common siding types in the 18th and 19th centuries. Synthetic siding is a 20th century invention, and does not enhance historic structures, as it cannot duplicate the texture, relief and detail of wood. Texture, relief and patterns give the walls their light, shadow and character, and give sillboards, corner boards and rooflines their edges. Changes in material between stories and/or gables reflect original stylistic intentions. Try to be sensitive to these effects when replacing original siding.

ADDITION

In some cases, synthetic siding may be permitted, but it is not recommended for historic buildings, and its advantages and disadvantages should be weighed carefully. When such a material is installed, care should be taken to match width, spacing and direction of original siding, and to replicate or preserve surrounding architectural features such as window and door trim, corner- or sill-boards, cornices, brackets, and/or eave details. See *Preservation Briefs*, 8: "Aluminum and Vinyl siding on Historic Buildings," for additional information. Changing the style of the siding, for instance from clapboard to brick, or shingle to clapboard is considered inappropriate.

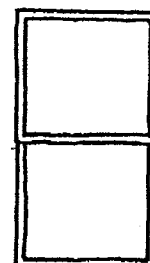
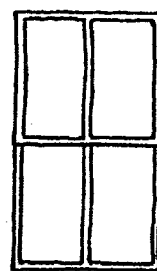
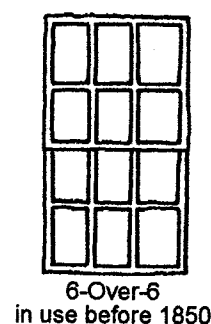
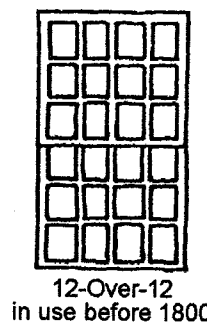
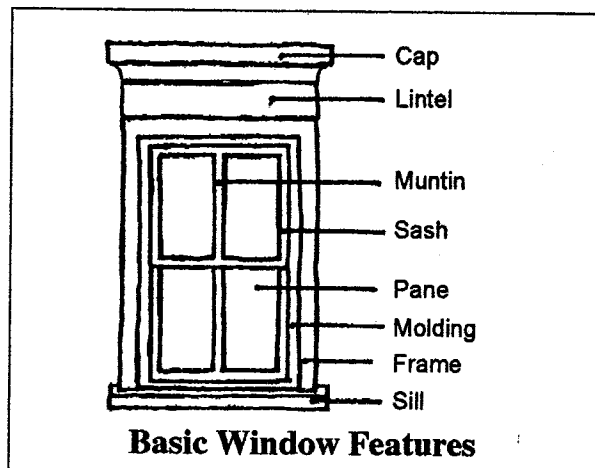
Windows

MAINTENANCE

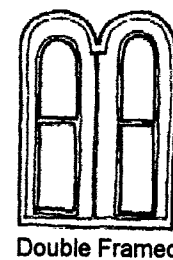
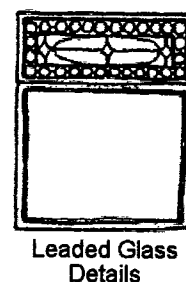
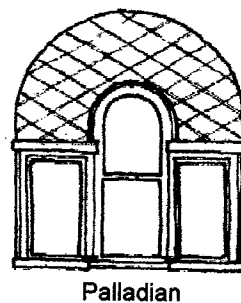
Window material, type, arrangement, details/ornamentation, and construction are an important part of the character and style of a building. Window evolution has been parallel to improvements in glass making and changes in building style. Consequently, a good fenestration study can help in dating a building. The earliest known window type in our district is the 12-over-12 double hung window. Other traditional windows include 9-over-6 and 12-over-8 double hung. There are also more decorative and unusual styles, especially in houses of the 19th century. The window and all its parts should be considered together as a whole, and should therefore be preserved as such. Routine maintenance can help insure the building's character and style, as well as thermal efficiency. Good reproductions are available.

REPAIR

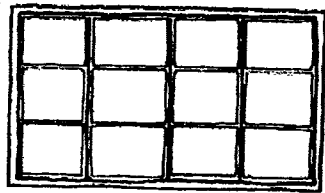
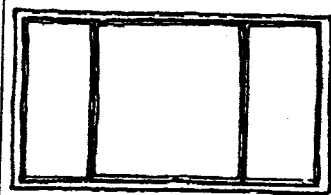
A window can often be repaired through patching or replacing deteriorated parts. It is recommended that this alternative be studied and considered before replacing the entire window.



Basic Window Types



Decorative Window Types



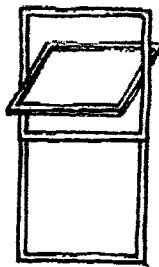
Picture Windows



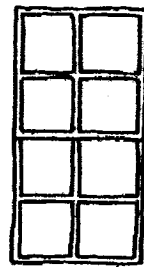
Casement Windows



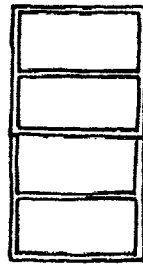
3-over-3



Awning

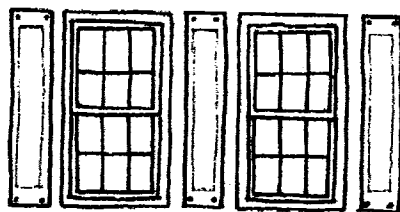


4-over-4

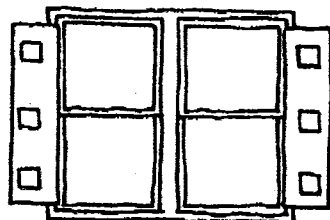


2-over-2

Inappropriate Window Types for Older Houses



Tacked on Aluminum Shutters



Raised panel shutters won't
cover windows completely

Inappropriate Shutters in Style and Installation

REPLACEMENT

When replacing an entire window, the original features should be duplicated. Since most windows in the Historic District are of wood construction, it is recommended that windows be replaced using the same material. If this is not possible, a substitute material, such as metal, should match the color of other windows or surrounding elements. When replacing a non-original window, attempt to obtain window types appropriate to the building's style and period.

ADDITION

New windows can easily destroy a building's integrity. The placement, type, and number of windows contribute and conform to both the original function and appearance of the building. Attempts should be made to place new windows on non-character-defining sides of the building; try to conform to the building's overall style, proportion, scale and material.

SHUTTERS

Window shutters were not used until the end of the 18th century, though at this time many were added to older buildings. Their first function was to provide insulation and privacy, but they have since been used and abused merely as decorative features. Adding non-original shutters to historic homes is not recommended. If shutters are desired, they should be the traditional woodslat type capable of closing and covering the window completely, in line with their original historic function.

