



TOWN OF OLD SAYBROOK
Architectural Review Board

Executive Board

Emily Grochowski, Chairman
Edward Armstrong, Vice Chairman
Kate Caldarella, Secretary
Donna Leake
Kathryn Toolan

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Alternate Members

Tine Rupp
Andre Laferriere

REGULAR MEETING MINUTES
REMOTE MEETING

Monday, February 14, 2022 – 7:00 P.M.

I. REGULAR BUSINESS

A. Roll Call

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

Attendant Members – E. Grochowski, E. Armstrong, K. Caldarella, D. Leake, T. Rupp, A. Laferriere (sitting in for K. Toolan)

Absent Members – K. Toolan

B. Minutes

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

C. Election of Officers

The Chair moved to hear the agenda item “Election of Officers” after “New Business.”

II. NEW BUSINESS

A. “Craft Salon” Application for Certificate of Zoning Compliance for Signs

770 Middlesex Tpke, Map 63/Lot 9-1, Restricted Business B-3 District

Applicant/Agent: Theresa McPherson

T. McPherson presented. The applicant proposed a wall-mounted sign 2 ft high by 4 ft wide to replace the existing sign. Chairman Grochowski reviewed the application due to inconsistency in paperwork. Approval of application was recommended as presented with the clarification that the 8 sf sign is conforming based on the correct building width of 16’.

MOTION to recommend approval of “Craft Salon” Certificate of Zoning Compliance for Signs as presented with the clarification that the 8 sf sign is conforming based on the correct building width of 16’. 770 Middlesex Tpke, Map 63/Lot 9-1, Restricted Business B-3 District
MADE: A. Laferriere **SECONDED:** K. Caldarella **VOTING IN FAVOR:** E. Grochowski, E. Armstrong, K. Caldarella, D. Leake, A. Laferriere **OPPOSED:** None
ABSTAINING: None **APPROVED:** 5-0-0.

B. “Bank Of America” Application for Design Review for Lighting Plan

107 Main Street, Map 37, Lot 18, Central Business B-1 District

Applicant/ Agent: Andrew Rainone

A. Rainone presented. Bank of America has been doing lighting upgrades throughout the country for the safety of their employees and the public. They will upgrade the lights in the drive-through and back of building. They will also replace the top portion of the streetside pole lights with dark-sky compliant lanterns. They will install new lighting by the night drop and pole lighting in the parking lot. The Board noted that the proposed 18' pole was over the 14' maximum height regulation. A. Rainone said the pole will be reduced to meet the 14' regulation, but that a second pole (also at 14') may be necessary to light the area. The Board agreed this was acceptable. The Board noted that the proposed 3' tall concrete post bases are in conflict with the regulations, which require a flush base. A. Rainone proposed adding a solid curb along the drive so the posts are protected and the large base can be eliminated.

MOTION to recommend approval of “Bank of America” Application for Design Review for Lighting Plan 107 Main Street, Map 37 Lot 18, Central Business B-1 District with the following recommendations: 1) The new pole mounted fixture in on the south side of the drive will be maximum of 14 ft high. 2) A second 14’ pole, if needed, would be acceptable. 3) A driveway curb will be installed on driveway perimeter in this area so the new post base(s) can be flush with grade. **MADE:** E. Grochowski **SECONDED:** A. Laferriere **VOTING IN FAVOR:** E. Grochowski, E. Armstrong, K. Caldarella, D. Leake, A. Laferriere **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 5-0-0.

C. “Smoke on the Water at Dock & Dine” Pre-application Discussion

300 seat outdoor restaurant with temporary restaurant trailers, 725 s.f. permanent pavilion and tents.

145 College Street, Assessor’s Map 24/Lot 42-1, SP-2 District, CT River Gateway Conservation Zone, Coastal Area Management Zone, FEMA VE 15 Special Flood Hazard

Area Zone Owner: The Point, LLC.

Applicant: Smoke on the Water at Dock & Dine.

Engineer J. Wren and landscape architect J. Cunningham presented. They discussed the site plan including salt-tolerant plantings for buffer areas, garbage enclosure, walkways with lighting, and pervious ground material (handicap area will remain paved). There will be moveable fence sections behind the trailers to keep the public away. They will add bike racks and benches along the water. They will repair the dock area for public access. Anything that is mobile will be moved off the site after 180 days and during severe storms.

The Board noted the following:

- Statement of Use needs to be submitted
- The walkway on waterside should go through to the park, concerns about leading people into the middle of a parking area should be addressed
- Buffer plantings - need to submit better drawings that meet or exceed the regulations
- Electrical platform needs to be addressed, possibly consider taller plantings or detailing in keeping with the other structures in the area
- Sidewalk material and width needs to match existing
- LED bollards – need to see lighting plan, also, whether lights will be on during off season

- More landscape screening is needed on the west side including to the east of the easement drive
- Add landscaping between the trailers and seating area and the trailers and the easement drive
- Both docks need to have rails to 42 inches
- Need clarity on crushed shell parking lot and possible other options that would address glare, off-season maintenance and wind/wash out concerns
- Next level of information needed including number of parking spots as it correlates to seating, and spacing of trees in accordance with the regulations
- Need off-season site plan and whether the site will be maintained

III. REGULAR BUSINESS

[D. Leake left the meeting.]

B. Minutes

MOTION to approve the minutes of January 10, 2022 amended to show that in “Atlas Outdoor” condition #4 should be further clarified as such: The building lighting included in the presentation was recommended for approval; the uplighting of trees was discussed and recommended for approval; the Board was unable to make a recommendation in favor or against additional building or site lighting that was not included in the application. If any other lights are to be installed, the applicant must go to ARB for review. **MADE:** E. Grochowski **SECONDED:** A. Laferriere **VOTING IN FAVOR:** E. Grochowski, E. Armstrong, K. Caldarella, A. Laferriere **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 4-0-0.

C. Election of Officers

MOTION to nominate and cast ballot for A. Laferriere as Vice Chairman as presented **MADE:** E. Grochowski **SECONDED:** E. Armstrong **VOTING IN FAVOR:** E. Grochowski, E. Armstrong, K. Caldarella, A. Laferriere **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 4-0-0.

IV. ADJOURNMENT

MOTION to adjourn the meeting of February 14, 2022 at 9:16 p.m. to the next regular meeting scheduled for Monday, February 28, 2022 at 7:00 p.m. via teleconference **MADE:** E. Grochowski **SECONDED:** E. Armstrong **VOTING IN FAVOR:** E. Grochowski, E. Armstrong, K. Caldarella, A. Laferriere **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 4-0-0.

Respectfully submitted,

Joanne Galli

Recording Clerk

NEXT REGULARLY SCHEDULED
REMOTE MEETING
Monday, February 28, 2022 at 7:00 P.M.

Check our website for dial in information and additional meeting documents.

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