

Sturbridge Design Review Committee
Draft of Meeting Minutes
January 9, 2017

Meeting convened 1:32 pm
Meeting adjourned 2:35 pm

Present: DRC members Chris Castendyk, Elaine Cook, Chris Wilson

Also present: Peter Iott - Steadfast Fence
Robert Bixby - Altruist Brewing Co., LLC
Katherine Adams, Trish Faass, Joe Coen, Stephen Fleshman - Heal, Inc.
Mary Ann Walsh
Jean Bubon - Town Planner
Kevin Sielchak - EDC Director

Location: Center Office Building - Second Floor Meeting Room

Agenda

- Call to order and Approval of Minutes of December 8, 2016
- Steadfast Fence - 251 Fiske Hill Road
- Altruist Brewing Co., LLC - 559 Main Street
- Heal, Inc. - 660 Main Street
- Old Business
- New Business
- Adjournment

Approval of Minutes of December 8, 2016

**Motion to Approve Minutes of December 8, 2016 by Elaine Cook
Second by Chris Castendyk
Vote 3-0**

251 Fiske Hill Road - Steadfast Fence

Re: Request for design approval for an off the premise sign for applicant's home based company located at 6 Apple Hill Road

Zone: Commercial District

Proposal:

- Installation of pylon sign

Materials reviewed:

- Rendering of proposed sign
- Map of proposed sign placement (app. 15' from road)
- Photo of existing property

Materials and dimensions:

- Sign - 6'w x 3'h - all aluminum frame

- Posts - 5" x 5" vinyl sleeved over PT posts

Colors:

- Background - White with Black border and street number
- Lettering - Red

Landscaping: None planned

Lighting: None

DRC Comments/conditions: None

**Motion to approve the pylon sign as presented by Chris Wilson
Second by Elaine Cook
Vote 3-0**

559 Main Street - Altruist Brewing Co., LLC

Re: Request for design approval for building sign

Zone: Commercial Tourist District

Proposal:

- Installation of a new two sided sign to be erected on the building @ 559 Main Street, facing the street

Materials reviewed:

- Rendering of proposed sign
- Color sample
- Photo of proposed sign placement on building

Sign materials and dimensions:

- Sign dimensions - 40" diameter
- Sign material - white PVC wrapped in black aluminum
- Two round aluminum "pipes" will attach sign to fascia

Colors:

- Sign background - White
- Frame - Black
- Lettering and Logo art - Black

Lighting: Planned - no sample presented

DRC Comments/conditions: Lighting plan and samples to be brought to a future meeting for approval

**Motion to approve the building sign as presented with the lighting plan to be brought forward to a future meeting for approval by Elaine Cook
Second by Chris Castendyk
Vote 3-0**

660 Main Street - Heal, Inc.

Re: Request for architectural design approval

Zone: General Industrial District

Proposal:

- Construction of a new 2-level retail commercial facility with site development
- Design concept - "barn located on open field"
- Design proportion of the project would be that of a typical New England barn

Materials proposed:

- Siding - Vertical Batten Vinyl Siding
- "False" Barn Doors
- Store front entry - White aluminum
- Roofing - - Architectural asphalt shingles
- Windows - 2 over 2 paned

Colors:

- All windows and functioning doors - White - Entry door glass tinted for security reasons
- Siding - White
- False Barn door - Natural

Materials reviewed:

- Photos of Design Examples of proposed false barn door, vertical batten vinyl siding, windows, asphalt shingles, white aluminum store front
- Site Plans
- Landscape Plan
- Colored rendering of Landscape Plan
- Copy of proposed lighting fixtures for parking areas

DRC Comments/conditions: RE question on lighting, applicant informed DRC that only emergency exit lighting is planned. Lighting for the building sign will be timed to turn off when the facility closes.

Motion to approve the architectural design and landscape design as presented by Elaine Cook

Second by Chris Wilson

Vote 3-0

660 Main Street - Heal, Inc.

Re: Request for signage design approval

Zone: General Industrial District

Proposal:

- Installation of a Building Sign
- Installation of a Ladder Sign
- Installation of Directional Sign

Signage dimensions:

- Building Sign - 48" x 72"
- Ladder Sign - Size to match existing panels
- Directional Sign - 30" x 18"

Signage Materials:

- Building sign - Rough barn board
- Directional sign - Rough barn board
- Ladder sign - white vinyl

Colors:

- Building sign background - Natural rough barn board
- Directional sign background - Natural rough barn board
- Ladder sign background - White
- Lettering - Blue
- Logo - Blend of rainbow colors

Materials Reviewed:

- Photo of existing Business Park ladder sign
- Photo of existing Business Park ladder sign indicating placement of proposed ladder sign
- Rendering of proposed building and ladder signs
- Rendering of proposed directional sign
- Photo of property looking West and East

Landscaping: None planned for signage

Lighting: No sample presented for building sign

DRC Comments/conditions: Copy of building sign lighting to be returned at future meeting for approval

Motion to approve design of the three signs as presented with a copy of building lighting to be returned at a future meeting for approval by Elaine Cook

Second by Chris Wilson

Vote 3-0

Old Business

None

New Business

None

Next Meeting Dates - Monday, February 13, and Monday, March 13, 2017 @ 1: 30 pm

Adjournment

Motion to adjourn by Chris Wilson

Second by Elaine Cook

Vote 3-0

Prepared by Chris Wilson, Secretary

Cc

J Bubo, Town Planner

N Burlingame, Building Inspector

L Gaumond, Town Administrator

Board of Selectmen

D Trapasso

C Forgit