



TOWN OF OLD SAYBROOK  
**Architectural Review Board**

**Executive Board**

*Emily Grochowski, Chairman*  
*Andre Laferriere, Vice Chairman*  
*Edward Armstrong*  
*Donna Leake*  
*Kathryn Toolan*

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**Alternate Members**

*Tina Rupp*  
*Kate Caldarella*

**REGULAR MEETING MINUTES**  
**HYBRID MEETING**

Monday, February 12, 2024, at 7:00 p.m.  
 Town Hall, 2<sup>nd</sup> Floor Conference Room  
 302 Main Street, Old Saybrook

**I. REGULAR BUSINESS**

**A. Roll Call**

The Chair E. Grochowski called the meeting to order at 7:00 pm.

Members Present – E. Grochowski, A. Laferriere, E. Armstrong (remote).

Members Absent – D. Leake, K. Toolan, T. Rupp, K. Caldarella

Staff – Carolina Maharbiz, Recording Clerk

**B. Minutes** - This agenda item was heard at the end of the meeting.

**II. SIGN APPLICATIONS**

**A. “Daniel’s Energy” Application for Certificate of Zoning Compliance for Signs**

103 Mill Rock Road East, Map 39/Lot 12, Industrial I District

*Applicant/Agent: Darcie Roy, National Sign Corp. Property Owner: Mill Rock Green Associates, LLC*

Robert Kuszpa presented. He stated that the freestanding sign will have pressure-treated posts with vinyl covering. Mr. Kuszpa explained the four colors on the sign and showed a sample of the material. He also discussed the vegetation around the base and explained that the external lighting is 30-watt lamps on each side.

E. Grochowski asked about the border of the flower bed, which Mr. Kuszpa explained is a dark green plastic edging. Board members expressed approval of the sign and landscaping. A. Laferriere asked if the lighting has a hood or shading to ensure that dark sky compliant. E. Grochowski noted that the site plan shows 8 feet to the sign, but the regulations state it needs to be 10 feet from the property line. Mr. Kuszpa presented plans with the correction that the sign is 10 feet from the line. E. Grochowski also suggested making the posts blue.

**MOTION** to recommend approval of **“Daniels Energy” Application** as presented with the recommendation that the applicant use a hooded light for the outside fixture if can find one.

**MADE:** A. Laferriere; **SECONDED:** E. Armstrong; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, E. Armstrong; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 3-0-0.

**B. “BluSky” Application for Certificate of Zoning Compliance for Signs**

35 Research Parkway, Map 39/Lot 8-5, Industrial I District

*Applicant/ Agent: Kristine Braccidiferro, Sign Pro      Property Owner: Stark Properties, LLC*

Kristine Braccidiferro presented and explained that the applicant is proposing a double-sided ground sign that is not illuminated, which will be 15 inches high for the sign panel and 48 inches high from the ground to the top of the sign. E. Grochowski explained that a box needs to be around all of the lettering to calculate the square footage and asked that the applicant submit a revised calculation to C. Costa. Ms. Braccidiferro further stated that the sign will be placed 50 feet from the property line and will be brushed aluminum with black acrylic letters.

With respect to the wall sign, Ms. Braccidiferro stated that it is not illuminated with the same materials and same logo under the max allowance of 75 s.f. A. Laferriere stated that a box needs to be drawn around the whole thing to calculate s.f. E. Grochowski stated that currently the sign is 10 s.f. over the allowance if the whole panel is included so the sign must be reduced. E. Grochowski calculated that the sign needs to be reduced to approximately 180 by 52. Ms. Braccidiferro agreed to provide a revised plan for the wall sign as well. Board members expressed approval of the sign itself. A. Laferriere stated that when he visited the site he noticed the circle logo in the top of their main entrance door to the left, which he thinks is fine. A. Grochowski explained that the regulations allow 25% of the window to be covered by a decal and Ms. Braccidiferro stated she would look into that. Board members discussed the requirement for plantings around the base and recommended planting an evergreen.

**MOTION** to recommend approval of “**BluSky**” **Application** with the following conditions: (1) the size of the freestanding sign is recalculated for the size of the sign not just for the size of the copy; (2) the size of the wall sign is reduced to approximately 180 inches by 52 inches so that it is compliant with the 75 s.f. requirement; and (3) the freestanding sign has an evergreen planting bed around it that is protected with an edger. **MADE:** E. Grochowski; **SECONDED:** A. Laferriere; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, E. Armstrong; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 3-0-0.

