

**TOWN OF EAST HAMPTON
DESIGN REVIEW BOARD
SPECIAL MEETING
WEDNESDAY, FEBRUARY 21, 2024
6:30 P.M.
TOWN HALL 2ND FLOOR MEETING ROOM AND VIA ZOOM**

MINUTES

Present: Chairman Kevin Burnham, Glenn Curtin, Scott Hill and Town Manager Dave Cox.

Absent: Zachary Nelson

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

Approval of Agenda: *A motion was made by Mr. Cox, seconded by Mr. Hill, to approve the agenda as submitted. Voted 4-0 in favor.*

Approval of Minutes:

- A. Special Meeting of January 25, 2024:** *A motion was made by Mr. Cox, seconded by Mr. Burnham, to approve the January 25, 2024 special meeting minutes with no changes. Voted 3-0-1 in favor with Mr. Hill abstaining.*

Public Comment: None

Plan Reviews

- A. Review of 195 West High Street – New Commercial Construction:** Wayne Rand attended the meeting via zoom to present and answer questions. The house on the property was demolished. The new building would match the brick on the existing commercial building at 201. The applicant wants to have both buildings match in style and theme. The building is 10,000 square feet in size. The property is a separate lot with two acres. An access driveway to the West High Street highway would be added for the flow of traffic. There will be a copula on the top of the building's store front. There would be brick on the bottom of the building to match the style of the existing building next door. It is proposed to use four inch tan hardy board clapboard siding on the top portion of the building. The signage would have gooseneck lights for illumination. There will also be white freeze board with white gutters and trim on the building. The property would have six feet of landscaping with an existing median of shrubs. There will be a curb cut near the back of the property for an exit onto the street. It was suggested to duplicate the left façade of the building with the right side to make the appearance of the building match and be cohesive. Another suggestion was to add three windows across the back of the building to break up the façade. The members briefly discussed the large trees that were removed on the property. They were starting to die, so it was good time to remove them from the property. *A motion was made by Mr. Burnham, seconded by Mr. Curtin, to recommend approval with the condition that the applicant replicate the east façade on the west façade with a similar approach on the south façade of the building, approve the landscaping for the west façade for screening, and if the applicant is able to inform the property occupant that the members are not opposed to block or brick on the bottom of the building. Voted 4-0 in favor.*

B. Review of Signs for 87 Main Street – Pizza on Main and Mateo’s: The members reviewed and discussed the signage plans for Pizza on Main and Mateo’s. There has been some siding put up on the building that doesn’t match the look and style of what the members approved at the previous meeting. Information and style of what was approved at the last meeting was sent to the applicant, so they will be reminded of what the façade should look like. The existing siding on the building is all the same between both store fronts. The proposed signs need to meet ADA regulations and match other signs in the Village Center. The members discussed needing to go in person to see the building and siding. It was suggested to table the application and revisit the approved façade with the applicant. The pizza sign is designed after the existing, old Main Street Pizza sign. The Mateo sign readability is off and would need to be changed. The signs would also be externally lit from above. *A motion was made by Mr. Burnham, seconded by Mr. Curtin, to continue the applicant to the next scheduled meeting and to find out about the store front facades. Voted 4-0 in favor.*

New Business: None

Old Business: None

Public Comment: None

Adjournment: *A motion was made by Mr. Curtin, seconded by Mr. Cox, to adjourn the meeting at 7:18 P.M. Voted 4-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk