

CITY OF METHUEN
METHUEN HISTORIC DISTRICT COMMISSION
SEARLES BUILDING, SUITE 217
41 PLEASANT STREET
METHUEN, MA 01844
(978) 983-8560 / Fax (978) 983-8976

RECEIVED 03-25
CITY CLERK'S OFFICE
METHUEN, MA
2023 NOV -8 PM 3:00

APPLICATION FOR CERTIFICATE

Please refer to the official Historic District Commission meeting schedule for meeting dates (typically held the fourth Thursday of the month) and their associated submission deadlines.

Please submit the following, to the Department of Economic and Community Development, 41 Pleasant Street, Suite 217 by the appropriate submission deadline:

- A **\$25.00 application fee** in the form of a check payable to "City of Methuen"
- **One original and ten (10) copies—ELEVEN (11) TOTAL** of:
 - The completed application.
 - Secured to each copy of the application: Photographs, material and color samples, manufacturer's illustrations, plans and elevations, shop drawings, site or plot plan, and any other applicable exhibits needed to best inform Commissioners of your proposed actions. **Sign applications** must include dimensions, accurate color samples (paint chips), materials, location, method of display, an image of the proposed sign at an appropriate scale in its proposed location, and an image of any existing signs. Note whether the sign is new or replaces an existing sign.

Applications will not be accepted if incomplete, missing copies, or with unpaid fees.

- If your application requires a public hearing (please inquire at the Department of Economic and Community Development), your application must also include:
 - A certified Historic District Commission abutter's list, obtained from the Assessor's office in Suite 103, 978-983-8530 (**\$35.00** to City of Methuen).
 - Self-address, stamped envelopes, for each of the abutters and the applicant. If the City of Methuen, 41 Pleasant Street is listed as an abutter, no stamp is required on the addressed envelope. **DO NOT INCLUDE A RETURN ADDRESS.**

Applicants, or their representatives, are expected to be present at the meeting during which their application is discussed. Otherwise, the application is subject to removal from the agenda. Application decisions may require more than one meeting.

If any change in use of occupancy or location, or increase in square footage, height, or enclosed space (including garages) is proposed, certification that a ZONING VARIANCE has been issued by the Methuen Zoning Board of Appeals is required. The Commission will NOT hold a hearing on the Application before that certification is issued.

Name of Applicant/Contact:

HEATHER HOPKINS DUDKO

Site Location of Application:

246 BROADWAY

Business Name (or N/A):

BANK OF AMERICA

Applicant Mailing Address:

27 OLD MERTINGHOUSE ROAD

City, State, Zip:

AUBURN, MA 01501

Telephone/Fax #'s:

508-612-6954

E-mail:

hwoodhopkins@charter.net

Check type of Certificate applying for:

X

CERTIFICATE OF APPROPRIATENESS for work described and exhibits filed.

CERTIFICATE OF NON-APPLICABILITY for the following reason(s):

- ☐ Not visible from public street, way, place or body of water
- ☐ Reconstruction similar to original following fire or other disaster
- ☐ Maintenance, repair, or replacement, using same design, materials, colors
- ☐ No architectural features involved
- ☐ Proposed work complies with guidelines
- ☐ Other

CERTIFICATE OF HARDSHIP, financial or otherwise described herein and not a substantial derogation from intent and purposes of law.

DESCRIPTION OF PROPOSED WORK. Proposed project and current site conditions:

REPLACE/INSTALL SIGNS FOR BANK OF AMERICA
EXT 01/02 - REPLACE CABINETS @ 54 SQ FT EACH.
W/ TEXT 13³/₄" X 11' 5³/₄" @ 13 SQ FT
EXT 03/04 - NEW CABINETS @ 30 SQ FT EACH.
W/ TEXT 13³/₄" X 11' 5³/₄" @ 13 SQ FT
EXT 07 - REPLACE TENANT PANEL @ 5 SQ FT.

