

Issued: September 4, 2020

**DESIGN REVIEW ADVISORY COMMITTEE
REGULAR MEETING AGENDA
DRAFT MINUTES
THURSDAY, AUGUST 13, 2020
VIRTUAL MEETING**

Call to Order/Roll Call: 4:30 P.M.

ATTENDANCE:

DRAC: Jeffrey Gebrian, Chair; Sheldon Crosby, Vice-Chair; Members: Ray Giolitto, Hugh Schweitzer (arrived late), Kimberley Parsons-Whitaker

Staff: Todd Dumais, Town Planner

REFERRAL FROM TOWN COUNCIL:

1. **316-340 North Main Street** – Application filed on behalf of Dotcom Wine & Spirits, Inc. d/b/a Maximum Beverage, prospective tenant in property located at 316-340 North Main Street within Special Development District (SDD) #7. The application seeks permission to convert approximately 7,705 s.f. of unused tenant space on the lower level of the shopping plaza into a new wine, beer and spirit retail store. Associated exterior façade renovations, including additional signage, parking and landscape improvements are proposed (Formal DRAC receipt on 8/13/20. Town Council Public Hearing scheduled for 9/8/20).

Mr. Dumais introduction the application. Mr. Hollister, attorney for the Applicant provided a brief project overview and turned the presentation over to the design team who covered the site layout, landscaping, signage and façade changes. Members of the DRAC asked for an improved trash management and trash enclosure detail. They requested the revised information be provide to staff to be forwarded once ready. The Applicant agreed to do so. By unanimous vote, the DRAC recommended approval of the application finding it consistent the Committee’s Performance Criteria. (Motion/Crosby; roll call vote: 4-0).

APPROVAL OF MEETING MINUTES:

2. May 28, 2020 - **Approved.** (Motion/Giolitto; roll call vote, 4-0.)

TOWN PLANNER’S REPORT:

3. None.

ADJOURNMENT – 5:41 p.m.

C: Matthew Hart, Town Manager
Essie Labrot, Town Clerk

Dallas Dodge, Corporation Counsel