

Town of Sturbridge

Design Review Committee

Meeting Minutes

July 2, 2013

Meeting Convened: 7:01 pm, Fran O'Connell presiding

Meeting Adjourned: 9:02 pm

Attendees: Design Review Committee (DRC) - Chris Castendyk, Elaine Cook, Fran O'Connell, Chris Wilson and applicants

Location: Center Office Building, 2nd Floor Meeting Room

Agenda:

- Sturbridge Coffee House - 453 Main St.
- Scottish Inn - 142 Main St.
- Showcase Antiques, Thai Palace, Crabtree Evelyn - 371 Main St.
- Party City - 110 Charlton Road
- Sturbridge Automotive Center - 99 Main St.
- Sweet Kiwi - 440 Main St.
- Approval May 7, 2013 Minutes
- Old Business
- New Business

Street: 453 Main St. Sturbridge Coffee House

Re: Building Modifications (Planning Board approval not required)

Zone: Commercial Tourist District

Agent: Norm Perron, Project Manager, Bertin Engineering

Proposal:

Demolition of existing 3rd floor decks and attached rear stairway to lower roof top, including existing decay and rotted materials

Removal of 3 existing exterior 3rd floor doors and replacement with matching windows and building materials to existing building materials

Documents reviewed:

Architectural Drawings

Photographs

Exterior Materials:

All reconstruction to match existing building materials and features to include

New 3rd floor double hung windows, exterior wood siding and finish painting

Lighting: n/a

Landscaping: pre-approved January 18, 2011 & January 16, 2013

DRC Comments/Conditions: none

Motion to approve: C. Castendyk 2nd: E. Cook Passed 4-0

Street 142 Main St. - Scottish Inn

Re: Building Modifications (Pre-approved by Planning Board)

Zone: Commercial District

Agent: Norm Perron, Berlin Engineering

Proposal:

Demolition/reconstruction 1st floor motel office/lobby/residential areas

New 2nd floor addition to resemble existing building style and architectural style, door and window selection to match existing considering energy efficiency

Documents Reviewed:

Architectural Drawings

Photographs

Design Plan

Lighting: Installation of new soffit lighting at entry

Landscaping:

Removal of existing area immediately in front of building to accommodate new main entry (HC accessible); remaining landscaping to be retained

Exterior Materials:

Siding: vinyl (Certaineed Monogram 46) color Savannah Wicker

Roofing: Fiberglass (IKO Cambridge) color Harvard Slate

Windows: double hung (Earthwise Solaris) grills between glass, color white

Door: will be painted the same blue as existing doors

DRC Comments/Conditions: Posts to be painted all white on existing and new posts. All siding removed during renovations are to be replaced with Savannah Wicker siding.

Motion to Approve: F. O'Connell 2nd E. Cook Vote 4-0

Street: 371 Main Street - Showcase Antiques, Thai Palace, Crabtree & Evelyn

Zone: Commercial Tourist District

Agent: John Cloutier, Globe Sign Company

**Application for: New 3-panel pylon sign to replace DRC- approved 4-panel design
(March 19 2013)**

Document Reviewed: Sketch of new design

Pylon Sign:

Overall Dimensions: 81" x 74" Area 41.62 sq ft

Panel Dimensions: 18' x 60"

Posts and Sign Background: to remain natural

**: Showcase Antiques - Background, red; "Showcase" encased in oval with
Blue background, white lettering; "Antique Center" gold leaf**

Crabtree & Evelyn - Blue background, white lettering

Thai Palace - Red background; graphics gold leaf with black outline

Lighting: none

Landscaping: none presented

DRC Comments/Conditions: Recommend landscaping plan be considered .

