

Sturbridge Design Review Committee

Draft of Meeting Minutes

May 22, 2017

Meeting convened 1:30 pm

Meeting adjourned 2:53 pm

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

Also present: Dave Glispin, Duane Varley: Sunshine Design – Southbridge Savings Bank

Gail Chandler – Yankee Candle

James Howard, Ralph Gillespie, Chris McClurg – Center of Hope

J Bubon – Town Planner

Location: Center Office Building – Second Floor Meeting Room

Agenda

- Call to Order and Approval of Minutes of May 8th, 2017
- Southbridge Savings Bank – 200 Charlton Road
- Yankee Candle – 434 Main Street
- Center of Hope – 23 & 27 Main Street
- Holiday Inn Express & Suites – 21 New Boston Road
- Old Business
- New Business
- Adjournment

Approval of Minutes of May 8th, 2017

Motion by Elaine Cook to Approve Minutes of May 8th, 2017

Second by Chris Castendyk

Vote 3-0

200 Charlton Road – Southbridge Savings Bank

Re: Request for signage design approval

Zone: Industrial Park District

Proposal:

- Remove “Southbridge Savings Bank” names on free standing and building signage to “Cornerstone Bank”

- Replace existing way finding signs with new design signage incorporating all into a unified color scheme
- Redesign of existing free standing sign – existing brick pylons to remain
- Redesign of existing building sign

Dimensions:

- Free standing sign – Option “A” – 33.30 sq ft; Option “B” – 29.05 sq ft
- Building sign – 26.03 square feet

Colors:

- Free standing sign background: Match MP 22294 Met (deep cranberry)
- Lettering and Logo – Combination of Reflective White Vinyl and Cool Grey paint to match PMS cool grey 7
- Building Sign – Logo and Lettering – Combination of PMS cool grey 7 and MP22294 Met
- Way finding signage – Combination of Vinyl White, PMS cool grey 7 and MP22294 Met

DRC Comments/Conditions: The applicants and DRC recommended the Plan “B” option for the free standing sign. The applicants stated they would be adapting the proposed wayfinding signage to compliment the design of the free standing sign.

Motion by Elaine Cook to approve the proposed Plan B free standing sign, the proposed building sign and the proposed way finding signage

Second by Chris Castendyk

Vote 3-0

434 Main Street – Yankee Candle

Re: Continuation of Meeting of May8th, 2017

Zone: Commercial Tourist District

Proposal:

- To stay with the original color scheme and design as submitted on May 8, 2017
- Applicant agreed to use raised lettering on free standing sign

Signage Dimensions:

- Main Building Sign – 182” x 24”
- Outlet Building Sign – 96” x 23.4”

Free Standing Sign – 36” x 33” – Existing posts to remain

Colors:

- All signage Background – Black
- All signage Lettering - White

DRC Comments/Conditions: None

Motion by Chris Wilson to approve proposed Building, Outlet, and Free standing signage as proposed with raised lettering on the Free standing sign

Second by Elaine Cook

Vote 3-0

23 & 27 Main Street – Center of Hope

Re: Continuation of Meeting of May 8th, 2017

Zone: Commercial District

New Samples and Materials reviewed:

- Siding – Kaycan (04) Cabot Brown
- Trim – Kaycan (95) Ivory
- Windows – 2’8” w x 4’0”h, field mulled double hung vinyl, 2 over 2 divided lights, Black finish with Dark Gray Trim
- Door – Vinyl, Almond

Free Standing Sign:

- Option “A” – Background – Tan, Lettering and “swirls” – Black
- Option “B” – Background – Black, Lettering Gold
- Dimensions – 20 square feet

Building Sign:

- Dimensions – 20 square feet
- Color to match those of the free standing sign

Lighting: Free standing sign to be externally illuminated with low profile flood lamps washing up on each face at finished grade.

Building sign to be lit by goose neck style lamps as illustrated in drawing

Landscaping: Landscaping Plan under review by Tom Chamberlain and Planning Board

DRC Comments/Conditions: The Applicants and DRC agreed on the Plan “A” design with revision of “swirls” to enhance readability of the sign.

Motion by Elaine Cook to approve Plan “A” free standing sign with posts bronze to match sign outline and revision of “swirls” to enhance sign readability

Second by Chris Wilson

Vote 3-0

Motion by Chris Wilson to approve Building Sign as proposed

Second by Elaine Cook

Vote 3-0

Motion to approve Lighting design by Elaine Cook

Second by Chris Wilson

Vote 3-0

21 New Boston Road – Holiday Inn Express & Suites

Re: Request for lighting design approval

Zone: Village Gateway District

Materials Reviewed: Rendering of proposed gooseneck style lighting for Building Sign

DRC Comments/Conditions: None

Motion by Elaine Cook to approve proposed lighting design

Second By Chris Wilson

Vote 3-0

Old Business:

Jean Bubon updated the committee regarding law pertaining to sign content and cautioned the committee to be “content neutral” when reviewing proposed signs

New Business:

None

Next Meeting dates:

- June 12th
- July 17th

- August 14th
- All at 1:30 pm

Adjournment:

Motion by Chris Wilson

Second by Chris Castendyk

Vote 3-0

Prepared by Chris Wilson, Secretary

Cc

J Bubon, Town Planner

N Burlingame, Building Inspector

L Gaumond – Town Administrator

Board of Selectmen

D Trapasso

C Forgit