



TOWN OF OLD SAYBROOK
Architectural Review Board

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Executive Board

Emily Grochowski, Chairman
Andre Laferriere, Vice Chairman
Edward Armstrong
Donna Leake
Kathryn Toolan

Alternate Members

Tina Rupp
Kate Caldarella

REGULAR MEETING MINUTES
HYBRID MEETING

Monday, January 22, 2024, 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 (remote), A. Laferriere, D. Leake, E. Armstrong (remote).

Members Absent – K. Toolan, T. Rupp, K. Caldarella

Staff – Carolina Maharbiz, Recording Clerk

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

C. Election of Officers – This agenda item was heard at the end of the meeting.

II. SIGN APPLICATIONS

A. “Toper” Application for Certificate of Zoning Compliance for Signs

424 Main Street, Map 22/Lot 17, Shopping Residence A District

Applicant/Owner: Rick & Lynn Toper

Applicants Rick and Lynn Toper stated that they bought their house in 2020 and decided to name it Cashmere Cottage. Lynn Toper explained that it is hard to find the house because it is set back from the road and there are large evergreen trees. They placed a sign towards the road so visitors could clearly see where the house is located. The sign has been there for 3 years.

A. Laferriere stated that the sign currently has a 6-foot setback and it must have a 10-foot setback. E. Armstrong stated that he drove by and when driving toward Saybrook Point he did not see it; he only saw it when driving back toward Main Street. He opined that the sign is subtle.

Mrs. Toper stated that if the sign is set further back it would be hard to see it and asked about the possibility of obtaining a variance. E. Grochowski stated that ARB does not decide variances and can comment on the sign itself. She further stated that the sign itself meets the

regulations other than placement. Commission members discussed the general regulations for all districts specific to setbacks as well as the regulations for residential districts. E. Armstrong commented that if the sign is moved further back, it will not be visible with the trees around. He also stated that the sign appeared to be 10 feet from the road. Commission members discussed whether the setback is from the street or from the property line, and E. Grochowski noted the uncertainty with respect to residential districts.

MOTION to accept “**Toper**” **Application** as presented with the recommendation that as conditions permit, the sign be moved back to a correct setback. **MADE:** A. Laferriere; **SECONDED:** D. Leake; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, D. Leake, E. Armstrong; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 4-0-0.

III. REFERRAL - none

Discussion of Agenda Item I.B. Minutes that was moved to the end of meeting:

MOTION to approve the Minutes of January 8, 2024, as presented. **MADE:** A. Laferriere; **SECONDED:** E. Armstrong; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, D. Leake, E. Armstrong; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 4-0-0.

Discussion of Agenda Item I.C. Election of Officer that was moved to the end of meeting:

MOTION to keep the same slate of officers. **MADE:** D. Leake; **SECONDED:** E. Armstrong; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, D. Leake, E. Armstrong; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 4-0-0.

IV. ADJOURNMENT

MOTION to adjourn the meeting of January 22, 2023 at 7:31 p.m. to the next regular meeting scheduled for Monday, February 12, 2024, at 7:00 p.m., Town Hall, 2nd Floor Conference Room. **MADE:** E. Grochowski; **SECONDED:** E. Armstrong; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, D. Leake, E. Armstrong; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 4-0-0.

Respectfully submitted,
Carolina Maharbiz, Recording Clerk