T.C

Town of Vernon
Design Review Commission (DRC)

Monday, December 1, 2014
7:00 PM
Council Chambers
Vernon Town Hall, 3rd Floor, 14 Park Place
Rockville / Vernon, CT

RECEIVED
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15 JAN -7 AM 11:24

APPROVED MINUTES

1. Call to Order & Roll Call
   - Meeting was called to order at 7:04pm.
   - Regular members present: Robert McGarity, Michael Guminiak, Howard Steinberg, Terrance Monahan, and Robin Lockwood.
   - Alternate members present: None
   - Staff present: Shaun Gately, Economic Development Coordinator
   - Recording secretary: Audrey Lanz

2. Approval of Minutes of October 6, 2014
   - Correction on minutes under section five, member should be changed to membership.

A motion was made by Robert McGarity and seconded by Michael Guminiak to approve the minutes as amended. Motion passed unanimously.

3. Amendments to Agenda
   - Agenda was accepted as presented.

4. Approval of 2015 Annual Meeting Schedule
   - With the exception of the September meeting, all other Design Review meetings are scheduled for the first Monday of the month at 7pm in the Council Chambers. September's meeting will be held on the second Monday of the month.

A motion was made by Terrance Monahan and seconded by Robert McGarity to accept the 2015 Annual Meeting Schedule. Motion passed unanimously.

5. Election of Officer
   - Daniel Robertson was nominated as chairman for the commission.

A motion was made by Terrance Monahan and seconded by Howard Steinberg to accept the nomination. Motion passed unanimously.

   - Howard Steinberg was nominated as co-chairman for the commission.

A motion was made by Michael Guminiak and seconded by Terrance Monahan to accept the nomination. Motion passed unanimously.

6. Referrals from PZC and / or Planning Department
   - None

7. Administrative / Action

A. Correspondence

- None

B. Membership

- What is the full complement of members and alternate members on the DRC?
  - The DRC has commissions for 9 members in total (5 regular and 4 alternates), there are currently 7 members.

C. Other

- None

8. Guidelines

- The DRC guidelines are not ready to be presented to the Planning & Zoning Commission for review and approval.

9. Other Business

- None

10. Adjournment

A motion was made by Terrance Monahan and seconded by Michael Guminiak to adjourn the meeting at 7:15pm. Motion passed unanimously.

Respectfully Submitted

Audrey Lanz

Recording Secretary