

**Town of East Hampton
Design Review Board
Regular Meeting**
Thursday, April 15, 2021
6:30 P.M.
Virtual Meeting via Zoom

Minutes

Present: Kevin Burnham, Chairman Michael Chicoine, Glenn Curtin, and Zachary Nelson, with Town Manager David Cox and Zoning Official Jeremy DeCarli.

Absent: Scott Hill

Call to Order and Pledge of Allegiance:

Chairman Chicoine called the meeting to order at 6:31 P.M. on Zoom meeting call.

Welcome New Members: The members welcomed new members Glenn Curtin and Zachary Nelson to the board.

Public Comment: None

Approval of Minutes:

- a) **February 18, 2021:** *A motion was made by Mr. Burnham, seconded by Mr. Cox, to approve of the February 18th, 2021 regular meeting minutes with no changes. Voted 5-0 in favor.*

Plan Reviews:

- a) **97 Main Street – Po's:** Tony Flannery joined the call to answer questions and present the proposed plan to the members. The lot in back of the building will be cleared out and flattened. The lot will be compacted dirt and stone for the parking area. There will be a concrete pad next to the existing pad for another cooler to be added in the back. Plantings will go in on the side and up to the sidewalk and driveway. There is a proposed waiting area included with the new patio seating area. There will be a concrete pad and fencing enclosure for the dumpster. There will be a planting island to separate the parking and seating areas. The driveway between the restaurant and the building next door would be repaved. A handicap parking space was added next to the cooler space in the back of the building. The handicap space will be paved and will lead up a ramp onto the patio and into the restaurant. There will be some plantings in front of the building along with a few hanging planters. There will be a new door coming out of the restaurant and kitchen onto the patio. The patio seating would hold 10-12 tables with some greenery plantings around the perimeter. The gas tank in back will also be screened off. There will be two fire pits in the outdoor seating areas. One fire pit would be a one-piece unit set on the ground. The other would be a stand-up fire pit with seating around. There would be plantings near the fire pit with black fencing, so the fire pit will not be seen while driving by on the road. Fencing with slats will be coverage for the warehouse behind the building. There is a five-foot privacy fence indicated on the plans, but that would need to be discussed. There will be non-rolling material for the handicap space and the parking area to ensure no hazards occur. The stone used would be locking stones not rounded stones. The plan will

be before the Planning and Zoning Commission at the May 5th meeting. The grade would come up from ground level and would be three feet higher than the parking lot area. The patio opens to the sidewalk for ease of access. The entrance off of Main Street is one way in, there will be no exiting traffic from that entrance point. Both the Main St and south side entrances are one way with the exit going out onto Walnut Avenue. There should be a marked walking path to the ramp across the driveway. *A motion was made by Mr. Burnham, seconded by Mr. Chicoine, to recommend approval of concept drawing by applicant to keep the driveway as a one way onto restaurant property, the plantings are to remain by the dumpsters, keep the plantings on the west side to keep the patio visible, and to leave the handicap parking space accessible and easily functional. Voted 5-0 in favor.*

New Business

- a) **Discussion of Returning to In-Person Meetings:** The members discussed returning to in-person meetings. A few meetings have been in person with some becoming a hybrid of in-person and Zoom. The Town Council is one board that has tried the new hybrid meetings. Masks and social distancing would be required. The meeting rooms would be big enough and have the ability to have Zoom in the conference rooms. The bigger commissions could meet in person as well. It would be better to get the applicants in to hear from them on their proposed plans. But the screen sharing on Zoom is easier than in person.
- b)
The members briefly discussed the proposed Main Street zone change for the Atlantis Corp. plan for the gas station.

Old Business: The members received a brief update on the Gulf gas station. Owner was informed the orange banners on the canopy needs to come down. A follow up is needed with the owner.

Public Comment: None

Adjournment: *A motion was made by Mr. Burnham, seconded by Mr. Chicoine, to adjourn the meeting at 7:27 P.M. Voted 5-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk