

**TOWN CENTER DESIGN REVIEW BOARD  
SPECIAL MEETING MINUTES, May 14, 2024**

**DESIGN REVIEW BOARD MEMBERS PRESENT:** George Fields - Chairman, Frank Grillo, Robert Borg, Raymond Wilcox

**STAFF:** Bill Hawkins, AICP – Director of Planning & Development

**OTHER:** Applicant – Bill Gavigan, Poyant Signs

The meeting was called to order at 1:30 P.M.

**File# 2024-DRB1:** Request from Poyant Signs for replacement signs and façade improvements for Dunkin Donuts located at 136 Mountain Road, Map 34H, Block 30, Lot 124

Mr. Gavigan gave an overview of the proposed changes to the façade of the current Dunkin Donuts, the building sign, and pylon sign. He explained the materials that will be used and paint colors proposed. The sign on the building will read “Dunkin” and will be internally lit similar to the existing sign. The letters will be orange with a light gray almost white background and the size will be 12 SF which is smaller than the existing sign which is 32 SF. The “Dunkin” orange letters will also replace the existing “Dunkin Donuts” sign on the freestanding pylon sign. Discussion about the color of the building sign took place and Mr. Hawkins explained that the regulations state that multiple signs on the same building shall be uniform in terms of color in the Village District zone. Mr. Fields stated that whenever a sign is replaced in the plaza there has been an effort to have the signs replaced with a white background and black lettering. Mr. Grillo expressed his opinion that the sign as proposed looks better than black and white. Mr. Gavigan stated that if possible, his client would prefer to keep the Dunkin colors of orange and magenta but understood the regulations and the desire of the board to make the signs uniform on the building.

Given the board’s requirement to use black letters, the sign can no longer be internally lit so lighting for the sign was discussed. Mr. Gavigan explained they could put a light bar on top of the sign facing down or use another type of external light that he described. The board expressed their preference for gooseneck lights over the top of the sign. The board also asked that the magenta strips shown in the rendering underneath the “Dunkin” letters be removed and suggested replacing them with the orange that is similar to an orange in the color palette.

After further discussion, a motion was made by Mr. Borg to accept the proposed façade and sign changes with the following revisions,

- The letters for “Dunkin” shall be black on the building and freestanding pylon sign.
- Gooseneck lights to illuminate the building sign shall be used.
- The magenta color shown on the façade shall be replaced with white or orange.
- The revisions to the application shall be submitted to staff for review and approval.

The motion was seconded by Mr. Wilcox and passed unanimously. Mr. Wilcox made a motion to adjourn which was seconded by Mr. Grillo and passed unanimously at 2:20PM.

Respectfully submitted,



Bill Hawkins, Recording Secretary