

**Design Review Board  
Meeting Agenda**

**Wednesday, December 21, 2022  
6:00 pm**

Notice is hereby given that a meeting of the Design Review Board will be held on Wednesday, **December 21, 2022, at 6:00 p.m.** via remote participation in accordance with Chapter 107 of the Act of 2022.

Every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. If we are unable to do so on matters not requiring a public hearing, we will post on the City of Salem's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

Individuals may participate remotely in the meeting via a remote participation platform called Zoom. Members of the public and/or parties with a right and/or requirement to attend this meeting may access the remote participation meeting through any one of the following ways:

- Go to the website link <https://us02web.zoom.us/j/89517668037?pwd=NWIHVUtXVmZxTWU0dEtUaUpDU1BZUT09>; or
- Go to the website link [www.zoom.us/join](http://www.zoom.us/join) and enter meeting ID # 895 1766 8037 and Passcode 353014; or
- Dial toll-free phone number 877-853-5257. When prompted enter meeting ID # 895 1766 8037. 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 Board, with the assistance of City Staff, will provide all participants who have raised their hands with an opportunity to speak.

**Roll Call**

Paul Durand, Chair  
David Jaquith  
Glenn Kennedy  
Catherine Miller

Marc Perras  
J. Michael Sullivan  
Sarah Tarbet

**Signs in the Urban Renewal Area**

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1. **120 Washington Street:** Stonefield
2. **311 Derby Street:** American Flatbread
3. **191-211 Washington Street:** Stained Hourglass Escapes
4. **231-251 Washington Street:** The Hive
5. **26 Congress Street:** Asado by Antique Table

**Projects in the Urban Renewal Area**

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1. **301 Essex Street:** Schematic Design Review – Erect a one-story addition above the existing building (known as Jerry's Army & Navy Store) with ten (10) residential units and twelve (12) onsite parking spaces located inside the building at the first-floor rear with retail space fronting on Essex Street, continued from 11/16/22.

## **Projects Outside of the Urban Renewal Area**

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There are no projects outside of the Urban Renewal Area to review.

## **New/Old Business**

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1. Board Elections
  - a. Chair
  - b. Vice Chair
2. Approval of Minutes:
  - a. October 26, 2022
  - b. November 16, 2022
3. Staff Updates, if any

## **Upcoming Meetings**

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1. SRA: January 11
2. DRB: January 25

## **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.