



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187
www.ellington-ct.gov

TEL. (860) 870-3120

TOWN PLANNER'S OFFICE

FAX (860) 870-3122

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

**IN-PERSON ATTENDANCE: TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT
REMOTE ATTENDANCE: VIA ZOOM MEETING, INSTRUCTIONS PROVIDED BELOW**

I. CALL TO ORDER:

II. PUBLIC COMMENTS (On Non-Agenda Items):

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.

IV. ADMINISTRATIVE BUSINESS:

1. Approval of January 7, 2025, Special Meeting Minutes
2. Election of officers
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.
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:

Next regular meeting is scheduled for June 23, 2025

In addition to providing in person attendance, this meeting will be conducted using the online video conferencing service provider Zoom. Meeting details provided on the agenda and posted on the Town of Ellington webpage (www.ellington-ct.gov), Agenda & Minutes, Design Review Board.

Join Zoom Meeting via link:

Link: <https://us06web.zoom.us/j/86487122722>

Meeting ID: 864 8712 2722

Password: 778798

Join Zoom Meeting by phone:

1-646-558-8656 US (New York)

Meeting ID: 864 8712 2722

Password: 778798

8460 -

Town of Ellington

Planning & Zoning Commission Application

Type of Application: ☐ Zone Change ☐ Amendment to Regulation
☒ Site Plan Approval ☒ Special Permit ☐ Modification ☐ CGS 8-24

Application #
2202502
Date Received
2/20/2025

Notices associated with this application will be sent to the applicant, if different than the owner, unless otherwise requested.

Owner's Information

Name: R & S GERBER Construction

Mailing Address: 1 Nutmeg Dr
Ellington Ct 06029

Email: RON & GERBER CONSTRUCTION INC. COM

WHEN NOT REQUIRED BY LAW TO MAIL NOTICE BY USPS, MAY NOTICES BE EMAILED TO YOU? ☒ Yes ☐ No

Primary Contact Phone #: 860-875-6684

Secondary Contact Phone #: 860-678-5182

Signature: [Signature] Date: 2-15-2025

By signing below I certify that all information submitted with this application is true and accurate to the best of my knowledge, that I am aware of and understand the application requirements and regulations, and acknowledge that the application is to be considered complete only when all information and documents required by the Commission have been submitted. Moreover, by signing above I/we expressly provide written consent to the filing of the application and access to the site by the Commission or its staff.

Notices associated with this application will be sent to the applicant, if different than the owner, unless otherwise requested.

Applicant's Information (if different than owner)

Name: _____

Mailing Address: Same as owner

Email: _____

WHEN NOT REQUIRED BY LAW TO MAIL NOTICE BY USPS, MAY NOTICES BE EMAILED TO YOU? ☐ Yes ☐ No

Primary Contact Phone #: _____

Secondary Contact Phone #: _____

Signature: _____ Date: _____

By signing below I certify that all information submitted with this application is true and accurate to the best of my knowledge, that I am aware of and understand the application requirements and regulations, and acknowledge that the application is to be considered complete only when all information and documents required by the Commission have been submitted.

RECEIVED
FEB 20 2025

Street Address: 1 Nutmeg Drive

TOWN OF ELLINGTON
PLANNING DEPARTMENT

Assessor's Parcel Number (APN): 017 - 022 - 0008

Existing Zone: I Proposed Zone: N/A
(If none, insert "N/A")

Public Water: ☒ Yes ☐ No Public Sewer: ☒ Yes ☐ No *If not served by public water and sewer, applicant/owner shall make application to North Central District Health Department (Enfield Office).*

Is parcel within 500' to any municipal boundary? ☐ Yes ☒ No

Are there any wetlands/watercourses within 100' of construction activity or within 250' of wetlands/watercourses when located in the Shenipsit Lake Drainage Basin? ☐ Yes ☒ No *If yes, pursuant to state law application must be made to the Inland Wetlands Agency prior to or simultaneously with application to the Planning and Zoning Commission.*

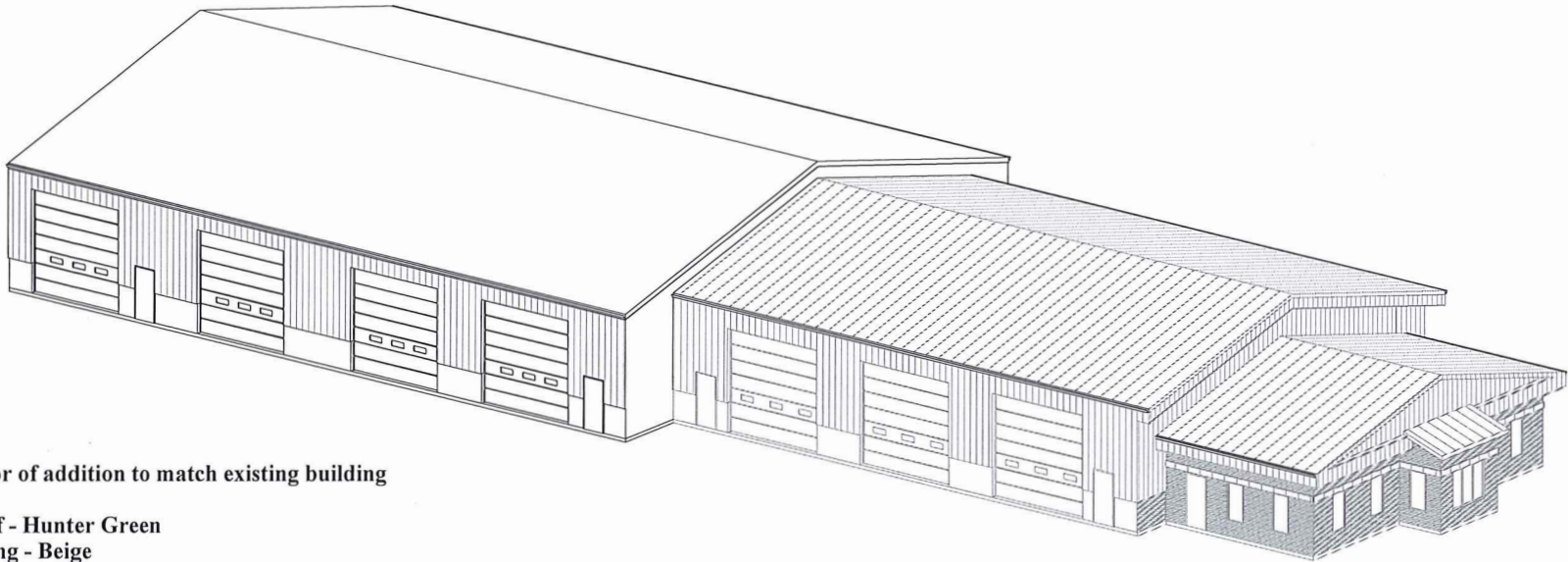
Is the project in a public water supply watershed area? ☐ Yes ☒ No *If yes, applicant shall notify Connecticut Water Company and Commissioner of Public Health about the proposed project by certified mail return receipt within 7 days of application (§8-3i(b)). Copy of application, plans, and supporting documents must accompany notice. Proof of notice and copies of return receipts must be provided to the Planning Department.*

Description of Request (If more space is needed, please attach additional sheets)

Addition of Garage Space as Shown
80 x 100 To match color of Existing

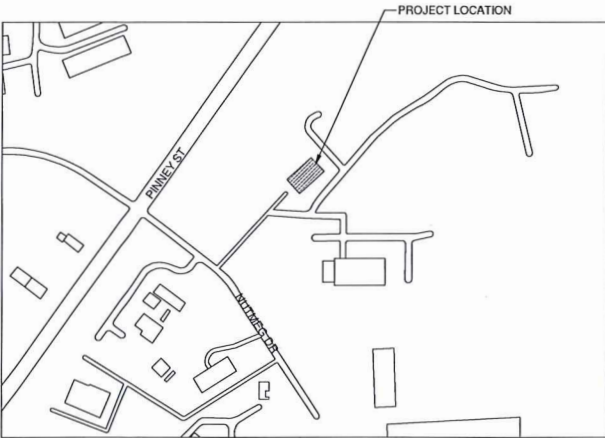
RENOVATION OF OFFICE SPACE

1 NUTMEG DRIVE ELLINGTON, CT



Color of addition to match existing building
Roof - Hunter Green
Siding - Beige
Overhead Doors - White

PERSPECTIVE VIEW
N.T.S.



PROJECT LOCATION MAP
N.T.S.

LIST OF PROFESSIONALS	
OWNER	ARCHITECTURE - STRUCTURE - MEP
GERBER CONSTRUCTION INC. 1 NUTMEG DRIVE, ELLINGTON, CT 06029 PHONE: (860) 875-6684	RUSSELL AND DAWSON INC. 1111 MAIN STREET, EAST HARTFORD, CT - 06108 PHONE: (860) 289-1100 FAX: (860) 289-3272 www.rdaep.com



