

Town Clerk

Town of Vernon  
Design Review Commission (DRC)  
Draft Minutes - Regular Meeting  
Monday, August 2, 2010  
7:00 PM.  
Vernon Town Hall, 3rd Floor, 14 Park Place  
Rockville/Vernon, CT.

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1. Call to Order and roll call

- ◆ Meeting was called to order at 7:10 P.M.
- ◆ **Regular Members Present:** Howard Steinberg, Daniel Robertson, and Bob McGarity. Adam Weissberger entered at 7:45 P.M.
- ◆ **Alternate Members Present:** None
- ◆ **Staff Present:** Marina Rodriguez, Assistant Town Planner, Economic Development Coordinator.
- ◆ **Recording Secretary:** James E. Krupienski

2. Approval of Minutes of June 7, 2010 meeting.

- ◆ **Bob McGarity, seconded by Daniel Robertson moved a motion to approve the Draft Minutes of June 7, 2010 as amended.**
  - Correction to second to last bullet on page one to read "Mr. Tomko indicated they would need to be evaluated prior to regrading of the site.
  - Correction to the fourth bullet on page two to read "Bob McGarity, seconded by Daniel Robertson moved to Accept the Plan as presented with the stipulation that signage be presented to the Commission once it was designed. Motion carried unanimously."
  - Add information to 6. (b) Sidewalk Policy after last bullet "Marina Rodriguez, Asst. Town Planner/EDC indicated that she would send a letter requesting a meeting with the Planning and Zoning Commission to discuss sidewalks."
- ◆ Motion carried unanimously.

3. Amendments to Agenda

- ◆ None

4. Referrals from PZC for review:

A. Application (PZ-2010-14) of Robert Dwyer for Modification of an approved site plan of development at #105 Industrial Park Rd. (Assessor's ID Map #30, Block #0133, Parcel #0005L)

- ◆ **Robert Dwyer, Applicant:**
  - Existing structure on site 2,500 sq/ft concrete block building;
  - Proposing 30' x 80' (2,400 sq/ft) concrete block building;
  - Relocating dumpster adjacent to the parking area on a concrete pad;
  - Color Scheme – Denim Blue trim, Olive and gray building colors;
  - Metal siding with vertical panels;
  - Proposing to resurface the existing building to match.
- ◆ Marina Rodriguez, Asst. Town Planner/EDC questioned proposed lighting for the site.
- ◆ Mr. Dwyer indicated there would be soffit lights and 2 wall lights.
- ◆ Marina Rodriguez, Asst. Town Planner/EDC questioned if there would be any signage changes.

- ◆ Mr. Dwyer suggested a grey background with dark blue blocks. The unit would not be lit. Proposing 6' wide by 2' tall.
- ◆ Daniel Robertson, seconded by Bob McGarity moved a motion to Accept the Plan as presented. Motion carried unanimously.

5. Administrative/Action

A. Correspondence

- ◆ Marina Rodriguez, Asst. Town Planner/EDC supplied a copy of the letter that was sent to the Planning and Zoning Commission regarding a sidewalk plan.
- ◆ Planning and Zoning responded that they would be contacting the Commission when the Infrastructure Booklet #6 was being reviewed by the Commission.

B. Other

- ◆ Marina Rodriguez, Asst. Town Planner/EDC questioned if the Chair would like to receive transmittal letters sent to the Planning and Zoning Commission regarding each application.
- ◆ Howard Steinberg indicated that he did not require them.

6. Guidelines

- ◆ Sidewalk discussions tabled until meeting with the Planning and Zoning Commission.
- ◆ Dark Sky:
  - Existing regulations currently direct applicants to utilize Dark Sky criteria.
  - Could work toward strengthening existing regulations.
- ◆ Design Guidelines:
  - Marina Rodriguez, Asst. Town Planner/EDC presented town-wide photos showing suggested design styles based upon geographical area.
- ◆ Adam Weissberger entered the meeting at 7:45 P.M.
- ◆ Currently Rockville Downtown Association Recommended Design Guidelines and Local Historic Properties Commission have Draft Design Guidelines to assist applicants in the Rockville area with appropriate design styles.
- ◆ Rockville:
  - Images were displayed depicting structures adjacent to the roadway with street or rear site parking
- ◆ Vernon Center:
  - Images were displayed depicting rustic and farm-style structures.
- ◆ Vernon Circle:
  - Images were displayed depicting unique Architectural elements in the area.
- ◆ Hartford Turnpike/Rt. 30:
  - Images were displayed depicting clean and neat landscaped areas with smaller design styles.
  - Office buildings tend to have front area parking with set-back structures.
- ◆ Talcottville Road:
  - Images were displayed showing parking adjacent to the buildings with landscape buffer to the roadway.

- ◆ **Daniel Robertson offered to assist in creating the preliminary Draft Design Booklet for review by the Commission.**
- ◆ **The Commission suggested utilizing one or two images with explanatory text to present to applicants during the initial application phase to outline desirable features.**

7. Other Business

- ◆ **None**

8. Adjournment

- ◆ **Bob McGarity, seconded by Daniel Robertson moved a Motion to adjourn. Motion carried unanimously.**
- ◆ **Meeting adjourned at 8:14 P.M.**

James E. Krupienski  
Recording Secretary