

**TOWN OF KENT  
ARCHITECTURAL REVIEW BOARD  
KENT VILLAGE DISTRICT**

41 Kent Green Boulevard, P.O. Box 678, Kent, CT 06757  
Phone (860) 927-4625 Fax (860) 927-4541

**REGULAR MEETING MINUTES**

The Architectural Review Board held a regular meeting at 5:30 p.m. on Tuesday, March 1, 2022, via zoom.

**1. CALL TO ORDER:**

2. Meeting was called to order by Ellen Corsell at 5:33

**2. ROLL CALL AND APPOINTMENT OF ALTERNATES IF REQUIRED:**

**Board Member Present**

Ellen Corsell, Chairman; Derek Larson, Pete Hanby

Staff Present: Danna M Hayes, LUA

Guest Present: Matthew Winter

Applicant: Don Cramer

**3. READING AND APPROVAL OF MINUTES:**

**3.A.** Regular Meeting Minutes, January 18, 2022.

Mr. Larson moved to approve the Regular Meeting Minutes of January 18, 2022, as presented. Mr. Hanby seconded and the motion carried unanimously.

**4. APPLICATIONS:**

**4.A.** Application #01-22, Donald J. Cramer for Donald J. Cramer, Trustee, 23 South Main Street, Map 4 Block 12 Lot 1, replacement of windows; add new window; add exterior vent outlet.

---

ARCHITECTURAL REVIEW BOARD  
KENT VILLAGE DISTRICT

REGULAR MEETING MINUTES FOR MARCH 1, 2022

These are draft minutes. Corrections may be made by the Board at the subsequent meeting. Please refer to subsequent meeting minutes for possible corrections and approval of these minutes.

Mr Cramer presented his plan to change out second story windows. He is changing the use from commercial to two residential units. Two of the windows are too large and low to the floor for safety. There was discussion about where the vents for the stoves would go. Mr. Winter suggested they be moved to the back of the building ( east) . Mr Hanby suggested that some of the vent work is not visible to the road. Mr Cramer said moving the vents might prove to be complicated but he would look into it. The siding will remain the same. There is no significant changes being made to the front of the building. There are a few windows to be changed out. Mr Cramer is moving to awning windows in the proposed bedrooms for safety and privacy.

Mr Hanby moved to approve the application and Mr Larson seconded. The motion was carried unanimously.

**5. OLD BUSINESS:**

No action taken

**6. OTHER BUSINESS:**

No action taken

**7. ADJOURNMENT:**

Motion to adjourn at 5:53 was made by Mr Hanby and seance by Mr Larson and carried unanimously.

---

ARCHITECTURAL REVIEW BOARD  
KENT VILLAGE DISTRICT

REGULAR MEETING MINUTES FOR MARCH 1, 2022

These are draft minutes. Corrections may be made by the Board at the subsequent meeting. Please refer to subsequent meeting minutes for possible corrections and approval of these minutes.