RUSSELL AND DAWSON INC.
ARCHITECTURE & ENGINEERING

1111 Main Street, East Hartford CT 06108
TEL: (860) 289-1100 FAX: (860) 289-3272 E-MAIL: info@rdaep.com

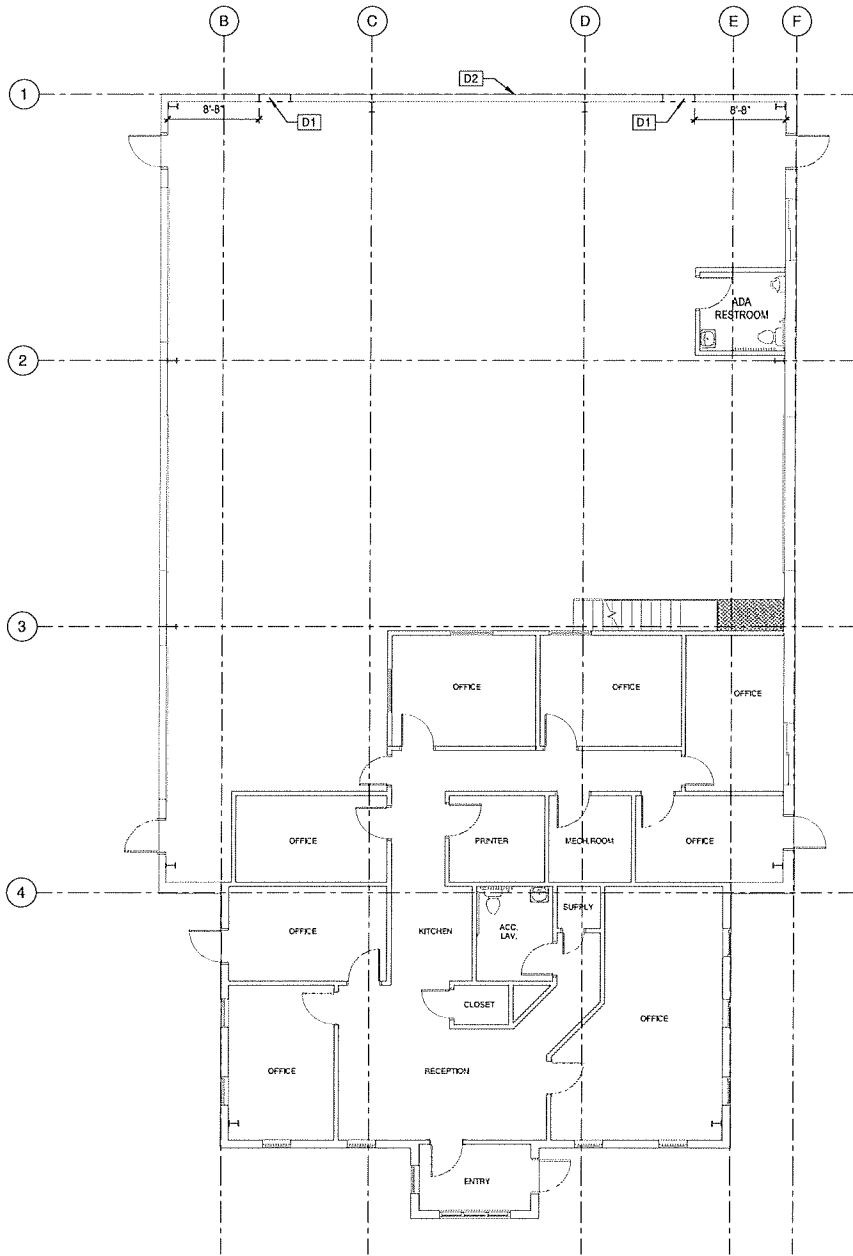
SCOPE OF WORK				
THE SCOPE OF WORK INCLUDES THE ADDITION OF A NEW WAREHOUSE OF 8000 SQ FT.				
LIST OF SHEETS				
SHEET NO.	SHEET NAME	Project Issue Date	Current Revision	Current Revision Date
G-000	COVER SHEET	MM/DD/YYYY		
G-001	CODE ANALYSIS, SYMBOL LEGENDS & GENERAL NOTES	MM/DD/YYYY		
D-101	FIRST FLOOR DEMOLITION PLANS	MM/DD/YYYY		
A-101	FIRST FLOOR PLANS	MM/DD/YYYY		
A-201	ELEVATIONS	MM/DD/YYYY		
A-301	SECTIONS	MM/DD/YYYY		
A-601	DOOR AND FINISH SCHEDULE	MM/DD/YYYY		

RECEIVED
FEB 20 2025
TOWN OF ELLINGTON
PLANNING DEPARTMENT

1111 MAIN STREET, EAST HARTFORD CT 06108 (860) 289-1100

NOT FOR
CONSTRUCTION
NOT FOR BID
ISSUED FOR
50% CLIENT
REVIEW
02/05/2025

FILE NO. 24194
DATE: MM/DD/YYYY
REV :



1 FIRST FLOOR DEMOLITION PLAN
D-101 1/8" = 1'-0"

DEMOLITION KEYNOTES	
KEY	DESCRIPTION
D1	REMOVE EXISTING SECTION OF THE WALL
D2	REMOVE EXISTING ARCHITECTURAL WALL PANEL

111 Main Street, East Hartford CT 06108
TEL: (860) 235-1100 FAX: (860) 232-5272 EMAIL: info@russellanddawson.com

RUSSELL AND DAWSON INC.
ARCHITECTURE & ENGINEERING

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REVISIONS	
NO.	DESCRIPTION

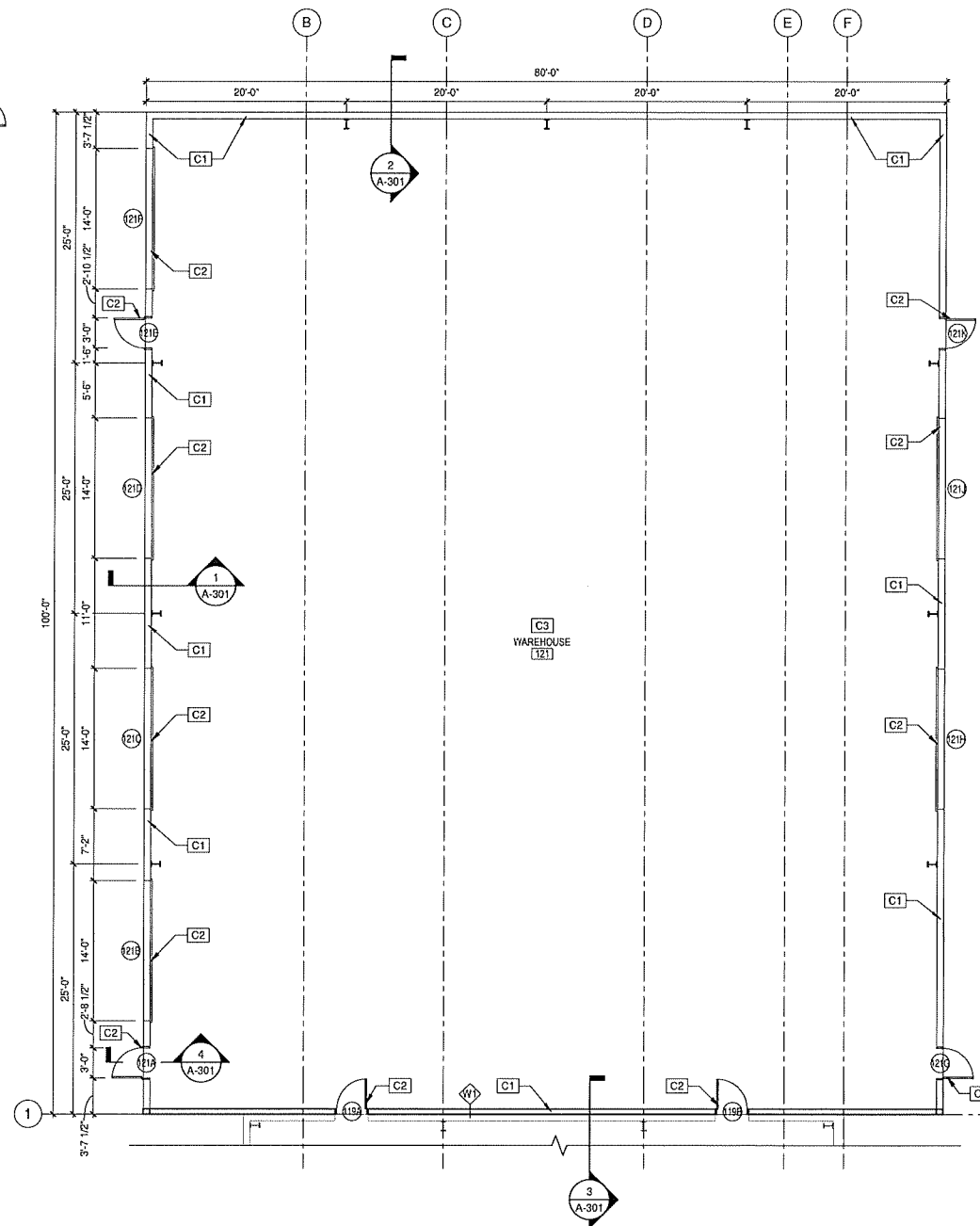
DATE	BY

NOT FOR CONSTRUCTION
ISSUED FOR 50% CLIENT REVIEW
02/05/2025

PROJECT: RENOVATION OF OFFICE SPACE
1 NUTMEG DRIVE ELLINGTON, CT

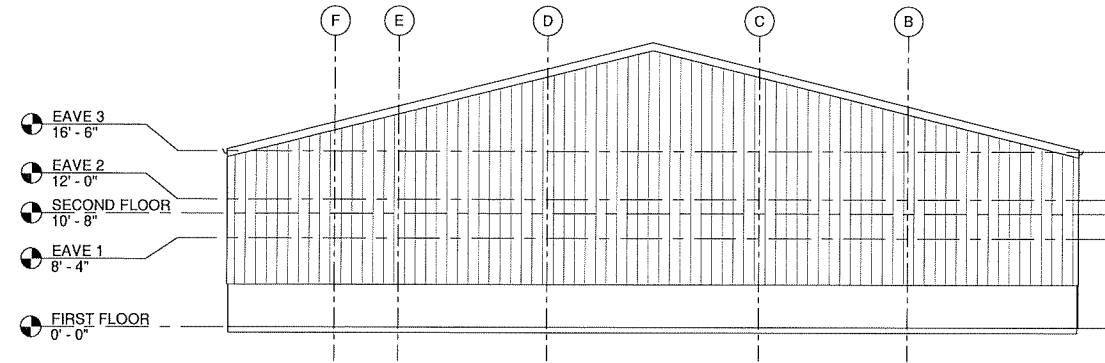
FILE NO: 24194	SCALE: AS NOTED
DATE: MM/DD/YYYY	DRAWN BY: KMB
CHECKED BY: SEC	

SHEET TITLE: FIRST FLOOR DEMOLITION PLANS
SHEET NUMBER: D-101



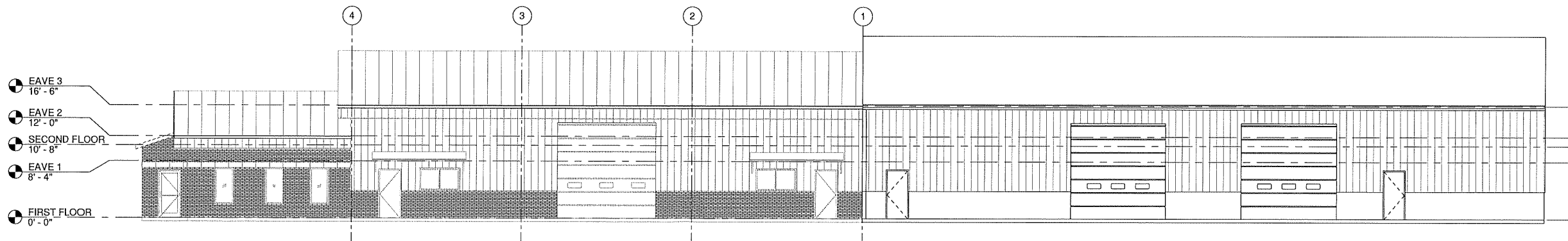
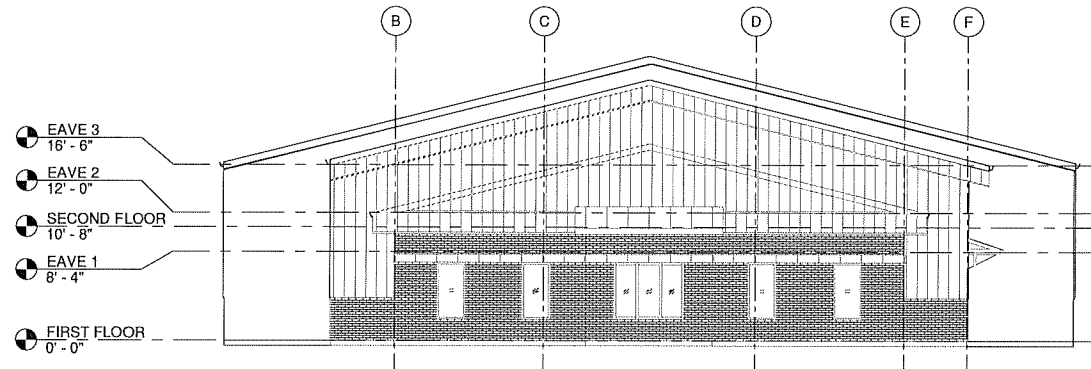
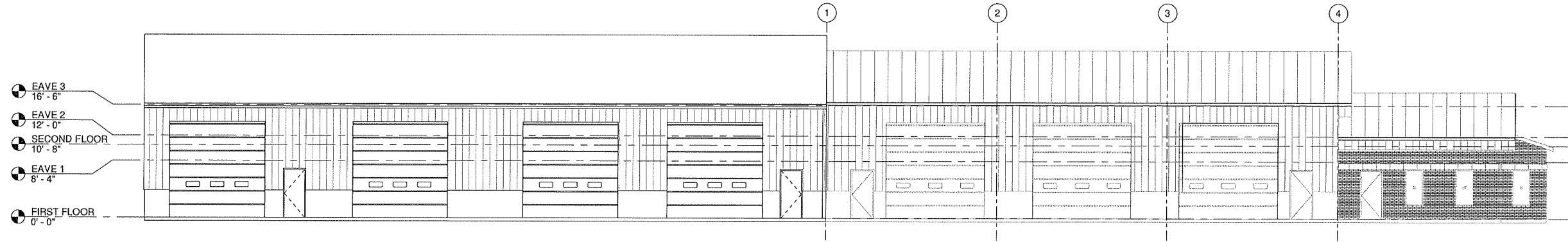
3 NEW WAREHOUSE
A-101 1/8" = 1'-0"

SHEET NUMBER:		SHEET TITLE:		FILE NO:		PROJECT:		STAMP:		REVISIONS		ANSI DOCUMENT: THE ICONS INDICATE THE PROGRESS OF THE DRAWING. THE DRAWING IS NOT TO BE USED FOR CONSTRUCTION UNLESS THE DRAWING IS IN THE FINAL STATE. THE DRAWING IS NOT TO BE USED FOR CONSTRUCTION UNLESS THE DRAWING IS IN THE FINAL STATE.	
A-101		FIRST FLOOR PLANS		24194		RENOVATION OF OFFICE SPACE		NOT FOR CONSTRUCTION ISSUED FOR 50% CLIENT REVIEW 02/05/2025		NO.		NO.	
				SCALE: AS NOTED						DESCRIPTION		DESCRIPTION	
				DATE: MM/DD/YYYY						DATE		DATE	
				DRAWN BY: KMB									
				CHECKED BY: SEC		1 NUTMEG DRIVE ELLINGTON, CT							



Color of addition to match existing building

Roof - Hunter Green
Siding - Beige
Overhead Doors - White



FILE NO: 24194

SCALE: AS NOTED

DATE: MM/DD/YYYY

DRAWN BY: KWB

CHECKED BY: SEC

SHEET TITLE:
ELEVATIONS

SHEET NUMBER:
A-201

PROJECT:
RENOVATION OF OFFICE SPACE

1 NUTMEG DRIVE ELLINGTON, CT

NOT FOR CONSTRUCTION
ISSUED FOR 50% CLIENT REVIEW
02/05/2025

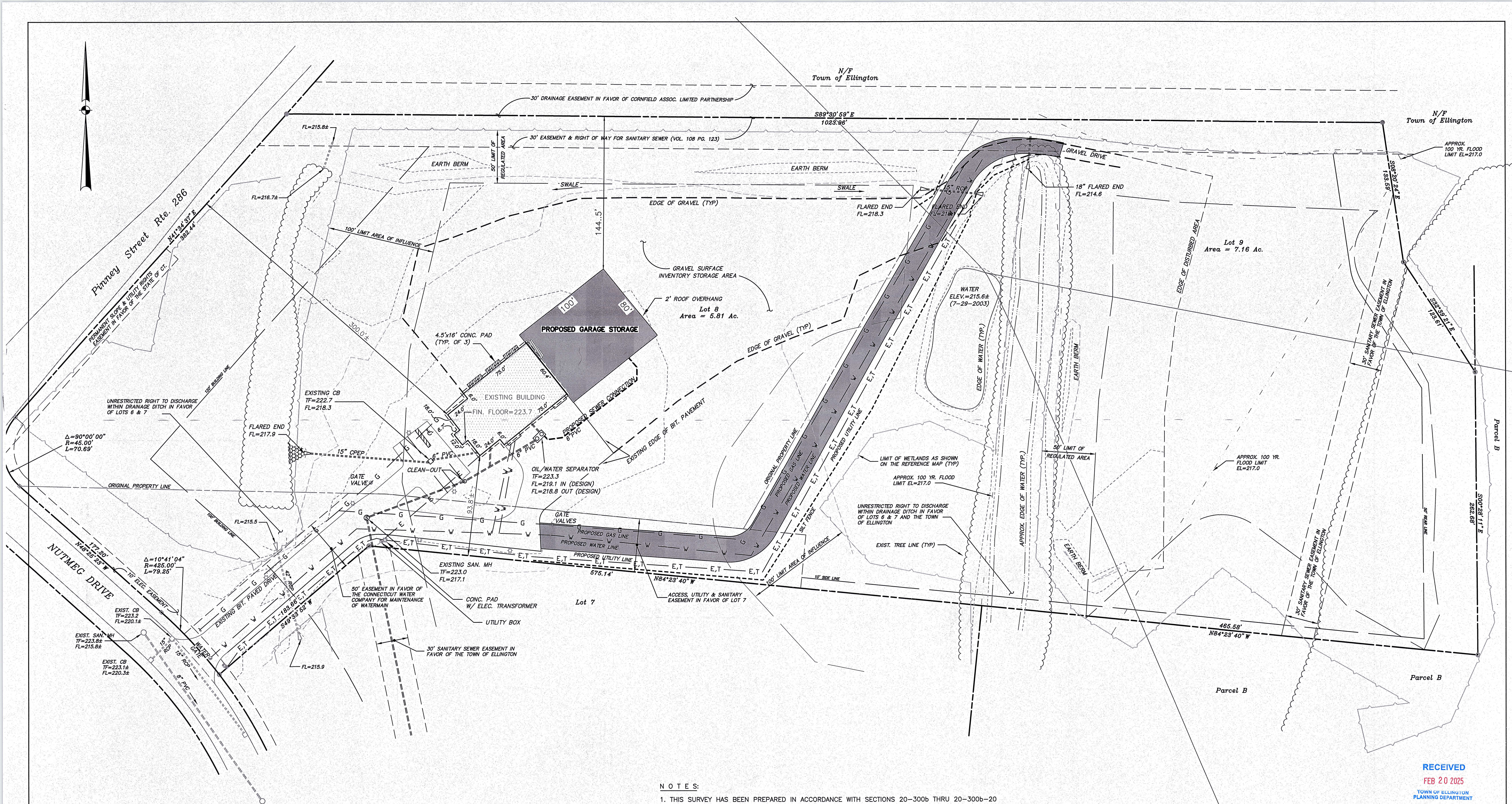
STAMP:

REVISIONS

NO.	DESCRIPTION	DATE

RUSSELL AND DAWSON INC.
ARCHITECTURE & ENGINEERING
1111 Main Street, East Haven, CT 06424
TEL: (860) 295-1162 FAX: (860) 295-2272 E-MAIL: info@russellanddawson.com

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NOTES:

- THIS SURVEY HAS BEEN PREPARED IN ACCORDANCE WITH SECTIONS 20-300b THRU 20-300b-20 OF THE REGULATIONS OF CONNECTICUT STATE AGENCIES - "MINIMUM STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT". IT IS A DATA ACCUMULATION PLAN BASED UPON PREVIOUS SURVEYS CONFORMING TO HORIZONTAL ACCURACY CLASS A-2.
- BOUNDARY INFORMATION SHOWN HEREON IS FROM THE FOLLOWING SURVEY:
A. "SITE PLAN PREPARED FOR GERBER CONSTRUCTION INC., LOT 8 & 9 NUTMEG BUSINESS PARK ELLINGTON, CONNECTICUT J.R. RUSSO & ASSOCIATES SCALE 1"=40' DATE: 10-18-02 REVISED TO 11-1-02 SHEET 2 OF 5"
- THE PURPOSE OF THIS PLAN IS TO SHOW THE PROPOSED 80 X 100 ADDITION WITH PROPOSED DRIVEWAY & UTILITY EXPANSION ONLY.
- THE PROPOSED BUILDING IS TO BE CONSTRUCTED ON THE EXISTING GRAVEL SURFACE AND WILL NOT INCREASE IMPERVIOUS AREA.

