



CITY OF NEWTON, MASSACHUSETTS

Urban Design Commission

MEETING MINUTES

A meeting of the City of Newton Urban Design Commission (UDC) was held virtually on Wednesday, June 12, 2024 at 7:00 p.m. via Zoom

<https://newtonma-gov.zoom.us/j/81409006183>

Ruthanne Fuller,
Mayor

The Chair, Michael Kaufman, called the meeting to order at 7:01 P.M.

Barney Heath,
Director
Planning & Development

I. Roll Call

Those present were Michael Kaufman (Chair), Jim Doolin, John Downie, and Bill Winkler. Shubee Sikka, Urban Designer was also present.

Shubee Sikka,
Urban Designer
Planning & Development

II. Regular Agenda

Sign Permits

Mr. Kaufman asked if the Commission felt there were any applications they could approve without discussion. The Commission agreed to approve the following signs without discussion:

Members
Michael Kaufman, Chair
Jim Doolin, Vice Chair
John Downie
Robert Linsky
William Winkler
Visda Saeyan

3. 2-12 Windsor Road – Waban Market

Proposed Sign:

- One wall mounted principal sign, internally illuminated, with approximately 42 sq. ft. of sign area on the eastern façade facing Windsor Road.

MOTION: Mr. Kaufman made a motion to approve the sign at 2-12 Windsor Road – Waban Market. Mr. Downie seconded the motion, and none opposed. All the members present voted, with a 4-0 vote, Michael Kaufman, John Downie, Bill Winkler, and Jim Doolin in favor and none opposed.

1000 Commonwealth Ave.
Newton, MA 02459
T 617/796-1120
F 617/796-1142

1. 2086-2098 Commonwealth Avenue – Keyes Drug

Applicant/Representative: Drew Juliano

Proposed Signs:

- One wall mounted principal sign, internally illuminated, with approximately 22 sq. ft. of sign area on the northern façade facing Commonwealth Avenue.
- One wall mounted secondary sign, internally illuminated, with approximately 22 sq. ft. of sign area on the eastern façade facing Lexington Street.

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Presentation and Discussion: Mr. Kaufman asked about sign illumination and if the white background is illuminated. Applicant responded that the background is opaque, only the letter will be lit.

MOTION: Mr. Kaufman made a motion to approve the signs at 2086-2098 Commonwealth Avenue – Keyes Drug. Mr. Winkler seconded the motion, and none opposed. All the members present voted, with a 4-0 vote, Michael Kaufman, John Downie, Bill Winkler, and Jim Doolin in favor and none opposed.

2. 26 Suffolk Road – First Church in Chestnut Hill

Applicant/Representative: Mark Caggiano

Proposed Sign:

- One free-standing principal sign, externally illuminated, with approximately 21 sq. ft. (71 ½" x 41") of sign area facing Suffolk Road.

Presentation and Discussion:

The Commission asked if a waiver from the Commissioner is required because the sign is 21 sq. ft. Staff responded that a waiver is required because it is a free-standing sign, and it is more than 20 sq. ft.

The Commission asked if there is an existing sign and if there is any change. Applicant responded that the key change is in orientation, and it is a two-sided sign.

MOTION: Mr. Kaufman made a motion to approve the sign with a condition at 26 Suffolk Road – First Church in Chestnut Hill with a condition. Mr. Doolin seconded the motion, and none opposed. All the members present voted, with a 4-0 vote, Michael Kaufman, John Downie, Bill Winkler, and Jim Doolin in favor and none opposed. The sign was approved with the condition that the applicant will need to apply for a **Dover Waiver** to allow the proposed sign.

4. 1199-1217 Centre Street – CVS Pharmacy

Applicant: Gary McCoy, CVS representative

Proposed Signs:

- One wall mounted principal sign, internally illuminated, with approximately 75 sq. ft. of sign area on the eastern building façade facing Centre Street.
- One wall mounted secondary sign, internally illuminated, with approximately 28 sq. ft. of sign area on the northern building façade facing Pleasant Street.
- One awning mounted secondary sign, non-illuminated, with approximately 28 sq. ft. of sign area on the western building façade facing the parking lot.
- One directional sign, non-illuminated, with approximately 3 sq. ft. of sign area on the western building façade facing the parking lot.

Presentation and Discussion:

- The Commission asked about the window signs. Applicant explained that window signs are required by pharmaceutical law, hours of operation, manager's name and address, time delay for safe.

MOTION: Mr. Kaufman made a motion to approve the signs at 1199-1217 Centre Street – CVS Pharmacy. Mr. Downie seconded the motion, and none opposed. All the members present voted, with a 4-0 vote, Michael Kaufman, John Downie, Bill Winkler, and Jim Doolin in favor and none opposed.

III. Old/New Business

1. Approval of Minutes

The Commission reviewed the minutes of March and May meetings.

MOTION: Mr. Kaufman made a motion recommending approval of the regular meeting minutes for March and May as submitted. Mr. Winkler seconded the motion. All the members present voted, with a 4-0 vote, Michael Kaufman, Jim Doolin, John Downie, and William Winkler in favor and none opposed. The decision is hereby incorporated as part of these minutes.

2. Commission Election – to Elect Chair and Vice Chair

MOTION: Mr. Downie made a motion nominating Mr. Kaufman as Chair and Mr. Doolin as Vice Chair. Mr. Winkler seconded the motion. All the members present voted, with a 4-0 vote, Michael Kaufman, Jim Doolin, John Downie, and William Winkler in favor and none opposed. RESOLVED to elect Michael Kaufman as Chair and James Doolin as Vice Chair.

IV. ADJOURNMENT

Mr. Kaufman made a motion to adjourn the meeting and there was general agreement among the members.

The meeting was adjourned at 7:44 p.m.

Respectfully submitted by Shubee Sikka

Approved on July 10, 2024