

VILLAGE DISTRICT
CONSULTANT COMMITTEE

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TOWN HALL ANNEX
238 Danbury Road
Wilton, Connecticut 06897

Robert Sanders, AIA, Chairman
Samuel Gardner, AIA, Vice-Chairman
Laura Noble Perese, Secretary
John Doyle, AIA
Megan LaBant Abrahamsen
Kevin Quinlan, AIA

Village District Design Committee Regular Meeting Minutes*
April 23, 2019, 4:00 p.m.

PRESENT: Sam Gardner, AIA, Vice Chairman, Laura Noble Perese, Secretary, John Doyle, AIA and Kevin Quinlan, AIA

OTHERS

PRESENT: Robert Nerney, Town Planner

ABSENT: Rob Sanders (notified absence)

Acting Chairman Gardner convened the meeting at 4:00 p.m. and confirmed Committee attendance for the record. It was unanimously agreed to scramble the agenda for the purpose of reviewing and acting on meeting minutes from the Committee's March 26, 2019 meeting. Mr. Doyle made a motion to approve the minutes as drafted and the motion was seconded by Ms. Noble Perese. The motion passed unanimously.

A letter of resignation from Committee member Megan LaBant Abrahamsen was read into the record. Acting Chairman Gardner acknowledged her participation and thanked her on behalf of the Committee. It was requested the communication be forwarded to the Planning and Zoning Commission.

Mr. Gardner referenced the published agenda and stated the purpose of the meeting was to assist in drafting regulations necessary to support the formation of a future Architectural Review Board (ARB). Mr. Nerney briefly explained the differences between the existing Village District Design Advisory Committee responsibilities and those of an architectural review board.

Mr. Doyle questioned whether the ARB process would function under the guidance of the Planning and Zoning Commission or if the body would function in an autonomous manner. Mr. Quinlan and Mr. Gardner felt it important to establish a starting point or framework. The Committee discussed the differences of functioning in a collaborative versus a strictly regulatory manner. Ms. Noble Perese felt the future Plan of Conservation

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and Development should provide strong guidance in fostering desired design outcomes. The Committee reviewed design documents from other communities; namely Darien and Dorset, Vermont. Several Committee members offered favorable comment regarding the Dorset guidelines; taking note of its overarching principles and broad-based design concepts captured and emphasized within the document.

Ms. Noble Perese referred to comments provided by Committee chairman Rob Sanders. Following discussion, the Committee felt a one-step application review approach with emphasis placed on encouraging early, pre-application meetings; particularly for larger projects, seemed to be the preferred approach.

At this juncture the Committee, through the use of a laptop computer and projector, began editing the Planning and Zoning Commission document. Certain concepts from the Dorset guidelines were incorporated into the draft guideline document along with the addition of Committee comments. Upon completion, the document was reviewed for thoroughness. It was suggested the document be electronically transmitted to all Committee member for further review and discussion.

At 5:55 p.m., a motion was made by Ms. Noble Perese to adjourn the meeting, seconded by Mr. Quinlan and approved unanimously by all Committee members.

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