



Design Review Board Meeting Minutes
Monday, November 22, 2021
7:30 PM

Board Members:

Mark Gluesing, Chair (P)
Bob Dermody, Board Member (P)
Chad Reilly, Board Member (P)
Steve Tanner, Board Member (P)
Rana Mana-Doerfer, DRB Recording Secretary (P)
Elisa Litchman, Administrative Assistant, Planning & Community Development (P)

Applicants & Attendees:

1. Steve Schwede, Fast Signs representing Systems Design & Integration located at 33 Highland Avenue and applying for signage.

Mr. Chair called the meeting to order on November 22, 2021, at 7:30 PM EST.

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

Agenda Item 1:

Fast Signs representing Systems Design & Integration located at 33 Highland Avenue, applying for signage. – Steve Schwede

Systems Design & Integration (SDI) came before the Board previously, and the Board felt the signage in question needed a Special Permit Application. After speaking with the Building Inspector who said the signage does not need it, they are back for a standard review and possible approval of their signage.

SDI is looking to install a set of internally lit 3D channel letters on a raceway. The overall square footage is 7.96 sq feet, the height is roughly 18 inches. The letters are 3 inches thick installed onto a 5-inch raceway painted the same color as the building. Mr. Schwede noted that they incorporated the comments the Board provided them at the last meeting into this application

Mr. Tanner said he would like to see the raceway bigger, so the letters look like they are on a panel. With the current size it won't look good, and he has never seen a raceway color match the building exactly unless they know the exact color of the building paint.

Mr. Dermody said he agrees with Mr. Tanner. He was concerned the letters will have some black edging, but Mr. Schwede said this is just for representation purposes in the PDF, the letters will not have a black line around them.

Mr. Reilly said he defers to Mr. Tanner in term of the raceway issue. He would like to see the overlap of the SDI letters look more deliberate instead of the way it is right now.

Mr. Chair asked Mr. Schwede if the box can be made smaller. Mr. Schwede said he would have to look into it. He asked the Chair if he would be comfortable approving with the condition that he either makes the box smaller or larger and attach the letters directly to it.

Mr. Tanner asked if the power supply will be located inside the building or in the raceway. Mr. Schwede said it will be in the raceway. Mr. Tanner suggested moving the power supply inside the building that way they could make a 1-inch pan and mount the letters on it and reduce the size of the raceway.

Motion to approve the sign with the conditions that the power sources and wiring be internal to the building, the raceways be reduced in overall height and depth, and that the depth of the bottom raceway with lettering of "Lighting, Shades, & Technology" and the depth of the upper raceway match, the height of the upper raceway could be different to support the larger letters, by Mr. Tanner.

Motion was seconded by Mr. Dermody.

Name	Aye	Nay
Mark Gluesing	Aye	
Bob Dermody	Aye	
Chad Reilly	Aye	
Steve Tanner	Aye	

Minutes:

Motion to approve the minutes of October 18th, 2021, by Mr. Dermody.

Motion was seconded by Mr. Tanner.

Name	Aye	Nay
Mark Gluesing	Aye	
Bob Dermody	Aye	
Chad Reilly	Aye	
Steve Tanner	Aye	

Other Business:

Mr. Chair noted the Building Inspector did not accept both of the signs that were submitted for Katie Klein Orthodontics at 32 Chestnut Street based on the fact that there are two signs on Chestnut Street. So, they will be back for a special permit for the main wall sign, which he considers a second sign.

Motion to Adjourn:

Motion to adjourn the Design Review Board meeting by Mr. Dermody.

Motion was seconded by Mr. Tanner.

Meeting adjourned at 7:52 PM.

Name	Aye	Nay
Mark Gluesing	Aye	
Bob Dermody	Aye	
Chad Reilly	Aye	
Steve Tanner	Aye	

Future Meetings:

December 6, 2021 Via Zoom

December 20, 2021 Via Zoom