Proposed Start Date: 12/1/2023 Proposed Completion Date: 12/31/2023
Name of Contractor: SOUSA SIGNS, LLC
Contact Person: KRISTEN MADDEN.
Address: 225 EAST INDUSTRIAL PARK DRIVE
City, State, Zip: MANCHESTER, NH 03109
License #: N/A
Telephone/Fax #'s: 603-622-5067 x1101
E-mail: kristen@sousasigns.com.

Name of Architect: _____

Contact Person: _____

Address: _____

City, State, Zip: _____

Mass. Reg. #: _____

Telephone/Fax #'s: _____ / _____

E-mail: _____

DOCUMENTATION ATTACHED:

- ☒ Photographs
- ☐ Materials and/or Color Samples
- ☒ Manufacturer's Illustration
- ☒ Plans and Elevations
- ☒ Shop Drawing(s)
- ☒ Site or Plot Plan
- ☐ Abutters List
- ☐ Stamped envelopes, pre-addressed to abutters
- ☐ Other

Failure to submit the appropriate materials, substantial information, and/or application fee will result in rejection of this application as incomplete.

CERTIFICATION:

The applicant hereby certifies that this application is complete and accurate, to the best of his/her knowledge, and that no material misrepresentation is made herein.

Applicant(s):

Walter Dym Dudko

Signature(s)

11/6/2023

Date

Contractor:

Karen Mark

Signature

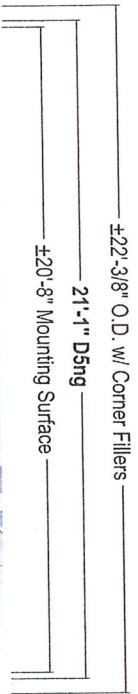
11/4/2023

Date

EXT-001 SIDE (SOUTHWEST) ELEVATION @ REMOTE ATM BUILDING

Scale: 1/4"=1'-0"

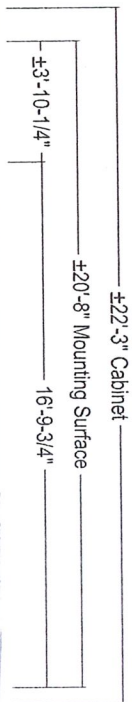
Existing SQ. FT.	56
Proposed SQ. FT.	54



PROPOSED

SIGN CABINET BACKGROUND PANEL WILL BE OPAQUE/NON-ILLUMINATED

front Area = 134



EXISTING CONDITIONS

EXISTING 2'-6-1/4" x ±22'-3" CABINET TO BE REMOVED & REPLACED. USE EXISTING ELECTRIC.

stratusunlimited.com

8859 Tyler Boulevard
Mentor, Ohio 44060
888.503.1569

CLIENT:

BANK OF AMERICA

ADDRESS: 246 Broadway
Methuen, MA
01944-3044

PAGE NO.: 6

ORDER NUMBER: 1192590

SITE NUMBER: 6511

PROJECT NUMBER: 4306

PROJECT MANAGER: Brian Whitman

ELECTRONIC FILE NAME: K:\ACCOUNTS\BANK OF AMERICA\2023\WMA6511_Methuen\4306_6511_Methuen_R1.cdr

Rev #	Req #	Date/Artist	Description	Rev #	Req #	Date/Artist	Description
Original	440164	08/29/23 NPP					
Rev 1	447815	10/09/23 NS	Revised to match updated Stratus Shop drawings				

NOTES: 1. All the existing property of STRATUS. THIS DRAWING SHOULD NOT BE USED TO REPLACE OR OTHERRISE FROM THE ORIGINAL WITHIN THE ABOVE NOTED SCALE OF THE DRAWING.

