

REGULAR MEETING MINUTES
DESIGN REVIEW ADVISORY COMMITTEE
Thursday, August 6, 2026 9:15 a.m.
Town Hall Annex
80 Doyle Rd. Bantam, CT

1. Call to Order - Appointment of Alternates

The meeting was called to order at 9:18 a.m.

Present: B. Seamans, W. Westcott and C. Bramley. Also present was applicant A. Clark, Sunshine.

C. Bramley requested a motion to add an item **3a. 15 Woodruff Lane, LVA** to the agenda for site plan modification for addition of landscaping. B. Seamans moved, C. Bramley seconded the motion and unanimously carried.

C. Bramley requested an item **4a. Other Business** be added to the agenda. B. Seamans moved, C. Bramley seconded and the motion carried unanimously.

2. 352 Bantam Lake Road – Basti – Change in signage.

Nancy Basti was present for the application. The sign will hang on the existing post as shown on submitted photographs. The sign is wood, two sided. W. Westcott moved a favorable recommendation for the sign as presented, seconded, B. Seamans and unanimously carried.

3. 247 West Street – Sunshine – Change in signage.

Owner A. Clark presented two color versions of the proposed replacement signs for Sunshine Car Repair. Photo renderings of two proposed color versions of the signs were reviewed with the Committee preferring the gold outlined version. It was suggested that if possible moving the sign to the center of the building above the overhead doors would make the signage more visible from the road. Also reviewed was the panel sign at the road, same size and location. The applicant agreed to ask the sign maker to create the signage for the center of the building in the preferred color combination and graphics. The application to be continued to the 9/3/26 meeting.

3a. 15 Woodruff Lane, LVA

A drawing showing a landscape plan for evergreens to be placed at the property line to screen the ambulance building from Meadow Street neighbors was reviewed. Due to the small scale of the plan submitted, it was difficult to adequately review the key for the material types that appeared to be largely evergreens. It was discussed that evergreens would ultimately grow in height and potentially be bare at the bottom rather than remaining dense for screening. Mixed vegetation and trees might be better for long term screening. Without time to enlarge and review the plan prior to the meeting, the application will be continued to the 9/6/26 meeting and should not impact the planting schedule for cooler weather.

4. Approval of Minutes – July 2, 2026

B. Seamans moved and W. Westcott seconded a motion to approve the minutes, unanimously carried.

4a. Other Business

- a. W. Westcott mentioned what appears to be an illegal sign for a generator business across from Goslee Rd. ZEO was notified of the sign and is being reviewed and action will be taken as necessary;
- b. LUA Macary will be proposing Ordinances to the Selectmen related to sign fines;
- c. Photo of REEHA, 199 West Street for lighting violation. The photo shows the lights at 6a.m. on 8/6/26 as not shaded and having been on all night. The lighting is clearly not “Dark Sky” and is in violation of Litchfield’s zoning regulations for lighting. ZEO Macary will review and take action.

5. Adjournment

The meeting was adjourned at 9:58 on a motion by W. Westcott, seconded by C. Bramley and unanimously carried.

Design Review Advisory Committee

Date: 8/06/2026