

From: Lois Laczko July 21, 2009 8:54:48 AM  
Subject: Design Review Board Minutes 07/14/2009 DRAFT  
To: SimsburyCT\_DesignMin  
Cc:

DRAFT

Design Review Board Minutes  
July 14, 2009  
Regular Meeting

I. CALL TO ORDER

Chairman Dahlquist called the meeting to order at 5:30 PM in the Main Meeting Room of the Simsbury Town Offices. The following members were present: Mark Naccarato, Charlie Stephenson, Anthony Drapelick, John Carroll, William Gardner and Kevin Gray. Also present was Howard Beach, Zoning Enforcement Officer.

II. APPOINTMENT OF ALTERNATES

No alternates were needed.

III. DISCUSSION

Incentive Housing Zone Update

Mr. Beach stated that they are looking at four sites outside of the Center Zone.

Chairman Dahlquist stated that he would like to find out what the consultant is looking for from this Board regarding guidelines. He stated that they would also like to do this for the Charrette process. They need to come up with some recommendations. He stated that this Board wrote recommendations regarding the Street Scape. He stated that he would e-mail the Board members a copy of the Street Scape recommendation memo.

Chairman Dahlquist stated that he is unsure of where the boundaries of the Charrette will take place. He stated that the Charrette design team will be holding a public meeting on August 10th to introduce the process and to give general information to the public. The Charrette Subcommittee will be meeting with the design team prior to the meeting on August 10th.

## Planned Area Development (PAD) Update

Chairman Dahlquist stated that there will be a public meeting this Thursday in the Program Room at the Simsbury Library. The Subcommittee will be listening to public comments. He stated that the PAD regulation is to allow mixed use in commercial or business zones or in the Town Center zone. It is a floating zone regulation; the developer can choose to use this regulation or not.

Chairman Dahlquist stated that some members of the Subcommittee would like more detail in the regulation; some members want less detail. He stated that they are trying to tie this regulation back to the POCD. The POCD is a policy document and does not have legal standing, although the recommendations are clear that the Town pursue this avenue regarding future development.

## Preparations for Code Studio September Charrette

Chairman Dahlquist distributed a handout regarding organizing principles to the Board members. The PAD Subcommittee determined that there were four different scenarios where a mixed use regulation could be used. He stated that the Town Center would be most dense. He stated that there is not a consensus among the Subcommittee regarding how much specificity should be in the regulation. The Chairman of the PAD Subcommittee would like to get back to the Zoning Commission by July 20th.

Chairman Dahlquist stated that since this regulation will be a floating zone, he has suggested that there be some indication that deals with different levels of complexity. The idea would be not to have the developer pick and choose and for the Town to be proactive regarding future development.

Chairman Dahlquist stated that the public meeting will be held this Thursday. They will continue discussions once they have received public input. The Subcommittee will take a vote next Thursday.

## Design Guidelines Revisions

Chairman Dahlquist stated that one of the reasons that this Board delayed working on the Design Guidelines was to see what form the regulation would take so they could dovetail with that in order to have some consistency. Commissioner Carroll stated that this Board has been talking about revising their Guidelines. He questioned if the organizing principles could become part of their Guidelines. Chairman Dahlquist stated that the Board has general standards and character areas. He feels that this would be a good addition to the current Guidelines. Chairman Dahlquist stated that if this

does not get adopted into the Zoning Regulations, then this could possibly go into the Guidelines. He stated that it will be interesting what Code Studio will come up with for the Town Center; it will be very specific. Commissioner Carroll stated that including this in the Guidelines is very important.

Commissioner Stephenson stated that including this in the Guidelines allows the Board to visualize what is wanted in terms of scale, texture, pattern, etc., and also to push as much as they can for that picture. Chairman Dahlquist agreed.

Regarding the PAD Regulation, Chairman Dahlquist stated that the goal in writing this regulation is to determine the boundaries for decision making. This is something that the Subcommittee is discussing.

Chairman Dahlquist distributed a handout to the Board members regarding basic standards that they should be looking at when an application comes before them. He stated that the idea is to get something written that follows this strategy forward in some detail so each member can look at it in order to see how to recreate a certain scenario. It was decided that Chairman Dahlquist would start this process in some detail for the Town Center. He stated that this could also be used as the Design Review Board's input for the Town Center Charrette.

Chairman Dahlquist stated that he would work on this so it could be discussed at the next meeting.

Regarding the Charrette process, Chairman Dahlquist stated that the Design Review Board would be put on the Tier 2. He stated that Tier 1 is the property owners and Tier 3 is other stakeholders and interest groups.

#### IV. CORRESPONDENCE

There was none.

#### V. STAFF REPORTS

There were none.

#### VI. APPROVAL OF MINUTES of June 9, 2009 Regular Meeting

Commissioner Carroll made a motion to approve the June 9, 2009 minutes as written. Commissioner Drapelick seconded the motion, which was approved. Commissioner Stephenson abstained.

#### VII. ADJOURNMENT

Commissioner Gardner made a motion to adjourn the meeting at 6:30 p.m.  
Commissioner Gray seconded the motion, which was unanimously approved.