



TOWN OF OLD SAY BROOK
Architectural Review Board

Executive Board

Emily Grochowski, Chair
Edward Armstrong, Vice Chair
Kate Caldarella, Secretary
Susan Missel

Donna Perrotti Leake

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Alternate Members

Robert Hansen, Jr.
Kathryn Toolan

MINUTES
Regular Meeting

January 27 at 7:00 P.M.

2nd Floor Conference Room - 302 Main Street, Old Saybrook

I. REGULAR BUSINESS

A. Roll Call

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

Members present: Emily Grochowski, Susan Missel, Kate Caldarella, Katie Toolan seated for Donna Perrotti Leake, and Robert Hansen seated for Edward Armstrong

Members absent: Donna Perrotti Leake and Edward Armstrong

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

II. NEW BUSINESS

A. “215 Elm Street Assoc., LLC” Application for Site Plan/Coastal Site Plan Review

Outdoor business/contractor storage yard

215 Elm Street, Assessor’s Map 38/Lot 2, Industrial I District, Coastal Management Zone

Engineer Michael Ott and landscape designer Susan Field presented the application. Mr. Ott explained that the property owner, who also owns Atlas Fence, proposes developing a commercial park to provide contractor business and storage, warehousing and manufacturing space. Site development is proposed in two phases. Phase 1 improvements include construction of two driveways, a lane between the two driveways, permanent and temporary storage areas, stormwater management, retaining wall, fencing and landscaping improvements. Excavation and grading are also proposed.

The project site is approximately 16.3 acres, consisting of 3.1 acres of wooded upland and approximately 13.2 acres of tidal wetland. Another 11.5 acre portion is planned to be offered to the Town or to the Old Saybrook Land Trust, with an easement.

There was a discussion about parking and how it was calculated. E. Grochowski stated she would like parking calculated for phase 1 specifically. She estimated the number of parking spaces based on outdoor storage and building material as a use, that is 1 space per 500 sq. ft.

Mr. Ott explained he based parking on manufacturing as use, and calculated for future build out.

The Board agreed that the Zoning Commission will need to determine the use upon which parking spaces are calculated.

Landscape designer Susan Fields reviewed the landscaping, placement of plantings, and fencing. Members asked to see a photo of the front gate. S. Fields stated she would submit a photo.

Safety concerns, visual appeal and aesthetics were discussed.

The Chair remarked that Zoning Regulations encourage parking to the rear of the site (not along the front); and that Zoning Regulations also recommend consolidating street access to one entry (rather than two).

The Chair expressed concern that recommending Phase 1 was going to limit the ability for a Phase 2 proposal to meet the design standards. Mr. Ott explained they were asking for Phase 1 improvements based on their Phase 2 plan, even though they were not seeking approval for Phase 2 at this time. S. Missel stated that any recommendation tonight was in no way a recommendation of any part of phase two, including the parking locations or building locations or sizes.

The Chair also stated that the applicant should show that if Phase 2 never occurs, they are able to meet the regulations for the Phase 1 use (particularly the parking required and any interior parking lot landscaping that would be required).

Mr. Ott said there have been discussions about a temporary zoning approval that would be renewed.

The Chair stated that the applicant should provide the square footage of the outdoor storage area for Zoning.

Ms. Field stated that there would be a maximum of 50 outdoor structures on site, ranging from 8x8 to 24x24 feet, and arranged to look like a small village. She stated the fence will match the one on their property at Atlas Fence, across from Mystic Market.

The Chair couldn't tell from the planting chart if the specimen and evergreen trees met the height and dbh regulations. The landscape designer said they did and will add that information to the planting chart.

The applicant agreed to add the minimum landscape area calculations in the drawings.

