

ARCHITECTURE SITE DESIGN REVIEW SUBCOMMITTEE
MINUTES OF THE OCTOBER 2, 2024, SPECIAL MEETING

The meeting commenced at 8:15AM in the Meeting Room A, 2nd floor, Town Hall.

Present: Subcommittee members Brian Davis, Debra DeVries-Dalton, and Mark Branse; and Gary Haynes, Planner

330 NAUBUC AVENUE – proposal to change approved plan to allow vinyl siding with same/similar color, same pilasters & same architectural details – Planned Area Development & Flood Zone – Mary Damato, applicant


Applicant Mary Damato explained the original intent of the project was to keep the clapboard siding on the existing building and clad the addition with hardy plank to match the clapboard. They found that the existing clapboard was installed incorrectly, causing mildew and rot issues and requiring removal of all the clapboard. This unexpected work, combined with the need to reroof the entire building, has increased the overall cost of the project. The applicant showed samples of vinyl siding that she is hoping the ASDRC would consider in place of the approved hardy plank siding. Brian Davis said this is a prominent site, being on the corner and is highly visible, and the design guidelines prohibit the use of vinyl siding. Mary Damato said the ASDRC recently approved a site down the road that allowed for the use of vinyl siding. Staff and subcommittee members explained that, although they are sympathetic to the budgetary constraints, these are two very different sites. The Pratt Street site is a former residential home that was converted to a veterinary hospital, which had existing vinyl siding. The project was also a small addition. The building on Pratt Street is set back from the street, unlike this Naubuc Avenue building, which is located close to the road, on the corner of Naubuc Avenue and Pratt Street. The projects were also different in the scale of work being proposed. Mary Damato explained because of the unanticipated increase in budget she is going to have to scale back the design, which may also include the patio area and landscaping. Subcommittee members suggested they would rather see a reduction in the landscaping to include number of plants and size of plants, and removal of the proposed patio area, rather than changing proposed siding from hardy plank to vinyl siding. They suggested putting a plan together for ASDRC to review that includes all changes to the plan so they can understand what changes she is proposing to make.

267 & 273 WILLIAMS STREET EAST – proposal for storage of overstock vehicles – Planned Commerce Zone – Attorney Meghan A. Hope – Monaco Realty, LLC, applicant

The applicant showed the subcommittee photos of the site being used for overstock parking of inventory vehicles for Monaco Ford. Recently they were approved for a use variance by the Zoning Board of Appeals with the condition that the applicant would get approval from Town Plan and Zoning Commission. The site will not be paved, and the applicant presented a conceptual landscape plan to the subcommittee. Subcommittee members suggested adding two more street trees as well as understory plantings along Williams Street East to buffer the view of the parking area. They also suggested adding plantings on the off-ramp side of the site to buffer views from New London Turnpike. Because the off-ramp area is sloped the subcommittee members felt a varied and staggered evergreen screen with plantings 5 to 8 feet tall would be best in this area. Subcommittee members asked the applicant to return to the subcommittee with a proposed landscape plan per the subcommittee members comments prior to going forward to the Town Plan and Zoning Commission.

The meeting was adjourned at 9:30am.

Respectfully submitted,



Gary Haynes
Planner