

TOWN OF EAST HAMPTON
DESIGN REVIEW BOARD
REGULAR MEETING
THURSDAY, MARCH 17, 2022
6:30 P.M.
VIRTUAL MEETING VIA ZOOM

MINUTES

Present: Zachary Nelson, Scott Hill, Chairman Michael Chicoine, Glen Curtin, with Jeremy DeCarli and Town Manager Dave Cox.

Absent: Kevin Burnham

Call to Order: Chairman Chicoine called the meeting to order at 6:33 P.M.

Public Comment: None

Approval of Minutes

- A. Regular Meeting of January 20, 2022:** *A motion was made by Mr. Hill, seconded by Mr. Cox, to approve of the January 20th, 2022 regular meeting minutes as submitted. Voted 6-0 in favor.*

Plan Reviews

- A. 20 East High Street – Site Plan Modification:** Wayne Rand joined the call to present to the members and answer questions. The plan is an early concept and only wanted to get the opinions of the members. The old building department out building will be removed and the area will be graded with new parking spots added. The plan is to have 56 parking spots. There will be lighting and signage changes made to where the Police Department used to be located. The developer wants to flatten the site to make it all one level. The parking lot will drop 3 feet with the grading changes. The Police Department on the lower floor will stay the same for now. The retaining wall will be raised and fill will be used. The driveway and the back parking will stay the same, but the driveway and parking areas will have to be repaved. There will be some landscaping done to the grass areas. There won't be any changes made to the back of the building. The asphalt parking area in front of the building will be taken out and there will be some landscaping done there. The benches used for the bus stop will be removed and more landscaping will be added. The ramps on the sides of the building may have issues when the grading changes occur. Safety rails will be added to the sides of the ramps. It was suggested to send the ramp information to the state to get their approval. A safety fence may need to be added by the utility access for Eversource as a precaution. The members needed to see the elevation view from Route 66 to understand how the changes will look from that side.

The members wanted elevation views for all sides of the property. It was suggested to check the handicap parking codes since more may be needed for the number of businesses and parking spots on the property. The stone veneer on the building will stop at the first floor. The stone veneer for the Police Department will be the same as the rest of the building. The existing door openings are different sizes ranging from 11 feet to 14 feet. It was suggested to make all the door openings the same size for consistency. There will be 14 foot glass doors installed on the side of the building. The other ones are large garage doors that let vehicles drive through. There are no tenants yet but the developer is leaving options open for any type of business to move into the building. It was suggested to revise the elevated walkways with the egress regulations included to make them correct. The members suggested Mr. Wayne comeback with more detailed plans for the members to review for next month. It was also suggested to review the elevations and grading to ensure no errors are found. A list of materials and samples should be brought to the members to review as well.

New Business

- A. Discussion of Returning to In-Person Meetings:** The Town Manager has started conversations with the boards and commissions about going back to in-person meetings. It is encouraged to have the smaller boards and commissions go back to in-person meetings. This is the goal going forward for all the boards and commissions. This would also help to lessen the use of Zoom as well. Zoom will be kept as an option if a member or public can't make it in-person to a meeting. It was suggested to decide on the meetings on a month to month basis to start off to judge if the members are okay to be in-person.

Old Business: Mr. DeCarli sent a letter to the owners of the gas station in the Village Center about the canopy sign. There should be more information about this issue at next month's meeting.

Public Comment: None

Adjournment: *A motion was made by Mr. Chicoine, seconded by Mr. Cox, to adjourn the meeting at 7:31 P.M. Voted 6-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk