

**TOWN OF STURBRIDGE, MA  
DESIGN REVIEW COMMITTEE**

**MEETING MINUTES  
17 July 2012**

**Meeting Convened:** 7:00 pm

**Meeting Adjourned:** 7:40 pm (motion to adjourn F O'Connell; second: C Forgit)

**Attendees:** Design Review Committee (DRC) – Chris Castendyk, Elaine Cook, Cindy Sowa Forgit, Fran O'Connell, Chris Wilson and Applicants

**Location:** Center Office Building, 2<sup>nd</sup> Floor Main Meeting Room

**Agenda:** 504 Main Street (Rt. 20) – Jeffery Robert Salon & Spa Inc  
392 Main Street (Rt. 20) – Sturbridge Cleaners (former Mermaids Closet location)  
425 Main Street, Unit 5 (Rt. 20) – Mermaids Closet  
Old Business  
New Business

**Street:** 504 Main Street

**Applicant:** Jeffery Kilcoyne, Owner

**Building Sign:** existing sign to be removed, no sign requested at this time by owner

**Pylon Sign:**

**Zoning District:** Commercial Tourist District

**Location:** to remain in existing location; front of building; corner of Hinman and Main

**Detail Specifications:** Logo/Wording: "Jeffery Roberts Salon" will appear at a slant (20 – 30 degree?); "Phone Number, Walk Ins Welcome and Website" will appear at no slant centered under slanted text. **Colors:** Background: White; Copy: Black. Refer to attached sketch.

**Materials:** existing wood sign will be refaced

**Address:** centered; on sign will be added by applicant as it currently doesn't exist

**Size:** 63 1/4"l x 63 1/4"h

**Documents Reviewed:** Sketch of sign; on file with Planning Department in Applicant's File; Mock Up provided by Brimfield Sign Company.

**Lighting:** using existing at sign; centered at top

**Landscaping:** n/a

**Motion to Approve:** C Wilson    **2<sup>nd</sup> Motion:** C Forgit    **Vote:** Unanimous

**Street:** 392 Main Street

**Applicant:** John Komari, Owner

**Pylon Sign:**

**Zoning District:** Commercial District

**Detail Specifications:** Painted wood sign; vinyl lettering

**Colors:** Logo/Wording: "Sturbridge Cleaners; Dry Cleaning, Leather Cleaning; Shoe Repair and Scroll Graphics" in Burgundy Red; Background: Classic Ivory

**Materials:** Aluminum sign attached to the building.

**Size:** 7'10"l x 20"h

**Documents Reviewed:** Sketch of sign; on file with Planning Department in Applicant's File

**Lighting:** none

**Landscaping:** n/a

**Building Sign:** Application has yet to be submitted to Planning Department.

**Motion to Approve\*:** E Cook    **2<sup>nd</sup> Motion:** C Wilson    **Vote:** Unanimous

**\*Note:** The DRC provisionally accepted the above proposed sign with exception to the colors; due to 1) missing accurate paint chips and 2) manufacturer's specifications associated with the colors: number, manufacturer name and/or color. The color sample we received illustrated a varying shade of a red and the Ivory shade had notes written on it, making it difficult to get an accurate visual sample. The color chips need to be turned into the Planning Department and must match the existing color palette of this site; that requires it to be burgundy.

**General Note:** All applicants were made aware of the “next steps” in this process by the DRC as their respective signage is approved. Applicants will circle back with Planning, then over to the Building Inspector’s office for a permit number to be issued and thus added to their sign.

**Old Business:**

- **DRC Meeting minutes:** Last meeting on 6.19.2012; approved

**New Business:**

- **Mermaids Closet:** The applicant is requesting approval for a sign that was previously approved for property located at 392 Main Street to be permanently located at 425 Main Street, Unit 5. The DRC waited 10 minutes for the applicants to arrive to the meeting. Since neither owner attended the meeting, we are unable to approve as there was no prior approval to have their existing sign reinstalled at a different property. One committee member suggested a fine. However, the majority agreed that we strongly suggest the sign be removed until approved by the DRC at our next meeting on August 7<sup>th</sup>.

**Motion to Approve\*: F O’Connell      2<sup>nd</sup> Motion: E Cook      Vote: 4-1**

Cc: Building Inspector; D Lindberg  
Town Planner, Jean Bubon  
Town Administrator, Shaun Suhoski  
Board of Selectmen: Chairman, Tom Creamer

Prepared by: C Forgit