

**MINUTES OF THE TOWN OF CHESHIRE ORDINANCE REVIEW COMMITTEE MEETING
HELD ON THURSDAY, SEPTEMBER 18, 2025 AT 6:30 P.M., ROOM 210, 84 SOUTH MAIN
ST., CHESHIRE, CT 06410**

Present: Deena Allard, Jim Jinks, David Veleber

Staff/Guests: Andrew Martelli, Assistant Town Manager; Mike Glidden, Town Planner; Town Attorney Jeffrey Donofrio; Joe Dattilo, Cheshire Historic District Commission; Gayle Nidoh, Cheshire Historic District Commission

Absent: N/A

Deena Allard called the meeting to order at 6:34 p.m.

1. ROLL CALL.

Noelle Shepard called the roll, and a quorum was present.

2. PLEDGE OF ALLEGIANCE.

5. DEMOLITION DELAY ORDINANCE DRAFT (NEW) – REVIEW AND POSSIBLE ACTION.

Andrew Martelli explained that the idea of a demolition delay ordinance has been proposed to the town several times.

He reviewed the draft proposed ordinance. Any building or structure, or part thereof, that was constructed more than eighty (80) years ago would fall on the list of defined “Historically significant building or structure”. The proposed demolition delay would be up to 180 days. He reviewed the proposed process. Eric Anderson explained that in general, this would provide an opportunity for the public to purchase the property or pitch in money.

It was discussed that 59 towns have a demolition delay ordinance. Joe Dattilo reviewed a list of historical properties that have been demolished including Bliss Bridal at 242 S Main Street and 679 Mountain Rd. He further mentioned that a delay would also allow Preservation CT to photograph the property and save developers’ cost.

The Committee decided to change the “Historically significant building or structure” section to read “historic district **or** that meets...” 180 days is the maximum allowable delay by State statute. The Historic District Commission would have jurisdiction on a case-by-case basis. Responsible applicant – could we add to the site plan application form a reference to the historic demolition delay ordinance.

David Veleber mentioned that references to “Section 3-4” would need to get adjusted.

Discussion was had on in the future having all demolition permits get flagged in the permit software to be reviewed by staff.

David Veleber motioned to forward the demolition delay ordinance with the additional changes to the full Town Council to call for a public hearing, and Jim Jinks seconded the motion. All in favor, motion passed unanimously, 3-0.

3. PROPOSED AMENDMENTS TO SEC. 2-26. - PUBLIC BUILDING COMMISSION ORDINANCE – REVIEW AND POSSIBLE ACTION.

Andrew Martelli explained that staff had forwarded the recommended changes from the last Ordinance Review Committee meeting to the Public Building Commission, who had requested changes. Attorney Donofrio explained that he and Andrew Martelli met with the Chair of the PBC and Diane Waldron to review the draft. He mentioned that one of their requests was to change the word “manage” to “oversee.”

Attorney Donofrio further reviewed the draft edits.

Deena Allard requested that under the “Ex Officio Members” section, for example, gender neutral language be used as opposed to “chairman” and “he.”

The Committee discussed Section 2(d) and edited it to read that submittals must be received by the Town Council at least fifteen (15) days prior to the Council’s next regular meeting.

Deena Allard pointed out a typo in Section 5g(3) which should read “income **and** expenses.”

Jim Jinks motioned to move the proposed amendments to Section 2-26 Public Building Commission ordinance to the full Town Council to call for a public hearing, and David Veleber seconded the motion. All in favor, the motion passed unanimously, 3-0.

4. PROPOSED AMENDMENTS TO CHAPTER 3 ARTICLE II – BLIGHT PREVENTION ORDINANCE – REVIEW AND POSSIBLE ACTION.

Andrew Martelli explained that in Town staff’s experience over the last several years, this has been difficult to enforce. He reviewed the current enforcement process under the ordinance after receiving complaints. Mike Glidden reviewed some of the proposed changes.

Jim Jinks asked if Town staff could draft a point-by-point document that shows all the changes – what it is now and what is being proposed to change. The Committee asked for a flow chart of each step of the ordinance enforcement.

Deena Allard explained that the Committee would table this item until the next meeting, and there would be no action at tonight’s meeting. The Committee plans to meet next month. The Committee decided to remove the word “unsafe” from Section 7.

5. ADJOURNMENT.

Jim Jinks motioned to adjourn the meeting, and David Veleber seconded the motion. All in favor, the motion passed, 3-0. The meeting adjourned at 8:40 p.m.

Attest: _____
Noelle Shepard, Management Specialist