



Issued August 25, 2023

**DESIGN REVIEW ADVISORY COMMITTEE  
\*\*\*SPECIAL MEETING MINUTES\*\*\*  
THURSDAY, JULY 20, 2023  
ROOM 407, TOWN HALL, WEST HARTFORD, CT**

## **AGENDA**

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

**DRAC ATTENDANCE:** Chair, Ray Giolitto; Members: Brian Flemming, Jenna McClure, Kimberly Parsons-Whitaker, Hugh Sweitzer. Alternates: Jim Lawler

**ABSENT:** Elizabeth Pang, David Hines

**Staff:** Brian Pudlik, Senior Planner

## **REFERRAL FROM THE TOWN COUNCIL:**

1. **245 Prospect Avenue** - [Application filed on behalf of Prospect Plaza Improvements, LLC](#), owner of 245 Prospect Avenue, located within Special Development District (SDD) #11. The application contemplates a new outparcel building expansion with drive-through, signage, parking and landscape improvements at the property commonly known as Prospect Plaza. (*Initial Study Session on 3-9-23. Town Council public hearing set for August 22, 2023*)

***B. Pudlik – Senior Planner – Introduced the project and reminded the Committee that they had seen the project once before during an initial study session in March and that today's presentation is for a formal referral to the Town Council for a pending SDD application.***

***K. Olson – Project Attorney – Provided a brief introduction of the project and described that Chipotle drive-throughs are different that most traditional drive-throughs in that no customer ordering takes place in the que, rather customers order online and only get the drive-through lane to pick up the pre-ordered item.***

***J. Bord – Project Engineer – Introduced the project and provided a site orientation. He then provided the following project details: Stormwater management practices will be improved to enhance water quality and approximately 8,000 square feet of impervious area will be eliminated. The building is approximately 5,000 square feet with the proposed Chipotle occupying 2,400 square feet. Per DRAC's comments during the initial study session, the patio has been relocated and is now proposed to wrap the building at the southeast corner. Direct pedestrian access will be provided to the building from Kane Street. With respect to landscaping, 4 to 5 existing trees will be saved and additional trees and ground cover will be added to enhance the property. All proposed lighting will be Dark Sky compliant. The dumpster enclosure will CMU block and will match the aesthetic of the building.***

***C. Milliard – Project Architect – Described the following characteristics of the proposed building: The building will consist of three tenant spaces and will be at total of 5,000 square feet. The main entry to***

*Chipotle on the east-facing elevation will be strengthened with a black, raised pediment to differentiate it from the remainder of the building. EIFS exterior surface will not extend to ground, rather brick will be used for durability at the lower portions of the building. Other building materials will be metal siding and aluminum panels with a “wood-look”. Extensive fenestration will be provided on both the south and east-facing elevations. Mechanical equipment on the roof will be screened with two separate corrugated metal surrounds. An outdoor dining patio will be incorporated at the southeast corner of the building and will wrap the building.*

*B. Flemming – DRAC member – Expressed that more needed to be done to enhance the west-facing elevation; that as currently designed, it lacks visual interest. He indicated an appreciation for the brick base of the building, the subdued lighting accents and the fact that there is no roof access ladder.*

*J. Lawler – DRAC member – Agreed with Mr. Flemming’s comments on the west elevation. Mr. Milliard, Architect, indicated that they would review options to enhance that elevation.*

*H. Schweitzer – DRAC member – Questioned whether the interior exists meet building code standards for remoteness. Mr. Milliard, Architect, indicated that they did. Mr. Schweitzer questioned whether any monument or other remote signage is proposed. Mr. Bord, Engineer, indicated that there is none currently proposed. Mr. Schweitzer complimented the team on the completeness of their presentation, the quality of the 3D renderings, the variety of materials and colors proposed and in achieving a substantial decrease in impervious area.*

*J. McClure – DRAC member – Noted that the evening rendering may be inconsistent with the photometric plan and suggested that the design team review. Questioned whether a railing would be required around the proposed roof access hatch. Mr. Milliard, Architect, indicated that one may be necessary and they would review requirements. Ms. McClure then questioned whether the metal panel material is durable enough to be used at the ground plane. Mr. Millard indicated that it would be.*

*K. Parsons-Whitaker – DRAC member – Questioned whether the proposed landscaping at the corner was sufficient and asked that the team consider additional enhancements.*

*B. Pudlik – Senior Planner – Indicated that more needed to be done to enhance the building entry on the south elevation and suggested using a similar black pediment as the one on the east elevation. Mr. Milliard, Architect, indicated that they considered that, but came to the conclusion that it was too heavy. Indicated they would look at options.*

*H. Schweitzer – DRAC member – Made a motion to recommend approval of the project to the Town Council. Second by Kimberly Parsons-Whitaker. Vote: 6-0*

#### **APPROVAL OF MEETING MINUTES:**

2. None

#### **TOWN PLANNER’S REPORT:**

3. None

**ADJOURNMENT: 5:22 PM**

Cc: Rick Ledwith, Town Manager  
Dallas Dodge, Corporation Counsel

Duane Martin, Community Development Director  
Essie Labrot, Town Clerk