



Design Review Board Meeting Minutes
Monday, July 19, 2021
7:30 PM

Board Members:

Mark Gluesing, Chair (P)
Nelson Hammer, Board Member (P)
Len Karan, Board Member (P)
Deborah Robinson, Board Member (P)
Steve Tanner, Board Member (P)
Rana Mana-Doerfer, DRB Recording Secretary (P)
Elisa Litchman, Administrative Assistant, Planning & Community Development (P)

Applicants & Attendees:

1. (Continued) Special permit application for signage by Boston Properties located at 140 Kendrick Street.

Ellese Lunde, Project Manager for Boston Properties
2. Scott Henderson, Henderson Consulting Services representing the owner Flavia Montanari and applying for a review of a retaining wall at 83 Rolling Lane.
 - Scott Henderson, Henderson Consulting Services, President
 - Flavia Montanari, Property owner
 - John Giusto, Giusto Landscaping

Mr. Chair called the meeting to order on July 19, 2021, at 7:30 PM EST.

Mr. Chair notified attendees of new public meeting orders issued by the governor of Massachusetts.

Agenda Item 1:

Public hearing Boston Properties located at 140 Kendrick Street applying for special permit for wayfinding signs. – Ellesse S. Lunde

Ms. Lunde, Project Manager for Boston Properties came before the Board to review the monument sign, & the campus wayfinding signage.

Mr. Chair asked Ms. Lunde to clarify which signs exactly they are seeking approval for and how many are there as the submitted documents were confusing.

Ms. Lunde said that they are looking to install 6 wayfinding signs (C1 Primary Directional G.17) and (C2 Secondary Directional G.20). The C1 sign is approximately 6 ft. tall with a 2-foot aluminum base and a painted aluminum cabinet on top. The wayfinding signs depict painted arrows, the wording on the signs varies depending on their location across the campus. They are looking to install one sign near the staff parking lot near Cutler park, and another side on the opposite side of the building across from the pavilion.

The C2 signs are 3 ft. by 3 ft. signs of similar design and construct to the C1 signs. Boston Properties would like to install 4 of these smaller signs at various locations within the campus. The signs will also have painted arrows and the wording will vary depending on the location of the sign.

Finally, Boston Properties would like to install two tenant entry signs which are to be mounted onto a veneered stone wall. The signs will have ¼ inch push thru acrylic letters, with surface applied vinyl. The signs will be internally illuminated.

Ms. Robinson asked why the signs are taller than the allowed by right. Ms. Lunde said the signs contain a bit more items because their campus is large, and they have three buildings which will most likely all be multi-tenanted. Ms. Robinson said she has no problem with the look of the signs, she does feel they are big.

Mr. Tanner asked if the panels are separate or sitting on the same plane. Ms. Lunde said that they are all on the same plane.

Mr. Hammer said he finds the signs a little bit too big, and the lettering could be smaller. Mr. Hammer asked what the foundation material will be and if it is concrete how deep it will be. Ms. Lunde said it will be a concrete foundation and anchored with anchor bolts. She does not have the information on the foundation size until it goes into fabrication.

Mr. Chair said he finds the smaller signs (C2) useful for a complex like this. However, he finds the C1 signs to be too big. The Board deliberated on the sizing they would propose.

Mr. Chair asked Ms. Lunde to describe the lettering on the two tenant entry signs. Ms. Lunde said they are just channel letter, with aluminum sides and returns, and acrylic face-lit.

Mr. Tanner said he is concerned about how the plastic face is attached to the channel on the large letter. He recommends not using a plastic trim to the plastic face. He would recommend a metal trim instead.

Mr. Hammer said he had concerns about how the sign is to be connected to the existing stone wall. Ms. Lunde said it is an existing concrete wall with a stone veneer face, so it will be anchored and bolted to the concrete wall.

Motion to approve the large site sign DRB markup sign 1 with the conditions that the upper sign portion with the graphics be five feet high, and that the base be reduced to nine inches by Mr. Hammer

Motion seconded by Mr. Karan.

