



CITY OF CONCORD
New Hampshire's Main Street™
Community Development Department
Planning Division

Planning Board

April 15, 2026

Record of Architectural Design Review Committee Recommendations

RE: March 31, 2026 Architectural Design Review Committee meeting.

Sign Application

Advantage Signs, on behalf of Eagle Square Associate and Landvest, requests architectural design review recommendations for a new 10.54-square-foot non-illuminated window sign (SP-0739-2026) and a new 10.51-square-foot non-illuminated window sign (SP-0740-2026) at 3 Eagle Square in the Central Business Performance (CBP) District. (PL-ADR-2026-0165) (2026-020)

Recommend that the Planning Board deny the application due to inconstancy of the sizes of panels and location of panels in the windows, and overall randomness of the proposal per Section 5.4A of the Architectural Design Guidelines. With the suggestions that the application be revised to include an elevation showing existing signage, that all proposed panels be of the same vertical dimensions from ground to bottom to panel and height of the panel, and continue panels around to the left for a balanced look.

Section 28-9-6 (d) *Record of Recommendation*. A written record of the recommendation of the Design Review Committee shall be forwarded to the Planning Board. The record shall state whether the project or permit is recommended for approval or disapproval, include any recommendations for conditions of approval, and state the reasons for recommending disapproval, if such is the Committee's recommendation.

Section 28-9-6(c) *Standards for Recommendations*. In developing its recommendations, the Design Review Committee shall utilize the criteria set forth in the Architectural Design Guidelines as adopted and most recently amended by the Planning Board. The current design guidelines were revised by the Planning Board on April 12, 1991.

Section 28-9-4(f)(6) *Standards for Review*. In the process of reviewing a project or permit for the purpose of making a decision thereon, the Planning Board shall take in to consideration the following:

- a. The criteria set forth in the Architectural Design Guidelines as adopted and most recently amended by the Planning Board;
- b. The goals and recommendations contained in the Master Plan, as most recently amended;
- c. The purposes of this ordinance and of the several districts established herein;
- d. The recommendations of the Design Review Committee;
- e. Reports of the City Departments;
- f. Reports, graphics, and other relevant materials together with information presented at the hearing by the applicant and the applicant's agents; and
- g. Reports, graphics, and other relevant materials together with information presented at the hearing by anyone who can demonstrate that they are directly affected by the application.