

## Town of Franklin



TOWN OF FRANKLIN  
TOWN CLERK

2019 DEC -4 P 4:39

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### Design Review Commission

**Tuesday, November 19, 2019  
Meeting Minutes**

Chairman Mark Fitzgerald called the above-captioned meeting to order this date at 7:00 PM, at the Franklin Municipal Building, 355 East Central Street, Room 205, Franklin, Massachusetts. Members in attendance: Ralph Niemi, James Bartro. Members absent: Chris Baryluk, Sam Williams.

Chairman Mark Fitzgerald opened the meeting at 7:00 PM. He authorized James Bartro to vote.

**1. HMEA – 750 Union Street – Fabricate and Install One 10' x 5' x 9" Deep Single-Faced Internally Illuminated Sign**

Karen Mullen of Signs Plus, representing HMEA, discussed the proposed signage. Chairman Fitzgerald noted Ms. Mullen was before the Design Review Commission two weeks ago. He confirmed the site has one existing pylon sign. Ms. Mullen stated that at the last Commission meeting, she presented an additional sign for HMEA, but was told that was not acceptable; as it is a multi-tenant property, there can only be one pylon sign displaying all tenants. She stated the sign was redesigned. Chairman Fitzgerald stated that apparently the Design Review Commission's portion of the Town's website references an out-of-date sign bylaw. The Town's actual bylaw is shown correctly under the Zoning Board of Appeals webpage. He apologized for the confusion and stated he has requested the old information be removed from the Design Review Commission's webpage. He reviewed the current sign bylaw information stating that for multiple establishments on the same property one shared sign of 50 sq. ft. for first establishment and 10 sq. ft. for each additional establishment, not to exceed a total of 80 sq. ft., and no more than 20 ft. high is allowed. He noted that if the pylon Ms. Mullen is working with is going to be designed for three tenants, there can be 70 sq. ft. Ms. Mullen stated the design is currently at 50 sq. ft.; the property owner and tenants are happy. She does not think she should now tell them they have another 20 sq. ft. She confirmed it is a single-sided internally illuminated sign. She stated the sign is mostly white and cannot be shielded. She stated she has provided two background color options. Chairman Fitzgerald told Ms. Mullen the design she provided that does not have the white background is great. He noted the Design Review Commission did not receive a color rendering of the proposed sign. He asked Ms. Mullen to email the color rendering to the town's Planning Department tomorrow. He stated the rest of the sign package looks good.

**Motion:** To **Accept** the sign package as submitted with the agreed upon color rendering to be emailed to Maxine Kinhart on November 20, 2019. Motioned by R. Niemi. Seconded by R. Niemi. Voted 3-0-0.

**2. Dollar Tree – 303 East Central Street – Install One Set of 36' Internally-Illuminated Dollar Tree Individual Channel Letters on Raceway and One Set of Replacement Panels for the Existing Double-Sided Pylon Sign**

Applicant requested to be contacted via telephone: Valerie O'Kane – (631) 388-4457

Chairman Fitzgerald stated he was unable to get the speaker phone to work during the phone call. He stated he and the applicant discussed the Dollar Tree submission. The applicant was looking for some wiggle room. Chairman Fitzgerald said there is no way the Commission can grant 60-plus sq. ft. He stated the applicant was provided with some recommendations and noted the applicant must be in the range of 48 sq. ft. He stated the applicant indicated they would be providing another submission by next Wednesday for the next meeting on December 3, 2019.

Chairman Fitzgerald stated the decision was to **Table** the Dollar Tree submittal until the next meeting. No motion, no second, and no vote was provided.

3. **Enclave of Franklin – 656 King Street** – Refacing Monument Sign with New Panels  
Applicant requested to be contacted via telephone: Tina Robinson – (804) 218-0103

Chairman Fitzgerald stated the applicant was called and did not answer the telephone call. He left a message and gave the applicant 10 minutes to return the call. The applicant did not return the call.

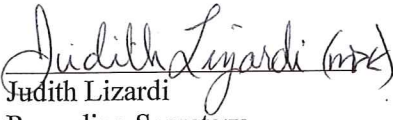
**Meeting Minutes: November 5, 2019**

Chairman Fitzgerald stated that the minutes appear to be technically correct; however, only Ralph Niemi was present for the meeting on November 5, 2019. Therefore, they are unable to vote on the meeting minutes.

**General Matters:** None.

**Motion to Adjourn** by R. Niemi. Seconded by J. Bartro. Voted 3-0-0. Meeting adjourned at 7:18 PM.

Respectfully submitted,

  
Judith Lizardi  
Recording Secretary