

Sturbridge Design Review Committee
Meeting Minutes
January 7, 2020

Meeting convened 1:30 pm
Meeting adjourned 2:36 pm

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

Also present: Joshua Roy – Cruise Control Transportation
Joseph Faucher – ATM Associates, LLC
Paul Dileo – Dileo Gas
Matt Grenier (Grenier Construction Co.) – Dileo Gas
Jean Bubon – Town Planner

Location: Center Office Building – Second Floor Meeting Room

Agenda

- Call to Order and Approval of Minutes of November 4, 2019
- Cruise Control Transportation – 210 Charlton Road
- ATM Associates, LLC – 500 Main Street
- Dileo Gas, Inc. – 51 Technology Park Drive
- Old Business
- New Business
- Adjournment

Approval of Minutes of November 4, 2019

Motion by Elaine Cook to Approve Minutes of November 4, 2019
Second by Chris Castendyk
Vote 5-0

210 Charlton Road – Cruise Control Transportation

Re: Request for signage design approval

Zone: Industrial Park District

Proposal:

- Installation of a new building sign

Dimensions:

- 3 feet by 10 feet

Materials:

- Metal with Vinyl graphics

Colors:

- Background – White
- Graphics – Combination of Blue and Green

Materials Reviewed:

- Rendering of proposed signage

Lighting: N/A

DRC Comments/conditions: Discussion re sign placement resulting in recommendation to place sign centered over the office window and entry door.

Motion by Amanda Normandin to approve sign as presented with placement over the office window and entry door

Second by Elaine Cook

Vote 5-0

500 Main Street – ATM Associates, LLC

Re: #1 – Request for design approval to refresh existing multi-tenant sign

#2 – Request for signage design approval for Park Place Salon

Zone: Commercial Tourist District

Proposal #1:

- Reduce existing 73 square foot multi-tenant sign previously approved by 2004 Planning Board decision, to 60 square feet
- Improve elements with fresh color, design and layout

Material reviewed:

- Renderings of the proposed multi-tenant sign
- Photo of existing multi-tenant sign
- Sign sample brought to the meeting by the applicant

Colors:

- High Gloss Black
- Flat Black
- SW6186 Dried Thyme

Lighting: Existing

Landscaping: N/A at present

DRC Comments/conditions: Discussion centered on consistency of design and color for the multi-tenant sign. Existing signs will be framed in Black to co-ordinate with the new signage design. DRC recommended removal of the “Boardwalk” heading to provide a cleaner overall appearance to the sign.

The committee preferred the color on the sign sample brought to the board by the applicant instead of the color shown on the original proposed sign.

Motion by Chris Wilson to approve the multi-tenant sign as proposed in the sample shown today, at 60 square feet with the stipulation the "Boardwalk" lettering be omitted.

Second by Elaine Cook

Vote 5-0

Proposal #2:

- Replace existing Park Place Salon building and multi-tenant signs with new signage

Dimensions:

- Building sign – 96"x16"
- Multi-tenant sign – 61"x28", double sided

Materials:

- ¾" PVC – stainless steel fasteners

Colors:

- Background – Flat Black
- Border – High Gloss Black
- Graphics – High Gloss Pearl White
- Logo and Accent – Faux Carved Stone

Materials reviewed:

- Rendering of proposed signage
- Color samples
- Photo of existing multi-tenant sign
- Rendering of existing multi-tenant sign dimensions
- Rendering of proposed Park Place Salon signage indicating placement on refreshed multi-tenant sign

DRC Comments/conditions: None

Motion by Amanda Normandin to approve both building and multi-tenant signs as proposed

Second by Elaine Cook

Vote 5-0

51 Technology Park Road – Dileo Gas, Inc.

Re: #1 – Request for new building design approval

#2 – Request for approval of installation of a new multi-tenant sign

Zone: Industrial Park District

Proposal #1:

- Construction of a new single story 10,000 square foot office/warehouse building

Materials:

- Side Walls – Architectural “AVP” panels
- Roofing – Double-Lok metal standing seam roof product
- Walk Doors – Galvanized 16-gauge frame with an 18-gauge smooth door leaf
- Overhead doors – Thermacore door systems – insulated sectional doors

Colors:

- Taupe with Blue Accents
- Trim color – Black
- Doors – Black
- Garage doors- Color to match building face

Materials reviewed:

- Cut sheets for wall, roof and door systems
- Series of photos of existing buildings in Technology Park District
- Rendering of proposed building design
- Copy of site development plan

Lighting: Reference Lighting Plan (Building and Parking area to be lighted)

Landscaping: Reference Landscape Plan

DRC Comments/conditions: None

Motion by Elaine Cook to approve the building design as presented as well as the Lighting Plan and the Landscaping Plan

Second by Amanda Normandin

Vote 5-0

Proposal #2:

- Installation of new multi-tenant sign to be erected in front of property

Dimensions:

- 30 square feet – two sided

Materials:

- Aluminum cabinets with steel angle iron welded framework
- Sign mounted to 5”x5”x1/4” black steel posts
- Diabond faces – White with Vinyl graphics

Materials reviewed:

- Rendering of proposed multi-tenant sign

Lighting: Ground lighting planned.

Landscaping: To be determined upon installation of ground lighting

DRC Comments/conditions: None

Motion by Amanda Normandin to approve the non-illuminated multi-tenant sign as presented with the 2'x6' logo as shown on the 30 square foot rendering with tenant panels to be determined

Second by Elaine Cook

Vote 5-0

Old Business

Noted: Sign on Charlton Road opposite Wendy's has not been removed yet

New Business

None

Next Meeting Dates – February 3, March 2 and April 6, 2020

Adjournment

Motion to adjourn by Chris Wilson

Second by Richard Volpe

Vote 5-0

Prepared by Chris Wilson



CC

J Bubon – Town Planner

N Burlingame – Building Inspector

J Bridges – Town Administrator

Board of Selectmen

C Forgit

J Lacy

APPROVED

FEB 02 2020

**DESIGN REVIEW
COMMITTEE**