

City of Salem Massachusetts Public Meeting Minutes

Board or Committee:	Design Review Board, Special Meeting
Date and Time:	Wednesday, December 18, 2019 at 6:00 pm
Meeting Location:	32 Derby Square (Old Town Hall), Upper Level
DRB Members Present:	Paul Durand, Chair, David Jaquith, Catherine Miller, J. Michael Sullivan
DRB Members Absent:	Glenn Kennedy, Marc Perras, Helen Sides,
Others Present:	Kate Newhall-Smith, Principal Planner
Recorder:	Kate Newhall-Smith

Chair Durand calls the meeting to order at 6:00PM. Roll call was taken.

Signs

1. **30 Church Street: (Hive & Forge):** Discussion and vote on sign package – *Continued from November 6, 2019. Request to Continue to January 22, 2020*

Jaquith: Motion to continue to the next regular meeting.

Seconded by: Sullivan. Passes 4-0.

2. **83 Washington Street (The Juicery):**

Newhall-Smith reviewed the applicants' plans for wall signage, window decals, a projecting sign, and door color.

Durand asks if the business needs the A-Frame sign. The applicant responds that he would like to have it to announce daily specials. Durand confirms that the sign complies with the ordinance's requirements.

Miller notes the changing wall signs over the past few years and the holes that are in the façade's sign band as a result of this. The applicant states that he will have his sign maker fill in the holes on the façade when he installs the new signage.

Chair Durand opens public comment.

No one in the assembly wished to speak.

Chair Durand closes public comment.

Jaquith: Motion to approve the sign design as presented with the condition to fill in the holes in the façade from the previous signs.

Seconded by: Miller. Passes 4-0.

Newhall-Smith notes that the change in door color will require final approval by the SRA at its February meeting.

3. **20 Central Street, Unit 108 (Dark Star Yoga & Wellness):** Window signs

Newhall-Smith reviewed the applicant's proposal for three vinyl window decals, one each in the transom, the door, and the large window. She reviews the size requirements and states that the proposed decals are within the ordinance's limits.

Miller asks where the business is in the building. the applicant states that it is on the courtyard-facing side of the building.

Chair Durand opens public comment.

No one in the assembly wished to speak.

Chair Durand closes public comment.

Sullivan: Motion to approve as submitted.

Seconded by: Jaquith. Passes 4-0.

Urban Renewal Area Projects Under Review

1. **15 Crombie Square:** Review of replacement of rotting column on rear porch of 3-unit residential structure – *Continued from November 6, 2019. Request to continue to January 22, 2020.*

Jaquith: Motion to continue to the next regular meeting.

Seconded by: Miller. Passes 4-0

2. **1 Derby Square:** Review of Installation of skylights – *Continued from November 6, 2019, Request to continue to January 22, 2020.*

Miller: Motion to continue to the next regular meeting.

Seconded by: Sullivan. Passes 3-0 (Jaquith recused).

New / Old Business

1. Representative on Public Art Commission

Newhall-Smith confirmed that there is a residency requirement to be on the PAC. There are currently no DRB members that can fill the vacancy. The position will remain vacant for the time being.

Minutes

Members did not review the minutes from the November 6, 2019.

Jaquith: Motion to continue the minutes of November 6, 2019 to the next regular meeting.

Seconded by: Sullivan. Motion passes 4-0.

Adjournment

Jaquith: Motion to adjourn the meeting.

Seconded by: Miller. Passes 4-0.

Meeting is adjourned at 6:30PM.

Know your rights under the Open Meeting Law M.G.L. c. 30A §18-25 and City Ordinance Sections 2-028 through 2-2033.