

APPROVED

OCT 07 2019

**DESIGN REVIEW
COMMITTEE**

Sturbridge Design Review Committee
Meeting Minutes
September 9, 2019

Meeting convened 1:30 pm
Meeting adjourned 1:45 pm

Present: DRC members Chris Castendyk, Amanda Normandin, Richard Volpe, Chris Wilson
Absent: DRC member Elaine Cook

Also Present: John Cloutier – Wellness Massage
Erica O'Brien – 20/20 Optical
Jeffrey Bridges – Town Administrator

Location: Center Office Building – Second Floor Meeting Room

Agenda

- Call to Order and Approval of Minutes of August 5, 2019
- Wellness Massage – 504 Main Street
- 20/20 Optical – 371 Main Street
- Old Business
- New Business
- Adjournment

Approval of Minutes of August 5, 2019

Motion by Amanda Normandin to Approve Minutes of August 5, 2019

Second by Chris Castendyk

Vote: 4-0

504 Main Street – Wellness Massage

Zone: Commercial Tourist District

Re: Request for signage design approval

Proposal:

- Repaint existing sign with new signage design

Dimensions:

- 46"x46" double faced

Materials:

- To remain as is – Aluminum and PT 4x4

Colors:

- Aqua blue and Magenta/yellow gradient on white background (Samples **not available**)

Materials reviewed:

- Color rendering of proposed signage

Landscaping: Existing

Lighting: Existing

DRC Comments/conditions: None

Motion by Chris Wilson to approve sign as proposed

Second by Chris Castendyk

Vote: 4-0

371 Main Street – 20/20 Optical

Re: Request for signage design approval

Zone: Commercial Tourist District

Proposal:

- Installation of new building and multi-tenant signage

Dimensions:

- Building sign: 36"x96" with 19"x24" 1" raised PVC cut out graphic applique and 6"x3/4" raised cut out letters
- Multi-tenant panel: 16"x60" double faced with 12"x16" 3/4" raised PVC cut out graphic applique and 5"x1/2" raised cut out letters

Materials:

- Building sign – Aluminum composite material
- Multi-tenant panel – same as building sign

Colors:

- Company Colors: Background – Light gray woodgrain with Goudy Extra Bold painted Dark Blue letters
- Logo: Eyeglass frames – Dark Blue encircled with Light Green against light background

Materials reviewed:

- Rendering of proposed building signage
- Photo of existing building indicating placement of proposed signage
- Rendering of proposed multi-tenant sign
- Photo of existing multi-tenant sign indicating sign placement
- Material samples presented at the meeting

Landscaping: No additional landscaping planned

Lighting: None existing but will return with new lighting plan when available

DRC Comments/conditions: Add street number to multi-tenant sign.

Recommendation to add lighting to the multi-tenant sign to enhance night time visibility.

Motion by Chris Wilson to approve the building and tenant-panel signage as proposed

Second by Chris Castendyk

Vote: 4-0

Old Business

None

New Business

Mr. Volpe asked if a by law exists regarding removal of signs from defunct businesses.

Mr. Castendyk raised the issue of window signage by-law enforcement. Mr. Bridges responded it will be addressed once the process of signage inventory is completed.

Next Meeting Dates October 7th, November 4th and December 2nd, 2019

Adjournment

Motion to adjourn by Chris Wilson

Second by Amanda Normandin

Vote: 4-0

Prepared by Chris Wilson

Cc

J Bubon – Town Planner

N Burlingame – Building Inspector

J Bridges – Town Administrator

Board of Selectmen

C Forgit

J Lacy