DESIGN REVIEW BOARD
MEETING MINUTES
August 14, 2019
36 Bartlet Street
Third Floor Conference Room B

Call to Order:
The meeting was called to order at 6:31 p.m. Present were members Craig Gibson, Paul Maue, Suzanne Korschun, and Eric Daum.

APPLICATIONS

Andover Landscape Design and Construction, LLC, 90 Main Street
DRB-19-20 (GB)

Mr. Russell presented the application of one attached signed on the front façade above the main door, a vinyl graphic and company logo on the secondary front door, and an awning above the door. The sign on the front face will be 9ft x 18 feet and centered above the entry way. They also want to replace three lights with new lights that match the ones of Bertucci’s. Mr. Russell is also proposing to put a vinyl graphic on the side door with a hedge graphic on the glass, and install a black awning. If they replace the railings they are going to go with a wrought iron material. The vinyl graphic on the door is just under 2 square feet. Ms. Korschun thinks it would be more elegant and simpler to have a frost effect on the door instead of the hedge graphic. Mr. Daum thinks the hedge graphic goes well there and will dress up the aluminum door. Mr. Gibson is concerned that the larger sign is covering the string course on the building even though the Bertucci’s sign does as well. Another concern of the board is that where the main sign is placed over the entry way it implies that it is the main business in the building. Mr. Daum would like to see the sign on the second floor level. If it could fit below the string course and the sill and shrink the sign a little the board feels that would work the best. The DRB recommends making the main sign beyond the sill but not as wide as the arch and only have 2 lights above it. The DRB considered different ideas for the secondary door hedge graphic. The board likes the idea of the hedge on the glass door but will leave the final determination up to Chris Clemente, Building Commissioner since it is not translucent.

Per the New Open Meeting Law, the list of the documents that were either distributed to the Design Review Board before the meeting in a packet, or at the meeting:

1. Notes on applications from Anita Renton
Mr. Daum moved to accept the application with the provision that the attached sign over the arch at 90 Main Street be made somewhat smaller so that it fits between the window sill on the second story window and the belt course, and so the overall width would diminish slightly so that it is not the same width as the arch below. The DRB accepts the awning and the hedge graphic on the secondary door as submitted.

Ms. Korschun seconded the motion.

Vote: Unanimous (4-0)

Andover Fire Department Ballardvale Station, 163 Andover Street
DRB-19-21 (SRA)

Mr. Shaw, architect, presented the application of the Fire Station rebuild. The Ballardvale Historic District Commission has signed off on the design with a handful of carve outs that they are working with the design team on as they get further developed. The building is a 3 bay Fire Station which is replacing the existing station. They are building on the lot of a former home which will be removed. The building has quarters for fire fighters upstairs with a kitchen and living space, down stairs there is a training room and community meeting space. There are also offices, a gym, and space for the fire engines and equipment downstairs. They are proposing to put signage on both sides of the building. There is a porch out front with a small roof. The town is taking on a separate project of possibly reconfiguring Clark where it T’s into Andover Street. There will be landscaping around the building. There will be a transformer and emergency generator on the right side of the building. There is lighting above each of the bays. The style of the apparatus doors are an aluminum panel and glass. There is a granite base around the building. Their goal is to make the cupola on the top of the building functional not just ornamental. One dorm room on the second floor does project out and is larger than the others. The walls are steel frame with concrete floors. They want to get the new sign to look as close to the existing sign. The roof will be asphalt architectural shingles. The BVHDC would prefer to see the cupola smaller than proposed. Mr. Daum has a concern about the relationship of the first story window sills to the water table. The DRB made a few recommendations in terms of design. The mechanical units on the back of the building should be quiet and will have a 6 foot fence and the plantings around them. Mr. Maue made recommendations in terms of what trees and plants would work best. Mr. Shaw will return to the September meeting with more specifics on building and signage.

Per the New Open Meeting Law, the list of the documents that were either distributed to the Design Review Board before the meeting in a packet, or at the meeting:

1. Notes on applications from Anita Renton
2. Literature of materials to be used
Minutes
Meeting of July 2019
Mr. Daum motioned to accept the minutes with changes discussed.
Ms. Korschun seconded the motion.
Vote: Unanimous (4-0)

Adjournment
There being no further business, the meeting of the Design Review Board for August 14, 2019 was adjourned at 8:00 p.m.

Respectfully Submitted,

Gina Decareau