

**DESIGN REVIEW ADVISORY COMMITTEE**  
**Meeting Minutes**  
**Wednesday March 2, 2005**  
**Public Works Conference Room**  
**Second Floor Town Hall**

The meeting was called to order at 6:30 p.m. by Chairman Bruce Bockstael.

**Members in Attendance:**

Chair Bruce Bockstael, Tom Harley, Joseph Hickey, Jay Hallinan, and Steve Hine.

Also in attendance: Peter Gillespie, Economic Development Manager/Town Planner.

There were no members of the public present to comment.

**Project Reviews**

**1. Proposed Dunkin Donuts Restaurant, 416 Silas Deane Highway**

Mr. Kevin Johnson of Close, Jensen and Miller and Mr. Manny Pine were present to present the plans for the project. Mr. Johnson distributed a conceptual site plan for a 2800 S.F. building for 2 tenants. One would be an 1800 S.F. Dunkin Donuts with a drive thru window and a 1,000 S.F. retail tenant space. Mr. Johnson explained the proposed one way traffic flow which would utilize the two existing curb cuts. Mr. Johnson noted the Dunkin Donuts would have 15 seats and 6 employees requiring 14 parking spaces, and 19 spaces are proposed.

Mr. Johnson distributed a color rendering of the project which would have a colonial style, vinyl siding and peaked roof windows. Mr. Johnson has not yet developed a landscape plan but noted that 16 trees will be required.

Mr. Johnson noted that the building is proposed as close to the street as possible. Parking is on the side and rear. Mr. Johnson stated that CL&P owns property in the rear and DOT has a drainage easement across the south side of the property. Mr. Johnson asked if a loading zone is required. Mr. Gillespie will determine need.

Mr. Johnson stated that the driveway can accommodate 7 cars in a queue and it is the minimum required.

Mr. Harley suggested that the dumpster location should be relocated behind the building and screening or fencing should be required. Mr. Hallinan suggested that the fence for the walk in freezer should match the dumpster fence.

Mr. Johnson stated that the sign does not meet the requirements and will need to be revised.

Mr. Gillespie suggested matching the 2 signs as a uniform program which may permit a larger sign. Mr. Gillespie also suggested that the regulations may permit the building to be moved forward of the setback with permission of the Commission.

Mr. Johnson noted that this is a preliminary plan which will come back to the Commission as the plan develops.

**2. Age Restricted Housing Development, Corner of Folly Brook and Spruce Street**

Mr. Bill Bellock of Bellsite Development and Dan Wright, architect were present. Mr. Bellock handed out a photo of the site and details of proposed parking lot lights.

Mr. Bellock explained that the project will consist of 12 units in 3 fourplex buildings. The buildings will be located toward the front of the site with parking in the rear, and curb cut aligned with Greenfield Street. Mr. Bellock stated that this is a filled site in the flood area and will be raised to get the buildings above the flood elevation. This will be accomplished by taking material from the rear of the 11 acre site out of the flood plain to balance the cuts and fills. Mr. Bellock stated the building will be 4 feet above the existing elevation and all vegetation will be removed to accommodate this. Mr. Bellock noted that the Folly Brook right-of-way was very wide and the edge of the curb is about 35 feet to the property line.

Mr. Bellock explained that the building will be built on a slab without basements and would have an unfinished second floor for storage, one car garage for each unit with an additional parking space in the driveway. The property would also have 12 unassigned spaces for visitors. The units would have 2 bedrooms and 2 baths in a traditional New England style, vinyl siding, gable ends and asphalt architectural style roof shingles. The Commission members noted that gray siding with white board trim was preferred.

Mr. Hallinan requested a sectional detail of the typical wall should be provided.

Mr. Bellock stated that the new doors with decks would face the streets. Mr. Bockstael requested a foundation planting plan in order to screen any proposed meters.

Mr. Hickey questioned whether the building would have 2nd floor dormers. Mr. Bockstael requested that the plans should indicate where the dormers would be and indicated they would break up the roof line nicely.

Mr. Bellock stated that the development would be a 55 and over project in the market price of \$235-270,000.

Mr. Bellock reviewed the landscaping plan which identified White Pines along Spruce Street, Dogwoods along Folly Brook, Maples in the parking lot and Arborvitae along the rear of the site. Mr. Hine stated the plantings are minimal along Folly Brook and should be supplemented with more planting. Mr. Hickey suggested replacing the White Pine with another type of evergreen. Mr. Gillespie suggested constructing a berm of screen along Folly Brook.

Mr. Bockstael suggested adding a sidewalk connecting the site to Folly Brook Boulevard.

Mr. Bellock stated that they will not have a dumpster.

Mr. Hickey requested that the applicant file for approval to clean out the obstruction in the stream channel. Mr. Hickey also requested that an easement is executed for the wetland/floodplain area to protect it from future development. Mr. Hickey also suggested some minor grading between building 1 and 2.

Mr. Bellock stated that an outside maintenance company will perform maintenance therefore no storage building is necessary.

Mr. Harley requested a lighting plan and details. Mr. Bellock will look at the existing street lighting. Mr. Bellock was directed to come back with revised plans to address the comments.

## **Minutes February 2 Meeting**

Mr. Hickey motioned to approve [the February 2005 meeting minutes](#) with a change on page one that Mr. Harley not Mr. Hickey was elected Vice Chair of the Committee. Mr. Hallinan seconded the motion and all voted in favor.

## **Review Form/Checklist**

Mr. Gillespie submitted the application packet and information as discussed at the last meeting. The members agreed that the packet is a good place to start.

## **Other Business**

1. Mr. Gillespie noted that an All Boards meeting will be held on Wednesday March 23 at the Community Center at 6:00 p.m. for the purpose of open communications between all board commissions involved in land use.
2. Mr. Gillespie stated that the PZC had approved the AHEPA addition. Mr. Harley noted his concerns with the visibility of the retaining wall from the Village Apartments.
3. Mr. Gillespie reported that the SDHAC had been interviewing firms for the streetscape improvements all day today and the design guidelines are still being considered. Mr. Bockstael offered any assistance he might be able to provide.

## **Adjournment**

Mr. Bockstael adjourned the meeting at 8:17 p.m.

Respectfully Submitted

Jay Hallinan  
Secretary