

**Methuen Historic District Commission**  
**November 29, 2007 at 7:00 P.M.**  
Great Hall – Searles Building  
41 Pleasant Street  
Methuen, MA 01844

**MEETING MINUTES**

**1. Call to Order of Regular Meeting**

Chairperson Welch called the meeting to order at 7:05 PM.

**2. Roll Call**

Martha Welch, Chair	Present
Joseph Bella	Present
Raymond Dufresne	Present
Robert Fabino	Present
Christine Metzemaekers	Present
Katherine Robinson, Alternate	Present
David Sigillo, Alternate	Absent
Walter Winn	Present

**Others in Attendance**

Lynn Smiledge, Historic Planner, City of Methuen  
J.D. Shi, Methuen  
Catherine Chang, Methuen  
Joseph Panto, Methuen

**3. Acceptance of October 25, 2007 Minutes**

MOTION BY Commissioner Winn to accept the minutes of the August 23, 2007 meeting.  
Second by Commissioner Dufresne.

UNANIMOUS VOTE.

**4. New Business**

**A. Application Amendment: J.D. Shi**

270 Lawrence (rear): handicap access

Mr. Shi requested an amendment to the Certificate of Appropriateness he received on August 27, 2007 granting him permission to construct the access ramp, platform, and steps at the rear

entrance to his property from either concrete (as approved) or wood. The use of pressure-treated wood would allow him to complete the project this winter rather than waiting for warmer weather. Commissioners discussed the longevity and maintenance requirements of wood versus concrete and cautioned that the ramp structure should not look like a residential application; the paint color should match the building trim and the open sides of the ramp and platform should be dressed with lattice or other material. Commissioner Robinson suggested that the applicant refer to the successful ramp construction at 191 Broadway as a guide. Mr. Shi agreed to supply the Commission with photographs of ramp design(s) he intends to replicate.

MOTION by Commissioner Dufresne to approve the substitution of wood for concrete on the ramp, platform and steps on the condition that the Commission Chair approves photographs of the intended design.

UNANIMOUS VOTE.

**B. Discussion: Catherine Chang/Chang's Taekwondo America**

7 Hampshire Street: signage

Ms. Chang appeared at the meeting to discuss signage options in response to a letter of violation she received for noncompliant signs at her business. She presented two ideas that addressed her business needs, including four flags mounted on the third story of the building and window signs featuring photographs of students in martial arts poses. She asked for permission to leave the current signage in place until a sign plan was developed.

Discussion ensued in which the applicant and Commissioners explored a variety of signage options and locations. It was noted that the building owner would be required to approve any signs affixed to the building, including banners and blade signs. The Commission agreed to meet with Ms. Chang and the building owner to develop a long-term solution.

The following actions will be taken to address the short-term needs of the business:

- All signage will be removed from the Palladian window with the exception of the LED sign, which will remain unilluminated
- Press-on vinyl letters spelling "Martial Arts" will be installed in the individual panes of the Palladian window arch
- A temporary banner OR vinyl letters will be installed in the left-hand window
- The red vinyl letters on the other side of the building will remain

**C. Application: Joseph Panto**

34 Hampshire Street: signage

Mr. Panto presented photographs of the press-on vinyl lettered window sign and blade sign proposed for his business. Commissioners confirmed that use of a sandwich board event sign and the American flag were allowed.

MOTION BY Commissioner Metzemaekers to approve the application as submitted. Second by Commissioner Dufresne.

UNANIMOUS VOTE.

## **5. Other Business**

### **Miscellaneous**

Ms. Smiledge reported that the City will apply for grant funds for a National Register Nomination. for St. George's Ebenezer Primitive Baptist Church, assuming permission has been obtained from the church's trustees.

Ms. Smiledge reminded Commissioners of the Preservation Advocacy Forum scheduled for Thursday, December 6 at 7:00 pm at the Tenney Gatehouse.

The Commission approved the 2008 meeting schedule.

MOTION BY Commissioner Winn to adjourn the meeting. Second by Commissioner Metzemaekers.

### **UNANIMOUS VOTE.**

Meeting Adjourned at 8:30 PM.

Respectfully submitted,  
Lynn Smiledge