

**Sturbridge Design Review Committee
Meeting Minutes
Monday, March 4, 2024
Center Office Building**

Present:

Elaine Cook
Chris Wilson
Richard Volpe
Chris Castendyk
Jeneé Lacy, Administrative Assistant

Also Present:

Jim Carlin – Ace Signs, Inc.

Meeting convened: 1:30 pm

Agenda

- Call to Order and Approval of Minutes of February 12, 2024
- LaQuinta Inn & Suites – 478 Main Street – Sign Design Approval
- Old/New Business
- Next Meeting Dates
- Adjournment

Rich Volpe called the meeting to order.

Approval of Minutes of February 12, 2024

Motion to Approve Minutes of February 12, 2024

By: Chris Wilson

Second: Elaine Cook

Vote: All in Favor (4-0)

LaQuinta Inn & Suites – 478 Main Street – Sign Design Approval

J. Carlin, of Ace Signs, came forward representing LaQuinta, and presented his request to the DRC.

Zone: Commercial Tourist District

Proposal:

- Applicant seeks design approval for proposed installation of a replacement free-standing sign and two directional signs.



Dimensions:

- Free-standing sign: Option 2:
 - Sign portion: 8' 3.75" x 2' 2"
 - Whole sign including base: 8' 6" x 7'
- Directional signs (Enter & Exit): 1' 5.6" x 3' 7/8"

Materials:

- Free-standing sign: Aluminum & vinyl
- Directional signs: Aluminum & vinyl

Colors:

- Free-standing sign:
 - Lettering: White
 - Logo: Golden Yellow & Tangerine
 - Background: Thunder Gray (SW7645)
 - Top Cap: Terra Cotta (Pantone 160)
 - Top-Bottom Reveal: Light Gray (Pantone 400 C)
 - Routed Grooves: Black
 - Pole Cover: Light Gray (Pantone 400 C)
 - Interior finish: Reflective White
- Directional signs:
 - Lettering: White
 - Background: Thunder Gray (SW7645)

Materials reviewed:

- Application for Design Review
- Existing conditions photos/rendering

Lighting: Existing

Landscaping: will be putting in landscape in the spring around signage.

DRC Comments/conditions: The DRC would like the applicant to put in landscaping around the signage in the spring. Once landscaping is planted, pictures should be emailed to the Planning Department.

Motion to approve the signs as presented with existing lighting and the condition that landscaping be put around the signage in the spring.

By: Chris Wilson

Second: Elaine Cook

Vote: All in Favor (4-0)

Old/New Business

Next Meeting Dates: April 1, 2024

Adjournment

Motion to Adjourn

By: Elaine Cook

Second: Chris Wilson

Vote: All in Favor (4-0)

Adjourned at 1:40pm.