

DESIGN REVIEW BOARD

Monday, July 14, 2025

7:30 p.m.

Virtual Meeting using Zoom

Meeting ID: 837 5422 1747

(Instructions for accessing below)

Under Governor Baker's Act "Extending Certain COVID-10 Measures Adopted During the State of Emergency", extending the "Executive Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, S20," issued June 16, 2021, and extended several times again through 2027, meeting of public bodies could be conducted virtually provided that adequate access is provided to the public.

To view and participate in this virtual meeting on your phone, download the "Zoom Cloud Meetings" app in any app store or at www.zoom.us. At the above date and time, click on "Join a Meeting" and enter the following Meeting ID: 837 5422 1747 Link: <https://us02web.zoom.us/j/83754221747>

To view and participate in this virtual meeting on your computer, at the above date and time, go to www.zoom.us click "Join a Meeting" and enter the following ID: 837 5422 1747

HEARINGS: None.

APPLICANTS:

Lauren Cronin Delarda, Viewpoint Sign & Awning representing Horner located at 65 Crawford Street and applying for signage.

Jay Derenzo, J. Derenzo Properties, LLC representing Needham Service Center located at 1401-1417 Highland Avenue and applying for exterior façade changes.

Gary McCoy, Poyant Signs, representing Advisor 360 located at 400 First Avenue and applying for signage.

REVIEW

Minutes of 6/23/2025 meeting.

Next Public Meeting – July 28, 2025 at 7:30pm



TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492
Application and Report

Property Location: 65 CRAWFORD ST. **Date:** 6/25/25

Owner: ALAN INVESTMENTS LLC (FRED BENNETT)

Address: 338 BOYLSTON ST. UNIT C NEWTON MA 02459
Street City State Zip

Telephone: 617 922 1000

Applicant: VIEWPOINT SIGN & AWNING

Address: 35 LYNN ST. NORTHBORO MA 01532
Street City State Zip

Telephone: 508 393 8200 X21 | 617 872 3064
(LAUREN CROWIN)

Designer/Installer: VIEWPOINT SIGN & AWNING

Address: 35 LYNN ST. NORTHBORO MA 01532
Street City State Zip

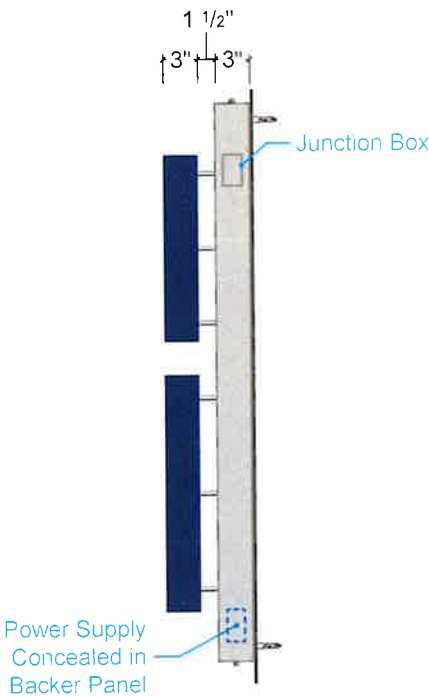
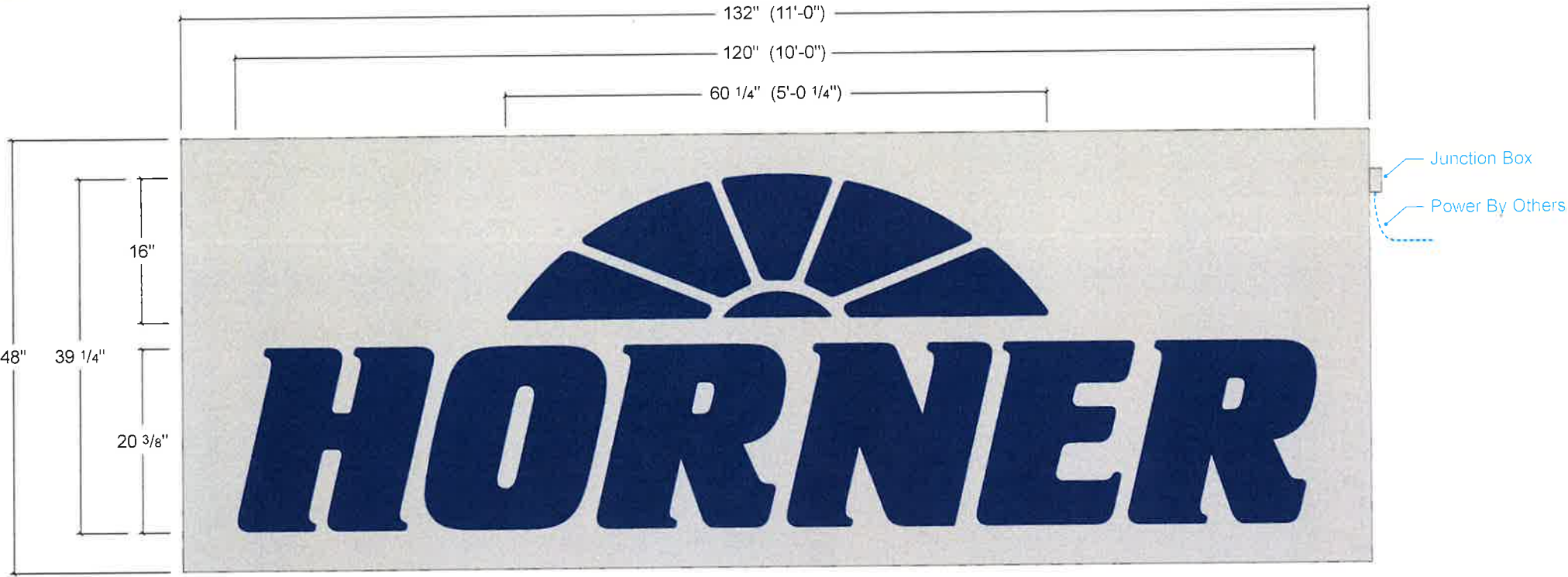
Telephone: 508 393 8200 X21 | 617 872 3064

