

# Town of Southeast

Architectural Review Board  
67 Main Street  
Brewster, NY 10509

DRAFT

## Minutes from the meeting of December 21, 2004

**PRESENT:** Armand Giglio (Chairman), Ron Harper, Virginia Stephens, & Angela Morelli, AA

**ABSENT:** Tom Frasca, Challen Armstrong

**ORDER:** 7:30 PM

### **AGENDA:**

#### Pledge of Allegiance

Mancini-Ciolo (Lots 4&5 Tea House Lane) – There is no one present to represent this project.

Animal Kingdom – This sign is located at 100-A Independent Way. The sign has already been placed on the building. Mr. Giglio points out that the sign is truncating the façade line, and should either cap it or foot it, not hang in the middle. It is noted that the Michael's sign and the Marshall's sign are floating, but they float in the middle of a larger gable; they do not come up against the roof line.

Mr. Giglio suggests they drop the sign about 18" to line up the tops of the highest letters with the roof line.

Ms. Stephens makes a motion to approve the sign with the changes noted.

Mr. Harper seconds the motion. All are in favor.

Approval of November 16, 2004 minutes – Mr. Harper makes a motion to approve the minutes as presented. Mrs. Stephens seconds the motion. All are in favor.

Adoption of the 2005 Schedule - Mr. Harper makes a motion to adopt the 2005 schedule as is noted for the third Tuesday of each month. Mrs. Stephens seconds the motion. All are in favor.

Board Discussion - There is some Board discussion on the new code that requires the ARB to report directly to the Town Board, by sending all approved plans and reports. Mr. Giglio will contact Supervisor Dunford to clarify some of the issues.

The Board also discusses the improvements made in the ARB review process and the improvement to the submissions that come in from builders and developers.

Mrs. Stephens makes a motion to adjourn. Mr. Harper seconds the motion. All are in favor.

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