



Design Review Board Meeting Minutes
Monday, May 22, 2023
7:30 p.m.

Board Members:

Mark Gluesing, Board Chair (P)
Bob Dermody, Board Member (P)
Steve Dornbusch, Board Member (P)
Elisa Litchman, Administrative Specialist, Planning & Community Development (P)

Applicants & Attendees:

1. Cathy Brown, The Sign Center representing Hamilton Highlands (known as Webster Green) located at 757 Highland Avenue and applying for signage.
2. Bart Steele, Viewpoint Sign & Awning representing Veryst Engineering located at 45 Kearney Road and applying for signage.

Chair Gluesing called the meeting to order on May 22, 2023, at 7:30 p.m. He reviewed the remote meeting procedures.

Agenda Item 1:

Cathy Brown, The Sign Center representing Hamilton Highlands (known as Webster Green) located at 757 Highland Avenue and applying for signage.

Cathy Brown, The Sign Center, explained that the proposed sign is 29.75"x57.5", 11 s.f, post and panel, and double sided. The existing ground mounted spotlight illumination will be reused. The sign will be white composite sign panel with gold and blue colors will be applied vinyl graphics.

Mr. Dermody stated that he finds the wording a bit difficult to read regarding the location and company. He stated that he believes Hamilton Highlands should be placed first on the sign. Ms. Brown stated that the company generally likes to identify itself and then the location. She said she could to run the idea by her client.

Chair Gluesing asked about the lettering size for Hamilton Highlands. Ms. Brown stated that this is unclear. She explained that this is a made of 2" thick high-density sign foam that will be painted white, sealed, with vinyl applied over this. There are also small solar lights on top of the posts.

Chair Gluesing stated that, if the overall graphic was reduced by approximately 10%, there would be more negative space in which to move the lettering around in. Ms. Brown stated that she would review this and gather the lettering information for the Board.

Upon a motion duly made by Mr. Dermody and seconded by Mr. Dornbusch, it was voted to approve the Hamilton Highlands sign for 757 Highland Avenue, with a condition that the

ownership graphic be reduced by 10%. Bob Dermody – aye; Steve Dornbusch – aye; and Chair Gluesing -aye. Motion passed 3-0.

Agenda Item 2:

Bart Steele, Viewpoint Sign & Awning representing Veryst Engineering located at 45 Kearney Road and applying for signage.

Bart Steele, Viewpoint Sign & Awning, explained that the buildings at this site have been upgraded and a standard sign type is trying to be determined for new tenants. The proposal is for fabricated aluminum letters with halo LED lighting. Light will wrap around the letters, instead of outward. The sign is 22.3 s.f., with a logo size of 22.5”x22.5”, and the “V” and “E” are 10” high.

Upon a motion duly made by Mr. Dermody and seconded by Mr. Dornbusch, it was voted to approve the sign for 45 Kearney Road, Veryst Engineering, as submitted. Bob Dermody – aye; Steve Dornbusch – aye; and Chair Gluesing -aye. Motion passed 3-0.

Minutes:

Minutes from the 04/24/2023 meeting.

Upon motion duly made by Mr. Dornbusch and seconded by Mr. Dermody, it was voted to approve the meeting minutes of April 24, 2023, as presented. Bob Dermody – abstain; Steve Dornbusch – aye; and Chair Gluesing -aye. Motion passed 2-0-1.

Upon motion duly made by Mr. Dermody and seconded by Mr. Dornbusch, it was voted to adjourn at 7:52 p.m. Bob Dermody – aye; Steve Dornbusch – aye; and Chair Gluesing -aye. Motion passed 3-0.

Next Public Meeting – June 5, 2023 at 7:30pm via Zoom Webinar