Design Review Board Meeting Minutes
Monday, August 8, 2022
7:30 PM

Board Members:

Mark Gluesing, Board Chair (P)
Bob Dermody, Board Member (P)
Chad Reilly, Board Member (P)
Steve Tanner, Board Member (P)
Rana Mana-Doerfer, DRB Recording Secretary (P)
Elisa Litchman, Administrative Specialist, Planning & Community Development (P)

Applicants & Attendees:

1. Continued Peter Fallon, Fallon Custom Homes located at 171 Reservoir Street and applying for signage and lighting.
2. Rick Feldman, Feldman Development Partners, informal discussion regarding One First Avenue proposal.
    - Jamie McManus, Owner
    - Aksel Solberg, Architect from Harrison French and Associates.
3. Peter Zahka, Attorney representing Needham Bank located at 1063 Great Plain Avenue and applying for site plan review.
    - Nick Kondek, Project Engineer at Highpoint Engineering Inc.
    - Jim White, Chief Administration Officer, Needham Bank
    - Ron Quicquaro, Principal, Studio Q Architecture

Mr. Chair called the meeting to order on August 8, 2022, at 7:30 PM EST.

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

Agenda Item 1:

***Continued* Fallon Custom Homes located at 171 Reservoir Street and applying for signage and lighting. -** Peter Fallon

Mr. Fallon came back before the Board after his appearance during the July 25th meeting.

Mr. Fallon is applying for signage to be installed at the rear of the building. Mr. Reilly gave the Board Chair and members an overview of Mr. Fallon's application and what was discussed at the 7/25 meeting as Mr. Reilly Chaired that meeting.

Mr. Chair said when he first viewed the application, it appeared to be a roof sign because of its height and mounting location. Roof signs are not allowed per the bylaw. Mr. Chair spoke with Mr. Roche the Needham Building Commissioner, who said he would be willing to accept the sign if most of the sign was on the wall and a portion of it was above the roof edge.

Mr. Reilly said the wording looks a bit crowded on the sign, he suggested reducing the lettering.

Mr. Tanner said the sign is 120 square feet, it should be reduced to 100 square feet. He is also interested in seeing the framing that is going to hold the sheets of aluminum. He believes the framing to hold the sign needs to be assessed by an engineer, not a sign company.

Mr. Chair concurred and said he is worried this is not a viable installation as currently proposed.

Mr. Fallon said his hope was to have an agreement from the Board on the sign itself so he can move forward with it, and the structural aspect of the design would be part of his application to the Building Department.

Mr. Chair said the Board likes to see all aspects of the sign including the installation process and materials.

Mr. Dermody concurred with his colleagues regarding the brackets and the installation structure. He finds the sign itself acceptable, but it should be reduced. He is glad to hear the metal frame that sticks out is going to be wire brushed and repainted, he wanted to know what color it will be. He would like the brackets to be hidden by the sign.

Mr. Chair said he finds the colors of the sign are fine. The sign material is acceptable. He would like to reduce the lettering by 5% or so. The bigger issue is lowering the signage because the sign as it currently is proposed is a roof sign, which the Building Commissioner will not approve.

Mr. Fallon said he has no problem with the suggestions from the Board, and he intends to bring in a structural engineer to certify the installation of the sign.

Mr. Chair asked if the sign will still fit between the two windows if the sign was lowered down. Mr. Fallon said the new sign will cover more of the bracket, as the old sign is narrower. Mr. Chair wanted to impress upon Mr. Fallon that the current/old sign was never properly permitted and grandfathering is not allowed, and as far as the Board is concerned the old sign does not exist.

The Board members along with Mr. Fallon discussed the sign, its positioning and its sizing.

Mr. Dermody stated that the Board needs to be consistent with the Bylaw.

Mr. Tanner said that if the sign is to be an oval shape within 100 square feet allowed it needs to be 13.5’ x 7.2’.

Motion to approve the sign with the conditions that the sign is lowered so that top of the lettering aligns with the roof, confirm that the sign does not cover the windows at the new lower position, remove all extra substructure support from previous structure that is not used to support the new sign, and reduce the size to 100 square feet when a rectangle is drawn around the sign, confirm the sign framework from a sign manufacturer, and have the lighting redesigned by the sign manufacturer, by Mr. Dermody.

Motion seconded by Mr. Tanner.

Mark Gluesing	Aye
Bob Dermody	Aye
Chad Reilly	Aye
Steve Tanner	Aye

Agenda Item 2:

Feldman Development Partners, informal discussion regarding One First Avenue proposal.
- Rick Feldman

Mr. Feldman came before the Board for an informal discussion regarding One First Avenue.

They are looking to make an improvement to the site which is tight lot. The applicant has met with Planning Department staff, along with the Building and Engineering Department to get feedback on the site.

They are looking to develop the site to become a retail space. No new tenants have been selected yet.

Mr. Solberg presented the proposed project. They want to use this site as an opportunity with a new gateway into the area. They drew inspiration from nearby existing buildings and the use of masonry veneer, wood plank cladding, and some horizontal corrugated metal, as well as glass store fronts. Mr. Solberg went through the slide deck which included a floor plan of the space, they intend to have three retail spots.

Mr. Dermody asked what are the setbacks. Additionally, Mr. Dermody asked how are the businesses going to function from a back-of-the-house standpoint in terms of dumpsters, trash removal, deliveries, etc.

Mr. Solberg said they have been made aware of the setback requirements and plan to bring it up with the Planning Board. The Highland Ave side of the site is technically the back of the house for the site, and they intend to provide a sidewalk and a path which leads to a back corner of the site and that is where trash and dumpsters would be located.

Mr. Chair let the applicants know that when they come back before the Board for another review it would be prudent to include information on trash and dumpster enclosures.

Mr. Reilly discussed the façade and suggested that lighter colors might be more appealing to a bank, and darker colors maybe more appealing to a retailer.

Mr. Chair reminded the applicants of their options for signage and suggested to adjust the renderings to meet signage bylaws.

Agenda Item 3:

Highpoint Engineering Inc. representing Needham Bank located at 1063 Great Plain Avenue and applying for site plan review. - Peter Zahka, Attorney

Mr. Peter Zahka the attorney representing Needham Bank presented to the Board the site plan. Needham Bank is modernizing their location at Great Plain Ave.

The bank would like to convert an existing mezzanine are of about 1,365 square feet inside the existing building to executive office, and that will help free up some space within the bank for other private areas for clients.

The site currently has an existing drive-up ATM, they would like to replace that with a drive-up teller building with a drive-up ATM. The applicant presented to the Board the site changes which includes demolition of the existing ATM area and constructing a free-standing drive-up teller building with a double lane drive-up ATM and a canopy over 1+ lanes (and the ATM). The detail to the canopy was also added to the detail of the overall mass. There is a combination of brick and pre-cast with white trim, rusticated base and all intended to be part of this new design and give it more character.

Mr. Reilly thought the building is handsome. The size and functionality are tricky, and they did a good job designing it.

Signage will need to be reviewed separately and consider graphic vs sign. He thought the branding on the east elevation is a bit big, so that might be reduced.

Mr. Dermody concurred with Mr. Reilly. Mr. Dermody asked if the applicant considered a pitched roof. The applicants did consider a pitched roof, but it would not have worked well with the existing architecture.

Mr. Chair asked how the lighting is going to work. The applicant said the majority of the lighting is down lighting. the lighting will be localized to the building, and the sconces are low level accent lighting, and the parking lot existing lighting will be relocated to where it is today.

Mr. Chair asked for clarification on the planting plan, as there were two different documents depicting different plantings. The applicant says the document is just to establish the intent.

The Chair let the applicants know he will write a memo to the Planning Board with the Board's comments.

Minutes:

Motion to approve the minutes of June 6th, 2022 by Mr. Tanner.

Motion seconded by Mr. Reilly.

Mark Gluesing	Aye
Robert Dermody	Abs.
Chad Reilly	Aye
Steve Tanner	Aye

Motion to Adjourn:

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

Motion was seconded by Mr. Tanner.

Meeting adjourned at 8:40 PM.

Mark Gluesing	Aye
Robert Dermody	Aye.
Chad Reilly	Aye
Steve Tanner	Aye

Future Meetings:

September 12, 2022	Via Zoom
October 3, 2022	Via Zoom
October 17, 2022	Via Zoom
November 7, 2022	Via Zoom
December 5, 2022	Via Zoom
December 19, 2022	Via Zoom