Motion to approve E. Cook 2nd C. Castendyk Vote 4-0

Street: 110 Charlton Road - Party City

Application for: Replacement existing signage (formerly I Party)

Zone: Commercial

Agent: Jeremy Waycolt, Amco Signs

Proposal: Replace existing 96 square foot building sign to new 96 square foot sign

Documents Reviewed: Photographs of existing sign

Renderings of proposed sign

Color samples to be provided at meeting

Building Sign: Dimension: 96 square feet

Lettering: 3M vinyl non-illuminated pin-mounted letters

Colors: (samples placed in file)

Face colors: P & C - 3630-42, red
a & y - 3630-8948 purple
i & r - 3630-44, orange
t & I dot - 3630-57, blue
y & t - 3630-136, green

Return & Trim Cap Colors:
P & C - PMS-185, red
a & y - PMS - 2665, purple
i & r - PMS-158, orange
t & I dot - PMS-299, blue
y & t - PMS-361, green

Lighting: existing

DRC Comments/Conditions: none

Motion to Approve: C. Wilson 2nd C. Castendyk Vote 4-0

Multi-Tenant Sign: Replace existing "I Party" sign with "Party City" sign
Dimensions: 16.5" x 43.5" Area - 4.98 square feet
Colors: Same as proposed building sign

Lighting: existing

Landscaping: existing

DRC Comments/Conditions: none

Motion to approve: E. Cook 2nd C. Castendyk Vote 4-0

Street: 99 Main Street - Sturbridge Automotive Center
Application for: Alterations to and Replacement of existing pylon signage
Zone: Commercial District
Agent/Owner: Gabriel Burney
Proposal: Replacement of existing sign; construction of new brick planter base using

existing sign posts which will be encased in brick
Dimensions: Overall Size Main Sign - 5' x 6' area 30 square feet

Monthly Inspection Sign - 30" x 30"

Colors: Background - "rhinestone" (SW 7656)

"99 Main St." basic black

"Sturbridge Automotive Collision Center, Inc." Adriatic sea (SW6790)

"Telephone Number" scarlet red (SW2903)

Monthly inspection sign: Background white

Lettering: black

Lighting: none presented at this time

Landscaping: Owner plans to plant flowers in brick base

DRC Comments/Conditions: The owner feels lighting is desirable based on affordability. His business operates in daytime hours only, thus the committee feels lighting is unnecessary.

Recommend enough soil be placed in the brick planter to successfully support plantings.

Motion to approve C. Castendyk 2nd E. Cook Vote 4-0

Street: 440 Main street - Sweet Kiwi

Re: Discuss Landscape Improvements

Owner: Chuc Tang

Document Reviewed: Photo of Sweet Kiwi building and grounds with plantings installed prior to presenting a landscaping plan

DRC Comments/Conditions: Mr. Tang was informed of the proper sequence of a landscape plan, i.e. plan to be presented for approval before installation. He now understands the process. During discussion, he was assured he can open his business without delay with the current plantings in place but is to return with a landscape plan for approval before installing any more plantings. The committee made suggestions to enhance his property such as hiding the trash receptacles from public view checking with the Planning Department for regulations pertaining to such. Discussion also centered on seating outside with tables, umbrellas, additional landscaping in planters to enhance the outside areas.

Mr. Tang was instructed to return to DRC at our August meeting with a new landscape plan .

Motion made F. O'Connell 2nd E. Cook Vote 4-0

General Notes: All applicants were made aware of the "next steps" in this process by the DRC as their respective project/signage is approved. Applicants will circle back with Planning Dept. then over to the Building Inspector's office for a permit number to be issued at time of payment; permit number to be added to face of sign prior to installation at the site.

Approval of May 7, 2013 Meeting Minutes:

Motion to approve: C. Wilson 2nd F. O'Connell Vote 2-0 (Cook and Castendyk absent from meeting)

Old Business:

Review and Motion to Approve 4.16.2013 Meeting Minutes (tabled at 7 May 2013 Meeting).

Motion to approve: C. Wilson 2nd E. Cook Vote 3-0 (F. O'Connell absent from meeting)

Concerns: There is a feeling of frustration and concern among the members. The committee takes its role seriously and tries to adhere to the town's by-laws and regulations .

Infractions brought forth once again: The "Pandora" truck that has no registration and has been parked advertising the Garieri business for an inordinately long time: the internally lit "FAMOUS" Antiques sign which is prohibited by our by-laws: the "Safety Training Center" signs which were installed without coming before the DRC.

Adjournment: Motion to adjourn: C.Castendyk 2nd E. Cook Vote 4-0

Prepared by C. Wilson

Cc - Building Inspector

Town Planner - Jean Bubon

Town Administrator - Shaun Suhoski

Board of Selectmen - Chair, Tom Creamer

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