



Historic District Commission Sign Advisory Council

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

MINUTES

Tuesday January 20, 2026

Remote participation via Zoom.

I. Procedural Business

Call to order at 9:00 am.

Attending members: Chris Young, Ben Normand, Paul Wolf,

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

Absent members: Kevin Kuester & Mark Cutone

Late arrivals: None

Early Departures: None

Motion to Adopt Agenda made by made by Wolf; seconded by Normand.

Vote: carried unanimously.

Approval of Minutes: Approve minutes of January 20, 2026 (motion by Wolf; seconded by Normand).

Vote: carried unanimously.

II. Public Comment- none

III. Commissioner Comments-none

IV. New Business

Minutes January 20, 2026; adopted February 3, 2026

<u>Property owner name</u>	<u>Street Address</u>	<u>Scope of work</u>	<u>Map/Parcel</u>	<u>Agent</u>
(OB) 22 Federal St LLC-13953	22 Federal Street	Café' 22- Projecting Sign	42.4.2/3	Jonas Baker

Discussion:

Council reviewed the projecting sign design, which is compliant with the approved master sign plan. Staff confirmed the prior projecting sign had historic approval.

Motion:

Motion to approve as submitted. (Made by Wolf; seconded by Normand)

Vote: Carried unanimously.

V. Enforcement:

A general discussion was held regarding unpermitted freestanding directional signs associated with the Food Pantry and large construction fence signage functioning as billboards. Staff will follow up with affected parties to request compliance. No vote taken.

VI. Motion to adjourn at 9:13 am by Wolf; seconded by Normand. Carries unanimously.

Submitted by Rodlisha Dixon