

City of Concord, New Hampshire
Architectural Design Review Committee
June 4, 2024 Minutes

The Architectural Design Review Committee (ADRC) held its regular monthly meeting on June 4, 2024, in Council Chambers, at 37 Green St.

Attendees: Claude Gentilhomme, Ron King, Douglas Proctor, and Amanda Savage

Absent: Co-Chair Jay Doherty and Co-Chair Elizabeth Durfee Hengen

Staff: Alec Bass, Senior Planner; AnneMarie Skinner, Acting City Planner; Brian Tremblay, Code Inspector; Krista Tremblay, Administrative Specialist II; Tim Thompson, Assistant Community Development Director

1. Call to Order

Mr. Gentilhomme called the meeting to order at 8:32 a.m.

2. Minutes – Approve April 30, 2024 meeting minutes

Mr. King moved, seconded by Mr. Proctor, to approve the minutes from the April 30, 2024 meeting as written. All in favor. The motion passed. Ms. Savage abstained due to not being present at the meeting.

Sign Applications

3. Advantage Signs, on behalf of Eastpoint Recovery, requests architectural design review for a new 10-square-foot non-illuminated free standing sign at 7 N State St in the Civic Performance (CVP) District.

Josh Messinger, 128 Hall St, Concord, NH, from Advantage Signs, represented the application.

Mr. King made a motion to recommend that the Planning Board approve the application as submitted. Ms. Savage seconded. All in favor. The motion passed unanimously.

4. Advantage Signs, on behalf of WB4, LLC., requests architectural design review for a new 41.6-square-foot internally illuminated building wall sign and a new 22.2-square-foot non-illuminated window door sign at 2 Home Ave in the Opportunity Corridor Performance (OCP) District.

Josh Messinger, 128 Hall St, Concord, NH, from Advantage Signs, represented the application.

Mr. Bass stated the Committee has seen elements of this application before and one of the door signs was previously approved and is installed. The applicant received zoning relief to allow the two signs presented today.

Mr. Messinger stated architectural design review approval has also been given for the I-93 facing sign for the Wilcox & Barton channel letters.

Ms. Savage made a motion to recommend that the Planning Board approve the application as submitted. Mr. Proctor seconded. Mr. King nay. 3-1 the motion passed.

5. Carolyn A. Parker Consulting, on behalf of TD Bank, requests architectural design review for two new 25.02-square-foot internally illuminated building wall signs, a new 17.45-square-foot non-illuminated awning sign,

City of Concord, New Hampshire
Architectural Design Review Committee
June 4, 2024 Minutes

and a new 17.8-square-foot internally illuminated monument sign at 143 N Main St in the Urban Commercial (CU) District.

Carolyn Parker, 3 Lorian Ave, Worcester, MA, represented the application. Ms. Parker stated the 17.45-square-foot SO4 sign should be noted as internally illuminated. They are relocating a sign on the end and the sign past the drive-up will be relocated. They have five signs they want to keep, and there are two of those that are directional. Ms. Parker stated S05 is being removed.

Mr. Gentilhomme asked about S04 in the left photo and the sign with the light gray band.

Ms. Parker stated there is a sign over the door that is going away and becoming S03.

Mr. Proctor asked if S03 and S05 are going away?

Ms. Parker stated S03 is being replaced, S04 is new, S05 is being removed, and S06 is being moved and replacing the monument sign.

Mr. Gentilhomme stated in S03, there are two photos. The arrow points to one sign in the left photo and a different sign in the right.

Ms. Parker stated they are getting rid of the one on the left and the identifier arrow in the photo is incorrect.

Ms. Savage asked to clarify on the S03 page the arrow is over the entrance of the door and not the canopy?

Ms. Parker stated correct.

Mr. King made a motion to recommend that the Planning Board approve the application as submitted with the understanding that the awning sign SO4 will be internally illuminated. Mr. Proctor seconded. All in favor. The motion passed unanimously.

6. Ross Mingarelli, on behalf of CandleTree, requests architectural design review for an existing 6.8-square-foot externally illuminated building wall sign at 44 N Main St in the Central Business Performance (CBP) District.

No one is present to represent this application.

Mr. King made a motion to recommend that the Planning Board approve the application as submitted. Mr. Proctor seconded. All in favor. The motion passed unanimously.

7. Expose Signs, on behalf of The John Flatley Company, requests architectural design review for a new 200-square-foot internally illuminated pylon sign at 10 Ferry St in the Opportunity Corridor Performance (OCP) District.

Andrew Clark, 3 Landing Ln, Hopedale, MA, represented the application. Mr. Clark stated the sign was approved with variances. There was a slight change due to an easement.

City of Concord, New Hampshire
Architectural Design Review Committee
June 4, 2024 Minutes

Mr. Proctor asked if it is illuminated?

Mr. Clark stated it is illuminated.

Mr. Proctor asked how it reads at night?

Mr. Clark stated you would see the white background and the copy would be highlighted against the copy that is opaque.

Mr. Proctor stated it should be reversed.

Ms. Skinner stated that to comply with the guidelines, the background should be opaque.

Mr. Gentilhomme stated for internally lighted signs they do not like white backgrounds illuminated at night because it is hard to read at night. They ask for white backgrounds to have an opaque lining inside the sign so at night all you see is the outline of the letters.

Mr. Clark stated that they might change to have the background darker and the lettering white.

Mr. Gentilhomme stated what the Architectural Design Review Committee is approving is the concept of the sign and the top panel itself.

Mr. Clark stated they understand there would be subsequent tenant sign applications for approval that are not a part of this application.

Ms. Savage stated it would be better to have the blue as a background with the white as copy because as a driver it would be distracting to see all the white.

Mr. Clark will have a revised drawing for the June 18, 2024 Planning Board meeting.

Ms. Savage made a motion to recommend that the Planning Board approve the application with the condition that in accordance with the Architectural Design Review Guidelines for signage 5.4 (b) and (c), the background be a darker color with brighter lettering used. Mr. King seconded. All in favor. The motion passed unanimously.

Building Permit Applications

8. William Hurley and Centerline Communications, LLC, on behalf of AT&T and PFP Associates Ltd Partnership, request architectural design review for modification of existing AT&T communications equipment and replacement of existing antennas and radios at 22 Bridge St in the Opportunity Corridor Performance (OCP) District. (2024-029)

No one is present to represent this application.

Mr. Gentilhomme stated looking at the photos it is hard to tell what is new and existing.

**City of Concord, New Hampshire
Architectural Design Review Committee
June 4, 2024 Minutes**

Mr. Bass stated in the supplemental all the photos are existing.

Mr. Proctor asked if they are adding more antennas or replacing antennas.

Mr. Bass stated he believed they were replacing antennas.

Ms. Skinner stated they are replacing existing antennas and radios.

Mr. Proctor noted if they are matching the brick, then he does not have an issue.

Mr. King made a motion to recommend that the Planning Board approve the application with the condition that the exterior color of the antennas match the brick of the building, similar to the leftmost antenna of the existing photo labeled “Close-up view of Southwest of Building” provided in the supplemental package. Mr. Proctor seconded. All in favor. The motion passed unanimously.

9. Jenn Robichaud and Poyant Signs, on behalf of Interchange Development, LLC and Dunkin’, request architectural design review for construction of a clearance bar, canopy, digital menu board, and improvements to an existing awning at 1 Whitney Rd in the Gateway Performance (GWP) District. (2024-030)

Jenn Robichaud represented the application. Ms. Robichaud noted this is a brand update and she is there for the drive-up elements at 1 Whitney. There is an awning being reskinned and no change. There is a drive-up clearance bar which is non-illuminated attached to the existing base, and it is a replacement. There is a canopy that goes over the car when you drive up to protect from the elements. There are 3 can lights in the top that shine down. There is a menu board which in a sense is a tv screen set to show specials, and it is static.

Mr. Proctor made a motion to recommend that the Planning Board approve the application as submitted. Mr. King seconded. All in favor. The motion passed unanimously.

Site Plan and Subdivision Applications

10. Jonathan Halle and Warrenstreet Architects, Inc., on behalf of Michael Dennehy and Riverbend Community Mental Health, Inc., request approvals for a major site plan application, waiver from architectural design review, and waivers from certain Site Plan Regulations to convert the interior of an existing building from a business to a rooming house at 3 N State St in the Central Business Performance (CBP) District. (2024-032)

Jonathan Halle and Phil Hastings represented the application. Mr. Halle stated they are trying to turn the existing building into a home for the disabled.

