

Town of Franklin



Design Review Commission

**Tuesday, October 10, 2023
Meeting Minutes**

Chair Sam Williams called the above-captioned meeting to order this date at 7:00 PM, as a remote access virtual Zoom meeting. Members in attendance: Chair Sam Williams, Vice Chair Paul Lopez, Cassandra Bethoney, Amy Adams, Andrew Pratt. Members absent: Associate James Bartro. Also present: Maxine Kinhart, Administrative Staff.

As stated on the agenda, due to the continued concerns regarding the COVID-19 virus, this meeting will be conducted as a remote/virtual Design Review Commission meeting. In an effort to ensure citizen engagement and comply with open meeting law regulations, citizens will be able to dial into the meeting using the provided phone number, or citizens can participate by using the Zoom link provided on the agenda. This meeting was recorded.

1. Mykonos Greek Kitchen – 340 East Central Street – Replace signs, add lighting.

Mr. Cam Afonso of Signs by Cam discussed that they would be taking down the old signs, removing the channel letters, and putting flat graphics on. He stated that they would be adding some external lighting. He stated that they have two street pylon faces and one main sign above the front door and one at the rear of the building. He said they are not changing any square footage. He stated that the back of the building faces Rt. 140.

Motion: To **Approve** the sign package as submitted. Motioned by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES. Voted 3-0.

Ms. Adams entered the meeting.

2. Hot Table Panini – 10 Franklin Village Drive One 48 square foot wall sign – illuminated channel letter type.

Mr. John Renzi of Graphic Impact Signs stated that this is for a store at the plaza. He stated they are allowed 48 sq. ft.; the signage comes out to 47.53 sq. ft. He said the signage is made to be individual letters. He stated this is replacing the Firehouse Subs. He explained and showed the location in the plaza. Chair Williams stated that this plaza is strict about the allowed signs. Mr. Lopez stated that he thinks it looks good.

Motion: To **Recommend** the sign package as submitted. Motioned by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES. Voted 4-0.

GENERAL MATTERS

Approval of Minutes: September 12, 2023

Chair Williams noted that new member Andrew Pratt was absent from the September 12, 2023 meeting.

Motion: To **Approve** the September 12, 2023 Meeting Minutes with the stipulation that Mr. Andrew Pratt's name is removed as an absent member so he can start fresh. Motioned by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES. Voted 4-0.

Old Business

Chair Williams stated that he still needs to follow up with Jim regarding the work they did over the summer.

New Business

Chair Williams stated that new member Andrew Pratt is in attendance tonight. All committee members and Ms. Kinhart introduced themselves. Chair Williams said that tonight was a pretty typical meeting. He said the Committee reviews and approves signs. He said they also review packages that go to Planning Board for facades, site plans, landscape and lighting plans; he said for those items they are a recommending board. He suggested Mr. Pratt get familiar with the bylaws and noted information on the Desing Review Commission's webpage on the Town's website.

Motion: To **Adjourn** by P. Lopez. Seconded by C Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES. Voted 4-0.

Meeting adjourned at 7:18 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary