



TOWN OF OLD SAYBROOK
Architectural Review Board

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Andre Laferriere, Vice Chairman
Edward Armstrong
Donna Leake
Kathryn Toolan

Alternate Members
Tina Rupp
Kate Caldarella

REGULAR MEETING MINUTES
HYBRID MEETING

Monday, February 13, 2023, at 7:00 p.m.
Town Hall, 2nd Floor Conference Room
302 Main Street, Old Saybrook

I. REGULAR BUSINESS

A. Roll Call

The Chair E. Grochowski called the meeting to order at 7:00 pm

Members Present – E. Grochowski, A. Laferriere, E. Armstrong (remote), D. Leake, K. Caldarella (remote, seated)

Members Absent – K. Toolan, T. Rupp

Staff – Carolina Maharbiz, Recording Clerk

B. Minutes - This agenda item was heard at the end of the meeting.

II. SIGN APPLICATIONS

A. “Papercraft Clubhouse” Application for Certificate of Zoning Compliance for Signs

440 Boston Post Road, Map 42/Lot 18, Gateway Business B-4 District

Applicant/Agent: Traci Larson

Tracie Larson reviewed the application, explaining that she would use the existing sign currently located in Westbrook with new posts and a new wall sign.

Commission members discussed the requirement that the height of the sign not exceed 6 ft. as well as the requirement that the lights be on a timer to switch off one hour after closing.

MOTION to approve the application as presented as long as the sign posts meet the total height requirement of 6 feet and the lights are on a timer that shuts off within one hour after closing;. **MADE:** A. Laferriere; **SECONDED:** D. Leake; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, E. Armstrong, D. Leake, K. Caldarella; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 5-0-0.

III. DESIGN REVIEW APPLICATIONS – nothing to discuss

IV. REFERRALS

“SPR Oasis, LLC” Application for Special Exception Use to construct a 20,487 s.f retail grocery store and two indoor fast food Restaurants with drive through windows.(2,200 s.f. & 2,200 s.f.)

52 Spencer Plain Road (Map 25/Lot 27), Gateway Business B-4 District

Applicant: SPR Oasis, LLC Owner: Ortho Saybrook LLC Agent: Attorney Edward Cassella

ACTION: Review design and report to Zoning Commission for their 2/22/2023 public hearing. (submitted 11/7/2022, prior to sign regulation amendments)

Edward Cassella, Peter Amara, and John Cunningham presented. Mr. Cassella reviewed the site location. Architect Peter Amara reviewed the architectural plans. John Cunningham discussed the landscaping plan.

Commission members discussed and asked questions regarding elevations, the monument sign, sidewalks, lighting, and wall signs. E. Grochowski stated that the plans are missing smaller dimensions and roof pitch, that there are discrepancies between the sign application and the drawings, that she would like to see a placeholder for the location and lighting of the drive thru menu board, and that the plans show a loading dock that is not shown on the elevations. She also stated that she would like to see a site elevation with the multiple buildings as well as material samples.

MOTION to continue **“SPR Oasis, LLC” Application for Special Exception Use** until the February 27, 2023 meeting and that the applicant will hand in the items discussed by noon on Tuesday, February 21, 2023. **MADE:** E. Grochowski; **SECONDED:** A. Laferriere; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, E. Armstrong, D. Leake, K. Caldarella; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 5-0-0.

Agenda Item I.B. Minutes:

MOTION to approve the Minutes of January 9, 2023, as presented. **MADE:** E. Grochowski; **SECONDED:** D. Leake; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, E. Armstrong, D. Leake, K. Caldarella; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 5-0-0.

V. ADJOURNMENT

MOTION to adjourn the meeting of February 13, 2023, at 8:20 p.m. to the next regular meeting scheduled for Monday, February 27, 2022, at 7 p.m., Town Hall, 2nd Floor Conference Room. **MADE:** E. Grochowski; **SECONDED:** A. Laferriere; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, E. Armstrong, D. Leake, K. Caldarella; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 5-0-0.

Respectfully submitted,
Carolina Maharbiz, Recording Clerk