



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
Robert Hansen Jr.

MINUTES
REGULAR MEETING
Monday, January 11, 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, and Kathryn Toolan joined at 7:10pm

Members absent: Donna Leake, Robert Hansen

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

II. NEW BUSINESS

A. “Weber, Carrier, Boiczyn & Chace, LLP” Application for Certificate of Zoning Compliance for Signs

191 Main Street, Map 37/Lot 2, Central Business B-1 District

Applicant/Agent: Diane R. Chace Owner: Gary Frohlich

Robert Weber and Diane Chase were present for the applicant. Mr. Weber explained that two signs are proposed. One is a name plate to be placed in the standing sign, which will be white with black letters. A hanging sign is proposed for the front porch, 65”x12”, with no lighting. There is an existing light fixture on the standing post sign.

MOTION by E. Armstrong to recommend approval of “Weber, Carrier, Boiczyn & Chace, LLP” Application for Certificate of Zoning Compliance for Signs; 191 Main Street, Map 37/Lot 2, Central Business B-1 District; **SECONDED:** E. Grochowski; **VOTING IN FAVOR:** E. Grochowski, E. Armstrong, K. Caldarella, and K. Toolan; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 4-0-0.

III. REFERRAL

- A. Petition to Amend the Old Saybrook Zoning Regulations** to amend Section 68.2.4a Articulations in façade to allow different articulations based on wall size and 64.3.4 Sign Area Calculations to correspond with articulations in façade. New Section 10.8.5 Non-conformity to allow demolition/rebuild when all bulk requirements met. Amend 51.1.11 Commencement/Completion of Construction to extend completion to 5 years. Section 53 Drive

through windows to amend section H, remove Sections I & J to remove minimum of 2,000 s.f. g.f.a, minimum of 10,000 s.f. g.f.a for other buildings on the lot, public entrance within 50' of the street line and window required within 100' of a residential district boundary line. Section 53 Bed & Breakfast Section E to clarify parking spaces location on the same lot.

E. Grochowski reviewed the proposed text changes. There was general agreement with the amended text. In 68.2.4, members wish to reiterate that having met 68.2.4 (1) does not exempt one from meeting paragraphs (2) and (3). And, in Section 53, members wish to state that the drive-through be located in relation to the driveway entrance and parking spaces in such a way as not to interfere with pedestrian traffic, and that car queue spaces are maximized.

MOTION by E. Grochowski to send a report with comments to the Zoning Commission for **Petition to Amend the Old Saybrook Zoning Regulations** to amend Section 68.2.4a Articulations in façade to allow different articulations based on wall size and 64.3.4 Sign Area Calculations to correspond with articulations in façade. New Section 10.8.5 Non-conformity to allow demolition/rebuild when all bulk requirements met. Amend 51.1.11 Commencement/Completion of Construction to extend completion to 5 years. Section 53 Drive through windows to amend section H, remove Sections I & J to remove minimum of 2,000 s.f. g.f.a, minimum of 10,000 s.f. g.f.a for other buildings on the lot, public entrance within 50' of the street line and window required within 100' of a residential district boundary line. Section 53 Bed & Breakfast Section E to clarify parking spaces location on the same lot; **SECONDED:** E. Armstrong; **VOTING IN FAVOR:** E. Grochowski, E. Armstrong, K. Caldarella, and K. Toolan; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 4-0-0.

IV. DISCUSSION

A. Design Review Awards

Letters to the recipients were mailed last month, informing them of the award and the presentation on February 8. An email invitation to staff, commission members and others will be sent this week.

V. REGULAR BUSINESS

B. Minutes

MOTION to approve the meeting minutes of December 14, 2020 as presented; **MADE** by E. Grochowski; **SECONDED:** K. Caldarella; **VOTING IN FAVOR:** E. Grochowski, E. Armstrong, K. Caldarella and K. Toolan; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 4-0-0.

VI. ADJOURNMENT

MOTION to adjourn the meeting at 7:52 p.m. to the next regularly scheduled meeting on Monday, January 25, 2021 at 7:00 p.m. via Zoom; **MADE** by K. Toolan, **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