

Town of Franklin



Design Review Commission

**Tuesday, October 18, 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, Paul Lopez. Members absent: Gerald Wood, Cassandra Bethoney, 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. Dunkin Donuts – 490 King Street – Replace signage.

Chair Bartro stated that that Commission had voted on the Dunkin Donuts package in September. He reviewed the signage included in the original proposal. He stated that some of the items were not in the package that was voted on at the last meeting. He stated that so, for completeness's sake to make sure all of the things are in the package, is why Mr. Donovan is back before us this evening. He stated that in the Commission's meeting package are just the items that were not in their package last month. Mr. Sean Donovan, account manager of ViewPoint Sign & Awning on behalf of Dunkin Donuts, addressed the Commission and stated that the pylon sign should have been in the previous package. He discussed the speaker canopy. Chair Bartro stated that these all count as directionals which is how the Commission has handled them in the past with drive-thru entities. He stated that directional signs are not counted against square footage and things like that.

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

2. Box Seats Restaurant – 391 East Central Street – Replace signs in existing cabinets.

Chair Bartro stated that this was formerly the Alumni Restaurant. Mr. Jim Quinn of Signs by Tomorrow, on behalf of Box Seats Restaurant, stated that they will be replacing the panels in the sign cabinets that are already there from the former Alumni Restaurant. He confirmed that the panels are Lexan and the signs are internally lit. Chair Bartro stated that with white background internally lit signs, the Commission requires that the white is opaque. He stated that the applicant is over the allowed square footage at 82 sq. ft. He explained that the previous restaurant owner using the existing cabinet was over the allowance. Commission members discussed the square footage. Chair Bartro stated that the negative space is not applied to the calculations. He explained that he does not want an empty sign box sitting on the property as it would be an eye sore. He stated that the Commission is trying to uphold the square

footage. Mr. Lopez stated that the rules indicate 48 sq. ft. Chair Bartro stated that the applicant can get one sign approved, can think about the other signs, and return to the Commission. He confirmed that Mr. Quinn would have to tell the owners that they will have to take down the cabinet. He stated that they want something successful to go in there, but they have to hold everyone to the same standards. He reviewed that for the wall sign in the commercial business corridor, it is 48 sq. ft. Mr. Quinn stated that they would like to go ahead with the sign on the building.

Motion: To **Approve** the Box Seats sign on the wall as submitted provided the backing is either opaque or blacked out. Motioned by P. Lopez. Seconded by S. Williams. **Discussion:** Chair Bartro stated that it does not include the pylon in that; he requested an amended motion to include the pylon. **Motion:** To **Approve** the Box Seats sign on the wall as submitted provided the backing is either opaque or blacked out and the pylon. Motioned by P. Lopez. Seconded by S. Williams. Roll Call Vote: Williams-YES; Lopez-YES; Bartro-YES. Voted 3-0-0. Chair Bartro noted that this approval does not include approval for the function room sign; the applicant will return to the Commission.

3. Apricot Lane – 342 East Central Street – Install new signage.

Chair Bartro stated that this looks like a continued build-out of the plaza. He stated that there is a pylon sign and a building sign. Mr. Robert Lanigan addressed the Commission for the new signage. He stated that it would be lit channel letters on the backboard on the building and two tenant faces on the new pylon. Chair Bartro stated that he liked the lighting.

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

Approval of Minutes: September 27, 2022

Motion: To **Approve** the September 27, 2022 Meeting Minutes as presented. Motioned by P. Lopez. Seconded by S. Williams. Roll Call Vote: Williams-YES; Lopez-YES; Bartro-YES. Voted 3-0-0.

General Matters - Old Business - Town of York Zoning Ordinance

Chair Bartro stated that attached to tonight's agenda is Article 16 of York, Maine, Zoning Ordinance as it pertains to sign standards. He stated that at the last meeting he requested the Commission members review the attached document and mark up as applicable. He suggested the Commission take this section by section. He stated that in section 16.2 the definition of sign types seems to be much more comprehensive than what we have today. He stated that being a beach vacation community, there are some sign types and nuances that are called out here that are not necessary in Franklin. He stated that this Commission could use more comprehensive sign types. He asked if other Commission members looked at 16.2 and saw any sign types that were either on this and would not be applicable to Franklin or were omitted from this and would need to be added for Franklin. Mr. Williams stated that he did not think the Commission needed a definition for gateway signs and the information sign. Commission members discussed the sign types listed on the York, Maine, Zoning Ordinance. Chair Bartro stated that for section 16.2, it looks applicable at least for sign types. He stated that the table in the back would need additional scrutiny. He stated that he thinks Franklin's current bylaw does a decent job in 16.3. He stated that 16.3, section 10, was about maintenance of signs and removing signs from closed businesses. He questioned how it would be enforced as it would be a closed business. Mr. Williams stated agreement. Commission members discussed creative license with grammar and spelling that businesses take. Chair Bartro stated that 16.4 was about illumination. He discussed the amount of light allowed. He stated that the current bylaws do not require a photometric analysis for the signs that are installed. He stated that he thinks that would be burdensome for businesses. Mr. Williams agreed. He questioned how bright is too bright and how do you enforce that. Chair Bartro stated that there is some validity to having the Commission have some recourse after the fact; he stated that he would want the building commissioner's input on this. He stated that for this item it would have to be determined the allowed brightness and who would be the enforcer of it. He stated that he did like the directionally of how it would be

lit; he discussed external illumination down rather than up. He stated that 16.5, sections 1-3, were highly applicable to Franklin but different than how it is done today. He discussed that if they were to make a rectangle around the channel letters, then they would want to make the channel letter set allowance higher than it is. Mr. Williams stated that this is the thing that made him the most drawn to these. He stated that it defines something that we do not, and he thinks it makes sense. Chair Bartro stated that it would be good to be able to direct applicants to the bylaw and know that there is an easy-to-understand illustration. Mr. Williams agreed that having diagrams would be valuable. Chair Bartro stated that beyond the first three or four sections, it is pretty simple. He stated that when you get to subsections 2.1 and 2.2 you start to get into the real meat and potatoes of this thing. He stated that he thinks it would behoove us to make this a topic of one of these discussions. He stated that he does not think Franklin's bylaw contemplates home occupation signs and he noted open flags. Mr. Williams said that the bylaws also do not talk about banners. Chair Bartro stated that these were handled in the past under temporary signs. He stated that temporary signs should have a very strong definition. Commission members discussed yard sale signs and enforcement. Chair Bartro stated that 16.6 merits a closer look from the Commission; he asked Commission members to determine if they thought there were items missing or should be added to this section regarding temporary signs. He discussed opening signs for new businesses. He stated that 16.7 was exemptions and 16.8 was non-conforming. Mr. Lopez noted that 16.8 covers the grandfathering rule and stated that he does not think they do it better than the Town's current bylaws. He stated that if the bylaws were going to be rewritten, the grandfathering rule should be clarified. Chair Bartro stated that he thought 16.9.3 was very good regarding flashing and animated signs. He stated that he thought it was better language than the Town's current language. He stated that this section is worth the Commission discussing with others in Town. Mr. Williams stated that he liked 16.9.5. Chair Bartro stated that he thinks there are a few homework items for Commission members to think about. He stated that this item will be on future agendas for a while for discussion.

General Matters - Old Business

None.

Motion to Adjourn by S. Williams. Seconded by P. Lopez. Roll Call Vote: Williams-YES; Lopez-YES; Bartro-YES. Voted 3-0-0.

Meeting adjourned at 7:54 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary