



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Land Use/Planning/Public Works Committee

Chairman Gary St. Vil

~ AGENDA ~

Regular Meeting

Monday, April 6, 2026

6:00 PM

Town Hall Annex - Hybrid Format

In -Person: Council Chambers, Town Hall Annex Building

Remote Participation: Information Noted Below:

Join Zoom Meeting from your Computer, Smart Phone or Tablet:

**<https://ledyardct.zoom.us/j/86216374413?pwd=WBd0ajCgoa8Az1yI1lh1bUfiURuh7S.1>
Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 862 1637 4413; Passcode:
162050**

- I CALL TO ORDER
- II. ROLL CALL
- III. RESIDENTS & PROPERTY OWNERS COMMENTS
- IV. PRESENTATIONS / INFORMATIONAL ITEMS

Land Use Director letter dated 3/18/2026 RE: Land Use Commissioners Training

Attachments: [Land Use Member 2026 Training Report to Town Council
-2026-03-18](#)

- V. APPROVAL OF MINUTES

MOTION to approve the and Use/Planning/Public Works Minutes of March 2, 2026.

Attachments: [LUPPW-MIN-2026-03-02](#)

- VI. OLD BUSINESS

- 1. Continued discussion regarding the progress to designate the Spicer Homestead Ruins, within the Clark Farm property, as a Registered Historical Site.

Attachments: [Spicer Homestead Ruins-Chittum Ltr- dated 2026-01-05](#)
[LAMB-SPICER HOMESTEAD RUINS-EMAIL-2025-12-15](#)
[LAMB-SPICER HOMESTEAD RUINS-EMAIL-2025-12-18](#)
[Chapter 97a - Historic Districts and Historic Properties-LAMB-EMAIL-2025-12-18](#)
[SPICER HOMESTEAD RUINS HISTORIC DESIGNATION-LUPPW LTR-2025-08-25](#)
[LAND USE DIRECTOR-EMAIL-2025-08-04-STATUS UPDATE-SPICER HOMESTEAD RUNIS-NOISE ORDINANCE](#)
[Spicer Homestead Ruins Timmeline- Parkson-2024-Parkinson](#)
[Spicer Homestead - 4.4 acres](#)
[Spicer Runis Screenshot \(2\)](#)
[Spicer Runis Screenshot \(1\)](#)
[Spicer Homestead Ruins- Next Steps for Historic Designation-Dombrowski email-2024-06-03.pdf](#)
[Spicer Homestead Report -Hiistoric Research Sarah Holmes 2022.pdf](#)
[Spicerr Ruins- Photos.pdf](#)
[HISOTIRC DISTRICT COMMISSION MINUTES-2023-12-18](#)

2. MOTION to approve the proposed Clark Farm Lease as presented in the draft dated March 3, 2026.

In addition, authorize the Mayor to solicit Requests for Proposals (RFP) to lease the Clark Farm Property located 1025 Colonel Ledyard Highway (Route 117) for Agricultural purposes.

Attachments: [CLARK FARM LEASE-DRAFT- \(Mayor edits 3-3-26\)-LUPPW MTG-2026-04-06](#)
[CLARK FARM LEASE-DRAFT-2026-01-08 \(Mayor edits 3-3-26\)](#)
[CLARK FARM LEASE-DRAFT-2026-02-02](#)
[Clark Farm Property Lessee Reconmendations-Agricultural Commissiosn](#)
[Clark Farm Property-Agricultureal Commission ltr-2025-08-27](#)
[Clark Farm-LEASE-MAJCHER-2021-2026-AUTO RENEWAL](#)

3. Discussion regarding the establishment of a Long-Term Capital Plan for all of the town-owned facilities.
5. Any Old Business proper to come before the Committee.

VII. NEW BUSINESS

1. MOTION to adopt a “Fair Housing Resolution - Town of Ledyard” as contained in the draft dated March 24, 2026.

Attachments: [FAIR HOUSING DRAFT-2026-03-24](#)

2. Any New Business proper to come before the Committee

IV ADJOURNMENT

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0453

Agenda Date: 4/6/2026

Agenda #:

AGENDA ITEM
CORRESPONDENCE

Subject:

Land Use Director letter dated 3/18/2026 RE: Land Use Commissioners Training

Correspondence List:

(type text here)



TOWN OF LEDYARD

Department of Land Use and Planning

Elizabeth J. Burdick, Director

741 Colonel Ledyard Highway, Ledyard, CT 06339

Telephone: (860) 464-3215, Fax: (860) 464-0098

Email: planner@ledyardct.org

March 18, 2026

Gary St. Vil, Chairperson

Ledyard Town Council

741 Colonel Ledyard Highway

Ledyard, CT 06339

RE: Ledyard Planning & Zoning Commission, Zoning Board of Appeals and Inland Wetlands & Watercourses Commission – Training Compliance Report to Town Council

Dear Chairman, St. Vil,

In accordance with CGS §8-4c(c) (*Training for members of planning, zoning or combined planning and zoning commissions and zoning board of appeals. Training guidelines. Statement of Compliance*) (copy attached hereto), members of the Ledyard Planning & Zoning Commission and the Ledyard Zoning Board of Appeals have complied with the requirements for Commissioner training as follows:

Planning & Zoning Commission (PZC):

Note: Required 4 hours of training include 1 hour of affordable & fair housing policies.

<u>Name</u>	<u>Appt. Date</u>	<u>Training Deadlines-Hours</u>
Marcelle Wood	Current Term 10/23/24-10/31/27	01/01/26 -6 hrs.
Nathaniel Woody	Current Term 10/22/25-10/26/27	02/26/26 -6 hrs.
Beth Ribe	Current Term 12/11/26-10/31/26	05/22/27 -6 hrs.
Matthew Miello	Current Term 12/11/24 -10/31/27	11/8/26 -0 hrs. <i>compliant until 11/8/26</i>
James Harwood	Current Term 3/26/25 - 12-31-26	10/23/25 -6 hrs.
Rhonda Spaziani	Current Term 1/8/25 - 10/31/26	01/08/26 -7 hrs.
Greg Lockhart	Current Term 1/14/26 - 12/31/28	08/06/26 -0 hrs. <i>compliant until 8/6/26</i>

Zoning Board of Appeals (ZBA):

Note: Required 4 hours of training include 1 hour of affordable & fair housing policies.

<u>Name</u>	<u>Appt. Date</u>	<u>Training Deadlines-Hours</u>
John Proctor	Current Term 12/07/23-12/06/29	01/01/26-0 hrs <i>scheduled for training</i>
Richard Murphy	Current Term 12/07/23-12/06/29	01/01/26 -6 hrs.
Sharon Pealer	Current Term 11/20/25 - 12/04/28	01/01/26 -6 hrs.
John Rodolico	Current Term 11/20/25-12/04/28	01/01/26-0 hrs <i>scheduled for training</i>
Whit Irwin	Current Term 12/04/25- 12/04/31	12/04/26 -0 hrs.

Inland Wetlands & Watercourses Commission (IWWC):

Although members of the IWWC are not required to completed training in accordance with C.G.S. Sec. 8-4c, effective 10/1/25, IWWC members shall complete the CT DEEP Municipal Inland Wetlands Agency Comprehensive Training Program.

The next compliance report will be forwarded to the Town Council no later than March 1, 2027.

Please contact me with any questions. Thank you.

Sincerely,

Liz Burdick

Director of Land Use & Planning
Town of Ledyard

- C: Mayor Fred Allyn, III
Roxanne Maher, Admin. Asst. to Town Council
Marcelle Wood, PZC Chairman
John Proctor, ZBA Chairman
Justin DeBrodt, IWWC Chairman
Anna Wynn, Land Use Asst.
Hannah Gienau, Zoning & Wetlands Official

Attachment “A”
Commissioner Training Report
Town Council – 03/04/26

C.G.S. Sec. 8-4c. Training for members of planning, zoning or combined planning and zoning commissions and zoning boards of appeals. Training guidelines. Statement of compliance. (a)

On and after January 1, 2023, each member of a municipal planning commission, zoning commission, combined planning and zoning commission and zoning board of appeals shall complete at least four hours of training. Any such member serving on any such commission or board as of January 1, 2023, shall complete such initial training by January 1, 2024, and shall complete any subsequent training every other year thereafter. Any such member not serving on any such commission or board as of January 1, 2023, shall complete such initial training not later than one year after such member's election or appointment to such commission or board and shall complete any subsequent training every other year thereafter. Such training shall include at least one hour concerning affordable and fair housing policies and may also consist of (1) process and procedural matters, including the conduct of effective meetings and public hearings and the Freedom of Information Act, as defined in section [1-200](#), (2) the interpretation of site plans, surveys, maps and architectural conventions, and (3) the impact of zoning on the environment, agriculture and historic resources.

(b) Not later than January 1, 2022, the Secretary of the Office of Policy and Management shall establish guidelines for such training in collaboration with land use training providers, including, but not limited to, the Connecticut Association of Zoning Enforcement Officials, the Connecticut Conference of Municipalities, the Connecticut Chapter of the American Planning Association, the Land Use Academy at the Center for Land Use Education and Research at The University of Connecticut, the Connecticut Bar Association, regional councils of governments and other nonprofit or educational institutions that provide land use training, except that if the secretary fails to establish such guidelines, such land use training providers may create and administer appropriate training for members of commissions and boards described in subsection (a) of this section, which may be used by such members for the purpose of complying with the provisions of said subsection.

(c) Not later than March 1, 2024, and annually thereafter, the planning commission, zoning commission, combined planning and zoning commission and zoning board of appeals, as applicable, in each municipality shall submit a statement to such municipality's legislative body or, in a municipality where the legislative body is a town meeting, its board of selectmen, affirming compliance with the training requirement established pursuant to subsection (a) of this section by each member of such commission or board required to complete such training in the calendar year ending the preceding December thirty-first.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0447

Agenda Date: 4/6/2026

Agenda #:

MINUTES

Minutes:

MOTION to approve the and Use/Planning/Public Works Minutes of March 2, 2026.



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL
HYBRID FORMAT

741 Colonel Ledyard Highway
Ledyard, CT 06339

860 464-3203
Roxanne Maher
Administrative Assistant

Chairman Gary St. Vil

MINUTES
LAND USE/PLANNING/PUBLIC WORKS COMMITTEE –
REGULAR MEETING

Monday, March 2, 2026 6:00 PM Annex Meeting Room, Town Hall Annex

DRAFT

- I. CALL TO ORDER – The meeting was called to order by Councilor Thompson at 6:00 p.m. at the Town Hall Annex Building.

Councilor Thompson welcomed all to the Hybrid Meeting noting for the Town Council Land Use/Planning/Public Works Committee and members of the Public who were participating via video conference that the remote meeting information was available on the Agenda that was posted on the Town’s Website – Granicus-Legistar Meeting Portal.

- II. ROLL CALL –

Table with 6 columns: Attendee Name, Title, Status, Location, Arrived, Departed. Rows include Jessica Buhle, Ty (Earl) Lamb, James Thompson, and Roxanne Maher.

- III. CITIZENS' PETITIONS – None.
IV. PRESENTATIONS/INFORMATIONAL ITEMS – None.
V. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the and Use/Planning/Public Works Minutes of February 2, 2026
Moved by Buhle seconded by Councilor Lamb

VOTE: 3 - 0 Approved and so declared

- IV. OLD BUSINESS

- 1. Progress regarding the enforcement of regulations to address blight issues.

Councilor Thompson noted that Zoning Official Hannha Gienau provided the Blight Report dated March 2, 2026 for tonight’s meeting.

Councilor Lamb stated he reviewed the last Blight Report, and he noted that the Land Use Department has been making progress on the Blighted Properties. He stated as the Legislative Body the Town Council drafted and approved Ordinance #300-012 (rev. 2) An Ordinance Concerning Blight And Public Nuisance for the Town of Ledyard” and the provisions in the Ordinance seemed to be working and running smoothly. He noted the Land Use Department was visiting properties, working with the property owners, and was conducting follow-ups. Therefore, he suggested that the Land Use/Planning/Public Works Committee remove this item from their future Agendas, noting if an issue arose that they could add the

review of the Blight Report back to their Agenda; or they could contact the Land Use Department to discuss the Blight Report.

Councilor Buhle and Councilor Thompson agreed with Councilor Lamb's suggestion.

By consensus the LUPPW Committee agreed to remove the discussion regarding the *Enforcement of regulations to address Blight Issues* from their future Agendas.

RESULT: COMPLETED

Remove from Agenda.

2. Process to designate the Spicer Homestead Ruins, within the Clark Farm property, as a Registered Historical Site.

Councilor Lamb stated Historic District Commission Chairman Karen Parkinson asked that he pass along the following messages:

- (1) The Historic District Commission thanked and appreciated the Land Use/Planning/Public Works Committee's involvement and for listening to the Historic District Commission's discussion; and for forwarding their request to the Town Council for action at the February 11, 2026 meeting.
- (2) Historic District Commission Chairman Parkinson thanked Councilors Garcia- Irizarry and Councilor Parad, who abstained from voting at the Town Council's February 11, 2026; noting after the meeting they took time to talk with her to learn more about the background of the Spicer Homestead Ruins.

Councilor Lamb continued by noting that the Historic District Commission was now working on Step 3Cc) in accordance with Connecticut State Statute Section 7-147 B(c) which was to put the full Report together. He explained because Step D was to submit the Report to the Planning & Zoning Commission and to the State of Connecticut at the same time, that the Historic District Commission thought that it would be advantageous to present their Draft Report to the Land Use/Planning/Public Works Committee; or to the Town Council to obtain feedback before they moved forward to submit their Report to the Planning & Zoning Commission and the State. He noted the Historic District Commission should have their Draft Report ready this Spring, 2026.

RESULT: CONTINUED

Next Meeting: 4/6/2026 6:00 p.m.

3. Continue to review Agricultural Commission's proposed *List of Criteria for the Leasing of Town-Owned Land* such as Clark Farm and former Norwich State Hospital Property to encourage the properties continue to be used for Agricultural purposes.

Councilor Thompson stated after the LUPPW Committee's February 2, 2026 meeting the proposed Clark Farm Lease was forwarded to the Mayor for his review and comments. He noted that the Mayor has not yet provided his comments.

Administrative Assistant Roxanne Maher provided an overview of the process as follows:

- Mayor provides comments regarding the proposed Clark Farm Lease;

- Land Use/Planning/Public Works Committee would review the draft Lease and forward it to the Town Council for their review and approval; and to provide authorization for the Mayor to seek Requests for Proposals (RFP) to Lease the Clark Farm Property.
- The Mayor’s Office would prepare and advertise/solicit Requests for Proposals (RFP) to Lease the Clark Farm Property for agricultural purposes.
- Proposals would be submitted/received; and the Mayor would make a recommendation to award of the Lease.
- The Land Use/Planning/Public Works Committee would review and forward a recommendation to the Town Council to approve the Lease and to set a Public Hearing; in accordance with CGS 07-163e :

Sec. 7-163e. Public hearing on the sale, lease or transfer of real property owned by a municipality:

(a) ***The legislative body of a municipality***, or in any municipality where the legislative body is a town meeting or representative town meeting, the board of selectmen, *shall conduct a public hearing on the sale, lease or transfer of real property owned by the municipality prior to final approval of such sale, lease or transfer.*

- Town Council would conduct a Public Hearing.
- Town Council would vote to authorize the Mayor to sign the Lease between the Town and the Lessee for the Clark Farm Property.

In accordance with the Town Charter:

Chapter III, Section 4;

*“Upon recommendation of the Mayor, the Town Council may authorize the Mayor to **contract for services** and **use of facilities**;....”*

Chapter V; Section 2

*“The Mayor shall be the **contracting** and hiring authority of the Town subject to the provisions of this Charter.....”*

RESULT: CONTINUED

Next Meeting: 4/6/2026 6:00 p.m.

4. Any other Old Business proper to come before the Committee.
- Establishment of a Long-Term Town-Wide Capital Plan for all of the town-owned facilities.

Councilor Lamb noted at the LUPPW Committee’s February 2, 2026 meeting he discussed the need for a Long-Term Town-Wide Capital Plan for all of the town-owned facilities. He stated that they now seemed to be having some conversations regarding a Long-Term Capital Improvement Plan (CIP); noting that the Board of Education presented their Capital Improvement Plan (CIP) at the Town Council’s February 11, 2026 meeting.

Councilor Lamb continued by noting in accordance with Chapter VIII; Section 2 (D) of the Town Charter:

*“As a part of the proposed budget the Mayor shall present a **program**, previously considered and acted upon by the Town Planning Commission in accordance with the General Statutes, concerning municipal improvements, of proposed capital projects for the ensuing fiscal year and for the five fiscal years thereafter, including an estimated cost of such improvements and projects. The Mayor shall recommend those projects to be undertaken during the ensuing fiscal year and the method of financing the same”.*

Councilor Lamb stated that he had concerns regarding the oversight and the ability to make comments regarding the Capital Improvement Plan. He stated when he served on the Board of Education he was the Finance Committee Chairman, noting that they had debates about what the Board of Education’s Capital Improvement Plan (CIP) really meant. He stated the Town Council needed to have a better understanding about how the Board Education makes their final Capital Improvement decisions. He noted as an example in the upcoming Fiscal Year 2026/2027 Budget the Board of Education included \$600,000; and for the following Fiscal Year 2027/2028 they projected \$45 million, noting that this was a ballpark number, stating that the cost could be up to \$100 million.

Councilor Lamb went on to state that his concern was that the Board of Education knew what their immediate needs were, however, he stated there were some other motivations as to why the Board of Education does not put those expenses in a real-time phase manner. Therefore, he stated the Town Council needed to get a better understanding of what the Board of Education’s Capital Improvement Plan was; or they should have the opportunity to provide comments to the Planning & Zoning Commission to have a town-wide conversation about what they were really doing. He questioned whether members of the Town Council could interject themselves into this process; and who would be the proper person to do that, noting that perhaps they should have this conversation with Chairman St. Vil; or with the full Town Council.

Councilor Lamb went on to note that he has had some conversations with Public Works Director/Town Engineer Steve Masalin and with Land Use Director Elizabeth Burdick to obtain the background they had regarding the Capital Improvement needs and process. He stated once he received that information he may be in a better position to understand the past practice. He asked that Councilor Thompson include this item on the LUPPW Committee’s April 6, 2026 Agenda, noting that as he begins to receive more information they could further discuss this matter; noting as the Finance Committee Chairman that Councilor Buhle may have some insight.

Councilor Buhle stated that there were a lot of players involved, noting as an example that Public Works Director/Town Engineer Steve Masalin would have a long list of capital needs; and that Board of Education Director of Facilities and Grounds Wayne Donaldson would also have a long list of capital needs. She stated in the past they had discussions about things that were in-need of repairs/replacement 5 – 6 years ago, but still have not been done, because the funding just was not available; and therefore, those things continue to get pushed down list while new items that needed repair/replacement continue to be added to the list. She stated that it was going to be a lot of work, and that she appreciated Councilor Lamb taking it on because it was necessary for them moving forward. She stated that she

was available to help if Councilor Lamb wanted to discuss this initiative further; or if she could be an asset.

Councilor Thompson stated that he would include the *Establishment of a Long-Term Town-Wide Capital Plan for all of the town-owned facilities* on the LUPPW Committee's April 6, 2026 Agenda; and that he looked forward to Councilor Lamb's next up date.

RESULT: CONTINUED

Next Meeting: 4/6/2026 6:00 p.m.

V. NEW BUSINESS

1. Any other New Business proper to come before the Committee. - None

IX. ADJOURNMENT-

VOTE: Councilor Buhle moved the meeting be adjourned, seconded by Councilor Lamb
3- 0 Approved and so declared, the meeting was adjourned at 6:21 p.m.

Respectfully submitted,

James Thompson
Committee Chairman
Land Use/Planning/Public Works Committee



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-2143

Agenda Date: 4/6/2026

Agenda #: 1.

AGENDA REQUEST
INFORMATIONAL ITEM

Subject:

Continued discussion regarding the progress to designate the Spicer Homestead Ruins, within the Clark Farm property, as a Registered Historical Site.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Ammie M. Chittim Ph.D., R.P.A.
972 Shewville Rd
Ledyard CT 06339
207-380-7898

January 2, 2026

Liz Berdick, Town Planner
Town of Ledyard
741 Colonel Ledyard Highway
Ledyard, CT 06339

cc: Land Use Committee, Chairman

Dear Ms. Berdick,

I am writing in my capacity as The Town of Ledyard Historic Commission's Director of Archaeological Research and Preservation. I am also a Registered Professional Archaeologist (RPA) with more than 20 years of cultural preservation experience. This letter provides a brief statement regarding the historical and archaeological significance of the 4.4-acre parcel located at 1025 Colonel Ledyard Highway, known as the Spicer Homestead. This letter reflects my referral for the Spicer Homestead site to be submitted as part of the Town's review of historic archaeological properties for inclusion in the Connecticut Historic Resources Inventory.

The Spicer Homestead parcel meets the criteria for historical significance under Connecticut's historic preservation framework due to its direct association with early colonial settlement patterns, documented 18th-century land use, and its potential 17th-century occupation. Probate and land records identify a dwelling, orchard, and barn belonging to John Spicer (4th) on this property by 1769, and documentary evidence suggests the site may also represent the first homestead of Peter Spicer, established on land granted to him in 1693. The parcel contains intact archaeological features—including cellar holes, a possible center-chimney fall, a stone well, stone walls, and a stone-walled paddock—along with a glacial erratic known in Spicer family oral tradition as "Spicer's Rock." These elements collectively represent a well-preserved agrarian landscape with high research potential and strong integrity, consistent with the significance standards outlined by the Connecticut State Historic Preservation Office.

The attached maps illustrate the parcel boundaries that best encompass the surviving historic landscape and the original homestead foundation. Protecting this defined area will ensure the preservation of the core archaeological features and their surrounding context, allowing the Town to safeguard the most meaningful and intact portion of the Spicer family's early farmstead.

Sincerely,

Ammie M Chittim, Ph.D., R.P.A.

Director of Research and Preservation
Ledyard Historic Commission

Roxanne Maher

From: Earl Lamb <TyLamb5350@outlook.com>
Sent: Monday, December 15, 2025 7:56 AM
To: Roxanne Maher
Subject: Fwd: wording for motion
Attachments: Chapter 97a - Historic Districts and Historic Properties.html

Motion for the LUPW committee to recommended to the full Town Council, TC Finance committee a comprehensive town wide CIP.

Sent from my iPhone

Begin forwarded message:

From: Earl Lamb <tylamb5350@outlook.com>
Date: December 14, 2025 at 6:14:11 PM EST
To: Ty Lamb <tylamb5350@outlook.com>
Subject: **Fwd: wording for motion**

Sent from my iPhone

Begin forwarded message:

From: karen parkinson <karen@thepaddockinc.com>
Date: December 14, 2025 at 6:11:58 PM EST
To: Earl Lamb <tylamb5350@outlook.com>
Subject: **wording for motion**

The Town Council hereby appoints the Ledyard Historic District Commission to conduct a study of the proposed Spicer Homestead and follow all steps according to State Statute Chapter 7a, Section 7-147q "procedures for establishing historic properties." attached

Roxanne Maher

From: Ty Lamb
Sent: Thursday, December 18, 2025 1:11 PM
To: Roxanne Maher
Subject: Ref information from - Archaeology Circuit Rider Preservation Connecticut

Roxanne,

I would like to include this e-mail as reference material for my proposed agenda point concerning the next TC - LUPW meeting.

If you have any questions or concerns, please contact me.

Yr.,
Ty Lamb

Hello Karen,

You never need to apologize for help! I am happy to supply it how I can and welcome the chance to assist you in the important work of preservation.

In my limited experience, I have always seen the Town appoint a Study Committee to create the Study Report for a new Local Designation, regardless of existing Historic District Commissions. The exact wording of CGS Section 7-147b(a) makes it clear, to my reading, that the Town Council still needs to approve the appointment of the HDC to a historic district study committee for the purpose of making an investigation and submitting a report. 7-147c(b) specifically states "by following the procedure for creation... in section 7-147b." So, I would say explicitly that you NEED approval from the Town Council before you can move forward with a Study Report.

I've CC'd my colleague Stacey Vairo who does Historic District Commission Trainings, and our colleague Mary Dunne from the State Historic Preservation Office who reviews Study Reports and also does Historic District Commission Trainings. If they have anything else to add or correct, please feel free to jump in.

Best,
Stefon

Stefon Danczuk
Archaeology Circuit Rider
Preservation Connecticut
940 Whitney Ave
Hamden, CT 06517
475-355-8287 (cell)

CHAPTER 97a*

HISTORIC DISTRICTS AND HISTORIC PROPERTIES

*Cited. 196 C. 596; 227 C. 71.

Cited. 29 CA 28.

Table of Contents

[Note: Readers should refer to the 2024 Supplement, revised to January 1, 2024, for updated versions of statutes amended, repealed or added during the 2023 legislative sessions.](#)

[Sec. 7-147a. Historic districts authorized. Definitions.](#)

[Sec. 7-147b. Procedure for establishment of historic district.](#)

[Sec. 7-147c. Historic district commission.](#)

[Sec. 7-147d. Certificate of appropriateness: Parking areas.](#)

[Sec. 7-147e. Application for certificate. Hearing. Approval.](#)

[Sec. 7-147f. Considerations in determining appropriateness. Solar energy systems.](#)

[Sec. 7-147g. Variations, permissible when.](#)

[Sec. 7-147h. Action by commission to prevent illegal acts.](#)

[Sec. 7-147i. Appeals.](#)

[Sec. 7-147j. Exempted acts. Delay of demolition.](#)

[Sec. 7-147k. Prior districts unaffected. Validation of prior creations and actions. Nonprofit institutions of higher education excluded.](#)

[Secs. 7-147l and 7-147m. Method of balloting; eligibility to vote; balloting on prior districts.](#)

[Secs. 7-147n and 7-147o. Reserved](#)

[Sec. 7-147p. Historic property ordinances authorized. Definitions.](#)

[Sec. 7-147q. Procedures for establishment of historic properties.](#)

[Sec. 7-147r. Historic properties commission.](#)

[Sec. 7-147s. Certificate of appropriateness.](#)

[Sec. 7-147t. Procedure for application for certificate.](#)

[Sec. 7-147u. Considerations in determining appropriateness.](#)

[Sec. 7-147v. Variations, permissible when.](#)

[Sec. 7-147w. Action by commission to prevent illegal acts.](#)

[Sec. 7-147x. Appeals.](#)

[Sec. 7-147y. Exempted acts. Delay of demolition.](#)

PART I*

HISTORIC DISTRICTS

*Cited. 196 C. 596, 602, 607.

Because part (Sec. 7-147a et seq.) provides comprehensive, detailed legislative scheme for establishment of historic district, including approval of legislative body, and because referendum authorized by town charter is not such a legislative body, provision of town charter is inapplicable to adoption of historic district ordinance in accordance with part and has no place in such scheme. 62 CA 298.

Sec. 7-147a. Historic districts authorized. Definitions. (a) 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.

(b) Any municipality may, by vote of its legislative body and in conformance with the standards and criteria formulated by the Department of Economic and Community Development, establish within its confines an historic district or districts to promote the educational, cultural, economic and general welfare of the public through the preservation and protection of the distinctive characteristics of buildings and places associated with the history of or indicative of a period or style of architecture of the municipality, of the state or of the nation.

(c) The legislative body of any municipality may make appropriations for the purpose of carrying out the provisions of this part.

(1961, P.A. 430, S. 1; February, 1965, P.A. 221, S. 2; P.A. 80-314, S. 1; P.A. 86-105, S. 1; June 30 Sp. Sess. P.A. 03-6, S. 210(e); P.A. 04-20, S. 3; 04-205, S. 5; May Sp. Sess. P.A. 04-2, S. 30; P.A. 11-48, S. 142.)

History: 1965 act added provision requiring district to conform to standards and criteria of historical commission; P.A. 80-314 added Subsec. (a) containing definitions and divided earlier provisions into Subsecs. (b) and (c); P.A. 86-105 added definition of ♦appropriate♦ in Subsec. (a); June 30 Sp. Sess. P.A. 03-6 and P.A. 04-20 replaced the Connecticut Historical Commission with the Connecticut Commission on Arts, Tourism, Culture, History and Film, effective August 20, 2003; P.A. 04-205, effective June 3, 2004, and May Sp. Sess. P.A. 04-2, effective May 12, 2004, both replaced Connecticut Commission on Arts, Tourism, Culture, History and Film with Connecticut Commission on Culture and Tourism; P.A. 11-48 amended Subsec. (b) to replace ♦Connecticut Commission on Culture and Tourism♦ with ♦Department of Economic and Community Development♦, effective July 1, 2011.

Cited. 153 C. 160; 171 C. 199; 189 C. 727; 196 C. 596.

Subsec. (a):

Includes objects embedded in the earth, such as posts, stakes and foundations connected to objects rising above the surface and very heavy objects ♦affixed♦ to the ground by gravity, but not isolated objects that rest lightly on the surface of the ground that can easily be moved. 282 C. 672.

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Sec. 7-147b. Procedure for establishment of historic district. Prior to the establishment of an historic district or districts, the following steps shall be taken:

(a) The legislative body shall appoint or authorize the chief elected official of the municipality to appoint an historic district study committee for the purpose of making an investigation of a proposed historic district or districts. The legislative body of a municipality which proposes to establish more than one district may establish more than one committee if the proposed districts are not contiguous to each other nor to any existing historic district. Each committee established under the provisions of this section shall consist of five regular and three alternate members who shall be electors of the municipality holding no salaried municipal office. Such alternate members shall, when seated as provided in this section, have all powers and duties of a member of the committee. If a regular member of such committee is absent or has a conflict of interest, the chairman of the committee 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 any alternate is not available in accordance with such rotation, such fact shall be recorded in the minutes of the meeting.

(b) The historic district study committee shall investigate and submit a report which shall include the following: (1) An analysis of the historic significance and architectural merit of the buildings, structures, places or surroundings to be included in the proposed historic district or districts and the significance of the district as a whole; (2) a general description of the area to be included within the district or districts, including the total number of buildings in each such district or districts listed according to their known or estimated ages; (3) a map showing the exact boundaries of the area to be included within the district or districts; (4) a proposed ordinance or proposed ordinances designed to create and provide for the operation of an historic district or districts in accordance with the provisions of this part; (5) such other matters as the committee may deem necessary or advisable.

(c) The historic district study committee shall transmit copies of its report to the Department of Economic and Community Development, the planning commission and zoning commission, or the combined planning and zoning commission, of the municipality, if any, and, in the absence of such a planning commission, zoning commission or combined planning and zoning commission, to the chief elected official of the municipality for their comments and recommendations. In addition to such other comments and recommendations as it may make, the Department of Economic and Community Development may recommend either approval, disapproval, modification, alteration or rejection of the proposed ordinance or ordinances and of the boundaries of each proposed district. Each such commission, board or individual shall deliver such comments and recommendations to the committee within sixty-five days of the date of transmission of such report. Failure to deliver such comments and recommendations shall be taken as approval of the report of the committee.

(d) The historic district study committee shall hold a public hearing on the establishment of a proposed historic district or districts not less than sixty-five nor more than one hundred thirty days after the transmission of the report to each party as provided in subsection (c) of this section, except that, if all such parties have delivered their comments and recommendations to the committee, such hearing may be held less than sixty-five days after the transmittal of the report. The comments and recommendations received pursuant to subsection (c) of this section shall be read in full at the public hearing.

(e) Notice of the time and place of such hearing shall be given as follows: (1) Written notice of the time, place and purpose of such hearing, postage prepaid, shall be mailed to the owners of record of all real property to be included in the proposed historic district or districts, as they appear on the last-completed grand list, at the addresses shown thereon, at least fifteen days before the time set for such hearing, together with a copy of the report of the historic district study committee or a fair and accurate synopsis of such report. A complete copy of the report, a copy of all recommendations made under subsection (c) of this section, a map showing the boundaries of the area to be included in the proposed district and a copy of the proposed ordinance shall be available at no charge from the town clerk during business hours or shall be mailed, upon request, to any owner of record of real property in the proposed historic district or districts with the notice of the hearing; and (2) by publication of such notice in the form of a legal advertisement appearing in a newspaper having a substantial circulation in the municipality at least twice, at intervals of not less than two days, the first not more than fifteen days nor less than ten days and the last not less than two days before such hearing.

(f) The historic district study committee shall submit its report with any changes made following the public hearing, along with any comments or recommendations received pursuant to subsection (c) of this section, and such other materials as the committee may deem necessary or advisable to the legislative body and the clerk of the municipality within sixty-five days after the public hearing.

(g) The clerk or his designee shall, not later than sixty-five days from receipt of such report, mail ballots to each owner of record of real property to be included in the proposed district or districts on the question of creation of an historic district or districts, as provided for in sections [7-147a](#) to [7-147k](#), inclusive. Only an

owner who is eighteen years of age or older and who is liable, or whose predecessors in title were liable, to the municipality for taxes on an assessment of not less than one thousand dollars on the last-completed grand list of the municipality on real property within the proposed district, or who would be or would have been so liable if not entitled to an exemption under subdivision (7), (8), (10), (11), (13), (14), (15), (16), (17), (20), (21), (22), (23), (24), (25), (26), (29) or (49) of section 12-81, may vote, provided such owner is the record owner of the property, thirty days before the ballots must be returned. Any tenant in common of any freehold interest in any land shall have a vote equal to the fraction of his ownership in said interest. Joint tenants of any freehold interest in any land shall vote as if each joint tenant owned an equal, fractional share of such land. A corporation shall have its vote cast by the chief executive officer of such corporation or his designee. No owner shall have more than one vote.

(h) The form of the ballot to be mailed to each owner shall be consistent with the model ballot prepared by the Historic Preservation Council of the Department of Economic and Community Development established pursuant to section 10-409. The ballot shall be a secret ballot and shall set the date by which such ballots shall be received by the clerk of the municipality. The ballots shall be mailed by first class mail to each owner eligible to vote in such balloting at least fifteen days in advance of the day on which ballots must be returned. Notice of balloting shall be published in the form of a legal advertisement appearing in a newspaper having a substantial circulation in the municipality at least twice, at intervals of not less than two days, the first not more than fifteen days or less than ten days and the last not less than two days before the day on which the ballots must be returned. Such ballot shall be returned to the municipal clerk, inserted in an inner envelope which shall have endorsed on the face thereof a form containing a statement as follows: ♦I, the undersigned, do hereby state under the penalties of false statement that I am an owner of record of real property to be included in the proposed historic district and that I am, or my predecessors in title were, liable to the municipality for taxes on an assessment of not less than one thousand dollars on the last grand list of the municipality of real property within the district, or who would be or would have been so liable if not entitled to an exemption under subdivision (7), (8), (10), (11), (13), (14), (15), (16), (17), (20), (21), (22), (23), (24), (25), (26), (29) or (49) of section 12-81. ♦ Such statement shall be signed and dated. Any person who intentionally falsely signs such ballot shall be guilty of false statement as provided in section 53a-157b. The inner envelope, in which the ballot has been inserted by the owner, shall be returned to the municipal clerk in an outer envelope endorsed on the outside with the words: ♦Official ballot♦. Such outer envelope shall also contain, in the upper left corner of the face thereof, blank spaces for the name and return address of the sender. In the lower left corner of such outer envelope, enclosed in a printed box, there shall be spaces upon which the municipal clerk, before issuance of the ballot and envelopes, shall inscribe the name, street and number of the elector's voting residence and the date by which the ballot must be returned, and before issuance the municipal clerk shall similarly inscribe such envelope with his name and address for the return thereof. All outer envelopes shall be serially numbered. The ballots shall be returned to the municipal clerk by the close of business on the day specified, and such clerk shall compare each ballot to the list of property owners to whom such ballots were mailed to insure that each such ballot has been properly signed and returned.

(i) If two-thirds of all property owners voting cast votes in the affirmative, the legislative body of the municipality shall by majority vote take one of the following steps: (1) Accept the report of the committee and enact an ordinance or ordinances to create and provide for the operation of an historic district or districts in accordance with the provisions of this part; (2) reject the report of the committee, stating its reasons for such rejection; (3) return the report to the historic district study committee with such amendments and revisions thereto as it may deem advisable, for consideration by the committee. The committee shall submit an amended report to the legislative body within sixty-five days of such return. The committee need not hold a public hearing other than the one provided for in subsection (d) of this section, notwithstanding any changes in its report following such hearing, unless the legislative body has recommended a change in the boundaries of the proposed district or districts. The legislative body of the municipality may authorize another ballot of the owners within a proposed district or districts to be cast, other than the balloting provided for in subsection (g) of this section, notwithstanding any changes in the proposed ordinance following such balloting, if the boundaries of the proposed district in which the owners' property is situated are changed.

(j) Any ordinance, or amendment thereof, enacted pursuant to this part, which creates or alters district boundaries, shall contain a legal description of the area to be included within the historic district. The legislative body, when it passes such an ordinance, or amendment thereof, shall transmit to the municipal clerk a copy of the ordinance or amendment thereof. Such ordinance, or amendment thereof, shall be recorded in the land records of the municipality in which such real property is located and indexed by the municipal clerk in the grantor index under the names of the owners of record of such property.

(1961, P.A. 430, S. 2; 1963, P.A. 600, S. 1; P.A. 75-52; P.A. 77-338, S. 1; P.A. 80-314, S. 2; P.A. 87-167; P.A. 91-135, S. 1; June 30 Sp. Sess. P.A. 03-6, S. 210(e), 235; P.A. 04-20, S. 3; 04-205, S. 5; 04-257, S. 4; May Sp. Sess. P.A. 04-2, S. 30; P.A. 11-48, S. 125, 126.)

