

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

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: Sundance Sign Co.

Site Location of Application: 251 Broadway Methuen

Business Name (or N/A): Verani

Applicant Mailing Address: 89 Oak St

City, State, Zip: Dover, NH 03820

Telephone/Fax #'s: 603-742-1517 /

E-mail: kelly@sundancesign.com

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:

Reface existing sign faces

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): *Mike Seay* _____ 3-16-23
Signature(s) _____ Date _____

Contractor: *Mike Seay* _____ 3-16-23
Signature _____ Date _____



89 OAK STREET DOVER, NH 03820 • 603-742-1517

Company: Verani Realty

Job: Methuen, MA

Type: Freestanding Sign Faces

Quantity: 1

Size: oa: 83" h x 45" w (25.9SF)

vo: 80.5" h x 40.5" w

Sides: 2

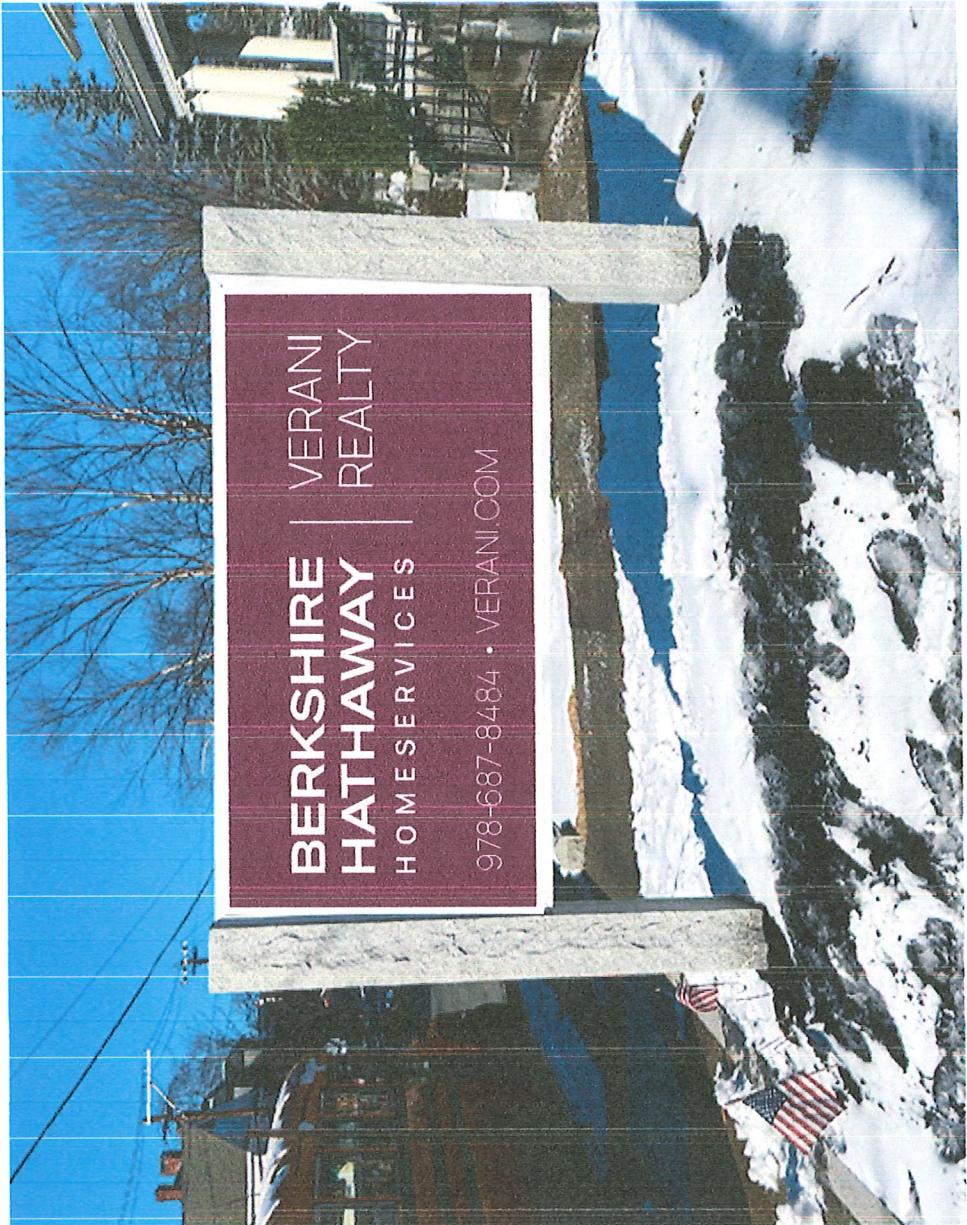
Style: Flat

Substrate: 3mm ACM

Posts & Brackets: Existing

**Colors: BHHS Branded
Cabernet**

Install: Yes



PROPOSED

OFFICE:

