

**City of Concord, New Hampshire
Architectural Design Review Committee
October 4, 2022 Minutes - DRAFT**

The Architectural Design Review Committee (ADRC) held its regular monthly meeting on October 6, 2022 in City Council Chambers, in the Municipal Complex, at 37 Green Street.

Attendees: Co-Chair Jay Doherty, Members Margaret Tomas, Timothy Thompson, and Ron King.

Absent: Co-Chair Elizabeth Durfee Hengen, Zarron Simonis, and Claude Gentilhomme.

Staff: Heather Shank, City Planner
Lisa Fellows-Weaver, Administrative Specialist
Bob Nadeau, Code Inspector

Call to Order

The meeting was called to order by Co-Chair Doherty at 8:35 a.m.

Approval of Minutes

Mr. Thompson moved to approve the minutes of September 6, 2022, as submitted. Mr. King seconded the motion. The motion passed unanimously.

Sign Applications

3. Justin Stephens requests ADR approval for installation of a 16 sf externally illuminated freestanding sign at 61 Bog Road in the Open Space Residential (RO) District.

Eric Stephens represented the application.

Mr. Stephens stated that the Barn at Bull Meadow is planning to add an additional sign on the opposite side of driveway. The sign will be identical to the existing sign. In addition, they are updating their logo which will also be updated on the existing sign.

Mr. Thompson asked about lighting. Mr. Stephens replied that there will be lighting. Mr. Thompson noted that it should be external, downcast lighting. Mr. Stephens replied it would be and would also be solar. He noted that the existing stonewall is not a part of the sign; however, they do plan to add the same stonewall to the opposite side of the driveway.

Mr. Thompson made a motion, seconded by Mr. King, to recommend approval of the sign, as submitted.

The motion passed unanimously.

4. PRM Holdings requests ADR approval for installation of a 15 sf non-illuminated window sign and 3 sf non-illuminated wall sign at 41 N. Main Street in the Central Business Performance (CBP) District.

No one was present to represent the application.

Mr. Nadeau explained the proposal, which is for a wall sign and window sign.

Ms. Tomas noted that the white background of the wall sign should be opaque.

Mr. Thompson made a motion, seconded by Mr. King, to recommend approval of the signs, as submitted, with the recommendation that the white background of the wall sign be opaque.

Mr. Doherty stated that the logo in the window sign appears to be small in size and it looks odd. Mr. Nadeau stated that their logo is long and narrow and the space is rather long as well.

Ms. Tomas suggested that the logo in the window sign be made larger.

Mr. Thompson amended the motion, seconded by Ms. Tomas, to recommend the approval of the wall sign, as submitted, with the recommendation that the white background of the wall sign be opaque.

The motion passed unanimously.

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Mr. Thompson made a motion, seconded by Mr. King, to recommend the approval of the window sign, as submitted, with the recommendation that the applicant work with the space and try to enlarge their logo and name of company, if possible.

The motion passed unanimously.

5. Aranosian Oil, DBA, Aranco, requests ADR approval for installation of an 18 sf non-illuminated canopy sign, an 18 sf internally illuminated canopy sign, and replacement of a 189 sf internally illuminated panel on an existing freestanding sign at 15 Manchester Street in the General commercial (GC) District.

Fred Pineault of NH Signs represented the application.

Mr. Pineault explained that the application is due to a rebranding of Sunoco. The proposal is for the canopy and a panel within the freestanding sign. He stated that the new design is illuminating the racing image. The background of the freestanding sign is changing.

Ms. Tomas noted that the sign will not be as colorful as it is changing to a straight blue.

Mr. Thompson made a motion, seconded by Mr. King, to recommend the approval of the signs, as submitted, with the recommendation that the freestanding sign be opaque in its entirety.

The motion passed unanimously.

6. Rob O'Brien requests ADR approval for installation of an 11 sf non-illuminated wall sign at 8 N. Main Street in the Central Business Performance (CBP) District.

Rob O'Brien represented the application.

Mr. O'Brien stated that they are changing the sign request; requesting to reduce the sign from 11 sf to 4 sf. Mr. Nadeau stated that the business is on the second floor and they are limited to only 4 sf. A brief discussion was held regarding the design. Mr. O'Brien noted that he preferred the design on the existing temporary sign and would prefer that to be the permanent sign. The Committee had no objections.

Mr. Thompson made a motion, seconded by Mr. King, to recommend the approval of the sign design at a compliance of 4 sf with no background. Updated renderings to be provided to Staff, prior to the Planning Board meeting.

The motion passed unanimously.

7. Devine Millet requests ADR approval for installation of a 4 sf non-illuminated wall sign at 64 N. Main Street in the Central Business Performance (CBP) District.

No one was present to represent the application.

Mr. Nadeau stated that this is a second floor business and the signage is limited to 4 sf.

Mr. Doherty noted that there is a lot of open, white space.

Mr. Thompson made a motion, seconded by Mr. King, to recommend the approval of the sign, as submitted.

The motion passed unanimously.

Building Permits in Performance Districts

8. Scott Thomas, on behalf of CP Concord, LLC, requests ADR approval for façade changes at 310 Loudon Road in the Gateway Performance (GWP) District. (2022-62)

No one was present to represent the application.

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Ms. Shank stated that the signs were previously presented to the Committee and recommended for approval, but not approved by the Planning Board since ADR approval is also required for the façade changes, which were not shown at the time.

Mr. Doherty noted that they are proposing to switching from block to EIFS.

Mr. Thompson stated that he does not care for the positioning of the LL Flooring sign as it is proposed to be centered along the two doors, not on the building.

Ms. Tomas noted that the applicant did not provide enough information to determine what was being proposed, including elevations from multiple sides demonstrating building profiles, materials, and colors.

Mr. Thompson made a motion, second by Ms. Tomas, to recommend that the application be tabled until additional information can be provided.

The motion passed unanimously.

9. Keith Wuest requests ADR approval to construct a residential carport at 262 Sheep Davis Road in the Gateway Performance (GWP) District. (2022-64)

No one was present to represent the application.

Ms. Shank stated that the application is before the Committee because a building permit is required for the carport. The proposal is to replace the existing carport with something stronger.

Mr. King made a motion, seconded by Mr. Thompson, to recommend the approval of the carport, as submitted.

The motion passed unanimously.

Site Plans

10. Granite State Credit Union requests ADR approval as part of a Major Site Plan approval for expansion of a parking lot, including the addition of four drive through teller lanes at 311 Sheep Davis Road in the Gateway Performance (GWP) District. (2022-58)

Morgan Dunson of Nobis Group represented the application along with Loren Whitka.

Ms. Dunson gave an overview of the proposal, which consists of adding four ITM's, Interactive Teller Machines. No changes are proposed to the building or the three existing ATM machines. In addition, they are proposing the three approaching lanes. The circulation plan and elevations were reviewed. The proposed list of materials for the new building was reviewed, which includes adding brick colors and carrying over the existing materials and colors. Signage will be address under separate application.

Ms. Tomas stated that it is a nice building and relates well to the existing building.

Mr. Thompson made a motion, seconded by Ms. Tomas, to recommend ADR approval for the credit union, as submitted.

The motion passed unanimously.

Other

Ms. Shank stated that this would be Ms. Weaver's last meeting with the Committee. Members thanked her for her work on the Committee and work with the City.

Adjournment

Mr. Thompson made a motion to adjourn at 9:25 a.m. Mr. King seconded. The motion passed unanimously.

Respectfully submitted,

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Lisa Fellows-Weaver Administrative Specialist