



DEPARTMENT OF COMMUNITY DEVELOPMENT & PLANNING  
ANDOVER TOWN OFFICES, 36 BARTLET STREET  
ANDOVER, MA 01810  
<http://www.andoverma.gov/cdp>

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**DESIGN REVIEW BOARD**  
**MEETING AGENDA (VIRTUAL MEETING)**  
**Wednesday, February 23, 2022 at 6:30 P.M.**

**APPLICATIONS**

- 1. Portland Mattress Makers**  
209 North Main Street, Unit 471, (MU)  
DRB-22-3 – Application for 1 hanging sign, 1 attached sign and tenant name to pylon sign.

**COMMUNICATIONS, REPORTS AND OTHER BOARD BUSINESS**

1. Updates
2. Minutes – December 2021, January 2022
3. Other – Q&A with potential new members
4. Upcoming Dates of interest
  - **Next DRB meeting**  
**Wednesday, March 9, 2022**
  - **Deadline for New Applications for the March 9, 2022 DRB meeting**  
**Submit to the Building Division by Monday, February 28, 2022 (before 3:00pm)**  
**The original application and 5 copies must be provided**

Pursuant to S.2475 “An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency,” which was enacted into law on June 16, 2021, this meeting of the Design Review Board will be conducted via remote participation to the greatest extent possible.

Members of the public who wish to participate in the meeting can do so by emailing [cdpbuilding@andoverma.us](mailto:cdpbuilding@andoverma.us). Residents are encouraged to email their questions or comments ahead of the meeting – however, staff will be available to present the Design Review Board with questions and comments received during the meeting. Please include your name and address with your question or comment.

Every effort will be made to ensure that the public can adequately access the proceedings in real time via technological means. In the event that we are unable to do so despite our best efforts, we will post on the Town’s website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting.

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The matters listed above are those that are reasonably anticipated by the Chair to be discussed at the meeting. Matters may be discussed out of order or may be deferred. Any member of the public wishing to attend this meeting who requires special accommodations in accordance with the Americans with Disabilities Act should contact the Town Manager’s Office at 978-623-8210 or [manager@andoverma.gov](mailto:manager@andoverma.gov)

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