

**CITY OF BEVERLY
PUBLIC MEETING MINUTES**

BOARD OR COMMISSION: City of Beverly Design Review Board
DATE: September 3, 2026
LOCATION: Beverly Regional Airport Conference Room
MEMBERS PRESENT: Chair Jon Ouellette; Vice Chair Michael Barone Jr.;
Kenneth Clawson; Joanna Scott; Emily Hutchings, Ellen
Flannery
MEMBERS ABSENT: Philip Thornton
RECORDER: Kristan Patenaude

Ouellette called the meeting to order at 6:30 p.m.

1. Applications:

a. Adriano Sota, 507 Rantoul Street, Beverly, MA 01915. Sign: **Crust & Foam**, 507 Rantoul Street

The applicant explained that this business will be selling bagels and coffee. The logo is proposed to be on a projecting sign. The other sign is proposed to be a PVC sign. There is no window signage proposed for the business.

Clawson stated that the sign complies with zoning and fits the sign band. If a window sign is proposed in the future, it would require additional approval.

Clawson: Motion to recommend approval of the signs for Crust & Foam at 507 Rantoul Street, as discussed, with the wall sign in the sign band for the existing building and the logo as a projecting sign, 17"x17". Scott seconds. Motion carries (6-0, Thornton absent).

b. Classic Signs New Hampshire/Justin Parker, 13 Columbia Drive, Unit 15, Amherst, NH 03031. Modification to Approved Sign(s): **The Granite Group**, 97 River Street

Brad Dupuis, The Granite Group, reviewed the proposed changes to the plan. This was initially approved in June 2026 but is being requested for changes based on feedback from City staff. For the showroom, the intention is to have visitors enter through the side entrance only. The Building Commissioner approved the awning for the parts counter and the awning for the showroom were approved. There is a dual sign on Federal Street that was also approved. The other signs need to be reviewed by the Board. The sign will be at 14.65' in height. The maximum allowed per zoning is 15'.

Clawson stated that the height and façade width of the sign are compliant. Ouelette expressed some concern with the height and making sure the angle coming across the bridge is appropriate for people to see the sign.

Hutchings reviewed the following findings. Based on the fact that the associated zoning district is industrial in nature and auto oriented, the proposed signage is necessary to support the economic interests of the business. The aesthetic appearance of the sign is appropriate and takes the surrounding area into account. It is consistent with policy and the general guidelines.

Hutchings: Motion to recommend approval of the wall sign for The Granite Group at 97 River Street, as presented. Clawson seconds. Motion carries (6-0, Thornton absent).

c. I.D. Sign Group/Timothy Fisher, 9 Bristol Drive, South Easton, MA 02375. Sign: Harborlight House, 1 Monument Square

Clawson explained that the site currently has a residential monument sign and another address/wall sign on the back. This is in an R-6 District, and the zoning does not speak to signage. Two signs are proposed to replace the existing signs at the same size and height. Another sign is proposed to be add to the rear of the building, as there is a large parking area. This will not be visible from a public way.

Barone Jr. reviewed the following findings. Based on the zoning district, the proposed signage will not impact the uses and general character of the area. The proposal is a replacement in kind in location and size. There are several other monument signs in the area. These signs are not out of character. The economic and business interests of the applicant are for the signs to be used for a rebranding, while maintaining a consistent line of sight to the location, as well as to direct people to the appropriate doors of entry. The signs will allow for clean design and clear direction.

Barone Jr.: Motion to recommend approval of the proposed signage for Harborlight House at 1 Monument Square, subject to the plans submitted. Flannery seconds. Motion carries (6-0, Thornton absent).

2. Draft Meeting Minutes (as available)
i. 8-6-2026

Hutchings: Motion to approve the August 6, 2026, meeting minutes, as amended. Scott seconds. Motion carried (6-0, Thornton absent).

Barone Jr.: Motion to include an agenda item regarding temporary signage and temporary banners at the next meeting. Scott seconds. Motion carried (6-0, Thornton absent).

3. Adjourn

Hutchings: Motion to adjourn. Barone Jr. seconds. Motion carries (6-0, Thornton absent).

Meeting adjourns at 7:10 p.m.