STORM WINDOWS

Storm windows and screens can be both appropriate and energy efficient for historic buildings, and when present, should be retained. Storm windows combined with an original window can provide better thermal efficiency than a modern (double glazed) replacement. When choosing and installing a storm window or screen, attempts should be made not to cover window details, damage the frame, or visually impair the appearance, e.g., match color to trim. Muntins and trim should line up with original window.

Entrances and Porches

MAINTENANCE

Entrances and porches can be the focal point of a building's façade. Together with their functional and decorative features such as doors, steps, balustrades, pilasters, and entablatures, they can be extremely important in defining the overall historic character of a structure. Furthermore, they can be the most individually expressive part of the building with many variations existing within each architectural style. Unfortunately, particularly for porches, they are also often the part of the house, which undergoes the most change. This phenomenon is a result of faster deterioration due to greater exposure, stylistic trends, personal taste, or the inhabitants' special needs.

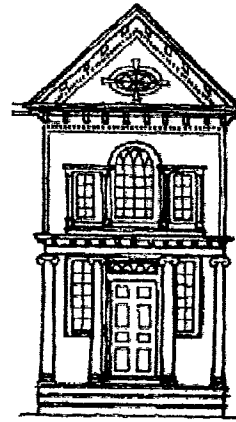
REPAIR

Most entrances and porches in older homes are constructed of wood, and, for reasons mentioned above, are more easily prone to deterioration, and need to be monitored in order to keep replacement and reinforcement to a minimum. Decorative woodwork often gives the structure its unique character. When repairing, try to match new parts with existing features as best and accurately as possible.

REPLACEMENT

Replacement of doors and their features, such as transom-, fan-, and side-lights, pilasters, caps, panels and hardware, should try to conform to the original building style, façade, proportion, and material. It is sometimes possible to find used doors of the same period, and this may be a good solution, if size or design is a problem. Certain woodworkers also specialize in period reproductions. Avoid removing the original features on an entrance without replacing them with visually compatible elements.

Porches did not come into use until the middle of the 19th century, and, like shutters, they were added to older homes. When replacing a porch, try to determine whether it is original or a later addition. If the porch is original to the house, it is an



Elliptical Gable Window

Palladian Window

Detailed Entablature

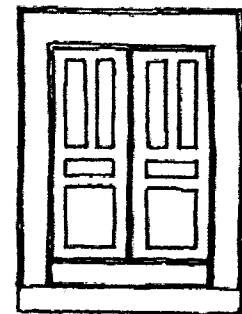
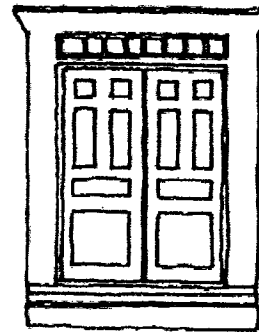
Transom Light

Side Lights

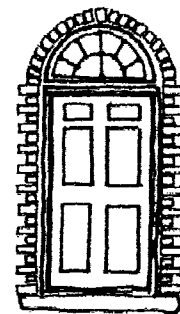
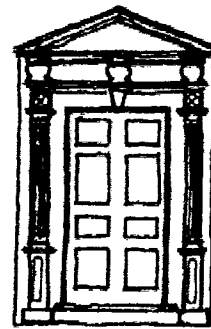
Panelled Door

Ionic Columns

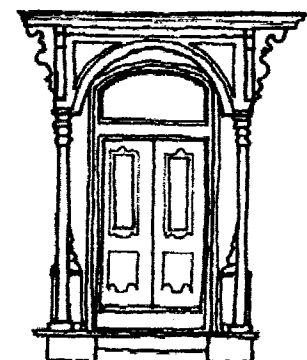
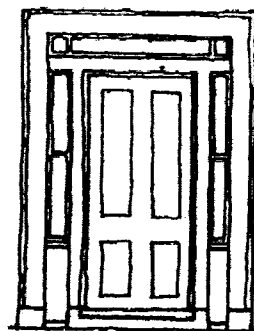
Basic Entrance Features



18th c. CT. Valley Double Doors

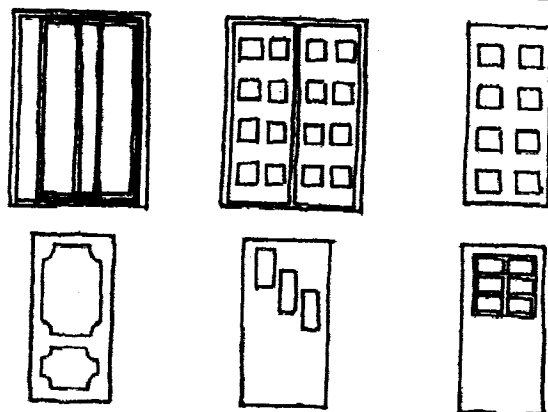


Mid-18th c. to Early 19th c. Entrances



19th c. Entrances

Original Entrances



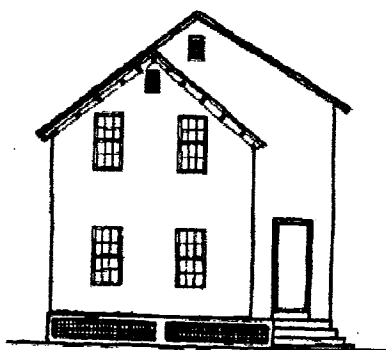
**Inappropriate Entrance Doors
for Older Homes**



Original Porch



**Enclosed Porch Changes
Massing and Volume**



Porch Removed and Not Replaced

integral part of the total design, and its replacement should convey the same visual appearance. When adding a porch to a house which originally had one, photographic or physical documentation is particularly helpful. The Wood Memorial Library is one source for old photographs. A new porch which resembles the old in material, arrangement, scale and proportion may often be appropriate and even help restore the house's original character and integrity.

If the porch is not original, consider restoring the house to its original condition, providing the building's historical or architectural integrity is not lost. Be careful about removing an old porch from an even older house, as its construction may make an historical statement. Furthermore, a significant amount of the earlier material may have been removed or destroyed to construct the later addition.

ADDITION

Generally, the addition of new entrances or decks should be confined to the sides or back of a building, not visible from the public way.

Some houses have enclosed porches or porticoes in order to provide more interior space, greater privacy, or better thermal efficiency. Often these goals can be achieved in more appropriate and less visually disturbing ways, by using larger sheets of glass behind the porch supports, rails and details, installing removable screens for seasonal use, and/or using weather stripping in existing windows and doors.

Storm doors are often very prominent features, which can distract from the original door. Avoid inappropriate detail, and try to choose a storm door which resembles the main door in proportion, color and material.

