

Town of Franklin



Design Review Commission
Tuesday, May 4, 2021
Meeting Minutes

Vice Chair Baryluk called the above-captioned meeting to order this date at 7:00 PM, **as a Remote Access Virtual Zoom Meeting**. Members in attendance: Vice Chair Chris Baryluk, James Bartro, Sam Williams, Gerald Wood, Associate Venkata Sompally. Members absent: Chair Mark Fitzgerald. Also present: Maxine Kinhart, Administrative Assistant.

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.

Vice Chair Baryluk authorized Associate Venkata Sompally to vote.

1. **NETA – 5 Kenwood Circle** - Install 3 post & panel directional signs (3' x 3' OAH 10') 9 sq. ft. each: NETA w/Logo – driver entrance (2' x 3' 6 sq. ft.)

Ms. Alyson Ibbotson from Lauretano Sign Group, representing the applicant, stated that the landlord provided a letter regarding the tenants occupying space at the address. No other signage will be allowed on the property other than the existing signage and/or the proposed signage as submitted by NETA. She stated that they are looking at options to increase the sign height to 10 ft. to allow for snow banks and still allow for visibility of the signage. She stated that she submitted two options. Commission members discussed the allowed height. Mr. Williams stated that the sign could be up to 25 ft. high for a free-standing sign in that zone.

Motion: To **Approve** the sign package as submitted with a note that they can do the 10 ft. tall sign. Motioned by S. Williams. Seconded by G. Wood. Roll Call Vote: Bartro-YES; Williams-YES; Wood-YES; Sompally-YES; Baryluk-YES. Voted 5-0-0.

General Matters: Mr. Williams stated that he was at the Franklin Village Plaza; the new Dollar Tree store has vinyl graphics all over their windows which is not allowed. He does not know if the graphics are there for the grand opening or if they will be more permanent. Vice Chair Baryluk stated that in such cases, an email is sent to the inspector letting him know that the Commission is cognizant that the store is in violation under normal circumstances. Ms. Kinhart stated that she thinks if it is for a grand opening, it is allowed. It was noted that this was not part of Dollar Tree's submissions. Commission members discussed that they should enforce the rules and this should be addressed. Vice Chair Baryluk suggested waiting until after the grand opening and following up in a few weeks. Mr. Bartro stated that he is okay with the non-enforcement for the grand opening. Vice Chair Baryluk stated that he could email Building Commissioner Gus Brown. He noted the Commission will keep track of the Dollar Tree store.

Approval of Meeting Minutes: April 20, 2021

Discussion regarding the meeting minutes: Ms. Kihnart stated that she has not sent the response letter to Ms. Whalen yet. When the letter is completed, she will send it to Ms. Whalen and put a copy of the letter in the meeting minutes.

Motion: To **Approve** the April 20, 2021 Meeting Minutes as presented. Motioned by S. Williams. Seconded by V. Sompally. Roll Call Vote: Bartro-ABSTAIN; Williams-YES; Wood-ABSTAIN; Sompally-YES; Baryluk-YES. Voted 3-0-2.

Motion to Adjourn by J. Bartro. Seconded by S. Williams. Roll Call Vote: Bartro-YES; Williams-YES; Wood-YES; Sompally-YES; Baryluk-YES. Voted 5-0-0.

Meeting adjourned at 7:13 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary