

Town of Franklin



Design Review Commission

**Tuesday, September 7, 2021
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, Mark Fitzgerald, Gerald Wood, and Venkata KP Sompally. Members absent: Chris Baryluk, Associate. 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.

1. Man Cave Barber Shop – 249 East Central Street – Install building sign and faces

Cam Afonso for Signs by Cam present to represent Man Cave Barber Shop. Applicant is submitting application for a sign on the pylon and the building. Sign is led lit channel letters only on the large letters. The applicant is taking over the first floor and is the largest tenant so that is why they will have the only sign on the building. Mark Fitzgerald commented that they should put the street number on the peak above the sign. Also should remove the illegal window signs. Cam stated he will pass that along.

Motion by S. Williams to **Approve** the sign package as submitted. **Second** by G. Wood. **Roll Call Vote:** Williams-YES, Sompally – YES, Wood-YES, Fitzgerald-YES, Bartro –YES. **Vote 5-0-0.** Unanimous to Approve.

2. Betsy Ann's – 15 Main Street (Depot Plaza 4B) – Hang sign on pre-existing hardware.

Betsy Hanley present for Betsy Ann's. She is Betsy. The landlord had a pre-existing sign that she had wrapped with a new vinyl sign with her business name and logo. The sign will hang on existing arm off of the building. Sign extends over the sidewalk. Mark Fitzgerald advised that the Town requires insurance and a waiver for all signs that hang over the side walk. She stated that she would contact her insurance agent.

Motion by G. Wood to **Approve** the sign package as submitted. **Second** by KP Sompally. **Roll Call Vote:** Williams-YES, Sompally – YES, Wood-YES, Fitzgerald-YES, Bartro –YES. **Vote 5-0-0.** Unanimous to Approve.

3. Arco Construction – 176 – 210 Grove Street – Install building and ground signs.

Wendy Regan present representing Mandeville Sign for the applicant. Also present was Chelsea Salvatore, Construction Manager for Marcus Partners. Sheet 1 shows the three sites included in this application: 176 Grove Street, 206 Grove Street, and 210 Grove Street. Sheet 2, location 1 is for 210 Grove Street. It's a new sign on existing concrete pad. Sign with panels for Waters and EMS Warehousing. Sheet 3, location 2 is 206 and 210 Grove Street. Sign is showing Truck Entrance on new monument. Sheet 4, Location 3 is a new monument sign for 206 Grove Street with two "to be determined" tenants and also showing "Employee Entrance – No Trucks. Sheet 5, Location 4 is 176 Grove Street with a new monument replacing existing sign for XPO Logistics. Sheet 9, Location 8 is the address numbers 210 on the building. Chairman Bartro stated that the Commission is only considering Locations 1, 2, 3, 4, and 8 with this submission. Applicant will come back for other locations. Chairman Bartro asked for a **Motion** to approve.

Motion by S. Williams to **Approve** sign locations 1 through 4 and 8 as submitted. **Second** by G. Wood. **Roll Call Vote:** Williams – YES, Sompally – YES, Wood - YES, Fitzgerald-YES, Bartro – YES. **Vote 5-0-0.** Unanimous to Approve.

Approval of Meeting Minutes: August 3, 2021

Motion by S. Williams to **Approve** the August 3, 2021 Meeting Minutes as presented. **Second** by G. Wood. **Roll Call Vote:** Williams – YES, Wood - YES, Fitzgerald-YES, Bartro –YES, and Sompally – Abstain. **Vote 4-0-1.** Approved.

Approval of Meeting Minutes: August 17, 2021

Motion by S. Williams to **Approve** the August 17, 2021 Meeting Minutes as presented. **Second** by G. Wood. **Roll Call Vote:** Williams – YES, Wood - YES, Fitzgerald-YES, Bartro –YES and Sompally – Abstain. **Vote 4-0-1.** Approved

Motion by G. Wood to **Adjourn**. **Second** by KP Sompally. **Roll Call Vote:** Williams – YES, Sompally – YES, Wood - YES, Fitzgerald-YES, Bartro –YES. **Vote 5-0-0.** Unanimous to Approve.

Meeting adjourned at 7:34 PM.

Respectfully submitted,

Maxine Kinhart

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