Roofs and Roofing

MAINTENANCE

The roof's shape, particular features, material and color can be important in defining the building's external appearance and overall character. Along with this design role, the roof is essential for the preservation of the entire structure and should be maintained to provide a weathertight cover.

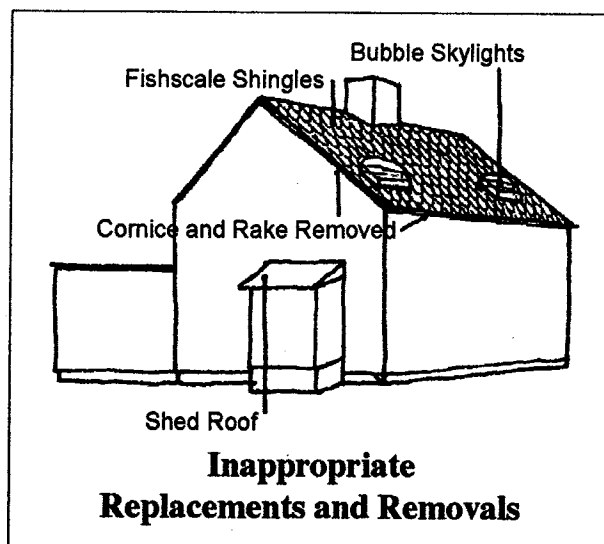
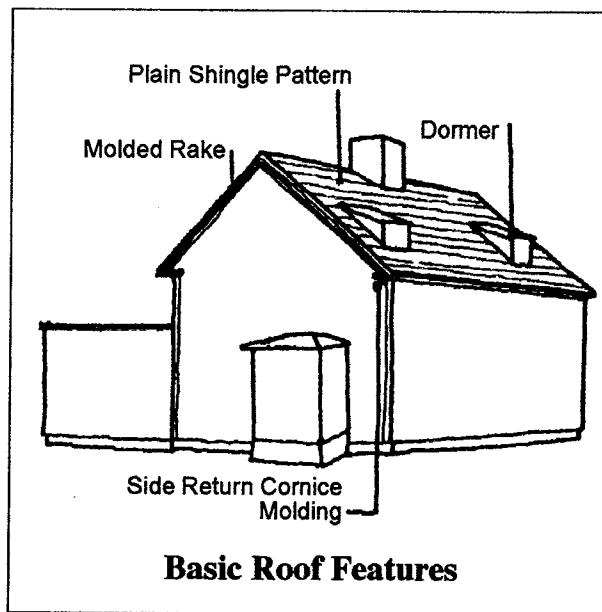
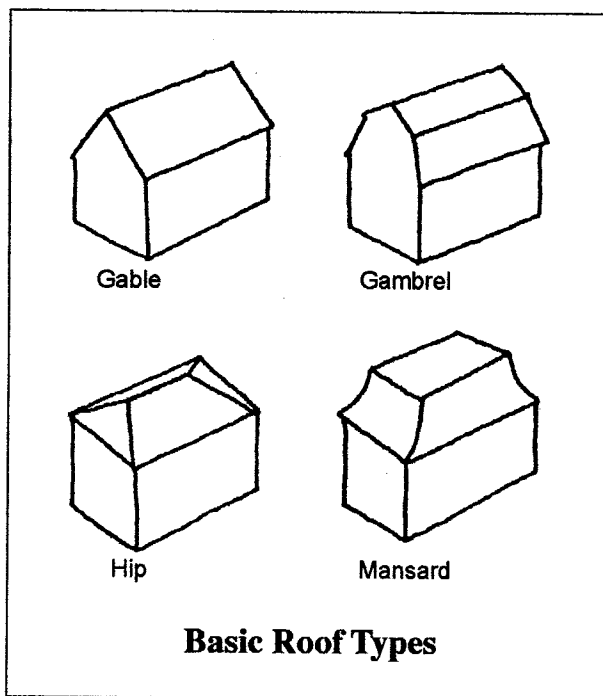
In this area, wood shingle has been the predominant roofing material since colonial times. Slate tiles, forming colorful decorative patterns, and metal were also used in the 19th century, while in the 20th century asphalt has become popular for both roofing and re-roofing, and is now the most prevalent roofing material in the District.

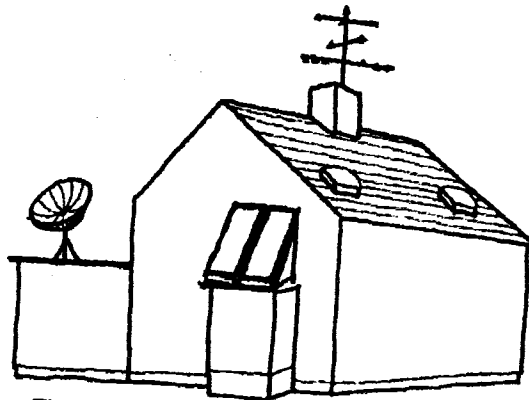
REPLACEMENT

When damage and/or wear is too extensive, or when limited repair is not possible, replacement work should consider first the roof's original shape, features, color and materials. Any substitutions such as new chimneys and dormers should be compatible with the original style and period of the building. Gutters and downspouts are often highly visible, and replacements should not detract from the building's composition, color or special detail. Avoid removing, without replacing, any character-defining feature of a building, which indicates the original style and period. Alternative material, such as asphalt is usually appropriate, except when the roofing material is highly decorative.

ADDITIONS

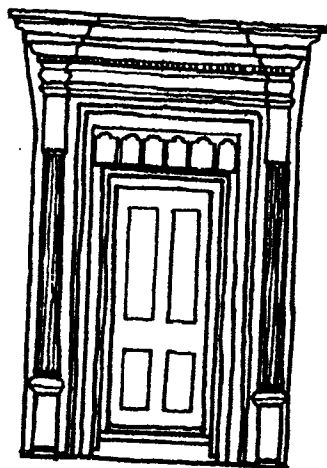
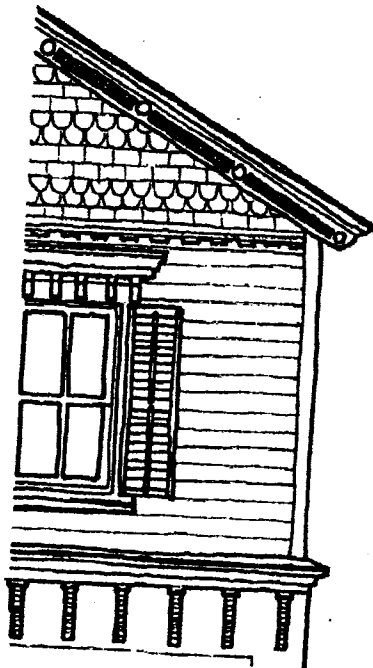
Additions to roofs are generally discouraged, except when proper documentation reveals missing features. When adding new features such as skylights, dormers, satellite dishes, or solar collectors, consider placing them out of view from the public way, and avoid covering, removing, or distracting from the character-defining features or forms. For example, use skylights of the flat variety, placed at the rear of the house if possible. Also, keep in mind that a TV antenna can function just as efficiently when in the attic.





