

**City of Concord, New Hampshire**  
**Architectural Design Review Committee**  
**February 6, 2024 Minutes**

The Architectural Design Review Committee (ADRC) held its regular monthly meeting on February 6, 2024 in Council Chambers, at 37 Green Street.

Attendees: Co-Chair Jay Doherty, Co-Chair Elizabeth Durfee Hengen, Members Douglas Proctor, Zarron Simonis, and Alternate Member Amanda Savage

Absent: Ron King and Claude Gentilhomme

Staff: Alec Bass, Senior Planner  
Krista Tremblay, Administrative Specialist II  
Brian Tremblay, Code Inspector

### **Call to Order**

1. Co-Chair Doherty called the meeting to order at 8:31 a.m.

### **Approval of Minutes**

2. On a motion made by Co-Chair Hengen, seconded by Mr. Simonis, the committee voted to approve the minutes from the January 2, 2024 meeting. All in favor. The motion passed. Alternate member Ms. Savage recused from voting.

### **Sign Applications**

3. Advantage Signs, on behalf of Tynan Flanagan, requests ADR approval for a new 31.33 sf non illuminated free standing sign at 315 South Main Street in the Urban Transitional (UT) District.

Josh Messinger is present for this application. He stated there was a problem with the city that it was not filed properly. There was a misunderstanding on the size or something but it has since received the proper variance.

Co-Chair Hengen asked what the variance is for?

Mr. Messinger stated the variance was for the size of the sign. It was 30 square feet when 12 square feet was allowed. He noted the sign before was existing as well.

Co-Chair Doherty made a motion to approve as submitted. Co-Chair Hengen seconded.  
Discussion.

Mr. Simonis asked about the sign stating it is not illuminated and asked if there is an external light underneath of the sign?

Mr. Messinger stated he does not think it works.

Doherty asked for clarification that the sign is not illuminated per the application?

Mr. Bass clarified the current motion is to approve as submitted with the understanding the sign is not illuminated.

All in favor. The motion passed unanimously.

4. Advantage Signs, on behalf of Concord Auto Spa, requests ADR approval for a new 44 sf internally illuminated wall sign at 16 Water Street in the Gateway Performance (GWP) District.

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Josh Messinger presented the application. He stated this is a replacement of an existing sign cabinet and they want to put up channel letters on a raceway. There will be lexan face with LED's per the drawing. It is an upgrade to what they have.

Co-Chair Hengen moved to approve as submitted. Mr. Simonis seconded. All in favor. The motion passed unanimously.

5. Advantage Signs, on behalf of Thrive Survivor Support Center, requests ADR approval for a new 5.04 sf non illuminated free standing sign and a new 4.75 sf non illuminated window sign at 27 Warren Street in the Civic Performance (CVP) District.

Josh Messinger presented the application. He stated this building is the old Warren Street Architects. The customer is asking to put a sign in front of the property and some vinyl lettering above the door. He noted it is a pretty basic sign with about three-quarter inch MDL.

Co-Chair Hengen asked if there is a variance involved here?

Mr. Messinger stated no.

Co-Chair Hengen made a motion to approve as submitted. Mr. Simonis seconded. All in favor. The motion passed unanimously.

6. Green Bear Signs, on behalf of She's A Lady, requests ADR approval for a new 20 sf internally illuminated blade sign and a new 31 sf internally illuminated wall sign at 36 North Main Street in the Central Business Performance (CBP) District.

Anne Trudel presented the application.

Co-Chair Doherty stated one of the things we see with a totally white sign like this is we recommend or stipulate that the background have an opaque layer on it. So, in the evening just the letters or just a halo around the letters and graphics glow instead of the whole white piece glowing in this form or the other form as they both look like they are internally illuminated.

Mr. Proctor stated you could invert it and go with black background with white lettering.

Ms. Trudel stated she did not want to do that and keep as it is.

Co-Chair Doherty stated it is to the point and readable.

Co-Chair Hengen asked if re-using existing sign?

Ms. Trudel stated correct and a new façade.

Co-Chair Hengen made a motion, seconded by Ms. Savage, to approve as submitted with stipulation an opaque background be placed on each sign so at night just the letters and the graphics are illuminated.

Discussion.

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Ms. Trudel asked just to be clear it will be an opaque white?

Co-Chair Doherty stated during the day it will look exactly like this and in the evening either you have a halo around each letter to glow or the letters themselves will glow.

All in favor. The motion passed unanimously.

7. Baked Café, requests ADR approval for an existing 28.5 sf internally illuminated pylon sign at 249 Sheep Davis Road in the Gateway Performance (GWP) District.

No one present to represent this application.

Co-Chair Hengen asked if this is an existing sign?

Mr. Bass stated this is an existing sign that was not permitted.

Mr. Simonis made a motion, seconded by Mr. Proctor to approve as submitted. All in favor. The motion passed unanimously.

8. Signarama of Concord, on behalf of Common Wealth Financial Group, requests ADR approval for a new 2.22 sf non illuminated wall sign at 261 Sheep Davis Road in the Gateway Performance (GWP) District.

No one present to represent this application.

Co-Chair Hengen made a motion to approve as submitted the suggestion that the bottom line is omitted as it is not identifying the location of the business. Ms. Savage seconded. All in favor. The motion passed unanimously.

9. Tenisha Williams, on behalf of B. Good, requests ADR approval for an existing 20.5 sf internally illuminated wall sign at 10 Fort Eddy Road in the Gateway Performance (GWP) District.

No one present to represent this application.

Mr. Simonis asked if this is another existing sign that is not permitted.

Mr. Tremblay stated yes.

Mr. Simonis made a motion to approve as submitted. Mr. Proctor seconded. All in favor. The motion passed unanimously.

10. The Paper Store requests ADR approval for a new 163 sf internally illuminated wall sign at 68 Fort Eddy in the Gateway Performance (GWP) District.

No one present for this application.

Co-Chair Doherty asked about the size of the sign.

Mr. Tremblay stated it is a large sign. However, they have the frontage for the sign.

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Mr. Simonis stated it says it will be internally illuminated but it looks like there is external lights above it.

Co-Chair Hengen made a motion to approve as submitted with the understanding the external lights depicted on the first rendering are not a part of the application and that it is internally lit per the written part of the application. Mr. Simonis seconded.

Discussion

Mr. Tremblay stated it is back face LEDs. So, maybe they had put those intending to do external lighting but are not moving forward with it. The last page of the diagram does show they are internally lit.

Co-Chair Doherty asked with the lights missing is the sign located too low?

Mr. Proctor asked if these are independent letters?

Mr. Simonis stated based on the construction detail they are independent letters.

Co-Chair Hengen made an amendment to her motion to add the stipulation that the letters be shifted upward to be centered vertically within the sign band. Mr. Simonis seconded. With no further discussion all in favor. The motion passed unanimously.

11. Art Studio Sign & Neon, on behalf of Bellavii Beauty Lounge, requests ADR approval for a new 63.92 sf internally illuminated wall sign at 80 Storrs Street in the Opportunity Corridor Performance (OCP) District.

Mary Duoney presented the application. They are proposing a new sign with individual channel letters internally illuminated with white LED 26 inches tall by 354 inches wide.

Co-Chair Doherty asked what was previously in this space?

Ms. Duoney thinks it was Title Boxing.

Mr. Simonis made motion to approve as submitted. Mr. Proctor seconded. All in favor. The motion passed unanimously.

12. Sign Source, on behalf of Craft Market, requests ADR approval to replace an existing non-conforming sign with a new 33.1 sf internally illuminated wall sign at 75 Fort Eddy in the Gateway Performance (GWP) District.

No one present for this application.

Mr. Tremblay stated this was previously approved and upon final sign inspection it was found the sign was too big for the amount frontage they had. Also, the sign was placed on a base when they originally said it was going to be on the façade. So, it changed the look of the sign completely.

Co-Chair Hengen made a motion to approve as submitted. Mr. Simonis seconded. All in favor. The motion passed unanimously.

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13. NEOPCO Signs, on behalf of Keeling Wealth, requests ADR approval for a new 19 sf internally illuminated wall sign at 6 Dixon Ave in the Central Business Performance (CBP) District.

Glen Schadlick presented the application. Mr. Schadlick stated this is in the alley way behind the Concord Antiques Store. It is not visible from Storrs Street. You will only see it when you make the turn onto Dixon Ave. It is stainless steel letters, halo lit so just the background wash on it. All of the letters are about two inches thick. It is raised off the background. The background supports all the wiring and the power supplies.

Mr. Simonis asked if the logo is raised off the inlet behind?

Mr. Schadlick stated yes.

Co-Chair Doherty appreciates the night view it is helpful for ADR to see.

Mr. Simonis made a motion to approve as submitted. Mr. Proctor seconded. All in favor. The motion passed unanimously.

14. NEOPCO Signs, on behalf of Bookend Lending, requests ADR approval for a new 4 sf non illuminated double sided sign at 19 Washington Street in the Civic Performance (CVP) District.

Glen Schadlick presented the application.

Co-Chair Hengen stated the website is not needed and it makes it difficult to read.

Mr. Schadlick stated he is aware ADR does not like websites and phone numbers. He noted this to his clients. His clients feel it is important as the website is easy to remember and because they are a start up company. The client feels strongly they want the web address on the sign. He cannot make the lettering any larger on the top sign so clearly there is enough room and it is not crowded to have the website on the bottom.

Mr. Simonis stated the only people that are going to see this are people walking up to their door and go into their office.

Mr. Schadlick stated he appreciated ADR's recommendations but if they have to pull for consent they will go before the Planning Board to have approved as submitted.

Co-Chair Doherty asked about the colors are matching the other one?

Mr. Schadlick stated they will use the same paint color and color combo as the existing signs that are there now, though the existing colors are sun faded.

Co-Chair Doherty asked if there is relief between the border?

Mr. Schadlick stated yes, there is an engraved relief around it. He noted the back shadow that you see behind the lettering is just vinyl.

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Co-Chair Hengen made a motion, seconded by Ms. Savage, to approve as submitted with the stipulation that the web address be removed and the Bookend Lending be centered within the space of the sign.

Discussion:

Mr. Schadlick asked for clarification as to what a stipulation is, when learning if approved it would be a condition of his approval he asked to be removed from consent agenda and will appeal directly to the Planning Board to keep the website on the sign on behalf of his client.

Co-Chair Hengen stated this is to be consistent and this is a sign for identification.

All in favor. The motion passed unanimously.

15. NEOPCO Signs, on behalf of Nucar, requests ADR approval for a new 32 sf internally illuminated pylon panel, and three (3) new internally illuminated wall signs of 52.5 sf, 48.75 sf and 48.75 sf at 13 Manchester St in the Gateway Performance (GWP) District.

Glen Schadlick presented this application.

Mr. Bass stated this property recently had different signs receive approval and the ones today are the remainder. The expectation being the northern elevation had a different sign receive approval but the Applicant would prefer to now use the one before them today and the old permit will be voided.

Mr. Schadlick gave background on Nucar. They have 25 locations throughout New England. They have the ability to pull in cars from other locations. Again, Mr. Schadlick is aware ADR does not like to have the website address on signs so he discussed this with the client and asked them to come up with idea that would be favorable to ADR. The client came up with more of a slogan, and feels it is important for their business that people know if a car is not on site they can go online for additional inventory and have a car brought in. Mr. Schadlick feels this is improving a condition by removing an electronic message board with a stagnate sign.

Co-Chair Doherty asked if they are getting rid of the time and temperature?

Mr. Schadlick stated it has not been used for a long time. He stated after the sign was installed after two or three years they were defective. He stated the sign is dim compared to a lot of the other signs in that area.

Co-Chair Hengen asked if thinking doing white post to was match the trim above?

Mr. Schadlick stated their designer suggested to go with the white after looking at them side by side.

Co-Chair Hengen stated they are looking at a web address again. She stated she does not mind thousands of used cars. Having the web address is a nuance and every business has a website which is easy enough to locate. Co-Chair Hengen stated having at Nucar.com is superfluous and not part of the purpose of the sign.

Ms. Savage suggested to have thousands of cars on line and remove the website address.

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Mr. Schadlick stated they are leaving a lot of interpretation to the general public if the website is not on the sign.

Co-Chair Doherty stated the sign above is advertising the business. The panel below is a little different. It's bold font that jumps out instead of the name of the location.

Mr. Schadlick would not mind suggesting to the client to thin down the lettering a little bit.

Co-Chair Doherty stated it is a separate panel that sits below. However, he does not want to set a precedent.

Co-Chair Hengen stated the website is not a part of identifying the business and location. She noted they have been consistent with that. She does not see any intention to move away from ADR's consistent stance.

Co-Chair Doherty asked if Co-Chair Hengen wants to make a motion to put the letters down to be less prominent or more in context with the letters above?

Co-Chair Hengen noted once the newcar.com goes the whole thing has more space around it.

Co-Chair Hengen made motion to approve sign A in the package with the stipulation that the web address be removed. Ms. Savage seconded.

Mr. Schadlick stated they would like to be pulled from consent agenda to appeal directly to the Planning Board for approval as submitted with no conditions.

All in favor. The motion passed unanimously.

Co-Chair Doherty asked about sign B.

Mr. Schadlick stated this sign came before ADR earlier on a different size sign. This is very similar to where Carlson's offered service. Part of their business is service. On the front sign the client felt necessary to add the sales and service onto the sign. The existing sign that was there was larger than what is proposed. It will be internally illuminated. Mr. Schadlick stated he read the minutes from the last meeting and made adjustment to have more spacing between the lettering and the actual logo.

Co-Chair Doherty asked if sign C is same height as sign B?

Mr. Shadlick stated sign C it is 39 inches and sign A is 30 inches. He stated the existing sign was 36 inches but to allow installation on the background they do not want to go above the PVC panel. The rear sign D is much smaller than what was there.

Co-Chair Doherty would like to see sign B and sign C the same height.

Ms. Savage stated those are on different sides and different traffic patterns. You would not notice one sign is different because of the flow of the traffic.

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Mr. Schadlick stated sign C needs to be that size, if we make the sign shorter in height then the lettering for pre-owned superstore will go below 6 inches and it would not be visible from Turnpike Rd.

Co-Chair Hengen made a motion to approve sign B, C and D as submitted. Ms. Savage seconded. All in favor. The motion passed unanimously.

16. Sousa Signs, on behalf of Concord Karate, requests ADR approval for a new 16 sf internally illuminated wall sign, a new 19.1 sf internally illuminated pylon panel, and two 2.2 sf non illuminated vinyl door signs at 89 Fort Eddy in the Gateway Performance (GWP) District.

Jason Gagnon presented this application. He stated there was a previous Karate studio in the same location. Concord Karate is looking to reuse the existing signs on the site. Over the main entrance there is an internally illuminated wall sign. What they are looking to do is a face change out on that only. There is a free-standing sign that they are looking to swap out tenant panels. Also, there are two different entrances they are looking to put on door lettering logos. All the signs are going to be on the same size as what was previously there. It is a simple face change and image swap over.

Co-Chair Doherty stated it is pretty straight forward and appreciates the night view so they can see what it will look at nighttime.

Mr. Simonis made a motion to approve as submitted. Mr. Proctor seconded. All in favor. The motion passed unanimously.

Mr. Bass stated agenda item 21 Concord Hotel Lighting is being moved up in agenda order and heard next.

### **Building Permits in Performance Districts**

17. Sousa Signs, LLC, on behalf of T Mobile, requests Architectural Design Review approval as part of a building permit application for an awning over the rear entrance at 80 Storrs Street in the Opportunity Corridor Performance (OCP) District. (2024-006)

Jason Gagnon (Sousa Signs, LLC) presented the application. This is a T-Mobile storefront. They are looking to add a new awning with no lettering on it on the parking lot side. The awning color matching gray of what is on site already.

Ms. Savage asked if the dark awing color is matching the aluminum on the storefront?

Mr. Gagnon stated the dark gray is actually matching all of the other awnings on the building. So, this way they are all uniform.

Mr. Proctor made a motion to approve as submitted. Mr. Simonis seconded. All in favor. The motion passed unanimously.

18. Kevin Walker, on behalf of John J. Flatley and 32 South Main Concord, LLC, requests Architectural Design Review approval for building modifications to an existing building located at 32 S. Main St in the Central Business Performance (CBP) District. (2024-008)

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Kevin Walker represented this application. They have decided to put in a small retail area on the southside of the building. They are extending the landing on the front entrance to allow both handicap and typical stairway entrance into that retail area. There will be a door and small sign above for the retail.

Co-Chair Doherty stated he appreciates they are adding retail here. He noted looking at the floor plans it appears there is retail on both side.

Mr. Walker stated no, the other side will not have retail. They are unable to get a front door there because of the ramp and that label should be removed as the area is staying as it was.

Co-Chair Doherty asked about the façade on the new retail space. He suggested removing the two small vertical mullions on the open right window to give a larger band to match the result of adding a sign on the left side.

Mr. Walker agreed with Co-Chair Doherty. He stated leaving it as it is in the middle will give a little more character. Mr. Walkers stated taking those out on the right-hand side will make it look a little more symmetric.

Co-Chair Doherty asked if the Committee had any more questions in reference to this topic. No discussion. Co-Chair Doherty moved on to the next piece of the discussion.

Mr. Walker stated the next feature is the bollard lighting. They were asked by City Community Development to see if they could light up the sidewalk on South State Street. The light proposed is down lit. The back is solid so the first floor would not have any lights shining into their apartments. They plan on putting four of them in. One at the corner of Fayette and South State Street and then every 20 to 25 feet back to the parking lot.

Ms. Savage asked if they will be only 32 inches high?

Mr. Walker stated yes, 32 inches.

Mr. Simonis asked if Planning Board made that request?

Mr. Walked stated it was a request of Community Development and Planning Staff. He stated it was not a part of their original plan. They were fine with the request.

Mr. Simonis asked if the request was just to light the sidewalk?

Mr. Walked answered just the sidewalk.

Mr. Simonis asked if they have completed a photometrics just to see what this layout provides on average.

Mr. Walker stated they did a rough one in office. They gutter line of the sidewalk is still a little bit dark.

Mr. Simonis asked if they are creating islands of light?

Mr. Walker stated there is overlap.

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Co-Chair Doherty stated the fixtures look nice. He suggested they make the lights vandal-resistant.

Mr. Walker will look into it.

Co-Chair Doherty asked about the next piece to discuss.

Mr. Walker stated the next piece is a pergola. He noted the picture they have is not the greatest. He stated it is a darker oak color.

Ms. Savage stated the fencing is black and the window casings are black. It is not out of character. She asked if this will give some screening?

Mr. Walker stated there will be panels of screening on the side and the back.

Co-Chair Hengen asked if this is for sun protection?

Mr. Walker stated yes, sun protection and there will be some tables in there.

Mr. Simonis asked if the back of this is facing west?

Mr. Walker stated yes, the back is facing west.

Co-Chair Doherty asked if those three items were the only part of this application?

Mr. Walker stated, yes.

Co-Chair Hengen made a motion to approve as submitted with the recommendation with on the east elevation the group of three windows to the right of the front entrance have a continuous glaze rather than being divided by mullions as shown on the elevation and this is to match the new retail opening left of the entrance and maintain symmetry of the building. Co-Chair Doherty seconded. All in favor. The motion passed unanimously.

### **Site Plan & Subdivision Applications**

19. In accordance with RSA 674:54, the State of NH Department of Administrative Services requests review of a proposal to construct a 409 space parking garage at 38 School Street in the Civic Performance District. (2023-145)

Keith Hemingway (State Division of Public Works), Charlie Arlinghouse (Administrative Services), John Alden and Kevin Trout (Scott and Partners) presented the application.

Mr. Alden stated a lot of the design inspirations and the reasons for why things are the way they are occurred over a number of months with the stakeholder group and the City of Concord. They presented a slide show giving an overview of the project.

Mr. Trout added that they did a traffic study of several approaches and several places to put the vehicle entry and exit. The entrance is on School Street and the exit on Capital Street. The garage is of a size and scale that fits in with the existing Capital area buildings. Which was a huge

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influence on the design of the parking garage. They really felt the context was important and they are showing a building that they think achieves that goal. It was their primary design criteria.

Mr. Alden added the proposed garage will not have the structural capacity to carry another floor.

Mr. Trout continued that all of this parking garage is built out of precast concrete with some decorative elements. There is glass fiber reinforced fiberglass concrete. There is some glass in the stair tower and metal security grills for the first-floor windows. They have a landscape design all around the building which includes trees and ground plantings. There is existing Sycamore tree on North State Street to be preserved. There are some paved areas with benches. The primary important buildings surrounding the parking garage are all built out of stone or masonry of some sort. So, their design is taking that cue using similar materials and colors subdivision of the facades. They plan to light the building using linear lighting elements that are mounted on the building that provide a wall grazing up. So, there is a location down at the ground that will graze the first-floor lights and cast some light onto the water table above the first floor. Then there will be another row of those lights above the water table that graze upward and up towards the Capital building. They are using a fixture that has a 10-degree spread. It is very tight. It should only light the wall of the building and then the tabature as it reaches out will catch that light. The second part of the lighting scheme is that the main stair tower will have a lantern effect. That is primarily a security measure as people are coming and going from the garage. Inside the stair tower they will be using linear metal ceilings that will have a wood look. The perimeter of the ceilings will be lit down.

Ms. Savage asked why they have changed the entrances and exits from what is existing locations?

Mr. Trout responded with what they learned from the traffic study informed their design decisions that entering by School Street and exiting on Capital Street made the most sense. They discussed this with the City of Concord and did not want to interrupt the traffic patterns on those streets. So, Capital Street and School Street were better options.

Co-Chair Doherty asked if they looked at solar?

Mr. Alden stated they did look at solar and it was going to add money to the project. He stated when adding solar it almost wants you to add another roof to put the solar on because most of the panel systems are on a large structure. You get the benefit of some covering but not enough to keep snow or water off the deck. Which would then lead to maintenance issues. Then you would need to build another roof and if you are going to build another roof you could put more cars on it.

Mr. Trout added the solar panels do not play nicely with the classic design of the building.

Co-Chair Doherty stated they do have modern stair towers at the corners.

Mr. Trout responded it is a necessity. They noted they are easy to contain and make look nice.

Mr. Arlinghouse added the idea is to address it in such a way that when they build it does not look like they built a neoclassical building and stuck a bus shelter on top of it. They will make every effort to make those fit as best they can not to have stand out.

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Co-Chair Doherty stated it does feel like it ties into the area and it is a sharp building. Overall, they have done a good job at looking at the character of the area and trying to find something that fits in.

Co-Chair Hengen stated they have done a very sensitive, thoughtful and thorough job of ensuring that this building will be an integral part of the civic district. She noted for them to consider down lighting so that it is contained to the roof.

Mr. Trout stated they are only lighting the top floor from the middle of the building. They are only using fixtures that cast lighting down. They are paying special attention to the lighting at the parapet wall in the middle of the building. None of the roof top light should hit the ground. He stated everything will go down to 50% lighting and then if someone enters the garage the occupancy sensors will bring lights up in the areas that they need. They are looking at two zones per floor.

Co-Chair Hengen asked if the roof light would be off?

Mr. Trout answered no, but reduced to 50%.

Mr. Arlinghouse stated from the State of New Hampshire stand point it is important that the garage not detract from the State House. The garage is meant to be pretty but it is a garage. There will not be any colored lighting.

Co-Chair Doherty asked if the garage will be open to public on weekend when not in use?

Mr. Arlinghouse stated that the Legislature and City of Concord may continue those discussions.

Co-Chair Doherty asked about the North State Street side as it feels like it is the back of the building.

Mr. Alden stated the dominant feature of that façade is the Sycamore Tree. Which they are all working hard to make sure it survives. They have made extra precautions for the tree. This end gets the same treatment as the rest of the building.

Co-Chair Doherty noted they discussed the tree is holding the site together. He stated if the tree survives that is awesome but if it does not it feels like looking at the back of a building.

Mr. Arlinghouse stated if the tree does not survive the landscaping will change. They had an arborist out to inspect the tree and they feel the tree is very healthy. They are making precautions in the construction to make sure they can save the tree. This tree could be more than 100 years old and important to keep.

Mr. Trout noted the criteria for creating an open parking garage dictate a certain square footage of opening for ventilation, and removal of exhaust fumes. The criteria for economic use of precast concrete walls dictates that they are as repeatable as possible and that they all have the same design.

Co-Chair Doherty stated he feels ADR has given them a lot of input. It is a pleasant surprise, when you hear parking garage you do not think of something like this.

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Co-Chair Hengen left the meeting at 10:36am, right after agenda item 19, there is still a quorum.

20. Nobis Group, on behalf of Christ the King Parish, requests ADR approval as part of a Major Site Plan approval for construction of a new 5,300 sf building and related site improvements for the purpose of a food pantry at 60 S. Main Street in the Urban Transitional (UT) District. (2023-97)

Morgan Dunson (Nobis Group) and Jonathan Halle (Warren Street Architects) presented this application.

Ms. Dunson gave overview of the project. This is for Christ the King Pantry at 67 South Main Street. The project is to demolish the existing food pantry and build a new 5000 sf pantry building.

Mr. Halle stated the entrance to the building will have a covered porch along the alley way. Around back there is a garage that will have a truck park inside to unload. They will install a fence along the length of the parking lot and reconfigure the parking. There is a light fixture they are talking about taking down and putting in a couple wall packs based on the request of a neighbor. The existing pantry has been there for a long time but no one goes inside the building. You walk up and are handed a box. A lot of the people when they receive the box remove the items they do not want and put in the landscape. The idea is that two-thirds of the building is warehousing. The front third is actually like a grocery store. So, you can go in and take a box and take what you want.

Mr. Proctor asked how people arrive to the site?

Mr. Halle stated they park in the parking lot of Christ the King Church. He stated he believes they are only open two or three nights a week. The school is not in session during these hours.

Mr. Proctor asked why the entrance was on the opposite side of the parking?

Mr. Halle answered they wanted to keep it away from the school.

Ms. Savage asked about the truck and if it will have enough turning radius?

Mr. Halle stated this will be a pickup truck, or similar size. It is not a large delivery truck.

Mr. Simonis asked about the light removal and why it is an issue?

Mr. Halle stated the neighbors across on corner called and spoke with the Church. They do not want to see a light source. Mr. Halle stated the solution would be to put a couple of wall packs along which would be lower to light up the walkway at night.

Mr. Simonis asked if bollards would be a possibility as well?

Mr. Halle stated the only thing about bollards is that the school will put basketball hoop back in and there is less of a chance of something getting damaged if they do not install a bollard.

Ms. Savage asked if there is lighting in that parking lot? Is there enough light for someone to exit their car?

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Ms. Dunson stated they will update the civil plan set to show the wall packs illuminating the parking lot.

Mr. Halle stated there are few people that drive to the food pantry. Most people walk.

Mr. Simonis asked if the school has its own lighting?

Ms. Dunson stated there is no existing lighting in that part of the parking lot.

Co-Chair Doherty stated the building seems agricultural. He noted the neighborhood feels residential, asking if this is going to be the only non-brick building in the campus?

Mr. Halle stated the existing building being demolished has vinyl siding and the new building will also have vinyl siding.

Ms. Savage asked about the color selection being a red color.

Co-Chair Doherty stated the long sides feel very dairy barn with the small windows. The building feels out of place.

Mr. Proctor stated they are providing a service and constructing what they can.

Mr. Halle stated the colors were picked by the pantry committee.

Ms. Savage agrees as it is next to residential, the church and school with is red brick. She noted maybe a different color would maybe more conforming to the neighborhood.

Mr. Halle stated he feels they picked the red because the rest of the buildings are red.

Co-Chair Doherty stated it shows Christ the King Food Pantry sign and asked if they are approving the sign or are they showing a representation of the sign?

