

**MELROSE HISTORIC DISTRICT COMMISSION
MEETING MINUTES
Meeting and Public Hearing
Tuesday, November 21, 2017
6:15 PM
Cassidy Conference Room, City Hall, 562 Main Street**

PRESENT: Michael Coleman, Brad Hutchinson, Charlene Marinelli, Ken McClure, and Judith Sullivan

ABSENT: Justine Sterling

Erin Zwirko, Assistant Planning Director, was present.

The meeting was called to order at 6:15 PM by Mr. Hutchinson.

In accordance with the Open Meeting Law, Mr. Hutchinson inquired whether anyone would be making a video or audio recording of the meeting. No one in attendance indicated that they would be making such a recording.

I. MINUTES

Ms. Sullivan MADE a MOTION to approve the minutes from August 21, 2017. Mr. McClure SECONDED the MOTION. All members voted in favor. None were opposed.

II. APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Application for Certificate of Appropriateness: Gina Cristallini, Plaza Barber Shop, 535 Main Street (public hearing)

Ms. Cristallini and Jennifer Corvino, of Sign Edge, presented the proposal for a new wall sign and the installation of an operable barber pole at 535 Main Street. Ms. Corvino explained that the wall sign will be 26 inches tall by 156 inches long. An operable barber pole is proposed to be installed on the façade. Ms. Cristallini proposes to move the barber pole from the front of Moynihan Plaza where her business was previously located. There is a white light in the cylinder of the barber pole, but the top bulb may not be operable.

The wall sign will be constructed from 1-inch thick aluminum panel. The aluminum panel will be painted in a matte black. As proposed, the letters, scroll and border will be vinyl decals. There are two wood carved barber poles on the wall sign including the name of the business. The carved barber poles will be bolted through the sign, but not into the brick façade. Ms. Corvino pointed out that a carved sign will be more expensive. Mr. McClure suggested that the sign does not have depth or a lot of character as proposed.

Ms. Sullivan suggested that with the two carved barber poles proposed to be affixed to the sign, the letters should also be raised. Mr. Coleman asked if the letters were raised, what material would Ms. Corvino use to create the letters. Ms. Corvino suggested PVC. She also suggested that the letters would be ½-inch raised letters. Ms. Corvino noted that the font proposed for the sign is not conducive to carving out the detail, and she would recommend using vinyl decals to create the detailing. She also suggested that the scroll and the border should be vinyl decals.

Mr. Coleman asked if the operable barber pole could be lowered on the façade. Ms. Sullivan pointed out that the existing retractable awning may interfere with lowering the barber pole. Ms. Cristallini noted that her landlord may not allow her to move the barber pole lower on the façade due to the detailing between the storefronts. Ms. Cristallini stated that her electrician recommends the proposed location after he reviewed the storefront. She also did not want the barber pole to interfere with the awning if she chooses to replace the fabric in the future. She noted that the existing awning remains retracted. Ms. Sullivan suggested that the barber pole should be installed as low as possible within the existing sign band.

Mr. Coleman pointed out that vinyl decals were installed on the door. The Commission discussed the decals and acknowledged the installation.

Ms. Sullivan MADE a MOTION to issue the Certificate of Appropriateness for the project with the following conditions:

1. The lettering on the sign be constructed with ½-inch PVC.
2. The sign should be no more than 26 inches in height.
3. The scroll and border of the sign are allowed to be vinyl decals.
4. The operable barber pole be installed as low as possible within the existing sign band.

Mr. Coleman SECONDED the MOTION. All members voted in favor. None were opposed.

The meeting adjourned at 7:25 PM.