History: 1963 act amended Subsec. (c) to extend time for recommendations after receipt of report from 60 to 90 days and to authorize Connecticut historical commission to recommend re boundaries of proposed districts, amended Subsec. (d) to extend time within which hearing is to be held, amended Subsec. (e) to provide for sending a copy or synopsis of the study committee's report, together with a copy of the recommendations under Subsec. (c), a map and a copy of the proposed ordinance to property owners, amended Subsec. (f) to provide for inclusion of list of all buildings in report of committee and amended Subsec. (g) to provide for balloting by property owners; P.A. 75-52 added Subsec. (i) re ordinance contents; P.A. 77-338 deleted requirement in Subsec. (d) that hearing be held not less than 120 days after report; P.A. 80-314 amended Subsec. (a) to allow more than one committee and to include provisions for alternate members, amended Subsec. (b) to include in requirements for report consideration of architectural merit, description of area to be included, map of exact boundaries, proposed ordinance etc., amended Subsec. (c) to include combined planning and zoning commissions and to replace previous provision requiring that recommendations be read at hearing with provision for turning over recommendations to committee, amended Subsec. (d) to require that hearing be held not less than 65 days after report sent to commissions unless conditions specified in exception are met, amended Subsec. (e) to require 15 rather than 20 days' notice and to allow towns to have available on request rather than to automatically send out complete report and other data, amended Subsec. (f) to change deadline from 60 to 65 days and deleted specific accounting of report contents, amended Subsec. (g) to set deadline for mailing ballots and to replace general provisions for voting and action on result with detailed provisions for voting, deleted former Subsec. (h) re proposed amendments to ordinance replacing it with further voting detail, added Subsec. (i) re actions taken following vote and relettered former Subsec. (j) as Subsec. (j) and added requirement that copy of ordinance be sent to municipal clerk; P.A. 87-167 amended Subsec. (i) to reduce the affirmative vote requirement from 75% to two-thirds of all owners voting; P.A. 91-135 amended Subsec. (g) to transfer authority to mail ballots from the legislative body to the town clerk or his designee and amended Subsec. (h) to require that the ballot be consistent with a model ballot prepared by the Connecticut historical commission; June 30 Sp. Sess. P.A. 03-6 and P.A. 04-20 replaced the Connecticut Historical Commission with the Connecticut Commission on Arts, Tourism, Culture, History and Film in Subsec. (c), and June 30 Sp. Sess. P.A. 03-6 also amended Subsec. (h) to substitute Historic Preservation Council of Connecticut Commission on Arts, Tourism, Culture, History and Film for Connecticut Historical Commission, effective August 20, 2003; P.A. 04-205, effective June 3, 2004, and May Sp. Sess. P.A. 04-2, effective May 12, 2004, both replaced Connecticut Commission on Arts, Tourism, Culture, History and Film with Connecticut Commission on Culture and Tourism; P.A. 04-257 made technical changes in Subsec. (h), effective June 14, 2004; P.A. 11-48 amended Subsecs. (c) and (h) by replacing ♦Connecticut Commission on Culture and Tourism♦ with ♦Department of Economic and Community Development♦, effective July 1, 2011.

Cited. 153 C. 160; 171 C. 199; 189 C. 727; 196 C. 596; 227 C. 71.

Cited. 43 CS 297.

Subsec. (g):

Each condominium unit owner entitled to a vote proportionate to his freehold interest in the land. 196 C. 596.

Sec. 7-147c. Historic district commission. (a) Once an historic district has been established, the historic district study committee shall cease to exist and thereafter an historic district commission shall perform all the functions of the committee relative to the new district and to administering the provisions of this part.

(b) The historic district commission may from time to time, by following the procedure for creation of an historic district provided for in section [7-147b](#), suggest that an historic district be enlarged or that additional districts be created. Where additional property is to be included within an existing district, the owners of such additional property shall vote pursuant to subsection (g) of section [7-147b](#).

(c) Notwithstanding the provisions of section [7-147b](#), the legislative body of the municipality may enact amendments to the ordinance or ordinances of an historic district established pursuant to this part if such amendments do not involve changing district boundaries or the creation of new districts. No amendment shall be enacted until the substance of such amendment has first been submitted to the historic district commission having jurisdiction over the district affected for its comments and recommendations and either its comments and recommendations have been received or sixty-five days have elapsed without receipt of such comments and recommendations. The historic district commission may suggest amendments to the legislative body.

(d) The historic district commission established under the provisions of this part shall consist of five regular and three alternate members, who shall be electors of the municipality in which the district is situated holding no salaried municipal office. The ordinance shall provide that one or more of the 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 any alternate is not available in accordance with such rotation, such fact shall be recorded in the minutes of the meeting. The method of appointment shall be fixed by ordinance. The appointments to membership in the commission shall be so arranged 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. The commission shall elect annually a chairman, a vice-chairman and a clerk from its own number. Each member and alternate shall continue in office until his successor is duly appointed. All members and alternates shall serve without compensation. Any member or alternate may be appointed for another term or terms.

(e) The historic district commission shall adopt rules of procedure not inconsistent with the provisions of this part. The commission may adopt regulations not inconsistent with the provisions of this part to provide guidance to property owners as to factors to be considered in preparing an application for a certificate of appropriateness.

(f) The historic district commission shall keep a permanent record of its resolutions, transactions and determinations and of the vote of each member participating therein.

(g) A copy of any ordinance creating an historic district adopted under authority of this part, amendments to any such ordinance, maps of any districts created under this part, annual reports and other publications of the historic district commission and the roster of membership of such commission shall be transmitted to the Department of Economic and Community Development. The historic district commission shall also file with the department at least once every year a brief summary of its actions during that year, including a statement of the number and nature of certificates of appropriateness issued, any changes in the membership of the commission and any other information deemed appropriate by the historic district commission.

(h) The historic district commission may accept grants and gifts, employ clerical and technical assistance or consultants and incur other expenses appropriate to the carrying on of its work, subject to appropriation by the municipality or receipt of such grants or gifts and may expend the same for such purposes.

(i) A municipality which has more than one historic district may establish more than one historic district commission if the districts are not contiguous.

(j) Any historic district commission established under this section may, unless prohibited by charter, ordinance or special act: (1) Make periodic reports to the legislative body; (2) provide information to property owners and others involving the preservation of the district; (3) suggest pertinent legislation; (4) initiate planning and zoning proposals; (5) cooperate with other regulatory agencies and civic organizations and groups interested in historic preservation; (6) comment on all applications for zoning variances and special exceptions where they affect historic districts; (7) render advice on sidewalk construction and repair, tree planting, street improvements and the erection or alteration of public buildings not otherwise under its control where they affect historic districts; (8) furnish information and assistance in connection with any capital improvement program involving historic districts; (9) consult with groups of experts.

(1961, P.A. 430, S. 3; P.A. 77-338, S. 2; P.A. 80-314, S. 3; P.A. 86-105, S. 2; June 30 Sp. Sess. P.A. 03-6, S. 210(e); P.A. 04-20, S. 3; 04-205, S. 5; May Sp. Sess. P.A. 04-2, S. 30; P.A. 11-48, S. 143.)

History: P.A. 77-338 added Subsec. (b) re procedure for inclusion of individual's property in district after its establishment; P.A. 80-314 deleted previous Subsec. (b), inserted new material concerning enlarging districts or creating new ones and ordinance amendments as Subsecs. (b) and (c), placed provisions for commission membership, appointments, etc. in Subsec. (d) rather than Subsec. (a) as previously, amending provisions for alternate members and adding provision concerning vacancies and reappointments, placed provision for adopting rules in Subsec. (e) rather than Subsec. (a) and added provision concerning regulations providing guidance for property owners in preparing applications, added Subsecs. (f) and (g) re permanent records and information required to be sent to the state historical commission, amended provision re acceptance of grants and gifts and employment of personnel, formerly in Subsec. (a), and designated it as Subsec. (h) and added Subsecs. (i) and (j) re multiple commissions and further powers; P.A. 86-105 amended Subsec. (d) to require that one or more residents of historic district be included on commission as members or alternates; June 30 Sp. Sess. P.A. 03-6 and P.A. 04-20 replaced the Connecticut Historical Commission with the Connecticut Commission on Arts, Tourism, Culture, History and Film, effective August 20, 2003; P.A. 04-205, effective June 3, 2004, and May Sp. Sess. P.A. 04-2, effective May 12, 2004, both replaced Connecticut Commission on Arts, Tourism, Culture, History and Film with Connecticut Commission on Culture and Tourism; P.A. 11-48 amended Subsec. (g) to replace ♦Connecticut Commission on Culture and Tourism♦ with ♦Department of Economic and Community Development♦ and ♦department♦, effective July 1, 2011.

Cited. 153 C. 160; 171 C. 199; 189 C. 727; 227 C. 71.

Sec. 7-147d. Certificate of appropriateness: Parking areas. (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 said 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 a municipality 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.

(1961, P.A. 430, S. 4; 1963, P.A. 600, S. 2; P.A. 73-473, S. 1; P.A. 80-314, S. 4.)

History: 1963 act redefined ♦exterior architectural features♦, deleted stone walls, fences, signs, light fixtures, steps and paving from purview of certificate and excluded exterior paint color from provisions of section; P.A. 73-473 added Subsec. (b) re parking areas; P.A. 80-314 deleted ♦restored, moved or demolished♦ and removed definition of ♦exterior architectural features♦ from Subsec. (a), added Subsec. (b) re certificates of appropriateness, added Subsec. (c) including provisions re signs and exterior paint color, previously in Subsec. (a), and stating what information is necessary for commission's decision on application and relettered former Subsec. (b) as Subsec. (d).

Cited. 153 C. 160; 171 C. 199; 189 C. 727; 196 C. 596.

Cited. 29 CA 28.

Subsec. (d):

A reading of the word ♦occupational♦ that restricts it strictly to for-profit commercial or industrial uses would render other words unnecessary surplusage, which would violate basic tenet of statutory construction that legislature does not intend to enact meaningless provisions; Subsec. plainly and unambiguously encompasses parking for private elementary educational facilities because legislature drafted statute with language clearly intended to subject a broad variety of nonresidential parking uses to historic district regulation; legislature's enactment of Sec. 7-147k(b) which exempts from provisions of historic district act ♦any property owned by a nonprofit institution of higher education, for as long as a nonprofit institution of higher education owns such property♦ further supports a construction of Subsec. subjecting nonprofit private elementary school to jurisdiction of commission. 284 C. 838.

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Sec. 7-147e. Application for certificate. Hearing. Approval. (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 municipality not more than fifteen 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 sixty-five days after the filing of an application as required by section [7-147d](#), 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 bases 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 [7-147d](#), shall be by certificate of appropriateness issued by the commission. Failure of the commission to act within said sixty-five days shall constitute approval and no other evidence of approval shall be needed.

(1961, P.A. 430, S. 5, 7; 1969, P.A. 37; P.A. 73-473, S. 2; P.A. 80-314, S. 5; P.A. 86-105, S. 3.)

History: 1969 act changed deadline for commission action in Subsec. (a) from 60 to 120 days; P.A. 73-473 specified parking as well as exterior architectural features as concern of certificate of appropriateness; P.A. 80-314 deleted reference specifying parking or exterior architectural features, changed number of times notice to appear in newspaper from seven to two and add specific time requirements, deleted requirement that commission record applications and activities and deleted former Subsec. (b) and placed in new Subsec. (b) procedure for action on application, changing deadline for action to 65 days, adding provisions re quorum, voting and denial of application or issuance with stipulations; P.A. 86-105 reduced newspaper notice requirements to one publication and provided that the bases for commission's determination shall be included in any notice of denial of certificate of appropriateness.

Cited. 153 C. 160; 171 C. 199; 189 C. 727; 196 C. 596.

Subsec. (a):

Failure to republish notice of continuance of a hearing in newspaper did not violate Subsec. 49 CS 498.

Subsec. (b):

In appeal from a decision by historic district commission, reviewing courts are limited to determining whether reason or reasons stated by commission are supported by substantial evidence in the record. 285 C. 755.

Although commission mailed notice of denial of the application to applicant 68 days after filing of the application, applicant was not entitled to automatic approval of the application on that basis since commission had acted within 65 days after filing of the application and applicant had actual notice of the commission's decision. 108 CA 682.

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Sec. 7-147f. Considerations in determining appropriateness. Solar energy systems. (a) 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, above-ground 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 its 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.

(b) In its deliberations, the historic district 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 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.

(1961, P.A. 430, S. 8; P.A. 73-473, S. 3; P.A. 80-314, S. 6; P.A. 81-326.)

History: P.A. 73-473 added specific provisions concerning certificates of appropriateness for parking; P.A. 80-314 added Subsec. (b) re exclusion of consideration of interior space except to recommend adaptive reuse and expanded considerations for certificate concerning exterior features with specific references to doors, windows, signs, etc.; P.A. 81-326 added provisions concerning issuance of certificate of appropriateness for exterior architectural feature designed for utilization of renewable resources.

Cited. 153 C. 160; 171 C. 199; 189 C. 727; 196 C. 596; 227 C. 71.

Subsec. (a):

Commission may consider historic value and significance of buildings in their existing locations, including outbuildings, as a **pertinent factor** in denying an application for alterations. 285 C. 755.

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Sec. 7-147g. Variations, permissible when. Where, by reason of topographical conditions, district borderline situations or because of other unusual circumstances solely with respect to a certain parcel of land and not affecting generally the district in which it is situated, the strict application of any provision of this part would result in exceptional practical difficulty or undue hardship upon the owner of any specific property, the commission in passing upon applications shall have power to vary or modify strict adherence to said sections or to interpret the meaning of said sections so as to relieve such difficulty or hardship; provided such variance, modification or interpretation shall remain in harmony with the general purpose and intent of said sections so that the general character of the district shall be conserved and substantial justice done. In granting variations, the commission may impose such reasonable and additional stipulations and conditions as will, in its judgment, better fulfill the purposes of said sections. In addition to the filing required by subsection (b) of section 7-147e, the commission shall, for each variation granted, place upon its records and in the notice to the applicant the reasons for its determinations.

(1961, P.A. 430, S. 9; P.A. 80-314, S. 7.)

History: P.A. 80-314 required that record of granted variance and commission's reasons for granting it be kept.

Cited. 153 C. 160; 171 C. 199; 189 C. 727; 196 C. 596.

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Sec. 7-147h. Action by commission to prevent illegal acts. (a) If any provision of this part or any action taken or ruling made by the historic district commission pursuant to the provisions of said sections or of any regulation or ordinance adopted under said sections 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, which court shall have jurisdiction to restrain such violation and to issue orders directing that the violation be corrected or removed. Such order may direct the removal of any building, structure or exterior architectural feature erected in violation of said sections or any bylaw or ordinance adopted under said sections or the substantial restoration of any building, structure, or exterior architectural feature altered or demolished in violation of said sections or any regulation or ordinance adopted under said sections. Regulations and orders of the commission issued pursuant to said sections, or to any regulation or ordinance adopted under said sections, shall be enforced by the zoning enforcement official or building inspector or by such other person as may be designated by ordinance, who may be authorized to inspect and examine any building, structure, place or premises and to require in writing the remedying of any condition found to exist therein or thereon in violation of any provision of the regulations or orders made under the authority of said sections or of any regulation or ordinance adopted under said sections.

(b) The owner or agent of any building, structure or place where a violation of any provision of this part or of any regulation or ordinance adopted under said sections has been committed or exists, or the lessee or tenant of an entire building, entire structure or place where such violation has been committed or exists, or the owner, agent, lessee or tenant of any part of the building, structure or place in which such violation has been committed or exists, or the agent, architect, builder, contractor, or any other person who commits, takes part or assists in any such violation or who maintains any building, structure or place in which any such violation exists, shall be fined not less than ten dollars nor more than one hundred dollars for each day that such violation continues; but, if the offense is willful, the person convicted thereof shall be fined not less than one hundred dollars nor more than two hundred fifty dollars for each day that such violation continues. The superior court for the judicial district wherein such violation continues or exists shall have jurisdiction of all such offenses, subject to appeal as in other cases. Each day that a violation continues to exist shall constitute a separate offense. All costs, fees and expenses in connection with actions under this section may, in the discretion of the court, be assessed as damages against the violator, which, together with reasonable attorney's fees, may be awarded to the historic district commission which brought such action. Any funds collected as fines pursuant to this section shall be used by the commission to restore the affected buildings, structures, or places to their condition prior to the violation wherever possible and any excess shall be paid to the municipality in which the district is situated.

(1961, P.A. 430, S. 10; P.A. 73-473, S. 4; P.A. 74-183, S. 166, 291; P.A. 76-436, S. 145, 681; P.A. 78-280, S. 1, 127; P.A. 80-314, S. 8.)

History: P.A. 73-473 included reference to parking; P.A. 74-183 substituted court of common pleas for circuit court and included reference to ♦county or judicial district♦; P.A. 76-436 substituted superior court for court of common pleas, effective July 1, 1978; P.A. 78-280 deleted reference to ♦county♦; P.A. 80-314 divided section into Subsecs. (a) and (b), replaced former provisions for proceedings to prevent unlawful acts with provisions for proceedings in superior court and added provisions concerning court costs, attorneys' fees and fines.

Cited. 153 C. 160; 171 C. 199; 189 C. 727; 196 C. 596.

Provision authorizing imposition of fines is directory rather than mandatory and the trial court's decision to refrain from imposing fines did not preclude it from awarding attorney's fees to commission; court's order to comply, standing alone, without affirmatively labeling defendant as a violator, is sufficient to implicate the court's authority under section to award attorney's fees to commission for its successful enforcement action; court may award attorney's fees, costs and expenses related to defense of a counterclaim under section. 152 CA 161.

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Sec. 7-147i. Appeals. Any person or persons severally or jointly aggrieved by any decision of the historic district commission or of any officer thereof may, within fifteen days from the date when such decision was rendered, take an appeal to the superior court for the judicial district in which such municipality is located, which appeal shall be made returnable to such court in the same manner as that prescribed for other civil actions brought to such court. Notice of such appeal shall be given by leaving a true and attested copy thereof in the hands of or at the usual place of abode of the chairman or clerk of the commission within twelve days before the return day to which such appeal has been taken. Procedure upon such appeal shall be the same as that defined in section [8-8](#).

(1961, P.A. 430, S. 11; P.A. 76-436, S. 282, 681; P.A. 78-280, S. 1, 127; P.A. 80-314, S. 9.)

History: P.A. 76-436 substituted superior court for court of common pleas and added reference to judicial district, effective July 1, 1978; P.A. 78-280 deleted reference to county; P.A. 80-314 provided that appeal be made returnable to court in same manner as that prescribed for ♦other♦ civil actions.

See Sec. 51-197b re administrative appeals.

Cited. 153 C. 160; 171 C. 199; 189 C. 727. In appeals from administrative zoning decisions, decisions will be invalidated, even if they were reasonably supported by the record, if they were not supported by substantial evidence in the record; in an appeal from decision of a commission, the record is reviewed to determine whether there is factual support for commission's decision; should substantial evidence exist in record to support any basis or stated reason for commission's decision, the court must sustain that decision. 284 C. 838. Although judicial review of land use decisions is deferential, it is not a rubber stamp as a court cannot take view in every case that discretion exercised by local zoning authority must not be disturbed, for if it did the right of appeal would be empty. Id. Although defendant's decision in this case was guided by proper statutory factors under Sec. 7-147f, the application of those factors was not supported by substantial evidence and, therefore, was an abuse of its discretion; because neighborly animosity and outcry are not, without more, factors for defendant's consideration under Sec. 7-147f(a), testimony does not support defendant's conclusion in this case. Id. This section and Sec. 8-8, when read together, do not provide for statutory aggravement in historic district commission appeals. 325 C. 765.

If an appeal has been taken and the trial court remands a case to commission, the scope of the remand order determines the finality of the trial court's judgment for appeal purposes. 108 CA 682.

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Sec. 7-147j. Exempted acts. Delay of demolition. (a) Nothing in this part 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 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 ninety days from issuance of a demolition permit if during such time the historic district commission or the Department of Economic and Community Development 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 ninety-day period the municipality may abate all real property taxes. At the conclusion of such ninety-day period, the demolition permit shall become effective and the demolition may occur. Nothing in this section shall be construed to mandate that the owner of such property sell such property or building.

(1961, P.A. 430, S. 6; 1963, P.A. 600, S. 3; P.A. 80-314, S. 10; June 30 Sp. Sess. P.A. 03-6, S. 210(e); P.A. 04-20, S. 3; 04-205, S. 5; May Sp. Sess. P.A. 04-2, S. 30; P.A. 11-48, S. 144.)