**C. “Katey Walker” Application for Certificate of Zoning Compliance for Signs**

103 Main Street, Map 37/Lot 34, B-1 District

*Applicant/ Agent: Chris DuBord, One Look Sign Co.      Property Owner: Lisa Genovali & Anita Massa*

Chris DuBord presented and provided new copies showing an adjustment to the freestanding sign. The square footage exceeded the allotment so dropped the Katey Walker sign from 18 inches to 12 inches. The sign will be composite aluminum and will be the same construction as what was there before. The building sign will be the same size and same construction.

**MOTION** to recommend approval “**Katey Walker**” **Application** as presented. **MADE:** E. Armstrong; **SECONDED:** A. Laferriere; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, E. Armstrong; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 3-0-0.

**III. REFERRAL**

- A. **“245 Boston Post Road” Application for Special Exception Use** for Office/Retail/Contractor’s Business and **Certificate of Zoning Compliance for Signs**  
 245 Boston Post Road, Map44, Lot 10, Business B-4 District  
*Applicant: Luis Pugo Agent: Attorney Edward Cassella*  
*ACTION: Review and report to ZC for their 2/21/2024 public hearing*

Edward Cassella presented and Kate Lombardi from Cocomo Real Estate was present. Mr. Cassella explained that Angus McDonald Gary Sharpe moved there in August 2023 and brought their old sign over, which will be incorporated into new sign design. The new sign will be relocated to be 10 feet off the property line. There are several signs, which includes the freestanding sign, one small sign that will go over the door on the building in the back and two directional signs.

Board members discussed the requirements for the size of the support beams. E. Grochowski stated that ARB has never approved a directional sign that is branded but stated that the sign can be treated as a second ground sign. Kate Lombardi explained that the reason for the second directional sign is because the front building has a back door and wanted to prevent people from going to the wrong door. E. Grochowski stated her view that a directional sign is unnecessary in the back, but that if the applicant puts one there then it needs to be directional. Kate Lombardi discussed the vegetation under the sign. A. Laferriere recommended that the nonbranded, directional sign be in the same typeface as the freestanding sign.

**MOTION** to recommend approval of **“245 Boston Post Road” Application** as presented with the following conditions: (1) that the front directional sign is considered a second freestanding sign and (2) that the exempt directional sign in the back is unbranded but can use the same typeface as the main sign. **MADE:** E. Grochowski; **SECONDED:** A. Laferriere; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, E. Armstrong; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 3-0-0.

**IV. PRELIMINARY DISCUSSION**

- A. **“Medical Offices” Preliminary Discussion:** Proposed 23,000 s.f.+/- medical building.  
 52 Spencer Plain Road, Assessor’s Map 25/ Lot 27, Gateway Business B-4 District  
*Applicant/Agent: Joe Wren Owner: Ortho Saybrook, LLC.*

Joe Wren and Alan Borghesi presented. Joe Wren stated that the proposal is for a single medical office building. The entrance can only be at one location between two wetlands and includes a bigger buffer along the wetlands than prior applications. One part of the building will be orthopedic medical offices and the other will be leasable medical office space. Mr. Borghesi showed the elevations and discussed the gray toned siding and entrances. He also discussed the rear side.

Board members discussed regulation 68.2.4 regarding articulation as well as the requirements for articulation when a façade is visible. Mr. Wren explained that the site will be lower than the berm of the train tracks. E. Grochowski pointed out that the design is not quite symmetrical and expressed a preference for the main entrances to be more prominent. She also stated a preference for gooseneck lights. Board members discussed the masonry and freestanding sign. E. Grochowski stated that she would like to see a landscaping plan with something at the

frontage. She also stated that when the applicant returns, should have site photos and spot elevations with grades, material samples, landscaping, and lighting plan.

Discussion of Agenda Item I.B. Minutes that was moved to the end of meeting:

E. Grochowski amended the minutes to state the following at the end of the discussion of the “Tope” application on page 2: “No improvements can be made to the sign until it is relocated.”

**MOTION** to approve the Minutes of January 22, 2024, as amended. **MADE:** E. Grochowski; **SECONDED:** A. Laferriere; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, E. Armstrong; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 3-0-0.

**V. ADJOURNMENT**

**MOTION** to adjourn the meeting of February 12, 2023 at 8:38 p.m. to the next regular meeting scheduled for Monday, February 26, 2024, at 7:00 p.m., Town Hall, 2<sup>nd</sup> Floor Conference Room. **MADE:** E. Grochowski; **SECONDED:** E. Armstrong; **VOTING IN FAVOR:** E. Grochowski, A. Laferriere, E. Armstrong; **OPPOSED:** None; **ABSTAINING:** None. **APPROVED:** 3-0-0.

Respectfully submitted,  
Carolina Maharbiz, Recording Clerk