

From: Lois Laczko November 15, 2010 11:19:42 AM  
Subject: Design Review Board Minutes 10/26/2010 ADOPTED  
To: SimsburyCT\_DesignMin  
Cc:

ADOPTED

Design Review Board Minutes  
October 26, 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, Rita Bond, William Gardner, Mark Naccarato, John Stewart, John Carroll, 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 stated that the Board of Selectmen voted unanimously to approve the Special Revenue account to fund the design guidelines. He stated that the Town Center Code has been on the Town's website. He has reviewed Attorney Sitkowski and Town Attorney's comments regarding the draft Code. He will be sending these comments to the consultant. When the final draft is received back from the consultant, he will get a copy on the Town website and will also distribute a copy to the Boards and Commissions. Mr. Peck stated that he is hopeful that the consultant can come back to Town in November and the final draft can be acted on by the Zoning Commission before the end of the year.

Commissioner Schoenhardt stated that he has read the draft Code and has several comments. Regarding the height regulation on Page 211, he stated that the Code states that the ground floor, finish elevation for residential properties must be between two and four feet above grade. He questioned why this was a requirement. He recommended that this be

eliminated or to make it the same as non-residential. Also, on Page 224, regarding balconies, he questioned if a minimum size balcony was necessary. Mr. Peck stated that the consultant was trying to prevent smaller balconies that are under six feet.

Commissioner Stewart stated that on Page 224, under Stoops, the width maximum is six feet. He does not feel that the architect should be restricted by this. Chairman Dahlquist recommended that six feet be a minimum and not a maximum. Commissioner Stephenson stated that he feels the Code needs to be mindful of the architecture. The Board members discussed the draft Code and how certain wording may be too restrictive under the section regarding Building Elements. Commissioner Schoenhardt suggested using the word, "recommends" in order to give guidance with flexibility.

Regarding Use Categories on Page 4/5, Commissioner Schoenhardt questioned why this is restricted to mentally handicapped and not physically handicapped as well. He stated that the same occurs under Group Living. Also Item C, Social Service, the allowed use chart under Residential Social Services is not allowed in the Town Center. Commissioner Schoenhardt questioned the whole category.

Regarding Prohibited Signs on Page 6/12, Commissioner Schoenhardt stated that this would apply to open signs and flags. He feels that it is important to allow this type of signage. Commissioner Stewart stated that banners should also be added to this.

Commissioner Schoenhardt stated that there is a typographical error on Page 6/6, Article 6.2.11b. This should read, "Engineer".

Regarding freestanding signs, Commissioner Schoenhardt stated that the draft Code states that these signs shall be constructed of wood. He does not believe this is correct. Mr. Peck stated that this can be eliminated and the Board can make decisions on a case by case basis. Regarding General Sign Regulations, Item 2, Commissioner Schoenhardt stated that this is not worded correctly with regard to the site lines. Also, on Page 6/16 regarding Sign Area, he stated that the diagrams are not referenced. Regarding Site Lighting Standards, he stated that Item 2 under Security Lighting, he feels that this should not be prohibited. Also, on Page 6/19 regarding Excessive Illumination, Commissioner Schoenhardt stated that Item 2 should have different language in order for this to read better.

Commissioner Schoenhardt stated that he felt that the wording under Alternative Compliance was good.

Regarding Non-Conforming Structures on Page 7/14, Item B regarding

Enlargement Repair and Alterations, Commissioner Schoenhardt felt this paragraph was ambiguous. Mr. Peck stated that this section will probably be revised significantly.

Commissioner Schoenhardt stated that the remaining pages have diagrams of building additions, which show what is and is not allowed. He feels that these diagrams are very confusing. Mr. Peck stated that the Board of Selectmen has agreed to have the consultant to come back to review the final code with Boards and Commissions in order to answer some of these types of questions.

Mr. Peck stated that he continues to welcome comments and input regarding the draft Code from Board and Commission members.

#### Fast Food Outlet Design Discussion

Mr. Peck distributed a handout regarding Evaluation Criteria with Indicators for PAD Applications, which pertains to neighborhoods and structures. He stated that this looks at the neighborhood, the site and homes. He stated that this also looks at how things are developed and their connections. He stated that this document can be edited if needed.

Commissioner Schoenhardt suggested that applicants receive this as a guideline so they will know that these are the types of things this Board looks at. Commissioner Gray stated that he feels this does not go far enough into the branding concept. Commissioner Stephenson suggested plugging in Commissioner's Schoenhardt write up, which could be put under the heading of distinctiveness. Chairman Dahlquist stated that he likes the idea of starting at neighborhood and working down to structures.

#### Review Check List Discussion

Chairman Dahlquist distributed a draft handout to the Board members regarding a checklist. He stated that he used the Design Guidelines when drafting this checklist. The guidelines are structured in three broad categories: site landscaping; architecture and signage. He stated that this checklist could go in the file; accompany the minutes; and also go to the Zoning Commission.

Commissioner Stephenson stated that it would be helpful to make sure the application is complete prior to bringing it before this Board.

Chairman Dahlquist stated that if the Board follows this structure, they can use this for a format for their conversations when reviewing applications.

Commissioner Carroll stated that he feels this document is a good start. If it needs to be modified, this can be done in the future.

#### IV. APPROVAL OF 2011 REGULAR MEETING SCHEDULE

The Board reviewed the proposed meeting schedule.

Commissioner Gray made a motion to approve the 2011 Regular Meeting Schedule as presented. Commissioner Stewart seconded the motion, which was unanimously approved.

#### V. CORRESPONDENCE

Chairman Dahlquist read an invitation to the Board members from the Town of Simsbury Public Building Committee regarding the Simsbury Farms Main Building renovation and addition. He stated that this will be a brief presentation given by Schoenhardt Architects on November 8, 2010.

#### VI. STAFF REPORTS

There were none.

#### VII. APPROVAL OF MINUTES of October 12, 2010 and August 10, 2010

Several edits were made to the October 12, 2010 minutes.

Commissioner Drapelick made a motion to approve the October 12, 2010 minutes as amended. Commissioner Gardner seconded the motion, which was approved. Commissioners Stewart and Carroll abstained.

Commissioner Gray made a motion to approve the August 10, 2010 as written. Commissioner Schoenhardt seconded the motion, which was unanimously approved.

#### VIII. ADJOURNMENT

Commissioner Gray made a motion to adjourn the meeting at 6:55 p.m. Commissioner Gardner seconded the motion, which was unanimously approved.