



STATE OF CONNECTICUT – COUNTY OF TOLLAND  
INCORPORATED 1786

# TOWN OF ELLINGTON

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## **DESIGN REVIEW BOARD SPECIAL MEETING MINUTES MONDAY, MARCH 20, 2023, 7:00 P.M.**

**MEMBERS PRESENT:** Chairman Michele Beaulieu, Vice-Chairman Gary Chapin, Ronald Stomberg and Katherine Heminway

**MEMBER(S) ABSENT:** Kevin Zahner

**STAFF PRESENT:** Lisa Houlihan, Town Planner and Barbra Galovich, Recording Clerk

### **I. CALL TO ORDER:**

Lisa Houlihan, Town Planner, called the meeting to order at 7:00 P.M.

Ms. Houlihan stated normally the chairman calls the meeting to order, however the chair position was held by beloved and admired Bob Dawson who passed away last November. Mr. Dawson was a longtime resident of Ellington and in addition to serving on this board he volunteered on the Ellington High School Building Committee and Zoning Board of Appeals. He was also a member of Ellington Historical Society, Arbor Park Commission, and Ellington Bicentennial Commission. Mr. Dawson was inducted to the Ellington Wall of Honor for his extensive civic involvement at a formal ceremony last September. He ran a smooth meeting, had a good eye for detail, was fair and respectful, and is deeply missed. Ms. Houlihan asked if anyone else would like to share thoughts about Mr. Dawson before we go out of agenda order to hold election of officers so the meeting can be handed over to the commission.

Commissioner Chapin said Mr. Dawson was an outstanding contributor to Ellington and was a gentleman who always treated everyone fairly. Mr. Dawson will always be remembered for his contributions to the town.

Commissioner Beaulieu noted Mr. Dawson knew how to be a good chairperson and tied everything together in summary. He was fair, and everyone had a chance to speak.

Ms. Houlihan said in preparing for the election of officers, tenure of commission members was reviewed. Historically the Design Review Board only elects a chair, however it's customary for officer positions to also include a vice chair and sometimes a secretary. She noted that this is a 5-member board and suggested the members

elect a chair and vice chair. Ms. Houlihan stated Commissioner Beaulieu has the longest tenure, excellent attendance, and professional experience with a local architectural firm. Commissioner Chapin has the second longest tenure, excellent attendance, and brings an engineering perspective to design review elements. Both have expressed their willingness to accept nominations. Commissioner Beaulieu for chair and Commissioner Chapin for vice chair. Any commissioner not accepting a nomination can make and second motions.

**BY CONSENSUS THE COMMISSION WENT OUT OF AGENDA ORDER TO REVIEW ITEM 2 OF CORRESPONDENCE.**

2. Election of Officers
- a. Chairman

**MOVED (HEMINWAY) TO NOMINATE COMMISSIONER (BEAULIEU) FOR CHAIRMAN OF THE DESIGN REVIEW BOARD FOR 2023.**

**COMMISSIONER (BEAULIEU) ACCEPTED THE NOMINATION. HEARING NO FURTHER NOMINATIONS, NOMINATIONS CLOSED.**

**MOVED (HEMINWAY), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO ELECT COMMISSIONER BEAULIEU FOR CHAIRMAN OF THE DESIGN REVIEW BOARD FOR 2023.**

- b. Vice Chairman

**MOVED (BEAULIEU) TO NOMINATE COMMISSIONER (CHAPIN) FOR VICE CHAIRMAN OF THE DESIGN REVIEW BOARD FOR 2023.**

**COMMISSIONER (CHAPIN) ACCEPTED THE NOMINATION. HEARING NO FURTHER NOMINATIONS, NOMINATIONS CLOSED.**

**MOVED (BEAULIEU), SECONDED (HEMINWAY) AND PASSED UNANIMOUSLY TO ELECT COMMISSIONER CHAPIN FOR VICE CHAIRMAN OF THE DESIGN REVIEW BOARD FOR 2023.**

**THE COMMISSION WENT BACK TO AGENDA ITEM I - NEW BUSINESS.**

**I. NEW BUSINESS:**

1. Review of design elements for Cornerstone Ellington LLC, owner/ Krown Point Capital, applicant for construction of a retail/restaurant building at 135 West Road, APN 037-005-0086 in a Planning Commercial (PC) zone.

Eric Peterson, Gardener and Peterson Associates, LLC, 178 Hartford Turnpike, Tolland, CT, Perry Gold, and Reggie Kronstadt, ARJI Ellington LLC & ARJI Ellington 2 LLC, 100 Jericho Quadrangle, Suite 200. Jericho, NY and Carmelo Rosa, (Zoom), Hibbard & Rosa Architects, L.L.C., 292 Main Street, Middletown, CT were present for the application.

Mr. Peterson said back in 2007 the Planning & Zoning Commission approved a Site Plan and Special Permit for the proposed location of the building at the Big Y Plaza,

135 West Road. The Site Plan approval has expired, and the new owners of the plaza would like to get re-approval. The new building's main tenant will be Starbucks and the tenants for the other three spaces are undetermined. The building will be about 80 feet from the north property line and 230 feet from West Road. The front line of the proposed building will be in line with the existing McDonald's. Some of the amenities will be a fenced patio for outside dining, the drive-thru, and parking within the site. He stated they will be installing a bike rack and more sidewalks around the building. Mr. Peterson reviewed the circulation within the area and queuing of vehicles for the drive-thru and parking provided for the entire building. There will be exterior lighting over the front canopy which will have integrated downward lights, additional light poles will be installed which will be five feet shorter than the existing poles. A few LED lights will be installed on existing poles and they will be dark sky compliant. Mr. Peterson reviewed the landscaping plan, noting additional screening to the north has been added and will shade some of the parking lot. The dumpster pad will be fenced in, evergreen trees will be planted behind the dumpster pad for additional screening to the abutters. He noted the 2007 Special Permit conditions of approval require the landscaping to be increased along the northeast side of the parcel, creating an earthen berm about 2.5 feet in height and 10 feet in width with the installation of dogwood trees on top of the berm. The Special Permit also requires the volume of the drive-thru speaker not to exceed the decibel level of a close conversation, which is an individual being approximately 5 feet from the speaker.

Mr. Rosa stated he will be reviewing the architectural aspects of the project. The proposed building is approximately 7,179 square feet. Mr. Rosa reviewed the proposed materials for the exterior of the building including traditional gable roofs, architectural shingles, a cupola element, metal canopies with integrated lighting, fiber cement clapboard siding, Azek trim, EIFS finish, wall light sconces and brick Rowland course with brick veneer.

Chairman Beaulieu verified with Mr. Rosa the EIFS noted on the plans is textured type of plaster. Mr. Rosa pointed out the elements of the building in which the Azek and EIFS materials will be installed. Vice Chairman Chapin stated the design of the building looks beautiful and looks like Ellington motif. Chairman Beaulieu asked about the location of the mechanical units. Mr. Rosa explained in between the gables is a lower flat roof element where the mechanicals will be located and hidden. Commissioner Heminway noted the building design fits in with the existing buildings on the parcel. Commissioner Stomberg stated he likes the building and asked if Starbucks chose the design. Mr. Kronstadt said they took into consideration other buildings within the area and proposed it to Starbucks, who loved the structure and location. Commissioner Heminway noted the proposed Dogwoods for the landscaping. She said they are beautiful trees when they bloom in the late spring, but are also messy trees and drop large seeds. When someone steps on the seeds they tend to stain the sidewalks and are difficult to clean up. She suggested they choose a different type of tree.

Ms. Houlihan asked about the brownish colored band underneath the Starbucks. Mr. Rosa noted they are metal canopies with integrated lighting primarily for the

entrances. This is a Starbuck detail, which was requested by them. Mr. Peterson explained the lights are recessed in the canopies.

**MOVED (BEAULIEU), SECONDED (CHAPIN) AND PASSED UNANIMOUSLY TO GRANT A POSITIVE REFERRAL TO THE PLANNING & ZONING COMMISSION FOR Z202306** for the construction of a retail/restaurant building at 135 West Road, APN 037-005-0086, in a Planning Commercial (PC) zone.

**RECOMMENDATION(S):**

- \* Change the proposed landscaping Dogwood trees to a cleaner and lower maintenance tree.
- 2. Review of design elements for Town of Ellington owner/ Ellington Board of Education, applicant, for various renovations, improvements, and additions to Windermere School at 2 Abbott Road, APN 008-010-0000 in a Residential (R) zone.

Brian Greenleaf, Director of Finance & Operations, 47 Main Street, Ellington, Jim Barrett, and Gregory Smolley of Drummey Rosane Anderson, Inc., 225 Oakland Road, Ste 205, South Windsor, CT and David Dickson, SLR Consulting, 99 Realty Drive, Cheshire, CT were present to represent the application.

Mr. Barrett showed the existing conditions of Windermere Elementary School. He reviewed the proposed project which will consist of demolishing the southernmost wing of the existing school and constructing a new two-story classroom wing to the north of the existing building. The remaining portions of the existing building will be renovated to an as-new state throughout to include the exterior and roofs. Mr. Barrett reviewed the site improvements to include age-appropriate playgrounds and fields and drainage improvements. He reviewed the new traffic flow patterns and additional parking. Mr. Barrett showed the proposed gables on the three main entrances of each wing. He reviewed the materials and colors of each component to be installed which include masonry brick, clapboard siding and board & batten siding.

Vice Chairman Chapin asked if the existing blue roof would be replaced. Mr. Barrett explained the school will be renovated as-new and they will replace all roofing materials and all outside elements of the buildings. Mr. Barrett noted the proposed brick material matches the proposed clapboard and siding. Vice Chairman Chapin inquired about the sidewalk ending in front of the school. Mr. Dickson explained the sidewalk along Abbott Road will remain as is and they will be adding sidewalks around the entire school.

Commissioner Heminway asked about the materials that will be used for the roofs and snow guards. Mr. Barrett said snow guards will be added to the three gables and the entrance to the school from the bus drop off location. Commissioner Stomberg said the group is doing a great job with the project. He noted the proposed renovations fit the elements of the town. Chairman Beaulieu asked about the material of the front entrances of each building. Mr. Barrett stated they are metal and will be painted white.

Chairman Beaulieu asked about signage and lighting. Mr. Smolley reviewed the proposed parking lot and building light, and stated they will be dark sky compliant. A lighting plan will be provided to the Planning Department upon completion. Chairman Beaulieu asked about the overflow parking. Mr. Barrett showed the multipurpose playfield that can provide parking for 115 vehicles if needed. Mr. Smolley added the multipurpose playfield will be 300' x 150' area. Mr. Barrett explained the signage portion of the project has not been finalized. Chairman Beaulieu asked the reasoning for the dumpster location. Mr. Barrett noted the dumpster location is closest to the kitchen access and will be screened by fencing.

Commissioner Heminway asked about the proposed stormwater detention basin along Windsorville Road. Mr. Barrett said they will be installing 4-foot fencing around the basin and a 6-foot fence will be installed all around the site, excluding the front parking location.

**MOVED (HEMINWAY), SECONDED (BEAULIEU) AND PASSED UNANIMOUSLY TO GRANT A POSITIVE REFERRAL TO THE PLANNING & ZONING COMMISSION** for future application for various renovations, improvements, and additions to Windermere School at 2 Abbott Road, APN 008-010-0000, in a Residential (R) zone.

## **II. ADMINISTRATIVE BUSINESS:**

1. Approval of the May 12, 2022, Special Meeting Minutes

**MOVED (BEAULIEU), SECONDED (CHAPIN) AND PASSED UNANIMOUSLY TO APPROVE THE MAY 12, 2022, SPECIAL MEETING MINUTES AS WRITTEN.**

3. Correspondence/Discussion:
  - a. Distribution of Ellington Design Review Guide (Approved 2015).
  - b. Distribution of Application Review Checklist.

## **III. ADJOURNMENT:**

**MOVED (BEAULIEU), SECONDED (HEMINWAY) AND PASSED UNANIMOUSLY TO ADJOURN THE DESIGN REVIEW BOARD MEETING AT 8:17 P.M.**

Respectfully submitted,

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Barbra Galovich, Recording Clerk