History: 1963 act deleted restriction on maintenance or repairs involving a change of material or outward appearance; P.A. 80-314 deleted references to construction, reconstruction and demolition and inserted references to ♦erection♦ and added Subsec. (b) re demolition procedure; June 30 Sp. Sess. P.A. 03-6 and P.A. 04-20 replaced the Connecticut Historical Commission with the Connecticut Commission on Arts, Tourism, Culture, History and Film, effective August 20, 2003; P.A. 04-205, effective June 3, 2004, and May Sp. Sess. P.A. 04-2, effective May 12, 2004, both replaced Connecticut Commission on Arts, Tourism, Culture, History and Film with Connecticut Commission on Culture and Tourism; P.A. 11-48 amended Subsec. (b) to replace ♦Connecticut Commission on Culture and Tourism♦ with ♦Department of Economic and Community Development♦, effective July 1, 2011.

Cited. 153 C. 160; 171 C. 199; 189 C. 727.

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Sec. 7-147k. Prior districts unaffected. Validation of prior creations and actions. Nonprofit institutions of higher education excluded. (a) The provisions of this part shall in no way impair the validity of any historic district previously established under any special act or the general statutes. Any and all historic districts created under the general statutes, prior to October 1, 1980, otherwise valid except that such districts, district study committees, municipalities or officers or employees thereof, failed to comply with the requirements of any general or special law, and any and all actions of such districts or historic district commission, are validated.

(b) The provisions of this part shall not apply to any property owned by a nonprofit institution of higher education, for as long as a nonprofit institution of higher education owns such property.

(1961, P.A. 430, S. 12; P.A. 80-314, S. 11; P.A. 06-196, S. 39.)

History: P.A. 80-314 expanded validation to cover districts created before October 1, 1980, and added Subsec. (b) excepting property of nonprofit higher education institutions from provisions of Secs. 7-147a to 7-147k; P.A. 06-196 made a technical change in Subsec. (b), effective June 7, 2006.

Cited. 171 C. 199; 189 C. 727.

Subsec. (a):

Validation of the Farmington Historic District by statute rendered moot the basis for complaint. 189 C. 727.

Subsec. (b):

Where express exceptions are made, legal presumption is legislature did not intend to save other cases from operation of statute; the enactment of section indicates that legislature, when it desires to do so, knows how to exempt specific kinds of educational institutions from historic district regulation. 284 C. 838.

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Secs. 7-147l and 7-147m. Method of balloting; eligibility to vote; balloting on prior districts. Sections [7-147l](#) and [7-147m](#) are repealed.

(1963, P.A. 600, S. 4, 5; 1971, P.A. 333; 1972, P.A. 127, S. 8; P.A. 75-158; P.A. 78-285; P.A. 80-314, S. 12.)

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Secs. 7-147n and 7-147o. Reserved for future use.

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PART II*

HISTORIC PROPERTIES

*Cited. 196 C. 596.

Sec. 7-147p. Historic property ordinances authorized. Definitions. (a) As used in this part: ♦Historic property♦ means any individual building, structure, object or site that is significant in the history, architecture, archaeology and culture of the state, its political subdivisions or the nation and the real property used in connection therewith; ♦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.

(b) Any municipality may, by ordinance and in conformance with the standards and criteria formulated by the Department of Economic and Community Development, designate within its confines an historic property or properties to promote the educational, cultural, economic and general welfare of the public through the preservation and protection of the distinctive characteristics of individual buildings and places associated with the history of or indicative of a period or style of architecture of the municipality, of the state or of the nation.

(c) The legislative body of any municipality may make appropriations for the purpose of carrying out the provisions of this part.

(P.A. 84-286, S. 1; June 30 Sp. Sess. P.A. 03-6, S. 210(e); P.A. 04-20, S. 3; 04-205, S. 5; May Sp. Sess. P.A. 04-2, S. 30; P.A. 11-48, S. 145.)

History: June 30 Sp. Sess. P.A. 03-6 and P.A. 04-20 replaced the Connecticut Historical Commission with the Connecticut Commission on Arts, Tourism, Culture, History and Film, effective August 20, 2003; P.A. 04-205, effective June 3, 2004, and May Sp. Sess. P.A. 04-2, effective May 12, 2004, both replaced Connecticut Commission on Arts, Tourism, Culture, History and Film with Connecticut Commission on Culture and Tourism; P.A. 11-48 amended Subsec. (b) to replace ♦Connecticut Commission on Culture and Tourism♦ with ♦Department of Economic and Community Development♦, effective July 1, 2011.

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Sec. 7-147q. Procedures for establishment of historic properties. Prior to the designation of an historic property or properties, the following steps shall be taken:

(a) The legislative body shall appoint or authorize the chief elected official of the municipality to appoint an historic properties study committee for the purpose of making an investigation of one or more proposed historic properties. The legislative body of a municipality which proposes to establish more than one historic property may establish more than one committee. An already existing historic properties commission or an historic district commission established in the municipality pursuant to part I of this chapter may be appointed to make this investigation. Each committee established under the provisions of this section shall consist of five regular and three alternate members who shall be electors of the municipality holding no salaried municipal office. Such alternate members shall, when seated as provided in this section, have all powers and duties of a member of the committee. If a regular member of such committee is absent or has a conflict of interest, the chairman of the committee 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 any alternate is not available in accordance with such rotation, such fact shall be recorded in the minutes of the meeting.

(b) The historic properties study committee shall investigate and submit a report which shall include the following: (1) An analysis of the historic significance and architectural merit of the buildings, structures, objects or sites proposed as historic properties; (2) a map showing the exact boundaries of the area to be designated as the historic property or properties; (3) a proposed ordinance or proposed ordinances designed to designate and provide for the protection of an historic property or properties in accordance with the provisions of this part; and (4) such other matters as the committee may deem necessary or advisable.

(c) The historic properties study committee shall transmit copies of its report to the Department of Economic and Community Development, the planning commission and zoning commission, or the combined planning and zoning commission, of the municipality, if any, and, in the absence of such a planning commission, zoning commission or combined planning and zoning commission, to the chief elected official of the municipality for their comments and recommendations. In addition to such other comments and recommendations as it may make, the Department of Economic and Community Development may recommend either approval, disapproval, modification, alteration or rejection of the proposed ordinance or ordinances and of the boundaries of each proposed historic property. Each such commission, board or individual shall deliver such comments and recommendations to the committee within sixty-five days of the date of transmission of such report. Failure to deliver such comments and recommendations shall be taken as approval of the report of the committee.

(d) The historic properties study committee shall hold a public hearing on the designation of each proposed historic property not less than sixty-five nor more than one hundred thirty days after the transmission of the report to each party as provided in subsection (c) of this section, except that, if all such parties have delivered their comments and recommendations to the committee, such hearing may be held less than sixty-five days after the transmittal of the report. The comments and recommendations received pursuant to subsection (c) of this section shall be read in full at the public hearing.

(e) Notice of the time and place of such hearing shall be given as follows: (1) Written notice of the time, place and purpose of such hearing, postage prepaid, shall be mailed by certified mail to the owner or owners of record of the real property to be included in each proposed historic property, as they appear on the last-completed grand list, at the addresses shown thereon, at least fifteen days before the time set for such hearing, together with a copy of the report of the historic properties study committee or a fair and accurate synopsis of such report. A complete copy of the report, a copy of all recommendations made under subsection (c) of this section, a map showing the boundaries of the real property to be included in each proposed historic property and a copy of the proposed ordinance shall be available at no charge from the town clerk during business hours or shall be mailed, upon request, to any owner of record of real property in the proposed historic property or properties with the notice of the hearing; and (2) by publication of such notice in the form of a legal advertisement appearing in a newspaper having a substantial circulation in the municipality at least twice, at intervals of not less than two days, the first not more than fifteen days nor less than ten days and the last not less than two days before such hearing.

(f) The historic properties study committee shall submit its report with any changes made following the public hearing, along with any comments or recommendations received pursuant to subsection (c) of this section, and such other materials as the committee may deem necessary or advisable to the legislative body of the municipality within sixty-five days after the public hearing.

(g) The owner or owners of record of a proposed historic property may object to the proposed designation by submitting to the historic properties study committee or to the legislative body of the municipality a notarized statement certifying that the person filing such objection is the entire or partial owner of the property and objects to the designation. Unless persons holding fifty per cent or more of the ownership interest in a proposed historic property object to the proposed designation within thirty days following the public hearing held pursuant to subsection (d) of this section, the legislative body of the municipality shall, by majority vote, take one of the following steps: (1) Accept the report of the committee as to the proposed historic property and enact an ordinance to designate the historic property and provide for its regulation in accordance with the provisions of this part; (2) reject the report of the committee, stating its reasons for such rejection; or (3) return the report to the historic properties study committee, with such amendments and revisions as it may deem advisable, for consideration by the committee. The committee shall, within sixty-five days of such return, submit an amended report to the legislative body and mail by certified mail a copy of the amended report to the owner or owners of record of each proposed historic property covered by the report. The committee need not hold a public hearing other than the one provided for in subsection (d) of this section. Unless persons holding fifty per cent or more of the ownership interest in a proposed historic property object to the proposed designation within thirty days of receipt of the amended report by written submission in the manner set forth in this subsection, the legislative body of the municipality may accept or reject the amended report as provided in this subsection.

(h) Any ordinance, or amendment thereof, enacted pursuant to this part, which designates or alters historic property boundaries, shall contain a legal description of the area to be included within each historic property. The legislative body, when it passes such an ordinance, or amendment thereof, shall transmit to the municipal clerk a copy of the ordinance or amendment thereof. Such ordinance, or amendment thereof, shall be recorded in the land records of the municipality in which such real property is located and indexed by the municipal clerk in the grantor index under the names of the owners of record of such property.

(P.A. 84-286, S. 2; June 30 Sp. Sess. P.A. 03-6, S. 210(e); P.A. 04-20, S. 3; 04-205, S. 5; May Sp. Sess. P.A. 04-2, S. 30; P.A. 11-48, S. 146.)

History: June 30 Sp. Sess. P.A. 03-6 and P.A. 04-20 replaced the Connecticut Historical Commission with the Connecticut Commission on Arts, Tourism, Culture, History and Film, effective August 20, 2003; P.A. 04-205, effective June 3, 2004, and May Sp. Sess. P.A. 04-2, effective May 12, 2004, both replaced Connecticut Commission on Arts, Tourism, Culture, History and Film with Connecticut Commission on Culture and Tourism; P.A. 11-48 amended Subdiv. (c) by replacing ♦Connecticut Commission on Culture and Tourism♦ with ♦Department of Economic and Community Development♦, effective July 1, 2011.

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Sec. 7-147r. Historic properties commission. (a) The first ordinance enacted by a municipality to designate any historic properties shall provide for the creation of an historic properties commission and for the termination of the historic properties study committee or committees. The historic properties commission shall administer the provisions of this part relative to all historic properties then or thereafter designated by the municipality and, relative to such historic properties, the commission shall have all of the powers and duties that historic district commissions have over historic districts pursuant to part I of this chapter except as is otherwise provided in this part. A municipality may designate an historic properties commission to administer historic districts in accordance with part I of this chapter in the event that no historic district commission exists when the historic properties commission is created. A municipality may designate an existing historic district commission to administer historic properties in accordance with this part.

(b) The historic properties commission may from time to time, in accordance with section [7-147q](#), initiate the designation of additional historic properties or the enlargement of the boundaries of an existing historic property.

(P.A. 84-286, S. 3.)

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Sec. 7-147s. Certificate of appropriateness. (a) No building or structure located within the boundaries of an historic property shall be erected or altered until after an application for a certificate of appropriateness as to exterior architectural features has been submitted to the historic properties commission and approved by

such commission. No earthworks or site of recognized historic or archaeological importance within the boundaries of an historic property shall be altered until after an application for a certificate of appropriateness has been submitted to the historic properties commission and approved by said commission.

(b) No building permit for erection of a building or structure or for alteration of an exterior architectural feature within the boundaries of an historic property and no demolition permit for demolition or removal of a building or structure within the boundaries of an historic property shall be issued by a municipality 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 properties 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 the boundaries of an historic property 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 the boundaries of an historic property 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.

(P.A. 84-286, S. 4.)

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Sec. 7-147t. Procedure for application for certificate. In reviewing and acting upon applications for certificates of appropriateness, the historic properties commission shall follow the procedures set forth in section [7-147e](#) for use by historic district commissions in reviewing applications for certificates of appropriateness affecting historic districts.

(P.A. 84-286, S. 5.)

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Sec. 7-147u. Considerations in determining appropriateness. Except as otherwise provided in this part, in reviewing and acting upon applications for certificates of appropriateness, the historic properties commission shall apply the same standards and take into account the same considerations as set forth in section [7-147f](#) for use by historic district commissions in reviewing applications for certificates of appropriateness affecting historic districts. In passing upon the appropriateness of alterations to earthworks or sites of historic or archaeological importance, the commission shall consider, in addition to any other pertinent factors, their value and significance, size, design, arrangement, texture and materials. In its deliberations, the historic properties commission shall act only for the purpose of controlling the erection or alteration of buildings, structures, objects, sites or parking that are incongruous with the historic or architectural aspects of the historic property.

(P.A. 84-286, S. 6.)

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Sec. 7-147v. Variations, permissible when. Where, by reason of topographical conditions or location or because of other unusual circumstances, the strict application of any provision of this part would result in exceptional practical difficulty or undue hardship upon the owner of the historic property, the commission in passing upon applications shall have power to vary or modify strict adherence to the provisions of this part, provided such variance or modification shall remain in harmony with the general purpose and intent of this part so that the historic and architectural aspects of the historic property shall be conserved. In granting variances or modifications, the commission may impose such reasonable stipulations and conditions as will, in its judgment, better fulfill the purposes of this part. The commission shall, for each variance or modification granted, place upon its records and in the notice to the applicant the reasons for its determinations.

(P.A. 84-286, S. 7.)

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Sec. 7-147w. Action by commission to prevent illegal acts. If any provision of this part, or any action taken or ruling made by the historic properties commission pursuant to the provisions of this part or any regulation or ordinance adopted pursuant to this part, has been violated, the historic properties commission shall have, in addition to other remedies, those remedies available to historic district commissions as provided in section [7-147h](#).

(P.A. 84-286, S. 8.)

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Sec. 7-147x. Appeals. Any person or persons severally or jointly aggrieved by any decision of the historic properties commission or of any officer thereof may appeal such decision in the same manner and according to the same procedure as set forth in section [7-147i](#) for appeals from the decisions of the historic district commissions.

(P.A. 84-286, S. 9.)

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Sec. 7-147y. Exempted acts. Delay of demolition. (a) Nothing in this part shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature within the boundaries of an historic property 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 designation of such historic property.

(b) If a building within the boundaries of an historic property is to be demolished, no demolition shall occur for ninety days from issuance of a demolition permit if during such time the historic properties commission or the Department of Economic and Community Development 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 ninety-day period the municipality may abate all real property taxes. At the conclusion of such ninety-day period, the demolition permit shall become effective and the demolition may occur. Nothing in this section shall be construed to mandate that the owner of such property is under any obligation to sell such property or building.

(P.A. 84-286, S. 10; June 30 Sp. Sess. P.A. 03-6, S. 210(e); P.A. 04-20, S. 3; 04-205, S. 5; May Sp. Sess. P.A. 04-2, S. 30; P.A. 11-48, S. 147.)

History: June 30 Sp. Sess. P.A. 03-6 and P.A. 04-20 replaced the Connecticut Historical Commission with the Connecticut Commission on Arts, Tourism, Culture, History and Film, effective August 20, 2003; P.A. 04-205, effective June 3, 2004, and May Sp. Sess. P.A. 04-2, effective May 12, 2004, both replaced Connecticut Commission on Arts, Tourism, Culture, History and Film with Connecticut Commission on Culture and Tourism; P.A. 11-48 amended Subsec. (b) by replacing ♦Connecticut Commission on Culture and Tourism♦ with ♦Department of Economic and Community Development♦, effective July 1, 2011.

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TOWN OF LEDYARD CONNECTICUT

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Chairman Gary St. Vil

August 26, 2025

Mr. Early (Ty) Lamb, Chairman
Historic District Commission
95 Lambtown Road
Ledyard, Connecticut 06339

Dear Mr. Lamb:

During the Land Use/Planning/Public Works Committee's October 2, 2023 meeting you and Mrs. Karen Parkinson discussed an idea to preserve an area of the Spicer Homestead Ruins Site because of its proximity to the Tri-Town Trail where it passes through the Clark Farm property, located at 1025 Colonel Ledyard Highway, with the objective to obtain a Historic Designation. The idea presented at that time was to create small parks that were off shoots from the Tri-Town Trail where people could stop to take a rest and read plaques providing historical facts that would be placed along the Trail.

Over the past two-years members of the LUPPW Committee, along with Connecticut Preservation Archaeologist Stefon Danczuk, have participated in site walks of the property that were led by Mrs. Parkinson. The LUPPW Committee and Mr. Danczuk also outlined the process to seek a Historic Designation in accordance with CGS 97; Section 7-147(b) to provide guidance to the Historic District Commission.

In our many discussions with members of the Historic District Commission regarding their interest to preserve an area of the Spicer Homestead Ruins and the process to seek a Historic Designation the LUPPW Committee explained that in accordance with Ordinance #300-019 "*An Ordinance Establishing Historic District Boundaries And Establishing A Historic District Commission for the Town of Ledyard*" which cites CGS Section 7-147c "***The historic district commission may from time to time, by following the procedure for creation of an historic district provided for in section 7-14b, suggest that a historic district be enlarged or that additional districts be created***". Under this provision, the Historic District Commission is authorized to serve as a ***Historic District Study Committee*** and has the ability to take on tasks to investigate the feasibility of preserving historic properties such as the Spicer Homestead Ruins.

At our May 5, 2025 meeting Land Use Director Elizabeth Burdick offered to meet with Mrs. Parkinson and/or other Historic District Commission Members to: (1) Review the steps necessary to seek a Historic Designation; (2) Facilitate a meeting between Mayor Allyn and Mrs. Parkinson and/or other Historic District Commission Members to discuss the A2 Survey that was prepared by Dieter & Gardner Surveyors; and (3) Offered to attend a Historic District Commission meeting to review the step-by-step process required to move the initiative forward. As of our August 4, 2025 LUPPW Committee meeting Ms. Burdick had not been contacted by any members of your Commission.

As not to continue to keep unfinished business items on our agenda indefinitely, the LUPPW Commission is interested in the Historic District Commission's progress on this initiative and requests the following:

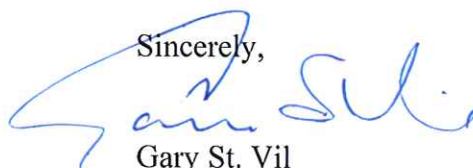
- What Steps the Historic District Commission has completed to date.
- What is your next Step.
- What is your timeline.

Your acknowledgement of the receipt of our request by October 3, 2025 would be appreciated. Should the LUPPW Committee not receive a response, this standing item will be removed from our agenda.

The LUPPW Committee admires and appreciates the Historic District Commission's passion, dedication, and work to preserve for our future generations the legacy of the families such as the Spicers who helped to settle our community, and we would like to see you be successful with this effort.

Should you have any questions regarding this request, please do not hesitate to contact me at (860) 980-0656; or email: gsvil@ledyardct.org.

Sincerely,



Gary St. Vil
Chairman

cc: Karen Parkinson, Historic District Commission Member
Councilor Barnes, Liaison Historic District Commission
Land Use Director Elizabeth Burdick

Attachments (**highlighted with clarifying notes in blue font**)

- (1) Councilor Dombrowski email dated June 3, 2024
- (2) Ordinance #300-019 *"An Ordinance Establishing Historic District Boundaries And Establishing A Historic District Commission for the Town of Ledyard"*
- (3) *Connecticut General State Statues Section 7-147*

From: Kevin J. Dombrowski <KJDom@ledyardct.org>
Sent: Monday, June 3, 2024 8:26 AM
To: Gary St. Vil <GSVil@ledyardct.org>; Roxanne Maher <council@ledyardct.org>
Subject: Spicer Ruins/next steps

Gary, looking at the statutes, I believe these would be the next steps to move forward.

