

DESIGN REVIEW BOARD
Monday, January 30, 2023
7:30 p.m.

Virtual Meeting using Zoom
Meeting ID: 845-1987-6965
(Instructions for accessing below)

Under Governor Baker's Act "Extending Certain COVID-10 Measures Adopted During the State of Emergency", extending the "Executive Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, S20," issued June 16, 2021, and in effect until April 1, 2022, and extended again through July 15, 2022 meeting of public bodies may be conducted virtually provided that adequate access is provided to the public. On July 16, 2022 Lt. Gov. Karyn Polito, as acting governor, signed legislation to extend key pandemic-era accommodations, including remote local government meeting authorizations, through March 31, 2023 effective immediately.

To view and participate in this virtual meeting on your phone, download the "Zoom Cloud Meetings" app in any app store or at www.zoom.us. At the above date and time, click on "Join a Meeting" and enter the following Meeting ID: 845-1987-6965 Link: <https://us02web.zoom.us/j/84519876965>

To view and participate in this virtual meeting on your computer, at the above date and time, go to www.zoom.us click "Join a Meeting" and enter the following ID: 845-1987-6965

APPLICANTS:

Hank Haff, Town of Needham Emory Grover School Administration building located at 1330 Highland Avenue and applying for signage.

Sandra Robinson, Needham Community Council located at 570 Hillside Avenue and applying for an awning with signage.

Scott Fagan, Commonwealth Caregivers located at 40 Chestnut Street and applying for signage.

Rebecca Durandisse, Shop Micki located at 99 Chapel Street and applying for signage.

Ed Spinney, Sign Art Boston representing Gentle Giant located at 422 Hillside Avenue and applying for signage.

REVIEW

Minutes of 9/12/2022, 10/3/2022 and 12/5/2022 meetings.

Next Public Meeting – February 13, 2023 at 7:30pm via Zoom Webinar



TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492

Application and Report

Property Location: Emery Grover Building 1330 Highland Ave Needham, MA 02492 **Date:** 12/14/2022

Owner: Town of Needham Permanent Public Building Committee

Address: 500 Dedham Ave Needham MA 02492
Street City State Zip
Telephone: (781) 455-7550 ext. 315

Applicant: Bargmann Hendrie + Archetype

Address: 9 Channel Center St, Suite 300 Boston MA 02210
Street City State Zip
Telephone: (617) 350-0450

Designer/Installer: Fabricator to be determined

Address: _____
Street City State Zip

Telephone: _____

Type of Application
☒ Sign
☐ Minor Project
☐ Exterior Alterations
Major Project (Site Plan Review)
☐ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

Brief description of sign or project:

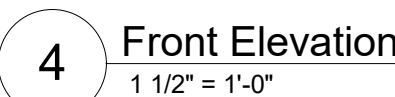
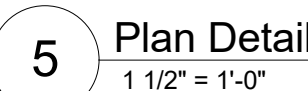
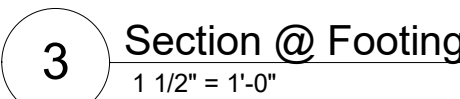
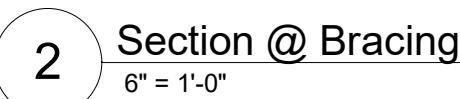
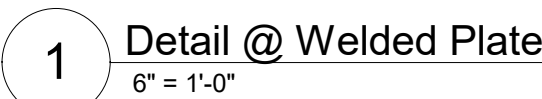
Wood sign with granite posts to be located as a freestanding sign in front of the school administration building as the one sign. This will be instead of the existing sign on the building.

Please email completed application to elitchman@needhamma.gov

PRECEDENT: NEEDHAM CATH EXTERIOR SIGN







1. SEE LANDSCAPE DRAWINGS FOR LOCATION OF SITE SIGN ON PROJECT SITE.
2. FONTS OF SIGN LETTERING AS SHOWN ARE FOR PRICING ONLY. ACTUAL FONTS TO BE CONFIRMED AS PART OF SUBMITTAL PROCESS.

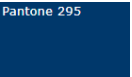
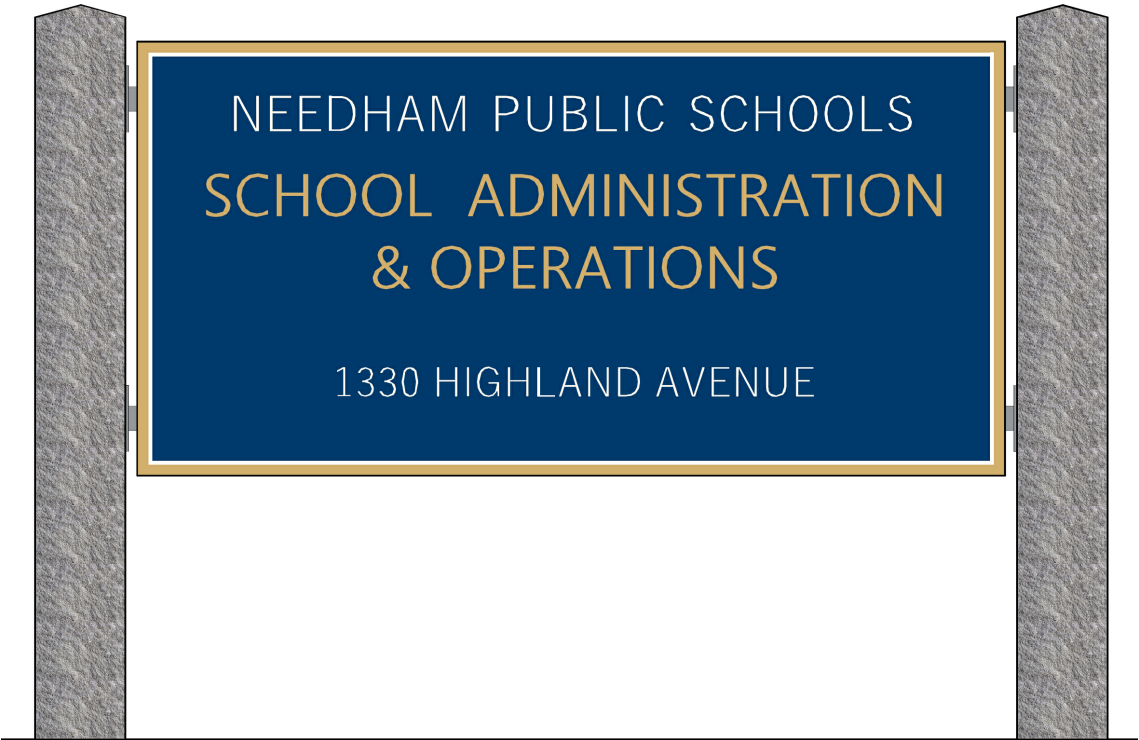
GENERAL NOTES

1. THIS PROJECT IS THE RENOVATION OF A HISTORIC BUILDING. PROTECT ALL ELEMENTS SHOWN TO REMAIN. THE CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGE TO THE EXISTING ELEMENTS WHERE NOT SHOWN TO HAVE BEEN DAMAGED AT THE START OF CONSTRUCTION.
2. DRAWINGS SHOW BOTH NEW ELEMENTS AND EXISTING ELEMENTS. ASSUME ELEMENTS ARE NEW UNLESS LABELED AS 'EXISTING'.
3. THESE DRAWINGS WERE CREATED FROM PREVIOUS DRAWINGS, LASER SCAN AND DRONE INFORMATION, AND SELECT FIELD MEASUREMENTS, ALL OF WHICH WERE DONE WITH EXISTING FINISHES IN PLACE AND THE BUILDING OCCUPIED. THE DRAWINGS CANNOT BE ASSUMED TO BE COMPLETELY ACCURATE. DO NOT SCALE OFF THE DRAWINGS TO DETERMINE DIMENSIONS. SEE CRITERIA IN THE SPECIFICATIONS SECTION 01310, SPECIAL COORDINATION PROCEDURES FOR HISTORIC BUILDING RENOVATION, FOR BOTH CONFIRMING EXISTING DIMENSIONS AND CONFIRMING LOCATIONS OF NEW ELEMENTS IN ADVANCE OF THE INSTALLATION OF ANY WORK. THIS IS OF PARTICULAR NOTE BECAUSE SOME STRUCTURE IS LOCATED BASED ON EXISTING ROOF STRUCTURE AND SOME ON EXISTING FOUNDATION AND LOWER LEVEL BEARING MASONRY.
4. SOME DETAILS REFERENCE TO 'MATCHING' EXISTING ELEMENTS. NOTE THAT THE DETAILS AS DRAWN MAY NOT INCLUDE ALL PROFILES THAT DEFINE 'MATCH'. FOR THESE ITEMS THE CONTRACTOR IS TO RETAIN PIECES OF EXISTING MATERIAL TO BE THE BASIS OF 'MATCH' DURING THE SUBMITTAL PROCESS.
5. DRAWING SHEETS INCLUDE GENERAL NOTES THAT APPLY TO ALL DRAWINGS AS WELL AS GENERAL NOTES THAT APPLY TO SPECIFIC SHEET TYPES. REFERENCE NOTES ON INDIVIDUAL SHEETS ARE TO DEFINE SPECIFIC OCCURRENCES.
6. GRAPHIC HATCHES AND REFERENCE NOTE DESIGNATIONS MAY BE USED FOR DIFFERENT SCOPE ITEMS ON DIFFERENT SHEETS. SEE INDIVIDUAL SHEETS.