Name	Aye	Nay
Mark Gluesing	Aye	
Nelson Hammer	Aye	
Len Karan	Aye	
Deborah Robinson	Aye	
Steve Robinson	Aye	

Motion to approve the smaller wayfinding/directional signs of 4.5 square feet (of which there are four) DRB markup sign 2 with the condition that the base be reduced to nine inches by Mr. Hammer.

Motion seconded by Mr. Karan.

Name	Aye	Nay
Mark Gluesing	Aye	
Nelson Hammer	Aye	
Len Karan	Aye	
Deborah Robinson	Aye	
Steve Robinson	Aye	

Motion to approve the building C signage DRB sign markup 3 with the condition that the 'C' letter is reduced to 2 foot 10 inches in height by Mr. Hammer.

Motion seconded by Mr. Karan. The Board also asked the applicant, Ellesse Lunde, to submit when available, additional information when the shop drawing regarding the stone wall sign and its construction. Then the Board can review and decide whether Boston Properties needs to return to a DRB meeting to discuss further.

Name	Aye	Nay
Mark Gluesing	Aye	
Nelson Hammer	Aye	
Len Karan	Aye	
Deborah Robinson	Aye	
Steve Robinson	Aye	

Motion to approve the building A sign DRB markup sign 4 with the condition that the overall aluminum cabinet be reduced to two-foot one inch high by Mr. Hammer.

Motion seconded by Mr. Karan.

Name	Aye	Nay
Mark Gluesing	Aye	
Nelson Hammer	Aye	
Len Karan	Aye	
Deborah Robinson	Aye	
Steve Robinson	Aye	

Agenda Item 2:

Retaining Wall Review at 83 Rolling Lane. -Scott Henderson

Mr. Scott Henderson of Henderson Consulting is the Project & Civil Engineer for this project.

Mr. Henderson is applying for a retaining wall to be erected in the rear yard of the house. There is a 21-foot drop at a slope of one and a half to one. The intent is to construct a couple of terraces behind the house, below an existing deck. The main patio terrace has a proposed inground pool which is still 17' above the existing grade at the back of the site. The first retaining wall steps down about 5'-6', the next wall is about 10'. Grading and fill are proposed in the backyard along with the retaining wall work. The house backs up onto wetlands and intermittent stream so there is a 50-foot buffer zone within which they cannot construct any structures. The applicant has submitted an application to the Conservation Commission and after the DRB reviews this application it will be submitted with an application to the Zoning Board of Appeals per the regulations that the wall exceeds 4' high. The terraced walls are further apart than they are wide and are reviewed as separate walls. Looking at the right-hand property line for about a stretch of about 28' horizontally long there are two retaining walls that exceed the 4' height. The visibility of the walls is only viewed by the property owner; nothing is visible to others due to vegetation screening and distance to abutters. The material proposed is the Diamond Pro Stone Cut Retaining Wall, with a dark color similar to fieldstone so that it blends into the landscape.

Mr. Karan asked what they are doing for capping. Mr. Henderson said he does not know what the actual material will be, but it will be a nice material. The Chair noted that the submission included product data and that the retaining wall supplier info has a wall cap that matches the wall material. The Chair also explained that a memo from the DRB will be sent to the Zoning Board of Appeals with their approval of this submittal.

Motion to approve the retaining wall as submitted by Mr. Karan.

Motion seconded by Mr. Tanner.

Name	Aye	Nay
Mark Gluesing	Aye	

Nelson Hammer	Aye
Len Karan	Aye
Deborah Robinson	Aye
Steve Robinson	Aye

Minutes:

Minutes will be reviewed and voted on during the August 9th meeting.

Motion to Adjourn:

Motion to adjourn the Design Review Board meeting by Mr. Hammer.

Motion was seconded by Mr. Karan.

Meeting adjourned at 8:43 PM.

Name	Aye	Nay
Mark Gluesing	Aye	
Nelson Hammer	Aye	
Len Karan	Aye	
Deborah Robinson	Aye	
Steve Robinson	Aye	

Future Meetings:

August 9, 2021	Via Zoom
August 30, 2021	Via Zoom
September 13, 2021	Via Zoom
October 4, 2021	Via Zoom
October 25, 2021	Via Zoom
November 15, 2021	Via Zoom
December 6, 2021	Via Zoom
December 20, 2021	Via Zoom