Next Steps:

IAW CGS Chapter 97, Sec. 7-147b

1. The legislative body shall appoint or authorize the chief elected official of the municipality to appoint an historic district study committee for the purpose of making an investigation of a proposed historic district or districts. (Per Ordinance #300-019 citing CGS Section 7-147 C(b) *“The historic district commission may from time to time, by following the procedure for creation of an historic district provided for in section 7-14b, suggest that a historic district be enlarged or that additional districts be created”*).
2. The historic district study committee shall:
 - a. Perform an analysis of the historic significance and architectural merit of the buildings, structures, places or surroundings to be included in the proposed historic district or districts and the significance of the district as a whole.
 - b. Provide a general description of the area to be included within the district or districts, including the total number of buildings in each such district or districts listed according to their known or estimated ages.
 - c. Create a map showing the exact boundaries of the area to be included within the district or districts.
 - d. Develop a proposed ordinance or proposed ordinances designed to create and provide for the operation of an historic district or districts.
 - e. Determine such other matters as the committee may deem necessary or advisable.
3. The historic district study committee shall transmit copies of its report to the Department of Economic and Community Development, the planning commission and zoning commission, or the combined planning and zoning commission, of the municipality, if any, and, in the absence of such a planning commission, zoning commission or combined planning and zoning commission, to the chief elected official of the municipality for their comments and recommendations.
 - a. Each such commission, board or individual shall deliver comments and recommendations to the committee within sixty-five days of the date of transmission of such report.
4. The historic district study committee shall hold a public hearing on the establishment of a proposed historic district or districts not less than sixty-five nor more than one hundred thirty days after the transmission of the report to each party listed above.
 - a. except that, if all such parties have delivered their comments and recommendations to the committee, such hearing may be held less than sixty-five days after the transmittal of the report.

- b. The comments and recommendations received pursuant from the above listed, shall be read in full at the public hearing.
5. The historic district study committee shall submit its report with any changes made following the public hearing, along with any comments or recommendations received, and such other materials as the committee may deem necessary or advisable to the legislative body and the clerk of the municipality within sixty-five days after the public hearing.
 6. The clerk or his designee shall, not later than sixty-five days from receipt of such report, mail ballots to each owner (for the Spicer Homestead Ruins the Town is the Owner) of record of real property to be included in the proposed district or districts on the question of creation of an historic district or districts, as provided for in CGS sections 7-147a to 7-147k, inclusive.
 7. The form of the ballot to be mailed to each owner shall be consistent with the model ballot prepared by the Historic Preservation Council of the Department of Economic and Community Development established pursuant to CGS section 10-409. The ballot shall be a secret ballot and shall set the date by which such ballots shall be received by the clerk of the municipality. The ballots shall be mailed by first class mail to each owner eligible to vote in such balloting at least fifteen days in advance of the day on which ballots must be returned.
 8. If two-thirds of all property owners (for the Spicer Homestead Ruins the Town is the Owner) voting cast votes in the affirmative, the legislative body of the municipality shall by majority vote take one of the following steps:
 - a. Accept the report of the committee and enact an ordinance or ordinances, (Ordinance #300-019 would need to be amended to include the Spicer Homestead Ruins, if established) to create and provide for the operation of an historic district or districts in accordance with the provisions of this part;
 - b. Reject the report of the committee, stating its reasons for such rejection;
 - c. Return the report to the historic district study committee (Historic District Commission) with such amendments and revisions thereto as it may deem advisable, for consideration by the committee. The committee shall submit an amended report to the legislative body within sixty-five days of such return.
 9. Any ordinance, (Ordinance #300-019 will need to be amended to include the Spicer Homestead Ruins, if established) or amendment thereof, enacted pursuant to this part, which creates or alters district boundaries, shall contain a legal description of the area to be included within the historic district. The legislative body, when it passes such an ordinance, or amendment thereof, shall transmit to the municipal clerk a copy of the ordinance or amendment thereof. Such ordinance, or amendment thereof, shall be recorded in the land records of the municipality in which such real property is located and indexed by the municipal clerk in the grantor index under the names of the owners of record of such property.

Thanks
Kevin

AN ORDINANCE ESTABLISHING
HISTORIC DISTRICT BOUNDARIES AND
ESTABLISHING A HISTORIC DISTRICT COMMISSION
FOR THE TOWN OF LEDYARD

Be it Ordained by the Town Council of the Town of Ledyard:

Section 1. Establishment

Pursuant to the following General Statutes of the State of Connecticut there is hereby established Defined Boundaries of the Ledyard Historic Districts and a Historic District Commission for the Town of Ledyard.

A. Defined Boundaries of the Ledyard Historic Districts and Regulating Hours

Pursuant to Section 7-147a, et seq., of the General Statutes of the State of Connecticut, there are established within the Town of Ledyard, historic districts as defined herein.

(1) Districts, Boundaries and Administrative Control of Assigned Properties

The boundaries for the historic districts are as follows:

Nathan Lester House Historic District

Said district consists of 134.76 acres more or less situated on the easterly side of the intersection of Long Cove Road and Vinegar Hill Road in Ledyard. The exact boundaries of this property are described in three deeds recorded in the Ledyard Land Records. The first recorded in Volume 67, page 345, upon which is situated the Nathan Lester House, consisting of approximately 98.85 acres; the second, which includes the Ledyard Oak Tract, consists of 10.8 acres and is described in deed recorded in Volume 55, page 434 - This property is shown on the town assessor's map as 153 Vinegar Hill Road; the third is 800 Long Cove Road, Gales Ferry which consists of 25.11 acres/Open Space described in the deed recorded in Volume 540 page 679.

Up-Down Sawmill Park Historic District

Said district consists of a tract of land comprising approximately 11.6 acres upon which there is a pond of approximately 2.24 acres. The Sawmill stands at the east end of the pond. Further east and close by is the old blacksmith shop. The tract is located 2 miles east of Ledyard Center. It is bounded by Connecticut State Highway 214, the Peckham cemetery and lands formerly of Harry Main, Ira and Ruth Marquardt and Frank and Aurilla Hewes. Descriptions of these boundaries may be found in Ledyard Land Records Volume 63, page 244, deeded from Harry C.W. Main to the Town of Ledyard. This property is shown on the town assessor's map as 172 Iron Street.

(2) Regulating Hours in Historic District

Except as hereinafter provided, those areas owned by the Town of Ledyard and designated as Historic Districts pursuant to the provisions of Sections 7-147a, et seq., of the General Statutes of the State of Connecticut, shall be open to the public only during such hours as may be established by regulations of the Historic District Commission.

Such areas shall be closed to the public during the hours after sunset and before sunrise and entry into, or presence in such areas during the hours after sunset and before sunrise, except with the express consent of the Historic District Commission, is prohibited.

Any person who shall enter into, or remain present in, any area owned by *the* Town of Ledyard and designated as a Historic District during the hours after sunset and before sunrise, without the express consent of the Historic District Commission, shall be fined not more than One-Hundred (\$100.00) dollars.

(3) Administrative Control of Historic District Properties and Assigned Town Properties

Upon the establishment of the *Commission for Ledyard Historic Districts* in accordance herewith, the said Commission shall exercise administrative control of Town owned properties within the Historic Districts within the Town as established at this time, or in the future, or other properties as assigned by the Town Council, including the One Room School House in Ledyard Center.

Included in such administrative duties shall be the planning of historic districts, applications for grants in aid relating thereto, including local, state and federal grants, and the administration of the expenditure of any such grants which may be received.

B Historic District Commission

Pursuant to Section 7-147c, et seq., of the General Statutes of the State of Connecticut there is hereby established a Historic District Commission, **which shall perform all the functions relative to the establishing of new districts** and otherwise administering the provisions of the Sections 7-147a to 7-147K of said statutes and as the same may be amended from time to time

Section 2. Membership

The *Ledyard Historic District Commission* shall consist of five regular members and three alternate members.

All members shall be electors of the town holding no salaried municipal office and who shall be appointed by the Town Council.

All members and alternates shall serve without compensation.

Section 3. Terms of appointment

Members shall be appointed by the Town Council for a term of five (5) years. Members shall commence to serve their terms immediately upon appointment and shall serve until their successor has qualified or they have been reappointed or removed by the Town Council.

Appointment and removal of any member of the Parks and Recreation Commission shall be as provided for in Chapter IV, Section 9, of the Town Charter.

Any vacancy in the Ledyard Historic District Commission, other than by expiration of term, shall be filled for the unexpired portion of the term by the Town Council.

Any member of the Commission who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Commission. The vacancy shall be filled as herein before provided. Additionally, the commission may vote to waive the requirements of this section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action.

It shall be the responsibility of the Chairman of the Ledyard Historic District Commission to notify the Town Council when a member has not properly performed his duties.

Section 4. Implementation

With the adoption of this Ordinance all current members and current alternate members of the Historic District Commission for the Town of Ledyard shall continue to serve in accordance with the term of their appointment.

The Commission shall elect annually a chairman, vice chairman and a clerk from its own number.

The Commission shall adopt Rules of Procedure not inconsistent with the provisions of Sections 147a to 7-147 inclusive, and 19A 308 of the Connecticut General Statutes, and may, subject to budgetary appropriations by the town, employ clerical and technical assistance of consultants and may accept money, gifts and expend the same for such purpose.

Section 5. Purpose

The purpose of the *Ledyard Historic District Commission* is to promote the education, cultural, economic and general welfare of the Town of Ledyard through the preservation and protection of the buildings, historic places, and districts of historic interest within the Town by maintenance of such landmarks in the history of architecture of the Town, of the State, or of the Nation and though the development and appropriate settings for such buildings, historic places and districts.

The Historic District Commission may recommend and oversee improvements for buildings and structures in the Designated Historic District.

No building or structure shall be erected, altered, restored, moved for demolished within a historic district until after an Application for a Certificate of Appropriateness as to the exterior architectural features (as defined in the statues) has been submitted to the Commission and approved by said Commission.

Consideration of such applications, public hearing and approval shall be in accordance with General Statutes.

Section 6. Severability.

If any provision of this Ordinance shall be held invalid by a court having competent jurisdiction, such invalidity shall not affect any of the other provisions of this Ordinance that can be given effect without the invalid provision and for this purpose the provisions of this Ordinance are hereby declared severable.

Section 7. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Amended, Adopted and Renumbered by the Ledyard Town Council on: September 25, 2019

Approve / Disapprove: _____
Linda C. Davis, Chairman

Fred B. Allyn, III, Mayor

Published on: _____
Patricia A. Riley, Town Clerk

Effective Date:

Revisions: Ordinance #18. "*Ordinance Establishing a Historic District for the Town of Ledyard*" adopted December 14, 1970; Amended and Adopted: September 13, 1972; Ordinance #51 "*An Ordinance Amending an Ordinance Establishing a Historic District Commission for the Town of Ledyard*"; Adopted on July 10, 1991; Effective: August 10, 1991; Ordinance #52 "*An Ordinance Defining the Boundaries of Ledyard Historic Districts*"; Adopted July 10, 1991; Effective August 10, 1991; Ordinance #53 "*An Ordinance Amending An Ordinance Regulating the Hours of Historic Districts in the Town of Ledyard*"; Adopted November 10, 1993; Effective: November 8, 1993.

History:

The Twenty-fourth Town Council (2017-2019) Ordinance Update Initiative: Combined Ordinance #18, #52, #53; renumbered Ordinance(s) to Ordinance #300-019.

2019: Section 1 "*Establishment*" paragraph A. (1) Added "*800 Long Cove Road*" assigned at the Town Council Meeting December 14, 2016; Section 1 "*Establishment*" paragraph A (3) added "*One Room School House in Ledyard Center*"; Section 3 "*Terms of Appointment*" clarified language regarding member attendance and removal; Section 5 "*Purpose - Application for a Certificate of Appropriateness*" removed language to submit Application to Zoning Enforcement Official. Section 7 "*Cancellation*" was removed, based on Attorney's recommendation, the "*Revision*" and "*History*" paragraphs indicate that the previous Ordinance(s) has been updated, and was therefore, being replaced/cancelled. Added new Section 7 "*Effective Date*" to be consistent with Town Ordinance format.

CHAPTER 97a*
HISTORIC DISTRICTS AND HISTORIC PROPERTIES
PART I*
HISTORIC DISTRICTS

Sec. 7-147c. Historic district commission. (a) Once an historic district has been established (Ordinance #300-019 Established a Historic District), the historic district study committee shall cease to exist and thereafter *an historic district commission shall perform all the functions of the committee relative to the new district and to administering the provisions of this part.*

(b) **The historic district commission** may from time to time, by following the procedure for creation of an historic district provided for in section [7-147b](#), suggest that an historic district be enlarged or that additional districts be created. Where additional property is to be included within an existing district, the owners of such additional property shall vote pursuant to subsection (g) of section [7-147b](#).

Roxanne Maher

From: Elizabeth Burdick
Sent: Monday, August 4, 2025 4:55 PM
To: Roxanne Maher
Cc: Gary St. Vil; Fred Allyn, III
Subject: RE: LUPPW Cmt Agenda - Monday August 4, 2024 @ 6:00 p.m.

8/4/25 Good afternoon, Roxanne, I'm not feeling great, so I won't be attending this evening's LUPPW Committee meeting.

With respect to the agenda, I would like to provide the following updates:

1. Hannah has provided her blight report for the Committee members to review. She can be reached by phone or email with any questions, as can I.
2. I have been only minimally involved with the Spicer Homestead project, so I have no update as to the status of the proposed preservation project.
3. The Land Use Dept. is still working with Pride's Corner regarding the final permitting of the greenhouses, but we have received no complaints regarding noise and I can say that all the greenhouses as shown on an As-Built plan submitted to this office meet the minimum setbacks required for the zoning district in which they are located and may be approved for zoning compliance.

The Committee is welcome to contact me by phone or email should it have any questions relative to the above. Thank you.

Liz Burdick, Director of Land Use & Planning Town of Ledyard
741 Colonel Ledyard Highway, Ledyard, CT 06339
Telephone: (860) 464-3215
Email: planner@ledyardct.org

-----Original Message-----

From: Roxanne Maher <council@ledyardct.org>
Sent: Thursday, July 31, 2025 4:14 PM
To: April Brunelle <ABru@ledyardct.org>; Carmen Garcia Irizarry <CGIri@ledyardct.org>; Gary St. Vil <GSVil@ledyardct.org>; Jessica Buhle <Jbuh@ledyardct.org>; Kevin J. Dombrowski <KJDom@ledyardct.org>; Roxanne Maher <council@ledyardct.org>; Timothy Ryan <tryan@ledyardct.org>; Tony Saccone <tsac@ledyardct.org>; William Barnes <wbar@ledyardct.org>; Fred Allyn, III <mayor@ledyardct.org>; Hannah Gienau <zoning.official@ledyardct.org>; Elizabeth Burdick <planner@ledyardct.org>
Subject: LUPPW Cmt Agenda - Monday August 4, 2024 @ 6:00 p.m.

LUPPW Cmt Agenda - Monday, August 4, 2025 @ 6:00 p.m.

TIMELINE OF SPICER RUINS “DISCOVERY” AND PURSUIT OF PRESERVATION, 4.4 ACRES WITHIN BOUNDARY OF 1025 COL. LEDYARD HWY, (CLARK FARM) UPPER SECTION, FORESTED.

Tri Town Trail conceptualized by David Holdridge prior to 2008

2008 Tri Town Trail Master Plan developed with SCCOG \$ 5,000 grant from Millstone

2016 first DEEP grant to Town of Ledyard

2019 permission given by Town of Ledyard to begin trail-blazing/trail building for Phase I, on Town owned property 1087 Col Ledyard Hwy (open space) and two easements

2020 permission given to trail blaze across town owned Clark Farm (by Mayor Allyn, adm control) The “Clark Farm” is 101 acres farmed by the Clark family for over 100 years. Became Town-owned property via exchange of property with Mashantucket Tribal Nation (2007)

2020 while blazing trail, “discovery” of remains of well and foundation (oldsters said may be Spicer)

2021 extensive research done by Karen Parkinson on Spicer family. Community Foundation grant written and granted for building bridges and archeology research of land records to verify ruins. Ruins are significantly “undisturbed” and stone walls/foundations undisturbed. Spicer Homestead dates to approximately 1670. Peter and Mary Spicer, first settlers, are the ancestors of many Mystic whaling captains (Spicer Marina), founders of Spicer oil, “Parke” Spicer (Preston’s long -serving selectman) and many Town of Ledyard and Preston early leaders. The Homestead was occupied for five generations and became over 200 acres. John and Cyrus each inherited half the farm in 1769; Cyrus sold east half to Isaac Geer in 1788; John and successors farmed west half for another hundred years. The original dwelling is referenced as “the mansion” in 1769 will of John (4). Its demise is not known and would need to be researched in land records.

2022 Completion of contracted archeology research by Sara Holmes, PhD. Verifying that site is Spicer Homestead settled circa 1670. Study was funded by Community Foundation grant to Tri Town Trail Association. Report shared with Town officials and copies donated to Bill Library and Preston Library. Ledyard Rotary granted TTT \$ 1,000 for signage and fencing of Homestead.

2022 study shared with State of CT Archeology. “site number” obtained.

2023-present. Continued working relationship with Town officials to develop plan for preservation, suggesting the Historic District Commission be assigned administrative control. Two site walks conducted with Land Use Commission (2023, 2024), Historic District Commission agreed to accept administrative control of site

Map of proposed “Spicer Homestead Ruins” constructed with the assistance of Chad Frost. There are no existing buildings. There is evidence of a dug well, twin cellar pits, corner foundations of dwelling, extensive stone wall system, foundation of small barn, and large erratic boulder, known as “Spicer Rock” referenced in Spicer genealogy books. The proposed 4.4 acres is outlined by existing stone walls, the unnamed brook, and the Eversource easement boundary. There is a wooden crossing (no foundations) of the brook built by Tri Town Trail volunteers. The crossing is referenced as “Spicer Bridge” and the unnamed brook is referenced as “Mary Spicer Brook.”

Submitted to Land Use Committee, Sept 9, 2024 by Karen Parkinson, Historic District Comm.

TRI TOWN TRAIL PHASE 2

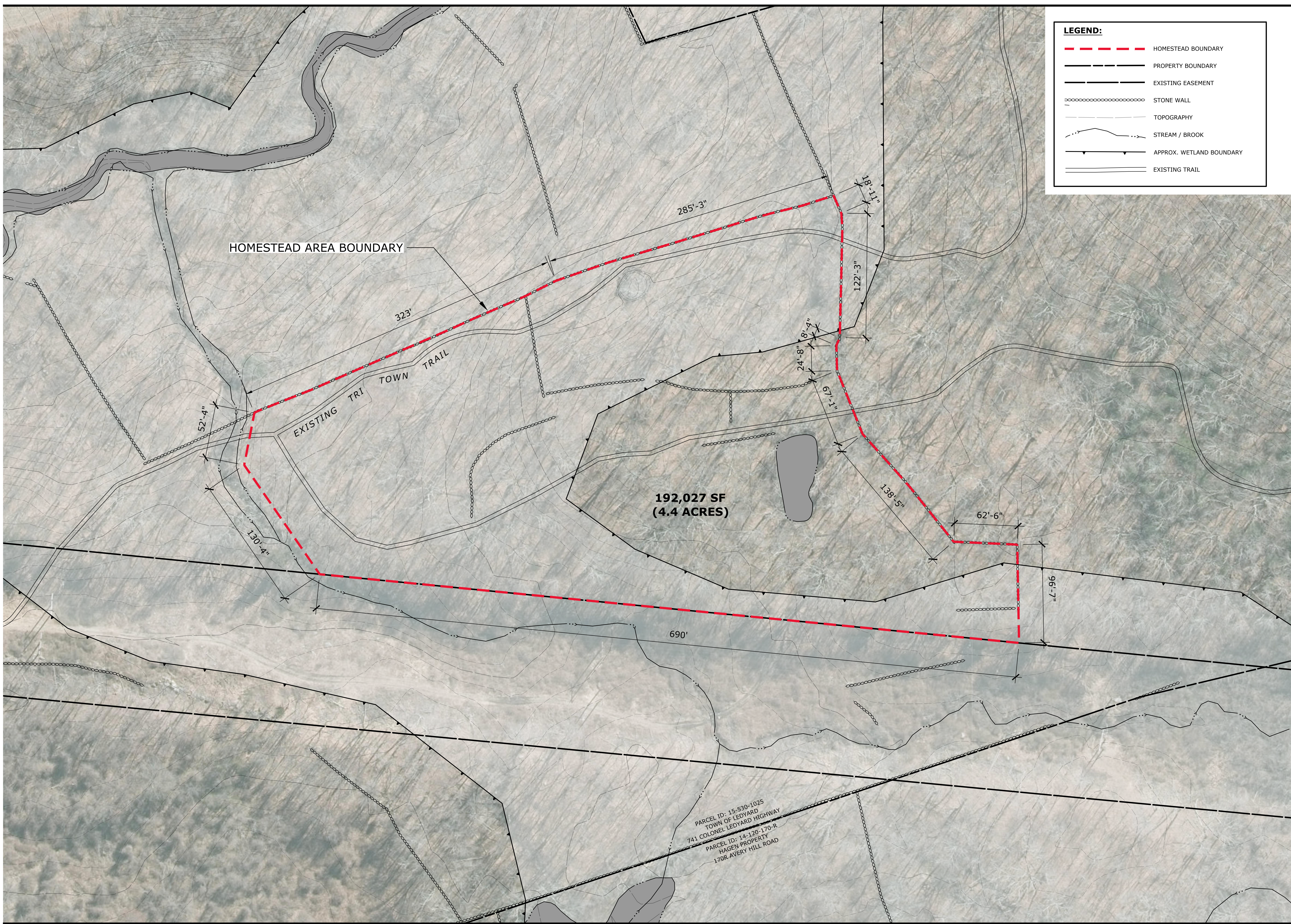
Ledyard, CT

LANDSCAPE
KENT+FROST
ARCHITECTURE

1 HIGH STREET
MYSTIC, CT 06355
860.572.0784
kentfrost.com

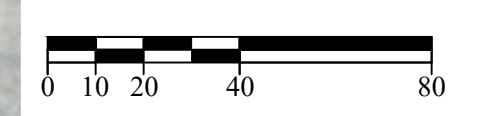
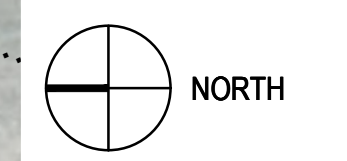
LEGEND:

- HOMESTEAD BOUNDARY
- PROPERTY BOUNDARY
- EXISTING EASEMENT
- STONE WALL
- TOPOGRAPHY
- STREAM / BROOK
- APPROX. WETLAND BOUNDARY
- EXISTING TRAIL



**PRELIMINARY
REVIEW**

Revisions	Date

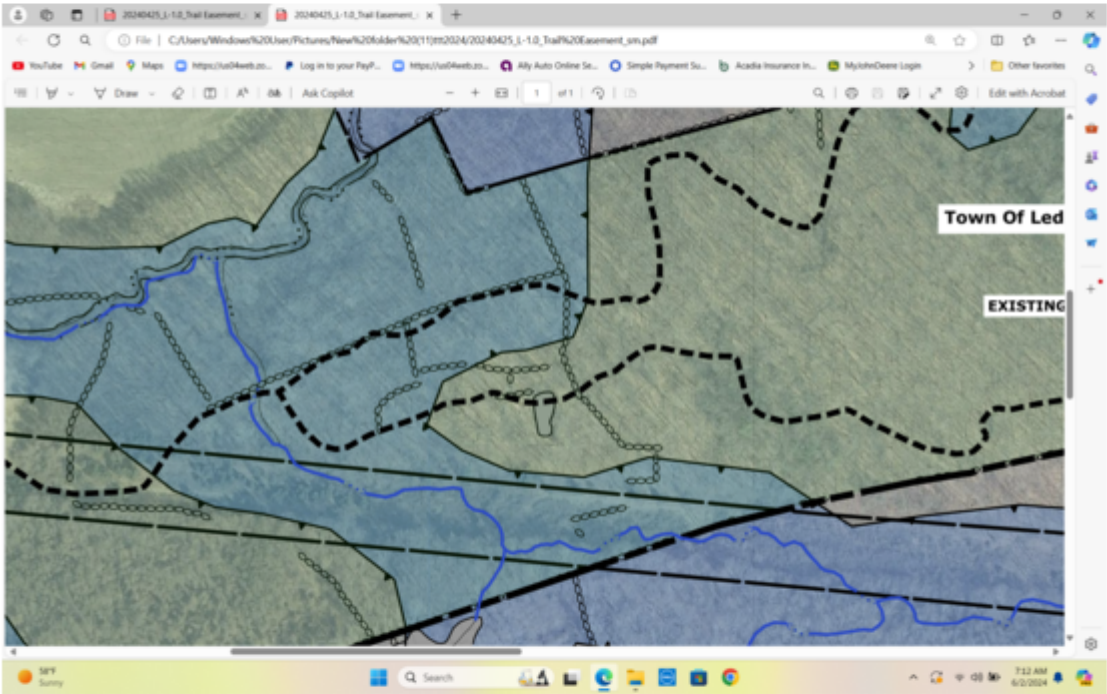


**HISTORIC
HOMESTEAD AREA**

Scale	1" = 40'
Date	June 17, 2024
K-F Project No.	2023001
Drawing No.	

L-1.0

PARCEL ID: 15-530-1025
TOWN OF LEDYARD
741 COLONEL LEDYARD HIGHWAY
PARCEL ID: 14-120-170-R
HAGEN PROPERTY
170R AVERY HILL ROAD



Pequot Trail - Hellgate Hiking | x

trailforks.com/trails/pequot-trail-hellgate/

United States > Connecticut > New London County > Preston

Pequot Trail - Hellgate BlueBlazes / hike trail

Overview Photos (0) Videos (0) Reports (0) Comments (0) Ride Logs Leaderboard Stats 3D Tour [Add Photo](#)

3.6 miles Distance 258 ft Climb -343 ft Descent 281 ft High Point

Status no votes yet completed check-in save

Details

Activities: [Hike](#) [Trail Running](#)

Riding Area: [Eston](#), [Connecticut](#)

Blaze Number: [BlueBlazes](#)

Difficulty Rating: [Blue](#) easy

Hiking SAC Scale: [T1 Hiking](#)

Trail Type: [Singletrack](#)

Direction: [Both Directions](#)

Little-used blue trail. The northern section follows power lines and a helpful neighbor mows a section of the that otherwise would be choked with briars. The high point of the trail is on part of the parcel deeded to the Mohegan Sachem Uncas. The old road that passes through a rocky slot has been known as Hellgate since Colonial times. Please respect areas that are posted by staying on the trail.

Directions to pequot-trail-hellgate trailhead (41.536400, -72.030390)

Pequot Trail -... Trail Reports

[write trail status or condition](#)

no reports have been added for Pequot Trail - Hellgate yet. [add a trail report](#)

77°F Mostly cloudy 11:16 AM 5/28/2024

Roxanne Maher

From: Kevin J. Dombrowski
Sent: Monday, June 03, 2024 8:26 AM
To: Gary St. Vil; Roxanne Maher
Subject: Spicer Ruins/next steps

Gary, looking at the statutes, I believe these would be the next steps to move forward.

Next Steps

IAW CGS Chapter 97, Sec. 7-147b

1. The legislative body shall appoint or authorize the chief elected official of the municipality to appoint an historic district study committee for the purpose of making an investigation of a proposed historic district or districts.
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 - a. Perform an analysis of the historic significance and architectural merit of the buildings, structures, places or surroundings to be included in the proposed historic district or districts and the significance of the district as a whole
 - b. Provide a general description of the area to be included within the district or districts, including the total number of buildings in each such district or districts listed according to their known or estimated ages
 - c. Create a map showing the exact boundaries of the area to be included within the district or districts
 - d. Develop a proposed ordinance or proposed ordinances designed to create and provide for the operation of an historic district or districts
 - e. Determine such other matters as the committee may deem necessary or advisable
3. The historic district study committee shall transmit copies of its report to the Department of Economic and Community Development, the planning commission and zoning commission, or the combined planning and zoning commission, of the municipality, if any, and, in the absence of such a planning commission, zoning commission or combined planning and zoning commission, to the chief elected official of the municipality for their comments and recommendations.
 - a. Each such commission, board or individual shall deliver comments and recommendations to the committee within sixty-five days of the date of transmission of such report.
4. The historic district study committee shall hold a public hearing on the establishment of a proposed historic district or districts not less than sixty-five nor more than one hundred thirty days after the transmission of the report to each party listed above
 - a. except that, if all such parties have delivered their comments and recommendations to the committee, such hearing may be held less than sixty-five days after the transmittal of the report.
 - b. The comments and recommendations received pursuant from the above listed, shall be read in full at the public hearing
5. The historic district study committee shall submit its report with any changes made following the public hearing, along with any comments or recommendations received, and such other materials as the committee may deem necessary or advisable to the legislative body and the clerk of the municipality within sixty-five days after the public hearing.
6. The clerk or his designee shall, not later than sixty-five days from receipt of such report, mail ballots to each owner of record of real property to be included in the proposed district or districts on the question of creation of an historic district or districts, as provided for in CGS sections 7-147a to 7-147k, inclusive.

7. The form of the ballot to be mailed to each owner shall be consistent with the model ballot prepared by the Historic Preservation Council of the Department of Economic and Community Development established pursuant to CGS section 10-409. The ballot shall be a secret ballot and shall set the date by which such ballots shall be received by the clerk of the municipality. The ballots shall be mailed by first class mail to each owner eligible to vote in such balloting at least fifteen days in advance of the day on which ballots must be returned.
8. If two-thirds of all property owners voting cast votes in the affirmative, the legislative body of the municipality shall by majority vote take one of the following steps:
 - a. Accept the report of the committee and enact an ordinance or ordinances to create and provide for the operation of an historic district or districts in accordance with the provisions of this part;
 - b. reject the report of the committee, stating its reasons for such rejection;
 - c. return the report to the historic district study committee with such amendments and revisions thereto as it may deem advisable, for consideration by the committee. The committee shall submit an amended report to the legislative body within sixty-five days of such return.
9. Any ordinance, or amendment thereof, enacted pursuant to this part, which creates or alters district boundaries, shall contain a legal description of the area to be included within the historic district. The legislative body, when it passes such an ordinance, or amendment thereof, shall transmit to the municipal clerk a copy of the ordinance or amendment thereof. Such ordinance, or amendment thereof, shall be recorded in the land records of the municipality in which such real property is located and indexed by the municipal clerk in the grantor index under the names of the owners of record of such property.

Thanks
Kevin

Sarah Holmes, PhD
Archaeology Consultant
860 501-1446 slh@att.net

Tri Town Trail Association
Karen Parkinson, President
860 464-1559
karen@thepaddockinc.com

November 21, 2022

Annotated Report on Land Deed Research for the Spicer Homestead in Ledyard, CT.

The earliest 17th century land deeds granted to Peter Spicer from New London only provide a vague description of the actual metes and bounds and in many instances are incomplete.

Initially, Peter Spicer's lands were bounded with a swamp on the west and south. Other early land records identify a brook on the northern bound. Although it was not definitively proven through title search where Peter Spicer's first dwelling was located, the landscape in the vicinity of the "Spicer Rock" contains extensive field systems enclosed within stonewalls, along with a well and cellar holes that suggest great time depth.

Peter Spicer's descendants, Edward (2) and John (3) Spicer lived in separate residences in 1723

John Spicer's (4) farm included the land recently purchased by John Spicer (4) from Daniel Whipple of approximately 16 acres 11 rods.

The Whipple purchase became the north line of the Spicer farm measuring 115 rods in width (east to west) and provided the location of the northeast corner bound at the brook and highway (located near to the newly installed footbridge on the northwestern side of the large field at 1025 Colonel Ledyard Highway).

John Spicer's (4) last will and testament, dated May 6, 1769, stated he left his two sons, John Spicer (5) and Cyrus Spicer (5), his farm. The estate was equally divided, although John (4) left Cyrus the house.

The division of John Spicer's (4) in 1772 describes a 146 acre farm.

John Spicer (5) also receives one half of the orchard lying east of the dwelling house on the eastern side of the 146 acres.

Survey of division agreement/line:

- to begin the division line at a heap of stones in the north line of said farm 55 (52?)¹ rods westerly from northeast corner
- running south from said heap of stones 11 degrees east 150 rods to a **heap of stones south of the barn**
- south 7 degrees east 95 ½ (15 ½?) rods to an heap of stones
- south 5 degrees west 22 rods to an heap of stones
- south 7 degrees east 14-1/2 rods to heap of stones on **north line of Capt. Robert Geer land**

Survey of John's orchard:

- **one half of orchard lying east of dwelling house**
- beginning at southwest corner of George Geer land
- running south 13 degrees east across said orchard to heap of stones by a wall
- east 22 degrees north 11 ½ rods to George Geer's land
- with said George Geer's land to the first mentioned bound
- containing 1 acre 20 rods

The title search indicated the abutters on the Spicer property remain constant over time in regard to Cyrus Spicer's inheritance from his father John Spicer (4) in 1769. Benjamin Geer and George Geer's property abutted the Spicer land on the east, often with a brook as a boundary.

To review, the clearest survey regarding the location of any appurtenances including the Spicer dwelling is from the last will and testament of John Spicer's (4) in 1769 and the division of his estate totaling 146 acres inherited by his sons Cyrus and John Spicer in 1772.

Suggestions:

If the Town is interested, a request for an archaeological site number and an archaeological site form could be filed with the Office of State Archaeology. The site form would describe, at a minimum, the immediate area to the south of the bridge near "Spicer Rock", the possible cellar holes and the stone-well. The archaeological site description could also include the field system in this area.

¹ The ink is faded on this page and difficult to decipher, the dimension could be 52 rods, although 55 rods is the more likely candidate

Maps related to Spicer landholdings.

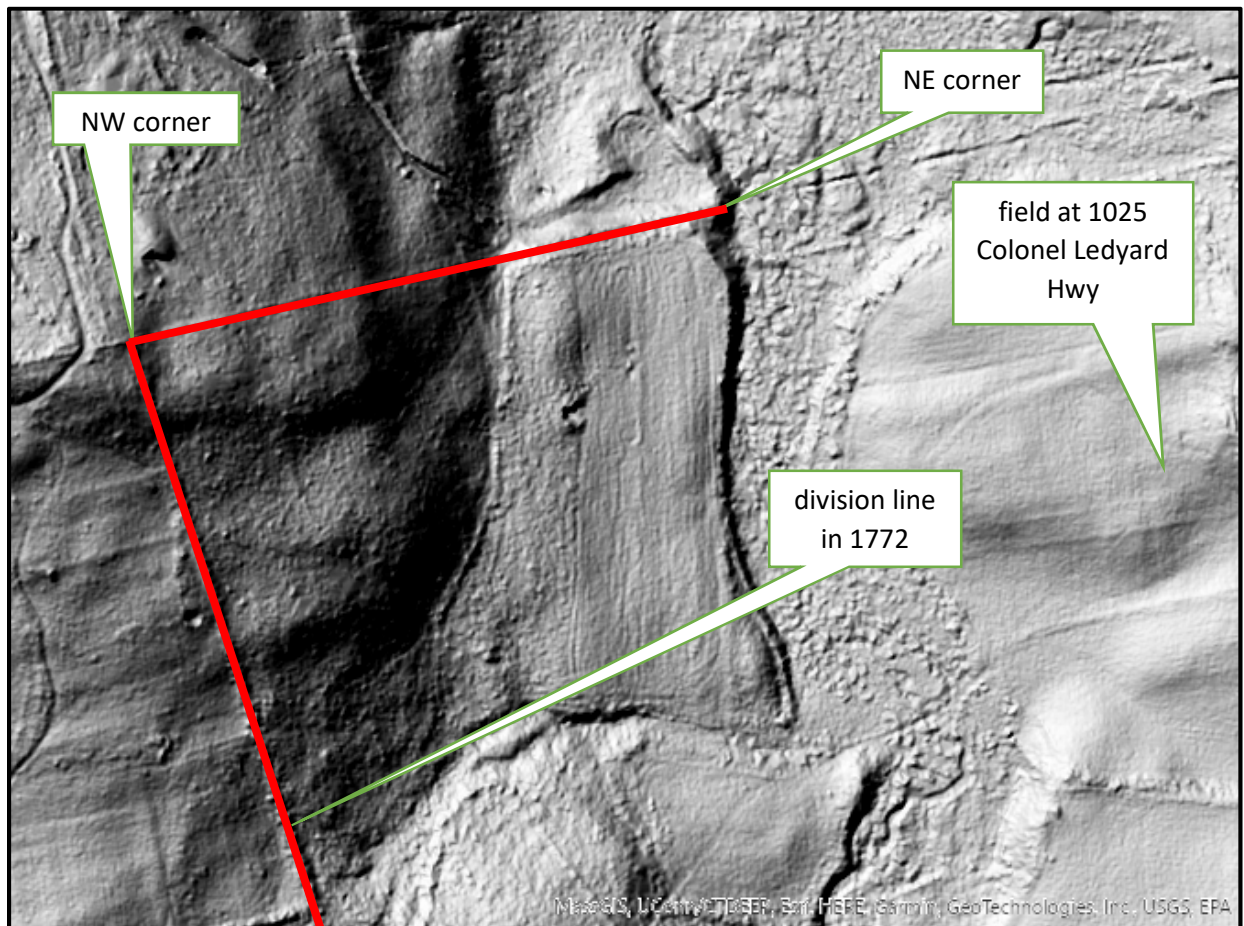


Fig 1. LIDAR of northern bound established for Cyrus Spicer's division of his father Hon. M. John Spicer's estate in 1772 measuring 55 rods in length beginning at the northeast corner at the brook just above or at the newly installed TTT bridge. Also note two anomalies or depressions visible in the middle of the field. (<https://cteco.maps.arcgis.com/>)

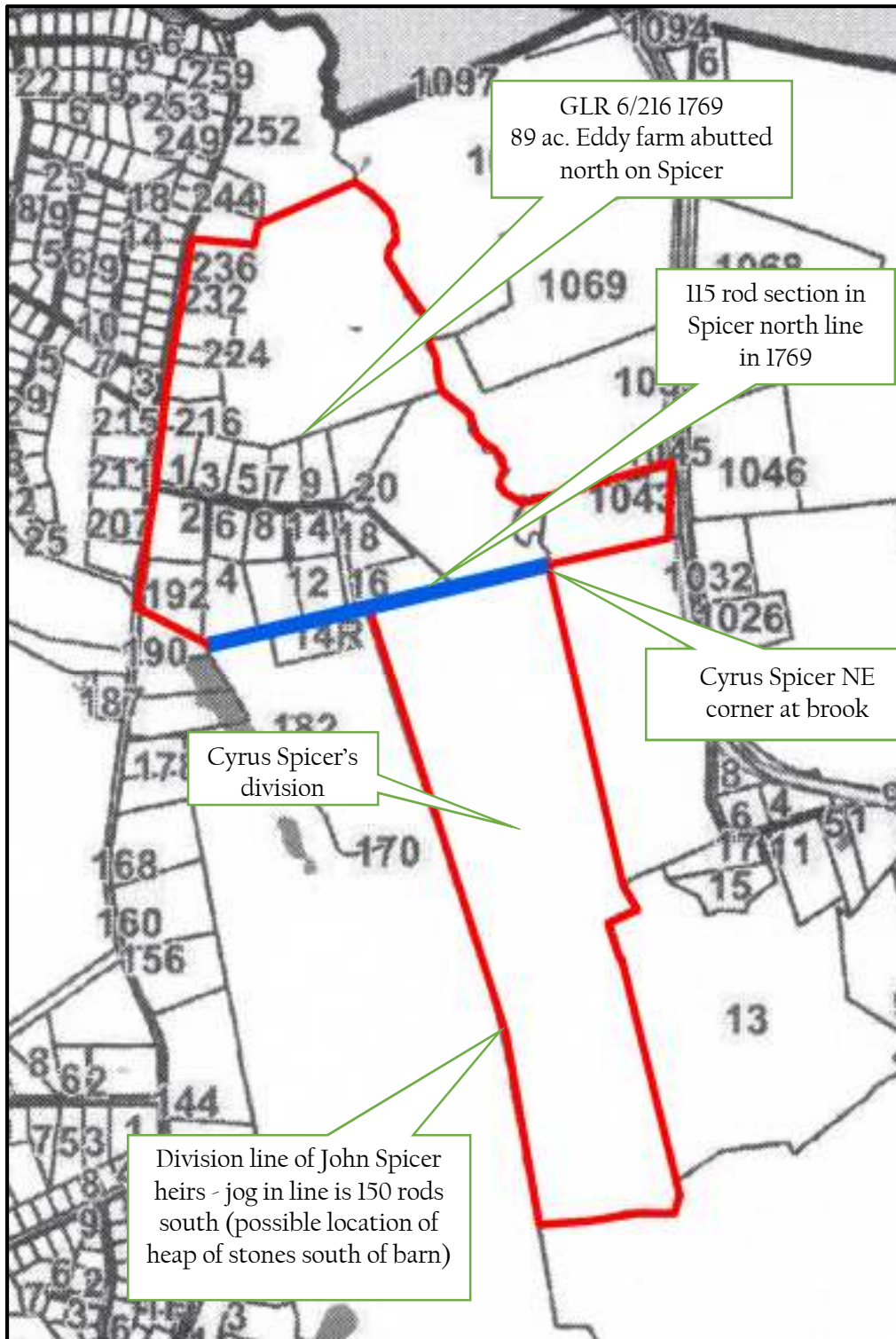


Fig. 2 Mark-up of Ledyard GIS property map. (<https://www.mapsonline.net/ledyardct/>)

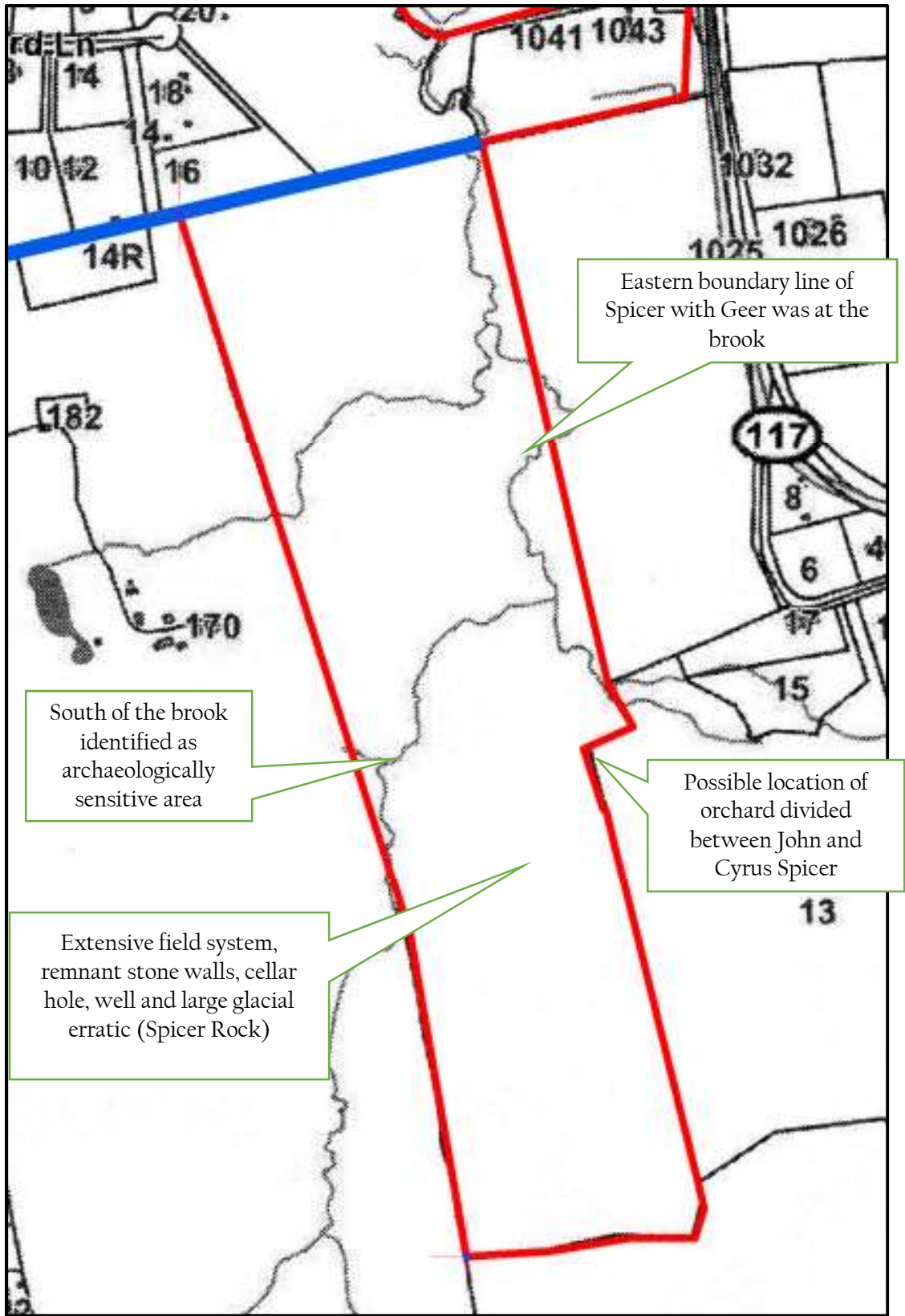


Fig. 3 Mark-up of Ledyard GIS map (<https://www.mapsonline.net/ledyardct/>)

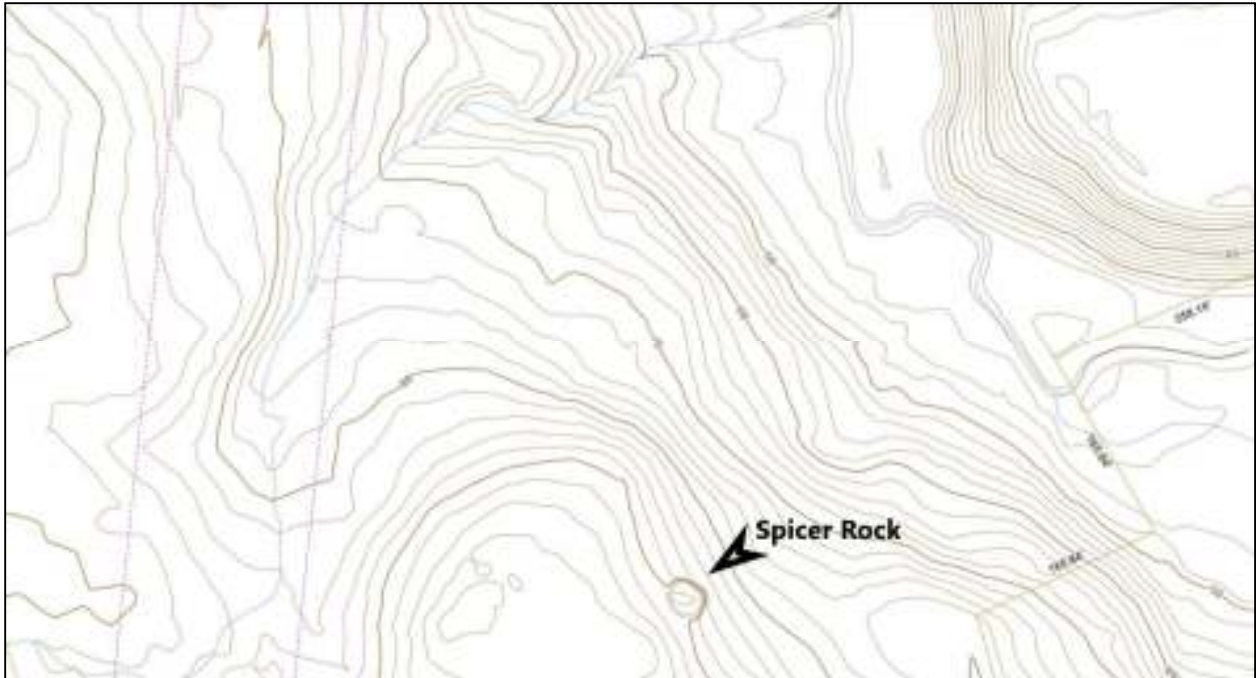


Fig. 4 TTT map marks location of “Spicer Rock”. Note wall east of the rock that zigs and zags with approximately a 10 rod sections of wall, possibly the location of John Spicer’s orchard.

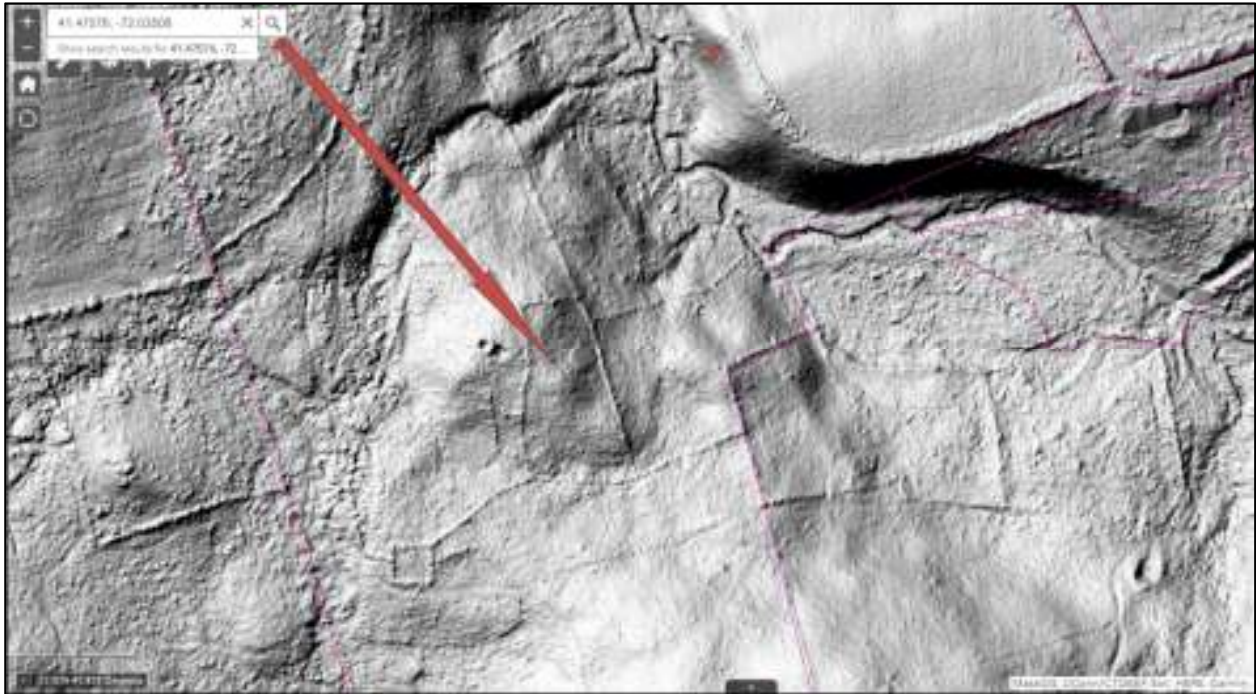


Fig. 5 TTT LIDAR image mark-up of location of “Spicer Rock”, with visible section of zig zagging wall to the east and identifies extensive walled in field system.

"SPICER BRIDGE" 2021

built by volunteers, funded by
THE COMMUNITY FOUNDATION OF EASTERN CONNECTICUT



Spicer Ruins
Site Access Bridge
Actual Photos of:
Existing Foundations

Rock Wall Pens

Old Orchard



Spicer Ruins

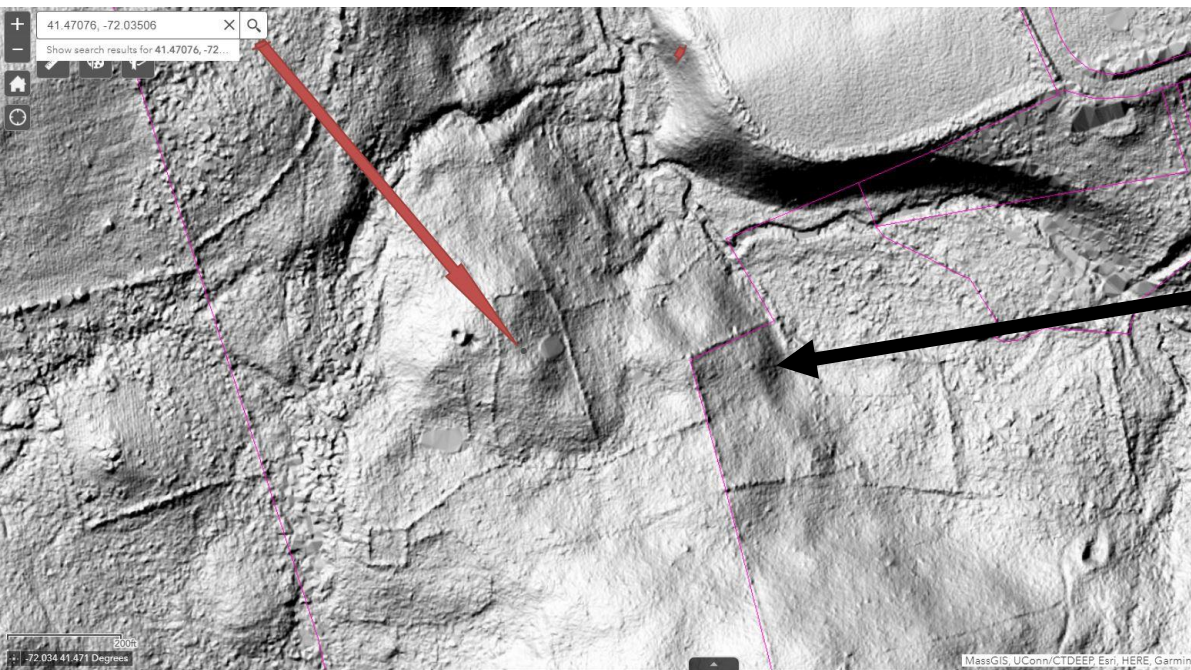
Lidar showing Rock Wall Pens, Foundations and well

Actual Photos of:

Existing walls

Spicer Rock

Spicer Well





TOWN OF LEDYARD

Historic District Commission

Meeting Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Chairman
Vincent Godino

Regular Meeting

Monday, December 18, 2023

7:00 PM

Town Hall Annex -Hybrid Format

I. CALL TO ORDER

The meeting was called to order at 7:05 p.m. by Chairman Godino.

II. ROLL CALL

Present Commissioner William Barnes
Chairman Vincent Godino
Commissioner Earl Lamb
Alternate Member Kelly Lamb
Excused Commissioner Douglas Kelley
Alternate Member Kenneth Geer

Also in attendance was Tim Ryan, Town Council Liaison.

III. APPOINTMENT OF ALTERNATES

Kelly Lamb was appointed as a voting member.

IV. APPROVAL OF MINUTES

1. Motion to APPROVE the Regular Meeting Minutes from November 20, 2023, as written.

RESULT: APPROVED AND SO DECLARED

MOVER: William Barnes

SECONDER: Earl Lamb

AYE 4 Barnes Godino Lamb Lamb

EXCUSED 2 Kelley Geer

V. FISCAL REPORTS

1. Financial Reports.

Sawmill: \$1,180 spent, \$447 remaining.

Nathan Lester House: \$2,740 spent, \$6960 remaining.

Capital Account: \$36,036.

ARPA Funds: \$125,800 includes recent contract/cut PO.

Donations:

Sawmill: \$7,424.

Nathan Lester House: \$11,337.

Misc Center School/Preservation & Research: \$1,500.

There are time limits on ARPA funds. The funds must be contracted by the end of 2024 and spent by the end of 2026.

Chairman Godino sent out a Status of Historic ARPA funds estimates to Matt Bonin, Finance Director on December 18, 2023.

Sawmill projects-

Mr. Barnes and Chairman Godino: Lining the Penstock is a priority, looking for 3-5 qualified quotes. There is a need for expert advisors to help write and evaluate the bids. There is a possibility of a company (Stantec) who has written similar RFP's. Mr. Barnes referred to the Town's ordinance purchasing guidelines.

Tim Ryan, Town Council suggested reaching out to Matt Bonin, Finance manager or Steve Masalin, Public Works Director.

Continuing to discuss the projects for the Sawmill that are difficult to quote out: The concrete box conduit and the round steel pipe may need two approaches to repair. Estimate of 40-50K.

The Sawmill is basically three parts for repair work: Mechanical, Water Flow and Intake pipes. The structure of the material needs to be watertight and last. Pipes go from Concrete to Steel. There is leakage at the connections between the two. They do not want to dig up the concrete. In addition, there is a need to be mindful of continuing to be Historically accurate.

Old Sturbridge Village has a similar mill and a member from the Village visits on occasion to discuss the mills.

Discussion to send the ARPA estimates to Mr. Bonin tomorrow.

RESULT: DISCUSSED

VI. CORRESPONDENCE

VII. COMMITTEE REPORTS

1. Sawmill Committee - Mr. Barnes.

Supplemental Assessments being done. Utilizing the CT website of Vendors.

Mr. Gonang was watching the water levels with all the recent heavy rain; he was happy to report that water levels did not affect the Sawmill.

The Sawmill has shut down for the season.

There was a brief discussion on the Black Smith house and Chris Cobb, who is a volunteer.

RESULT: DISCUSSED

2. Nathan Lester House - Mr. Kelley.

Chairman Godino presented tonight as Mr. Kelley was absent and Ms. Dyson's position has expired.

Renovation on the East Side's RFP will be ready for submission in January. Trying to find a contractor who is knowledgeable and dependable. The scope of this renovation is siding and trim replacement due to rot. The windows also need attention. All repairs are mindful of being historically accurate.

There was a brief discussion of the movie release. As of now there is no update.

RESULT: DISCUSSED

3. Research/Preservation - Mr. Lamb.

Mr. Lamb presented a need to vote on the authorization of the Research and Preservation Group to pursue the development of a roadmap in conjunction with Land Use to establish the Spicer Sites as Historic sites and gain administrative control of this new site. This will be discussed under Any Other New Business.

