



Design Review Board Meeting Minutes
Monday, September 11, 2023
7:30 p.m.

Board Members:

Mark Gluesing, Board Chair (P)
Bob Dermody, Board Member (P)
Steve Dornbusch, Board Member (P)
Susan Opton, Board Member (P)
Felix Zemel, Board Member (P)
Elisa Litchman, Administrative Specialist, Planning & Community Development (P)

Chair Gluesing called the meeting to order on September 11, 2023, at 7:30 p.m. He reviewed the remote meeting procedures.

Applicants & Attendees:

1. Rob Olson, Rob Olson & Associates, representing St. Sebastians School located at 1191 Greendale Avenue for a Special Permit pursuant to the Sign By-Law, Section 5.5.3.1, sub-section a). & b).
2. Kevin Rosenberg, Exposé Signs & Graphics representing Congregational Church located at 1154 Great Plain Avenue and applying for signage.
3. Simon Beylin, Beylin Builders applying for façade work at 117 Chestnut Street.

HEARINGS:

Public notice is hereby given that St. Sebastians School located at 1191 Greendale Avenue, has made application to the Design Review Board for a Special Permit pursuant to the Sign By-Law, Section 5.5.3.1, sub-section a). & b)., seeking approval for three permanent signs in addition to one existing permanent sign when only two are allowed, and any other applicable sections of the By-law.

Rob Olson, Rob Olson & Associates, explained that the proposal is to alter the signage for the hockey rink. The signs are approximately 220' from the street with a parking lot in front. Sign A is a campus sign, and the request is to remove a directional sign and replace it with the typical campus signage. Sign B is a request to place on the spandrel of the balcony at the art building entrance a larger St. Sebastians School sign. Sign C is a dedicatory plaque. A concrete spandrel on the balcony edge is proposed to be metal clad with the words St. Sebastians School, tucked underneath is the proposed dedicatory sign. An existing sign with stainless steel letters pin-mounted to the block is proposed to be preserved in order to keep the block intact. The existing directional Sign A is proposed to be replaced with a similar sign to the entrance of the west campus. This would be a more discernable entrance to the driveway and will help to identify the rink as a school building.

In response to a question from Mr. Dornbusch, Mr. Olson explained that there are two entrances to the building, and both entrances are used by teams and public members accessing the rink.

Mr. Zemel noted that the signage over the entrance is going near the existing fire alarm box. He asked where the emergency beacon is located. Mr. Olson stated that the signage is not proposed to cover this. The large red metal panel will be on an existing concrete spandrel that sits away from the building. There will be no reflective interaction.

Mr. Dornbusch expressed concern regarding the repetition of similar signs on the building. The duplication proposed over both doors could be confusing. He asked if any of the signs are illuminated. Mr. Olson stated that they are not.

In response to a question from Chair Gluesing, Mr. Olson stated that, on the new red panel, the letters are proposed to be metal with a background plate. This sticks out 1”.

Chair Gluesing stated that the street sign appears to be appropriate. He agreed that the secondary sign over the secondary entrance seems unnecessary, but there could be a concern in removing the existing sign and having letter shadows they can't remove without damaging the block.

Mr. Olson explained that removal of the existing entrance sign is not difficult but could cause dirt to track down the façade and create streaks, and the letter shadows will be difficult to remove.

Upon a motion duly made by Ms. Opton and seconded by Mr. Dermody, it was voted to approve the Special Permit to allow the new replacement entrance sign at the street, the commemorative sign on the wall of Henry T. Lane rink, and the spandrel panel and signage on the spandrel panel. Susan Opton – aye; Bob Dermody – aye; Felix Zemel – aye; Steve Dornbusch – aye; and Chair Gluesing – aye. Motion passed 5-0.

Agenda Item 2:

Doug Shoop, DSA Architects, applying for façade work at 117 Chestnut Street.