CALL BEFORE YOU DIG

TO INSURE SAFE, TROUBLE-FREE EXCAVATING,
TO LOCATE UNDERGROUND UTILITY PIPE AND
CABLE ANYWHERE IN CONNECTICUT, CALL 48
HOURS IN ADVANCE.

TOLL FREE, STATEWIDE 1-800-922-4455

TO MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON

Rachel L. Dearborn

RACHEL L. DEARBORN, LICENSED LAND SURVEYOR

2/19/25

DATE

L.S. 70295

LICENSE NO.

RECEIVED

FEB 20 2025

TOWN OF ELLINGTON

PLANNING DEPARTMENT

SITE PLAN MODIFICATION
PROPOSED 80' X 100' BUILDING ADDITION
WITH DRIVEWAY & UTILITIES EXPANSION

REVISIONS			
DATA ACCUMULATION PLAN PREPARED FOR GERBER CONSTRUCTION INC. 1 & 3 NUTMEG DRIVE ELLINGTON, CONNECTICUT LANDMARK SURVEYS, LLC 62 LOWER BUTCHER RD ~ 860-875-8204 ELLINGTON, CONNECTICUT			
DRAWN BY	SCALE	DATE	JOB NO.
R.L.D.	1"=40'	4/18/2024	202404-



RECEIVED
FEB 20 2025
TOWN OF ELLINGTON
PLANNING DEPARTMENT

**Property Information**

Property ID 017 022 0008
Location 1 NUTMEG DR
Owner R+S GERBER CONSTRUCTION LLC



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

Town of Ellington, CT makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 11/11/2021
Data updated daily

Print map scale is approximate.
Critical layout or measurement
activities should not be done using
this resource.

Barbra Galovich

From: John Colonese
Sent: Tuesday, March 4, 2025 4:20 PM
To: Lisa Houlihan
Subject: 1 Nutmeg Drive - R&S Gerber Construction LLC
Attachments: 1 Nutmeg Drive Site Plan Z200245.pdf

Hi Lisa,

As a follow up to your request, I observed the site at 1 Nutmeg Drive to determine if landscaping was planted per the attached PZC approved Landscape/Site Plan. The 2021 Google Street View along the corner of Pinney Street and Nutmeg Drive is similar to the way it is today, showing a portion of the landscaping required by the 2002 approval. Also, looking more closely at the Site Plan and Earth Berm Detail on the Details Sheet, the plans do not appear to show the earth berm along the northern property line as having landscaping but instead PS (permanent seeding). This earth berm is present and established with grasses. Please let me know if you have any questions or need any additional information.

Kind regards,

John D. Colonese, CZEO
Assistant Town Planner/Zoning & Wetlands Officer
P.O. Box 187, 57 Main Street, Ellington, CT 06029
Phone (860) 870-3120
www.ellington-ct.gov

Reference Map:

1. "Plan of Re-Subdivision Nutmeg Business Park Pinney Street Ellington, Connecticut." 1"=100' 1-15-01 Rev. 4-26-02 Class A-R by Buck & Buck, LLC, Russell B. Heine, L.S.

Notes:

1. Portion of the parcel is located in a 100 year flood hazard zone, Panel No. 090158 0015 B.
2. Portion of the parcel is located in inland wetlands as shown on the reference map.
3. Bearings and elevations are based on the reference map.
4. Underground utility, structure and facility locations noted herein have been compiled, in part, from record mapping supplied by the respective utility companies or governmental agencies, from private testimony and from other sources. These locations must be considered as approximate in nature. Additionally, other such features may exist on the site, the existence of which are unknown to J.R. Russo & Associates. The size, location and existence of all such features must be field determined and verified by the appropriate authorities prior to construction. Call Before You Dig 1-800-622-4465.
5. Additional erosion control measures are to be installed as directed by town staff if field conditions necessitate.
6. Soil erosion and sediment control contact person: Ron Gerber 875-6684.
7. Foundation dimensions as shown on this plan are for site design purposes only. Foundation contractor will use Architectural plans layout and construction of the building(s) foundation.

LEGEND:

- UTILITY
- WATER GATE
- PROP. CATCHBASIN
- PROP. STORM MANHOLE
- EXISTING SAN. MANHOLE
- EXISTING CATCH BASIN
- SIGN
- HYDRANT
- U.G. ELEC. LINE
- U.G. WATER LINE
- PROP. ELECTRIC
- PROP. SANITARY SEWER
- EXISTING SANITARY SEWER
- PROP. STORM SEWER
- EXISTING STORM SEWER
- WETLAND LIMIT
- EXISTING CONTOUR
- PROP. CONTOUR
- EXISTING SPOT GRADE
- PROP. SPOT GRADE
- EXISTING L.P.
- EXISTING MONUMENT
- PROP. L.P.
- PROP. MONUMENT
- STAKED HAYBALES OR SILT FENCE

DATA BLOCK

ZONE:	IP - Industrial Park
MIN. LOT AREA:	4 Acres 12.97 Acres
MIN. WIDTH:	200' 292'
FRONT YARD:	100' 304'
BUILDING SIDE:	10' 95'
LINE REAR:	50' 849'
BUILDING HEIGHT:	38' 38'
BUILDING COVER:	N/A N/A
LOT COVER:	60% 29%

This survey and map has been prepared in accordance with Sections 20-300b-1 thru 20-300b-20 of the Regulations of Connecticut State Agencies - "Minimum Standards for Surveys and Maps in the State of Connecticut" as endorsed by the Connecticut Association of Land Surveyors, Inc. It is a Improvement location survey based on a Dependent Survey conforming to Horizontal & Vertical Accuracy Class A-2 & T-D.

This document and copies thereof are valid only if they bear the live signature and embossed seal of the designated professional. Unauthorized alterations render any declaration hereon null and void.

EROSION & SEDIMENT CONTROL PLAN KEY

- PS PERMANENT SEEDING
- TS TEMPORARY SEEDING
- CE CONSTRUCTION ENTRANCE
- GSF GEOTEXTILE SILT FENCE
- RR RIPRAP
- DB DETENTION BASIN
- OP OUTLET PROTECTION

TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.



REV. 11-1-02 LIGHTS ADDED

Site Plan

Prepared For

Gerber Construction Inc.
Lot 8 & 9 Nutmeg Business Park
Ellington, Connecticut
Assessor's #017-022-0008 & 0009

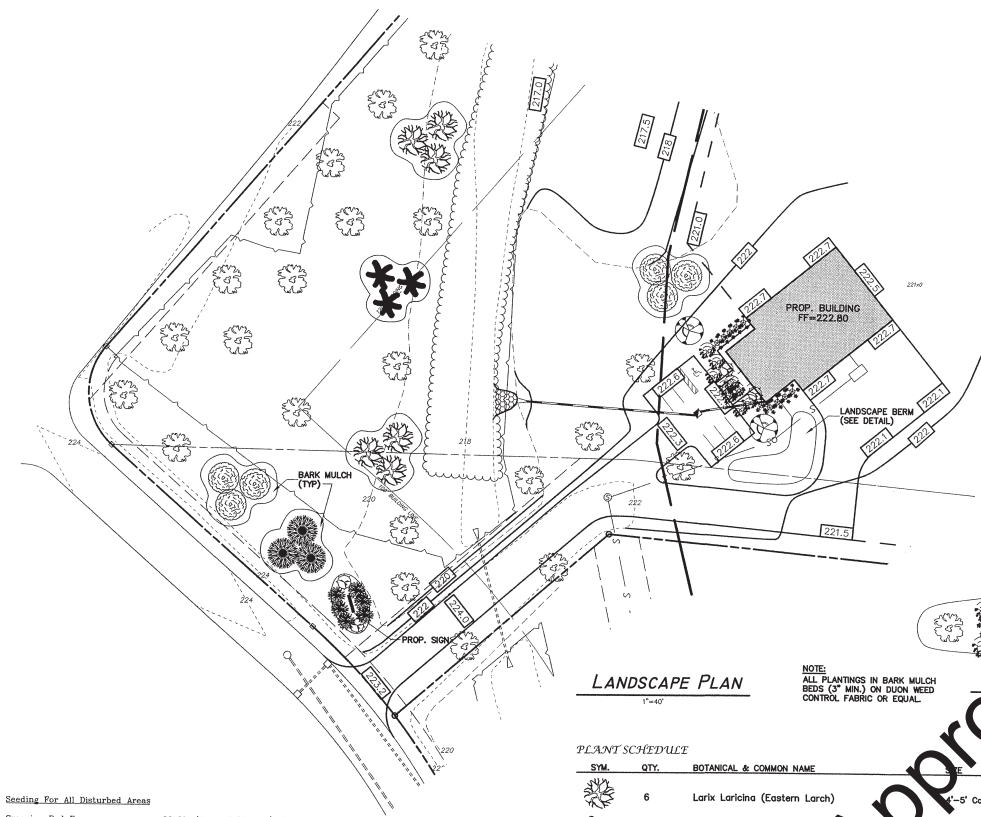
J.R. RUSSO & ASSOCIATES

Land Surveyors & Professional Engineers



1 SHOHAM ROAD
EAST WINDSOR, CONNECTICUT 06088
(860) 623-0569
FAX: (860) 623-2485

BY	SCALE	DATE	SHEET	CHECKED	NO.
LF	1"=40'	10-18-02	2 of 3	JRR	2002-088

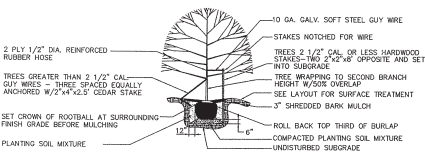


PLANT SCHEDULE

SYM	QTY.	BOTANICAL & COMMON NAME	CONTAINER
	6	Larix Laricina (Eastern Larch)	4'-5' Container
	3	Tsuga Canadensis (Canadian Hemlock)	5'-6' B&B
	24	Acer Rubrum (Red Maple)	3 1/2"-3" cal. B&B
	3	Picea Abies (White Spruce)	5'-6' B&B
	6	Pinus strobus (White Pine)	5'-6' B&B
	2	Prunus serotina 'Kwanzan' (Kwanzan Cherry)	2 1/2"-3" cal. B&B
	6	Cornus alternifolia (Cranberry Cottaeneaster)	5 gal. 18"-24"
	18	Azalea - Evergreen, Assorted Colors	3 gal. 18"-24"
	19	Euonymus Alatus 'Compactus' (Dwarf Burning Bush)	3 gal. 18"-24" (5' o.c.)
	4	Picea Glauca 'Conica' (Dwarf Alberta Spruce)	3 gal. 18"-24"

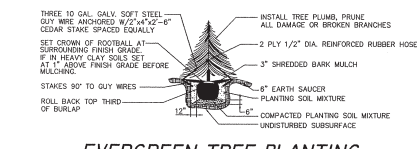
Seeding For All Disturbed Areas

Creeping Red Fescue	20 lbs./acre	0.50 lbs./1,000 s.f.
Redtop (Streaked, Common)	2 lbs./acre	0.05 lbs./1,000 s.f.
Perennial Rye Grass	20 lbs./acre	0.50 lbs./1,000 s.f.
Total	42 lbs./acre	1.05 lbs./1,000 s.f.



TREE PLANTING

NOT TO SCALE



EVERGREEN TREE PLANTING

NOT TO SCALE

SHRUB PLANTING

NOT TO SCALE

This survey and map has been prepared in accordance with Sections 80-300b-1 thru 80-300b-60 of the Regulations of Connecticut State Agencies - "Minimum Standards for Surveys and Maps in the State of Connecticut" as endorsed by the Connecticut Association of Land Surveyors, Inc. It is a Improvement Location Survey based on a Independent Resurvey conforming to Horizontal & Vertical Accuracy Class A-2 & T-D.

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TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.



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LEGEND:

•	UTILITY POLE
•	WATER GATE
•	PROP. CATCHBASIN
•	PROP. STORM MANHOLE
•	EXISTING SAN. MANHOLE
•	EXISTING CATCH BASIN
•	SIGN
•	HYDRANT
•	U.S. ELEC. LINE
•	U.S. WATER LINE
•	PROP. SANITARY SEWER
•	EXISTING SANITARY SEWER
•	PROP. STORM SEWER
•	EXISTING STORM SEWER
•	WETLAND LIMIT
•	EXISTING CONTOUR
•	PROP. CONTOUR
•	EXISTING SPOT GRADE
•	PROP. SPOT GRADE
•	EXISTING I.P.
•	EXISTING MONUMENT
•	PROP. I.P.
•	PROP. MONUMENT
•	STAKED HAYBALES OR SILT FENCE

EROSION & SEDIMENT CONTROL PLAN KEY

PS	PERMANENT SEEDING
TS	TEMPORARY SEEDING
CE	CONSTRUCTION ENTRANCE
GSF	GEOTEXTILE SILT FENCE
RR	RIPRAP
DB	DETENTION BASIN
OP	OUTLET PROTECTION

REV. 11-1-02 LANDSCAPE & DETAILS ADDED

Landscape/Site Plan

Prepared For

Gerber Construction Inc.
Lot 8 & 9 Nutmeg Business Park
Ellington, Connecticut
Assessor's #017-022-0008 & 0009

J.R. RUSSO & ASSOCIATES

Land Surveyors & Professional Engineers



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FAX: (860) 623-2485

BY	SCALE	DATE	SHEET	CHECKED	NO.
LF	1"=40'	10-18-02	3 of 5	JWR	2002-088



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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ELLINGTON, CONNECTICUT 06029-0187
www.ellington-ct.gov

TEL. (860) 870-3120

TOWN PLANNER'S OFFICE

FAX (860) 870-3122

DESIGN REVIEW BOARD SPECIAL MEETING MINUTES TUESDAY, JANUARY 7, 2025, 7:00 P.M.

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

MEMBER(S) ABSENT: None

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

I. CALL TO ORDER:

Chairman Michele Beaulieu called the Design Review Board meeting to order at 7:01 P.M.

II. PUBLIC COMMENTS (On Non-Agenda Items): None

III. NEW BUSINESS:

1. Review of design elements for Z202413 – BJJM, LLC, owner/Joseph Teixeira, applicant, request for modification to Special Permit for office and Site Plan Modification to construct an approximate 4,200 square foot addition and associated site improvements at 160 West Road, APN 046-003-0001, in a Planned Commercial (PC) zone.

Joe Teixeira, 160 West Road, was present to represent the application. Joe is the owner of Data Capture Solutions, Inc., a barcoding technology business. Joe explained that the business is not a manufacturing company, but more of assembly production with sales and service. Joe stated the company is growing and needs additional space. The proposed 4,200 sf building addition will have a full basement for storage. The exterior of the entire structure will be replaced with antique white shakes, black framed windows, and stone along the bottom of the building. Joe represented samples of the shakes and stone. Copper gutters will also be installed, and Joe provided a picture of what the gutters will look like.

Vice Chairman Chaplin asked about the parking with the additional square footage being added. Joe Teixeira stated there are ample parking spaces and they will not be hiring any additional staff at this time; additional space is needed for current employees and mold development. Commissioner Barlow asked about any proposed signage. Joe explained there will not be any signage on the building and the Data Capture Solutions globe (detached sign) in front of the building near the

driveway will not be replaced. Lisa Houlihan asked about the roof, Joe replied that roof shingles will all match. Chairman Beaulieu inquired about the redwood timber accent for the main entrance and the mechanicals for the building addition. Joe is working with Barnyard on the timber accents and there will be no mechanical units attached to the roof of the new addition. Joe noted a heating pump will be installed and the proposed wall mounted lights will be fully shielded. Chairman Beaulieu asked Joe to consider adding fencing around the dumpsters during the construction, and after discussion noted the dumpsters are not visible from the street due to changes in topography. Commissioner Heminway asked what Joe's intentions are with the landscaping on the property. The existing fruit trees were reviewed as well as the landscaping to the north of the main entry. Joe agreed to add plantings along the left side of the entry but stated no additional peach trees will be planted.

MOVED (HEMINWAY), SECONDED (CHAPLIN) AND PASSED UNANIMOUSLY TO GRANT A POSITIVE REFERRAL WITH RECOMMENDATIONS TO THE PLANNING & ZONING COMMISSION Review of design elements to construct an approximate 4,200 square foot addition and associated site improvements at 160 West Road, APN 046-003-0001, in a Planned Commercial (PC) zone.

RECOMMENDATION(S): ADD LANDSCAPING TO THE FRONT OF THE BUILDING ON THE LEFT SIDE OF THE MAIN ENTRANCE.

IV. ADMINISTRATIVE BUSINESS:

1. Approval of December 16, 2024, Regular Meeting Minutes

MOVED (HEMINWAY), SECONDED (BARLOW) AND PASSED UNANIMOUSLY TO APPROVE DECEMBER 16, 2024, REGULAR MEETING MINUTES AS WRITTEN.

2. Correspondence/Discussion: **None**

Lisa Houlihan stated the Planning & Zoning Commission (PZC) application for the proposed retail building on West Road was continued to January 27, 2025. The PZC has requested the applicant add more design components such as natural stone instead of brick and timber accents to the building, in addition to the suggestions from the Design Review Board. Lisa asked if the commission would prefer to have another special meeting to review the revised building design, but the Board agreed that an informational email was adequate.

V. ADJOURNMENT:

MOVED (BEAULIEU), SECONDED (HEMINWAY) AND PASSED UNANIMOUSLY TO ADJOURN THE DESIGN REVIEW BOARD MEETING AT 7:40 P.M.

Respectfully submitted,

Barbra Galovich, Recording Clerk



ELLINGTON

Design Review Guide



Adopted March 19, 2015, Revised -----

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INTRODUCTION



This guide is derived from content approved as part of the Route 83 Corridor Study approved in 2015 and includes standards for design elements for commercial, industrial, mixed-use, multi-family developments, and Special Permit uses in residential zones in Ellington, Connecticut.

How the physical environment is constructed has a significant impact on the quality of life and property values in Ellington. This guide is intended to provide property owners and development professionals with assistance in designing site improvement plans. And, to ~~help guide~~provide local boards with tools to appropriately manage land use and development activities in Ellington.

Some of the issues for consideration include:

- Protecting important resources;
- Enhancing the overall ~~character and~~ appearance of the physical environment since it is a reflection of the overall community;
- Propose a long-term vision in order to guide planning and land use decisions and promote positive outcomes for the community and for landowners.

Things To Protect And Preserve

In most cases, Ellington has good regulations in place to protect important resources in the community. Still, ~~residents feel that there's~~ more that can and should be done to protect and enhance the ~~character~~ appearance of the built environment.

Protecting and enhancing the quality of the built environment ~~This~~ can be accomplished in three ways:

- Ensuring the appropriate maintenance of existing buildings and sites;
- Guiding the design of new buildings and sites;
- Guiding appropriate land use based on the zoning map and zoning regulations.

In terms of ensuring the appropriate maintenance of property, Ellington is very fortunate. Some communities in Connecticut and around the country are struggling with unoccupied properties or a lack of maintenance which can detract from community appearance, erode the value of nearby ~~homes~~properties, pose health and safety risks, and consume hours of staff time. Although Ellington has not had the number or severity of problems seen in other communities, it might be helpful to have a “property maintenance” ordinance in place in the event it is needed.

For new buildings and sites, Ellington currently has a Design Review Board which reviews applications for new development and modifications to existing development. The Board is advisory and since its establishment in 2004 it has had ~~some~~ success in improving building and site development design. The effectiveness of this arrangement could be enhanced by:

- Encouraging ~~more~~ pre-application discussions with potential applicants;
- Establishing published design guidelines to help architects and others prepare plans;
- Establishing a stronger arrangement for preventing designs that do not fit into Ellington and encouraging designs that fit ~~s~~ Ellington.

Design Review Guidelines



Ellington should enhance its design review process in order to ensure that new development respects favorable design, Ellington's traditions and fits into Ellington's character appearance.

