

TOWN PLAN AND ZONING COMMISSION  
PLANS REVIEW SUBCOMMITTEE  
MINUTES OF SEPTEMBER 29, 2021 SPECIAL MEETING

*The meeting commenced at 8:00 AM through Zoom Video Conferencing*

**Present:** Subcommittee Members Robert Zanlungo, Sharon Purtill and Michael Botelho;  
Rebecca Augur, AICP, Director of Planning and Land Use Services and Jonathan E.  
Mullen, AICP, Planner

**476 & 480 NAUBUC AVENUE – coordinated sign package to be approved by the Plans Review Subcommittee per condition of approval #3 of the 2018 Special Permit with Design Review approval – Image Works Sign & Graphic Studio – Tony Valenti, owner – Sarah Victor, applicant**

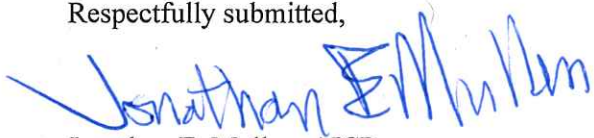
Jonathan Mullen stated that a condition of approval for the 2018 Special Permit approval for 476 Naubuc Avenue was that the sign package for the building be reviewed and approved by the Subcommittee. He added that due to an oversight, staff approved signage for the building to the south at 480 Naubuc Avenue.

Mr. Mullen then went over the proposed sign package, which consisted of tenant signage on the north, east, and west elevations of 476 Naubuc Avenue. He stated that the signage on the east and west sides of the building was in compliance with Section 10 of the Building-Zone Regulations with regard to size, height, location and illumination. He added that the applicant was requesting tenant signage that was larger than permitted by the regulations and not located on the same wall as the main entrance to the tenant space. John Prior of Image Works informed the Subcommittee that the submitted drawings were incorrect and that the signage on the north side of the building would be in compliance with the regulations with regard to size.

Mrs. Purtill expressed concern about the landscaping and the appearance of the building from Naubuc Avenue and Putnam Boulevard. She stated that allowing excess signage could make the situation worse. The Subcommittee advised the applicant to revise the sign details and come back to the next meeting on October 13, 2021. The Subcommittee also agreed to visit the site to see how the landscaping was installed.

Meeting adjourned at 8:32 am

Respectfully submitted,



Jonathan E. Mullen, AICP  
Planner