Site Location:

251 Broadway Methuen MA

All proofs and drawings are original unpublished artwork, owned by Sundance Sign Company. Artwork is protected under the U.S. Copyright laws. It is being submitted for your viewing only, and is not to be shown to anyone outside of your organization. Any use, reproduction, copying or exhibiting this drawing without express written consent of Sundance Sign Company will constitute your agreement to incur all expenses involved with the creation of this drawing, and all legal costs to acquire those costs if required. I have verified the accuracy of all graphics shown with respect to sizes and content. The specifications are correct and represent our order requirements exactly. I authorize release to production according to this approval submittal.

Customer Approval

Date: _____



PERMIT
3/10/23

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EXISTING

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251 Broadway Methuen MA

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Unofficial Property Record Card - Methuen, MA

General Property Data

Parcel ID	612-51-8	Account Number	2403
Prior Parcel ID	-	Property Location	251 BROADWAY
Property Owner	251 BROADWAY LLC	Property Use	Office
Mailing Address	251 BROADWAY	Most Recent Sale Date	2/4/2003
City	METHUEN	Legal Reference	7500-194
Mailing State	MA	Grantor	251 BROADWAY LLC,
ParcelZoning	CBD	Sale Price	100
		Land Area	0.183 acres

Current Property Assessment

Card 1 Value	Building Value	446,800	Xtra Features Value	5,500	Land Value	168,700	Total Value	621,000
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Building Description

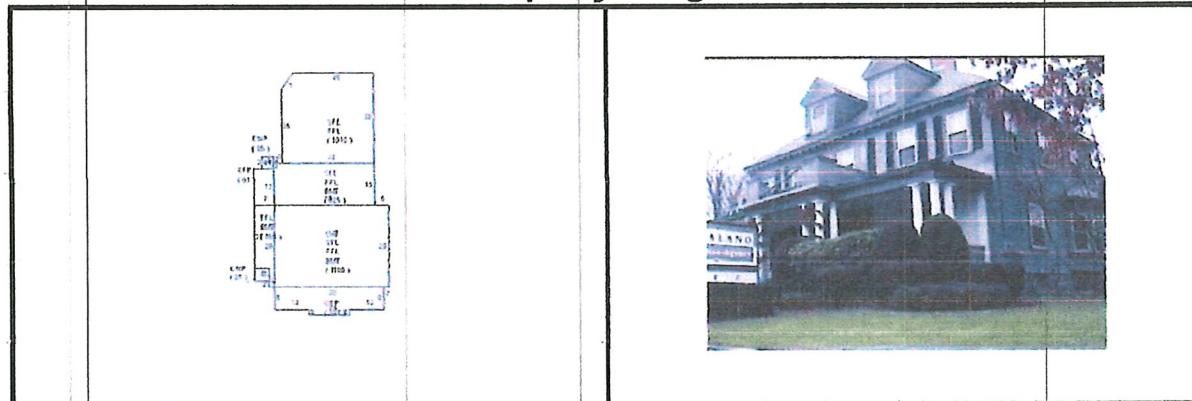
Building Style	Office	Foundation Type	Brick/Stone	Flooring Type	Carpet
# of Living Units	1	Frame Type	Wood	Basement Floor	N/A
Year Built	1920	Roof Structure	Hip	Heating Type	Forced H/Air
Building Grade	Good	Roof Cover	Asphalt Shgl	Heating Fuel	Gas
Building Condition	Good	Siding	Clapboard	Air Conditioning	100%
Finished Area (SF)	6025.25	Interior Walls	Drywall	# of Bsmt Garages	0
Number Rooms	0	# of Bedrooms	0	# of Full Baths	0
# of 3/4 Baths	0	# of 1/2 Baths	4	# of Other Fixtures	0

Legal Description

Narrative Description of Property

This property contains 0.183 acres of land mainly classified as Office with a(n) Office style building, built about 1920, having Clapboard exterior and Asphalt Shgl roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 4 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.