



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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DESIGN REVIEW BOARD REGULAR MEETING MINUTES MONDAY, MARCH 24, 2025, 7:00 P.M.

MEMBERS PRESENT: Vice Chairman Gary Chaplin, Regular Members Ronald Stomberg, Katherine Heminway, and Landon Barlow

MEMBERS ABSENT: Chairman Michele Beaulieu

STAFF PRESENT: Lisa Houlihan, Town Planner (via Zoom) and Barbra Galovich, Recording Clerk

I. CALL TO ORDER:

Vice Chairman Gary Chaplin called the Design Review Board meeting to order at 7:00 P.M.

II. PUBLIC COMMENTS: None

III. NEW BUSINESS:

1. Review of design elements for R&S Gerber Construction, LLC, owner/ applicant, to construct an 80'x100' addition at 1 Nutmeg Drive, APN 017-022-0008, in an Industrial (I) zone.

Steven Gerber, 3 Stony Brook Trail, Ellington, CT, was present to represent the application.

Steven Gerber said the application is for an additional 80x100 building for storage and garage space to the rear of the existing structure located at 1 Nutmeg Drive. The new addition is proposed to match the existing one with a green roof and same color siding. The front portion of the building is office space, the shop space is behind the front office. Vice Chairman Chaplin asked what prompted the addition. Steven noted there are multiple vehicles and equipment on the site, and they would like to park them in the proposed garage.

Vice Chairman Chaplin asked if additional parking is needed for the proposed use. Steven Gerber responded that no additional parking is required for the project and no additional employees will be hired. Vice Chairman Chaplin inquired about the northern berm's landscaping. Steven stated that the berm is established with grass seed and maintained twice a year. Vice Chairman Chaplin noted the recreational fields located to the north and asked if they are visible from the site. Steven said

yes, depending on the time of year. Chairman Stomberg said the neighborhood was designed for industrial uses and he finds no issue with the addition and color selection. Commissioner Heminway is fine with the project if the site is kept tidy. Lisa Houlihan stated the Planning & Zoning Commission may ask for plantings along the northern berm. Pursuant to Lisa's request, John Colonese, Assistant Planner Wetlands Zoning Enforcement Officer, confirmed that the original approved site plan did not require plantings within that area. Lisa asked if the applicant was amendable to provide plantings. Commissioner Heminway suggested planting a row of green giant arborvitaes and offered to meet on site to review planting locations; Steven agreed to install plantings as suggested.

MOVED (HEMINWAY), SECONDED (BARLOW) AND PASSED UNANIMOUSLY TO GRANT A POSITIVE REFERRAL WITH RECOMMENDATION TO THE PLANNING & ZONING COMMISSION to construct an 80'x100' addition at 1 Nutmeg Drive, APN 017-022-0008, in an Industrial (I) zone.

RECOMMENDATION: Add green giant arborvitaes along the north side of the property to screen the facility.

IV. ADMINISTRATIVE BUSINESS:

1. Approval of the January 7, 2025, Special Meeting Minutes

MOVED (HEMINWAY), SECONDED (CHAPLIN) AND PASSED UNANIMOUSLY TO APPROVE JANUARY 7, 2025, SPECIAL MEETING MINUTES AS WRITTEN.

2. Election of officers

- a. Chairman

MOVED (CHAPLIN) TO NOMINATE (COMMISSIONER BEAULIEU) FOR CHAIRMAN OF THE DESIGN REVIEW BOARD FOR 2025.

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

MOVED (HEMINWAY), SECONDED (BARLOW) AND PASSED UNANIMOUSLY TO ELECT (COMMISSIONER BEAULIEU) FOR CHAIRMAN OF THE DESIGN REVIEW BOARD FOR 2025.

- b. Vice Chairman

MOVED (BARLOW) TO NOMINATE (COMMISSIONER CHAPLIN) FOR VICE CHAIRMAN OF THE DESIGN REVIEW BOARD FOR 2025.

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

MOVED (HEMINWAY), SECONDED (STOMBERG) AND PASSED UNANIMOUSLY TO ELECT (COMMISSIONER CHAPLIN) FOR VICE CHAIRMAN OF THE DESIGN REVIEW BOARD FOR 2025.

3. Review of draft amendments to the Design Review Guide to align with statutory language and discuss text changes to incorporate design elements consistent with recently approved site development plans.

Lisa Houlihan explained the reasons for updating the Design Review Guide is to be consistent with changes to Connecticut statutes regarding the term character and to include different design elements required for recent site development plans like Starbucks and the Dollar General store. Lisa also suggested updating some photos in the guide. The Board would like to conduct a comprehensive review and discuss proposed changes at a future meeting. Lisa encouraged commissioners to contact her with questions or if she may provide additional guidance.

4. Correspondence/Discussion:

- a. Notice of Ellington Public Budget Presentations - Community Voice Channel on March 20, 2025, Senior Center and Virtual Zoom Meeting on May 1, 2025, and Hall Memorial Library and Virtual Zoom Meeting on May 3, 2025.

V. ADJOURNMENT:

MOVED (HEMINWAY), SECONDED (CHAPLIN) AND PASSED UNANIMOUSLY TO ADJOURN THE DESIGN REVIEW BOARD MEETING AT 7:22 P.M.

Respectfully submitted,

Barbra Galovich, Recording Clerk