

**Sturbridge Design Review Committee  
Meeting Minutes  
Monday, February 12, 2024  
Center Office Building**

**Present:**

Elaine Cook  
Chris Wilson  
Richard Volpe  
Jeneé Lacy, Administrative Assistant

**Absent:**

Chris Castendyk

**Also Present:**

Rose Doldoorian, Glowcycle  
Dan Flynn, Dan Flynn Construction  
Tarun Patel, LaQuinta Inn & Suites  
Jonah Faucher, Brimfield Sign  
Justin Stelmok, Blueberry Hill Estates

Meeting convened: 1:31 pm

**Agenda**

- Call to Order and Approval of Minutes of December 11, 2023
- Tantasqua Junior High School – 320B Brookfield Road – Sign Design Approval
- Maple Hills Realty – 54 Main Street – Sign Design Approval
- Blueberry Hill Estates – 1 Berry Farms Road – Sign Design Approval
- Glowcycle – 139 Main Street – Sign Design Approval
- LaQuinta Inn & Suites – 478 Main Street – Architectural Design Approval
- Old/New Business
- Next Meeting Dates
- Adjournment

Rich Volpe called the meeting to order.

**Approval of Minutes of December 11, 2024**

**Motion to Approve Minutes of December 11, 2024**

**By: Chris Wilson**

**Second: Elaine Cook**

**Vote: All in Favor (3-0)**

**Tantasqua Junior High School – 320B Brookfield Road – Sign Design Approval**



Jonah Faucher, presented his request to the DRC.

Re: Request for design approval for new building and wayfinding signage.

Zone: Rural Residential District

Proposal:

- Applicant seeks design approval for proposed installation of new building signs over entrances 1 & 3 and wayfinding signs by entrances 1 & 2.

Dimensions:

- Two (2) Building signs: 3/4"x8" flat cut acrylic letters
- Two (2) Wayfinding wall mounted signs: 24"x32"

Materials:

- Building signs: Acrylic
- Wayfinding signs: Aluminum & Vinyl

Colors:

- Building signs:
  - Background: Dark Hunter Green (SW0041)
  - Lettering: Brilliant Gold Gloss (0400)
- Wayfinding signs:
  - Background: Dark Hunter Green (SW0041)
  - Lettering: White

Materials reviewed:

- Application for Design Review
- Color sign renderings
- Color sample sheet

Lighting: Existing

DRC Comments/conditions: N/A

**Motion to approve the sign design as presented.**

**By: Elaine Cook**

**Second: Chris Wilson**

**Vote: All in Favor (3-0)**

**Maple Hills Realty – 54 Main Street – Sign Design Approval**

Dan Flynn, presented his request to the DRC.

Re: Request for design approval for a replacement free-standing multi-tenant sign.

Zone: Commercial District

Proposal:

- Applicant seeks design approval for proposed installation of a replacement free-standing multi-tenant sign.

Dimensions:

- Free-standing sign: 90"x78" (48.75 sq.ft.)

Materials:

- Free-standing sign: Aluminum and PVC

Colors:

- Free-standing sign:
  - Multi-tenant panels: Black background/White lettering
  - Lettering: Rusty Rusty Steel
  - Background: Brown & Green
  - Graphics: Green
  - Post: Black

Materials reviewed:

- Application for Design Review
- Color free-standing sign renderings
- Updated sign rendering with address on top arch
- Materials sheet
- Existing conditions photo

Lighting: Existing

Landscaping: Will be working on updated landscaping in the spring.

**DRC Comments/conditions:** Address will be located on the top arch of the sign.

**Motion to approve the sign design as presented.**

**By: Chris Wilson**

**Second: Elaine Cook**

**Vote: All in Favor (3-0)**

**Glowcycle - 139 Main Street - Sign Design Approval**

Rose Doldoorian, presented her request to the DRC.

Re: Request for design approval for a building sign and multi-tenant panel.

Zone: Commercial District

Proposal:

- Applicant seeks design approval for a building sign and multi-tenant panel.

Dimensions:

- Building sign: 23"x64"
- Multi-tenant panel: 12"x48"

Materials:

- Building sign: Vinyl
- Multi-tenant panel: Vinyl

Colors:

- Building sign:
  - Background: Navy Blue
  - Lettering: Blue & Teal
- Multi-tenant panel:
  - Background: Black
  - Lettering: White

Materials reviewed:

- Application for Design Review
- Existing conditions photos/rendering

Lighting: Existing

Landscaping: N/A

**DRC Comments/conditions: N/A**

**Motion to approve the sign design as presented.**

**By: Chris Wilson**

**Second: Elaine Cook**

**Vote: All in Favor (3-0)**

**Blueberry Hill Estates - 1 Berry Farms Road - Sign Design Approval**

Justin Stelmok, presented his request to the DRC.

Re: Request for design approval for a real estate sign to be constructed at the end of Berry Farms Road.

Zone: Commercial District

Proposal:

- Applicant seeks design approval for proposed installation of a new real estate sign.

Dimensions:

- Real Estate Sign: 84"x36.5" w/ one (1) 60"x12" rider

Materials:

- Real Estate Sign: Double sided dibond 6mm

Colors:

- Real Estate Sign:
  - Background: White/Light blue
  - Lettering & Graphics: Light blue/white/green

Materials reviewed:

- Application for Design Review
- Color sign renderings
- Sign Location sheet

Lighting: N/A

**DRC Comments/conditions: N/A**

**Motion to approve the sign design as presented.**

**By: Elaine Cook**

**Second: Chris Wilson**

**Vote: All in Favor (3-0)**

**LaQuinta Inn & Suites - 478 Main Street - Architectural Design Approval**

Tarun Patel, presented his request to the DRC.

Re: Request for architectural design approval to demo existing canopy and build a new slightly taller canopy with 4 posts, and install tile on the existing tower.

Zone: Commercial Tourist District

Proposal:

- Request for architectural approval

Materials:

- Canopy ceiling: Aluminum siding
- Canopy, posts & tower: Porcelain cladding

Colors:

- Canopy: White
- Canopy Ceiling: White
- Canopy posts: Tan
- Tower (inlay): White

Materials reviewed:

- Application for Design Review;
- An architectural plan set entitled "La Quinta Inn & Suites/Sturbridge, MA Proposed LQUP Implementation (Predesign Submittal)", prepared by S'thetics Building Systems Inc. (#2 6201 Highway 7 Woodbridge, ON L4H 0K7 CA) dated: 2/1/24, revised through 2/8/24, sheets 0.0-5.1;
- Façade Sample sheet;
- Façade image with notes of proposed changes;
- Material samples;

Lighting: Existing

Landscaping: Existing

**DRC Comments/conditions: N/A**

**Motion to approve the architectural design as presented.**

**By: Elaine Cook**

**Second: Chris Wilson**

**Vote: All in Favor (3-0)**

**Old/New Business**

Next Meeting Dates: March 4, 2024

**Adjournment**

**Motion to Adjourn**

**By: Rich Volpe**

**Second: Chris Wilson**

**Vote: All in Favor (3-0)**

Adjourned at 1:47pm.