Existing SQ. FT.	31
Proposed SQ. FT.	30



PROPOSED

SIGN CABINET BACKGROUND PANEL WILL BE OPAQUE/NON-ILLUMINATED



EXISTING CONDITIONS

EXISTING 2-6-1/4" x ±12'-2" CABINET TO BE REMOVED & REPLACED;
USE EXISTING ELECTRIC

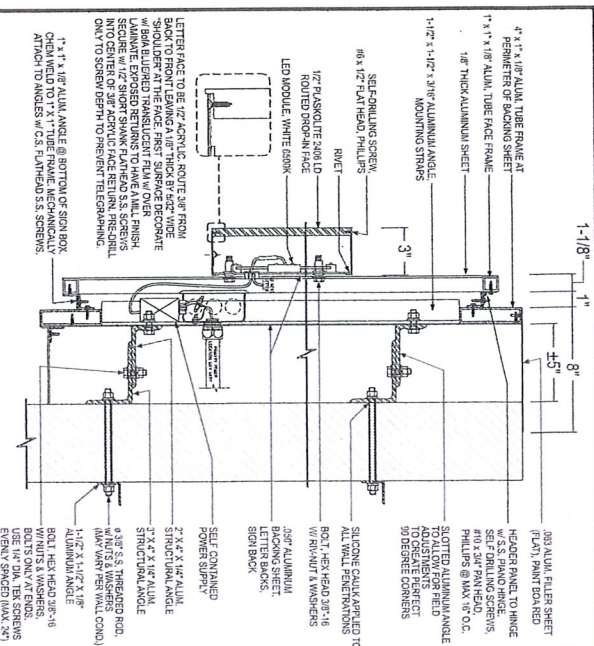
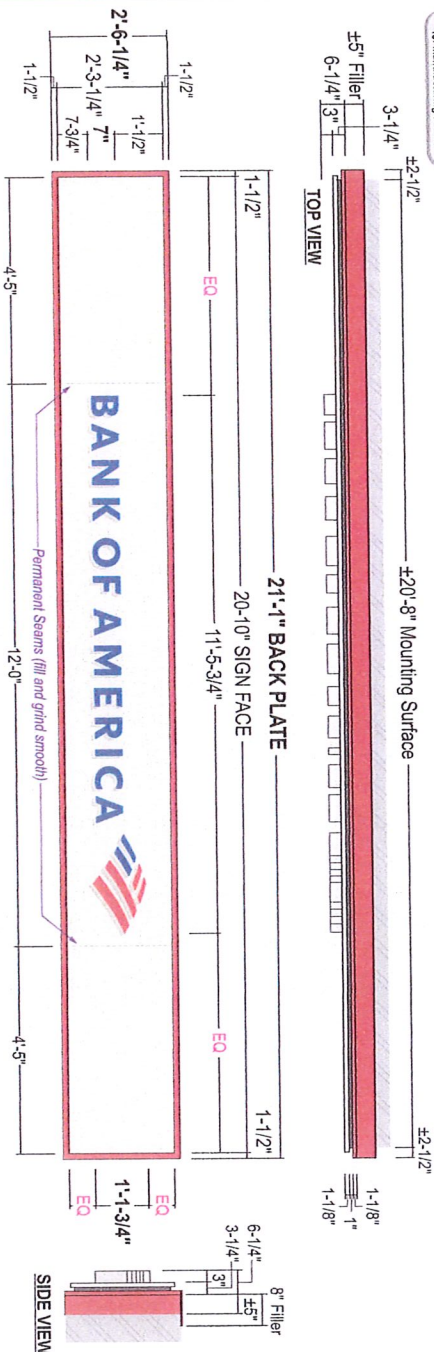
Net area = 13 ft

EXT-002 CUSTOM D5ng

PRODUCTION SHOP DRAWING
BOA1702A
for manufacturing details

Scale: 3/8"=1'-0"

54 square feet



TYPICAL SECTION / SELF CONTAINED

SCALE: 1-1/2"=1'-0"

CABINET FACE: 1/8" thick aluminum sign panel. Chem weld 1"x1"x.125" Aluminum tube frame at perimeter to form sign box. Miter cut, weld and grind smooth at corners. Paint finish face and tube frame Garbo Silver, gloss finish.

Any permanent seams will be filled & ground smooth for a seamless appearance & may not be shown.

LETTERS:
1/2" thick Plaskolite 2406 LD acrylic w/ routed back 5/16" from back leaving a 3/16" thick x 5/32" flange for drop in

3" deep .040 alum returns - aluminum Coil Bright Brushed Clear by Alumet Supply. .090" alum. backs - insides

Painted w/ White Light Enhancement paint. Mount letters to sign face using hex head bolts, 3/8"-16 zinc finish, w/ riv-nuts & washers.

BACKING 1/8" Aluminum Angle Frame. Form as shown. Paint finish Bank of America Dark Gray, semi-gloss finish.

Mechanically attach to rear tube frame with countersunk flathead stainless steel screws. Paint screw heads to match.

FRAME:
1" Aluminum tube frame at perimeter of backing sheet, size as required. Paint finish all exposed surfaces BOA Red,

semi-gloss finish.

ILLUM.: Sloan White LED illumination as required by manufacturer or approved equivalent. Self contained power supplies

INSTALL: Attach to existing RATM building w/ adjustable mounting brackets for field adjustment. To create perfect 90 degree corners

(see corner detail page).

QUANTITY: (2) Two required

Stratus™

stratusunlimited.com

8959 Tyler Boulevard
Mentor, Ohio 44060
888.503.1569

CLIENT: **BANK OF AMERICA** 

ADDRESS: 

PAGE NO. 

ADDRESS:
246 Broadway
Methuen, MA
01844-3044

PAGE NO.
10

<u>ORDER NUMBER:</u> 1192590	<u>PROJECT NUMBER:</u> 4306
<u>SITE NUMBER:</u> 6511	<u>PROJECT MANAGER:</u> Brian Whitman

ELECTRONIC FILE NAME:
K:\ACCOUNTS\BIBANK OF AMERICA\2023\MA6511_Methuen\4306_6511_Methuen_R1.cdr



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COLOR PALETTE

-  Matthews Raptor Silver
 MP02660R/14405 LVG, Full Gloss.
-  Bank of America Dark Gray
 MP05947, Semi-Gloss.
-  Matthews Red MP/49586
 Akzo Nobel Sign 20129, Semi-Gloss
-  3M 3630-2415 Red
 w/ Overlam 3M 3660M
-  3M 3630-8630 Blue
 w/ Overlam 3M 3660M
-  Britle Brushed Alum.
 Coll.-Alumet Supply

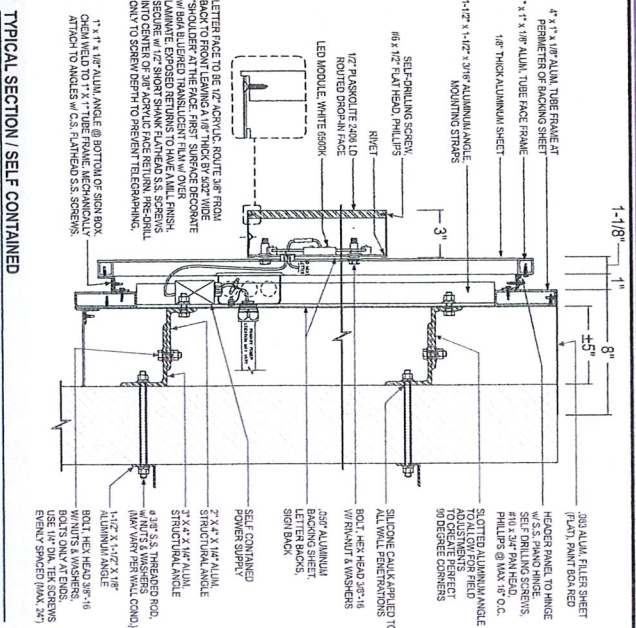
THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF SIGN.

TOLERANCE: $\pm 1/16"$ ON ALL DIMENSIONS

ANCHOR TYPE	SECTION	WALL TYPE
• 3/8" THREADED ROD		PREPARED FOR ALL WALL TYPES WHEN POSSIBLE
• 3/8" THREADED ROD W/ ALUMINUM OR PVC COMPRESSION SLEEVE		DESIGNED FOR FOAM INSULATION

EXT-004 CUSTOM D5ng

refer to
PRODUCTION SHOP DRAWING
BOA1702A
for manufacturing details



Any permanent seams will be filled & ground smooth for a seamless appearance & may not be shown.

faces secured thru returns (see detail). Surface applied vinyl overlays to match colors shown w/ 3M overlaminate. 3" deep .040 alum returns - aluminum Coil Bright Brushed Clear by Alumet Supply. .090" alum. backs - insides painted w/ White Light Enhancement paint. Mount letters to sign face using hex head bolts, 3/8" - 16 zinc finish, w/ riv-nuts & washers.

Mechanically attach to rear tube frame with countersunk flathead stainless steel screws. Paint screw heads to match.

semi-gloss finish.

INSTALL: Attach to existing RATM building w/ adjustable mounting brackets for head adjustment to create perfect 90 degree corners. Fill cans w/ alum. filler, painted alum. corner covers painted galto silver, gloss finish

(see corner detail page).

QUANTITY: (2) Two required

StratusTM

stratusunlimited.com


CLIENT:	ORDER NUMBER:	PROJECT NUMBER:
	1192590	4306
BANK OF AMERICA	SITE NUMBER:	PROJECT MANAGER:
	6511	Brian Whitman
ADDRESS:	PAGE NO.:	

ADDRESS:	246 Broadway Methuen, MA 01844-3044
PAGE NO.:	11
ELECTRONIC FILE NAME:	K:\ACCOUNTS\BANK OF AMERICA\2023\MA6511_Methuen\4306_6511_Methuen.P1.cdf
DATE PRINTED	

[illegible]

COLOR PALETTE

Mathews Garbo Silver
MP02650R14405 LVG. Full Gloss.





Bank of America Dark Gray
MP58477. Semi-Gloss.

 Matthews Red MP49696
Akzo Nobel Sign 20129, Semi-Gloss

3M 3630-2413 Red
w/ Overlam 3M 3660M

 3M 3630-8530 Blue
w/ Overlam 3M 3660M

**Brite Brushed Alum.
Coil -Alumet Supply**

ANCHOR TYPE	SECTION	WALL TYPE
• 3/8" THREADED ROD		PERMITTED FOR ALL WALL TYPES WHEN POSSIBLE
• 3/8" THREADED ROD WITH ALUMINUM OR PVC COMPRESSION SLEEVE		EFS WALLS WITH FOAM INSULATION

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF SIGN.

TOLERANCE: $\pm 1/16"$ ON
ALL DIMENSIONS

5.3 square feet

From: [Joseph Fisichelli](#)
To: [Markovic-Kuldija, Sadin @ Boston](#)
Subject: Re: Bank of America Methuen, MA 246 Broadway, Remote ATM Exterior Renovation
Date: Sunday, September 24, 2023 10:15:38 AM

External

Hi Sadie

Sorry for my delayed response, I have reviewed the attached proposed revisions to the BOA ATM Kiosk at 246 Broadway Methuen MA and I fully Approve those changes/updates.

Thank you
Joseph Fisichelli, Manager
Am-Fis Realty Trust, Inc

Joe Fisichelli
The Fisichelli Team - KW
Jofis@comcast.net
978.994.6502
Five C Construction

Sent by iPhone, I apologize for any spelling or grammar errors

On Sep 20, 2023, at 2:06 PM, Markovic-Kuldija, Sadin @ Boston
<Sadin.MarkovicKuldija@cbre.com> wrote:

Dear Sir or Madam,

I'm a CBRE Project Manager working on exterior renovation of Bank of America's ATM kiosk at 246 Broadway in Methuen, MA. The scope of the project is replacement of the sign to the new standard, painting of the side door, new side lights and bollards in front of the glass front. Can you please review the attached drawings and let me know if you approve so we can file for a permit. I have attached a form that landlords typically fill out but you can also respond to this email with your contact information or use your own stationary.

Please let me know if you have any questions.

Thank you.

Sadin Markovic | Project Manager
CBRE | Global Workplace Solutions
100 Federal Street, MA5-100-M5-15 | Boston, MA 02110
C 781.606 2074
Sadin.MarkovicKuldija@CBRE.com

Details about the personal data CBRE collects and why, as well as your data privacy rights under applicable law, are available at **CBRE – Privacy Policy.**

<4306_6511_Methuen (082923).pdf>

<Bank of America ATM 246 Broadway, Methuen, MA.pdf>

<LL Approval Template.doc>