VISION



Things to Protect and Preserve

Natural Resources	<ul style="list-style-type: none"> • Continue to protect natural resources such as wetlands, floodplains, steep slopes, etc.; • Protect water quality; • Discourage development on steep slopes.
Open Space	<ul style="list-style-type: none"> • Continue to preserve open space; • Seek to expand <u>and enhance</u> the Hockanum River Trail; • Seek to expand and enhance trails and other recreational opportunities.
Farms And Farming	<ul style="list-style-type: none"> • Continue to support farms and farming.
Community Character Appearance <u>e</u>	<ul style="list-style-type: none"> • Character Appearance is key: <ul style="list-style-type: none"> ○ Route 83 is a gateway to Ellington and the character appearance of the corridor reflects on the community ○ Some buildings and sites do not enhance character community appearance of the corridor ○ Ellington should ensure new buildings fit into the character desired appearance and enhance of the community • Enhance the design review process (standards, guidelines, etc.); • Ensure appropriate buffers between business and residential areas; • Require more green (landscaping) in front of businesses and in parking

lots and as buffers as part of new and modifications to existing development;

- Ensure sign size and lighting fits into and enhances the character appearance of the community and disallow signage that detracts from the overall character appearance of the community;
 - Encourage or require the maintenance of property.
-



Services and Facilities to Provide

Community Facilities

- Continue to maintain community facilities and enhance or enlarge facilities to address emerging trends and growth.
-

Transportation

- Strive to maintain capacity / avoid congestion in the corridor and other commercial or high density development areas:
 - Require access management / shared driveways
 - Minimize / reduce driveway intersections
 - Interior road connections would be beneficial
 - Coordinate traffic signals where nearby intersections conflict;
 - Maintain appropriate traffic signal spacing in order to control traffic and “platoon” traffic flow for individual properties;
 - Require traffic improvements (such as left turn lanes) at the time of development;
 - Encourage walking and bicycling:
 - Lack of sidewalks prevents people from walking
 - Walkability / sidewalks are an important goal
 - Make more provisions for biking.
-

Utilities

- Implement Low Impact Development (LID);
 - Manage sewer allocation;
 - The existence of sewer lines supports commercial/industrial expansion;
 - Ellington should preserve excess sewer capacity for ~~such~~ commercial/industrial expansion and codify this in the regulations;
 - Bury ~~the~~ utility lines;
 - Coordinate drainage within the corridor;
 - Improve design standards for detention basins;
 - Promote a master drainage concept to coordinate drainage collection and discharge.
-

Route 83 Traffic



Need For Sidewalks



DESIGN GUIDELINES FOR ELLINGTON

1. PURPOSE

These design guidelines are intended to aid in maintaining and enhancing the character appearance and quality of buildings and public spaces in Ellington in order to maintain and enhance:

- The distinctive character appearance, landscape and historic value of Ellington;
- The sensitive balance of visual and spatial relationships that create and enhance favorable character design of in Ellington;
- The overall quality of the built environment, and
- The economic and social vitality of areas which depends upon maintaining the attractiveness of the street environment, the economic viability of businesses, and a hospitable atmosphere for residential occupants and visitors.

2. USE OF GUIDELINES

These design guidelines are intended to provide:

- That proposed buildings or modifications to existing buildings shall be harmoniously related to their surroundings, and the terrain and to the use, scale and architecture of existing buildings that have a favorable design and functional or visual relationship to a proposed building or modification;
- That all spaces, structures and related site improvements visible from public roadways shall be designed to be compatible with the favorable elements of the area in and around the proposed building or modification;
- That the color, size, height, location, proportion of openings, roof treatments, building materials and landscaping of property and any proposed signs and lighting shall be evaluated for compatibility with the local architectural motif and the maintenance of views, historic buildings, monuments and landscaping;
- That proposed improvements complement and are in concert with existing and planned public improvements including but not limited to sidewalk construction, street curbing, street lighting and landscaping;
- That the removal or disruption of historic traditional or significant structures or architectural elements shall be minimized, and
- Criteria from which a property owner and the design review board and the planning and zoning commission may make a reasonable determination of what is permitted.

3. APPLICABILITY

These design guidelines are intended to apply to:

- a. Any development within a Commercial, Planned Commercial, Industrial or Industrial Park Zone;
- b. Any multi-family development or other high-density development (e.g. Mixed Use), and
- c. Any Special Permit use within a Residential Zone.

4. OVERALL DESIGN

4.1. Compatibility Objectives

All developments shall be designed to be compatible with the existing and planned ~~character~~design of the area where it is proposed. Guidelines include:

- a. The building and layout of buildings and site improvements should reinforce favorable existing buildings and streetscape patterns and the placement of buildings and included site improvements shall assure there is no adverse impact;
- b. Proposed streets should be connected to the existing road network, wherever possible;
- c. Open spaces within the proposed development should reinforce open space patterns, in form and siting;
- d. Locally significant features of the site such as distinctive buildings or sight lines or vistas should be integrated into the site design;
- b. The landscape design should complement favorable landscape patterns in the vicinity of the site;
- c. The exterior signs, site lighting and accessory structures should support a uniform architectural theme and be compatible with favorable surroundings; and
- d. The scale, proportions, massing and detailing of any proposed building should be in proportion to the scale, proportion, massing and detailing in the vicinity of the site.

4.2. Local Context

The design of improvements shall be patterned on the physical, cultural and historic context in the vicinity of the site. Guidelines include:

- a. Reinforce historic scale, massing, proportion, spacing, setbacks, and orientation;
- b. Protect and create views of distinctive landscapes and historic sites and structures, and
- c. Incorporate historic / cultural landmarks into new development, where applicable.

4.3. Other Context

The exterior of structures and the configuration of sites should also be consistent with the distinctive characteristics in the vicinity of the site and may consider the "Connecticut Historical Commission - The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings", revised through 1990, as amended.

4.4. Organization

Improvements should be organized as an integrated system of structures, outdoor spaces, landscapes, and details both within the site and in relation to other improvements in the vicinity of the site. Guidelines include:

- a. Organize the site in a unifying and discernible manner;
- b. Maintain visual privacy between public and private spaces, and
- c. Preserve or create scenic views.

5. SITE LAYOUT

5.1. General

The overall design of the site should provide ~~for~~ places that promote pedestrian comfort, provide visual pleasure, and support outdoor social activity that reinforce community life. Guidelines include:

- a. Provide ~~for~~ public gathering at convenient, safe and visually engaging locations;
- b. Use sidewalks / walkways as organizing elements, and
- c. Illuminate assembly areas and streets s for visibility and safety.

5.2. Building Alignment

The width, height and spacing of buildings should respect the existing rhythms of the street on which they front. Guidelines include:

- a. Provide a well-defined front facade with the main entrance clearly visible and identifiable from the primary public vantage points or public right-of-way;
- b. Align buildings so that the dominant lines of their facades parallel the line of the street and create a sense of enclosure, and
- c. The relationships between buildings and the street (such as front facades and major roof ridges) should either be parallel or perpendicular, not oblique or diagonal.

5.3. Pedestrian Circulation

This section of the guide is intended to recommend provisions for pedestrians and bicycles within developments and along major roadways. The overall design of the site should provide a safe, logical approach and entry to all buildings and site use areas for pedestrians. Pedestrian walkways shall be provided within a development to facilitate pedestrian movement between parking areas and building entrances, between the building(s) and the street, and between buildings in a multi-building development, and in such other locations on the site as needed to separate pedestrian movement from vehicular movement.

Walkways on private property should connect to and extend the network of public pedestrian movement that is crucial to the proper functioning in the vicinity of the site. Guidelines include:

- a. Minimum sidewalk /walkway width should be five (5) feet;
- b. Grass strips, at a minimum of 3' wide, shall be provided in between roads and sidewalks;
- c. Materials for sidewalks and walkways shall be concrete, brick, or precast concrete pavers;

- b. In parking lots with more than two aisles or two full parking bays, walkways shall be provided where needed so that pedestrians can move from their cars to buildings along a well-marked walkway and shall be clearly marked by a change in grade or material or both;
- c. along the street frontage or frontages of the parcel or parcels;
- d. Walkways should take advantage of, and give access to, views, open space, and environmental features;
- e. Encourage a sidewalk or similar pedestrian path from the building laterally to the property line(s) to provide for pedestrian connections between properties, and
- f. Encourage accommodations for pedestrians and bicyclists as part of the development including bicycle racks, benches or other seating areas, and other accommodations to encourage and promote pedestrian activity and cycling activity.

5.4. Vehicular Circulation

The overall design of the site should provide a safe, logical approach and entry to all buildings and site use areas for vehicles. Guidelines include:

- a. Minimize curb cuts (both number and width) and encourage the use of shared walkways, shared driveways, rear driveway connections, and alley access to off-street parking areas;
- b. Minimize conflicts between pedestrians (sidewalks) and vehicles (curb cuts);
- c. Locate all delivery areas toward the rear of the site concealed from the public right-of-way, and
- d. Where interrupted by curb cuts, the continuity of the sidewalk surface material should be maintained, while the material of the driveway should be interrupted.

5.5. Site Parking

The overall design of the site should integrate parking into the site design providing a positive visual element rather than the dominating one. Guidelines include:

- a. Consider designs that locate parking at the rear and sides of buildings;
- b. Pave and grade parking so that storm water will not cross public sidewalks;
- c. Encourage parking lot light standards and fixtures that are compatible with the area in terms of design, height, color and intensity of illumination, and
- d. Screen parking areas from street view (with landscaping, berms, fencing, etc.) to create a buffer that would visually screen parking areas, but not isolate the property or compromise security:
 - i. Screen hedges or walls shall be 2'-3' min. height (for plant material) when installed and maintained at a minimum of three feet in height. Types of plants that are encouraged include hedges of yew, privet, junipers, holly, euonymus, boxwood or other vegetation.
 - ii. Stonewalls are encouraged. Earthen berms or brick may also be acceptable.

5.6. Service / Utility Areas

The overall design of the site should minimize the safety hazards and visual impacts of service equipment and supporting structures. Guidelines include:

- a. Install new utility service systems underground;
- b. Conceal or screen all HVAC and mechanical equipment from view from the public rights-of-way, areas of public assembly and adjoining properties, and
- c. Protect adjacent residential neighborhoods from noise, traffic, risk of hazards, etc.

6. BUILDINGS

6.1. Architectural Style

“New England style” type architecture should be encouraged. Guidelines include:

- a. Promote basic design elements and relationships that will help maintain and enhance a harmonious “New England style” type architectural ~~character~~ design;
- b. Other architectural forms and types (including architecturally unique or exceptional buildings) may also contribute, in the appropriate place and at an appropriate scale, to the ~~character~~ desired design of the area, and
- c. In the event of significant departure from this standard for “New England style” type architecture, the burden of proof of the overall appropriateness of the design rests with the applicant.

6.2. Form and Space

Building forms and surrounding spaces should reflect continuity of density, streetscape rhythm, yard setbacks, and community ~~character~~ appearance. Guidelines include:

- a. Create interesting and proportional outdoor spatial relationships between buildings, open space, and setbacks on adjacent sites;
- b. Establish building references (e.g. eave or cornice heights, wall detailing, ground window heights, etc.) with adjacent building forms for visual continuity;
- c. Create variety using building siting, surface recesses, and projections;
- d. Avoid long and large unarticulated structures that are uninviting and do not contribute to the human-scaled streetscape, and
- e. Avoid the over massing of buildings as it spatially relates to public rights-of-way, areas of open space and pedestrian walkways.

6.3. Scale, Massing and Proportion

The design statement should be simple and the individual design elements, materials, and details should be consistent with the contextual setting. Guidelines include:

- a. Balance the visual relationships of building bulk and size with its site.
- b. Break larger building volumes into smaller forms to lessen the total building mass.
- c. Maintain proportions between building height, length and width consistent with prevailing architectural standards.
- d. Create variety through compatibility rather than conformity, and
- e. Strive for visual simplicity rather than unnecessary complexity.

6.4. Rooflines, Facades and Entrances

Rooflines should be simple, functional, and reflective of the broader community building stock and the public face of the building should present a clear, well-defined, and balanced façade. Guidelines include:

- a. Form a consistent composition between the roof mass and building façade;
- b. Reference adjacent building rooflines and roof details (e.g. dormers, fascias, roof pitches, etc.) and materials where applicable;
- c. Apply consistent and historically correct architectural detailing throughout;

- d. Build elements (e.g. protective canopies, columns, stairs, roof projections, etc.) to human scale at sidewalk level to encourage pedestrian use;
- b. Avoid false detailing (e.g. mansard roofs, partial HVAC screens, truncated roof structures, etc.) which detracts from the building's integrity;
- c. Create an agreeable pedestrian environment including weather protection, convenience, and safety features;
- d. Arrange window patterns with a balanced spacing and conscious rhythm, and
- e. Observe historic precedents wherever possible.

6.5. Materials, Color and Surface Texture

Building materials should be durable and functional and the use of color and texture should be reflective of local style and ~~character~~favorable design. Guidelines include:

- a. Preferred exterior materials look like natural materials (i.e. ~~brick~~, stone, brick, and wood);
- b. In pitched roofs preferred roof materials are slate, wood shingles, and shakes. Asphalt shingles are acceptable. Colors should be neutral to dark;
- c. Standing seam metal roof materials may be acceptable in some areas. Colors should be neutral to dark;
- d. Balance the number of different materials on the exterior to avoid visual overload;
- e. Materials should be used with appropriate detailing and expression;
- f. Avoid large, unarticulated or monolithic areas on the street facades by using details to add relief and shadows;
- g. Create visual variety and establish ~~character~~favorable design using architectural elements (e.g. roof overhangs, trellises, projections, reveals, awnings, etc.)~~-using proportional architectural elements~~;
- h. Coordinate all exterior elevations of the building (color, materials, architectural form, and detailing) to achieve continuity;
- i. Any new or exterior alterations should have trim detail to be compatible with favorable surrounding architecture, and
- j. Trim details, such as rake boards, corner boards and fascia trim, should be of a material and dimension appropriate to the overall treatment of the facade.

6.6. Equipment and Services

Building equipment, storage, and service areas should be integrated into the site plan and architectural composition in ways that minimize adverse impacts. Guidelines include:

- a. Install new utility service systems underground and encourage burying all existing above ground services when renovating.
- b. Conceal views of all roof-mounted equipment (e.g. HVAC, plumbing, exhaust fans, etc.).
- c. Screen all ground or concrete pad-mounted equipment using evergreen plant materials of different species and size, or architectural detailing complementary to the building.
- d. Locate and screen accessory buildings and functions (e.g. trash containers, storage sheds, and emergency generators) away from parking areas, walks, and adjacent land use.
- e. Conceal garage doors and loading areas from view from surrounding streets and adjacent properties.

6.7. Building Height

Building heights should be appropriate. Guidelines include:

- a. Maximum two-story eave heights are encouraged;

- b. The first-floor level of a 2-story facade should not exceed a height of four feet (4') above the grade at the street face of a building;
- c. Story heights should remain within the range of those in surrounding buildings;
- d. Two-story mixed-use buildings are encouraged.
- e. Roof eaves on main roofs should be at least ten feet (10') above the grade at the building front entry.

7. SITE ENHANCEMENTS

7.1. Landscaping

Planting material should be used in a logical, orderly manner that defines spatial organization and relates to buildings and structures. Guidelines include:

- a. Consideration shall be given to any overall landscaping plan or theme endorsed by the Design Review Board and Planning and Zoning Commission for the vicinity of the site.
- b. Use plant material as design features and integrate mature vegetation into the design utilizing existing trees where possible.
- c. Use indigenous plants and avoid unusual or exotic cultivars.
- d. Create identifiable places utilizing open space and vegetation.
- e. Balance the quantity of landscaping with the scale of the development.
- f. Landscape around buildings, shield unsightly areas, and provide shade.
- g. Create tree canopies for environmental and spatial impact at maturity.
- h. Choose plant materials that have year-round interest.
- i. Preserve street trees and protect their roots during and after construction and from snow removal operations.
- j. Provide landscaped islands within parking areas.
- k. Protect landscape materials and vehicles with curbs.
- l. Landscape areas between the parking and the building.
- m. Provide space for snow placement or removal.
- n. Trees shall be planted in landscaped areas, unless planters, tree wells or tree pits are a preferable alternative.

7.2 Buffer Recommendations

A. Side/Rear Yards - A landscaped buffer shall ordinarily be provided along the side and rear yards where Commercial, Planned Commercial, Mixed Use, Industrial or Industrial Park Zones, or approved Special Permit uses within Residential Zones abut Residential Zones or uses as follows:

Situation	Requirement
Industrial Zone or Industrial Park Zone to a Residential Zone or use	C Bufferyard
Commercial Zone or Planned Commercial Zone to a Residential Zone or use	B Bufferyard
Approved Special Exception use within a Residential Zone to a Residential use	B Bufferyard

B. Front Yards - To preserve and protect residential property values and privacy of residential lots, a front yard landscaped buffer is recommended in the following situations:

Situation	Minimum Requirement
Industrial Zone or Industrial Park Zone to a	A-1 Bufferyard

Residential Zone or use	
Commercial Zone or Planned Commercial Zone to a Residential Zone or use	A-2 Bufferyard
Approved Special Exception use within a Residential Zone to a Residential use	A-2 Bufferyard

C. Route 83 – For property in the Planned Commercial or Commercial district along Route 83, a front yard landscaped buffer, meeting or exceeding the requirements of the A-2 Bufferyard, may be required by the Commission in the 25 feet adjacent to the front property line to enhance the streetscape except that the twenty (20) evergreen shrubs may be replaced with:

- One (1) canopy tree, or
 - Two (2) understory trees.
- i. The planting specifications for the different bufferyard requirements may be reduced or modified when warranted by special conditions such as retention of existing vegetation, topography, abutting land uses or other factors which obviate the need for such planting.
 - ii. Existing vegetation in lieu of part or all of the bufferyard requirements may be used when existing vegetation meets or exceeds requirements.
 - iii. In particularly sensitive situations, such as where a change in grade may render a planted buffer ineffective, an earthen berm in addition to the bufferyard requirements is recommended.

BUFFER YARD TABLE

A Bufferyard

2 CANOPY TREES
4 UNDERSTORY TREES
6 SHRUBS

A-1

2 CANOPY TREES
20 EVERGREEN SHRUBS

A-2

B Bufferyard

1.0 X PLANT UNITS

.8 X PLANT UNITS

.6 X PLANT UNITS

REQUIRED PLANT UNITS/100'

5 CANOPY TREES (1)
10 UNDERSTORY TREES
15 SHRUBS

SEE #1 BELOW
SEE #2 BELOW
0

C Bufferyard

1.0 X PLANT UNITS

.8 X PLANT UNITS

.6 X PLANT UNITS

REQUIRED PLANT UNITS/100'

4 CANOPY TREES
6 UNDERSTORY TREES
24 SHRUBS
12 EVERGREENS/CONIFERS

SEE #2 BELOW
SEE #2 BELOW
0

Berms

SYMBOL HEIGHT MATERIAL MIN. WIDTH

B ₁	4'	EARTH	20'
B ₂	5'	EARTH	30'
B ₃	6'	EARTH	40'

NOTES:

1. UP TO 50% MAY BE EVERGREEN
2. UP TO 100% MAY BE EVERGREEN

Canopy trees shall be deciduous shade trees planted at 3 inches in caliper with a mature height of at least 35 feet.

Understory trees shall be deciduous shade or fruit trees planted at 2 inches in caliper with a mature height of at least 12 feet.

Evergreens shall be coniferous species planted at 6 feet in height.

Shrubs shall be either deciduous species planted at 2 1/2 feet in height with a mature height of at least 6 feet or coniferous species planted at 2 1/2 feet in spread.

7.3. Site Lighting

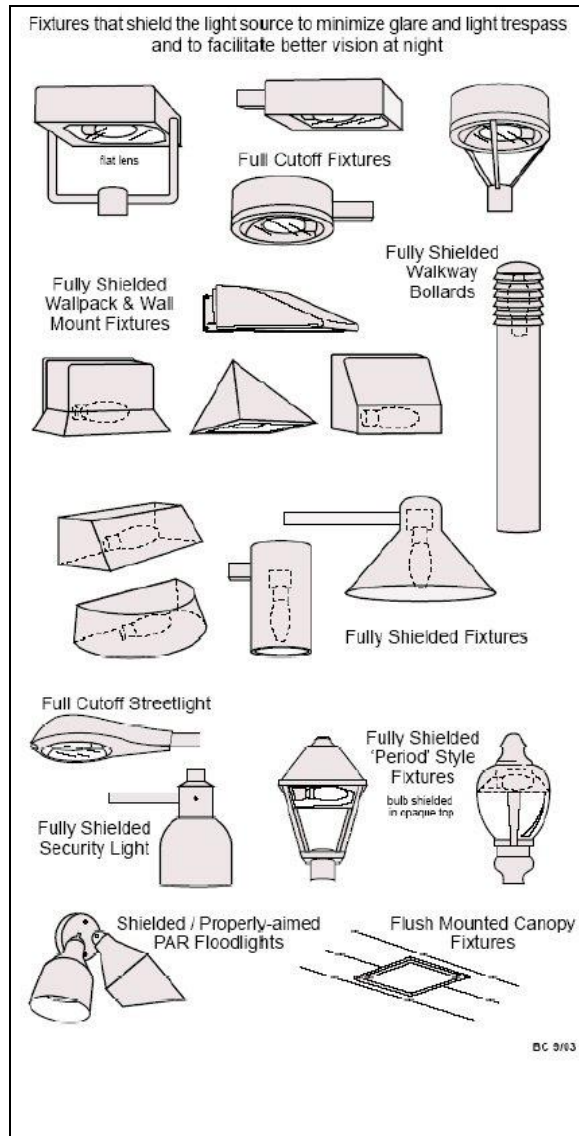
Site lighting should provide the functional and esthetic benefits of exterior lighting while mitigating the potential for nuisance. Guidelines include:

- a. Consideration shall be given to any overall lighting plan or theme endorsed by the Design Review Board and Planning and Zoning Commission for the vicinity of the site;
- b. Coordinate lighting fixture and standard details with recommended architecture or favorable neighborhood ~~character~~ design;
- c. To ensure that light sources are not visible off site, light sources shall be directed down toward the ground surface, lighting fixtures shall have opaque hoods over all light elements, and all fixtures shall have sharp cut off shields;
- d. Light pole height shall be kept as low as practical;
- e. Lighting for walkways shall be at a maximum pole height of 15';
- f. Bollard type lights are encouraged;
- g. Locate lighting fixtures for the anticipated use (e.g. signage, site features);
- h. Avoid relative brightness differences with adjacent dissimilar land uses and provide associated photometric data;
- i. Use of selective night lighting, where deemed appropriate, to highlight architecturally-significant and/or distinctive features of a building or structure;
- j. Lights should not blink, flash, or change in intensity;
- k. Use lighting fixtures with shielding devices or sharp cut-off refractors;
- l. Conceal the lighting source from the public right-of-way and offsite;
- m. Use white light lamps (e.g. metal halide) for site development illumination, do not use low or high-pressure sodium sources, and avoid mixing light source colors;
- n. Ensure that lighting support locations do not create a safety hazard;
- o. Use shatterproof coverings for low-level lighting;
- p. Coordinate lighting fixture assembly with architecture it serves, and
- q. Illuminate entrances, exits and internal barriers.

7.3 Site Lighting Illustration

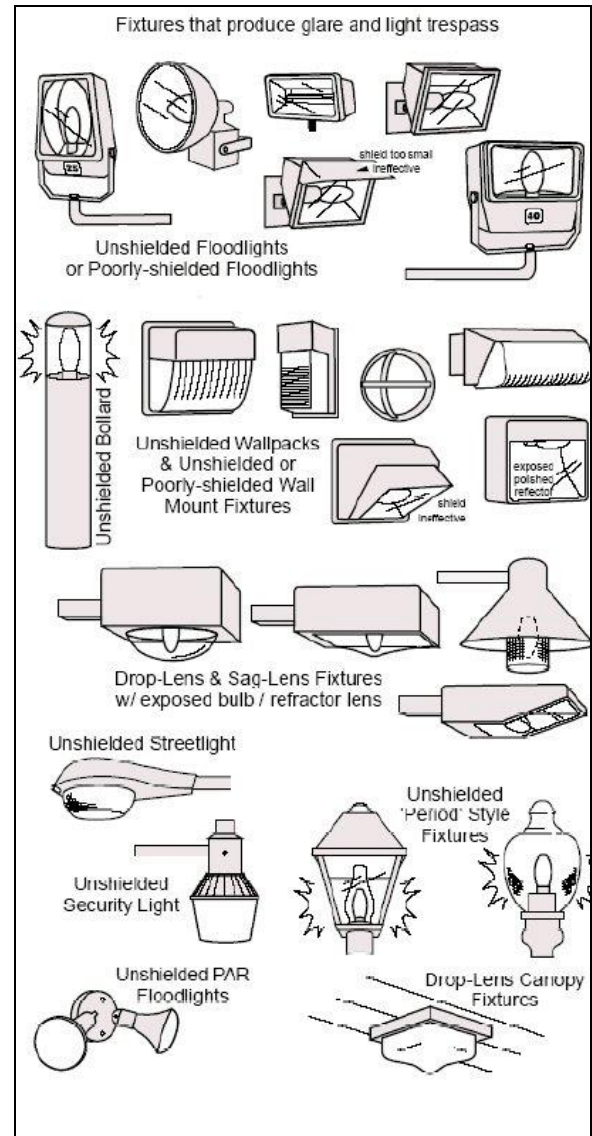
RECOMMENDED

Fixtures Which Would Not Generally Be Expected To Produce Glare or Light Trespass



NOT RECOMMENDED

Fixtures Which Would Generally Be Expected To Produce Glare or Light Trespass



7.4. Fences, Walls, and Landscape Screens

Open fences, low walls, or landscape hedges may be appropriate where the continuity of buildings is interrupted by a vacant lot, a parking lot, or a building set back farther than the build-to line or setback zone. Guidelines include:

- a. Where appropriate, use open fences, low walls, and hedges to define walkways, help give pedestrian scale to the street, and create a transition between public and private spaces;
- b. Discourage the use of fences, walls, or hedges that separate a building from the street or try to make up for other design issues;
- c. Fences, walls, and hedges should generally be residential in scale, character design and materials, and architecturally compatible with the main structure;
- d. Chain link and stockade fences and tall walls and hedges create unfriendly barriers and may block important public visual and pedestrian access and are discouraged, and
- e. Maximum height of fences and walls shall be four feet, except for screening of dumpsters, mechanicals, etc. which are encouraged to be a minimum shall be of six feet in height from natural grade.

7.5. Site Drainage

Site drainage should protect the health and safety of the public and promote ecologically sensitive approaches. Guidelines include:

- a. Prepare for storm water recharge;
- b. Design for zero increase in the peak rate of runoff;
- b-c. Use Low Impact Development techniques;
- c-d. Encourage renovation of storm water quality, and
- d-e. Use permeable pavement surfaces where optional.

8. SIGNAGE

8.1. General

Signage should identify the business and street number clearly and ~~simply and~~ avoid use of slogans and advertising. Guidelines include:

- a. Integrate any existing and/or proposed signage into the overall design insuring that it complements its surroundings;
- b. Avoid visual competition with other signs in the area and repetitious signage information on the same building frontage;
- c. Minimize the number of building and directional signs to avoid repetition, and
- d. Avoid markings on the pavement, other than markings required for traffic and safety.

8.2. Sign Context

Signage should reflect ~~the favorable character of the~~ architecture, ~~site, and neighborhood~~ without occurring at the expense of individual expression and creativity. Guidelines include:

- a. Integrate signage programs to become a natural part of the building façade;
- b. Create a sign proportionate to its location and the setback from the primary vantage point;
- c. Design information to fit properly into the sign location without visual clutter;
- d. Prohibit roof-mounted signage, freestanding signs, and driveway directional signs unless needed in unusual situations, and
- e. Replacements for oversized existing signs should be resized for the location rather than matching the pre-existing conditions.

8.3. Sign Design

Signage should conform to ~~the character of the~~ site elements in terms of scale of development, historic era, style, location, and size. Guidelines include:

- a. Coordinate sign background, trim, text, and detail with the architecture;
- b. Use durable, weather-resistant and vandal-proof materials for the sign;
- c. Avoid bright background colors (e.g. bright red, orange, or yellow);
- d. Avoid a white or off-white color in a large field of illuminated background;
- e. Avoid visible raceways and transformers for individual letters;
- f. Trim edges of flat sheet signs to improve the finished appearance;
- g. Use a flat or semi-gloss finish on the surface in lieu of a glossy, plastic finish, and
- h. Discourage internally illumination.

8.4. Sign Landscaping

Signage should be integrated with the ground plane by using complimentary plant materials as part of the overall planting plan. Guidelines include:

- a. Use durable and low maintenance plant materials with year round appeal;
- b. Utilize low walls to define plant beds when appropriate to the architecture, and
- c. Irrigate planting beds when possible.

8.5. Sign Lighting

Sign lighting should be used judiciously and specifically to illuminate useful information. Guidelines include:

- a. Use only external sources when lighting;
- b. Illuminate only the sign surface and avoid light spillage onto adjacent property;
- c. ~~Screen any~~Avoid external spot or flood lighting ~~from view by the passers-by~~;
- d. Screen low-level lighting from view with plant materials, and
- e. Balance signage illumination with surrounding lighting level intensities.

TOWN OF ELLINGTON

Budget Presentations



AVAILABLE TIMES

THURSDAY, MARCH 20, 2025

COMMUNITY VOICE CHANNEL - SEE TOWN WEBSITE
FOR MORE INFORMATION WWW.ELLINGTON-CT.GOV

THURSDAY, MAY 1, 2025

12:30 PM

IN-PERSON PUBLIC BUDGET PRESENTATION AT THE
SENIOR CENTER (40 MAPLE ST.)

OR

JOIN ZOOM MEETING

[HTTPS://US02WEB.ZOOM.US/J/84521863599](https://us02web.zoom.us/j/84521863599)

MEETING ID: 845 2186 3599

PASSCODE: 046368

SATURDAY, MAY 3, 2025

10:00 AM

IN-PERSON PUBLIC BUDGET PRESENTATION AT THE
LIBRARY (93 MAIN ST.)

OR

JOIN ZOOM MEETING

[HTTPS://US02WEB.ZOOM.US/J/87388616521](https://us02web.zoom.us/j/87388616521)

MEETING ID: 873 8861 6521

PASSCODE: 257214