

DESIGN REVIEW ADVISORY COMMITTEE
MINUTES SPECIAL MEETING
September 12, 2025
Town Hall Annex\80 Doyle Rd., Bantam, CT

1. **Attendance** - The meeting was called to order at 9:16 a.m.
Present: C. Bramley, B. Seamans, and W. Westcott. Also present Mitchell Hill, Hill Holdings and Martha Bovja, Bellas Nail Spa.
2. **16 Harris Road – Hill Holdings** – Review of proposed new employee parking lot to include landscaping.
Plans submitted for review were minimized to print on an 8 1/2" x 11" sheet of paper, not full-size plans. Details needed for review were very difficult, and in some instances impossible, to read and review due to minimized scale. M. Hill stated full size plans would be delivered to the Land Use office on 9/15/25, prior to that night's PZC meeting. M. Hill described the lighting shown on the "Lighting Plan", 6 pole units at both ends and center of the 30 parking spaces will match the existing lights on the dealership parcel. They are dark sky compliant and will be on motion detection sensors. The drainage was shown but will be reviewed by PZC with site plan review. Landscaping shown was described by applicant as a row of arborvitae hedging, no readable details with size or number and with a minimal berm due to the length of the parking area and the space needed to accommodate a berm. The committee members discussed the importance of a berm and preference for native vegetation across the rear of the parcel at Harris Road. Three 4" caliper trees are proposed as required by Section 4.4.1.ii. b) of the zoning regulations for parking lots without specificity as to type of tree to be planted. B. Seamans suggested a landscape firm that could be helpful in assisting Hill Holdings in presenting a plan that would meet the design review requirements.
A favorable recommendation for the lighting plan was made by W. Westcott, conditioned upon the following: the pole lights match those existing on the Dealership property with the requirement there be the submission and approval of a detailed landscape plan for the Harris Road property. The motion was seconded by B. Seamans and unanimously carried.
3. **18 Commons Drive – Samantha Gale Designs** – Review of after-the-fact signage.
No one was present for the application and details of number and placement of signs were not submitted. No action was taken.
4. **7-55 Village Green** – Bellas Nail Spa – Review of after- the- fact signage.
Martha Bovja was present and was informed the amount of advertising, on the face of the awning and within the windows and doors of the unit, was not permitted and needed to be removed. The vinyl signage is attached to the existing maroon awning. It was suggested the triangular portion of the awning signage remain, including the phone number that extends into the flat face of the awning. A photo of the installed signage

was used to show what portion of the signage could remain affixed to the awning with the pen outline enclosing the acceptable portion of the sign.

A favorable recommendation for that portion of the sign to remain as drawn on submitted photo, removal of all signage in the windows and the glass entry doors and approval for hours of operation in vinyl letters and numbers to be placed on the entry doors as approved for the previous owner was made by B. Seamans, seconded by W. Westcott and unanimously carried.

5. Approval of Minutes – July 3, 2025

There was correction made to the misspelling of Westcott (Wescott). B. Seamans moved and W. Westcott seconded a motion to approve the minutes as corrected, the motion carried unanimously.

6. **Adjournment** – The meeting was adjourned at 10:15 on a motion by C. Bramley, seconded W. Westcott and unanimously carried.

Design Review Advisory Committee

Date