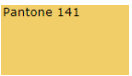
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NEEDHAM GENERAL BY LAW SIGNAGE REQUIREMENTS

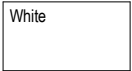
	By-Law Requirement	Project Dimension/Area
Setback from Curb	15' - 0" Min.	15' - 0"
Open Space from Ground to Base of Sign	7' - 0" Min.	1' - 10"
Sign Area	32 SF Max.	18 SF



BACKGROUND PAINT COLOR
- NEEDHAM SCHOOL BLUE



BORDER & MAIN TEXT PAINT COLOR
- METALLIC GOLD



SECONDARY TEXT PAINT COLOR
- WHITE

Emery Grover Renovations

By-Law Requirements and Exterior Sign Elevation

Town of Needham Permanent Public Building Committee
Bargmann Hendrie + Archetype 9 Channel Center Street Boston, MA 02210 12/20/22



Emery Grover Renovations

3D View

Town of Needham Permanent Public Building Committee
Bargmann Hendrie + Archetype 9 Channel Center Street Boston, MA 02210 12/20/22



- LEGEND**
- LOAM AND SEED, TYP.
 - SHRUBS/PERENNIALS
 - DECIDUOUS TREE (3" CALIPER), TYP.
 - EVERGREEN TREE (6' HT.), TYP.
 - POLE MOUNTED LIGHT FIXTURE, TYP.
 - PEDESTRIAN LIGHT FIXTURE, TYP.

Emery Grover Renovation
Needham, MA

kzla

Kyle Zick Landscape Architecture, Inc.
36 Bromfield Street Suite 202
Boston, MA 02108

617-451-1018 Tel
www.kylezick.com

Date: 05/18/2022
Revised for Design Review Board
12/07/2022



TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building

500 Dedham Avenue

Needham, MA 02492

Application and Report

Property Location: 570 Hillside Ave **Date:** 1/12/23

Owner: Needham Community Council, Inc

Address: 570 Hillside Ave Needham, MA 02494
Street City State Zip

Telephone: 781-444-2415

Applicant: Sandra Robinson

Address: 1646 Great Plain Ave Needham MA 02492
Street City State Zip

Telephone: 617-922-3482

Designer/Installer: Kevin McElhinney HS Awning + Tent Co

Address: 40 F Williams Way Bellingham, MA 02019
Street City State Zip

Telephone: 508 651-0327

Type of Application
☐ Sign
☒ Minor Project
☐ Exterior Alterations
Major Project (Site Plan Review)
☐ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

Brief description of sign or project:

Awning
See Attached

Please email completed application to elitchman@needhamma.gov

Method Detail:

The awning will be installed running along, and into the window recess, and terminate flush with building at top of ramp. Awning to be mounted to the block using masonry fasteners as shown. Along the Upper mullion just below operable windows, the head bar of the awning will be mounted using #12 zinc coated exterior self tapping "tek" screws every 24" +-. Silicone sealant will be applied along top of awning for watertight seal.

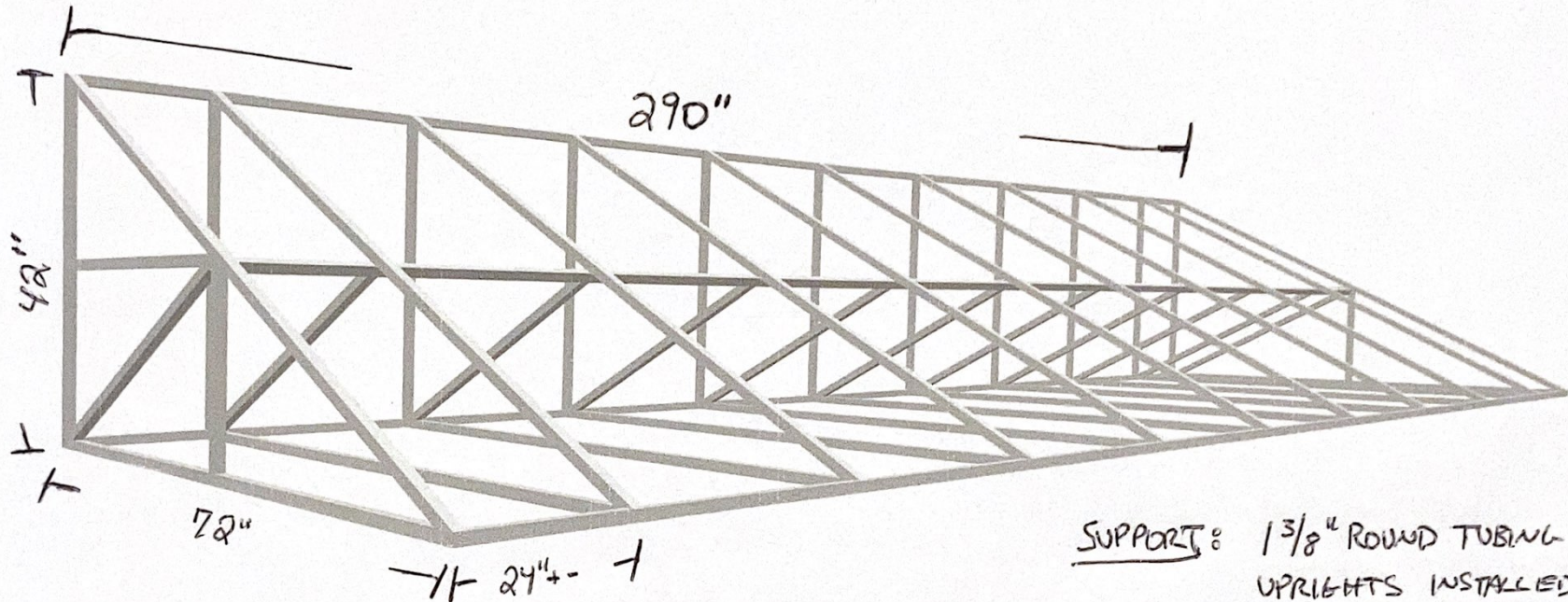
The bottom height of the awning will be 98" at the top of the ramp, and 114" at the bottom of the ramp at doorway. The clearance between the upper railing and awning will be approx 2" at the doorway.

The awning will be supported along the front edge (along the railing) by using 1 3/8" galvanized round tubing (uprights) spaced 96" +-. Uprights will be installed on the out side of the railing.

The Framing of the awning , as well as the uprights will be painted black to match mullion color.

NEEDHAM SERVICE COUNCIL

HS Awning & Tent Co
40F William Way
Bellingham MA 02019

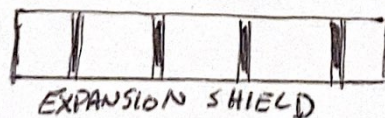


SUPPORT: 1 3/8" ROUND TUBING
UPRIGHTS INSTALLED
ON FRONT OF AWNING
EVERY 96"+-

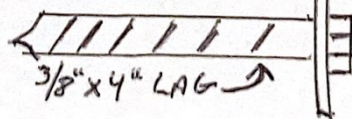
FRAME: 16g GALVANIZED STEEL TUBING
WELDED AT ALL JOINTS, PRIMER &
PAINTED

MOUNTING:

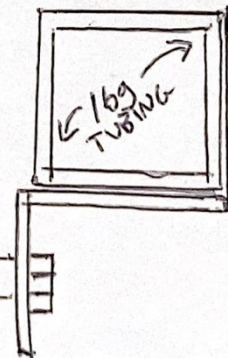
FABRIC: 1802" FERRARI" COATED VINYL
COLOR: PACIFIC BLUE



EXPANSION SHIELD



3/8" x 4" LAG



← GALVANIZED STEEL
"7" BRACKET MOUNTED
24"+- ALONG HEAD BAR

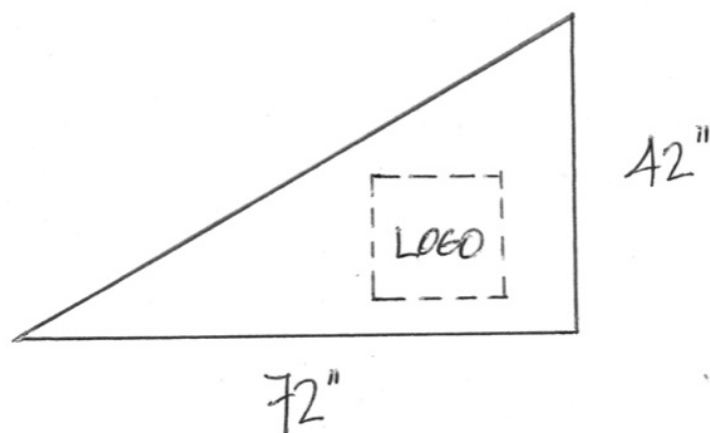
MASONRY MOUNT
USING GALVANIZED STEEL
LAGS, AND SHIELDS



NEEDHAM COMMUNITY COUNCIL

AWNING PROPOSAL

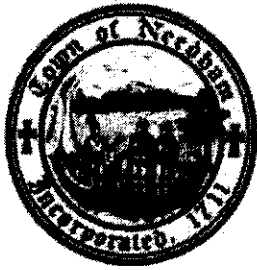
JANUARY 30, 2023



○ AWNING WEST ELEV.
SCALE: $\frac{1}{2}'' = 1'-0''$

NOTE: LOGO TO BE FIT IN DASHED
BOX SHOWN < 2 SQ FT.





Sign 1
Front

TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492
Application and Report

Property Location: 40 Chestnut St Needham Date: 12/12/22

Owner: Alfred W. Greyment Trust

Address: PO Box 920585 Needham MA 02492
Street City State Zip

Telephone: 781-444-2111

Applicant: Scott Fagan for Commonwealth Congress Inc

Address: 40 Chestnut St Needham MA 02492
Street City State Zip

Telephone: (781) 483-4460

Designer/Installer: Speedpro

Address: 151 California St Newton MA 02458
Street City State Zip

Telephone: (781) 400-5627

Type of Application
☒ Sign
☐ Minor Project
☐ Exterior Alterations
Major Project (Site Plan Review)
☐ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

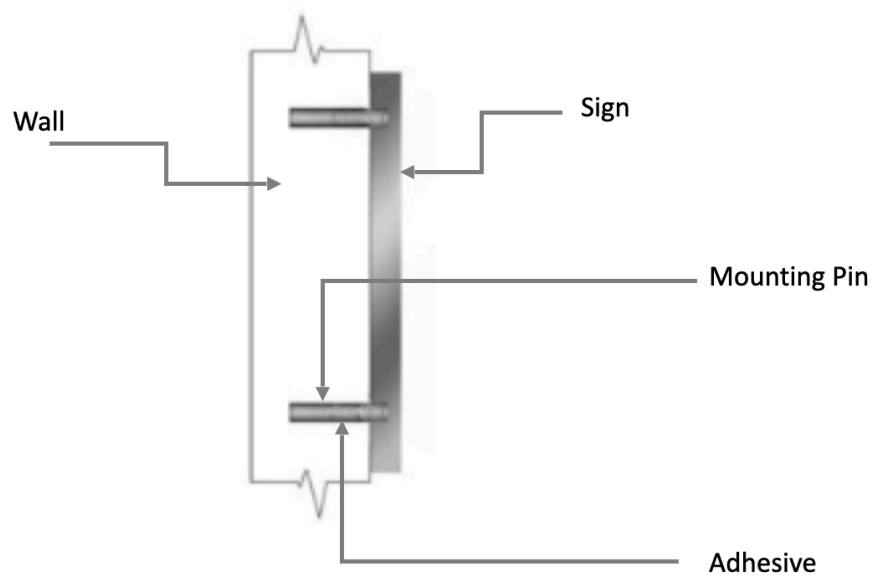
Brief description of sign or project:

12' x 1.5' High x 5.0' on Front

Please email completed application to elitchman@needhamma.gov

www.mh







HOOR
PARKING

LG
BIG BOX STORE
PRICES





Commonwealth Caregivers

HOME HEALTH CARE SERVICES



TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492

Application and Report

Property Location: 99 Chapel Street Needham MA 02492 **Date:** 1/5/23

Owner: Roma Reality Trust

Address: 125 Pearl Street P0 Box 850551 Braintree MA 02185
Street City State Zip

Telephone: 617-653-0779

Applicant: Rebecca Durandisse

Address: 99 Chapel Street Needham MA 02492
Street City State Zip

Telephone: 781-771-4342

Designer/Installer: Fast Signs

Address: 15 Kearny Road Needham MA 02494
Street City State Zip

Telephone: 781-444-4889

Type of Application
☒ Sign
☐ Minor Project
☐ Exterior Alterations
Major Project (Site Plan Review)
☐ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

Brief description of sign or project:

A sign with my retail store name: Shop Micki. The dimensions
are 96in x 24in

Please email completed application to elitchman@needhamma.gov



11B Second Ave Needham, MA 02494 Tel 781-444-4889 Fax 781-444-8577 • 310@fastsigns.com

24" tall x 96" wide

1" Thick Black Aluminum Bar Frame



Digitally Printed Graphics with Lustre Laminate on surface of Aluminum 040

Colors

Purple - C: 70.98 Y: 96.47 M: 3.92 K: .039
 Gold - C: 9.41 Y: 32.55 M: 100 K: 0



Location Currently



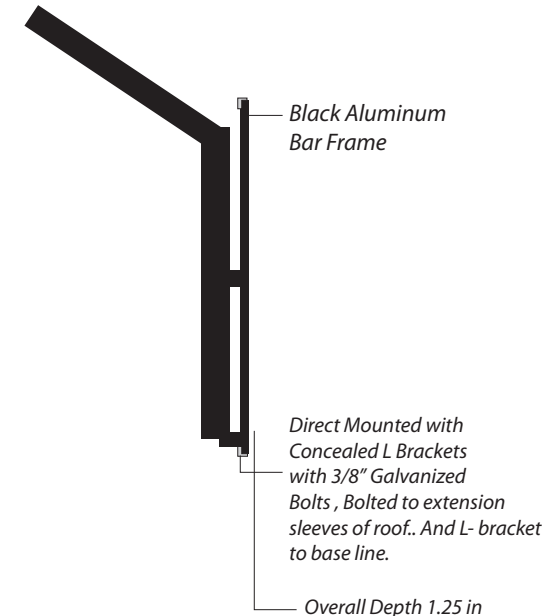
Proposed Signage - 10' Grade

*Graphics not to scale but are proportionate.

Shop Micki
 Black Aluminum Bar Frame
 99 Chapel St.
 Needham, MA 02492

Capital S Height = 8.9 in
 Capital M Height = 6.32 in
 Sign Square Footage = 16 sq'

Left Side Mounting Detail



From: Rebecca Durandise
To: Rick Lohman
Subject: Re: Design Review Board - Needham
Date: Thursday, January 5, 2023 11:22:44 AM
Attachments: PRS-Application-2020.pdf
micki.png



15 Kearney Road Needham, MA 02494 • Tel 781.444.4889 • Fax 781.444.8577 • 310@fastsigns.com

This artwork represents your sign and graphics exactly. Upon approval, this proof is final. Changes to approved proof will incur additional fees.



Lustre Laminated and digitally printed Vinyl Graphic on
1" Aluminum Bar Frame
back mounted with supports to ALU 040 panel
with Protruding Black outer frame
(1x)

Please read carefully! Especially for grammar, names, addresses, numbers and technical words. If there are any alterations, mark them clearly. We are not responsible for errors, except those marked on the returned proof or clearly stated in an email.

Client Approval

Date

Invoice # 73671

CLIENT: Shop Micki

Proof Date: 12/28/22

DESIGNER: Zachary

FPD
for office use only

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The attached proof is sent for your approval. Neither the paper nor the printing of this proof represents the appearance of the finished job. Errors which you have indicated on this proof which are the fault of Fast Signs will be corrected at no charge. Any alteration from the original copy may require an additional charge for time and materials.





