

DESIGN ADVISORY BOARD

MEETING MINUTES

Date: January 7, 2010

Time: 6:30 P.M.

Location: Deep River Town Hall

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The meeting came to order at 6:35.

Attendees: The following members of the Design Advisory Board were present: Peter Howard, Alan Paradis, Pamela Potter, Jeff Hostetler, Peggy Metcalf, Sue Watts.

The following members were absent: Andrea Chiappa

Guests: Jonathan Kastner, Ann Courcy

Topics of Discussion:

The board discussed the need to develop guidelines as soon as possible. Pertinent sections of the Deep River zoning regulations and guidelines from other towns were distributed. Sue Watts obtained copies of zoning regulations from a number of towns and provided board members with a copy of the design guidelines from Rocky Hill to review. Board members were asked to pass on comments they might have to Alan over the next few weeks so the Design Advisory Board can create its own guidelines.

The idea of developing a checklist indicating what the board is looking for was discussed.

Jonathan Kastner distributed copies of the proposed firehouse plan for expansion. It was agreed that once a site plan is obtained, board members should visit the firehouse to review the plan which includes the demolition of a historic house on the site.

Alan discussed his proposed design for adding names to the Veteran's Memorial. Sue Watts also provided a computer perspective of design ideas for the memorial.

The next meeting of the Design Advisory Board will be held on Thursday, February 25, 2010 at 6:30 P.M. in the Deep River Town Hall.

The following items will be discussed at the February 25th meeting:

- Design Advisory Board Guidelines
- Firehouse project

Meeting adjourned at: 7:35 P.M.

Minutes compiled by: Pamela Potter, Secretary

The next meeting of the Design Advisory Board will be held on January 7, 2010 at The Deep River Town Hall.

The following items will be discussed at the January 7th meeting:

- Design Advisory Guidelines
- Veteran's Memorial – Possible ways to accommodate additional names

Meeting adjourned at: 8:50

Minutes compiled by: Pamela Potter, Secretary

DESIGN ADVISORY BOARD

MEETING MINUTES

2010 JAN 26 A 11: 26

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Date: December 10, 2009
Time: 7:30 P.M.
Location: Deep River Town Hall

Attendees: The following members of the Design Advisory Board were present: Peter Howard, Alan Paradis, Pamela Potter, Sue Watts.

The following members were absent: Jeff Hostetler, Andrea Chiappa, Peggy Metcalf.

The Design Advisory Board met at a regularly scheduled Planning and Zoning meeting to be introduced to P & Z members and then held an independent organizational meeting.

Election of Officers:

The following 3 officers were elected to serve 2 year terms:

Chairman: Peter Howard
Vice-Chairman: Alan Paradis
Secretary: Pamela Potter

Topics of discussion:

The Board will work to establish, as soon as possible, a set of guidelines for property owners and developers submitting proposals that require a design review as requested by the Planning and Zoning Commission.

Peter will contact Cathie Jefferson to request copies of guidelines established by other towns, as well as pertinent sections of the Deep River Planning and Zoning Regulations for board members to review.

Decisions:

A minimum of 3 Design Advisory Board members are required to make recommendations to an applicant.

Meetings of the Design Advisory Board will be Thursday evenings, the dates set as needed, but within 15 days of receipt of an application in order to review the application prior to a scheduled Public Hearing or Planning and Zoning meeting.