Land use: Mr. Lamb has been working with Tri-Town and Land Use on site walks and goals on mapping out areas to be included with the Spicer location.

Signs: Working on three more signs presently- Latham House, 9-mile Spicer, and Watson House.

Park & Pollination Garden: Due to illness the meeting with GOSHA to get authorization was missed. Continued work is being done with the help of Ms. Ericson (walk through, developing a mapping of the area and sign).

Donation Account specific to Preservation & Research: This was brought up by people interested in donating. Chairman Godino will talk to Mr. Bonin about opening a separate account.

Gales Ferry Sign: Chairman Godino reported that completion of the replacement will be approximately \$750.

RESULT: DISCUSSED

4. Center School - Mr. Geer.

Mr. Geer was absent, no report.

RESULT: DISCUSSED

5. Social Media.

Ms. Lamb has taken over the Social Media Committee. Ms. Dyson is working with Ms. Lamb on the Facebook and Instagram pages.

RESULT: DISCUSSED

VIII. OLD BUSINESS

1. Any Other Old Business to come before the Commission.

None.

IX. NEW BUSINESS

1. Review and Discussion of the Commission Rules of Procedure.

The Commission's Rules of Procedure were emailed to all the Commissioners on November 27, 2023, for review. Chairman Godino said if there are any changes, the Commission will need a month before a vote. In the past the Financial position was eliminated but now the Commission may want to re-establish that position.

Next month is the election of Officers. Chairman Godino said he will not be seeking the Chair position again. He would like to possibly stay on as an alternate and help the new Chairperson settle into the position.

RESULT: DISCUSSED

2. Destruction of Mount Decatur discussion.

Mr. Kelly sent a letter to the Director of Land Use and Planning & Zoning regarding the proposed destruction of Mt. Decatur. Discussion of its significance: there are five Revolutionary War Veterans within the Allyn's point Cemetery, which is about 750-1000 feet from the proposed blast area.

RESULT: DISCUSSED

3. Any Other New Business to come before the Commission.

Motion to Authorize the research and Preservation group to pursue the development of a "Roadmap" in conjunction with the Land Use Committee of the Town, to establish the "Spicer Historic District" and to place under administrative control of the Historic District Commission.

RESULT: APPROVED AND SO DECLARED

MOVER: Earl Lamb

SECONDER: William Barnes

AYE 4 Barnes Godino Lamb Lamb

EXCUSED 2 Kelley Geer

X. ADJOURNMENT

Motion to ADJOURN the Regular Meeting at 8:00 p.m.

RESULT: APPROVED AND SO DECLARED

MOVER: Vincent Godino

SECONDER: Earl Lamb

AYE 4 Barnes Godino Lamb Lamb

EXCUSED 2 Kelley Geer

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2559

Agenda Date: 4/6/2026

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

MOTION to approve the proposed Clark Farm Lease as presented in the draft dated March 3, 2026.

In addition, authorize the Mayor to solicit Requests for Proposals (RFP) to lease the Clark Farm Property located 1025 Colonel Ledyard Highway (Route 117) for Agricultural purposes.

Background:

The Agricultural Commission has offered to develop a list criterial for the leasing of town-owned property such as the Clark Farm and former Norwich State Property to bring town properties back into agricultural use. (please see attached Memo dated August 27, 2025)

Also, please find attached the Lease between the Town of Ledyard and Mr. Majcher regarding the use of a portion of the Clark Farm for agricultural use. The five-year lease will expire on March 15, 2026. ***This five-year lease shall continue to be in effect thereafter unless written notice of termination is given by either party to the other at least ninety (90) days prior to expiration of this lease or the end of any year of continuation.*** (Please see attached Lease)

Mr. Majcher has indicated that the would not be interested in continuing to lease the Clark Farm Property when the Lease ends on March 15, 2026. To date the town has not received a letter from Mr. Majcher regarding his intent not to continue to use the Clark Farm for agricultural purposes when the Lease ends in 2026.

Department Comment/Recommendation:

(type text here)

KEY:

Blue Italic Font- Suggested by Agricultural Commission

Highlighted Text-Existing Language in Current Lease & similar to Agricultural Commission's Suggestion

Green: Mayors edits

LEASE AGREEMENT

THIS AGREEMENT made this _____ day of _____ between the Town of Ledyard, (Landlord) a municipal corporation situated in the County of New London, State of Connecticut with an address of 741 Colonel Ledyard Highway, Ledyard, Connecticut 06339) and _____ of the Town of _____, (Tenant) State of Connecticut, situated in the County of New London, State of Connecticut with an address of: _____.

Property Description - The Landlord hereby leases to the tenant, to occupy and *to* use *solely* for agriculture *production*, and related *agricultural* purposes the property located at 1025 Colonel Ledyard, Ledyard, Connecticut ~~identified as~~ consisting of approximately ~~20.29~~ _____ acres ~~situated in Ledyard, Connecticut with all improvements thereon.~~ (See attached map.). Herein, the "Leased Premises". *The type of crop shall be approved in writing and any change of crop must receive prior written approval by the Landlord, which approval shall not be unreasonably withheld. be approved beforehand in writing.*

Rent – The Tenant agrees to pay rent in amount of \$ _____ per acre for _____ acres located on the parcel at 1025 Colonel Ledyard Highway, total payment of \$ _____ per year for designated area. Rent shall be due on the date of the signing of this Lease and yearly thereafter on the anniversary of the Lease signing.

Term of Lease - The provisions of this agreement shall be in effect for five (5) years commencing on the _____ day of _____, 2026 and ending on _____, 2031. *This five-year lease* shall continue to be in effect thereafter unless written notice of termination is given by either party ~~to the other~~ at least-ninety (90) days prior to expiration of this lease or the end of any year of continuation.

Review of Lease - A written request is required for general review of the lease or for consideration of proposed changes by either party, at least sixty (60) days prior to the final date for giving notice to terminate the lease as specified above.

Partnership - It is ~~particularly~~ understood and agreed that this lease shall not be deemed to be, nor intended to give rise to a partnership relation between the Landlord and Tenant.

Transfer of Property - If the Landlord should sell or otherwise transfer title to the leased premises, such action will be done subject to the provisions of this lease.

Right of Entry - The Landlord, its employees and its agents as well as agents and employees of the Landlord, reserve the right to enter the Leased Premises property at any reasonable time to (a) consult with the Tenant; (b) conduct inspections, make repairs or improvements; and inspections and (c) (after notice of termination of the Lease is given) do tilling, seeding, fertilizing, and any other customary seasonal work, none of which is to interfere with the Tenant in carrying out regular operations.

No Right to Sublease – The Landlord does not convey to the Tenant any right to lease or sublease any part of the Leased Premises or to assign this Lease to any person or persons whomsoever.

Use of Land - The Leased Premises land shall be used for agricultural purposes only. If it is impractical to farm the entire Leased Premises, that portion of the land not used for farming shall be maintained to include regular mowing *at least yearly annually with a mowing height not to exceed eight inches*, and brush removal. It is agreed the Tenant shall provide the labor necessary to maintain the Leased Premises during the Lease term and any renewal thereof, in as good condition as it was at the Lease commencement. Normal wear, ~~depreciation~~ and damage beyond the Tenant's control are expected. Tenant shall *lime, fertilize, and spray the fields for weed control using approved agricultural methods and standards*, in accordance with generally accepted farm practice for the State of Connecticut. The Tenant shall control soil erosion in accordance with an approved conservation plan and shall keep in good repair all terraces, open ditches, inlets and drainage outlets ~~outlets of drains~~, preserve all established watercourses or ditches including grassed waterways; and refrain from any operation or practice that will damage ~~injure~~ or destroy such structures. Prior to application, the Tenant shall provide a list of fertilizers, pesticides, herbicides or other "agents" proposed to be applied to the soil Leased Premises. *Any harvested crops may be stored on site. at a location chosen by the Town. No harvested crops may be stored over one year, and all harvested hay crops must be removed at end of the lease.*

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Improvements – The Landlord agrees to allow the Tenant to make minor improvements of a temporary or removable nature which do not mar the condition or appearance of the Leased Premises such as cutting brush to enable crossing the brook to access the lot on the west side of said brook. Improvements would be made at the at the Tenant's expense and in accordance with the Town's required permitting process and Land Use approvals.

Obligation – Neither party hereto shall pledge the credit of the other party hereto for any purpose whatsoever without the prior written consent of the other party. Neither party shall be responsible for debts or liabilities incurred, or damages caused by the other party. *The Lessee must have a means to fulfill lease terms; and references must be provided*

Insurance – At all times during the Term of this Lease, the Tenant shall, at its sole cost and expense, procure and maintain for the benefit of itself and the Town, sufficient insurance meeting the Town’s requirement of a \$1,000,000 general liability policy. The Town shall be named as an additional insured and a certificate of insurance (ACORD) displaying compliance with said requirements shall be provided to the Town prior to Tenant commencement of use of the Leased Premises.

TENANT AND LANDLORD HEREBY CONSENT AND AGREE TO ALL OF THE TERMS AND CONDITIONS CONTAINED ABOVE.

TOWN OF LEDYARD

Witness By _____
Fred B. Allyn, III, Mayor

Witness By _____
Tenant

INSERT MAP OF LEASED PREMISES

DRAFT

DRAFT: 1/8/2026

KEY:

Blue Italic Font- Suggested by Agricultural Commission

Highlighted Text-Existing Language in Current Lease & similar to Agricultural Commission's Suggestion

Green: Mayors edits

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Witness

By _____
Fred B. Allyn, III, Mayor

Witness

By _____
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TOWN OF LEDYARD

By _____
Fred B. Allyn, III, Mayor

Witness

By _____
Tennant

Witness



Chairman Bruce Garstka

TOWN OF LEDYARD
CONNECTICUT

LEDYARD AGRICULTURAL COMMISSION

Town of Ledyard
Ledyard, CT 06339
<http://www.ledyardct.org>

TO: Land Use/Planning/Public Works Committee
FROM: Chairman Bruce P. Garstka, Agricultural Commission
DATE: December 3, 2025

RE: Clark Farm Property Lessee Recommendations

The Agricultural Commission is setting forth a list of criteria that may be helpful in securing a new lessee for the 102-acre Clark Farm Property, located at 1025 Colonel Ledyard Highway, and the 42-acre 1087 Colonel Ledyard Highway Property. The Clark Farm has prime farmland soils and the 1087 Colonel Ledyard Highway Property has a deed restriction attached stating that the property may be used for agricultural purposes only. Our objectives are to keep the properties in agricultural use, keep invasive plants from encroaching into the fields, reduce/eliminate invasive plants and maintain soil health.

To accomplish these goals we recommend the following before a lease agreement is signed:

1. The land shall be used for the production of hay only.
2. Any change of crop must be approved beforehand in writing.
3. The fields must be mowed at least yearly with a mowing height not to exceed eight inches.
4. Any harvested hay may be stored on site at a location chosen by the Town.
5. No harvested hay may be stored over one year and all harvested hay must be removed at end of the lease.
6. All necessary insurance is to be in effect for the term of the lease.
7. A five-year renewable lease is preferred.
8. Lessee must have a proven track record.
9. Lessee must have a means to fulfill lease terms.
10. References must be provided.
11. Fields shall be limed, fertilized, and sprayed for weeds using approved agricultural methods and standards.
12. The fee is to be determined.

As a Commission, we feel that finding a good steward of the land will benefit the Town while freeing Town resources from maintaining the properties. The harvesting of hay will have the least impact on the land while keeping it in agricultural use for generations to come.

Cordially,

Bruce P. Garstka, Agricultural Commission Chairman

Bruce P. Garstka
Agricultural Commission, Chairman

August 27, 2025

Ledyard Town Council

Subject: Clark Farm Property

Dear Town Council Members,

The lease of the Clark Farm Property to Walter Majcher will terminate at the end of this year. To ensure that the Clark Farm property does not go fallow, the Agricultural Commission requests that the process to vet a new lessee begin. As a Commission, we also would like to see the former Norwich State Hospital property, at the head of the Tri-Town Trail, be brought back into agricultural use.

The Agricultural Commission would like to extend its willingness to list a set of criteria, for the Council's review, for the purpose of leasing the properties.

Respectfully,



Bruce P. Garstka,
Agricultural Commission, Chairman

LEASE AMENDMENT AGREEMENT

THIS AGREEMENT made this 12TH day of MAY 2021 between the Town of Ledyard, (Landlord) a municipal corporation situated in the County of New London and State of Connecticut (address: 741 Colonel Ledyard Highway, Ledyard, Connecticut 06365) and Walter Majcher (Tenant) of 188 Brickyard Road, Town of Preston, State of Connecticut, situated in the County of New London and State of Connecticut.

Property Description - The Landlord hereby leases to the tenant, to occupy and use for agriculture and related purposes the property located at 1025 Colonel Ledyard identified as A-8.1-F1 and A-12.1-F2 consisting of approximately 24.00 acres situated in Ledyard, Connecticut. 18.70 acres are located on the east side of Joe Clark Brook, while an additional 5.30 acres are located on the west side of Joe Clark Brook. (See attached map, "Addendum A"). Herein, the "Leased Premises".

Term of Lease - The provisions of this agreement shall be in effect for five (5) years commencing on the 15TH day of MAY, 2021 and ending on MAY 15, 2026. This five-year lease shall continue to be in effect thereafter unless written notice of termination is given by either party to the other at least-ninety (90) days prior to expiration of this lease or the end of any year of continuation.

Review of Lease - A written request is required for general review of the lease or for consideration of proposed changes by either party, at least sixty (60) days prior to the final date for giving notice to terminate the lease as specified above.

Partnership - It is particularly understood and agreed that this lease shall not be deemed to be, nor intended to give rise to a partnership relation between the Landlord and Tenant.

Transfer of Property - If the Landlord should sell or otherwise transfer title to the leased premises, such action will be done subject to the provisions of this lease.

Right of Entry - The Landlord, as well as agents and employees of the Landlord, reserve the right to enter the property at any reasonable time to (a) consult with the Tenant; (b) make repairs, improvements, and inspections; and (c) (after notice of termination of the Lease is given) do tilling, seeding, fertilizing, and any other customary seasonal work, none of which is to interfere with the Tenant in carrying out regular operations.

No right to sublease - The Landlord does not convey to the Tenant any right to lease or sublet any part of the Leased premises or to assign the Lease to any person or persons whomsoever.

Lease Amendment-Clark Farm-Majcher-Town of Ledyard

Page 1 of 4

Use of land - The land shall be used for agricultural purposes only. If it is impractical to farm the entire Leased premises, that portion of the land not used for farming shall be maintained to include regular mowing and brush removal. It is agreed the Tenant shall provide the labor necessary to maintain the leased premises during the Lease term and any renewal thereof, in as good condition as it was at the Lease commencement. Normal wear, depreciation and damage beyond the Tenant's control are expected. Tenant shall use diligence to prevent noxious weeds from going to seed on the Leased premises. Treatment of noxious weed infestation shall be in accordance with generally accepted farm practice for the State of Connecticut. The Tenant shall control soil erosion in accordance with an approved conservation plan and shall keep in good repair all terraces, open ditches, inlets and outlets of drains, preserve all established watercourses or ditches including grassed waterways; and refrain from any operation or practice that will injure or destroy such structures. Prior to application, the Tenant shall provide a list of fertilizers, pesticides, herbicides or other "agents" applied to the soil.

Structures - The Lease does not include the use of any structure currently standing on the property. The Tenant agrees not to erect or permit to be erected on the property any non-removable structure or building or add any electrical wiring, plumbing to any free-standing structure without the prior written consent of the Landlord.

Improvements - The Landlord agrees to allow the Tenant to make minor improvements of a temporary or removable nature which do not mar the condition or appearance of the Leased premises such as cutting brush to enable crossing the brook to access the lot on the west side of said brook. Improvements would be made at the at the Tenant's expense and in accordance with the Town's required permitting process and Land Use approvals.

Obligation - Neither party hereto shall pledge the credit of the other party hereto for any purpose whatsoever without the prior written consent of the other party. Neither party shall be responsible for debts or liabilities incurred, or damages caused by the other party.

Insurance - At all times during the Term of this Lease, the Tenant shall, at its sole cost and expense, procure and maintain for the benefit of itself and the Town, sufficient insurance meeting the Town's requirement of \$1,000,000.00 general liability. The Town shall be named as an additional insured and a certificate of insurance displaying compliance with said requirements shall be provided to the Town prior to Tenant commencement of use of the Leased premises.

Rent - The Tenant agrees to pay rent in the amount of \$80 per acre for 18.70 acre parcel on the east side of Joe Clark Brook and located on 1025 Colonel Ledyard Highway, total payment of \$1,496.00 per year for designated area. No rent shall be due

on the 5.30 acre parcel located on the west side of the Joe Clark Brook until such time the land is made suitable for farming purposes by the Tenant; at which time the total rent payment for the rent due would be adjusted. Rent shall be due on the date of the signing of this Lease and yearly thereafter on the anniversary of the Lease signing.

TENANT AND LANDLORD HEREBY CONSENT AND AGREE TO ALL OF THE TERMS AND CONDITIONS NAMED ABOVE.

[Signature]
Witness

TOWN OF LEDYARD

By *[Signature]*
Fred B. Allyn, III, Mayor

[Signature]
Witness

By *[Signature]*
Walter Majcher, Tenant

ADDENDUM A (Leased Premises)



FA/rm

Handwritten signature



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0136

Agenda Date: 4/6/2026

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discussion regarding the establishment of a Long-Term Capital Plan for all of the town-owned facilities.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0431

Agenda Date: 4/6/2026

Agenda #: 1.

RESOLUITON

Motion/Request:

MOTION to adopt a “*Fair Housing Resolution - Town of Ledyard*” as contained in the draft dated March 24, 2026.

Background:

April is Fair Housing Month and each municipality that is a current or former recipient of Small Cities CDBG (Community Development Block Grant) funding is required to re-adopt a “*Fair Housing Resolution*”.

The Department of Housing (DOH) requires communities actively provide its commitment to take specific actions related to Fair Housing within the municipality.

Department Comment/Recommendation:

For the Town to be eligible to apply for and receive certain Grant Funds to support fair housing that the town was required to annually adopt a "*Fair Housing Resolution*" to be in compliance with state regulations.

Mayor Comment/Recommendation:

Body:

DRAFT: 3/24/2026

Res:004-2026/Apr XX

FAIR HOUSING RESOLUTION TOWN OF LEDYARD

WHEREAS, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

WHEREAS, Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status, veteran status, or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

WHEREAS, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, veteran status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and

WHEREAS, The Town of Ledyard is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW THEREFORE, BE IT RESOLVED, That the Town of Ledyard hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

BE IT FURTHER RESOLVED, That the chief executive officer of the Town of Ledyard or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of Ledyard and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Adopted by the Ledyard Town Council on _____

Gary St. Vil, Chairman

I Patricia A. Riley, Town Clerk of the Town of Ledyard, do hereby certify that the above is a true and correct copy of a resolution duly adopted at a meeting of the Town Council held on _____, and that such resolution has not been modified, rescinded, or revoked, and is at present in full force and effect:

IN WITNESS WHEREOF: The undersigned has affixed his signature and corporate seal on this _____ day of _____ 2026.

(Town Seal)

Patricia A. Riley, Town Clerk

Res:004-2026/Apr XX

**FAIR HOUSING RESOLUTION
TOWN OF LEDYARD**

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_____, and that such resolution has not been modified, rescinded, or revoked, and is at present in full force and effect:

IN WITNESS WHEREOF: The undersigned has affixed his signature and corporate seal on this _____ day of _____ 2026.

(Town Seal)

Patricia A. Riley, Town Clerk

DRAFT