



Issued: September 15, 2021

**DESIGN REVIEW ADVISORY COMMITTEE
*** DRAFT REGULAR MEETING MINUTES***
THURSDAY, JULY 15, 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,

REFERRAL FROM THE TOWN COUNCIL:

1. **405-409 Prospect Avenue** Application filed on behalf of 409 Prospect, LLC, owner of 405-409 Prospect Avenue District. The stated purpose of the application is to request a Special Development District (SDD) designation for approximately .355 acres of RM-1 zoned property. The property received site plan approval for the construction of townhome style dwelling units in 2019. The request for SDD designation would facilitate changes to the approved architectural plans and building massing. The site is currently under construction. (*Initial DRAC study session on May 13, 2021*).

Mr. Dumais introduced the application. The applicant's design team presented the concept. The DRAC discussed the architectural modifications of the roof line and supported the change in style. They encouraged the applicant to study ways to strengthen the break between the second and first story and to explore use of a different material on the base of the building, such as brick to better fit with the historic materials in the neighborhood. The DRAC also asked that the applicant coordinate the plans to ensure the frontages of both buildings on Prospect contain the same materials in the dormers and to detail all vents, fans and ac condenser units on the plans. Lastly, the DRAC asked the applicant to consider additional landscape enhancements in the front of the buildings. DRAC postponed its formal vote until the so the applicant could explore the comments from the meeting and come back for an additional review.

REFERRAL FROM THE TOWN PLANNER:

2. **245 Prospect Avenue** – Study session preparatory to the submission of a Special Development District application amendment. The applicant is contemplating façade and site design changes to accommodate a new tenant for the former Shop Rite building.

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.

3. **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. *(Initial Study Session on July 1, 2021)*
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.

REFERRAL FROM THE TOWN COUNCIL

4. **None**

APPROVAL OF MEETING MINUTES:

5. July 1, 2021 ***Approved. (Motion;/ Second;/ roll call vote, 5-0)***

TOWN PLANNER’S REPORT:

6. **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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