MOTION to make the following recommendations for “**215 Elm Street Assoc., LLC**” **Application for Site Plan/Coastal Site Plan Review** located at 215 Elm Street, Map 38/Lot 2, Industrial I District, Coastal Management Zone:

- that the basis for determining the number of parking spaces needs to be resolved for Phase 1; the Board recognizes that when the proposed use is not specifically listed in the regulations, the Zoning Commission has the right to refer to the closest listed use. The Board considered Lumber and Building Materials Business (per 62.4.6.D.4) because it is the only use that includes outdoor display storage. Such determination may impact the area available for outdoor display, the number of parking spaces, and the landscaping requirements which are dependent on the number of parking spaces;
- that a photo of the gate be provided and that the gate coordinates with the proposed white ranch rail fence, and
- that the proposed landscaping complements the surrounding businesses

MADE by E. Grochowski; **SECONDED:** K. Caldarella; **VOTING IN FAVOR:** E. Grochowski, S. Missel, K. Caldarella, K. Toolan, and R. Hansen; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 5-0-0.

B. “Master Tile” Application for Certificate of Zoning Compliance for Signs and Design Review.

Tile Showroom, storage and 2nd floor offices

1522 Boston Post Road, Assessor's Map 26/Lot 28, Gateway Business B-4 District

Holly Winslow, manager of Master Tile, presented the application. Also present was Jhinson Jara, owner. Ms. Winslow explained that they have purchased the building at 1522 Boston Post Road and need to change the signage.

The road sign located at the current store will be relocated to the new store and placed on the building, noted as 'Wall #1', facing Boston Post Road, and will be lit from behind.

The street sign will remain the same size as the sign currently in place, lit by two spotlights from below. It will also have a space for a tenant sign, as they plan to rent the upstairs space.

Additionally, they would like to

- replace a single door with double glass doors at the front entrance
- install metal doors at the side (to bring in inventory, not for public use)
- extend the roof over the double doors to project a couple of feet over the entrance.

Ms. Winslow explained that blue shingles are planned for the front of the building, and eventually for the rest of the building.

E. Grochowski stated she would like to see blue siding throughout, for uniformity.

S. Missel informed the applicant that they have control over the appearance of the tenant sign and recommends a cohesive look when they procure a tenant.

E. Grochowski asked they re-paint the sign posts to match.

MOTION to recommend approval of **“Master Tile,”** Application for Certificate of Zoning Compliance for Signs and Design Review, Certificate of Zoning Compliance for Signs, with the recommendation that for uniformity, the initial installation of the new shingle siding include both the front facing wall and the east facing wall, as well as on the newly designed gable; at 1522 Boston Post Road, Map 26/Lot 28, Gateway Business B-4 District; **MADE** by K. Toolan; **SECONDED:** S. Missel; **VOTING IN FAVOR:** E. Grochowski, S. Missel, K. Caldarella, K. Toolan, and R. Hansen; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 5-0-0.

C. **“Art Emporium”** Application for Certificate of Zoning Compliance for Signs
578 Boston Post Road, Assessor’s Map 40/Lot 39, Shopping Center Business B-2
District

The applicant, Bob Jerome, explained that he is moving his business to a new location, at 578 Boston Post Road, and is applying for three window signs, two facing Route One, and one in the window facing the driveway.

MOTION to recommend approval of **“Art Emporium”** Certificate of Zoning Compliance for Signs, at 578 Boston Post Road, Map 40/Lot 39, Gateway Business B-4 District; **MADE** by K. Toolan; **SECONDED:** R. Hansen; **VOTING IN FAVOR:** E. Grochowski, S. Missel, K. Caldarella, K. Toolan, and R. Hansen; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 5-0-0.

III. DISCUSSION

A. Design Review Awards

Discussion to be continued to the next meeting.

REGULAR BUSINESS

B. Minutes

MOTION to approve the meeting minutes of January 13, 2019 as presented; **MADE** by E. Grochowski; **SECONDED:** K. Toolan; **VOTING IN FAVOR:** S. Missel, E. Grochowski, K. Caldarella, K. Toolan and R. Hansen; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 5-0-0.

IV. **ADJOURNMENT**

MOTION to adjourn the meeting at 9:05 p.m. to the next regularly scheduled meeting on Monday, February 10, 2020 at the Old Saybrook Town Hall, 2nd floor conference room, 302 Main Street at 7:00 p.m.; **MADE** by E. Grochowski, **SECONDED:** R. Hansen; **VOTING IN FAVOR:** S. Missel, E. Grochowski, K. Caldarella, K. Toolan, and R. Hansen; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 5-0-0.

Respectfully submitted,

Meryl Moskowitz
Recording Clerk