

**MELROSE HISTORIC DISTRICT COMMISSION**  
**MEETING MINUTES**  
**Meeting and Public Hearing**  
**Tuesday, July 14, 2020**  
**7:00 PM**  
**Remote**

**PRESENT:** Brad Hutchinson, Kevin Erb, Justine Sterling, Liz Ryan, Michael Coleman, and Robin Peevey

**ABSENT:** Judith Sullivan

Denise Gaffey, Director & City Planner, and Emma Schnur, Senior Planner, were present.

The meeting was called to order at 7:10 PM by Mr. Hutchinson.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Melrose Historic District Commission was conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting was found on the City of Melrose's website. No in-person attendance of members of the public was permitted, but every effort was made to ensure that the public could adequately access the proceedings in real time. An audio or video recording, transcript, or other comprehensive record of proceedings was posted on the mmtv3.org website as soon as possible after the meeting. Meeting access information was found at the following link and the plans could be requested by emailing the Senior Planner: [www.cityofmelrose.org/remote-meetings](http://www.cityofmelrose.org/remote-meetings).

Ms. Gaffey introduced Liz Ryan, the newest member of the Historic District Commission who has been appointed by Major Brodeur to fill Charlene Marinelli's seat upon the expiration of her term. Ms. Ryan explained that she has worked in real estate for over 20 years, mostly creating commercial spaces and mixed-use neighborhoods. She is passionate about creating a sense of place while retaining character. She moved to Melrose three years ago but grew up in the area.

**I. MINUTES**

Ms. Sterling MADE a MOTION to approve the minutes from May 12, 2020 and June 9, 2020. Ms. Peevey SECONDED the MOTION. All members voted in favor. None were opposed.

**II. APPLICATIONS FOR CERTIFICATES OF APPROPRIATENESS**

Wakefield Co-Operative Bank, 530 Main Street (public hearing)

Mark Conserva from Metro Sign & Awning was present to describe the signage proposed for Wakefield Co-Operative Bank at 530 Main Street. Ms. Gaffey explained that this project was before the Historic District Commission in 2017 when the developer was seeking approval to demolish and redevelop the property from a one-story commercial building to a three-story mixed-use building. The project was ultimately approved and will be nearing completion soon.

The Applicant explained that the signs will be externally lit only. The proposed illumination was previously approved in the Certificate of Appropriateness for the new building. Stainless steel letters that

are seven inches tall will be pin-mounted to the sign bands on the front and rear facades. The mounting hardware will not be visible. In addition, a vinyl oval logo of the bank and a vinyl sign with the bank's hours will be affixed on a door at the front and rear of the building. The color of the vinyl logo will be maroon to match the City's street signs. The address sign for the building is not a part of this proposal.

Mr. Coleman MADE a MOTION to issue the Certificate of Appropriateness for the signage proposed for 530 Main Street as described in the application. Mr. Erb SECONDED the MOTION. All members voted in favor. None were opposed.

Greenwood Building, 1 West Foster Street (public hearing)

Barry Greenwood and Glenn Crowell were present to describe the façade improvements proposed for the Greenwood Building at 1 West Foster Street. They intend to install new windows and PVC trim along both the Main Street and West Foster Street sides of the building. All the wood that is currently tan and green will be replaced with PVC and painted the same colors as today. The signage above the storefronts will need to be removed and then reinstalled in order to replace the paneling. They are planning to divide the large storefront at Globe Travel on West Foster Street along the three-inch mullion above the window. All the doors will remain. The Applicant explained that they are doing this work from an energy efficiency, beautification, and safety perspective.

Ms. Ryan suggested giving this prominent corner more character by replacing the fluorescent lighting over the two Bank of America signs with gooseneck lighting. The Applicant was amenable to this suggestion and said they would explore the option.

Ms. Peevey asked if they had considered changing the colors. The Applicant responded that they chose these colors based off old photos of Melrose and would like to keep them. The existing paint is peeling because the wood is rotting around it. They want to use PVC for all the trim and window replacements on the first floor due to its durability over wood. The windows on the upper stories were replaced in 2003.

A member inquired why Lilah-Rose and Rada do not have signs. The Applicant explained that those stores never ended up getting sign permits so they instead used window decals. They will remove the brackets above the Lilah-Rose storefront.

The Historic District Commission appointed Liz Ryan to work with the Applicant and Planning Staff on identifying a potential gooseneck lighting option. Ms. Gaffey recommended that the Applicant apply for a façade grant for the building and that Lilah-Rose can also apply for a sign grant.

Mr. Coleman MADE a MOTION to issue the Certificate of Appropriateness for the façade improvements proposed for 1 West Foster Street as described in the application. Ms. Peevey SECONDED the MOTION. All members voted in favor. None were opposed.

The meeting adjourned at 8:10 PM.