

**Design Review Board  
Minutes of Meeting  
May 4, 2005**

Present: Cheryl McGuire, Jim Goldsmith, Tim Berres, Tim Hart,  
Bob Turgeon, Ron Litten  
Absent: David Jenkins  
Town Staff: Carol Rollins and Gayle Curry

The meeting was called to order at 6:00 p.m. by Cheryl McGuire, chair.

**Baldus Centre, 101 Charles Street**

The applicant is requesting approval of a *revised* master sign plan (changes are indicated by red print) which includes a detached sign and “Baldus Centre” attached signage.

Trim has been added to the top of the detached sign. The attached building sign reading “Baldus Centre” has been reduced in size.

The proposed detached sign is 15’ 11’ in height, and 96 sq. ft. (trim and base does not count towards the area). Maximum allowed on this site is 20 ft. height/100 sq. ft.

The two existing detached signs must be removed prior to issuance of a sign permit for this property.

It was stated by Mr. Rick Baldus that Paragraphs 3 & 4 of the Master Sign Plan, changes were made per recommendations from the Board. There will be decorative trim for the free-standing sign. The trim treatment will be 11 in. tall 2 in. back (front and back) 16 in. deep. Base material will be brick just as the building - 36 in. above grade, the depth of the base - 18 in. 2 ft. The building identification sign will be smaller than originally planned.

Mr. Litten motioned to approve Master Sign Plan. Mr. Goldsmith seconded the motion. Mr. Berres amended the motion to include that base would be brick to match the building.

Board approved the Master Sign Plan.

**Burch's Florist at Centennial Shops, 6750 Crain Highway**

The applicant is requesting a font variation from the master sign plan. The owner has indicated his willingness to amend the master sign plan with the Board's approval. The signage is code compliant. The existing banner must be removed prior to a sign permit being issued for this attached sign.

The Board approved the font Futura/Extra Bold as the complimentary font. Times Bold Italic approved for winters.

The board informed the Mr. Jonathan Jones that the Town does not want to extend the banner anymore. It has gone past the 4 weeks deadline.

Mr. Litten made a motion to approve the signage. Mr. Goldsmith seconded the motion. The board approved the sign permit.

**South Centennial Building 3, 105 Centennial Street**

The landscape plan has been submitted to the Beautification Commission for review. Comments will be provided at the meeting by the Chairperson. The Design Review Board has already approved Buildings 1, 2 and 4 as shown on the site plan.

Lou Cannon came in with new plans - the Board recommended to defer for two weeks since Mr. Cannon did not know what the changes were that he was presenting.

**Johel Partnership, 6 St. Mary's Avenue**

The applicant has provided a site plan, building elevations and a written response to the Board's comments from the April 20, 2005 meeting. The site plan has been revised to show two loading spaces at the rear of the building. The landscape plan has been forwarded to the Beautification Committee for review and comment. The applicant will be bringing material samples to the meeting. Signage information has not been provided.

Ms. MacGuire commented that the path from the Sheriff's office to Radio Station Road, the building should not to interfere with the Radio waves.

The Board recommended these changes:

1. Rear elevation - raise canopy to cover parapits
2. South elevation is too blank
3. Drainage - there will be drainage boxes in the front of the building
4. Shallow slopes to drain water slowly so as not to interfere with long range maintenance plans.
5. Fence for screening
6. Some kind of irrigation plan for maintaining landscaping. Meet with Beautification Chair.
7. Master Sign Plan needs to be included in package
8. Chain link fence will have to be taken down.
9. Mechanical equipment be concealed
10. Elevations: Rhythm and variation - rear parapit/non-visibility
11. West/North façade - double wide roof w/shallow pitched roof - thickness of parapet
12. Need to bring actual colors to the next meeting.

Motion was carried to defer again with not definite date and time.

### **Outback at La Plata Shopping Center**

The tenant and owner of the shopping center need the Board's comments regarding proposed signage and renovations to the building façade. The property owner will need to prepare a master sign plan for the property before the signage can be approved. The Planning and Zoning Department will be working with the property owner on site improvements including landscaping and parking lot re-striping.

Mr. Sammer informed the Board that they will be using hardy plank material for the Gable - 12 x 3 ft signage. For the columns, they are not sure if they will be fiberglass or not, they will match what's there.

The Board suggested a trash enclosure - nothing metal, possibly masonry with gates, with tanish/beige color doors on trash enclosure. They were informed that they will need to bring samples.

The Board asked them to get rid of the parapet on the roof. They also questioned the roof line. It was stated that "Outback" represents a different roof line and will set the tone for the entire shopping center.

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The Board asked the designer to get with Mr. Mote and the other co-owners in the partnership and appear before the Board in 2 weeks for the next meeting. They will also need to present a Master Sign Plan with the package.

Meeting was adjourned at 11:30 a.m.