



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, September 8, 2021 at 6:30 P.M.

6:30PM

Agenda Item: Board go into executive session for confidential consultation with Town Counsel and pursuant to option 3 of the Open Meeting Law to discuss litigation strategy with respect to claims of Lillian Montalto relating to 32 Park Street and that the Chair declare that an open session may have a detrimental effect on the litigating position of the Board and to return to open session. Board to review minutes from August 2021 executive session.

7:00PM APPLICATIONS

1. **Eastern Bank**
15 Elm Street, (GB)
DRB-21-15 - Application for 2 attached sign and 1 free standing sign.
2. **Arrow Floor Carpet One**
207 North Main Street, (MU)
DRB-21-16 – Application for 3 attached signs.
3. **Medico 140 LLC**
140 Haverhill St, (OP)
DRB-21-17 – Application for new development.
4. **RMS International**
40 Shattuck Rd, (ID)
DRB-21-18 – Application for two attached signs.

COMMUNICATIONS, REPORTS AND OTHER BOARD BUSINESS

1. Updates – Proposed Amendments to Sign By-Laws- Phase 2 by Andy Rouse
2. Minutes – August 2021
3. Other
4. Upcoming Dates of interest
 - **Next DRB meeting**
Wednesday, October 13, 2021

- **Deadline for New Applications for the October 13, 2021 DRB meeting**
Submit to the Building Division by Monday, October 4, 2021 (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. 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.

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

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