Type of Application
☒ Sign
☐ Minor Project
☐ Exterior Alterations
Major Project (Site Plan Review)
☐ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

Brief description of sign or project:

INSTALL (1) SET OF BACKER-MOUNTED HARD-LIT CHANNEL
LETTERS TO EAST ELEVATION, 4'H x 11'W (44 SF) "HORNERS"
EXISTING VAN MILLWOICK SIGN TO BE REMOVED.

Please email completed application to elitchman@needhamma.gov



E1 Elevation: (Qty-1) Halo-lit Channel Letters on Backer Panel
Scale: 3/4" = 1' Total Square Footage: 48" x 132" = 44 sq.ft. (Existing Sign: 28 1/2" x 258" = 51 sq.ft.)

SE Side Elevation
Scale: 3/4" = 1'

Description:
(Qty-1) Halo-lit Channel Letters on Backer Panel

- Internally illuminated with LEDs.
- Faces and returns are fabricated aluminum.
- Backs are 3/16" clear polycarbonate with light diffuser vinyl if required.
- Mounted with spacers to backer panel.
- Backer panel is fabricated aluminum.
- Power supply concealed in backer panel.
- Junction box on side of sign.

Logo:
Supplied by Customer

Colors:

Illumination:

- ☐ White LEDs (halo-lit)
- ☒ Painted Dark Blue PMS 288c
- ☐ Clear Acrylic with light diffuser vinyl if required
- ☐ Painted to match building color with stucco finish **TBD** (matte finish for halo) (including Junction Box)

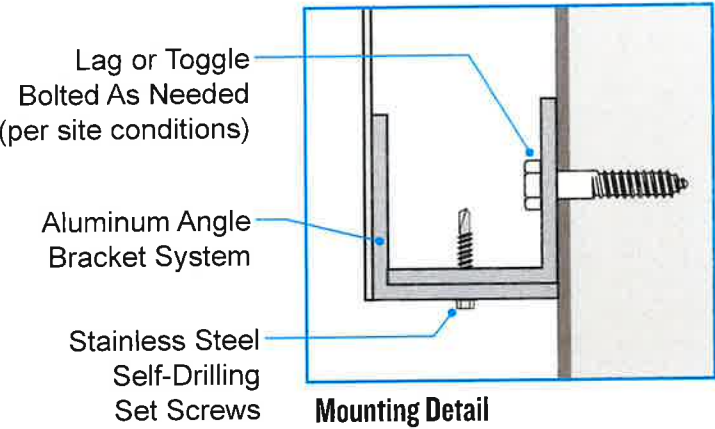
Faces & Returns -

Backs -

Backer Panel -

Installation:
By ViewPoint

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code (NEC) and/or other applicable Local Electrical Codes (LEC). This includes proper grounding and bonding of the sign.



Proposed Sign: 48" x 132" (44 sq.ft.)

57"

HORNER



Existing

Existing Sign: 28 1/2" x 258" (51 sq.ft.)

Proposed
Scale: 1/2" = 1'

(WINDOWS)

Connect existing power feed to junction box on side of sign. (By Others)

#2438

AERIAL VIEW – 65 CRAWFORD ST., NEEDHAM MA





TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492
Application and Report

Property Location: 1401-1417 Highland Avenue __ Date: 7/2/25 __

Owner: 1401-1417 Highland Avenue LLC

Address: 43 Charles Street Needham, MA 02494
Street City State Zip

Telephone: 781-449-0300

Applicant: J Derenzo Properties LLC

Address: 43 Charles Street Needham, MA 02494
Street City State Zip

Telephone: 781-449-0300

Designer/Installer: J Derenzo Properties LLC

Address: 43 Charles Street Needham, MA 02494
Street City State Zip

Telephone: 781-449-0300

Type of Application
☐ Sign
☐ Minor Project
☒ Exterior Alterations
Major Project (Site Plan Review)
☐ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

Brief description of sign or project:

Paint existing red brick service station building-color James Hardie- JH70-10 light mist to match gables. Remove and replace aluminum storefront glass enclosure to bronze aluminum with energy efficient glass and door. Remove and replace both garage doors with clear glass.

SEE ATTACHED PLS
Please email completed application to elitchman@needhamma.gov





SELF SERVICE
FULL SERVICE
SAME PRICE


Needham Service

SELF SERVICE
FULL SERVICE
SAME PRICE

FOREIGN CAR SERVICE

INSPECTION

AUTO REPAIR

WE SERVICE FOREIGN VEHICLES

INTERSTATE
BATTERIES
SOLD HERE

INSPECTION HOURS
MON-FRI 8 AM TO 5 PM
SAT 8 AM TO 2 PM

MASSACHUSETTS
MOTOR VEHICLE
INSPECTION STATION
The Massachusetts Enhanced Emission & Safety Test
MA INSPECTION STATION NO. 4705

Antoni's CLEANERS

AIR

MASSACHUSETTS
4AZR 41



MASSACHUSETTS
MOTOR VEHICLE
INSPECTION STATION
The Massachusetts Uniform License & Title Law
2026
MA INSPECTION STATION NO. 4705

Inspection Station #
INSPECTION HOURS
Mon-Fri 8:00am - 5:00pm
Sat 8:00am - 12:00pm

STATE
SPECTION
Hours
M-F 8-5
Sat 8-2
CRAZY
MONDAYS!
6% OFF

Win
ize
You
Eng
Cars
\$74.95





Air & Water
Warning:
High Pressure Air
Always Use Air Gauge
Check and Recharge
Check and Recharge
Check and Recharge
Check and Recharge



INSPECTION

FOREIGN CAR SERVICE

AUTO REPAIR

NEEDHAM SERVICE CENTER
Needham Service Center
1401 Highland Avenue
Needham, MA 02492
Sales & Service Hours
Mon-Fri 8-5
Sat 8-2
We sell quality used cars
781-444-5100
TIMING BELTS
REPLACED

INSPECTION HOURS
MON-FRI 8 AM - 5 PM
SAT 8 AM - 2 PM
MASSACHUSETTS
MOTOR VEHICLE
INSPECTION STATION
The Massachusetts Licensed Examinee & Safety Test
7
2006
MA INSPECTION STATION NO. 4705

AIR

5SDW 37

XB





NICHOLAS' PIZZA

FedEx

PAVING
CONCRETE
781-451-8888

RESERVED
PARKING FOR
KATON'S CLEANERS
& EASTERN BANK
CUSTOMERS ONLY

4JZB 33

6HBP 28

3SYH 54

3YVT 65

2AA1 92



RESERVED
PARKING FOR
AUTOMOBILES
& EASTERN BANK
CUSTOMERS ONLY

BJ-46994

QUOTE

401 VFW Dr #5
Rockland, MA 02370
781-826-2212
www.mortlanddoor.com



MORTLAND
DOOR SYSTEMS

The Garage Door Specialists



GARAGA DESIGN CENTER - THE PLEASURE OF TRYING BEFORE BUYING!

AFTER



BEFORE



➤ Please note that colors shown on your screen may vary based on your screen or printer settings. To have a precise view of colors, contact a Garaga dealer for samples.

GARAGA, EVERY DETAIL GUARANTEED

ENERGY EFFICIENT

Inspired by the harsh Canadian climate, the creators of Garaga have integrated the most effective components to protect you from wind and cold.

RESULT: Better temperature control and savings on your energy costs.

ROBUST AND DURABLE

Built to last, Garaga produces the world's strongest garage door. Combined with Dura+™ hardware, it is the longest-lasting garage door system on the market.

RESULT: Guaranteed peace of mind for years to come.

BEAUTIFUL

With attention paid to every single aesthetic detail, Garaga garage doors are manufactured with the utmost care.

RESULT: An incomparable finished product that will certainly enhance the value of your property.

INSPECTION

FOREIGN CAR SERVICE

AUTO REPAIR

INSPECTION HOURS
MON-FRI 8 am - 5 pm
SAT 8 am - 2 pm
SUNDAYS

MASSACHUSETTS
MOTOR VEHICLE



TOWN OF NEEDHAM

DESIGN REVIEW BOARD

Public Service Administration Building
500 Dedham Avenue
Needham, MA 02492
Application and Report

Property Location: 400 FIRST AVE., Needham, MA 02494 **Date:** 07/02/25

Owner: SXC NEEDHAM INN LLC

Address: 80 B St., Needham, MA 02494
Street City State Zip
Telephone: 508-989-1959

Applicant: Clare Cifrino/ Poyant Signs

Address: 125 Samuel Barnet Boulevard New Bedford MA 02745
Street City State Zip
Telephone: 339-933-1338

Designer/Installer: Poyant Signs

Address: 125 Samuel Barnet Boulevard, New Bedford, MA 02745
Street City State Zip
Telephone: 508-817-3545

Type of Application
☒ Sign
☐ Minor Project
☐ Exterior Alterations
Major Project (Site Plan Review)
☐ - preliminary
☐ - final
☐ Flexible Subdivision
☐ Planned Residential Development
☐ Residential Compound

Brief description of sign or project:

Installation of Halo Illuminated Channel Letters (99.2 Sq Ft)

Please email completed application to elitchman@needhamma.gov

Advisor360° | 400 First Ave, Needham, MA | Design Development | May 22, 2025



A Site Plan - Plan View
Not to Scale

Sign Type Key	
1	Advisor 360 Sign - Page 1A



125 Samuel Barnet Boulevard
New Bedford, MA 02745
800.544.0961 | poyantsigns.com

Advisor360°

400 First Ave
Needham, MA

Project: 26182
Advisor 360

Sales: Gary McCoy
Date: 05.21.25
Designer: EB

Note:
This is an original unpublished drawing created by Poyant Signs, Inc. It is submitted for your personal use in connection with a project being planned for you by Poyant Signs, Inc. It is not to be shown to anyone outside your organization, nor is it to be reproduced, copied or exhibited in any fashion until transferred.

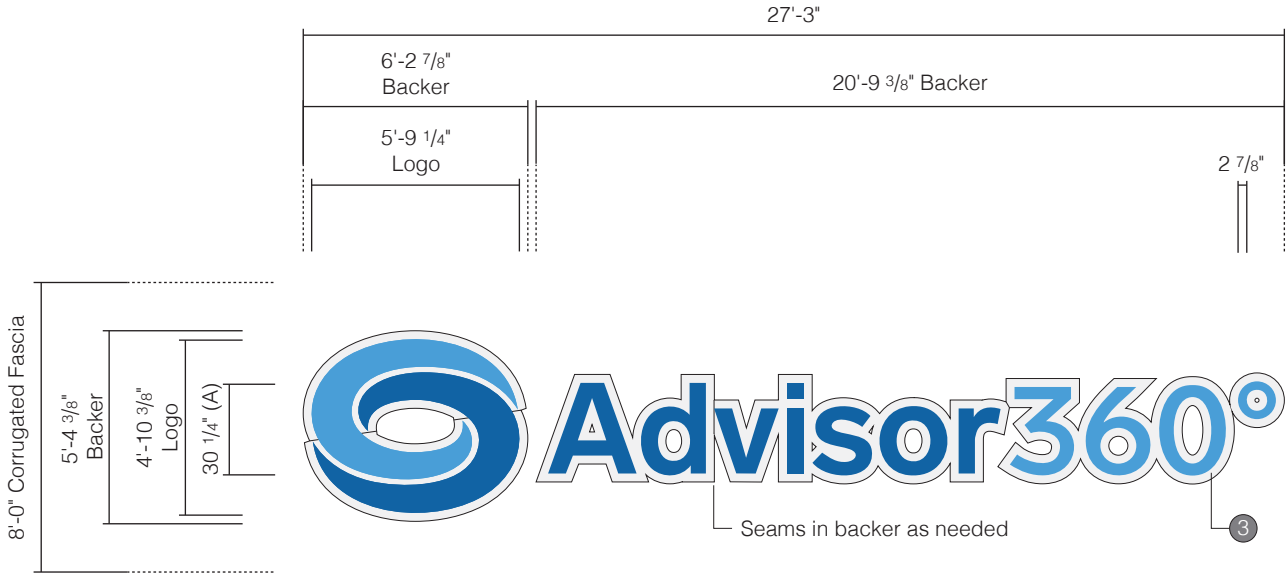
Revisions:

 This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and / or other applicable local codes. This includes proper grounding and bonding of the sign.

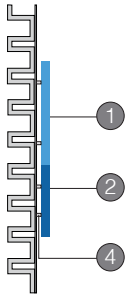
Approved By:

Date:

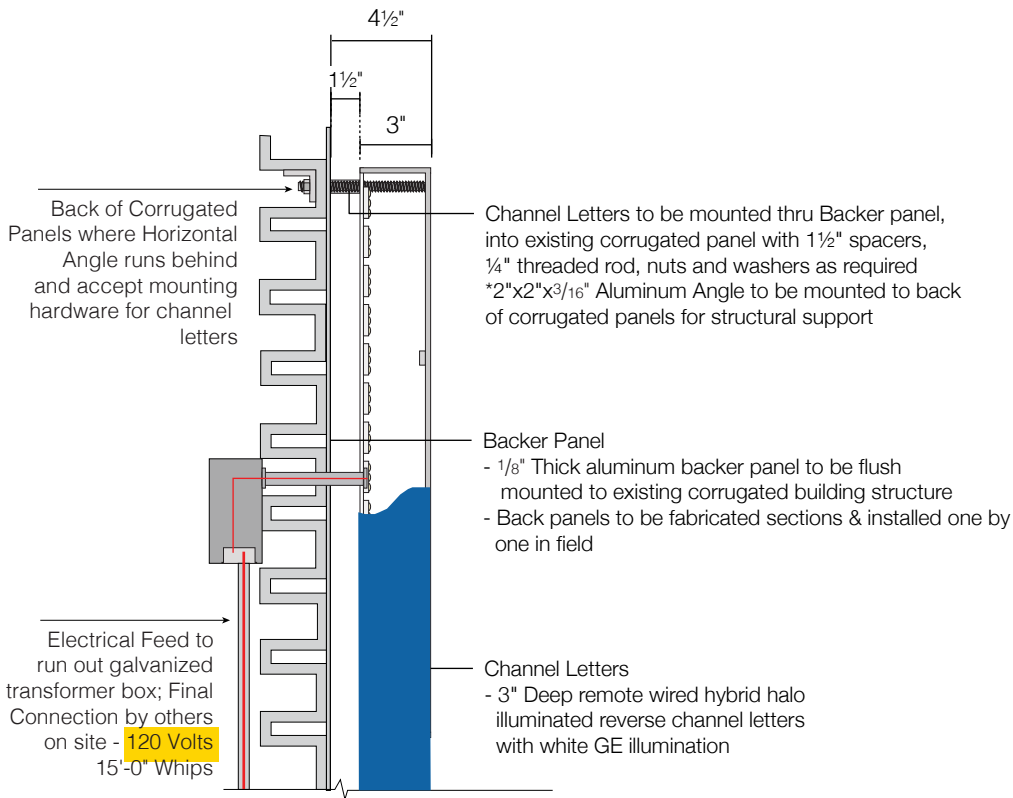
Site Plan



A Sign Elevation - Front View
Scale: 3/16"=1'-0"



B Sign Elevation - Side View
Scale: 3/16"=1'-0"



C Sign Elevation - Side Section View
Not to Scale

Sq Ft Break Down:	
	41.3
A	9.2
d	6.9
v	5
i	1.8
s	4.8
o	5.4
r	3.2
3	6.5
6	6.6
0	6.9
°	1.6

Total = 99.2 Sq Ft

Specifications

Qty = 1 99.2 Sq Ft

Halo Illuminated Channel Letters

- Flush mount to corrugated panel
- Power supplies to be concealed within galvanized transformer box contained behind corrugated fascia
 - *All secondary wires to be concealed within liquid tight*
- (Qty:2) Horizontal rows of 2"x2"x3/16" aluminum angle mounted to back of corrugated panels to accept mounted hardware from channel letters
 - *Aluminum Angle Supports may have to be trimmed in field due to unknown measurements*
- Channel Letters to have a dimmer switch to allow client to dim brightness of letters if needed later on

Provided By Others - *All below to be provided by others*
- Primary electrical connection by others

- Customer to:
- Approve or Supply Logo Colors
 - Approve Logo Recreation or Supply Vector Logo

- Verify in Field (VIF)
- Confirm Measurements of Fascia
 - Confirm building has not changed at our install areas since the last install
 - Confirm voltage requirements, electrical location & access

Colors & Materials

- | | |
|---|--|
| 1 | Paint
Blue; Satin Finish - Pantone 292C
<i>Logo/Letters Faces & Returns</i> |
| 2 | Paint
Blue; Satin Finish - Pantone 2935C
<i>Logo/Letters Faces & Returns</i> |
| 3 | Paint
White; Matte Finish
<i>Backer Panel</i> |
| 4 | Spacers
Silver - Aluminum Mill Finish |



