

From: Lois Laczko October 18, 2010 10:14:21 AM  
Subject: Design Review Board Minutes 09/28/2010 ADOPTED  
To: SimsburyCT\_DesignMin  
Cc:

ADOPTED

Design Review Board Minutes  
September 28, 2010  
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: Kevin Gray, Charlie Stephenson, John Stewart, Anthony Drapelick, Rick Schoenhardt, and John Carroll. Also present was Hiram Peck, Director of Planning.

II. APPOINTMENT OF ALTERNATES

None were needed.

Chairman Dahlquist stated that there will be an FOIA presentation, which will be held on October 5, 2010 at the Simsbury High School. He stated that a head count is needed from each Board and Commission for this event. He encouraged the Board members to attend.

III. DISCUSSION

Town Center Code Status

Mr. Peck stated that the draft Code is on the Town's website. He encouraged the Board members to review this document. He stated that he is still waiting to get the final comments back from the Town Attorney. Mr. Peck stated that there are still adjustments and revisions that need to be made to the Code. He stated that Attorney Sitkowski has already made his comments on the draft.

Mr. Peck stated that once all of the comments are received, he will begin working them into the revised draft. This draft will then go out to the Boards and Commission. He is hopeful that a hearing will be scheduled for

November.

Regarding the Design standards/guidelines, Mr. Peck stated that there was discussion regarding setting up a Special Revenue Fund for this purpose. Each of the land use Boards have voted to go forward with this as well. Mr. Peck stated that this Board felt strongly about putting in design standards, which would be stronger than design guidelines. At the last Zoning Commission meeting, there was a great deal of discussions regarding standards and guidelines. He stated that it was passed by a vote of 4-2 that they not be standards at this point, but that they be enhanced guidelines. Mr. Peck stated that his next step is to make a recommendation to the Board of Selectmen and then they will have to make a recommendation to the Board of Finance to set up this Special Revenue Fund. Chairman Dahlquist stated that he did read the Zoning meeting minutes from their last meeting and believes that they deferred the decision on deciding if they should be standards or guidelines.

Chairman Dahlquist questioned if Code Studio would be coming back to Simsbury to give a final presentation of the final Code. Mr. Peck stated that there is no funding left to do this, although he is trying to get the consultant back to Town when he is already in the area. Mr. Peck stated that prior to this he would like to get input from the Boards and Commissions.

Mr. Peck stated that the Boards and Commissions need to understand that there is a difference in the type of review for projects that are administratively approved. As long as standards or guidelines are in place, the process will work fine. Mr. Peck stated that the Town needs to make sure the Code fits within the Statutes, although the key is the regulating plan.

Chairman Dahlquist encouraged the Board members to review the draft Code in order to discuss this at their next meeting.

The Board members discussed the DOT parking lots that the Town is trying to acquire. Mr. Peck stated that he has recently met with the DOT regarding this matter. He stated that there are a lot of possibilities regarding these properties.

Regarding the Incentive Housing Zone, Mr. Peck stated that it is his recommendation that the Code would be more appropriate for the Town Center and that the IHZ Regulation would be appropriate for the Tariffville Mill site; Plank Hill site; and a portion of the CL&P site.

There was a small discussion regarding the Dorsett Crossing development. Mr. Peck stated that the applicant did come back to the Zoning Commission.

The two buildings that were previously approved were split into three buildings with the same architecture. Prior to building anything, the applicant stated that he would come back before the Design Review Board for their review.

#### Fast Food Outlet Designs

Chairman Dahlquist stated that this item is on the agenda primarily because of the issues that came up regarding the application for the Dunkin Donuts. He would like to have a discussion regarding what is the threshold for fast food outlet designs and when it crosses the line. He stated that this ties into the idea of corporations branding their products and making their buildings identifiable. He would like applicants to come up with a local identity rather than a corporate identity.

Commissioner Carroll stated that the branding issue is very difficult. He feels that if the issue is approached well, the reaction from applicants will be positive. He feels that there are parts of Simsbury that need to be preserved and there are parts of Simsbury that are to be looked at differently.

Commissioner Schoenhardt suggested that the Design Review Board draft an addition to the Design Guidelines that deal with corporate images and what this Board acknowledges as being necessary for Simsbury, although acknowledging at the same time what is necessary for their image. He stated that visual examples would be helpful as well. Commissioner Stephenson questioned if the Board could pass an addendum as a part of the Guidelines. He feels this could be done quickly and without a great deal of expense. Commissioner Schoenhardt stated that an important feature of this needs to be a definition of signage.

Chairman Dahlquist stated that this addition to the Guidelines would be most helpful in the B-Zones. He stated that they could, initially, draft a category for the highway corridor. They could also determine where the B-Zones are, where they could be developed or used for fast food development and where they would fall within the six or so different typologies for building, from rural to urban.

Mr. Peck stated that it would be helpful to consider where the parking will be located for these projects. He stated that he would also like the Board to pay close attention to signage. He stated that the more specific information to show applicants when they first come in would be very helpful in order to head in the right direction early on in the process.

#### IV. CORRESPONDENCE

There were none.

V. STAFF REPORTS

There were none.

VI. APPROVAL OF MINUTES of July 13, 2010, July 27, 2010, August 10, 2010 and September 14, 2010 meetings

Commissioner Drapelick made a motion to approve the July 13, 2010 minutes as written. Commissioner Gray seconded the motion, which was unanimously approved.

Commissioner Schoenhardt made a motion to approve the July 27, 2010 minutes as written. Commissioner Drapelick seconded the motion, which was unanimously approved.

Commissioner Drapelick made a motion to approve the September 14, 2010 minutes as written. Commissioner Gray seconded the motion, which was approved. Commissioners Stewart and Stephenson abstained.

VII. ADJOURNMENT

Commissioner Gray made a motion to adjourn the meeting at 6:39 p.m. Commissioner Schoenhardt seconded the motion, which was unanimously approved.