



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
Susan Missel

Alternate Members
Robert Hansen Jr.
Kathryn Toolan

MINUTES
REGULAR MEETING
Monday, October 26, 2020 at 7:00 p.m.
ZOOM

I. REGULAR BUSINESS

A. Roll Call

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

Members present: Emily Grochowski, Kate Caldarella, and Katie Toolan seated for Edward Armstrong.

Members absent: Edward Armstrong, Donna Leake, Susan Missel, Robert Hansen

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

II. NEW BUSINESS

A. “Revitalize MedSpa & Skincare Center” Application for Certificate of Zoning Compliance for Signs.

40 Elm Street, Map 36/Lot 109, Central Business B-1 District

Katie Zera, owner of Artistic Sign & Design, representing the applicant, explained that the proposed sign is a free-standing sign, 48” x 36”. She reviewed logo, colors and material, and clarified that the sign will stand behind the stone wall. Members agreed that at this busy intersection, the phone number should not be included so as not to be distracting, and that the sign would have a cleaner, less busy look without it.

E. Grochowski advised that the Board generally prefers signs to have a dark background with light lettering. Ms. Zera explained that with the building being a dark color, a dark sign would not have stood out.

MOTION to recommend approval of **“Revitalize MedSpa & Skincare Center” Application for Certificate of Zoning Compliance for Signs**, 40 Elm Street, Map 36/Lot 109, Central Business B-1 District, **with the removal of the telephone number; MADE** by K. Toolan; **SECONDED:** K. Caldarella; **VOTING IN FAVOR:** E. Grochowski, K. Caldarella, and K. Toolan; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 3-0-0.

III. DISCUSSION

A. Design Review Awards

E. Grochowski asked members for comments on the draft descriptions of the Design Review awards. Members had no additional comments.

IV. REGULAR BUSINESS

A. Minutes

MOTION to approve the meeting minutes of October 14, 2020 as presented; **MADE** by E. Grochowski; **SECONDED**: K. Caldarella. **VOTING IN FAVOR**: E. Grochowski, K. Caldarella, K. Toolan; **ABSTAINING**: None. **OPPOSED**: None. **APPROVED**: 3-0-0.

MOTION to approve the 2021 Meeting Dates as presented; **MADE** by E. Grochowski; **SECONDED**: K. Caldarella. **VOTING IN FAVOR**: E. Grochowski, K. Caldarella, K. Toolan; **ABSTAINING**: None. **OPPOSED**: None. **APPROVED**: 3-0-0.

V. ADJOURNMENT

MOTION to adjourn the meeting at 7:17 p.m. to the next regularly scheduled meeting on Monday, November 9, 2020 at 7:00 p.m.; **MADE** by E. Grochowski, **SECONDED**: K. Toolan; **VOTING IN FAVOR**: E. Grochowski, K. Caldarella, and K. Toolan; **ABSTAINING**: None. **OPPOSED**: None. **APPROVED**: 3-0-0.

Respectfully Submitted,

Meryl Moskowitz
Recording Clerk

