

ARCHITECTURAL AND SITE DESIGN REVIEW COMMITTEE  
MINUTES OF THE JUNE 21, 2022 REGULAR MEETING

The meeting commenced at 5:00 PM in the Council Chambers, 2nd Floor, Town Hall and via Zoom.

**1. ROLL CALL**

**Present:** Brian Davis, Chairman, Debra DeVries-Dalton Vice Chairman, Mark Branse, Secretary, Jeff Kamm, Amy Luzi and David Flinchum; Rebecca Augur, Director of Planning & Land Use Services, and Jonathan E. Mullen, AICP, Planner

**Excused:** Robert Shipman

Chairman Davis called the meeting to order at 5pm.

**121 KREIGER LANE – proposal for construction services yard – Planned Commerce/  
GW-1 Zone – Mark W. Friend, P.E., Soil Scientist, LEED AP – General Landscaping,  
LLC, applicant –FORMAL REVIEW**

Mark Friend gave a brief overview of the proposed plan. He stated that he made several changes to the plan in response to the Committee's comments from the last meeting. He stated that two landscape berms were added along the Krieger Lane frontage to shield the parking area from view. The Committee expressed concern that the site plan did not accurately depict existing conditions at the rear of the site. They noted that almost all of the vegetation at the north end of the site was cleared yet the plan showed a tree line. The Committee also expressed concern about the lack of trees proposed for the north and west property lines. Mr. Friend confirmed that the height of the concrete block storage structures was 8 feet. There was a discussion among the group regarding the location of the 6-foot chain-link fence along the southern property line along Kreiger Lane.

The committee recommended approval for the project subject to the following conditions:

- The plans should be corrected to show the actual existing conditions, including the existing tree line.
- Evergreen plantings shall be planted within the area between the pavement and the property lines so as to form a solid visual buffer. The applicant shall return with a detailed plan depicting this landscaping. The plans shall also include the caliper/size at time of planting for all landscaping material. Deciduous trees shall be a minimum of 2.5" DBH; evergreens a minimum of 5 foot height; and shrubs shall be a minimum of 3 gallon.
- The plans should specify that the storage bunkers will be a maximum of 10-foot in height, as stated by the applicant.

- The parking spaces shown for parking of employee vehicles shall be used only for that purpose, and not for equipment or material storage.

**2610 MAIN STREET – proposal to construct two multi-family townhomes (10 units total) incorporating existing multi-family house – Town Center and Town Center Village District Zones – Jack Kemper, Kemper Associates Architects, Jonathan Sczurek, P.E., Megson, Heagle & Friend, C.E. & L.S., LLC; Thomas Graceffa Landscape Architect, LLC – Attorney Joseph P. Jaconetta for Jays & Tee, LLC, applicant –FORMAL REVIEW**

Jonathan Sczurek, PE, gave an overview of the project detailing the changes made to the plans in response to the last meeting including plans for the dumpster enclosure, adjustment to the north gable end of the front building, adjustment to the header trim, and changes to the garage door to more of a carriage house style. Additionally, the architect increased the size of the windows on the north and south ends of the front building. The architect also lowered the roofline on the rear building and added a dormer to unit 9 to break up the massing of the building and to differentiate the style of the units. Sunrooms and half walls were added to the decks on the north and south ends of the rear buildings. The garage doors on the rear building were redesigned in a carriage house style.

Mr. Sczurek then went over the changes to the landscape plan. He noted that the landscape architect added pear trees along the street frontage, columnar oak trees along the southern property line to screen the garages on the rear buildings. The landscape architect also added lattice along the rear property line and in front of the proposed utility meter locations.

Mr. Sczurek then went over the lighting plan. He explained that the site would have 10-foot tall pole mounted lights. The Committee asked if there would be any wall-mounted lights. Jack Kemper project architect stated that each unit would have a wall light. He suggested recessing the lights into the building. The Committee recommended moving the street farther west to avoid conflicts with the overhead power lines. The Committee recommended using a clumping grass under the existing pine trees rather than Hosta.

The Committee expressed concern about the architectural design of the front building. They recommended making the building more symmetrical, changing the roofline and altering the design of the northern gable so that it does not look “smashed” into the rest of the building. They also recommended altering the floor plan of the northern unit to achieve the desired symmetry.

**239 GRISWOLD STREET – proposal to expand parking lot at Griswold Gardens Apartments – Residence A Zone – Ryan Deane, PLA & Thomas Swale, PLA, Kyle Richards, Benesch, applicant – INFORMAL REVIEW**

The Committee supports the concept of expanded parking, and feels that the reduction in width of the access driveway from 36 feet to 24 feet is appropriate. The Committee recommended that

the sidewalk be relocated so that there is a 2-foot grass strip between the westerly edge of the parking lot and the sidewalk. The Committee noted that car bumpers would extend over the sidewalk, and there would be no space to plow snow. The applicant's presenter, Mr. Dean, suggested the use of curb stops, but the Committee felt those would be plowed out over time, and could be more costly since a portion of the 4.5' sidewalk has to be reconstructed regardless. Mr. Dean expressed concern regarding the cost of the recommended changes to the sidewalk and as well as the potential damage to the existing trees to the west. It was suggested that Mr. Dean confer with the owner and provide them with a cost comparison between curb stops and sidewalk relocation and see how they want to proceed.

Meeting adjourned at 7:30 p.m.

Respectfully submitted,



Jonathan E. Mullen, AICP  
Planner.