



Douglas Shearer, Chair
David O'Connor, Vice Chair
Marie Oliva
Jeanne Azarovitz

TOWN OF BOURNE ***Design Review Committee***

TOWN HALL · 24 PERRY AVENUE
Buzzards Bay, MA 02532
Contact: Jennifer Copeland, Town Planner
jcopeland@townofbourne.com



BOURNE TOWN CLERK
APR 11 '24 AM 11:31

MEETING MINUTES

Date: January 9, 2024

Location: Bourne Veteran's Memorial Community Building, 239 Main Street, Buzzards Bay, MA 02532

Committee Members

Present- Roll Call: Douglas Shearer (Chair), David O'Connor, Marie Oliva, Jeanne Azarovitz

Staff: Jennifer Copeland and Patricia Thibault

Public: Merlin Ladd and Celestine Fahey

The meeting was called to order by Douglas Shearer at 10:00 A.M.

1. Meeting Minutes: 5/10/22, 8/30/22, 10/4/22, 10/25/22, 4/4/23, 9/19/23 & 10/31/23

- May 10, 2022

On a motion made by D. O'Connor and seconded by J. Azarovitz minutes of May 10, 2022 were approved 3-0-1 with one abstention.

- August 30, 2022

On a motion made by D. O'Connor and seconded by J. Azarovitz minutes of August 30, 2022 were approved 3-0-1 with one abstention.

- October 4, 2022

On a motion made by M. Oliva and seconded by D. O'Connor minutes of October 4, 2022 were unanimously approved 4-0

- October 25, 2022
- On a motion made by J. Azarovitz and seconded by D. O'Connor minutes of October 25, 2022 were unanimously approved 4-0

- April 4, 2023

On a motion made by D. O'Connor and seconded by J. Azarovitz minutes of April 4, 2023 were unanimously approved 4-0

- September 19, 2023

On a motion made by M. Oliva and seconded by J. Azarovitz minutes of September 19, 2023 were unanimously approved 4-0

- October 31, 2023

On a motion made by M. Oliva and seconded by D. O'Connor minutes of October 31, 2023 were approved 3-0-1 with one abstention.

2. **Sign Review:** 218 Main Street, Keystone Place approval for new sign.

Mr. Fahey: Presented materials

Mr. Shearer: Questions location of the sign.

Mr. O'Connor: From materials submitted it looks as though sign will be placed at the corner of the parking lot just past the entry of parking area.

Mr. Fahey: Yes.

Mr. Shearer: Placement agreeable, are there any other questions?

Ms. Oliva: Questions lighting.

Mr. Fahey: No lights.

Mr. Shearer: Size is agreeable.

Mr. O'Connor: Made a motion to approve the sign as presented, Ms. Oliva seconds the motion. Motion approved 4-0

3. **Project Review:** 46 Holt Road, DRC review per section 2815 of Zoning Bylaw. This project consists of constructing 2 duplex residences, 4 units each with 3 bedrooms.

Mr. Ladd: Presents building plans, are there any questions. Windows will be 4 over one, with historic sill. Siding will be clapboard or shingles staying with Cape Cod grey.

Mr. O'Connor: Questioning no access to the back yard from each unit.

Mr. Ladd: These are conceptual plans. It will take away storage space.

Mr. O'Connor: Buyers would most likely appreciate a back access.

Ms. Oliva: The back is not desirable looking to much blank space that can be seen from the road. How many units.

Mr. Ladd: There are 4 units.

Mr. Shearer: We can't tell you how to design your building, we can only make suggestions.

Mr. Ladd: We do want it aesthetically pleasing. Landscape plans show grass areas and rain gardens.

Mr. O'Connor: A definitive landscape plan needs to be submitted.

- A detailed planting list.
- Planting notes for rain gardens with quantities.

- Plans for trees that are likely salvageable and tagged with a snow fence for protection.
- Driveways in road layout.
- Show walkways from front doors on plans.
- Note where a dumpster could potentially be located.

Ms. Azarovitz: We need two documents.

- Plantings & Landscape plan.
- Lighting - Illumination plan.

Mr. Shearer: Committee Members decision.

Mr. O'Connor: Submission not complete.

Mr. Shearer: Continuance, no decision for Planning Board.

Mr. Shearer made a motion for a continuance, no decision for Planning Board. Next meeting to be determined. Ms. Oliva seconded the motion. Motion approved 4-0

4. **Enforcement:**

Discussions were held regarding 13 Kendall Rae Walkway. Old Bridge Sign. CC Gas Station. Enterprise sign is down but not black post.

5. **New Business for discussion purposes only:**

- Fall 2024 – Feather Signs

Adjourn

Next meeting to be determined.

Ms. Oliva made a motion to adjourn the meeting at 11:30 A.M. Mr. Shearer seconded the motion. The motion passed unanimously 4-0.

Respectively submitted,
Patricia Thibault
Secretary II

