

Sturbridge Design Review Committee
Draft Meeting Minutes
May 3, 2016

Meeting convened: 1:30 pm
Meeting adjourned: 2:40 pm

Present: DRC members Nancy Bixby, Elaine Cook, Fran O'Connell, Chris Wilson
Absent: Chris Castendyk

Also Present: Arthur Perigaru - Famous Antiques
Flavia Cote and Flavia McCaughty - Financial Resources

Location: Center Office Building - Second Floor Meeting Room

Agenda

- Call to order and Approval of Meeting Minutes of April 19, 2016
- Famous Antiques - 572 Main Street
- Financial Resources - 454 Main Street
- Discussion with Nelson Burlingame, Building Commissioner/ZEO
- Old Business
- New Business
- Adjournment

Approval of Minutes of April 19, 2016

Motion to approve Minutes of April 19, 2016 by Elaine Cook

Second: Fran O'Connell

Vote: 3-0 1A

572 Main Street - Famous Antiques

Re: Request for signage design approval

Zone: Commercial Tourist District

Materials Reviewed:

- Rendering of proposed Building Sign indicating preferred location on east side of building over the Blackington Building sign
- Photo of existing multi tenant sign
- Copy of DRC Notice of Decision re August 18, 2015 approval of existing multi tenant sign with seven potential tenant panels/6" x 60" each

Proposed Building sign:

- Dimensions - 4ft x 7ft, single sided

- Materials - Black Omega Bond/White edging
- Graphics - Gold Vinyl

Lighting: N/A

Landscaping: N/A

DRC Comments/Conditions: The applicant was informed of the Bylaws regarding use of vehicles with business signage and the permitted use of signage to two for the property, one on the building and one on the multi tenant sign. He also was informed of the By Laws regarding the use of sandwich boards.

Motion to approve building sign as presented by Elaine Cook

Second: Nancy Bixby

Vote: 4-0

Proposed Multi tenant Sign:

- Dimensions: 6" x 60" - Rendering indicates use of two of the seven existing multi tenant panels

Lighting: None Planned

Landscaping: Applicant stated his intent to place a container with plantings at the base of the sign.

DRC Comments/Conditions: The committee requested the applicant keep up the maintenance of the plantings he intends to use.

Motion to approve proposed multi tenant sign by Elaine Cook

Second: Fran O'Connell

Vote: 4-0

454 Main Street - Financial Resources

Re: Request for signage design approval

Zone: Commercial Tourist District

Materials Reviewed:

- Rendering of proposed multi tenant sign
- Photos of existing multi tenant sign

Proposed Multi tenant Sign:

- Dimensions - 71" x 24" , two sided
- Material - Plexy
- Colors:

- Background - White
- Graphics - 'F' and Financial letters - Green CMYK- formula 35-100-10
- "R" and Resources letters - Purple CMYK - formula 78-100-17-7

Lighting:

Landscaping:

DRC Comments/Conditions: The application for this sign was incomplete, thus, the applicant was asked to return to the next DRC meeting on May 17, 2016 with a completed application.

Motion: None taken
Second
Vote

Nelson Burlingame, Building Commissioner/ZEO

Discussion:

Mr. Burlingame stated his request to be placed on the DRC Agenda was to provide him the opportunity to meet the members of the DRC Committee and to discuss his role in the part-time position of Building Inspector/Zoning Enforcement Officer.

Old Business

None

New Business

None

Next Meeting Dates May 17 and June 7, 2016

Adjournment

Motion to adjourn by Chris Wilson
Second: Fran O'Connell
Vote: 4-0

Prepared by Chris Wilson, Secretary

Cc

J Bubon - Town Planner
N Burlingame - Building Inspector
L Gaumont - Town Manager
Board of Selectmen

D Trapasso
C Forgit