 **HAWTHORN**
REAL ESTATE

PURA VIDA
- Golf Clubs • Jewelry • Gifts -

MODERN BARBER SALON

SHOE REPAIR

DORIS' COUTURE DESIGN
- CUSTOM BRIDAL
- EXPERT TAILORING
FOR MEN AND WOMEN

PURA VIDA

Shoe Repair

Leave A Legacy
THE HAWTHORN
REAL ESTATE

REPAIR



HAWTHORNE
REALTY



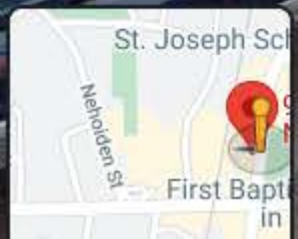
PURA VIDA

- Spiffy Gifts + Snaazzy Decor -



MODERN BARBER SALON

SHOE REPAIR





TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492
Application and Report

Property Location: 422 HILLSIDE AVENUE Date: 1/20/23

Owner: Gentle GIANT Moving CO

Address: 7 MCKAY AVENUE FLR #2 WINCHESTER MA 01890
Street City State Zip

Telephone: _____

Applicant: Gentle GIANT

Address: 422 HILLSIDE AVENUE NEEDHAM MA 02494
Street City State Zip

Telephone: 781 790 7180

Designer/Installer: Sign Art Inc

Address: 60 SHARON STREET MALDEN MA 02148
Street City State Zip

Telephone: 781 322 3785

Type of Application
☒ Sign
☐ Minor Project
☐ Exterior Alterations
Major Project (Site Plan Review)
☐ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

Brief description of sign or project:

FRONT WALK SIGN ABOVE LOADING DOCKS

Please email completed application to elitchman@needhamma.gov



TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492
Application and Report

Property Location: 422 HILLSIDE AVENUE Date: 1/23/23

Owner: Gentle Giant Moving Co

Address: 7 McKay Avenue FUR#2 WINCHESTER MA 01890
Street City State Zip

Telephone: 781 358 5183

Applicant: Gentle Giant

Address: 422 HILLSIDE AVENUE NEEDHAM MA 02494
Street City State Zip

Telephone: 781 790 7180

Designer/Installer: Sign Art Inc

Address: 60 SHANNON STREET MALDEN MA 02148
Street City State Zip

Telephone: 781 322 3785

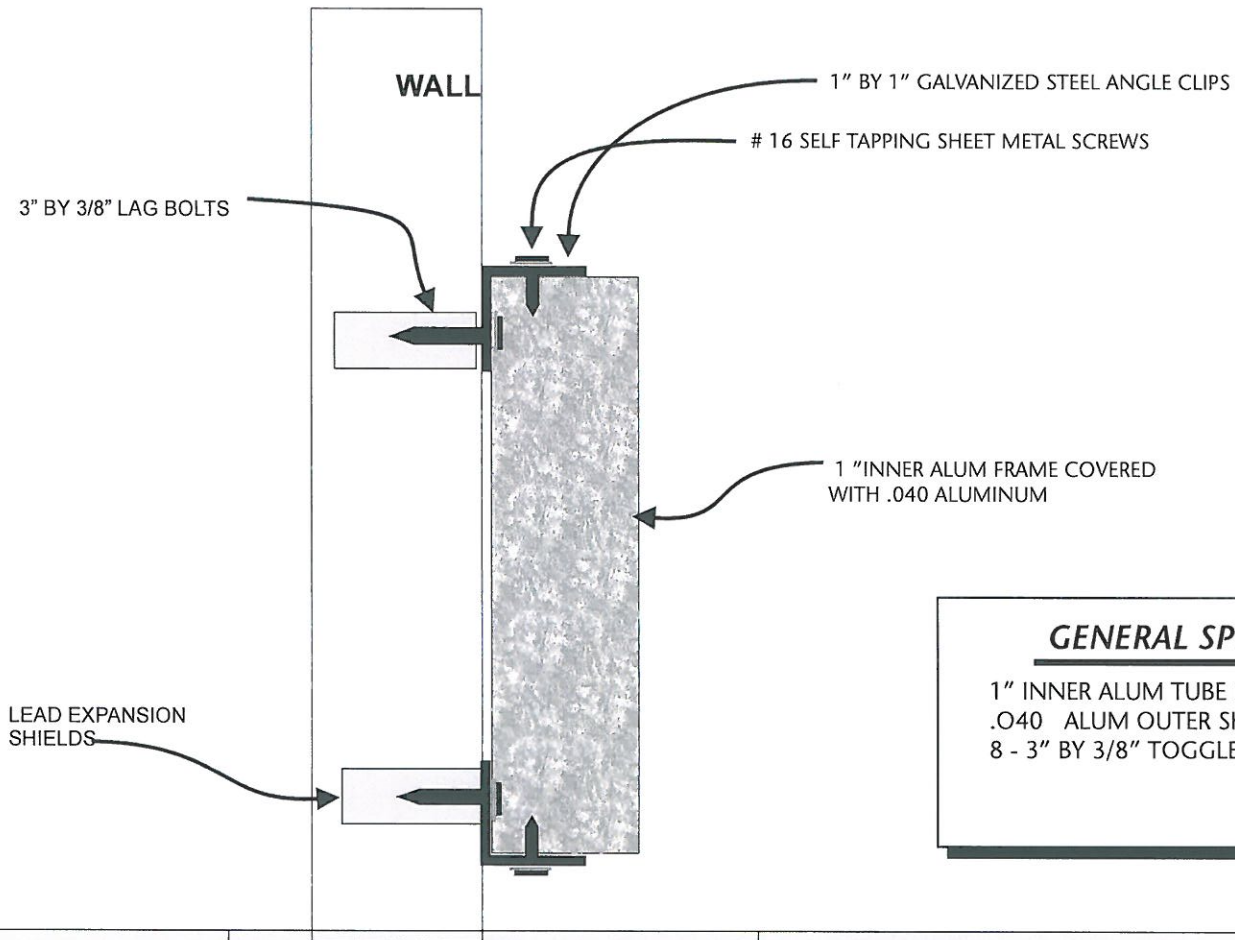
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Major Project (Site Plan Review)
☐ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

Brief description of sign or project:

BACK WALL SIGN ABOVE WINDOWS

Please email completed application to elitchman@needhamma.gov

TYPICAL MOUNTING ALUMINUM BELT SIGN



GENERAL SPECS.

1" INNER ALUM TUBE FRAME
 .040 ALUM OUTER SKIN
 8 - 3" BY 3/8" TOGGLE BOLTS

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X



SALESMAN

Ed Spinney

DRAWN BY

EWS

DATE

1-23-23

CUSTOMER

Gentle Giant / Needham, MA

SCALE

AS SHOWN

APPROVED BY

Proposed Front Wall Sign: 1 - 39" x 118" by 1" Deep Aluminum Belt sign with Vinyl Graphics



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X _____



60 SHARON ST. MALDEN, MA 02148 781-322-3785

www.signartboston.com

SALESMAN	DRAWN BY	DATE
Ed Spinney	EWS	1-23-23
CUSTOMER		
Gentle Giant / Needham, MA		
SCALE		
AS SHOWN		
APPROVED BY		

Proposed Back Wall Sign: 1 - 37" x 113" by 1" Deep Aluminum Belt sign with Vinyl Graphics



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X


INC.
60 SHARON ST. MALDEN, MA 02148 781-322-3785
www.signartboston.com

SALESMAN
Ed Spinney
CUSTOMER
Gentle Giant / Needham, MA
SCALE
AS SHOWN
APPROVED BY

DRAWN BY
EWS

DATE
1-23-23

FRONT



G = 21.5" High
ENTLE = 3.625" High

GIANT = 8.825" High
800 GIANT = 2.93" High

MOVING = 4.42" High

MAGENTA = C-0,M-0,Y-O,K-100 | GOLD = R199 , G148, B10 | GREEN = R3 , G74, B48

BACK



G = 20" High
ENTLE = 3.43" High

GIANT = 8.375" High
800 GIANT = 2.78" High

MOVING = 4.19" High

MAGENTA = C-0,M-0,Y-O,K-100 | GOLD = R199 , G148, B10 | GREEN = R3 , G74, B48

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60 SHARON ST. MALDEN, MA 02148 781-322-3785

www.signartboston.com

SALESMAN
Ed Spinney

DRAWN BY
EWS

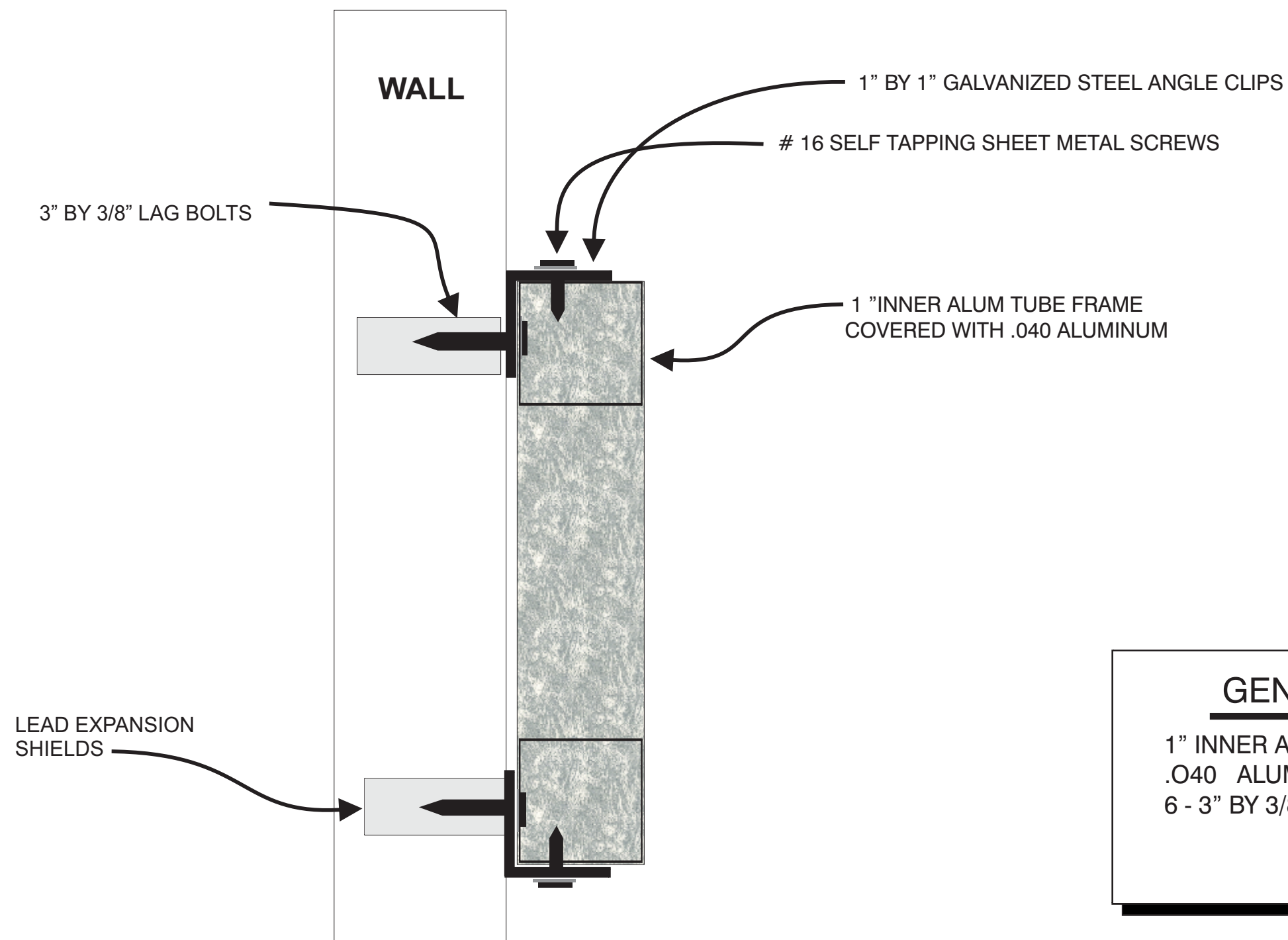
DATE
1-23-23

CUSTOMER
Gentle Giant / Needham, MA

SCALE
AS SHOWN

APPROVED BY

TYPICAL MOUNTING ALUMINUM BELT SIGN



GENERAL SPECS.

1" INNER ALUM TUBE FRAME
.040 ALUM OUTER SKIN
6 - 3" BY 3/8" LAG BOLTS

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X



SALESMAN
Ed Spinney
CUSTOMER
Gentle Giant / Needham, MA
SCALE
AS SHOWN
APPROVED BY

DRAWN BY
EWS

DATE
1-23-23



Design Review Board Meeting Minutes
Monday, September 12, 2022
7:30 p.m.

Board Members:

Mark Gluesing, Board Chair (P)
Bob Dermody, Board Member (P)
Chad Reilly, Board Member (P)
Len Karan, Board Member (P)
Deborah Robinson, Board Member (P)
Susan Opton, Board Member (P)
Elisa Litchman, Administrative Specialist, Planning & Community Development (P)

Applicants & Attendees:

1. Tom Taricano and Steve Schwede, FastSigns representing Scott Moldoff Financial Services located at 36 Chestnut Street and applying for signage.
2. Chuck Bomely, Plan B Retail representing Roche Brothers Markets located at 377 Chestnut Street and applying for signage, façade work and general site changes, and James Sperber, Roche Brothers Markets.
3. Eric Weyant, Stantec representing 557 Highland Avenue LLC, the Bulfinch Companies owner of 557 Highland Avenue and applying for site plan review, Robert Schlager the Bulfinch Companies,

Chair Gluesing called the meeting to order on September 12, 2022, at 7:30 p.m.

Chair Gluesing notified attendees of new public meeting orders issued by the governor of Massachusetts.

Agenda Item 1:

Tom Taricano and Steve Schwede, FastSigns representing Scott Moldoff Financial Services located at 36 Chestnut Street and applying for signage.

The Board found the signage well done. The sign is a non-illuminated raised letters individually mounted. The information in the application noted different colors for the lettering, white and black.

Upon motion duly made by Mr. Dermody and seconded by Ms. Robinson, it was voted to approve the sign, as amended [black, acrylic letters]. Susan Opton – aye; Deborah Robinson – aye; Bob Dermody – aye; Len Karan – aye; Chad Reilly – aye; and Chair Gluesing -aye. Motion passed 6-0.

Agenda Item 2:

Chuck Bomely, Plan B Retail representing Roche Brothers Markets located at 377 Chestnut Street and applying for signage, façade work and general site changes.

45
46 Chair Gluesing explained that the Board reviewed façade changes in the Business District. The
47 Board will conduct a façade review this evening for this applicant. This item is also being
48 reviewed by the Planning Board and Zoning Board of Appeals. The Board will send a memo to
49 both boards regarding its discussion on the façade and site plan changes proposed. He explained
50 that, additionally, one 32 s.f. sign is approved by the bylaws, but the applicant is requesting
51 additional signs, which will require a special permit. The signage will be reviewed in a separate
52 application.

53
54 Chuck Bomely explained that the proposal is to completely redo the façade of the building by
55 replacing the masonry, the storefront, and the glazing and materials. The building will be closed
56 during the construction period. The proposed second floor mezzanine area will be relocated to
57 the front of the building. This will replace an old, out of code mezzanine on the back of the
58 building, with less square footage than the existing. A new main entrance will be located on the
59 front side of the building. Roche Brothers is trying to make a branding statement with the design
60 of the façade, to gain a consistent look of the stores in the chain. While similar to other facades,
61 Roche Brothers specifies each façade to the building and location. This location looks to use
62 warm, natural colors. Existing articulated brick on the left side will remain, while the concrete
63 block on the right side will be painted a relatively dark color.

64
65 In response to a question from Chair Gluesing, Mr. Bomely stated that the intention is to relocate
66 the main entrance toward the front of the lot.

67
68 Mr. Reilly stated that he believes the proposal is tasteful and well-done. Mr. Karan agreed that
69 this is a huge upgrade to this storefront area. Ms. Opton also agreed and stated that she likes the
70 new orientation.

71
72 In response to a question from Mr. Dermody regarding the height of the proposed building
73 versus the new building, Mr. Bomely stated that there two are relatively similar. The proposed
74 building has a height of 26' plus a 30" screening element above. The existing building is 28'.

75
76 In response to a question from Mr. Dermody regarding materials for an area on the plan that
77 supports the canopy, Mr. Bomely stated that some of the material is shiplap Hardie Board, and
78 the grill is a solid, metallic material. The awning/canopy is a wood plank, to imitate a 2" tongue
79 and groove material. The awning will have downlights.

80
81 In response to a question from Ms. Robinson regarding the glazing, Mr. Bomely stated that this
82 will be clear glass.

83
84 In response to a question from Chair Gluesing regarding any additional building lighting, Mr.
85 Bomely stated that there will be some new cut off screened lighting to light up the emergency
86 exits and to add onto the site lighting.

87
88 Upon motion duly made by Mr. Dermody and seconded by Ms. Robinson, it was voted to
89 approve the façade changes, as submitted. Susan Opton – aye; Deborah Robinson – aye; Bob

90 Dermody – aye; Len Karan – aye; Chad Reilly – aye; and Chair Gluesing -aye. Motion passed 6-
91 0.

92
93 Mr. Bomely stated that he submitted a traffic study from an engineer indicating improvements to
94 safety from the proposal. There are currently three curb cuts onto Chestnut Street, but this is
95 proposed to be reduced to one curb cut, with a redesign of the front access area. The parking
96 count will be almost identical and will exceed what it required. A pedestrian walk path from
97 Chestnut Street is proposed. There will be approximately six times the amount of green space
98 from what is existing. The plan proposes for roof drainage to enter a subsurface tank for
99 recharge. Site lighting will be replaced, with 25' height fixtures, located as close to the interior as
100 possible. There will be 100% cut off from these lights at the property line. A bike rack is
101 included on the plan, along with accessible parking. The rear and side receiving areas are
102 proposed to be the same. Emergency vehicles will have complete access and the Fire Chief's
103 review of this came back favorably.

104
105 In response to a question from Chair Gluesing, Mr. Bomely stated that all islands will be
106 landscaped, except for one near the truck docks. A landscape plan and planting schedule was
107 submitted to the ZBA. Chair Gluesing asked that these be sent to the Board for its record.

108
109 Mr. Reilly stated that reducing and narrowing the number of curb cuts will be safer but may lead
110 to a more congested traffic pattern. He noted that there are two accessible parking spaces located
111 around the corner from the entrance, and typically accessible parking spaces exit straight onto a
112 walkway of some sort. Mr. Bomely stated that he could explore bringing one of the accessible
113 spaces to the front of the building.

114
115 Mr. Reilly explained that it is difficult to comment on the berm and landscaping without a plan to
116 review. There is a lot of impervious space on the site. If the parking is in excess of what is
117 required, there could be consideration of moving some of this to pervious areas. Mr. Bomely
118 noted that every parking space is essential for this busy business. Roche Brothers leases space
119 from the VFW for employee parking.

120
121 Mr. Reilly stated that, typically, a photometric plan is submitted to the Board. Mr. Bomely stated
122 that he would send this along with the landscape plans.

123
124 In response to a question from Mr. Reilly, Mr. Bomely stated that hatch mark lines leading into
125 the entrance area on the plan are a combination of painted and stamped asphalt for the pedestrian
126 walkway. There is no curb between this area and the vehicles. Mr. Reilly stated that the space
127 seems tight, with multiple functions vying for the same space, pedestrians, parked cars, and
128 driving cars.

129
130 Ms. Opton stated that there are one or two parking spaces on the plan that seem impossible or
131 unsafe to access and exit. She stated that the current parking lot is not pleasant to look at and
132 encouraged extra landscaping for the site.

Mr. Bomely explained that every island that does not have a light pole will have a tree, ground cover plants, decorative grasses, and other hardy plants. If an island does contain a light pole, it will contain all of those same plantings, except for a tree.

Mr. Dermody expressed concern regarding the space in front of the future pickup lockers. Mr. Bomely stated that this is strictly a future element, and the exact size is not yet known.

Mr. Dermody expressed concern regarding queuing issues for the three parking spaces shown on the left side of the lot.

In response to a question from Mr. Dermody, Mr. Bomely stated that the striped islands will be slightly elevated with a stamped texture.

In response to a question from Mr. Dermody regarding a change to the building footprint, Mr. Bomely stated that the only change is to square off the front two diagonal corners, allowing for approximately 36 additional square feet.

Ms. Robinson noted that requirements for the handicapped access aisle to be 5' wide and immediately adjacent to the parking space. Mr. Bomely acknowledged this.

In response to a question from Ms. Robinson, Mr. Bomely explained that no stall spaces for shopping carts are indicated on the plan. Employees typically walk carts out and back into the building.

Mr. Robinson also expressed concern regarding the three parking spaces located to the left side of the plan. Mr. Bomely stated that these could be signed for compact cars.

In response to a question from Ms. Robinson regarding if the applicant will seek a variance to not meet the landscape requirements in parking area, Mr. Bomely stated that the applicant will seek a special permit.

Mr. Reilly again expressed concern regarding the pedestrian walkway as proposed. He suggested a more defined walk with separation from vehicles.

Chair Gluesing stated that he believes smaller light posts would be better for this site and asked that the applicant look into smaller scale posts than 25'. Mr. Bomely stated that this would likely lead to additional poles.

Chair Gluesing stated that he will draft memo and send it to the ZBA.

The Board had a preliminary discussion of the signage.

Mr. Bomely explained that the signage proposed deals with Roche Brothers branding with an emphasis placed on the front sign. The existing front, main sign is 150 s.f. The overall main sign proposed, with the Roche Brothers name and logo, is proposed to be a total of 71 s.f. The other two signs, for the redemption area and Chestnut Street, are 17 s.f. and 13 s.f.

Mr. Reilly stated that he likes the graphic element on the main sign, those it seems larger than needs to be. He stated that the graphic element on the redemption side entrance seems unnecessary. The Fire Department will want the street address listed somewhere on a sign or on the door. The lettering could potentially be reduced on the Chestnut Street sign, so that the street number can be added. The redemption sign lettering size should match.

Mr. Dermody agreed that the smaller red “R” logo on the main sign could be reduced to give more negative space. The larger “R” logo on far right of the building works well to break up the large brick wall. The black stenciled “R” on the redemption sign could be reduced or eliminated. He agreed that the Chestnut Street sign should include a street number, depending on comments from the Fire Department. Mr. Bomely explained that another Roche Brothers will be proposed at Sudbury Farms. The Chestnut Street sign is proposed as a secondary location identifier. The intention will be to place the street number in the glass of the transom above the door or in the door itself.

Ms. Robinson stated that she agrees that there is too much signage on the site. She suggested that the redemption and Chestnut street information be placed in the glass above the doors in these locations, in order to eliminate some of the signage and bring more focus to the main sign.

Chair Gluesing agreed that the lettering and signage for the redemption and Chestnut Street signs should be reduced. He suggested reducing the illuminated sign so there is more negative space as the sign moves toward the panels. He noted that the applicant can submit applications for the signs and those signs requiring special permits for a future hearing date.

Agenda Item 3:

Eric Weyant, Stantec representing 557 Highland Avenue LLC, the Bulfinch Companies owner of 557 Highland Avenue and applying for site plan review

Robert Schlager stated that façade revisions have been made to the plan. Part of these deal with a setback request from the Planning Board, using a curb line instead of the property line to measure the building setback.

Eric Weyant explained that the updates are a result of meeting with the Board, Planning Board, community, and Town staff and departments. The line that generates the setback for the massing has been changed from the site property line to the curb edge. The proposed buildings on the site include a five-story north building, a three-story south building, and a connecting atrium of two stories. The site entrance is off a new intersection at Wingate, leading to a free-standing garage. There is also one story of below grade parking proposed under the buildings. The massing of the south building along Highland Ave has been angled back to be similar to the north building, and approximately a third of the frontage along Highland Ave has been pulled away from the corner. The bump out will be treated as a one-story retail pavilion, approximately 10,000 s.f. A previously proposed jogging/fitness trail around the perimeter of the site will also now be used for emergency access. This will be used as a public amenity area along Gould Street, with a series of pickleball courts, an open lawn space, a pergola shade structure, and a handful of surface spaces that could be used for retail.

Eric Joseph explained that the amended landscape plan looks to increase the density of plantings, especially along the perimeter of the site. The proposed fitness pathway has been pulled away from Highland Ave, to increase the landscape buffer between these two areas. The 8' walkway proposed along Gould St has been widened to 18' for multiuse, and raised crosswalks are now proposed for improved pedestrian safety.

Mr. Weyant explained that the new plan looks to terrace the five-story expression of the north building down to a three-story area toward Gould St. The intention is to soften the massing for both buildings. Some articulation has been added to the architectural pilasters in front of the structural columns for the precast garage. The two-story atrium is the front door to the entire project. The loading area has been relocated from where it was originally shown, around the corner onto a service drive, allowing for a more active user of the original space.

Mr. Weyant stated that one of the Board's previous suggestions was to change the coloration of the rooftop area; this has been softened to a dove-gray color. He explained that the proposal is for a formed GFRC façade to be installed in a panelized manner. A sheet product GFRC material is also being explored to allow for different textures. All of the architectural pilasters are now proposed to have 3-dimensional quality, to create more texture and shadow. On the open bays of the garage, local flora and fauna will be used to inspire the graphic design across the fabric banners.

In response to a question from Mr. Dermody regarding how much of garage will have screening for light, Mr. Schlager stated that lights will be mounted in the center of the trusses and shielded by 18" of concrete. All lights will be on a motion sensor, with a variety of dimming options. The fabric banners disguise anything inside the garage.

Ms. Opton stated that the proposal has lovely landscaping and speaks to both local flora and fauna. She asked about the use of the pin oak along the street and pedestrian path as these are low-branching trees and drop acorns in the fall, and could be difficult for maintenance purposes and running/walking. Mr. Joseph explained that this species was suggested as an accent feature by the Town horticulturalist. Mr. Schlager stated that the applicant is happy to reconsider species options.

Ms. Opton stated that she likes the pickleball courts and no-mow lawn areas. She asked about a fence around the courts. Mr. Schlager stated that this will be a vinyl-coated chain-link fence in a color acceptable to the Board. This will eventually be screened with landscaping. Ms. Opton noted that the meadow areas proposed could look messy if not planted properly.

Mr. Reilly suggested bike parking near the pickleball courts and green space areas. He noted that the retail area is somewhat secluded and difficult to access by car. Mr. Schlager stated that the primary purpose for the retail area is ancillary as amenity space for the complex. The intention is to attract a family-oriented restaurant to sustain the office building employees, and others visiting the site. A liquor license will not be sought. The type of tenants to be sought include those that will be dependent upon office users, such as a dry cleaner, podiatrist, dentist, etc. It is yet unclear exactly which tenants will be interested in this area. The one story below ground parking will include EV charging stations.

In response to a question from Mr. Reilly regarding the garage, Mr. Weyant stated that the garage has structural precast members running horizontally. All of the verticals are architectural precast which are veneered in front. The intention was to warm up the garage and bring it closer of coloration of the actual buildings.