125 Samuel Barnet Boulevard
New Bedford, MA 02745
800.544.0961 | poyantsigns.com

Advisor360°

400 First Ave
Needham, MA

Project: 26182
Advisor 360

Sales: Gary McCoy
Date: 05.22.25
Designer: EB

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Revisions:



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Approved By:

Date:

Halo Lit Channel Letters

KOM Requested/Similar Sign: 17598.1B-R4

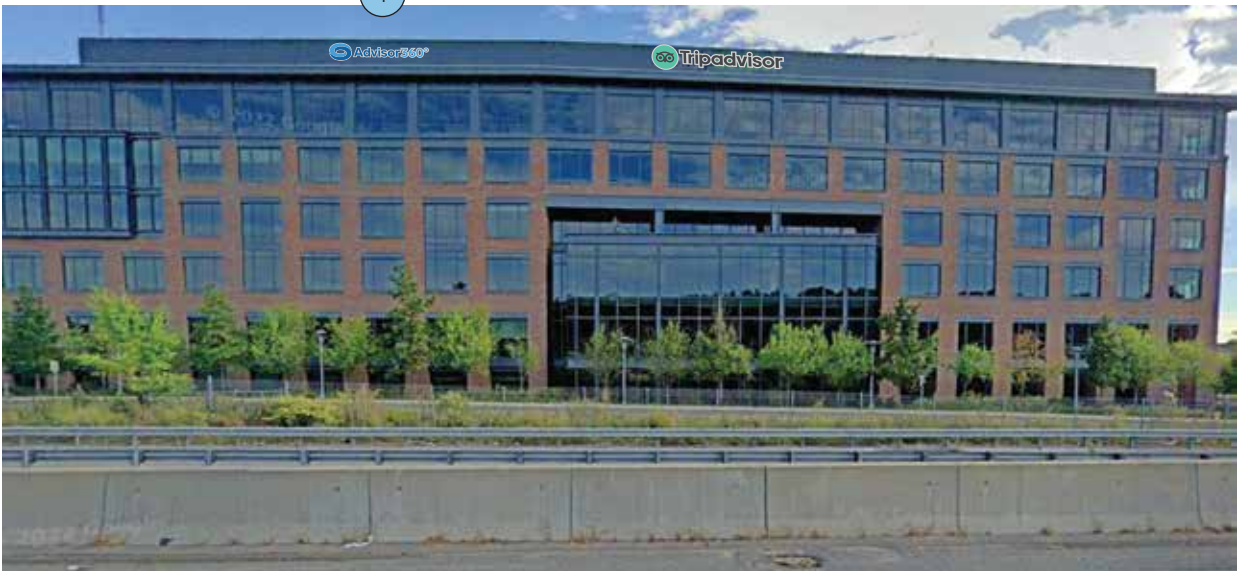
Option A

Sign Type 26182.1A

1A.1
1 of 3



A Photo Comp - Existing
Not to Scale



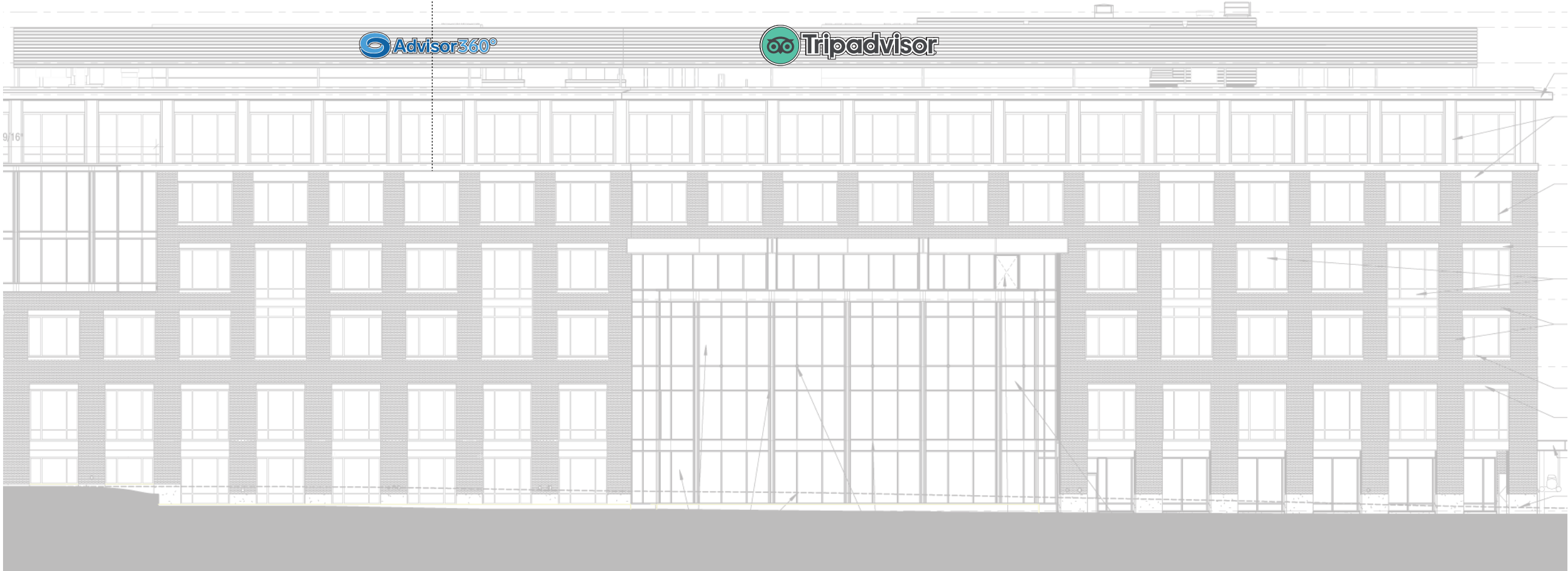
B Photo Comp - Proposed
Not to Scale

Center Within Glass



Advisor360°

Tripadvisor



C Elevation - 1st Avenue
Not to Scale



125 Samuel Barnet Boulevard
New Bedford, MA 02745
800.544.0961 | poyantsigns.com

Advisor360°

400 First Ave
Needham, MA

Project: 26182
Advisor 360

Sales: Gary McCoy
Date: 05.22.25
Designer: EB

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Revisions:

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Approved By:

Date:

Halo Lit Channel Letters
KOM Requested/Similar Sign: 17598.1B-R4

Option A



Design Review Board Meeting Minutes
Monday, June 23, 2025
7:30 p.m.

Board Members:

Mark Gluesing, Board Chair (P)
Steve Dornbusch, Board Member (P)
Susan Opton, Board Member (P)
Felix Zemel, Board Member (P)
Elisa Litchman, Administrative Specialist, Planning & Community Development (P)

Mark Gluesing, Chair, called the meeting to order on June 23, 2025, at 7:30 p.m. He reviewed the remote meeting procedures.

Applicants & Attendees:

1. Tom Taricano, FastSigns representing Ace of Diamonds
2. Anne-Marie Bajwa, President and CEO of the Charles River Center; Phil Crean, Project Manager, Planning Office of Urban Affairs; Jason Szymanski, TAT; Rebecca Bachand, RBLA Design LLC - Charles River Heights, 59 East Militia Heights Drive.

Agenda Item 1:

Tom Taricano, FastSigns representing Ace of Diamonds located at 6 Brook Road, Needham, MA, and applying for signage.

