

MELROSE HISTORIC DISTRICT COMMISSION
MEETING MINUTES
Tuesday, July 9, 2024
7:00 PM
Cassidy Conference Room
City Hall, 562 Main Street

PRESENT: Michael Coleman, Chair Richard Curl, Kevin Erb, Lindsay Toghill & Robert Tullis

ABSENT: None

Denise Gaffey, City Planner, was present.

The meeting was called to order at 7:00 PM by Chair Coleman.

I. Approval of Minutes

Ms. Toghill made a motion to approve the June 11, 2024 meeting minutes. Mr. Curl seconded the motion. All voted in favor. None were opposed.

II. Applications for Certificate of Appropriateness

484 Main Street, Eagle Hill Homes (Public Hearing)

Edward Batten, Account Representative with Batten Bros. Signs, appeared to present the case for signage for a new business at 484 Main Street, Eagle Hill Homes. The company is moving its place of business from Franklin Square to this corner location in the historic district and they are planning to install two wall signs along the street frontage and window letter on the interior. Mr. Batten presented the sign design submitted with the application dated 5/24/24. No one from the public appeared to speak about the case.

In general, the Commissioners felt that the frame and lettering on the sign was too flat and the spacing for the lettering was off. Members had specific suggestions and agreed that Mr. Batten should submit a revised sign design to be reviewed by member Robert Tullis. On that basis, Mr. Tullis made a motion to approve the walls signs with the following conditions:

- The border shall be enlarged to 1.5” at a minimum and wrap around the edges as shows
- The “Eagle Hill Homes” letters shall be raised a minimum of ¼ inches and drop ½” to 1” from the top border
- The “design and build” letters shall remain flat
- The white background shall be matte, and the black letters shall be satin or semigloss

Mr. Curl seconded the motion and the members delegated review of the revised sign plan to Robert Tullis. The members agreed that the window letters are fine as proposed in the

application. Mr. Batton will submit a revised sign plan to OPCD and staff will forward said plan to Mr. Tullis for his review and approval prior to issuing a Certificate of Appropriateness

Documents: Application for Certificate of Appropriateness

III. Other

Ms. Gaffey noted that she received an email earlier in the day from a representative affiliated with the First Baptist Church indicating that the stone tower on the church is in deteriorated condition and the church has hired a structural engineer to investigate alternatives to repair the tower. Pending receipt of the structural engineer's report, the church wanted to give the HDC a heads up and is seeking advice and names of other firms for a second opinion. Members expressed concern about the situation and recommended the church contact structural engineering firms that work on historic buildings, such as Structures North. Members also expressed interest in touring the church and seeing the condition firsthand. Ms. Gaffey will reach out and make arrangements.

The meeting adjourned at 8:00PM