

Town Clerk

Town of Vernon  
Design Review Commission (DRC)  
Minutes – Special Meeting  
Monday, July 1, 2013, 7:00 P.M.  
~~\*Probate Hearing Conference Room~~  
Town Council Chambers  
Vernon Town Hall, 1st Floor, 14 Park Place

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**\*Scriveners Error - Meeting took place at location supplied for Annual Meeting schedule as revised through 2/21/2013.**

1. Call to Order & Roll Call

- ◆ Meeting was called to order at 7:01 P.M.
- ◆ Regular Members Present: Daniel Robertson, Bob McGarity, Howard Steinberg and Michael Guminiak.
- ◆ Alternate Members Present: None
- ◆ Staff Present: Shaun Gately, Economic Development Coordinator
- ◆ Recording Secretary: James Krupienski

2. Approval of Minutes

- ◆ Howard Steinberg, seconded by Bob McGarity moved a motion to approve the April 1, 2013 Regular Meeting minutes. Motion carried. Dan Robertson abstained

3. Amendments to Agenda

- ◆ Howard Steinberg, seconded by Bob McGarity moved a Motion to Adopt the Agenda as Amended:
  - Add discussion re Village District under Other Business.
  - Motion carried unanimously.

4. Referrals from PZC and/or Planning Department

Application (PZ-2013-11) of Ellington Prospect, LLC for modification a special permit granted for adaptive reuse to allow construction of a building containing four (4) dwelling units at #1 Ellington Avenue (Assessor's ID: Map #23, Block #0098, Lot/Parcel #00014)

- ◆ Bill Beloc, Developer:
- ◆ Len Jacobs, 56 Deepwood Drive – representing Developer.
  - Reviewed current conditions at the site based on prior approve renovation/development.
  - Proposing to add a structure with four (4) units.
    - Designs to match existing structures on site.
    - Handicap accessible units on both levels.
    - Single occupancy units.
- ◆ Dan Robertson questioned possibility obscuring existing structures on the site.
- ◆ Bill Beloc presented photos of the existing conditions on the site.
  - Existing brick wall will remain during and after construction.
  - Lower level parking area will be added for the new structure.
- ◆ Michael Guminiak questioned proposed lighting for new parking area.
- ◆ Len Jacobs indicated that additional lighting is not proposed at this time.

- ◆ Daniel Robertson, seconded by Bob McGarity moved a motion to approve the application as presented with the stipulations:
  - Parking area lighting would be code compliant and full cut-off fixtures
  - Lower level ramp to the main house be added for access to the main building.
- ◆ Motion carried unanimously.

5. Administrative/Action

A. Correspondence

- ◆ Shaun Gately, EDC supplied email from Local Historic Properties Commission regarding Village District review at Planning and Zoning.
  - Brochure of Creation of a Village District Overlay Zone.
  - Presented conceptual design drawing of proposed Downtown renovation/development.

B. Membership

- ◆ None

C. Other

- ◆ None

6. Guidelines

- ◆ Shaun Gately, EDC suggested adding Key Architectural points for each style presented.
- ◆ Dan Robertson suggested delineating specific areas of Town for consistency with architectural styles in the area.
- ◆ Howard Steinberg suggested the commission schedule a meeting to discuss the guidelines.
- ◆ Shaun Gately, EDC indicated that he would determine possible scheduling of joint meeting with LHPC.

7. Other Business

- ◆ Michael Guminiak questioned status of sandwich board requirements
- ◆ Shaun Gately, EDC indicated that the regulations were still in the working phase.
- ◆ Discussion took place regarding the Dollar General prior approval.

8. Adjournment

- ◆ Howard Steinberg, seconded by Bob McGarity moved a Motion to Adjourn. Motion carried unanimously.
- ◆ Meeting adjourned at 7:51 P.M.

James Krupienski  
Recording Secretary