



Historic District Commission Sign Advisory Council

Commissioners: Chris Young (Chair), Kevin Kuester, Paul Wolf, Mark Cutone, Ben Normand

MINUTES

Tuesday October 21, 2025

Remote participation via Zoom.

I. Procedural Business

Call to order at 9:00 am.

Attending members: Chris Young, Paul Wolf, Kevin Kuester, Mark Cutone

Staff in attendance: Cathy Flynn, Land use Specialist; Rodlisha Dixon, Administrative Specialist

Absent members: None

Late arrivals: Ben Normand (9:07 am)

Early Departures: None

Motion to Adopt Agenda made by Kevin Kuester; Seconded by Paul Wolf.

Vote: carried unanimously

Approval of Minutes: 8/19/25, 8/26/25, and 9/23/25 Motion by Wolf; Seconded by Kuester).

Vote: carried unanimously

II. Public Comment- none

III. Commissioner Comments- none

IV. New Business

<u>Property owner name</u>	<u>Street Address</u>	<u>Scope of work</u>	<u>Map/Parcel</u>	<u>Agent</u>
1. POATNE-13408	Various Locations	Master Sign Plan	N/A	Bert Johnson
2. POATNE-13406	Various Locations	DOT Sign- No Parking	N/A	Bert Johnson
3. POATNE-13071	Various Locations	OB Sign -Speed Limit 25 MPH	N/A	Bert Johnson

Discussion: Council discussed the master sign plan, speed limit, and no-parking signs. Members noted SAC purview is limited to aesthetics. Members requested all signs be removed from gates and mounted on gray posts. Additionally, the Council recommended combining messages onto a single post where appropriate.

Motion 1: Motion to approve as submitted with conditions that all signs be removed from gates and placed on individual posts, combining messages on a single post where applicable. (made by Cutone, seconded by Wolf)

Vote: Carried unanimously (Normand Recused)

Motion 2: Motion to note that future neighborhood signage shall comply with SAC standards and be constructed of wood and painted, not metal or vinyl. (made by Cutone, seconded by Wolf).

Vote: Carried unanimously (Normand Recused)

4. Martha Sargent-13430	35B Old South Road	Projecting Sign- ES Beauty Lounge	68/6	Evgeniya Shishkova
-------------------------	--------------------	-----------------------------------	------	--------------------

Discussion: The Council noted that the existing bracket appeared to be inverted and should be properly reoriented.

Motion: Motion to approve as submitted with the condition that the existing bracket be flipped to the proper orientation. (made by Cutone, seconded by Wolf; carries unanimously).

Vote: Carried unanimously

5. 44 Centre Holdings LLC- 13440	44 Center Street	Projecting Sign – The General Store	42.3.1/63.1	Link 02554
----------------------------------	------------------	-------------------------------------	-------------	------------

Discussion: Council discussed the thickness of the sign, recommending it measure approximately one and one-half inches, plus or minus one-quarter inch. Council discussed the size of the “RR” logo in relation to the total sign area.

Motion: Motion to approve as submitted with the condition that the sign thickness be approximately one and one-half inches, plus or minus one-quarter inch. (made by Normand, seconded by Cutone)

Vote: Carried 3-1 (Wolf Abstained; Kuester Opposed)

6. Island Lumber Holding Co.-13479	1 Polpis Road	Wall Sign (Rear Facade)- Hardware	54/121	Val Oliver Design Inc
7. Island Lumber Holding Co.- 13480 <i>Held for Revisions</i>	1 Polpis Road	Wall Sign (Front Facade)- Hardware	54/121	Val Oliver Design Inc
8. Island Lumber Holding Co.- 13481	1 Polpis Road	Wall Sign- Island Lumber Company	54/121	Val Oliver Design Inc
9. Island Lumber Holding Co.-13482	1 Polpis Road	Wall Sign- Island Lumber Lawn & Garden	54/121	Val Oliver Design Inc
10. Island Lumber Holding Co.-13483	1 Polpis Road	Wall Sign- Lawn & Garden	54/121	Val Oliver Design Inc

Discussion: Council discussed multiple wall signs located on the Island Lumber property, including “Island Lumber Company,” “Lawn & Garden,” “Island Lumber Lawn & Garden,” and “Hardware” signs. Members noted that the applicant should return with a master sign plan once the new campus configuration is finalized.

Minutes October 21, 2025

Motion: Motion to approve all signs as submitted except the “Hardware” sign, which shall be held for revisions consistent with SAC guidelines and future site layout. (made by Normand, seconded by Kuester).

Vote: carried unanimously

11. Nantucket Boys & Girls Club-13363	61 Sparks Ave	Wall Sign- Nantucket Boys & Girls Club	55/143	Hollister Consulting
12. Nantucket Boys & Girls Club-13364	61 Sparks Ave	Wall Sign- Hand logo	55/143	Hollister Consulting

Discussion: Council noted that this elevation has no public entrance and is enclosed by fencing, making the signage more promotional in nature than for building identification. It was further noted that the front façade already contains adequate identification with a quarter board above the main entrance. The Council determined that while the design and materials were appropriate, the proposed location and intent were inconsistent with the sign guidelines.

Motion: Motion to hold both applications for revisions consistent with the SAC guidelines and discussion regarding location and necessity. (made by Cutone, seconded by Wolf).

Vote: carried unanimously

V. Enforcement:

Discussion: Cathy Flynn reported that a real estate banner and a chalkboard sign on Main Street were removed following enforcement action. Flynn also noted that the enforcement tracking spreadsheet will remain internal during active notices and responses. Additionally, Flynn notified the Council of a business license program being developed that will include SAC participation to improve coordination on sign compliance. The Council briefly discussed repeat violations and escalating fine procedures and agreed to continue reporting any unpermitted pop-up signage observed on Easy Street.

VI. Motion to adjourn at 10:18 am by Kuester; seconded by Cutone. Carries unanimously.

Submitted by Rodlisha Dixon