

ARCHITECTURAL REVIEW COMMITTEE

Thursday, December 1, 2016

Present: Mark Trivella, Chairman
John Sullivan
Martin Connor, Member and City Planner
Absent: Robert Mileti, Member
Ed Fabbri, Member and City Engineer
Jim Bobinski, Member
Roberta Boe, Member

1. **Call to Order:** Mr. Trivella called the meeting to order at 5:00 p.m. in Room 324, Land Use Office, City Hall, 140 Main Street, Torrington, CT.
2. **Roll Call:** Mr. Trivella announced present and serving were Mr. Connor and Mr. Sullivan.
3. **Approval of Minutes 11/17/16:** Motion by Mr. Connor to accept the minutes from 11/17/16. 2nd by Mr. Trivella, all in favor. Motion carried.
4. **New Business:**
 - a. Applicant: PAC Group LLC or its Assignees
Location: 305 East Main Street
Proposal: Demolish three existing structures, construct one story building for Dunkin Donuts drive-through only business, 694 sq. ft. (no customer dining area.)

Bill Zampaglione, Project Manager, PAC Group, LLC, was present to discuss the project along with Brian Plourde, Pustola Associates Engineers/Contractors. The Preliminary Floor Plan & Elevations were reviewed along with the Site Plan and architectural rendering. This is a new concept Dunkin Donuts which will service drive-thru and walk-up sidewalk window customers but will have no indoor seating or indoor customer service area. The Committee suggested lowering the free standing sign in height, from its proposed height of 17 ft. and also recommended adding the address of the building to both the freestanding sign and building. The walk in cooler should be wrapped with cement board the same as the exterior walls of the building. The Committee also reviewed the proposed retaining wall, landscaping and lighting. A photometric plan on the lighting will be required for review by the Planning & Zoning Commission. Motion made by Mr. Sullivan, 2nd by Mrs. Connor, to make a favorable recommendation on the project as presented to the Planning & Zoning Commission. Motion carried unanimously.

5. **Adjournment:** The meeting adjourned at 5:35 p.m.

Martin J. Connor, AICP
City Planner

cc: ARC, PZC, Mayor, Applicants