



City of Cambridge

Department of Public Works
Planning and Zoning
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January 6, 2026, Planning Commission Minutes

Meeting date: January 6, 2026; 6PM

Address: 305 Gay Street

Commission Members

1. Chair Mary Losty (Dorchester County)	2. William (Bill) Craig (Ward 1)
3. Chan' Tay Nelson (Ward 2)	4. Eugene (Gene) Lauer (Ward 3)
5. Robin Stanley (Ward 4)	6. George Brown (Ward 5)
7. Vice-Chair Matt Pluta (Mayor's Appointee)	City Attorney: Patrick Thomas

PLANNING COMMISSION MEETING - STREAMING

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Order of Business

1. Call to order 6:00 PM.

2. Roll call

PRESENT

Chair Losty
Commissioner Craig
Commissioner Brown
Vice-Chair Pluta
Commissioner Nelson
Commissioner Stanley

ABSENT

Commissioner Lauer

3. Moment of silence

4. Agenda

ACTION: Commissioner Craig made a motion to add a discussion item to the agenda to clarify a portion of the ordinance
2nd by Vice-Chair Pluta.

VOTE: The Commission voted 6-0 to add the proposed discussion at the end of the agenda.

5. Minutes

Motion to accept as presented

ACTION: Chair Losty made a motion to “accept the minutes”
2nd by Commissioner Nelson.

VOTE: The Commission voted 6-0 to "adopt the minutes as proposed."

6. Old business N/A

7. New business/public hearing

PZSP/ 25 - 02 – Patti Cannon (Chuck Kelly; Owner) – is requesting the approval of a Sign Program for the two signs in the Core Zoning District that were issued a Certificate of Appropriateness by the HPC. The Sign Program will permit:

- a. Installation of a new building mounted blade sign (beneath the sign for Craigs Drugs)
- b. Modification of an existing free-standing sign in Craig’s parking lot, to a tenant freestanding sign.

Staff presenter:

Planning Staff Dean Gunderson provided the staff report.

Applicant comments:

PZSP/ 25 - 02 – Patti Cannon (Chuck Kelly; Owner): The applicant Mrs. Cannon spoke; she wants clients to easily find them via the signs. She has no preference on modifications. However, she would still prefer the originally proposed second single-tenant free-standing sign.

Chuck Kelly (owner) : The owner, Mr. Kelly gave a general history about the building and his business relationships. He also discussed his desire to establish his business in the downtown area. When asked about his preference regarding the signage (Staff recommended one muti-tenant sign) he prefers two separate single-tenant signs.

Comments from the Commission:

Commissioner Brown: Asked if Planning Commission can approve the two signs that the applicant prefers (Staff recommended one multi-tenant sign) under the sign program.

Commissioner Stanley: Wanted to see illustration of sign modification recommendation (New blade sign installation).

Commissioner Craig: Inquired about the projection of the sign, under current code signs cannot project more than 18'(Under sign program sign can be more than 18").

Staff response:

Planning Staff Dean Gunderson's recommendation is that the applicant should decrease the blade sign in scale, the bottom of the placard should be aligned with the top of the storefront system, keeping it 8' above the sidewalk, and the placard be reduced in size to 18" by 24". For the modification of an existing single tenant free standing sign, he recommended that the applicant converts from a single-tenant free standing sign to a multi-tenant free standing sign, keeping 12 sq ft of signage per tenant.

Action specific to the item:

ACTION: Commissioner Brown made a motion to approve the two free-standing signs, and to reduce the blade sign size and adjust the blade sign's design as indicated by staff (approved by the applicant and building owner).

2nd by Commissioner Craig.

VOTE: The Commission voted 6-0 to approve.

Discussion regarding Ordinance:

Commissioner Craig: Stated, we received a request that a non-conforming lot had to get a variance for a building permit (at 611 Hubert Street). He said he believed the UDC might not require such a variance for a non-conforming lot of record.

Planning Staff Gunderson: Stated that there was a substantial change to non-conforming lot (previous structure removed, lot is now empty), so a variance is likely needed. This would allow the owner to clear any encumbrance to the title.

Commissioners Craig and Brown: Disagree for a need for a Variance in this circumstance.

Planning Director Herrmann: Thanked the commissioners for their comments, staff will take this under advisement.

Adjournment:

Meeting ended at 7:35pm.