Tom Taricano, FastSigns, explained that Ace of Diamonds will be a softball training facility. He previously spoke with the Building Commissioner regarding a Special Permit and was told this application could move forward as presented without a Special Permit due to the quantity of signs proposed. The primary sign is an aluminum bar frame sign with vinyl graphics. The mounting clips will be galvanized, and all brackets will be on the sides and not showing. Both signs are proposed to be 96"x48" which will match the signs that were previously on the building. The secondary sign on the other side of the building will match the location of the existing sign on the building.

Mr. Dornbusch asked if the signs will be illuminated. Mr. Taricano stated that they are not internally illuminated. There is one existing overhead light above the sign.

Upon a motion duly made by Mr. Dornbusch and seconded by Ms. Opton, it was voted to approve the signs for Ace of Diamonds at 8 Brook Road., as submitted. Felix Zemel – aye; Susan Opton – aye; Mark Gluesing – aye; Steve Dornbusch – aye; Motion passed 4-0-0.

Agenda Item 2:

Informal Discussion with Philip Crean, Real Estate Project Manager for a Comprehensive Permit project under Chapter 40B to be located at Charles River Heights, 59 East Militia Heights Drive.

Chair Gluesing noted that this project will be reviewed by the ZBA for final approval and the Board can draft comments or recommendations to the ZBA. The group is appearing at this time for an informal review.

Anne-Marie Bajwa, President and CEO of the Charles River Center, explained that the proposal is for an affordable housing development, Charles River Heights. This is a mission-based inclusive supportive housing project. The mission of the Charles River Center is about community and being included in the community. Roughly half of the proposed units will be designated for the clientele of the Charles River Center and the other half of the units will be for the general community with various income abilities. The project will include a 50/50 integration for the people supported by the Charles River Center, providing them with intermittent flexible staff support. The project has been designed to be inclusive of the Needham community.

Phil Crean, Project Manager, Planning Office of Urban Affairs, explained that this project is a collaborative 40B, as it is a low income housing project. The approach has been collaborative with the Town. The project has had a CPA funding commitment from the Town approved by Town Meeting. The applicant met with the Planning Board last week and met with Town staff the week prior. The applicant will be submitting its project eligibility letter application to the Executive Office of Housing and Livable Communities in the next couple of weeks. That process will take about four months, including a comment period for all Town boards and Staff. The applicant anticipates receiving the project eligibility letter likely in mid-September. The applicant will then put together the comprehensive permit application and submit that to the ZBA in October. At some point, the applicant will be back to submit a more formal application to this Board.

Mr. Crean stated that the applicant is proposing 86 affordable units of housing; half of which will be set aside for the Charles River Center clientele and five units of those will be staffed. Those individuals will require approximately 30% of staff time and those units will also be handicap accessible. The applicant is proposing a 4,400 s.f. community room which will be open to members of the community, community groups, and the Town. There are existing walking trails nearby and the applicant would like to connect those trails to the site. The applicant is proposing four buildings, including one three story building which will house the majority of the units, and three single story structures. The plan shows 61 parking spaces, at a 1:1 ratio for the affordable units. The applicant is also discussing a potential partnership with North Hill regarding a shuttle service. All four buildings will be designed to achieve passive house standards.

Jason Szymanski, TAT, reviewed the proposed site plan. The main entrances will be off East Militia Drive, including an oval shaped turn around space providing drop off space and visitor parking. Vehicular circulation moves around to the rear of building. The three one story buildings will each contain studio apartment units and a shared common living space. The shared units will have their own private bathroom and kitchen space. The community room building will also contain a lobby space, the mail and package management office, and a small lounge space providing access to the courtyard beyond it. The ground floor of the three story building has a lot of fenestration with the community room being the focal point of the drive as one enters the site. The one story buildings are clad with the combination of shake siding and standing seam metal. The three story building will use similar materials from the one story buildings in slightly different ways but with the same palette of materials. There is screening for the HVAC systems proposed on the roof of the building.

Rebecca Bachand, RBLA Design LLC, stated that the proposal includes tree-lined entry streets while maintaining as many existing trees as possible. The perimeter of the site is currently heavily wooded and some retaining walls will be added to try to maximize the tree retention along the edges. There are some invasive plant species on the site and the proposal will include revegetation with native species. The plan shows the line of Conservation Commission jurisdiction and the limit of work in that area includes grading and revegetation with some additional plantings for screening. The intention is to use native, drought tolerant, low maintenance plant species. Foundation plantings will be included along the buildings, including screening for seating areas. There is an existing mix of lighting on the site, and she reviewed some proposed sconces. All lighting will be dark sky compliant.

Mr. Zemel stated that he is in full support of the concept.

Mr. Dornbusch stated that he is supportive of the project in hopes of helping the housing crisis.

Ms. Opton asked about the potential proposed outdoor programming and where it may occur on the site. Ms. Bachand stated that most formal programming will occur in the larger courtyard, but there can also be passive recreation around the perimeter of the site.

Chair Gluesing complimented the proposed building designs, especially reading as residential buildings upon entering the site. He also likes the proposed material mix and colors. Having the community center be more daylit with additional glazing will be helpful and a nice addition to the site. He stated that the Board appreciates the proposed planting plan thus far. Defining the areas of proposed lawn will be helpful, along with different types of landscape edge areas than lawn. He suggested that the lighting around the site should be low-level, and pedestrian scaled in order to be a good neighbor. He suggested that community gardens may be nice to include on the site.

Mr. Zemel recommended reaching out to the co-chairs of the Committee on Disability to discuss this project.

REVIEW

Minutes of 6/2/2025 minutes

Upon a motion duly made by Mr. Dornbusch and seconded by Ms. Opton, it was voted to approve the meeting minutes of June 2, 2025. Felix Zemel – aye; Susan Opton – aye; Mark Gluesing – aye; Steve Dornbusch – aye; Motion passed 4-0-0.

Upon a motion duly made by Mr. Dornbusch and seconded by Ms. Opton, it was voted to adjourn at 8:20 p.m. Felix Zemel – aye; Susan Opton – aye; Mark Gluesing – aye; Steve Dornbusch – aye; Motion passed 4-0-0.

Next Public Meeting – July 14, 2025, at 7:30pm via Zoom Webinar