

**City of Salem Massachusetts
Public Meeting Minutes – Special Meeting**

Board or Committee:	Design Review Board – Special Meeting
Date and Time:	Wednesday, March 31, 2020 at 6:00 pm
Meeting Location:	Remote Participation via Zoom
DRB Members Present:	Chair Paul Durand, David Jaquith, Glenn Kennedy, Catherine Miller, Marc Perras, Helen Sides, J. Michael Sullivan
DRB Members Absent:	None
Others Present:	Kate Newhall-Smith
Recorder:	Colleen Brewster

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

Signs

- 1. 282 Derby Street – Small Project Review and Sign Review:** New windows, plain awnings, and painting for 'All Souls', review of proposed blade and window signs.

Jennifer Tran, Andrew Bablo of Steeze Designs, and Patrick Schultz were present to discuss the project.

Schultz stated that they have provided an image with all of the features including painted brick, awnings, vinyl decal on the door, double-hung windows, and the proposed blade sign. Alternatives were also provided, and the sign was raised per the Board's suggestion.

Chair Durand and Sides preferred the use of red brick below. Miller preferred the black panel option with the bottom of the backer panel stopping at the same point as the awning and noted that the red in the sign will provide some contrast. Sides, Chair Durand, Jaquith and Kennedy agreed.

Kennedy stated that the top of the sign now seems high and is partially blocking the view from the window above. Balbo noted that the sign is not square so it's not as obtrusive as it seems from the side. Chair Durand stated that raising the sign splits the difference against the backer panel. Sides suggested giving the applicant the option to lower the sign.

Chair Durand opens public comment.

No one in the assembly wished to speak.

Chair Durand closes public comment.

Sides: Motion to approve the red base, red backer at the sign, and the bottom of the backer panel stopping at the bottom of the awning.
Seconded by: Jaquith.

Jaquith, Kennedy, Miller, Perras, Sides, Sullivan and Chair Durand were all in favor.
Passes 7-0.

New / Old Business

Staff Updates:

Newhall-Smith stated that the Almy's Clock is getting refurbished, had been removed and will return in early June.

Miller asked why the Art Commission, which requires a DRB member be on the Board, now has no vacancy. Newhall-Smith replied that because no DRB members wanted to join, Julie Barry (Arts Planner), worked with the City to find an alternate member.

Miller stated that The City Smoke Shop has not followed some of the DRB's requirements. The raceways and signs are larger than what they approved. Newhall-Smith agreed to make a site visit.

Adjournment

Sides: Motion to adjourn the meeting.

Seconded by: Jacquith.

Jaquith, Kennedy, Miller, Perras, Sides, Sullivan and Chair Durand were all in favor. Passes 7-0.

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 2-203