

**Design Review Board  
Meeting Agenda**

**Wednesday, December 16, 2020**

**6:00 pm**

The Design Review Board will be holding a Public Meeting on Wednesday, December 16, 2020 at 6:00 pm via remote participation with instructions posted to [www.salem.com](http://www.salem.com) in accordance with Massachusetts General Laws and Governor Baker's Emergency Order dated March 12, 2020.

**Important Announcement:**

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this public meeting of the Design Review Board is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but the public can listen and or view this meeting while in progress via the remote participation platform Zoom, through any one of the following ways:

- Go to the website link <https://us02web.zoom.us/j/88038779171?pwd=Ulk1eEp2bVhFeEJEMFhXNmZ5V1JTQT09>; or
- Go to the website link [www.zoom.us/join](http://www.zoom.us/join) and enter meeting ID # 880 3877 9171 and Password 395209; or
- Dial toll-free phone number 877-853-5257. When prompted enter meeting ID # 880 3877 9171. Those only dialing in will not have access to the direct video feed of the meeting but can follow along with the project materials available for download at: [DRB Meeting Materials](#).

Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the meeting designated for public comment. If you would like to make a comment, please use the 'Raise Hand' feature; if you are participating via phone, press \*9 to raise your hand. The Chair of the Authority, with the assistance of City Staff, will provide all participants who have raised their hands an opportunity to speak.

Additional, specific information and general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the City of Salem website, at [Zoom Participation Tool FAQ](#).

Thank you for your patience and understanding as we navigate this challenging situation for our community and the world.

## Roll Call

Paul Durand, Chair  
David Jaquith  
Glenn Kennedy  
Catherine Miller

Marc Perras  
Helen Sides  
J. Michael Sullivan

## Signs in the Urban Renewal Area

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1. 18 Hawthorne Boulevard, Fisher and Orfaly

## Projects in the Urban Renewal Area

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1. 256 Essex Street: Small Project Review – Façade Trim Painting and Replacement Doors, continued from 11/18/20
2. 32 Lynde Street: Small Project Review – Window Replacement on a Portion of the Building’s Windows
3. 304 Essex Street: Small Project Review – Installation of Emergency Access Ladder

## New/Old Business

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1. Approval of Minutes:
  - a. May 27, 2020
  - b. August 26, 2020
  - c. November 18, 2020
2. Staff Updates, if any

## Upcoming Meetings

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1. SRA: January 13
2. DRB: January 27

## Adjournment

Know your rights under the Open Meeting Law M.G.L. c. 30A §18-25 and City Ordinance Sections 2-028 through 2-2033.

Persons requiring auxiliary aids and services for effective communication such as sign language interpreter, an assistive listening device, or print material in digital format or a reasonable modification in programs, services, policies, or activities, may contact the City of Salem ADA Coordinator as soon as possible and no less than 2 business days before the meeting, program, or event.