Mr. Halle stated they would like ADR comments as they do plan to come in for a sign permit at a future date for separate approval.

Co-Chair Doherty stated the dedication seems out of place as ADR does not typically see signs like that. He suggested the dedication be on a plaque near the door rather than on the sign.

Mr. Halle stated there was a donation for half of the cost for the building.

Mr. Proctor wanted to know if they are going to put solar panel?

Mr. Halle stated yes. The entire south facing roof line will have solar panels.

Co-Chair Doherty asked why none of the renderings have solar panels?

Mr. Halle admitted they were not in the renderings. The intent is to put solar panels all in black on a black roof.

Mr. Bass noted in the southern elevation there was a note of the solar panels.

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Mr. Simonis asked if there is a heavy snow if the snow falling off the solar panel will fall into the walkway?

Mr. Halle stated no, there is a buffer.

Mr. Simonis made a motion to approve as submitted with the stipulation that if the proposed lighting plan changes that such changes be submitted for review and approval before the Planning Board and with the understanding that there are solar panels on the southern elevation. Mr. Proctor seconded. All in favor. Co-Chair Doherty opposed. The motion passes on a vote of 3-1.

**Other Business**

21. Concord Hotel Lighting

This agenda item was moved and heard after Item 16 on the agenda.

Jamie Simchik presented the application. He stated he wanted to make sure he heard the committee correctly that the blue was bright and the red was muted. He is not sure that can be accomplished from the intensity point of view from the percentage intensity. What he is proposing is trying to meet in the middle with 50 % intensity with darker blues and darker reds. They will start on February 12 with the blue and do the current color, a little darker and then a little darker. Then they can do that subsequently with the reds and then the whites.

Co-Chair Doherty stated the baseline will be 50%? It was his understanding the baseline is 20% now.

Mr. Simchik does not know how to make the reds less muted at 20%.

Co-Chair Doherty asked what we are seeing now if that is 20%?

Mr. Simchik stated it is at 20%.

Co-Chair Doherty asked if bumping up to 50% for this test?

Mr. Simchik stated yes.

Mr. Bass asked if blue and red for the current test nights will be at 20% and then will see at 50% for the darker colors?

Mr. Simchik was thinking of putting everything to 50%. He noted the issue could be with the brightness of the colors and not the intensity of the lighting. He would propose to have everything at 50% and will keep the same RGB values. As the intensity is lowered, the light color changes. So he is proposing to make the colors darker at a higher intensity.

Co-Chair Doherty asked if this would be a good test and then to come back next month to report.

Co-Chair Hengen discussed the Main St guidelines. They were actually crafted after this initially got approval for the lights. She stated it would be helpful for all as they are looking at these options presented to have one sentence in the guidelines that will help us all have a framework for evaluating. Co-Chair Hengen read that architectural lighting should be coordinated with the other

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buildings, storefronts and the street. Co-Chair Hengen asked what is being added at a macro level to the skyline and the street scape?

Mr. Simchik will circulate the RGB values they have chosen. If there is any real-time feedback he will try to keep an eye on his email.

Ms. Savage asked after the 14<sup>th</sup> and before the 19<sup>th</sup> what will stay or will be go back to current blue?

Mr. Simchik stated they would return to normal, which is the weather patterns.

Co-Chair Doherty suggested to switch the order of red and blue tests for Valentine's Day.

Mr. Simchik stated they can do that and will start with red.

Mr. Simonis suggested to do base color and then the other colors.

Mr. Simchik asked if asking for the base color at 20 %?

Mr. Simonis stated yes, at the current 20%.

Mr. Bass will circulate to ADR. Then throughout the month of February if the committee has any comments they can send to Mr. Bass and he will forward to Mr. Simchik.

The meeting returned to agenda item 17.

**Adjournment**

Co-Chair Doherty made a motion, seconded by Ms. Savage to adjourn the meeting at 10:57 a.m. All in favor. Motion passed unanimously.

Respectfully submitted,  
Krista Tremblay  
Administrative Specialist II

**The next meeting will be held on March 5, 2024**