The 'Contemporary' House

Inappropriate Placement of Roof Additions



19th c. Ornamentation

Architectural Ornament

MAINTENANCE

The earliest Colonial houses had little elaborate ornamentation, although simple hand carved cornice moldings were applied. By the end of the 18th century, these moldings had become more prominent and refined. Later, by the end of the Civil War, and with the perfection of the bandsaw and turning techniques, many architectural styles became known for their prolific ornamentation.

Details and trim, such as cornices, rakes, brackets, columns, beaded joints, corner boards, entablatures, and balustrades, give each building its own special character and charm. The type and variety of ornament and decoration often help emphasize and define the building's form, use and style. Original features, whether simple or elaborate, are integral to and consistent with the building as a whole, and should be maintained and retained as such.

REPAIR

Since most details and decorative elements are commonly made from wood, their maintenance and repair is similar to any wood construction. Depending on whether the feature is structural or applied ornamentation, its repair may consist of refastening, reinforcement, piecing-in, patching, or limited replacement. Often, partially rotten wood may be preserved and reconditioned using contemporary materials such as epoxies, polyesters, and other synthetic resins.

REPLACEMENT

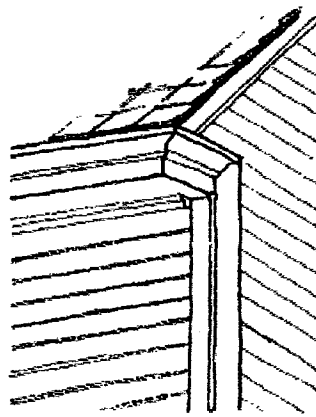
When it is necessary to replace a detail or decorative feature, closely examine the original, its parts, and how they are combined or constructed. If duplication of the original design is not possible, approximation or careful simplification, which conveys similar visual appearance, may be appropriate; any replacement should be compatible in size, scale, rhythm, and material. If the feature is too deteriorated to allow for proper examination, consider looking for similar features of another

building. Avoid removing original details or decorative features without replacing them.

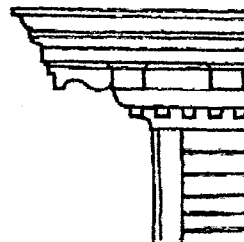
ADDITION

In most cases, it is appropriate, and encouraged, to add missing historic details and decorative features. Any additions should be appropriate to the style and period of the building.

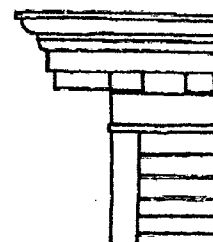
Try to respect original ornamentation patterns using pictorial and historical evidence, and avoid creating a 'false' historical appearance. Additions should be compatible in size, scale, and material to both the building and its historical prototype.



Simple Molded 18th c. Cornice

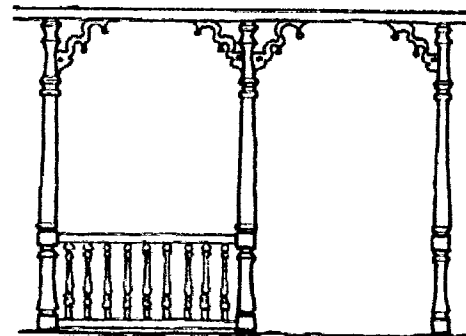


Original cornice with
modillions and dentils

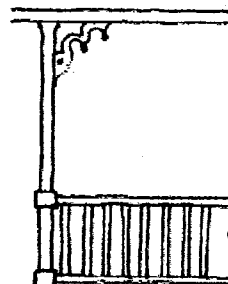


Simplified cornice
compatible in size,
scale, rhythm, and
material

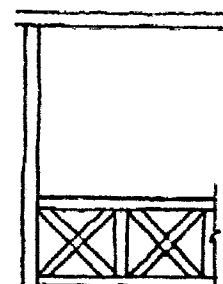
Cornices



Original porch with sawn and turned
details

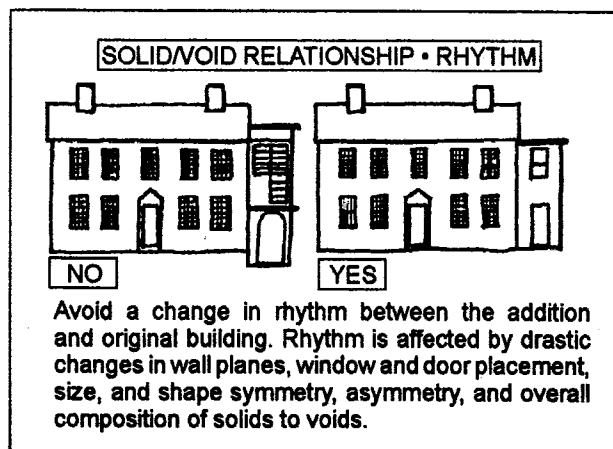
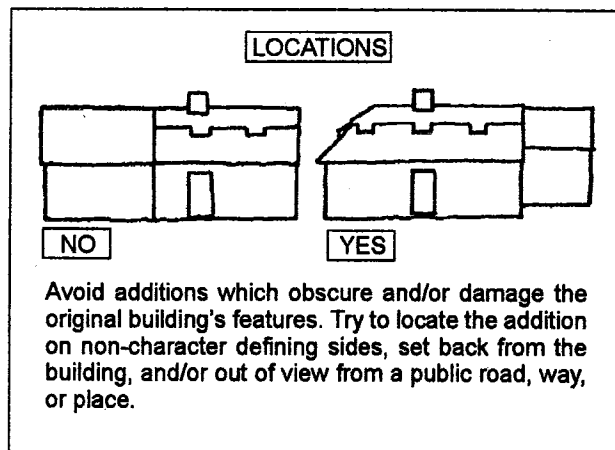
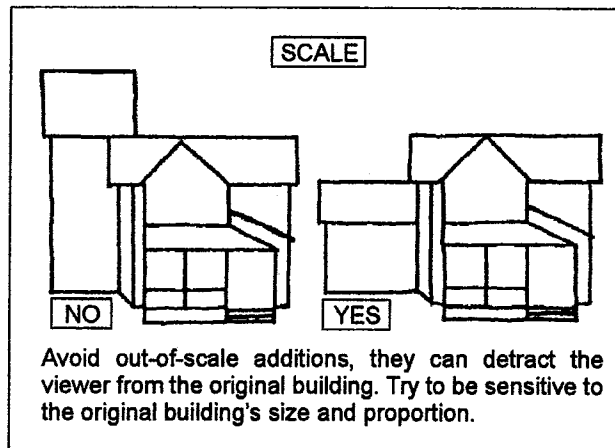
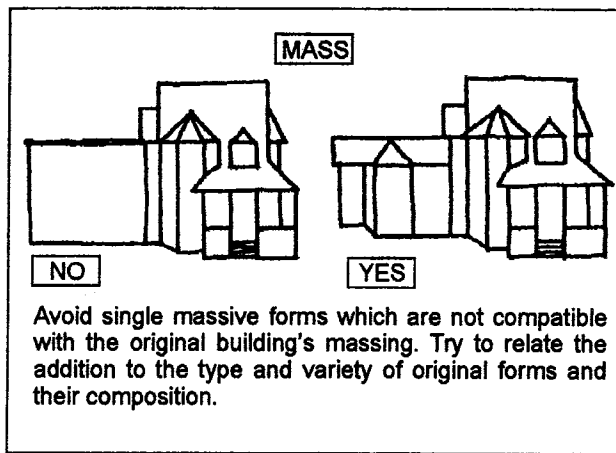


Appropriate Simplification



Inappropriate

Porches



New Additions

An attached exterior addition to an historic building expands its outer limits to create a new profile. Such expansion has the capability to radically change the historic appearance. If a new use cannot be met by altering non-character-defining interior spaces, then an attached exterior addition is usually an acceptable alternative. New additions should be designed and constructed so that the character-defining features of the historic building are not radically changed, obscured, damaged, or destroyed in the process.

Some houses in the historic district have been added to, and many of these additions are sensitive to, and compatible with, the older structure. These may serve as models for future additions. The new addition should attempt to be compatible with the historic building in terms of mass, materials, proportion, location, scale, and relation of solids to voids. This is not to say that additions must imitate an historic style or period. In fact, a contemporary style addition specifically designed and planned for its context can often be more successful and appropriate.

New Construction

The statutory mandate of an historic district does not require reproduction or replication of historic styles, or strict adherence to any architectural style, provided a proposed structure is visually compatible with the area. After all, historic districts and properties are not museums, but places where people live and work. Virtually all districts contain a blend of styles from previous decades and centuries, and this process can and should be tastefully continued to include styles from the 21st century.

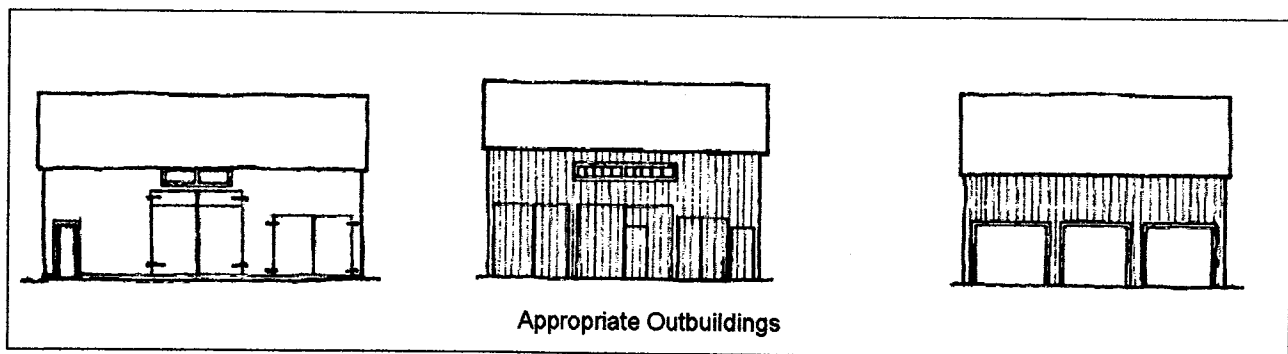
Important considerations for totally new structures will include, among other criteria:

- a. Qualities of the building form, including mass, scale and roofing;
- b. Qualities of the façade, including doors and windows, architectural style, details of embellishment and roof material;
- c. Relationship to immediate neighbors, including architectural compatibility and placement of buildings on the site;
- d. Relationship to the district as a whole, including material texture, projections (porches, ells, etc.) and color other than color of paint; and
- e. Environmental factors, including paving, fences, lighting fixtures, signs and relationship to open space. New construction applications will require a hardline drawing to scale with a list of building materials. A second review of the finished project will be held prior to issuing a certificate of occupancy.

Outbuildings

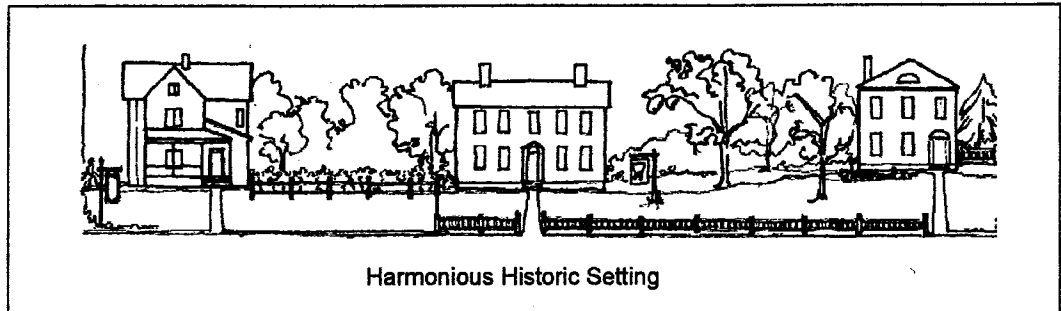
Outbuildings found in the Historic District include garages, tool sheds, greenhouses and barns. Some of these are historically significant in their own right. For example, a number of barns reflect the history of South Windsor as a farming community. Every effort should be made to maintain and repair these historic outbuildings in keeping with previous sections of these guidelines. The complete deterioration, which can result in loss of these structures, causes an even greater loss to the character of the Historic District. Consider rehabilitation or adaptive re-use options before demolishing a deteriorated historic building.

New construction, such as garages and tool sheds, should be compatible with the major building in material, scale, design, and location. If possible, try to locate these structures near the rear of the property and/or screened from public sight.



Site

The relationship between an historic building or buildings and the site helps to define and often enhance the character of an historic property. The site's features, such as outbuildings, fences, signs, exterior lighting fixtures, walkways, driveways, and vegetation can all contribute to, or detract from, the historic, as well as the contemporary, building. Site features are an integral part of the streetscape.

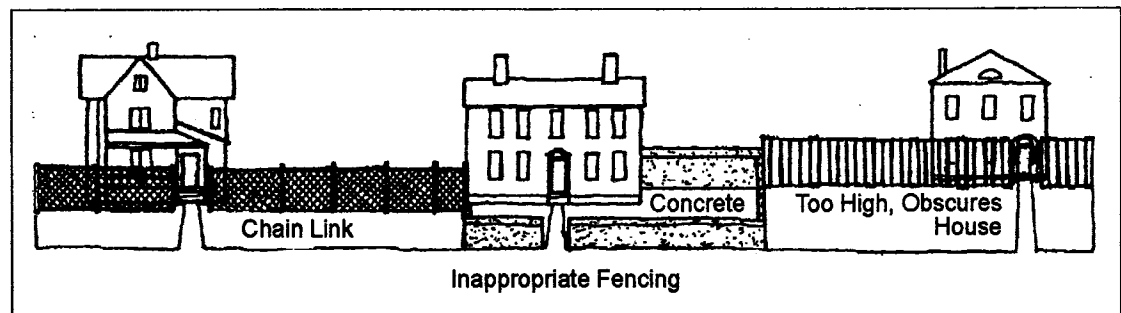


LANDSCAPING

Under Connecticut State Statute, landscaping is not regulated in an historic district. For this reason, portions of a structure, which are screened from the public way by vegetation, will be considered as though vegetation did not exist when an application is being considered.

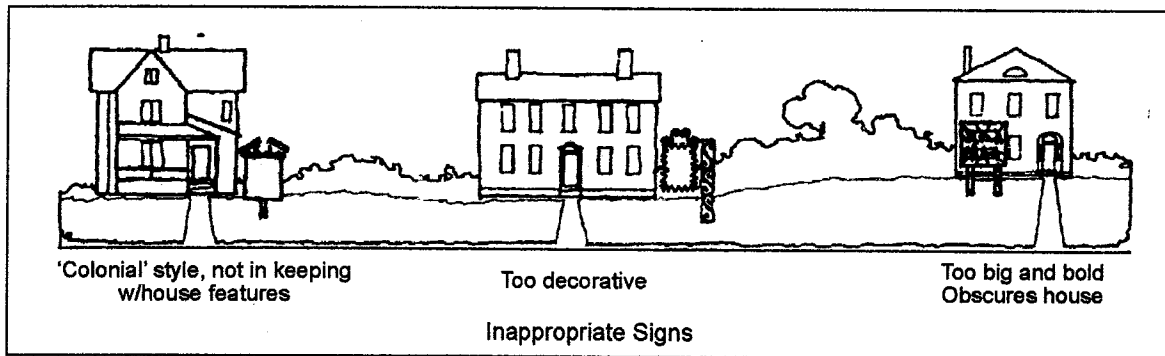
FENCES AND WALLS

New fences and walls should be compatible with the building's style and character. Fences compatible with rural lifestyle, such as livestock fencing, are also considered appropriate. Fences and walls within the district include simple wooden fences, picket fences, stone walls, and stone posts with wooden fence rails. Concrete walls and chain link fences are not recommended.



SIGNS

New signs are subject to zoning regulations and review by the Historic District Commission. As a rule, signs simple in shape and color are most effective, easiest to read and usually appropriate for any building. The sign should relate to and not obscure its surroundings. Furthermore, it should be compatible in design, material and detail to the building and its style. More specific guidelines are provided in the Signage Guidelines, which are included on the next page.



WALKWAYS AND DRIVEWAYS

Large expanses of paved surfaces can visually detract from the historic house. When repaving, consider either material originally used or something compatible in color and texture to the building site. Avoid large areas of blacktop. Alternatives such as crushed stone, rolled into a sticky base, or gravel should be considered.

UTILITY LINES

In new buildings, utility lines from the street to the house should be buried underground. It is a long-term goal of the Commission to bury all utility lines within the District in order to restore the historic character of the District, and to allow mature trees to assume their natural shape.

MAILBOXES

Mailboxes should conform to United States Post Office Standard regulations. They should be mounted on a wood post. Excess ornamentation should be avoided.

SIGNAGE GUIDELINES

The Historic District Commission suggests that the appearance, size, position, method of attachment, texture of materials, and design of signs be in keeping with the collective characteristics of the structures located within the Historic District. A Certificate of Appropriateness will be required for all signs except real estate "For Sale" signs (g) and temporary signs (h). Signs as may be allowed within a Historic District shall be further limited as follows:

- (a) Off-site signs shall not be permitted.
- (b) Business signs shall be regulated on an individual basis.
- (c) Maximum area of any permanent sign shall be two (2) square feet, except for the signs, which identify the District.

- (d) No sign may extend above the top of the nearest façade, eaves, or firewall of a building or structure.
- (e) No sign that flashes, blinks, revolves, or is not in motion by the atmosphere shall be permitted. No visible bulbs, neon tubing, luminous paints, or plastics will be permitted as part of any sign.
- (f) Buildings and signs within the Historic District may be illuminated by remote light sources, provided that these light sources are shielded to protect adjacent properties.
- (g) One real estate sign shall be permitted per property, not to exceed one (1) square foot in size. Real estate signs shall be removed within two (2) days after the closing of the sale of a house or lot.
- (h) Temporary outdoor signs for political, charitable, and civic purposes shall be permitted under the following conditions:
 - (1) No temporary sign shall exceed six (6) square feet.
 - (2) Political signs must be removed the day after Election Day.
 - (3) Tag sale signs will be allowed two days prior to and the day of the sale.
 - (4) All other temporary signs must be removed within 24 hours of completion of purpose.

Additional Guidelines

SIDING

On any requested change, the Commission will apply the standards enumerated in the Connecticut General Statutes, as amended. When considering any request for approval of a change in siding, on an existing wood structure, the Commission will give more favorable consideration to a structure erected after 1940. For a structure erected before 1940, the Commission favors maintaining the original appearance and will consider favorably an application for a change in siding only if extraordinary hardship is shown or if such change will give the structure a more authentic historic appearance.

ROOFING

When new roofing is installed on buildings within the South Windsor Historic District, every effort should be made to have the material and color harmonize with the building and the architectural period it represents. Wood shingles or slate will be recommended for any building erected before 1910. If this causes a hardship to the applicant, other roofing will be acceptable, providing it resembles wooden or slate shingles and is appropriate for the architectural style of the house.

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Burgdorf, Doris, *A Country Mile*, The South Windsor Historical Society, 1995.

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Kingsbury, H.L., *Headstone Inscriptions*, Center Cemetery, South Windsor (notebook, Wood Memorial Library).

Robbins, Thomas, *Diary of Thomas Robbins*, D.D., Beacon Press, Boston, 1887.

Stiles, Henry, *The History of Ancient Windsor, Vol. I & II.*, Case, Lockwood, and Brainard, Hartford, 1892, reprinted by New Hampshire Publishing Co., Somersworth, N. H., 1976.

Stiles, Jane Holman, *History of Changes on Main Street, South Windsor*, transcribed and indexed by Barney Daley (notebook, Wood Memorial Library).

Stoughton, John A., *A Cornerstone of Colonial Commerce*, Little, Brown and Company, Boston, 1911.

Stoughton, John A., *Windsor Farmes*, Clark & Smith, Hartford, 1883.

Except where noted, all books on South Windsor history can be found at the South Windsor Public Library and at Wood Memorial Library.

Appendix I - Application Form

Town of South Windsor

1540 Sullivan Avenue, South Windsor, CT 06074

Telephone (860) 644-2511

To: Historic District Commission

Date: _____

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Application is hereby made for issuance of a Certificate of Appropriateness under an "Ordinance Establishing an Historic District Within the Town of South Windsor", Ordinance 181, for proposed work as described below and as shown on photographs and plans or drawings (where applicable), accompanying this application.

Name of Applicant _____

Address _____

Phone # _____

Name(s) of Owner(s) _____

Address of Owner(s) _____

Address of Proposed work _____

Agent or Contractor _____

Address _____

Nature and description of proposed work: (Include plan, photo(s) if possible, and elevation drawing where necessary. Use reverse side hereof and/or additional pages if needed. You will be notified of a hearing date.

Proposed date of commencement of work _____

Estimated completion date _____

Signature of Owner _____

Signature of Owner _____

Signature of Applicant _____

FOR COMMISSION USE ONLY

Application No. _____

Date Received _____

Approved _____

Denied _____

Date _____

Appendix II - Ordinance No. 181

ORDINANCE # 181

AMENDS: ORDINANCE #151

AN ORDINANCE ESTABLISHING AN HISTORIC DISTRICT WITHIN THE TOWN OF SOUTH WINDSOR

Sec. 54-31. Established

Pursuant to the enabling authority contained in C.G.S. Ch. 97a, as amended, there is hereby established:

- (a) An historic district within the Town of South Windsor; and
- (b) An historic district commission consisting of five regular members and three alternate members, all of whom shall be appointed by the town council and shall be electors of the Town of South Windsor holding no salaried municipal office. Two or more members or alternates of the historic district commission shall reside in an historic district under the jurisdiction of the commission, if any persons reside in any such district and are willing to serve on such commission. Such alternate members shall, when seated as provided in this section, have all powers and duties of a member of the commission. If a regular member of said commission is absent or has a conflict of interest, the chairman of the commission shall designate an alternate to so act, choosing alternates in rotation so that they shall act as nearly equal a number of times as possible. If an alternate is not available in accordance with such rotation, such facts shall be recorded in the minutes of the meeting. This commission shall be empowered to perform all functions provided to them by C.G.S. Ch. 97a.

Sec. 54-32. Intent

It is the intent of this article to promote the educational, cultural, economic and general welfare of the Town of South Windsor through the preservation and protection of buildings, places and districts of historic interest within the town and to preserve and protect the many architectural phases of a Connecticut River community in continual growth.

Sec. 54-33. Administration

The historic district commission shall administer the provisions of C.G.S. Ch. 97a as implemented by this article within the limits of the appropriation made by the town council, and the budgetary allocation made by the Manager. Clerical, technical and consulting services necessary to the work of the commission may be employed by the commission subject to funds being available therefor by appropriation and/or gift.

Sec. 54-34. Rules

The historic district commission shall adopt rules of procedure not inconsistent with the provisions of C.G.S. Ch. 97a. The commission may adopt regulations not inconsistent with the provisions of C.G.S. Ch. 97a to provide guidance to property owners as to factors to be considered in preparing an application for a certificate of appropriateness. The historic district commission shall keep a permanent record of its resolutions, transactions and determinations and of the vote of each member participating therein.

Sec. 54-35. Land Use

No powers of the South Windsor Zoning Commission and the South Windsor Zoning Board of Appeals having to do with the use of land within the historic district shall be impaired by this article.

Sec. 54-36. Certificate of Appropriateness

- (a) No building or structure shall be erected or altered within an historic district until after an application for a certificate of appropriateness as to exterior architectural features has been submitted to the historic district commission and approved by the commission.
- (b) No building permit for erection of a building or structure or for alteration of an exterior architectural feature within an historic district and no demolition permit for demolition or removal of a building or structure within an historic district shall be issued by the town or any department, agency or official thereof until a certificate of appropriateness has been issued. A certificate of appropriateness shall be required whether or not a building permit is required.
- (c) The historic district commission may request such plans, elevations, specifications, material and other information, including in the case of demolition or removal, a statement of the proposed condition and appearance of property after such demolition or removal, as may be reasonably deemed necessary by the commission to enable it to make a determination on the application. The style, material, size and location of outdoor advertising signs and bill posters within an historic district shall also be under the control of such commission. The provisions of this section shall not be construed to extend to the color of paint used on the exterior of any building or structure.
- (d) No area within an historic district shall be used for industrial, commercial, business, home industry or occupational parking, whether or not such area is zoned for such use, until after an application for a certificate of appropriateness as to parking has been submitted to the commission and approved by said commission. The provisions of this section shall apply to the enlargement or alteration of any such parking area in existence on October 1, 1973.

Sec. 54-37. Procedure

- (a) The historic district commission shall hold a public hearing upon each application for a certificate of appropriateness unless the commission determines that such application involves items not subject to approval by the commission. The commission shall fix a reasonable time and place for such hearing. Notice of the time and place of such hearing shall be given by publication in the form of a legal advertisement appearing in a newspaper having a substantial circulation in the town not more than 15 days nor less than five days before such hearing.
- (b) Unless otherwise provided by ordinance, a majority of the members of the commission shall constitute a quorum and the concurring vote of a majority of the members of the commission shall be necessary to issue a certificate of appropriateness. Within not more than 65 days after the filing of an application as required by section 54-36, the commission shall pass upon such application and shall give written notice of its decision to the applicant. When a certificate of appropriateness is denied, the commission shall place upon its records and in the notice to the applicant the reasons for its determination, which shall include the basis for its conclusion that the proposed activity would not be appropriate. In the notice to the applicant, the commission may make recommendations relative to design, arrangement, texture, material and similar features. The commission may issue a certificate of appropriateness with stipulations. Evidence of approval, as referred to in section 54-36, shall be by certificate of appropriateness issued by the commission. Failure of the commission to act within said 65 days shall constitute approval, and no other evidence of approval shall be needed.

- (c) If the commission determines that the proposed erection, alteration or parking will be appropriate, it shall issue a certificate of appropriateness. In passing on appropriateness as to exterior architectural features, buildings or structures, the commission shall consider, in addition to other pertinent factors, the type and style of exterior windows, doors, light fixtures, signs, aboveground utility structures, mechanical appurtenances and the type and texture of building materials. In passing upon appropriateness as to exterior architectural features, the commission shall also consider, in addition to any other pertinent factors, the historical and architectural value and significance, architectural style, scale, general design, arrangement, texture and material of the architectural features involved and the relationship thereof to the exterior architectural style and pertinent features of other buildings and structures in the immediate neighborhood. No application for a certificate of appropriateness for an exterior architectural feature, such as a solar energy system, designed for the utilization of renewable resources shall be denied unless the commission finds that the feature cannot be installed without substantially impairing the historic character and appearance of the district. A certificate of appropriateness for such a feature may include stipulations requiring design modifications and limitations on the location of the feature which do not significantly impair effectiveness. In passing upon appropriateness as to parking, the commission shall take into consideration the size of such parking area, the visibility of cars parked therein, the closeness of such area to adjacent buildings and other similar factors.
- (d) In its deliberations, the commission shall act only for the purpose of controlling the erection or alteration of buildings, structures or parking which are incongruous with the historic or architectural aspects of the district. The commission shall not consider any interior arrangement or use. However, the commission may recommend adaptive reuse of any buildings or structures within the district compatible with the historic architectural aspects of the district.

Sec. 54-38. Action by Commission to Prevent Illegal Acts; Enforcement; Appeals

- (a) If any provision of C.G.S. Ch. 97a or any action taken or ruling made by the historic district commission pursuant to the provisions of said chapter or of any regulation or ordinance adopted under said chapter has been violated, the commission may, in addition to other remedies, institute an action in the Superior Court for the judicial district wherein such violation exists, in accordance with C.G.S. § 7-147h, which court shall have jurisdiction to restrain such violation and to issue orders directing that the violation be corrected or removed.
- (b) Regulations and orders of the historic district commission shall be enforced by the zoning enforcement officer of the Town of South Windsor and such officer shall have the powers enumerated in C.G.S. § 7-147h. If any provision of these regulations has been violated, the Commission may, in addition to any other remedies which may be permitted by the General Statutes, institute an action in the Superior Court (as provided by the General Statutes), which court shall have jurisdiction to restrain such violation and to issue orders directing that the violation be corrected or removed. Any penalties imposed by the courts will be in accordance with C.G.S. § 7-147h(b).
- (c) Any person or persons severally or jointly aggrieved by any decision of the historic district commission or of any officer thereof may, within 15 days from the date when such decision was rendered, take an appeal to the Superior Court in accordance with the provisions of C.G.S. § 7-147i.

Sec. 54-39. Exempted Acts

- (a) Nothing contained herein shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature in the historic district which does not involve a change in the appearance or design thereof; nor to prevent the erection or alteration of any such feature which the building inspector or a similar agent certifies is required by the public safety because of a condition which is

unsafe or dangerous due to deterioration; nor to prevent the erection or alteration of any such feature under a permit issued by a building inspector or similar agent prior to July 6, 1970, the effective date of establishment of such district.

- (b) If a building in an historic district is to be demolished, no demolition shall occur for 180 days from issuance of a demolition permit if during such time the historic district commission or the Connecticut Historical Commission is attempting to find a purchaser who will retain or remove such building or who will present some other reasonable alternative to demolition. During such 180-day period, the town may abate all real property taxes. At the conclusion of such 180-day period, the demolition permit shall become effective and the demolition may occur. Nothing contained herein shall be construed to mandate that the owner of such property sell such property or building.

Sec. 54-40. Commission Members

Initial appointment of members of the commission and alternate members shall be made in such a manner that the term of at least one member shall expire each year and their successors shall be appointed in like manner for terms of five years. Vacancies shall be filled for the unexpired term and in the same manner as the original appointment. Each year, the commission shall elect from its own members a chairman, vice-chairman and a clerk.

Sec. 54-41. Plan

The commission shall prepare a plan of appropriateness and protection for the historic district, as a standard by which to determine the appropriateness of historic architectural features of any new building or of any modification of existing buildings within the district. The plan shall include a list of construction materials and architectural arrangements considered appropriate for the district, such list to be illustrative but not necessarily comprehensive or extensive, and to serve as a general guide for the information of persons contemplating work involving historic architectural features within the district.

Sec. 54-42. Maps and Boundaries

The boundaries of the historic district are hereby established as shown on a map entitled "Historic District Map of the Town of South Windsor" dated July 6, 1970, and revisions thereof, on file in the town clerk's office, which map, including all explanatory matter therein, is declared to be a part of this article.

Sec. 54-43. Definitions

The words and terms used in this article shall be interpreted and defined in accordance with the definitions thereof in C.G.S. § 7-147a. Where a conflict results, the statute shall control.

Sec. 54-44. Future Ordinances

The commission shall perform all the functions of the historic district study committee relative to establishing new districts, making changes in existing districts and otherwise administering the provisions of C.G.S. Ch. 97a, as the same may be amended from time to time.

This Ordinance was duly adopted at the Regular Meeting of the South Windsor Town Council on March 17, 2008.

Commission Members

Bruce Burnham

Walter Fitzpatrick, Vice Chair/Clerk

Edwina Futtner

Virginia Macro, Chair

Gary Pitcock

Alternates

Peter Jennings

Jean Klein

Paul Oates

Acknowledgements and thanks to: Karen Gano, former Commission Member, for helping update the Regulations and Procedures and bringing them into compliance with the State Statutes; Town Hall Staff: Marisol Jones, Debbie Reid, John Marshasault and Dawn Mulholland, for technical assistance; Jean Klein and Virginia Macro for Brief History of the Historic District; Virginia Macro for cover art; Historic District Guidelines of: East Hartford, Glastonbury, Simsbury and Windsor as reference; and the Historic District Commission, listed above for consultation and advice.

NOTE: The Historic District Commission is a town appointed commission responsible to the South Windsor Town Council. It is a separate organization from the South Windsor Historical Society, a private organization operated for public benefit. Both groups are cooperatively invested in preserving South Windsor's heritage.