**Town of East Hampton**

**Design Review Board**

**Regular Meeting**

Thursday, May 17, 2018

7:00 P.M.

TOWN HALL MEETING ROOM

**Draft Minutes**

**Present:** Chairman Tom Adams, Scott Hill (arrived to the meeting at 7:11 P.M.), Kevin Burnham, and Gordon Hyde.

**Absent:** Vice Chairman Michael Chicoine

**Call to Order and Pledge of Allegiance:**

Chairman Adams called the meeting to order at 7:00 P.M. in the Town Hall Meeting Room.

**Approval of Minutes:**

A motion was made by Mr. Burnham, seconded by Mr. Hyde, to approve the minutes from the April 19, 2018 regular meeting with one minor change; to capitalize NAPA. **(Voted 3-0)**

**Public Comment:** None

**Communications:** Planning and Zoning liaisons from May 2nd. Roncalli Institutes was looking for a special permit but was withdrawn at the petitioner’s request. Dean Brown on Barton Hill Road petitioned for an amendment to the zoning regulation to allow special events to be held on the bead and breakfast site. Garret Homes for Dollar General gained the site plan approval at the meeting. Joe and Karen Bromley were looking for a special permit for a commercial stable; this was approved and scheduled for the next scheduled public hearing. Christian Michalowski of Black Walnut Artisan Bread was looking for commercial site plan review. The site plan was approved at the meeting. Ryan Noir was looking for an amendment to zoning regulations for a tool box for the planning commission. This was scheduled for a public hearing for the July meeting. A Tiff District concept was discussed in the Planning and Zoning meeting. This topic isn’t an approve or not approve idea, but more of a committee comment on the proposal. There was also an amendment for the alcohol zoning regulations to reduce the distance from churches and the establishments selling alcohol.

**Plan Review:**

1. **29 West High Street- Barber & Associates Signage:** Kenneth Barber of Daly Road presented to the committee of the sign he plans to place on the property site. The sign will be made of aluminum composite with 6 by 6 poles sheathes in plastic sleeves. The poles themselves will be black. The background of the sign will be a deep forest green with gold lettering with the movable plaques black with gold lettering. There are existing holes for the poles of the sign to be affixed. There is a temporary sign set up where the permanent sign will be installed. The size of the sign will be four feet y four feet with the sign being over 6 feet off the sidewalk. There is plan for lighting for the sign but will be addressed later.

A motion was made by Mr. Burnham, seconded by Mr. Hyde, to recommend for approve the sign described by the applicant with the deep green background with gold lettering with 6 to 8 movable plaques that will be black with gold lettering. While also taking the changes of the number of plaques into consideration. **(4-0) in favor.**

**Continued Business:** None

**New Business:** None

**Public Comment:** None

**Adjournment:** A motion was made by Mr. Burnham, seconded by Mr. Hill, to adjourn the meeting at 7:23 P.M. **(Voted 4-0) in favor.**

Respectfully Submitted,

Katrina Aligata

Recording Clerk