



TOWN OF OLD SAYBROOK
Architectural Review Board

302 Main Street • Old Saybrook, Connecticut 06475-1741
Telephone (860) 395-3131 • FAX (860) 395-1216
www.oldsaybrookct.org

Executive Board

Emily Grochowski, Chairman
Edward Armstrong, Vice Chairman
Donna Leake

Kathryn Toolan
Andre Laferriere

Alternate Members

Tina Rupp
Kate Caldarella

REGULAR MEETING MINUTES
HYBRID MEETING

Monday, November 28, 2022 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 (remote), T. Rupp (remote, seated for E. Armstrong)

Members Absent – E. Armstrong, K. Toolan, K. Caldarella

Staff – Carolina Maharbiz, Recording Clerk

B. Minutes

The agenda item “Minutes” was heard at the end of the meeting.

II. NEW BUSINESS – nothing to discuss

III. SIGN APPLICATIONS – nothing to discuss

IV. DESIGN REVIEW APPLICATIONS – nothing to discuss

V. REFERRALS

A. “821 BPR” Application for Site Plan Review for Affordable Housing (CGS 8-30g)

Development to construct a two story (3,014 s.f.) apartment building (6 units total/2 affordable) and convert existing 7,776 s.f. retail/office building to apartments (9 units/3 affordable)

821 Boston Post Road, Map 36, Lot 4, Shopping Center Business B-2 District,
Pedestrian Node, Coastal Management Zone, FEMA AE 10Zone

Applicant: R.P. Properties, LLC Agent: Edward M. Cassella, Esq.

ACTION: Review signs & design and report to Zoning Commission for their 12/19/2022 public hearing.

Edward Cassella and Peter Springsteel presented. E. Grochowski noted that there was no sign application, no sign drawings, no design review application, no elevations of the existing building, no landscaping schedule, and no cut sheets for the bollard lights. Mr. Cassella explained that there was no sign application because no sign is proposed, and the commercial sign will be removed. E. Grochowski noted that it is not removed on the plan and needs to be corrected. With respect to the cut sheet for the bollard, Mr. Cassella pointed to a detail on sheet 4. As far as landscaping, Mr. Cassella stated that no plan was included because landscaping will simply be grass on the islands and two locust trees. Mr. Springsteel stated that on the two facades of the buildings there will be a narrow strip of shrubs, but he did not know what plants will be added in those locations. Board members discussed the addition of shrubs to the grass strips as well as certain design elements. E. Grochowski was concerned about the location of the air conditioning units in relation to the property line and noted that lighting is not shown on the elevation renderings.

Board members agreed that the applicant needs to submit additional information, including the following: (1) a sign application for the removal of any signs; (2) a site plan showing the location of any signs; (3) a design review application form with existing elevations; (4) information on the size of the air conditioning units; and (5) site plans that show landscaping and lighting.

MOTION to continue the application to the December 12, 2022 meeting so the applicant can provide additional information. **MADE:** E. Grochowski; **SECONDED:** A. Laferriere; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, D. Leake, T. Rupp; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 4-0-0.

Agenda Item I.B. Minutes:

MOTION to approve the Minutes of November 14, 2022, as presented. **MADE:** E. Grochowski; **SECONDED:** A. Laferriere; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, D. Leake, T. Rupp; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 4-0-0.

VI. ADJOURNMENT

MOTION to adjourn the meeting of November 28, 2022, at 7:32 p.m. to the next regular meeting scheduled for Monday, December 12, 2022. **MADE:** E. Grochowski; **SECONDED:** A. Laferriere; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, D. Leake, T. Rupp; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 4-0-0.

Respectfully submitted,
Carolina Maharbiz, Recording Clerk