

Town of Franklin



**Design Review Commission  
Tuesday, August 17, 2021  
Meeting Minutes,**

Vice Chair Sam Williams called the above-captioned meeting to order this date at 7:01 PM, as a Remote Access Virtual Zoom Meeting. Members in attendance: Chair James Bartro, Vice Chair Sam Williams, Mark Fitzgerald, Gerald Wood. Members absent: Venkata Sompally, 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. Wild Birds Unlimited – 215 Franklin Village Drive – New 29.5” h x 233.4” with GE LED illuminated channel letters having updated graphic icon; a total of 35.5 sq. ft.**

Ms. Jennifer Crowell of The Sign Center stated that the applicant wanted updating to maximize their square footage at this location. The font has changed and the birdhouse graphic icon is updated. The graphic icon is now 35.5 sq. ft. which is less than the original icon at 40 sq. ft. Mr. Fitzgerald asked if the existing back mount would be reused. Ms. Crowell stated she believed that was true.

**Motion:** To **Recommend** the sign package as submitted. Motioned by J. Bartro. Seconded by G. Wood. Roll Call Vote: Bartro-YES; Williams-YES; Wood-YES; Fitzgerald-YES. Voted 4-0-0.

**Approval of Meeting Minutes**

None

**General Matters**

Chair Bartro stated that he updated the annual report to reflect the workings of the past year. He stated that the Commission will have an opportunity to review it at the next meeting; it is due on the 31<sup>st</sup>. Ms. Kinhart stated that the next Commission meeting is September 7, 2021. Mr. Fitzgerald noted that the Commission talked about marking up the bylaw and seeing what kind of traction they could get. Unfortunately, it was discussed so long ago that he has a three-ring binder of material; he needs more time to go through it to review his previous markups. He discussed some concerns regarding LED lights, spillage, and signage. Mr. Williams stated that he wanted to look at the sign schedule of where multiple signs can be, etc. Mr. Fitzgerald noted that other towns/cities have prohibitions on certain types of signage and lighting. Chair Bartro stated that they need to look at both light and noise. Someone needs to take a first stab at it, and it needs to be discussed at an open meeting. Chair Bartro stated that he wrote to Building Commission Gus Brown regarding the height of the sign discussed at the last meeting. He said that Mr. Brown indicated no concern about the height of the sign at Zuzu's Petals & Café, 19 Dean Avenue; there is nothing in the bylaw about height of signs.

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

Meeting adjourned at 7:14 PM.

Respectfully submitted,

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Judith Lizardi  
Recording Secretary