**TOWN OF EAST HAMPTON**

**DESIGN REVIEW BOARD**

**REGULAR MEETING**

THURSDAY, OCTOBER 1, 2015

6:30 PM

TOWN HALL MEETING ROOM

**Minutes**

Present: Chairman Kevin Burnham, Michael Chicoine and Tom Adams

Absent: Vice Chairman Scott Hill

**Call to Order and Pledge of Allegiance**

Chairman Burnham called the meeting to order at 6:30 PM in the Town Hall Meeting Room.

**Approval of Minutes**

A motion was made by Chairman Burnham, seconded by Mr. Chicoine, to approve the minutes of the August 6, 2015 meeting as written. Voted (3-0)

**Public Comment**

None

**Communications**

None

**Plan Reviews**

None

**Continued Business**

A. Development of Design Review Board Standards List - Discussed ways to condense and organize subheadings in the Design Review Board Standards List as they correlate to the Development Review Checklist. It was mentioned that reference points between two documents would be helpful. As follow-up, members will review one or two subsections of the document and present recommendations during discussion at the next meeting. Development Review Checklist and Design Review Guidelines are to be redistributed to the Board via email and possibly posted to Town web site.

**New Business**

A. Discussed opportunity to plan a special meeting, or series of meetings, to tour the Town of East Hampton with intent to identify and map existing architectural characteristics. It was agreed upon that it would be beneficial for someone with expertise in this area to attend.

**Public Comment**

None

**Adjournment**

A motion was made by Mr. Adams, seconded by Mr. Chicoine, to adjourn the meeting at 7:03 PM.

Respectfully submitted,

Sarah Aresco

Recording Secretary