

Town of Franklin



Design Review Commission

**Tuesday, March 22, 2022
Meeting Minutes,**

Chair James Bartro called the above-captioned meeting to order this date at 7:00 PM, as a remote access virtual Zoom meeting. Members in attendance: Chair James Bartro, Vice Chair Sam Williams, Venkata Sompally, Gerald Wood. Members absent: Associate Chris Baryluk. 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. Franklin Service – 71 East Central Street** – Replacing the faces, adding digital (LED) gas price sets on both sides, painting pole white.

Applicant was not in attendance at 7:00 PM; therefore, Chair Bartro moved to Old Business.

General Matters - Old Business

Chair Bartro stated that he had no old business updates. Ms. Kinhart confirmed that the agenda listed the Liquor World item for 8:00 PM. Chair Bartro stated that Liquor World submitted a redraw of their sign reflecting the feedback given by the Design Review Commission about opaquing the back.

General Matters - New Business

Chair Bartro stated that in 2021 the Design Review Commission started the process of looking at some previous draft edits of the bylaw. He stated when that was done, it seemed like most of the feedback the Commission collected determined that the item was either partially or entirely covered under existing bylaws. He stated that of the 13 or so items on the list being reviewed, many of them were covered under the existing bylaw and it was just a matter of enforcement. He stated that there were a few new items such as those very specific to new sign technologies, specifically the full pane glass displays, growing size of displays, and that there really is not anything today that calls out that these signs would not be moving but rather displaying static content. He stated that the next step for the Commission was to come up with a small prioritized list of items to big forward to try to codify into the bylaws. He stated that he was planning to take a first pass at a short list based on previous conversations by the Commission. He would then have Ms. Kinhart publish the list in an upcoming agenda for discussion in open meeting. He asked if members had any specific topics that they would like covered on the list. No members responded.

Ms. Kinhart stated that Franklin Service was having difficulty understanding the process which could be why the applicant is not in attendance. Chair Bartro stated that there are a few concerns with this sign that would require the applicant to be in attendance at the meeting. He stated that the structure is grandfathered; he wanted to make it clear to the applicant that if they get into any carpentry on the structure, the

Commission would ask that instead of the existing single lollipop, it be replaced with a two-pole sign, just as was done for the sign next door. The other item is that the applicant must opaque the top part of the sign.

2. **Liquor World – 365 West Central Street** – Install new Lexan sign faces in pylon sign, opaque white, red and black lettering.

Chair Bartro stated that as a quick refresher regarding the Liquor World sign, it came to the Commission's attention that Liquor World had moved their sign to a different location in the pylon at 365 West Central Street. He stated that it was a previously existing cabinet. There was concern that the sign did not get permitted, and when it was installed, it did not have the opaque behind the faces which would have been requested had they submitted for a permit. So, the Commission went to Building Commissioner Gus Brown. Mr. Brown approached the landlord and property manager. The tenants came to a previous Design Review Commission meeting and indicated it was an oversight. The Commission requested that the back of the sign be opaqued. He stated that Ms. Gail Chandler representing Diversified Design submitted information that they would install new Lexan sign faces in the pylon sign, opaque white, red and black lettering; they attached a drawing with day and night view. Chair Bartro stated that seeing as though the applicant has been before the Commission and presented this once, he does not know if they need to be here the second time. Ms. Kihnart stated that if the Commission has no comments, they can take a vote. Chair Bartro stated that he would prefer to take a vote and not slow down the applicant any further.

Motion: To **Accept** the sign package as submitted with the update. Motioned by S. Williams. Seconded by G. Wood. Roll Call Vote: Williams-YES; Sompally-YES; Wood-YES; Bartro-YES. Voted 4-0-0.

1. **Franklin Service – 71 East Central Street** – Replacing the faces, adding digital (LED) gas price sets on both sides, painting pole white.

Mr. Miguel Dasilva on behalf of the owner addressed the Commission. Chair Bartro stated that this is considered a grandfathered structure. If the applicant were replacing it or doing major renovations like changing the size of the box, the Commission would require that it be replaced with a two-pole sign. Mr. Dasilva stated that it would be the same size box. Chair Bartro reviewed that the box can be illuminated, but the Commission asks that the white background have an opaque coating; they are trying to avoid the glaring white light of the white background. Mr. Dasilva stated that makes sense; he reviewed the plan. He stated that he would be keeping the same size box. Mr. Williams stated that he was comfortable with this.

Motion: To **Accept** the sign package as submitted with the sign using the existing pole and box, and the top white piece be opaqued. Motioned by S. Williams. Seconded by V. Sompally. Roll Call Vote: Williams-YES; Sompally-YES; Wood-YES; Bartro-YES. Voted 4-0-0.

Approval of Minutes: March 8, 2022

Motion: To **Approve** the March 8, 2022 Meeting Minutes as presented. Motioned by G. Wood. Seconded by S. Williams. Roll Call Vote: Williams-YES; Sompally-YES; Wood-YES; Bartro-YES. Voted 4-0-0.

Motion to Adjourn by S. Williams. Seconded by G. Wood. Roll Call Vote: Williams-YES; Sompally-YES; Wood-YES; Bartro-YES. Voted 4-0-0.

Meeting adjourned at 7:20 PM.

Respectfully submitted,

Judith Lizardi

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Recording Secretary