

SPECIAL MEETING MINUTES
DESIGN REVIEW ADVISORY COMMITTEE
August 3, 2023
Town Hall Annex
80 Doyle Rd. Bantam, CT

The meeting was called to order at 9:13 a.m.

1. Present were D. Muecke and C. Bramley. Also present: S. Musselman, Land Use Administrator, R. Mahieu, Jr, Ace Hardware and K. Fort, Medspa.

2. Krzyzewski: 495A Bantam Road – new signage on office space for nutritionist appointments.

The proposed signage is 15 sq. ft. to be located for the space formerly occupied by the Litchfield Land Trust and to be placed to the right of the door. D. Muecke moved a favorable recommendation for the graphics of the sign with the requirement the top of the sign be placed at the same height as the Patty's sign on the same facade so the tops of both signs line up and the sign's material, not specified, be submitted to S. Musselman for approval prior to the issuance of a sign permit, C. Bramley seconded and unanimously carried.

3. Litchfield Medspa: 17 Commons Drive – Medical office with new signage. K. Fort was present for the sign which is the same size and location as the previous sign, black with white letters as presented. C. Bramley moved and D. Muecke seconded a motion that carried unanimously.

4. Ace Hardware: 348 Bantam Road - New parking area in front of building and landscaping.

R. Mahieu, Jr. was present for the application. The entrance to parking is in front of the building and to the right of the Ace Hardware sign that will remain in its present location. The landscape plan submitted was reviewed, along with the 12-foot pole light fixture, relocated flag pole and pathway to the front of the store as shown on submitted plan. The parking area behind the building will have a surface of millings. D. Muecke moved a favorable recommendation for the site plan as submitted; C. Bramley seconded, unanimously carried.

5. Old Business

a. Update 18 Commons Drive – Toast & Co. S. Musselman sent a letter to owner of property, A. Duell, and he responded giving approval for the owners of Toast to implement a plan approved by the DRAC.

b. Update 491 Bantam Road – New England Memorial Works. The sign over the door is in place and approved changes in outline around sign were made as recommended by DRAC. The approved sign to the side of the entry door is not yet in place.

6. Approval of Minutes – July 6, 2023. D. Muecke moved, C. Bramley seconded and unanimously carried a motion to approve the minutes.

7. Adjournment. The meeting was adjourned at 9:38 on a motion by C. Bramley, seconded by D. Muecke and unanimously approved.

Chairman

Date