

Architectural Design Review Advisory Committee
Meeting Minutes
Wednesday, February 18, 2009

The Architectural Design Review Advisory Committee convened its February 18, 2009 meeting at 5:00 P.M. at the Chamber of Commerce Meeting Room, 14 Holmes Street, Mystic. Present were Susan Cullen, Charles Canavan, Robert Birmingham, Chairman Mark Comeau, Robert Mercer, Christopher Thorp, Mary Thacher and Planning Director William Haase. Minutes of the January 20, 2009 meeting were approved.

The meeting focused on administrative and procedural aspects of design review. Haase presented a draft town ordinance establishing a permanent Architectural Design Review Board. This must be presented to the Board of Selectmen, who would refer to ordinance to Town Meeting. Stonington voters will have the final say about establishing this Board. The Committee agreed to refer this draft ordinance to the Selectmen.

By-laws governing internal workings of an Architectural Design Review Board were also reviewed. There was a discussion about including single-family, duplex and triplex residential units in the review process, but Haase discouraged this, saying these are currently a "use by right" not requiring any review by the Planning and Zoning Commission. Rather, they are issued zoning permits via administrative review by the Zoning Enforcement Officer, who simply checks for compliance relative to building line setbacks. In other words, ADRB's review comments for these types of residential structures would not be forwarded to a municipal board for action.

The Committee then reviewed draft Design Review Guidelines for Applicants. Consensus was that the level of required materials to be submitted by applicants was too excessive, and that it should be reduced in a revised draft. It was also decided to add waiver language, such that applicants could further reduce the level of required materials via an appeal to the ADRB.

The final document reviewed was proposed amendments to Stonington's Zoning Regulations, integrating architectural design review with the Planning & Zoning Commission's procedures for evaluating submitted site plans and special use permits. The Committee indicated it was more appropriate to include more detailed requirements for architectural renderings and landscape plans in the zoning regulations, as opposed to the ADRB review, which would remain less formal in its approach.

It was agreed that Haase would prepare revised draft documents for the Committee's review at the next meeting, set for Wednesday, March 25, 2009 at 5:00 in the Chamber of Commerce Building in Mystic. The meeting adjourned at 6:55 P.M.

Respectfully submitted,



William R. Haase

RECEIVED FOR RECORD
STONINGTON, CT
09 APR - 2 AM 10:41
CYNTHIA LAOWIG
TOWN CLERK