

**DESIGN REVIEW BOARD  
MEETING MINUTES**

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WATERFORD, CT

2023 AUG 11 A 11:33

Design Review Board  
Remote Access

August 8, 2023  
4:00 PM  
TOWN CLERK

Members Present: Chairman -John O'Neill, Robert Nye, Joy Merrill, Edward Pellegri  
Members Absent: None  
Staff Present: Mark Wujtewicz, Planner

**ITEM #1 CALL TO ORDER AND APPOINTMENT OF ALTERNATES**

Chairman, John O'Neill called the meeting to order at 4:00 p.m.

**ITEM #2 PLAN REVIEWS**

#PL-23-10 Request of Kincora Waterford, LLC, Applicant and Owner for a modified site plan approval for a restaurant for property located at 122 & 124 Boston Post Road, PDD-1 Zone in accordance with Sections 19 and 30.1 of the Zoning Regulations and as shown on plans entitled "Phase II Site Plan for 122-124 Boston Post Road, Waterford, CT"

Atty William Sweeney, TCORS, Brian McCarthy, PE, R.J. O'Connell & Associates, William McCabe and Mark Mancuso of Kincora Waterford, LLC were present for the application.

Atty Sweeney introduced the project to the Board. He stated that this project is a modification of Phase 2 of the Master Design Plan that was previously approved by the Planning and Zoning Commission in 2016. The modification to the original Phase 2 is a reduction in intensity of the project by eliminating the proposed 8,100 sq ft retail building and reducing the size of the proposed restaurant from 4,320 sq ft to a 2,325 sq ft Chipolte Restaurant.

Brian McCarthy, PE described the site improvements including the parking lot layout, traffic circulation, drainage and proposed landscaping. He stated that the proposed landscaping plan was intended to provide both a visually pleasing layout utilizing fencing, evergreens and perennial beds as well as appropriate screening of the rear of the building from Boston Post Road.

William McCabe presented the architectural design to the Board. He stated that while the proposed building maintains some of the elements of the Chipolte Brand, there are other design elements incorporated that are atypical of the Chipolte brand. The building will have a lower band of brick while the tower of the building is also finished in brickface in order to maintain consistency with the constructed Aldi Grocery Store which was constructed as Phase 1. The exterior ladder assembly to access the roof of the building will be shielded from public view by locating it behind a faux wall.

E. Pellegrini asked whether a "Do Not Enter" sign could be installed at the exit of the pickup lane. B. McCarthy stated that he agreed to locate a sign there.

The Board expressed their appreciation for a well conceived plan and presentation.

**MOTION:** Motion made by R. Nye, seconded by E. Pellegrini to to submit a positive report to the Planning and Zoning Commission with the following recommendations:

1. A "Do Not Enter" sign be installed at the exit of the pick-up lane.

**VOTE:** 4-0

**ITEM #3 APPROVAL OF THE July 25, 2023 MEETING MINUTES**

**MOTION:** Motion made by R. Nye, seconded by E. Pellegrini to approve the July 25, 2023 meeting minutes as written

**VOTE:** 4-0

**ITEM #4 DISCUSSION OF ACCESSORY DWELLING UNIT REVIEW CRITERIA**

It was noted that the Zoning Regulations task the Zoning Official to submit an application for an Accessory Dwelling Unit to the Design Review Board for their review of the design of the exterior of a new structure or an addition. The Board will review whether the design of an ADU incorporates the architectural style and design of the principal structure.

The Board discussed criteria submitted by J. O'Neill, to establish an automatic review by the Design Review Board.

Consideration for automatic review by the Board if an application meets any of the following criteria:

- 1) If the new construction will be visible from a town owned roadway, public property or public waterway.
- 2) If the existing structure is over 100 years old as there will be issues of compatibility of materials.

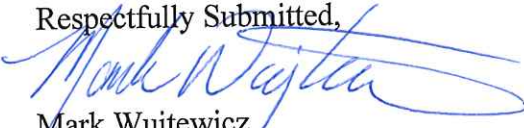
It was the consensus of the Board to continue this discussion at the next meeting.

**ITEM #5 ADJOURNMENT**

**MOTION:** Motion made by R. Nye, seconded by E. Pellegrini, to adjourn the meeting at 4:45 pm.

**VOTE:** 4-0

Respectfully Submitted,

  
Mark Wujtewicz  
Planner