

From: Lois Laczko November 1, 2010 4:15:27 PM
Subject: Design Review Board Minutes 10/12/2010 ADOPTED
To: SimsburyCT_DesignMin
Cc:

ADOPTED

Design Review Board Minutes
October 12, 2010
Regular Meeting

I. CALL TO ORDER

Chairman Dahlquist called the meeting to order at 5:26 PM in the Main Meeting Room of the Simsbury Town Offices. The following members were present: Kevin Gray, Rita Bond, William Gardner, Mark Naccarato, Charles Stephenson, Rick Schoenhardt, and Anthony Drapelick. Also present was Hiram Peck, Director of Planning.

II. APPOINTMENT OF ALTERNATES

No alternates were needed.

III. DISCUSSION

Town Center Code Discussion

Mr. Peck distributed a memo regarding form-based codes, which the Board members reviewed. He stated that it is important for people to understand what the Code is and is not. He stated that integrating or supplementing the Guidelines has been discussed a great deal. There were some people that thought the detailed guidelines were going to be part of the Code. Because of the Town's budget issues, this was not the case. Mr. Peck stated that some people want the Code very prescriptive. He stated that they need to make sure the Code is something that can be adopted.

Mr. Peck stated that there are some advantages and pitfalls to certain types of Codes. He stated that the Town would like the study area to be a special area that has its own unique criteria and standards. He stated that it may be integrated into the zoning code. Mr. Peck discussed different types of codes and their flaws. He stated that the street based code is what Simsbury is heading for. This is what the regulating plan

currently shows.

Mr. Peck stated that he has not received comments back from the Town Attorney as of yet regarding the draft code, although the Town Attorney has suggested that the regulating map be called the zoning map. Mr. Peck feels that they should use the terms that apply.

Mr. Peck stated that Code Studio recently put in an administrative section into the Code, which talks about how to administer the Code. He stated that there are specific criteria where larger projects would go directly to the Land Use Commissions; smaller projects need to move forward in a quicker manner. He asked that if any Board member had any additions or edits to the draft code, he would like to hear their comments. Mr. Peck suggested that between now and the next meeting, the Board members review the Code and email any comments or questions to him.

Mr. Peck stated that he is hopeful that the consultant will come back to review the final code with the Land Use Commissions and to answer any questions.

Chairman Dahlquist stated that Code Studio presented a street based option for the Town Center as the best option. He stated that there has been a lot of information added to the Code since the consultant was here last.

Mr. Peck stated that if this Code is implemented, there will be a checklist of what will comprise a complete application and to see if applications conform to the Code.

Mr. Peck stated that he would like to make sure each of the areas is treated appropriately, i.e. parking garages. The compromise will be between nice designs and what people are willing to pay.

Chairman Dahlquist stated that this topic would be on the next agenda in order to discuss it further.

Fast Food Outlet Design Discussion

Mr. Peck distributed a document regarding Design Guidelines for commercial façade improvements for the Board members to review. This document discusses the guidelines and what is and is not recommended.

Chairman Dahlquist stated that this is about branding of franchises. He stated that guidelines from another Town include commercial corridor considerations, chains and franchises; miscellaneous land uses; storm water management issues; and light pollution.

Commissioner Schoenhardt distributed a copy of a draft he wrote regarding corporate image guidelines, which he read to the Board members. His draft discussed color; signage; and building designs. Chairman Dahlquist thanked Commissioner Schoenhardt for taking the time to write this draft. He suggested that the corporate image guidelines state the Board's expectations and could then elaborate on some of their other considerations.

Commissioner Stephenson stated that he believes Commissioner Schoenhardt's draft is a great start, although he would like to think carefully about the wording regarding the corporate branding in terms of the building being a part of the signage. The Board discussed several examples of this issue.

Chairman Dahlquist suggested putting together a subcommittee in order to move forward with this issue. Commissioner Gray suggested starting with the format already in the Design Guidelines.

Commissioner Drapelick stated that the Board needs to remember that this is a compromise. Mr. Peck stated that the guidelines should be more detailed and strict the closer they are to the Village Centers. Also, if there are incentives that are appropriate, this may be important in order to move forward to where Simsbury wants to be in the future.

Review Check List Discussion

Chairman Dahlquist distributed the draft checklist to the Board members. He stated that this is a helpful way to summarize the Board's findings. He stated that this could be used as a model or it could be edited. This checklist determines completeness; conformance to the Guidelines for Community Design; for merits; and additional comments regarding the project and its design.

Commissioner Gray stated that the Board is not very organized at times when reviewing applications. He suggested having the checklist based on their guidelines in order to be more disciplined in following them. Commissioner Stephenson stated that the checklist is really the table of contents of the guidelines.

Regarding the PAD Regulation flowchart, Chairman Dahlquist questioned if this would become part of the PAD Regulation. Mr. Peck stated that this is an informational document for people would like to know how the process works. Mr. Peck stated that the public hearing for the application for the Grist Mill project will be held next week. The Board reviewed and discussed several of the steps of the PAD process.

IV. CORRESPONDENCE

There were none.

V. STAFF REPORTS

There were none.

VI. APPROVAL OF MINUTES of September 28, 2010

Commissioner Gray made a motion to approve the September 28, 2010 minutes as written. Commissioner Drapelick seconded the motion, which was approved. Commissioners Naccarato, Gardner and Bond abstained.

VII. ADJOURNMENT

Commissioner Drapelick made a motion to adjourn the meeting at 6:41 p.m. Commissioner Gardner seconded the motion, which was unanimously approved.