

SPECIAL MEETING MINUTES
DESIGN REVIEW ADVISORY COMMITTEE
Wednesday January 28, 2026, 9:00 a.m.
Town Hall Annex
80 Doyle Road - Bantam, CT

1. Call to Order - Appointment of Alternates

The meeting was called to order at 9 a.m. Present: C. Bramley, B. Seamans and W. Wescott. Also present applicants Matt Fenn, Burlington Construction, Darcie Roy, Webster Bank and S. Katherine Fenn, View Point Enterprises.

2. 421 Bantam Road – Litchfield Community Center – Review of proposed modification to building’s exterior by enclosing patio area on north side.

Computer generated renderings of the proposed enclosure located on the north side of the Community Center were reviewed. All materials windows, door, and stucco building finish will match the existing building. The round porch columns will become square to accommodate the enclosure of the area. It was noted the entry door has been moved to the left to match up with the existing outside walkway which will be slightly widened. W. Westcott made a favorable recommendation for the enclosure of the open porch, seconded B. Seamons and unanimously carried.

3. 311 West Street – Webster Bank – Review of proposed new sign.

D. Roy was present to review the proposed changes to all existing Webster Bank signage to be consistent with Webster Bank’s new color/logo combination as shown on submitted photocopies. The signage modified include: the existing acrylic panel sign to be refaced, EO2, 1’4” acrylic sign to be relocated to fascia, EO3 and EO5, to replace existing directional signs, and EO6a and b panels to be replaced on the drive through. No changes in size were proposed. B. Seamans moved a favorable recommendation for the proposed signage modifications, W. Westcott seconded and unanimously carried.

4. 607 Bantam Road – View Point Enterprises – Review of proposed exterior patio display.

S. Fenn described the proposed use of the patio area on the north side of View Point’s Enterprise’s space along the front façade of the commercial building. The use of the space is to serve as an outdoor display/showroom for the types of custom outdoor furniture the business produces, including providing examples of

layout for outdoor kitchens. The items located on the patio are stand alone elements that can be moved, weather resistant objects will remain through the winter, and furniture will be moved inside for winter as needed. The display is largely for general contractors and architects -special events are planned with parking for those attending located in the back of the building. Motion for a favorable recommendation was made by W. Westcott, seconded B. Seamans and unanimously carried.

5. Approval of Minutes – November 6, 2025.

Motion to approve the November 6, 2025 minutes was made by W. Westcott, seconded B. Seamans and unanimously carried.

6. Adjournment

Motion to adjourn at 9:36 made by W. Westcott, seconded C. Bramley and unanimously carried.

Design Review Advisory Committee

Date: 01/28/2026