

**Architectural Design Review Advisory Committee
Meeting Minutes
Tuesday, January 20, 2009**

The Architectural Design Review Advisory Committee convened its January 20, 2009 meeting at 5:00 PM at the Chamber of Commerce Meeting Room, 14 Holmes Street, Mystic. Present were Robert Mercer, Susan Cullen, William Haase, Robert Birmingham, Chairman Mark Comeau, Christopher Thorp and Mary Thacher. Absent was Charles Canavan. Minutes of the November 19, 2008 meeting were approved.

Topics discussed: 1) Keeping the application process simple, and that it not duplicate PZC's review procedures; 2) Role of a Selectmen-appointed Design Review Committee, relative to fitting into PZC's site plan approval process.

Bill Haase said that the permanent Design Review Committee would be established at Town Meeting, and thereafter it would be part of the Planning and Zoning process. Standards recommended by this advisory group will be incorporated into the zoning regulations, the language for which will be established with help of attorneys Branse and Londregan. The repealing of the old regulations, the establishing of the new ones, should be simultaneous with this Town Meeting. Relative to process, Sue Cullen provided draft text stating that any change from initial drawings approved by PZC must also be reviewed and approved before construction can proceed.

The Committee's role relative to landscape review was discussed: placement and size of trees, distance of structures from the street, etc. Consensus was that PZC have the Design Review Committee's input on these items to facilitate their decisions. Proposed regulations will require that submitted plans be prepared by CT licensed architects and landscape architects.

Mark Comeau presented a draft document titled: "Design Review Guidelines, January 2009." Bill Haase said his office could prepare a town map highlighting different areas under discussion. After much discussion and review of photographs submitted for the different districts, the Committee decided:

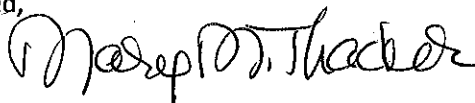
- That preferred design elements be emphasized in the Guidelines document.
- Line drawings with written commentary are preferable to photographs (there is concern that photographs, by themselves, will carte blanche to developers).
- It is not politic to show buildings in Stonington considered to be badly designed.
- That there be a section of the document depicting recommended design elements, much like the work of Robert Birmingham in the early 1980's in the present zoning regulations.

It was agreed that Bill Haase would initiate revisions to the regulatory zoning text, and that Mark Comeau would continue to work on the design guidelines. At some point, this document will be available on the Town's website, with hyperlink. However, it was emphasized that at the onset this would be a printed document, not an electronic one. It was suggested that July 1, 2009 be the deadline for completing this work.

The next Committee meeting is scheduled for Wednesday, February 18, 2009 at 5:00 P.M. in the Mystic Chamber of Commerce Meeting Room. The meeting was adjourned at 6:45 P.M.

Respectfully submitted,

Mary M. Thacher



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