

**City of Concord, New Hampshire  
Architectural Design Review Committee  
AUGUST 13, 2013**

The Architectural Design Review Committee (ADRC) held its regularly monthly meeting on Tuesday, August 13, 2013 in the Second Floor Conference Room in City Hall at 41 Green Street.

Present at the meeting were members Jennifer Czysz, Frederick Richards, Ron King, Claude Gentilhomme and James Doherty. Steve Henninger, Becky Hebert and Patricia Murray of the City Planning Division and Craig Walker of the Code Division were present.

The ADRC met in order to review the proposed design of certain sites, buildings, building alterations, and signs that are on the Planning Board's regular agenda for August 21, 2013, and which are subject to the provisions of the City of Concord's Zoning Ordinance in respect to Architectural Design Review.

**Agenda Items**

- a. Application by Concord 93 Limited Partnership c/o Miller Favazzo Prop. Inc. for property at 55 Fort Eddy Road, requesting Major Site Plan Approval and Design Review Approval for the construction of a walk-up ATM kiosk within the Fort Eddy Plaza parking lot including modifications to the pavement, curbing, landscaping, signage and lighting, within the Gateway Performance (GWP) District. (2013-48)**

Mr. Henninger explained that the application involves the construction of a free-standing ATM within the Fort Eddy Plaza parking lot. Modifications to the pavement, curbing, landscaping, signage and lighting include the following:

- Eliminate two existing parking spaces and add one handicapped parking space.
- The removal of four existing trees.
- The installation of five new pole mounted lights in the existing parking lot.
- The addition of four affixed signs for Bank of America on each side of the building.

Discussion followed regarding the proposed additional lighting in the Plaza parking lot, the removal of the trees and the numbers of signs.

Mr. King made the motion to recommend Architectural Design Review approval for the construction of a walk-up ATM kiosk within the Fort Eddy Plaza parking lot including modifications to the pavement, curbing, landscaping, signage and lighting as submitted by the applicant, with the strong recommendation that all the existing trees remain, additional parking lot lighting not be installed, and that the north and south faces of the building do not have signage. While the Committee had no issue with the design of the two signs for the east and west facades, any approval would be contingent on ZBA approval of the second sign. Mr. Gentilhomme seconded the motion. The motion passed unanimously.

- b. Application by Public Service Company of New Hampshire for property at the terminus of Farmwood Road, requesting Major Site Plan Approval, Design Review Approval, Conditional Use Permit pursuant to Article 28-2-4(j), Principal Uses Permitted by a Conditional Use Permit, and a Conditional Use Permit pursuant to Article 28-4-3(d), Disturbance of a Wetland Buffer, of the Zoning Ordinance, for the construction of the transmission substation adjacent to an existing distribution substation, including grading,**

**drainage and related site improvements, within the Open Space (RO) Residential District.  
(2013-45)**

Mr. Henninger provided an overview of the application including the wetland impacts and Conditional Use Permits. After discussion regarding the wetlands impact, any possible visual impacts, any possible physical encroachments on Snow Pond Brook, the Committee unanimously agreed that there was nothing for the ADRC to comment on in regards to Architectural Design Review issues.

- c. Application by WBIN Media, Inc., requesting Design Review Approval for two new affixed signs and three new freestanding signs at 4 Church Street, the former Walker School, within the Institutional (IS) District.**

Russ Aubertin, Advantage Signs, and Richard Uchida, Atty. presented the plans for signs to the Committee.

New plans were submitted to the Committee showing modifications including the Binnie Media Sign with individual letters affixed to the building, Halo lighting and a reduced scale of lettering. The placement of the monument sign has also changed due to a request from an abutter.

Mr. King moved to recommend Architectural Design Review approval of the project consisting of two new affixed signs and three new freestanding signs at 4 Church Street as revised and submitted by the applicant. Mr. Richards seconded the motion. The motion passed unanimously.

- d. Application by Aryn Marsh/Live Juice requesting Design Review Approval for two (2) new affixed signs at 5 South Main Street, within the Central Business Performance (CBP) District.**

Russ Aubertin, Advantage Signs, presented the plans for signs to the committee. Mr. Aubertin confirmed for the committee that the lettering for the window sign will be white, the hanging sign will be two-sided, white with black lettering, and that the required 10' clearance for the sign from the sidewalk would be met.

Mr. King moved to recommend Architectural Design Review approval for two (2) new affixed signs at 5 South Main Street as submitted by the applicant. Mr. Doherty seconded the motion. The motion passed unanimously.

- e. Application by Douglas, Leonard & Garvey, PC requesting Design Review Approval for a replacement freestanding sign at 14 South Street, within the Civic Performance (CVP) District.**

Russ Aubertin, Advantage Signs, presented the plan for the sign to the committee.

Mr. King moved to recommend Architectural Design Review approval for a replacement freestanding sign at 14 South Street as submitted by the applicant. Mr. Doherty seconded the motion. The motion passed unanimously.

- f. Application by Rouce Properties, Inc./Spirit Halloween requesting Design Review Approval for two new affixed signs at 270 Loudon Road, within the Gateway Performance (GWP) District.**

Michael Cutting, Spirit Halloween, presented the plans for signs to the committee. Mr. Henninger noted the absence of the drawings for the second sign and Mr. Cutting confirmed the dimensions of the sign that will be facing D'Amante Drive. He also stated that the signs will be removed in November and the holes will be plugged. The signs are exactly the same as last years.

Mr. Doherty moved to recommend Architectural Design Review approval of the two proposed affixed signs as submitted by the applicant. Ms. Czysz seconded the motion. The motion passed unanimously.

- Other Business

As there was no further business to come before the Committee, the meeting adjourned at 9:35 am.

Respectfully submitted,

Stephen Henninger  
Asst. City Planner