

Issued: June 29, 2021

**DESIGN REVIEW ADVISORY COMMITTEE
*** DRAFT SPECIAL MEETING MINUTES***
THURSDAY, JULY 1, 2021
ROOM 400, TOWN HALL, WEST HARTFORD, CT**

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

ATTENDANCE:

DRAC: Jeffrey Gebrian, Chair; Sheldon Crosby, Vice-Chair; Commissioners: Ray Giolitto, Kimberley Parsons-Whitaker, Hugh Schweitzer, Brian Flemming; Alternate: C, James Lawler.

Staff: Todd Dumais, Town Planner, Brian Pudlik, Associate Planner, Robert Gosselin, Planning & Zoning Technician

REFERRAL FROM THE TOWN PLANNER:

- 1. 433 South Main Street** – Study session preparatory to the submission of a possible Special Development District application. The applicant is contemplating modifications to the existing configuration of rooftop cellular antennas with replacement in another rooftop location concealed within RF transparent cylinders.

Mr. Dumais introduced the application. The applicant's design team presented the concept. The DRAC discussed the massing and architectural response finding it consistent the Committee's Performance Criteria and an improvement on the existing cellular configuration property. While a formal vote was not needed or taken, DRAC encouraged the applicant to proceed with the submission of a SDD application.
- 2. 433 South Main Street** – Study session preparatory to the submission of a possible Special Development District application. The property owner is contemplating modifications to the existing freestanding signage on the property. A new multi-tenant freestanding sign is proposed to be installed at the front of the property.

Mr. Dumais introduced the application. The applicant's design team presented the concept. The DRAC discussed the tenant name plates and architecture finding the design to be a good start but that the number and size of tenant plates should be reexamined. While a formal vote was not needed or taken, DRAC encouraged the applicant to work with their client and return with more details and alternative designs.
- 3. 50 South Main Street** – Study session for the replacement of the primary freestanding sign located on the front lawn of Town Hall. A new monument sign is proposed to be installed in the same location and consideration is being given to adding directional signage at both primary vehicle entry driveways into the Town Hall parking lot

Mr. Dumais and Mr. Pudlik introduced the application. The applicant's design team presented the concept. The DRAC discussed the design and lighting details of each proposal finding each to be an improvement on the monument sign and agreed on a preference for

sign Option #4. While a formal vote was not needed or taken, DRAC encouraged the applicant to proceed with this design and come back when more details are finalized.

4. **136 South Main Street** – Study session preparatory to the submission of a possible variance application. The property owner is seeking Committee input on a comprehensive sign package for the new medical office building being constructed at this location. Specifically, three (3) wall mounted signs are proposed on the northwest-facing curved portion of the building, one (1) wall mounted sign on the south side of the building and one (1) monument sign is proposed at each of the two entry driveways into the parking lot.

Mr. Dumais introduced the application. The applicant’s attorney Robin Pearson and design team presented the concept. The DRAC discussed the design and suggested a number of minor modification to the “rear awning sign” and the monument signs. They requested that these changes be brought back to them for additional review before any formal vote or recommendation be taken.

REFERRAL FROM THE TOWN COUNCIL

5. **None**

APPROVAL OF MEETING MINUTES:

6. May 13, 2021 ***Approved. (Motion/Giolitto; Second/Parsons-Whitaker; roll call vote, 5-0)***

TOWN PLANNER’S REPORT:

7. **None.**

ADJOURNMENT – 6:22 p.m.

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

Dallas Dodge, Corporation Counsel
Todd Dumais, Town Planner

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