Chair Gluesing stated that he does not have a problem with the amended design, though he would like to see the building closer to the corner for some additional massing. Mr. Schlager stated that the site slopes approximately 30' from Gould St, front-to-back. The site is mostly dictated by zoning and the layout as proposed. He noted that a balcony area is proposed on the three-story building off the glass wall.

Mr. Dermody suggested some larger trees along the corner that the building has been pulled back from. Mr. Reilly agreed that more screening in this area could allow it to be more of an outdoor exercise/usable space for the tenants of this section of the building.

Mr. Schlager asked about the paving material for the fitness path. He explained that the path is designed to accommodate H-20 loading, such as for a Fire truck. The current thought is toward brick pavers. Ms. Opton stated that there are some permeable gravel solutions with binders. Mr. Schlager stated that the current proposal is for 10' of Gravel-Lok in the center, with 5' of pavers on either side.

It was noted that the applicant will next be before the Planning Board on October 3rd. Chair Gluesing stated that a memo will be drafted prior to that meeting.

Minutes:

Minutes of 6/27/2022, 7/25/2022 and 8/8/2022 meetings.

Upon motion duly made by Mr. Dermody and seconded by Chair Gluesing, it was voted to approve the meeting minutes of June 27, 2022. Bob Dermody – aye; and Chair Gluesing –aye. Motion passed 2-0.

Upon motion duly made by Mr. Reilly and seconded by Ms. Opton, it was voted to approve the meeting minutes of July 25, 2022. Susan Opton – aye; Deborah Robinson – aye; Len Karan – aye; and Chad Reilly – aye; Motion passed 4-0.

Upon motion duly made by Mr. Dermody and seconded by Mr. Reilly, it was voted to approve the meeting minutes of August 8, 2022. Bob Dermody – aye; Chad Reilly – aye; and Chair Gluesing –aye. Motion passed 3-0.

Upon motion duly made by Mr. Dermody and seconded by Ms. Opton, it was voted to adjourn at 9:30 p.m. Susan Opton – aye; Deborah Robinson – aye; Bob Dermody – aye; Len Karan – aye; Chad Reilly – aye; and Chair Gluesing –aye. Motion passed 6-0.

Next Public Meeting – October 3, 2022 at 7:30pm via Zoom Webinar



Design Review Board Meeting Minutes
Monday, October 3, 2022
7:30 p.m.

Board Members:

Bob Dermody, Board Member (P)
Len Karan, Board Member (P)
Steve Tanner, Board Member (P)
Susan Opton, Board Member (P)
Elisa Litchman, Administrative Specialist, Planning & Community Development (P)

Applicants & Attendees:

1. Wiley Knight, Sign Design representing M&T Bank located at 827 Highland Avenue and applying for signage.
2. Ellesse Lunde, Rick DeAngelis, and Ben Myers, Boston Properties – 140 Kendrick Street and applying for site plan review of a solar garage roof
 - Marcel Rodgers - Sunwealth
 - John Abe - Sunwealth
 - Nik Skoly - VHB Engineers
3. Pam Jagiello, Signs by J representing the Sheraton Hotel located at 100 Cabot Street and applying for signage.

Bob Dermody called the meeting to order on October 3, 2022, at 7:30 p.m. He noted that he will be chairing this meeting, due to the Chair's absence.

Bob Dermody notified attendees of new public meeting orders issued by the governor of Massachusetts.

Agenda Item 1:

Wiley Knight, Sign Design representing M&T Bank located at 827 Highland Avenue and applying for signage.

It was explained that M&T Bank is undergoing a re-branding. The request is for one set of face-lit channel letters, over the front entrance. The sign is proposed to be 9'10" wide, and 1' 9" high. This will be lit through the acrylic face with LEDs. The raceway is meant to be hidden to protect the façade and will be painted to match the brick as closely as possible. The total sign will be approximately 17 s.f. This is smaller than original People United Bank's sign, but as high.

Mr. Tanner stated that he believes the sign fits well on the buildings and he would not propose any changes.

Mr. Dermody asked about concerns regarding the white acrylic being illuminated but noted that individual letters will likely be okay. Mr. Tanner stated that the Board could request that a dimmer be included.

Mr. Karan noted some concern regarding the brightness and echoed the idea for a dimmer to be included.

In response to a question from Mr. Dermody, it was noted that the entire sign will be removed, to make sure there is no damage to the façade. The old raceway may be used but painted to cover any damages. The plan is to make the raceway blend in. If the damage to the existing raceway is too great, a new raceway will be included. Mr. Tanner suggested that a new raceway be installed.

Upon motion duly made by Mr. Tanner and seconded by Mr. Karan, it was voted to approve the sign for M&T Bank, with the addition of a dimmer switch for the power supply and to install a new raceway with the new sign. Susan Opton – aye; Bob Dermody – aye; Len Karan – aye; and Steve Tanner – aye. Motion passed 4-0.

Agenda Item 2:

Rick DeAngelis, Boston Properties located at 140 Kendrick Street and applying for site plan review of a solar garage roof.

Rick DeAngelis explained that in June 1999 the 140 Kendrick Street project received a special permit/site plan review from the Needham Planning Board. Since then, some exterior landscaping has been completed and approval has been received for a roof-top deck. The Design Review Board gave approval for these two projects. This proposal is for an amendment to the special permit/site plan review for a solar garage roof above the existing parking garage.

Ben Myers stated that Boston Properties has a science-based emissions reduction target of 1.5-degree levels. It has also set a targeted carbon neutral operation across its entire portfolio by 2025. The company has executed 13 projects, totaling approximately 8 megawatts of onsite renewable energy using solar photovoltaics. He explained that Boston Properties has partnered with Sunwealth on a number of similar solar garage canopies. He explained that 140 Kendrick Street remains a major challenge in advancing climate action. This building is being converted to fully net zero. This project includes enough solar photovoltaic panels to match and slightly exceed the annual energy consumption for the existing building.

Marcel Rodgers explained that the solar array consists of columns erected above the existing garage on columns/piers. Rails act as the substructures on which the solar panels will sit. No structures are proposed on the corners of the buildings, as there are no piers on which the columns can sit. The project contains approximately 2,640 solar panels which will produce 1,300 megawatt hours of clean energy per year. This is enough energy to power approximately 120-130 homes per year. Per the MA Department of Renewable Energy Program, this project is mandated to include a solar energy storage facility, to be located on the ground level, at a size of approximately 7-12 Tesla vehicles, it would only take up approximately 2-1/2 parking spots. This storage facility will be co-located next to the existing garage electrical room and Eversource transformer and will contain a 320-kW battery. Regarding stormwater, the project proposes one

89 continuous gutter located on the low end of the garage to capture all stormwater and divert it to
90 existing grade. There are approximately 8' from the top deck to the lowest girder, and the project
91 will add approximately 20' to the top of the garage structure. The canopy itself is sloped at 2
92 degrees closest to I95 up towards the campus itself. The group is working closely with
93 Eversource and expects final approval any day now.

94
95 Nik Skoly explained that the current drainage is collected on the top level of the garage,
96 discharged through a single 15" pipe, passed through an oil/water separator and discharged to the
97 pond. This project looks to mitigate the drainage, replace the older pipe with HDPE in its current
98 location. The downspouts will be tied into the existing manhole. There will be significantly
99 cleaner running water to the pond than currently is. There is no proposed change in impervious
100 area, as the canopy will be extended over the existing deck.

101
102 Mr. DeAngelis explained that Condition 2.5 of the existing special permit requires 1334 parking
103 spaces. The project proposes to utilize three of those spaces in conjunction with the solar roof
104 system for solar battery equipment and other accessory equipment. Mr. Skoly explained, east of
105 the building, three existing spaces will be restriped as compact to maintain the net requirement of
106 1334 spaces. This is just below 50% of the allowable compact percentage for the site. This will
107 not add any additional impervious area.

108
109 Mr. Dermody noted that the current proposal has one plane of panels and asked if the applicant
110 considered breaking this up into several different lengths of panels, in order to reduce height. Mr.
111 Rodgers stated that this pattern was considered, but the proposed pattern was found to be the
112 most optimized with the existing proposed structure.

113
114 In response to a question from Mr. Dermody regarding the orientation of the slope of the panels,
115 Mr. Rodgers stated that solar panels are generally orientated at 180 degrees south, but due to the
116 existing perimeter of the garage, the orientation was optimized to not make the structure any
117 higher.

118
119 In response to a question from Mr. Tanner regarding EV charging stations, Mr. Myers stated that
120 these are being considered with Eversource. These would likely not be placed on the garage
121 deck. The applicant would prefer for them to be solar powered, but this is yet unclear as well as
122 the actual location

123
124 In response to a question from Mr. Tanner regarding how the garage will be lit inside, Mr.
125 Rodgers explained that the lighting will be replaced with LED lighting, mounted to the structure
126 itself. This will maintain the same existing hours of operation and illumination.

