



TOWN OF OLD SAYBROOK  
**Architectural Review Board**

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**Executive Board**  
*Emily Grochowski, Chairman*  
*Edward Armstrong, Vice Chairman*  
*Kate Caldarella, Secretary*  
*Donna Leake*  
*Kathryn Toolan*  
**Alternate Members**  
*Tina Rupp*  
*Andre LaFerriere*

**MINUTES**  
**REGULAR MEETING**  
Monday, July 12, 2021 at 7:00 p.m.  
Teleconference via Zoom

**I. REGULAR BUSINESS**

**A. Roll Call**

The Chair, Emily Grochowski, called the meeting to order at 7:00 p.m.

Members present: Emily Grochowski, Edward Armstrong, Kate Caldarella, Donna Leake, Kathryn Toolan, Tina Rupp, and Andre LaFerriere

The Chair moved to hear the agenda item “Minutes” after “New Business.”

**II. NEW BUSINESS**

- A. “Cumberland Farms” Application for Certificate of Zoning Compliance for Signs**  
602 Boston Post Road, Map 40/Lot 50, Shopping Center Business B-2 District  
*Applicant: Rebecca Raymond    Owner: 602 Boston Post Saybrook, LLC*

Joe Williams, a partner with the law firm of Shipman and Goodman presented the sign application for Cumberland Farms. He explained that Cumberland Farms took over a group of Mercury gas station operations, who was the previous tenant. Signage is proposed on the building, on the canopy above the gas pumps, and on the pylon, also referred to as the free-standing sign. The proposed building sign has an internally illuminated aluminum face with push-through acrylic letters. The green tree logo and letters are illuminated. On the free-standing sign, Mr. Williams explained they would swap out the existing sign, keeping the same size.

Members expressed approval of the overall look of the signage.

Mr. Williams referred to Exhibit A that lists many of the improvements that are planned for the building and property, but which was not provided to Board members. One of the improvements is removal of the many window decals. E. Grochowski asked about discoloration once the decals are removed. Mr. Williams stated the building will be power washed and other improvements made such as replacement of overhead lights with softer LED lights.

E. Grochowski expressed concern that the Board was not in receipt of Exhibit A, and that the sign application was not filled out completely, most importantly, the application did not have wall calculations nor dimensions for the building sign.

The applicant verbally provided wall dimensions of 130" x 600" or 10 ft x 50 ft. There was discussion about the enter and exit signs. Applicant was not sure what was planned for the two small signs, which are presently red. The Chair also stated she wants to have dimensions for the pump number signs, both existing and proposed dimensions.

E. Grochowski stated that the missing information on the application and lack of Exhibit A made it difficult to approve the application.

Donna Leake left the meeting at approximately 7:30pm.

Mr. Williams made the point that the maximum size allowed for a wall sign in B2 is 100 sq.ft. and the proposed sign is 25.5 sq. ft. It was then determined that the wall sign calculations are as follows:

Wall 1 — 10' 10" x 50', or 541 sq. ft. of wall. 20% of 541 ft equals 108 sq. ft. (with maximum of 100 sq. ft. allowed).

There was discussion by the Board with consensus reached that the lack of Exhibit A, the document that was provided by the Applicant to the Zoning Commission, was not sufficient to deny the Applicant; and that the Chair will submit the completed Application for Certificate of Zoning Compliance for Signs with the correct wall and sign calculations to the Land Use office. The completed Application is noted as Exhibit A.

**MOTION** by E. Armstrong to recommend approval of **"Cumberland Farms" Application for Certificate of Zoning Compliance for Signs**, *with the following stipulations:* 1) that the traffic signs are retained similar to and no larger than the existing traffic signs, 2) that the gasoline prices do not toggle, 3) that the applicant will address any discoloration on the wall when the non compliant vinyl signs are removed, 4) that the new pump number signs do not exceed the size of the existing pump number signs; at 602 Boston Post Road, Map 40/Lot 50, Shopping Center Business B-2 District; **SECONDED:** E. Grochowski; **VOTING IN FAVOR:** E. Grochowski, E. Armstrong, K. Caldarella, and K. Toolan; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 4-0-0.

**MOTION** by K. Toolan to enter into the record "Exhibit A," the Application For Certificate of Zoning Compliance for Signs, with completed calculations for Wall #1 for **"Cumberland Farms."** **SECONDED:** E. Grochowski; **VOTING IN FAVOR:** E. Grochowski, E. Armstrong, K. Caldarella, and K. Toolan; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 4-0-0.

### III. REGULAR BUSINESS

#### B. Minutes

**MOTION** to approve the meeting minutes of June 28, 2021 as presented, **MADE** by E. Grochowski; **SECONDED:** E. Armstrong; **VOTING IN FAVOR:** E. Grochowski, E. Armstrong, K. Caldarella, and K. Toolan; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 4-0-0.

### IV. ADJOURNMENT

**MOTION** to adjourn the meeting at 8:04 p.m. to the next regular meeting scheduled for Monday, July 26, 2021 at 7:00 p.m. **MADE** by E. Grochowski, **SECONDED**: E. Armstrong; **VOTING IN FAVOR**: E. Grochowski, E. Armstrong, K. Caldarella, and K. Toolan; **ABSTAINING**: None. **OPPOSED**: None. **APPROVED**: 4-0-0.

Respectfully submitted,

Meryl Moskowitz  
Recording Clerk