

Issued: August 30, 2022

**DESIGN REVIEW ADVISORY COMMITTEE  
\*\*\* DRAFT SPECIAL MEETING MINUTES\*\*\*  
THURSDAY, AUGUST 18, 2022  
ROOM 400, TOWN HALL, WEST HARTFORD, CT**

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

**DRAC ATTENDANCE:** Hugh Schweitzer, Brian Flemming, Ray Giolitto and Kimberly Parsons-Whitaker.  
Alternates: Jim Lawler

**Staff:** Brian Pudlik, Associate Planner

**REFERRAL FROM THE TOWN COUNCIL:**

1. **99 South Main Street** – Formal referral associated with a new Special Development District and rezoning application filed on behalf of Northbrook Place, LLC owner of 99 South Main Street and Elite Apartments, LLC, contract purchasers of approximately 7,988 s.f. of undeveloped land along the westerly boundary. The stated purpose of the application is to rezone the existing portion of 99 South Main Street, which is currently split zoned R-6 and RM-1, to entirely RM-1 and to rezone the land to be acquired from R-6 to RM-1 in order to expand and reconfigure the parking area to support the existing apartment building. (*Initial & Formal DRAC Receipt on 8-18-22*)

*Mr. Pudlik introduced the application and provided a brief background on the reason a Special Development District is being requested. The applicant's team presented the project. They noted that the majority of the site would remain unchanged with the exception of the westerly portion of the property where the proposed parking lot expansion would occur. The team indicated that the project includes the construction of 23 new parking spaces, a new dumpster pad and enclosure, site lighting, the addition of two trees; one each at the north and south west corners of the lot, an eight-foot fence around the perimeter of the new parking area and an underground stormwater detention system.*

*The DRAC appreciated the inclusion of an eight-foot fence, which the applicant noted was in response to an abutter's request. Regarding the proposed tree, a discussion was held around type and quantity. The applicant agreed to add an additional tree at the northeast corner of the property and further stated they would consider a native species like white oak. Regarding site lighting, the Committee confirmed with the applicant that all lighting is full cutoff and Dark Sky compliant.*

*Overall, the Committee was supportive of the project and recommended approval to the Town Council through a unanimous vote of 5-0 (motion by J. Lawler; second by H. Schweitzer).*

**APPROVAL OF MEETING MINUTES:**

2. None.

**TOWN PLANNER'S REPORT:**

3. None.

**ADJOURNMENT – 5:00 p.m.**

C: Rick Ledwith, Town Manager  
Essie Labrot, Town Clerk

Dallas Dodge, Corporation Counsel  
Todd Dumais, Town Planner

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