

DESIGN REVIEW ADVISORY COMMITTEE
Meeting Minutes
Wednesday March 16, 2005
Public Works Conference Room
Second Floor Town Hall

Acting Chair Tom Harley called the meeting to order at 6:35.

Members in Attendance:

Tom Harley, Joseph Hickey, Steve Hine and Andrea Boyle. Also in attendance: Peter Gillespie, Economic Development Manager/Town Planner and Bob Arsenault.

There were no members of the public present to comment.

Project Reviews

1. Age Restricted Housing Development, Corner of Folly Brook Drive and Spruce Street. Bellsite Development - Second Review

Mr. Robert Arsenault P.E. was present to represent the developer. Mr. Arsenault noted that he had prepared a revised plan to address the comments made by the Committee at the last meeting.

Mr. Harley referred to the memorandum to the Planning and Zoning dated March 7 and the response dated March 10 from Mr. William Bellock.

Mr. Harley questioned the lighting plan and Mr. Arsenault noted that 4 light poles are proposed for the parking and driving areas and each unit will have an entrance light over the doorways. Mr. Harley suggested that the fixtures may not comply with the zoning regulations.

Mr. Gillespie noted that Mr. Hallinan had called and expressed his approval for the proposed wall details.

Mr. Hickey noted that the landscaping plan now called for hemlocks in lieu of the proposed white pines. Mr. Hickey suggested that all stock should be resistant to disease. Mr. Hickey also confirmed that a conservation easement is proposed for the wetland and flood areas.

Mr. Arsenault noted that he has filed a permit application for the wetlands work which will be reviewed later tonight.

Mr. Arsenault also noted that a sidewalk has been added and that a berm cannot be installed along Folly Brook due to utility and drainage conflicts. Arborvitae and Flowering Dogwoods are proposed.

Mr. Hine stated that he had reviewed the foundation plan which included Rhododendrons and Burning Bush.

Mr. Arsenault stated that the dormers will stay as detailed in the original plan with alternating dormers front and rear.

Mr. Hickey motioned to recommend approval of the project with the suggestion that the PZC review the proposed lighting plan in more detail. Mr. Hine seconded the motion and all members voted in favor.

Quarterly Land Use Committees Meeting

Mr. Gillespie invited the Committee members to the Quarterly Land Use Committees meeting to be held on Wednesday March 23, at 6:00 p.m. in the Community Center.

Business Beautification Loan Program

Mr. Gillespie informed the Committee that the EDIC has created a Business Beautification Loan Program and the Committee has been asked to review the proposed work to be paid for through the loan program. Mr. Gillespie also stated that the STEAP grant will also provide funds to property owners for beautification work which will require the committee to review the proposed improvements.

Minutes

Mr. Hickey motioned to approve [the minutes of the March 2, 2005 meeting](#), Mrs. Boyle seconded the motion and the vote showed all members in favor.

Design Firm Selection

Mr. Gillespie stated that the Silas Deane Highway Committee has narrowed down the selection to 2 firms to be interviewed again on March 24. Mr. Gillespie suggested that the Committee should meet with the selected consultant early on in the process to discuss the need for design guidelines.

Adjournment

Mr. Harley adjourned the meeting at 7:14 p.m.

Respectfully Submitted

Jay Hallinan
Secretary