



Design Review Board Meeting Minutes
Monday, July 25, 2022
7:30 PM

Board Members:

Chad Reilly, Board Member acting as Chairman (P)
Len Karan, Board Member (P)
Susan Opton, Board Member (P)
Deborah Robinson, Board Member (P)
Elisa Litchman, Administrative Specialist, Planning & Community Development (P)

Applicants & Attendees:

1. Tim Parker, FastSigns representing CODE Wiz located at 333 Chestnut Street and applying for signage.
2. Peter Fallon, Fallon Custom Homes located at 171 Reservoir Street and applying for signage and lighting.

Mr. Chair called the meeting to order on July 25, 2022, at 7:30 PM EST.

Mr. Chair notified attendees of new public meeting orders issued by the governor of Massachusetts.

Agenda Item 1:

FastSigns representing CODE Wiz located at 333 Chestnut Street and applying for signage. - Tim Parker

Mr. Parker came before the Board representing CODE Wiz, a franchise moving into 333 Chestnut Street. They are proposing a sign made up of LED internally lit 3D channel letters mounted onto a raceway painted to match. The sign will also contain a digitally printed face graphic, installed on the raceway. The sign is proposed to be 152 inches wide and 34 inches high.

Ms. Robinson thought the sign is too big for the vertical face, it needs to fit into the height of the grey band between the top of the windows and the roof flashing.

Mr. Karan concurred with the Board members regarding reducing the sign. He asked if the sign is to be centered. Mr. Parker said they had to move the sign to the right because of a large tree obstructing the left window.

There was some discussion about the placement of the words in the sign on the façade. He preferred to center the word "CODE" over the window.

Motion to reduce the overall height of the sign so that the height of the uppercase letters is no larger 16 ½ inches and the overall site including the face graphic be reduced proportionally and that the overall width of the site would be centered on the center opening of the three windows by Ms. Robinson.

Motion seconded by Mr. Karan.

Name	Aye	Nay
Chad Reilly	Aye	
Susan Opton	Aye	
Deborah Robinson	Aye	
Len Karan	Aye	

Agenda Item 2:

Peter Fallon, Fallon Custom Homes located at 171 Reservoir Street and applying for signage and lighting. - Peter Fallon

Mr. Fallon came before the Board asking to install 3 foot by 15-foot sign on existing brackets at the rear of the building. He would also like to install an exterior light for the signboard.

Mr. Reilly brought to the Board's attention that the original rear sign was never permitted therefore this application needs to be reviewed as new signage not simply replacing an existing properly permitted sign.

Mr. Reilly also pointed out that if a building is visible from Route 128 than the maximum allowable size is 100 sq ft. The sign submitted is too big according to the bylaw and would require relief from the bylaws.

Ms. Robinson said the DRB typically does not allow phone numbers or website information on signs. She does not have a problem with the sign, but she would want the number and website removed.

Mr. Karan asked if the background going to remain white as suggested in the drawings. Mr. Fallon said yes. Mr. Karan said he is worried about the background in terms of how it will look with the contrast of the rusty brackets. He suggested perhaps changing the background color. Mr. Fallon said he plans to clean up the brackets and the rust.

Mr. Reilly said he does not know how long the brackets have been there, he would suggest removing the existing brackets and installing new framing. Mr. Reilly provided some feedback regarding the overall signs, the background color, and the design. He suggested this application be continued to the following meeting.

Mr. Fallon intends to come back before the Board with a new application now that he has this feedback.

Minutes:

There were no minutes to review.

Motion to Adjourn:

Motion to adjourn the Design Review Board meeting by Ms. Opton.

Motion was seconded by Mr. Karan.

Meeting adjourned at 8:03 PM.

Chad Reilly	Aye
Susan Opton	Aye
Deborah Robinson	Aye
Len Karan	Aye

Future Meetings:

Aug. 22, 2022	Via Zoom
September 12, 2022	Via Zoom
October 3, 2022	Via Zoom
October 17, 2022	Via Zoom
November 7, 2022	Via Zoom
December 5, 2022	Via Zoom
December 19, 2022	Via Zoom