Ms. Skinner stated this application falls under major site plan review because they are converting the existing building to a twelve-room rooming house and that triggers major site plan review, which then triggers Architectural Design Review. However, they are not making any changes to the exterior of the building, the site plan, or the landscaping; thus, the waiver for Architecture Design Review. Ms. Skinner noted that the Committee can give a recommendation to the Planning Board to approve the waiver.

City of Concord, New Hampshire
Architectural Design Review Committee
June 4, 2024 Minutes

Mr. King asked how many floors and if there is an elevator?

Mr. Halle stated there are three floors and there is no elevator. Mr. Halle noted there are no improvements to the outside of the building. They have all of the zoning ordinance approvals that they need for the boarding use.

Mr. King made a motion to recommend Planning Board approval of the Architecture Design Review waiver. Ms. Savage seconded. All in favor. The motion passed unanimously.

11. Jonathan Devine and TFMoran, Inc., on behalf of West Street Keene, LLC, request approvals for a minor site plan application and architectural design review for an 1,800-square-foot addition to an existing building at 313 Loudon Rd in the Gateway Performance (GWP) District. (2024-034)

Mr. Bass stated the applicant requested to continue to the next meeting.

12. The City of Concord requests a public hearing in accordance with RSA 674:54 for construction of a new terminal building at the Concord Municipal Airport at 65 Airport Rd in the Industrial (IN) District. (2024-031)

Tim Thompson, the Concord Assistant Community Development Director, 41 Green St, Concord, NH, represented the application.

The terminal project dates back to the 1996 Airport Master Plan. This has long been a goal of the community to update the 1936 airport terminal. They did receive a grant from the Federal Aviation Administration and there is an aggressive timeline to meet the standards for the grant. The design presented today is at 60% completion and likely to change in the process of working with the federal government. The design is the result of 2019 collaboration with city officials, community members, and airport stakeholders. The idea is to reimagine the Concord Airport Terminal into something that both aviation and non-aviation users would be attracted to use. They would reorient it so it is a focal point as you approach the intersection of Regional Dr and Airport Rd, and it is a more modern design. They are going through the process to get the RSA 674:54 review with the Planning Board, which is a governmental land use recommendation. The City will do its best to incorporate the comments and suggestions. Today they are looking for input and feedback from Architecture Design Review to take into consideration as they move forward in the process.

Mr. King asked about drainage with the proposed flat roofs.

Mr. Thompson stated the roof system has its own drainage system.

Mr. King stated in the rendering there are people and asked if the public can go down and get a flight?

Mr. Thompson stated this will continue to be a general aviation airport and will not be a passenger-oriented airport. The traffic at the airport is driven by the economy. If the economy is great, if people have the money to fly they do, and when times are not so good they do not see as many flights.

City of Concord, New Hampshire
Architectural Design Review Committee
June 4, 2024 Minutes

Ms. Savage asked if it will be facing Regional Dr?

Mr. Thompson stated yes, the idea is to orient it to Regional Dr and Airport Rd.

Mr. Proctor stated it should be a little more transparent from the intersection.

Mr. Gentilhomme stated it is a nice design and understands there is a need not to have transparency.

Mr. King asked about landscaping.

Mr. Thompson stated because of conservation restrictions, there is not a landscape design at this time but one is being developed by City staff to meet landscaping requirements.

Mr. Gentilhomme asked for consideration of brick instead of gray siding.

Mr. Thompson stated this was to discuss feedback and will take comments into consideration.

Mr. King appreciated Mr. Thompson attending today's meeting.

13. The State of New Hampshire requests a public hearing in accordance with RSA 674:54 for reconstruction and formalization of the driveway and parking areas along Twitchell Rd at 105 Pleasant St in the Institutional (IS) District. (2024-033)

No one is present to represent this application.

Ms. Skinner stated this is just for comments, there are no buildings involved, and they are redoing some of the parking, the driveway, and the road.

Mr. Bass stated it is largely a remove-and-replace pavement project.

The Committee had no comments.

Other Business

Adjournment

Mr. King, seconded by Ms. Savage, to adjourn the meeting at 9:40 a.m. All in favor. Motion passed unanimously.

Respectfully submitted,

Krista Tremblay

Krista Tremblay

Administrative Specialist II