

**DESIGN REVIEW BOARD
MEETING MINUTES**

RECEIVED FOR RECORD
WATERFORD, CT

2025 JUL 28 A 9:34

ATTEST: *Daniel L. Campos*
TOWN CLERK

Design Review Board
Town Hall

July 22, 2025
4:00 PM

Members Present: Chairman -John O'Neill, Robert Nye, Ed Pellegrini and Michael Elbaum
Members Absent: Joy Merrill
Staff Present: Mark Wujtewicz, Planner

ITEM #1 CALL TO ORDER AND APPOINTMENT OF ALTERNATES

Chairman, John O'Neill called the meeting to order at 4:08 p.m.

ITEM #2 PLAN REVIEWS

PL-25-8 – Request of LEARN, applicant; Town of Waterford, owner; for site plan approval for a new School located at 51 Daniels Avenue, R-40 zone, in accordance with Section 5.1.3 and 22 of the Zoning Regulations and as shown on plans entitled "LEARN – Early Childhood School, 51 Daniels Avenue, Waterford, CT State Project Number: 245-0090 MAG/N/PF" dated 05/05/2025.

ACTION REQUIRED BY:

7/17/2025

EXTENSION GRANTED TO:

7/22/2025

Katelyn Chapin, AIA of Newman Architects representing the applicant introduced the overall building project to the Board. Also in attendance representing the applicant were John Holden, AIA of Newman Architects, Julie Pendleton of Project LEARN, Atty Matt Rinelli of Shipman & Goodwin LLP, and Charles Warrington of Colliers. J. Holden described the materials that will be used on the exterior of the building. He also reviewed the proposed floor plan of the building including the classroom layout.

E. Pellegrini asked whether the roof top HVAC units will be screened. J. Holden stated that the RTU's will be screened from public view. E. Pellegrini also inquired whether there will be any signage on the building identifying the school, J. Holden stated that the only identification sign will be the monument sign located at the entrance drive as shown on the site plan.

E. Pellegrini asked whether there will be any flag poles. J. Holden stated that while there aren't any flagpoles located on the site plan, they can install flag poles. E. Pellegrini asked that the landscaping in the rear parking lot be increased. K. Chapin stated that they are willing to

address that. A request to add a photometric plan to the plan set was discussed. The applicant stated that the photometric plan will be added to the final plan set.

M. Wujtewicz informed the Board that the issues discussed can be incorporated into the motion as recommendations to be considered by the Planning and Zoning Commission in their review of the application later that evening.

MOTION: Motion made by E. Pellegrini, seconded by M. Elbaum to submit a positive recommendation to the Planning and Zoning Commission for the request of LEARN for a new School located at 51 Daniels Avenue application PL-25-8 with the following recommendations:

1. Additional landscaping within the southern parking lot
2. Flag poles be added to the plan at appropriate locations
3. A photometric plan be added to the plan set

VOTE: 4-0

ITEM #3 APPROVAL OF THE March 11, 2025 MEETING MINUTES

MOTION: Motion made by R. Nye, seconded by M. Elbaum, to approve the March 11, 2025 meeting minutes as written.

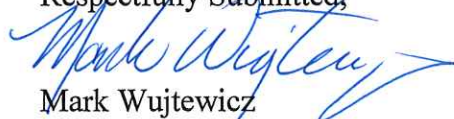
VOTE: 4-0

ITEM #4 ADJOURNMENT

MOTION: Motion made by E. Pellegrini, seconded by R. Nye, to adjourn the meeting at 4:40 pm.

VOTE: 4-0

Respectfully Submitted,


Mark Wujtewicz
Planner