

DESIGN REVIEW BOARD

MEETING MINUTES

December 9, 2015

36 Bartlet Street

3rd Floor Conference Room

Call to Order:

The meeting was called to order at 6:30 p.m. Present were members Craig Gibson, Eric Daum, Suzanne Korschun, Anita Renton and Paul Maue.

SIGN APPLICATIONS

H & R Block (Block Advisors), 77 Main Street

DRB-15-25

A representative for the applicant was not present at the DRB meeting.

The proposed signage is for a flat attached sign, one window light box, and vinyl signage on the windows and doors. The flat attached sign is a 32 sq. ft. aluminum panel non-illuminated, replacing the existing sign located above the door and windows.

The DRB considers the light box sign a non-conforming internally illuminated sign. The board feels that it is not required to be reviewed by the DRB as it is less than 4 sq. ft.

The application was not clear regarding the background transparency on the window graphics.

The application shows a frosted background, the by law allows for a transparent background with the graphics not exceeding 30% of glass area. The preferred alignment of the graphics is depicted on reference "C" for the window sign box. The reference page is not matched by the other pages.

The application is showing conflicting information on each page as to the placement of the signs and the measurements.

Mr. Daum motioned on the three signs separately:

- A) To accept the flat attached sign as submitted
- B) To deny the light box sign as it is in violation of the by-law
- C) To accept the window graphics as submitted with the caveat that the position of the graphics conforms to reference "C - Reference for placement of window sign box and size of box."

Mr. Maue seconded the motion

Vote: Unanimous (5-0)

DISCUSSION

Election of Officers

After discussion, the board agreed that, at this time, the commission will stay as is. They will discuss changes sometime in the next coming year. Ms. Renton spoke of the importance of having a designer as the chairperson.

There being no further business, the meeting of the Design Review Board for December 9, 2015 was adjourned at 7:10 p.m.

Respectfully Submitted,

Patti D'Agata

Approved at January, 2016 DRB meeting