Doug Shoop, DSA Architects, explained that he is not the architect of record for this project, but is helping out with the project, as exterior work was not within the scope for the original architect. Mr. Shoop presented a plan showing an accessible entrance ramp into the first floor. Additions at the corners of the building are proposed to allow for additional internal space for the first-floor tenant. There is an existing dogwood tree that the ramp will be next to, but they expect to preserve the tree.

Mr. Shoop explained that the ramp has a 36” rise from the existing grade. The proposed handrails meet code, including a lower handrail at the appropriate height for wheelchair accessibility. The existing doorway will be slid over to allow for access into the building. The existing foundation is made of a stone material. He will try to match this as closely as possible with cultured stone on new foundations.

Chair Gluesing noted that some demolition has been already completed on the site. He asked if a permit was received for that work, including the infill areas. Mr. Shoop stated that he believes a demo permit was received for that work.

Mr. Zemel asked that the application be updated to include all of the construction of the building, as it currently only lists the ramp work. Chair Gluesing noted that this is only a façade review, but the application scope can be noted in our approval. Mr. Dermody stated that other façade reviews often include more information.

Mr. Zemel asked if vertical access is being provided within the building. Mr. Shoop stated that it is not. Mr. Zemel stated that this project will likely hit beyond the 30% market value of the building, without allowing for vertical access inside. Mr. Shoop noted that vertical access is likely an item to be examined by the Building Inspector. Chair Gluesing noted that this is not within the Board's purview at this time.

Mr. Dornbusch noted that there is an entrance proposed along the back of the building that will likely be blocked by the parking spaces proposed directly in front of it. Mr. Shoop stated that he believes there is ample space for the entrance area or one of the parking spaces could likely be removed. Chair Gluesing noted that the applicant will likely need to come back before the Board at a future meeting if they are required to modify the site plan.

Mr. Dermody stated that the ramp as proposed looks okay. He noted that the 30" gap between the building and the ramp should maybe be something other than grass. He asked about the façade materials. Mr. Shoop stated that the intention is to match the existing cream-colored vinyl siding and brown-colored tongue-and-groove interlocking siding panels.

Mr. Opton noted that the landscaping will need to be watered. The grass may not work, and groundcover or drought-tolerant vegetation may be better. She suggested decorative rock and landscape fabric in the 30" gap between the building and ramp.

Chair Gluesing suggested that this application be approved with conditions. He will also draft a memo to the Building Inspector regarding the lack of vertical access and how that might impact the building if it is needed, along with the potential problem with the rear entrance.

Upon a motion duly made by Ms. Opton and seconded by Mr. Dermody, it was voted to approve this application, with the condition that the landscaping be modified as noted on the drawings, with stone hardscape between the ramp and the building, and upgrades on the planting beds to ground cover and drought-tolerant planting. Susan Opton – aye; Bob Dermody – aye; Felix Zemel – aye; Steve Dornbusch - aye; and Chair Gluesing - aye. Motion passed 5-0.

Agenda Item 1:

Kevin Rosenberg, Exposé Signs & Graphics representing Congregational Church located at 1154 Great Plain Avenue and applying for signage.

The Board noted that this applicant was not available at this time.

Minutes:

Minutes from the 08/21/2023 meeting

It was noted the Mr. Zemel was not at this meeting.

Upon motion duly made by Ms. Opton and seconded by Mr. Dermody, it was voted to approve the meeting minutes of August 21, 2023, as presented. Susan Opton – aye; Bob Dermody – aye; Steve Dornbusch - aye; and Chair Gluesing - aye. Motion passed 4-0.

Upon motion duly made by Ms. Opton and seconded by Mr. Dermody, it was voted to adjourn at 8:38 p.m. Susan Opton – aye; Bob Dermody – aye; Felix Zemel – aye; Steve Dornbusch - aye; and Chair Gluesing - aye. Motion passed 5-0.

Next Public Meeting – October 2, 2023 at 7:30pm via Zoom Webinar