

Town of Franklin



Design Review Commission

**Tuesday, November 14, 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. Aura Salon - 70 East Central Street - Replace existing signs.

Mr. Cam Afonso of Signs by Cam stated they are taking over the entire bottom floor of Brad Chaffee's building; it was previously Allstate. He said they are redoing the signs to what is already there and a small door decal with their logo. He stated there is no lighting. He confirmed it was the downtown commercial district. Mr. Lopez said the door sign can only be 2 sq. ft. Mr. Afonso said the just under 4 sq. ft. signage would go on the glass window, not the door. Ms. Bethoney asked if the shadow was graphic. Mr. Afonso said it was a faded graphic.

Motion: To **Approve** the sign package as submitted with the item labelled door lettering going on the window instead of the door. Motioned by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES; Pratt-YES. Voted 5-0.

2. AER - 76 Grove Street - Install new faces, awning, and wall sign.

Mr. Cam Afonso of Signs by Cam stated this is at the corner of Grove Street and Beaver Street. He said new owners brought the building. He said all the previous belt signs were removed; they are doing one sign over the building with a canvas awning and replacing the sign faces on the street. He said the building sign is LED channel letters with a backlit bottom tagline. He noted the cabinet is already there, and they are adding the new faces.

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; Adams-YES; Pratt-YES. Voted 5-0.

3. Franklin Kitchen Center - 22 East Central Street - Install sign and awning.

Mr. Cam Afonso of Signs by Cam stated this is Franklin Kitchen that is now on Ruggles Road where a previous tax place was. He said they were removing the awning and rewrapping in a blue canvas. He reviewed the colors of the logo. He confirmed there is nothing on the canopy. Mr. Lopez said it is supposed to be 24 sq. ft.; it is slightly too big at 27 sq. ft. Mr. Afonso said he would make it 24 sq. ft.

Motion: To **Approve** the sign package as submitted with the stipulation that the sign square footage is reduced to 24 sq. ft. Motioned by P. Lopez. Seconded by A. Amy. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES; Pratt-YES. Voted 5-0.

4. Franklin Village Plaza - 250 Franklin Village Drive - Replace two mall directories with identical signs.

Mr. Jim Quinn of Signs by Tomorrow said they are going to put the same thing in the same place; they are old and falling apart. He said there will be LED lighting instead of bulbs. Chair Williams said that in theory, this is a repair, not a replacement. He said he did not even know if Design Review approval is needed. Mr. Lopez said it would all be grandfathered regarding moving toward not having white backgrounds on signs.

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; Adams-YES; Pratt-YES. Voted 5-0.

GENERAL MATTERS

Approval of Minutes: October 24, 2023

Motion: To **Approve** the October 24, 2023 Meeting Minutes. Motioned by P. Lopez. Seconded by A. Adams. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-ABSTAIN; Adams-YES; Pratt-YES. Voted 4-0-1.

Old Business

Chair Williams said he spoke with Building Commissioner Gus Brown regarding enforcing items in Franklin Village Plaza and other signs around town. He said he got a call about other signs in the plaza in violation including banners, and he brought those to Mr. Brown's attention.

New Business

None.

Motion: To **Adjourn** by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES; Pratt-YES. Voted 5-0.

Meeting adjourned at 7:16 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary