

**ARCHITECTURAL DESIGN REVIEW BOARD  
REGULAR MEETING MINUTES  
OCTOBER 17, 2012**

The Architectural Design Review Board held its October 17, 2012 Regular Meeting at 5:30PM in the 1<sup>st</sup> floor Town Hall Meeting Room. Attending were members, Christopher Thorp, Mark Comeau, Mollie Burton and Chuck Canavan. Members Bob Birmingham, Susan Cullen and Michael McKinley were absent. Also attending was Keith A. Brynes, Town Planner.

Chairman, Mark Comeau called the meeting to order at 5:40pm.

Application #ADRB 12-09:

Review of PZ1222SPA Samuel R. Piotrkowski (J. Arruda) - Site Plan application to construct an 884 SF 2<sup>nd</sup> story addition, create additional parking, and provide signage for a change of use from residential to office. Property located at 41 Williams Ave., Mystic, CT. Assessor's Map 161 Block 14 Lot 4. Zone LS-5.

The building design and site plan were presented by and Steven Way, of Seway Consulting, and John Arruda, of Arruda Real Estate Associates. Plans propose a full second floor added to the existing residential house at 41 Williams which will be converted into a real estate office. Building materials will be a wood clapboard style siding such as hardi-plank. Parking spaces will be constructed at the rear of the site with an area designated in front of the building for future spaces if required. Landscaped buffers from residential homes will be added to the side and rear of the property.

An alternative building design was presented that showed smaller dormers instead of a full second floor. This alternative is not intended to supersede the original design. Mr. Seway described the intention of keeping the residential character of the building while adding a second floor. The existing porch would remain.

Mr. Thorp stated that the building design would benefit from being either more residential or more commercial in design. The current design does not appear to properly reflect either use. A landscaping plan listing plantings will be required for the buffer and for any plantings in front of the building. Mr. Seway described the buffer areas as consisting of shrubs, such as arborvitae and sea grass.

Mr. Comeau suggested redesigning the building with a flat roof and a parapet for a traditionally commercial design. Mr. Comeau sketched a rendering for discussion which the Board agreed would improve the design. The second floor would not extend over the existing porch. Ms. Burton suggested larger side windows.

Mr. Brynes stated that FEMA compliance would have to be determined prior to the Planning and Zoning Commission's approval. The applicants stated that the renovations would not amount to a Substantial Improvement per FEMA regulations. Calculations will be provided for the Town Engineer's review. The Board discussed minimum parking requirements which limit the building's size. If parking spaces are added to the front, the front entrance may have to be relocated.

The Board discussed review of future revisions, concluding that in lieu of a meeting, members could send any individual comments to staff.

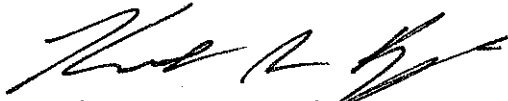
Mr. Thorp motioned to approve the application with the following conditions:

- Redesign of the building to reflect the sketch developed by the Board at the meeting.
- Additional planting details shall be added to the plan.
- Changes shall be submitted to Board members at least one week prior to PZC review or the Board's approval will expire.

The motion was seconded by Mr. Canavan and unanimously approved 4-0.

Mr. Canavan motioned to adjourn the meeting. Ms. Burton seconded. The motion passed unanimously. The meeting was adjourned at 6:35PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Keith A. Brynes". The signature is fluid and cursive, with a prominent initial "K" and "B".

Keith A. Brynes, Town Planner