127
128 Mr. Dermody stated that the Board would like to see a lighting plan.

129
130 In response to a question from Mr. Dermody, Mr. Rodgers explained that an original plan
131 showed inverters proposed on the top deck. This has since been changed to allow for one central
132 inverter, located next to the garage electrical room.

In response to a question from Mr. Dermody, Mr. Myers stated that glare, noise, and vibrations are not a concern from these solar panels. The columns and structural components will be a grey, nickel galvanized material and blend in nicely. The intention would be for this system to last for 30 years.

Mr. DeAngelis confirmed that the Board would like to see a lighting plan, a view from further up Kendrick Street, and a rendering of the storage battery facility in context.

Mr. Dermody stated that he will write up a memo to share with the Planning Board.

Agenda Item 3:

Pam Jagiello, Signs by J representing the Sheraton Hotel located at 100 Cabot Street and applying for signage.

Pam Jagiello explained that the existing building signs are face lit, illuminated channel letters located on the southwest and northwest elevations of the building. The current signs are 153 s.f. but are proposed to be reduced to 133 s.f. halo-illuminated signs, for a cleaner look.

Mr. Tanner noted that the applicant may want to use 24 voltage LEDs to get better lighting.

In response to a question from Mr. Dermody regarding the existing condition of the façade, Ms. Jagiello stated that this will be refinished.

Ms. Jagiello stated that the existing logo sign is 8' in diameter, for a total of 64 s.f. The proposal is to replace it with same size logo sign, with an individual "S" and the logo crest. This will contain the rebranding colors. It will be an illuminated, cabinet sign, colored tungsten, bronzy.

Upon motion duly made by Mr. Tanner and seconded by Mr. Karan, it was voted to approve three signs (EO1, EO2, and EO3) for the Sheraton Hotel, as submitted. Susan Opton – aye; Bob Dermody – aye; Len Karan – aye; and Steve Tanner – aye. Motion passed 4-0.

Ms. Jagiello stated that there is an existing sign cabinet, a freestanding monument with push through faces. The intention is to replace the faces in it with new signs for the Hotel. This will be in one location on the property. The sign is illuminated. The replacement will keep the same frame and size.

Upon motion duly made by Mr. Tanner and seconded by Mr. Karan, it was voted to approve the EO4 sign replacement faces, as submitted. Susan Opton – aye; Bob Dermody – aye; Len Karan – aye; and Steve Tanner – aye. Motion passed 4-0.

Ms. Jagiello stated that the existing directional signs on site are proposed to be refaced/recovered. These will be replaced in the same size, height, location, and will also be a tungsten color.

178 Upon motion duly made by Mr. Tanner and seconded by Mr. Karan, it was voted to approve
179 signs EO5, EO6, and EO7, as submitted. Susan Opton – aye; Bob Dermody – aye; Len Karan –
180 aye; and Steve Tanner – aye. Motion passed 4-0.

181
182 Mr. Dermody asked that the applicant make sure the sign coloring is consistent throughout the
183 site.

184
185 The Board noted that it would like to wait to approve signs EO8, EO9, and EO10 because of
186 their height the Board would like to see them lowered and would like more information on if the
187 existing signs were ever approved.

188
189 It was noted that proposed sign EO11, stainless steel plaques are under 2 square feet and
190 therefore did not need approval, as they are under the size requirement.

191
192 **Minutes:**

193 None at this time.

194
195 Upon motion duly made by Mr. Tanner and seconded by Mr. Karan, it was voted to adjourn at
196 9:00 p.m. Susan Opton – aye; Bob Dermody – aye; Len Karan – aye; and Steve Tanner – aye.
197 Motion passed 4-0.

198
199
200 ***Next Public Meeting – October 17, 2022 at 7:30pm via Zoom Webinar***



Design Review Board Meeting Minutes
Monday, December 5, 2022
7:30 p.m.

Board Members:

Mark Gluesing, Board Chair (P)
Bob Dermody, Board Member (P)
Deborah Robinson, Board Member (P)
Kristan Patenaude, DRB Recording Secretary (P)
Elisa Litchman, Administrative Specialist, Planning & Community Development (P)

Applicants & Attendees:

1. Michael Cohen – Signs by J, representing the Sheraton Hotel
2. Mehmet Sahin – Falcon Graphics, representing Ideal Tile
3. Steve Tanner – Jim Did It Sign Co., representing The Learning Tree Preschool

Chair Gluesing called the meeting to order on December 5, 2022, at 7:30 p.m.

Chair Gluesing notified attendees of new public meeting orders issued by the governor of Massachusetts.

HEARINGS:

Public notice is hereby given that Sheraton Hotel located at 100 Cabot Street, has made application to the Design Review Board for a Special Permit pursuant to the Sign By-Law section 5.5.3.1 a) Installing more than one freestanding sign and one additional wall sign, and any other applicable sections of the By-law.

Chair Gluesing opened the hearing.

Michael Cohen, Signs by J, explained that the proposal is to install two 2'x3' post and panel directional signs and one 3'x3' sign over the garage to entrance. These are not covered by the existing special permit and are being proposed to adequately direct traffic. These are being proposed due to rebranding.

Chair Gluesing stated that it is the size and height of the proposed signs which made this hearing a requirement.

Ms. Robinson noted that she would suggest putting the words “parking” and “garage” together, for clarity. Mr. Dermody agreed. The applicant agreed to this change.

Upon motion duly made by Ms. Robinson and seconded by Mr. Dermody, it was voted to approve a special permit for these three signs, with a condition for sign E-08 that “parking” be

44 moved from the first line to the second, for the sign to read “parking garage” on the second line.
45 Deborah Robinson – aye; Bob Dermody – aye; and Chair Gluesing -aye. Motion passed 3-0.

46
47 There was no public comment at this time.

48
49 **Agenda Item 1:**

50 *Mehmet Sahin, Falcon Graphics representing Ideal Tile located at 210 Highland Avenue and*
51 *applying for signage.*

52
53 Mehmet Sahin, Falcon Graphics, presented the plan for the proposed sign.

54
55 Chair Gluesing stated that, if the lion logo proposed is considered part of the sign, this would be
56 a 75 s.f. sign, and would need a special permit. The maximum size for a sign in this district
57 would be 32 s.f. Chair Gluesing noted that the Building Inspector has reviewed this sign and
58 approved the size as is.

59
60 Ms. Robinson and Mr. Dermody noted that they might prefer the sign to be a bit smaller and
61 condensed.

62
63 Upon motion duly made by Ms. Robinson and seconded by Mr. Dermody, it was voted to
64 approve the sign, with the condition that the lettering section be condensed slightly, so that the
65 overall height of the sign is 140”. Deborah Robinson – aye; Bob Dermody – aye; and Chair
66 Gluesing -aye. Motion passed 3-0.

67
68 **Agenda Item 2:**

69 *Bob Thompson, Jim Did It Sign Co., representing The Learning Tree Preschool located at 225B*
70 *Highland Avenue and applying for signage.*

71
72 Steve Tanner, Jim Did It Sign Co., explained that the proposal, from the landlord, is for the ½”
73 thick, raised letters to be mounted on rails. These are proposed to be 24” in height, with a spread
74 of 16’. This tenant has a 35’ long storefront. The residue from the old signs is the responsibility
75 of the landlord.

76
77 Ms. Robinson suggested that there be a condition that the building be cleaned from the old signs.
78 Mr. Tanner noted that this should be a responsibility of the landlord, not the tenant.

79
80 Chair Gluesing stated that the Board will likely request the building owner patch and repaint the
81 previous sign areas, so that the façade is one color.

82
83 In response to a question from Ms. Robinson, Mr. Tanner stated that the rails will be the color of
84 the building.

85
86 Upon motion duly made by Ms. Robinson and seconded by Mr. Dermody, it was voted to
87 approve the sign, with the conditions that the sign is centered over the two doors and that the
88 building owner patch and paint the wall damage so that the façade is one uniform color. Deborah
89 Robinson – aye; Bob Dermody – aye; and Chair Gluesing -aye. Motion passed 3-0.

90
91 **Minutes:**

92 Minutes from the 11/07/2022 meeting

93
94 Upon motion duly made by Ms. Robinson and seconded by Mr. Dermody, it was voted to
95 approve the meeting minutes of November 07, 2022. Deborah Robinson – aye; Bob Dermody –
96 aye; and Chair Gluesing -aye. Motion passed 3-0.

97
98 Chair Gluesing noted that three applicants were interviewed for a seat on the Board last week.
99 He is hopeful that a new member will be seated by the next meeting.

100
101 Upon motion duly made by Ms. Robinson and seconded by Mr. Dermody, it was voted to
102 adjourn at 8:03 p.m. Deborah Robinson – aye; Bob Dermody – aye; and Chair Gluesing -aye.
103 Motion passed 3-0.

104
105 ***Next Public Meeting – December 19, 2022 at 7:30pm via Zoom Webinar***