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# Town of Vernon
## Design Review Commission (DRC)

Wednesday, August 5, 2015
7:00 PM
Council Chambers
Vernon Town Hall, 3rd Floor, 14 Park Place
Rockville / Vernon, CT

## DRAFT MINUTES

1. Call to Order & Roll Call
   - Meeting was called to order at 7:00pm.
   - Regular members present: Robert McGarity, Michael Guminiak, and Daniel Robertson
   - Alternate members present: Robin Lockwood sitting for Howard Steinberg and Jennifer Holt sitting in for the vacancy.
   - Staff present: Shaun Gately, Economic Development Coordinator
   - Recording secretary: Audrey Lanz

2. Approval of Minutes of April 1, 2015

A motion was made by Chairman Daniel Robertson and seconded by Robert McGarity to approve the minutes. Motion passed unanimously.

3. Amendments to Agenda
   - None

4. Referrals from PZC and / or Planning Department

Application (PZ-2015-10) of First Hartford Realty Corp. for a Special Permit / Site Plan of development to construct a convenience store / gasoline sales for a Cumberland Farms at #343 Hartford Tpke (Assessor's ID: Map #11, Block #0011, Lot/Parcel #0008).

- Leonard Jacobs, attorney for the applicant, gave an overview of the application.
- Mark Rocky with VHB Engineering gave an overview of the proposed site plan.
  - A discussion ensued on the maneuverability of gas trucks and semi's within the parking lot.
- James Owens with Allevato Architects gave an overview on the design elements that will be used.
  - A discussion ensued on what measures will be taken to prevent ice dams and slippery sidewalks.

Robin Lockwood made a motion to approve the application with the following condition:
- No parking in front of the dumpsters and designating the spot in front of the dumpsters as parking for deliveries only.

Michael Guminiak seconded the motion and the motion passed unanimously.

5. Administrative Action

A. Correspondence
None

B. Membership
Make a request to the Town Council to make one of the alternates a permanent member.

C. Other
Shaun Gately, Economic Development Coordinator, passed around a picture of a new store front for ideas and suggestions on the design.

- While no official vote was taken, all Design Review Commissioners approved the design.

6. Guidelines
Chairman Daniel Robertson will hand the Guidelines into PZC for review.

7. Other Business
Questions arose on various projects underway around Vernon.

8. Adjournment

Jennifer Holt made a motion to adjourn the meeting and was seconded by Michael Guminiak. Motion passed unanimously and the meeting adjourned at 8pm.

Respectfully Submitted

Audrey Lanz

Audrey Lanz
Recording Secretary