DESIGN REVIEW COMMISSION AGENDA

Tuesday, May 19, 2020 7:00 PM. Virtual Meeting

Due to the growing concerns regarding the COVID-19 virus, we will be conducting 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 (Cell phone or Landline Required) OR citizens can participate by copying the link (Phone, Computer, or Tablet required).

Please click on https://us02web.zoom.us/j/86068717676 or call on your phone at 1-929-205-6099, meeting ID is 86068717676.

7:00 PM Kaleidoscope – 440 East Central Street
Front Directory letters only 2 sides Decals applied (I

Front Directory letters only, 2 sides Decals applied (Logo)

7:05 PM 122 Chestnut Street Residential Development – 122 Chestnut Street Construct new multi-family residential building

General Matters

Approval of Minutes: April 7, 2020

COMMENTS: These listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

This agenda is subject to change. Last updated: May 14, 2020

The next meeting of the Design Review Commission is scheduled for June 2, 2020

FORM Q

TOWN OF FRANKLIN DESIGN REVIEW APPLICATION FOR §185-31(2) OF THE ZONING BY-LAW

A) General Information
Name of Business or Project: Kaleidos cope
Property Address 440 E. Central Street
Assessors' Map # Parcel #
Zoning District (select applicable zone):
Zoning History: Use VarianceNon-Conforming Use
B) Applicant Information:
Applicant Name: Rocco Cavallaro Cavallaro Signs Forc.
Address: 305 Union Street
Telephone Number: 508 - 528 - 6545
Contact Person: Rocco Cavallaro
C) Owner Information (Business Owner & Property Owner if different)
Business Owner: Scott Andrews Property Owner: Oxford Realty Address: 950 E. Haverford RD. STE 200 Bryn Maur, PA 19010
All of the information is submitted according to the best of my knowledge
Signature Print Name: Rocco Cavallaro Date Submitted

*FOR SIGNS COMPLETE PAGES 1 & 2 ONLY. FOR SITE PLANS, BUILDING PLANS, PROJECTS, COMPLETE PAGES 1 – 4

SEE ADDENDA ATTACHED FOR ASSISTANCE IN COMPLETION OF FORM Q

D) Architect/Engineer/Sign Company In	formation (if not the applicant)
a. Sign Company	
Business Name: Caugllar	-o Siens
Contact Person: Rocco (Cavallaro
Address 305 Uni	ion Street
Business Name: Cavallar Contact Person: Rocco (Address 305 Uni Telephone Number: 508	7-518-6545
b. Architect/Engineer (when applicable)	>
Business Name:	
Contact Person:	
Address	
Address Telephone Number:	
E) Work Summary	
Summary of work to be done: Front	Directory letters only (Road side) s applied (Logo)
(2) SIDES Decal	5 applied (Logo)
	applied (see
 a) FOR SIGN SUBMISSIONS ONLY: NINE (9) COPIES OF THE FOLLOWING APPLICATION 1. Drawing of Proposed Sign which must a type of sign (wall, pylon etc.) size/dimensions style of lettering 2. Drawing and/or pictures indicating location 3. Picture of existing location and signs (if possible proposed signs) in proposed Sign which must a type of sign (wall, pylon etc.) size/dimensions style of lettering b) FOR BUILDINGS/DEVELOPMENTS 	G MUST BE SUBMITTED WITH Iso include colors materials lighting-illuminated, non-illuminated and style on of new sign. Dreviously existing location)
(a) Corres of The FOLLOWING	G MUST BE SUBMITTED W/APPLICATION
Practices Guide	ing plantings. Plantings must be from Best Development
(when there are no adjoining building	ight of building(s); front, rear and side elevations s) and floor plans
4. Drawings or pictures of existing condition5. If any signage on the building or site, provided in the signal of the site.	ns vide information from above Signage Checklist

etc.) as well as samples of paint colors.

Note: Please bring a sample of the following to the meeting: materials samples (brick, siding, roofing



From the Desk of; Rocco Cavallaro

Date. 5/1/2020

DRC Submission

Company: Kaleidoscope ABA Therapy Services

One logo each side 10.5" x 56" White cut vynil logo



FORM Q

TOWN OF FRANKLIN DESIGN REVIEW APPLICATION FOR §185-31(2) OF THE ZONING BY-LAW

A) General Information

,		
Name of Business or Project:122 Ch	nestnut Street Residential	Development
Property Address122 Chestnut Street		
Assessors' Map # Parc	el#	
Zoning District (select applicable zone): _	Comm. II	
Zoning History: Use Variance Non-Conforming Use	XXX	
B) Applicant Information:		
Applicant Name: Michael McKay		
Address: 35 Bryant Street, Dedhar	m, MA 02026	
Telephone Number: 617-966-6850		
Contact Person: Michael McKay		
C) Owner Information (Business Owner	er & Property Owner if	different)
Business Owner:Address:		Michael O'Brien
All of the information is submitted accord Executed as a sealed instrument this		owledge 20
MINCH		
Signature of Applicant	Signature of Owner	
Michael McKay		
Print name of Applicant	Print name of Owner	

*FOR SIGNS COMPLETE PAGES 1 & 2 ONLY. FOR SITE PLANS, BUILDING PLANS, PROJECTS, COMPLETE PAGES 1 – 4

SEE ADDENDA ATTACHED FOR ASSISTANCE IN COMPLETION OF FORM Q

D) Architect/En	gineer/Sign Company Information (if not the applicant)
a. Sign Compa	ny
Business Name:	
Telephone Number	er:
	ngineer (when applicable) McKay Architects
	Michael McKay
	35 Bryant Street, Dedham, MA 02026
	er: 617-966-6850
E) Work Summ Summary of worl	
Sammary of World	

F) Information & Materials to be Submitted with Application

a) FOR SIGN SUBMISSIONS ONLY:

NINE (9) COPIES OF THE FOLLOWING MUST BE SUBMITTED WITH APPLICATION

1. Drawing of Proposed Sign which must also include

type of sign (wall, pylon etc.) colors size/dimensions materials

style of lettering lighting-illuminated, non-illuminated and style

- 2. Drawing and/or pictures indicating location of new sign.
- 3. Picture of existing location and signs (if previously existing location)

b) FOR BUILDINGS/DEVELOPMENTS OR PROJECT SUBMISSIONS:

NINE (9) COPIES OF THE FOLLOWING MUST BE SUBMITTED W/APPLICATION

- 1. Site Plan including Landscape Plan showing plantings. Plantings must be from Best Development Practices Guide
- 2. Lighting Plan indicating lighting levels & specifications of proposed lights
- 3. Building drawings, indicating size and height of building(s); front, rear and side elevations (when there are no adjoining buildings) and floor plans
- 4. Drawings or pictures of existing conditions
- 5. If any signage on the building or site, provide information from above Signage Checklist

Note: Please bring a sample of the following to the meeting: materials samples (brick, siding, roofing etc.) as well as samples of paint colors.

DESIGN STANDARDS

Explain how each of the design standards outlined below has been incorporated into the design of the proposed development. Fill in the information in the spaces provided or use a separate sheet.

1. Height —The height of any proposed alteration shall be the surrounding buildings, within zoning requirements.	<u>*</u>	
2. Proportions of Windows and Doors – The proportion windows shall be compatible with the architectural style a The windows are a major design element and are deslook to the building.	nd character of the surrounding area. signed to complement the more commercial	
3. Relations of Building Masses and Spaces – The relatibetween it and adjoining structures shall be compatible.	The structure has open space on either side and the	e
4. Roof Shape – The design and pitch of the roof shall be character of the surrounding buildings The roof is flat c	compatible with the architectural style and omplimenting a more modern commercial look	
5. Scale – The scale of the structure shall be compatible with the surrounding buildings. The 3 stories is consistent with the surrounding buildings.		
6. Façade, Line, Shape & Profile – Facades shall blend with regard to the dominant vertical or horizontal context:		
7. Architectural Details – Architectural details, including be treated so as to be compatible with the existing and adjupreserving and enhancing the surround area. As noted modern building consistent with the Franklin Health C stained and horizontal painted) break up the facade. The provide strong shadow lines.	acent architectural character, thereby danger above, the building was designed to be a more enter. The mixture of facade materials (Vertical	

8. Advertising Features – The size, location, design, color, texture, lighting and materials of all permanent signs and outdoor advertising structures shall not detract from the use and enjoyment of the proposed buildings and structures and the surrounding properties. Only address number is proposed	
9. Heritage – Removal or disruption of historic, traditional or significant uses, structures or architectural elements shall be minimized insofar as practicable. NA	
10. Energy Efficiency – To the maximum extent reasonably practicable, proposals shall utilize energy-efficient technology and renewable energy resources and shall adhere to the principles of energy-conscious design with regard to orientation, building materials, shading, landscaping and other elements. The structure will be new construction built to energy star levels with sustainable siding, instanting materials. All systems will be hi efficiency.	ulatio
11. Landscape - The landscape should improve the character and appearance of the surrounding area and parking areas should be located to the side or rear of buildings when reasonably possible.	

SEE ADDENDA ATTACHED FOR INSTRUCTIONS TO ASSIST IN COMPLETING APPLICATION.

ADDENDA

INSTRUCTIONS FOR COMPLETION OF FORM Q-DESIGN REVIEW APPLICATION

- A. General Information
 - Please list name of Business as it will appear on sign or name of project or development, as the case may be, as well as the property address
 - Assessors' Map & Parcel numbers may be obtained from tax bill, Town website @ www.franklin.ma.us/Town/Assessors/PropertyTax or from the computer located outside the Assessor's Office, first floor, Municipal Building, 355 East Central Street.
 - Zoning District and Zoning History information may be obtained at the Building Department, 1st floor, Municipal Building
- B. Applicant Information complete and include name of contact person w/ phone number
- C. Owner Information if business owner and property owner are not the same, please include information for both. If signage is within a shopping plaza—obtain letter of approval of sign changes from plaza owner.

Page 2 -

- D. Architect/Engineer or Sign Company Information:
 - Signs only Name of Sign Company and Contact Person
 - Developments & Projects Engineer and Architect Information as well
- E. Work Summary: Include brief summation of work to be done

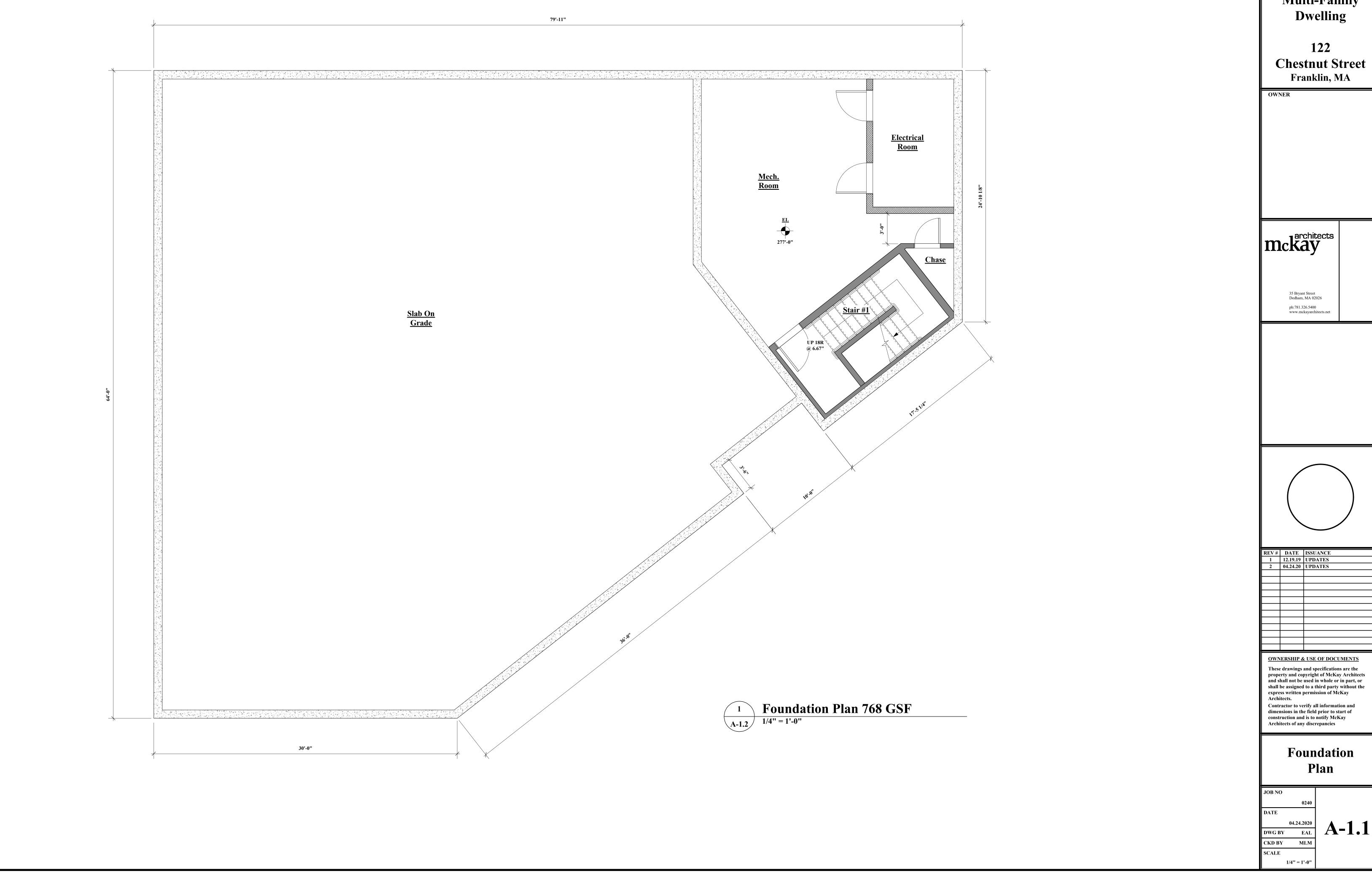
Pages 3 & 4

- F. Information & Materials to be Submitted w/Application
 - a) SIGNS ONLY -
 - Nine (9) Copies of sign drawings and photos, which include information listed on Page 2 of the application
 - b) SITE PLAN APPLICATIONS FOR BUILDINGS/DEVELOPMENTS/PROJECTS.
 - Nine (9) Copies of all plans including information listed on Page 2 of application.
 - Please bring samples of siding and roofing materials and paint color samples to the meeting when scheduled.

<u>**DESIGN STANDARDS**</u> – For Buildings/Projects and Developments, please complete Pages 3 and 4 as they apply to your project.

ALL APPLICATIONS WITH NINE (9) COPIES OF SUPPLEMENTARY INFORMATION MUST BE FILED BY CLOSE OF BUSINESS ON WEDNESDAY PRIOR TO THE FOLLOWING TUESDAY MEETING. MEETINGS ARE GENERALLY TWICE A MONTH THE $2^{\rm ND}$ & $4^{\rm TH}$ TUESDAY OF THE MONTH.

FOR SIGN APPLICATIONS ONLY, YOU NEED ONLY COMPLETE PAGES 1 & 2 OF APPLICATION.

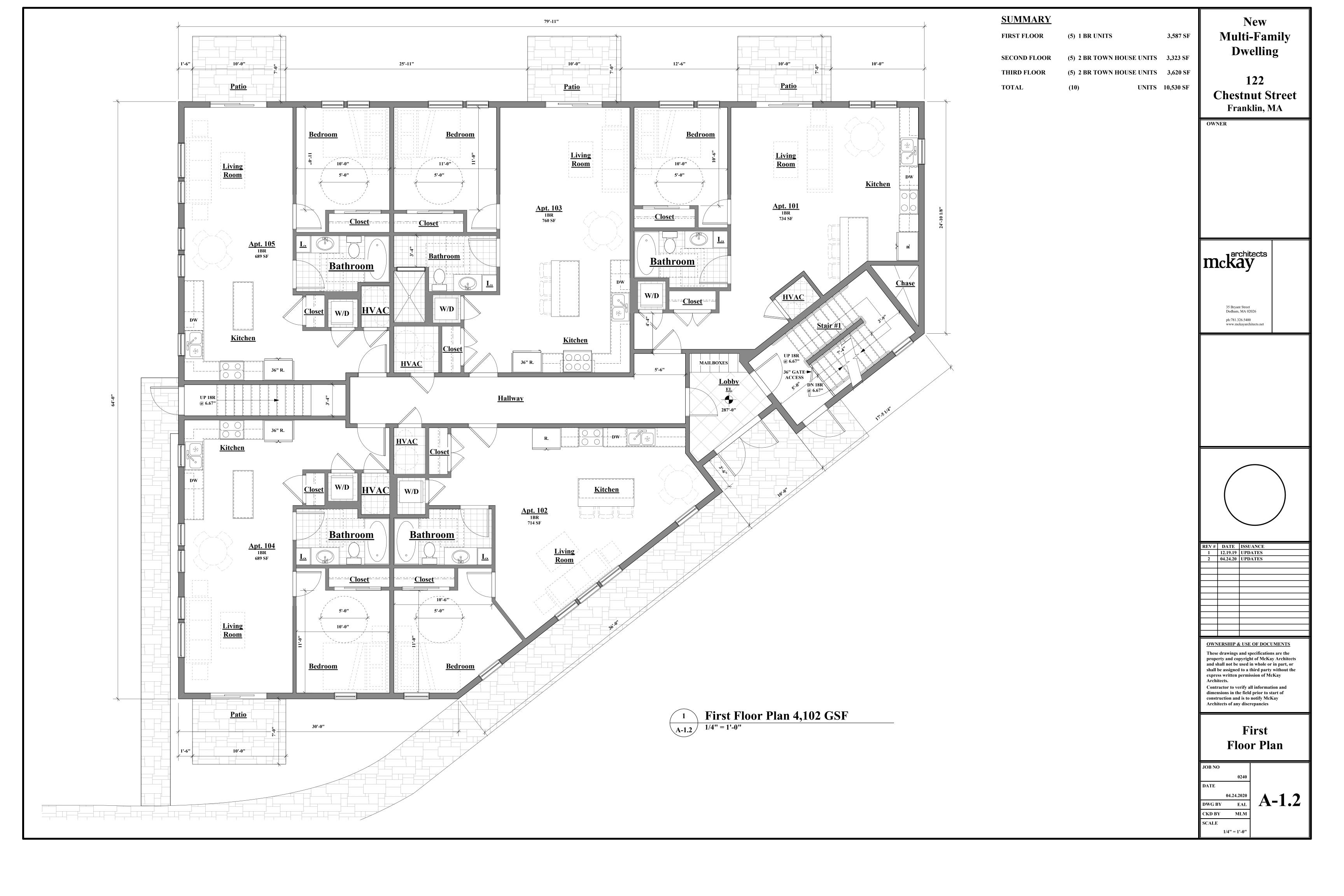


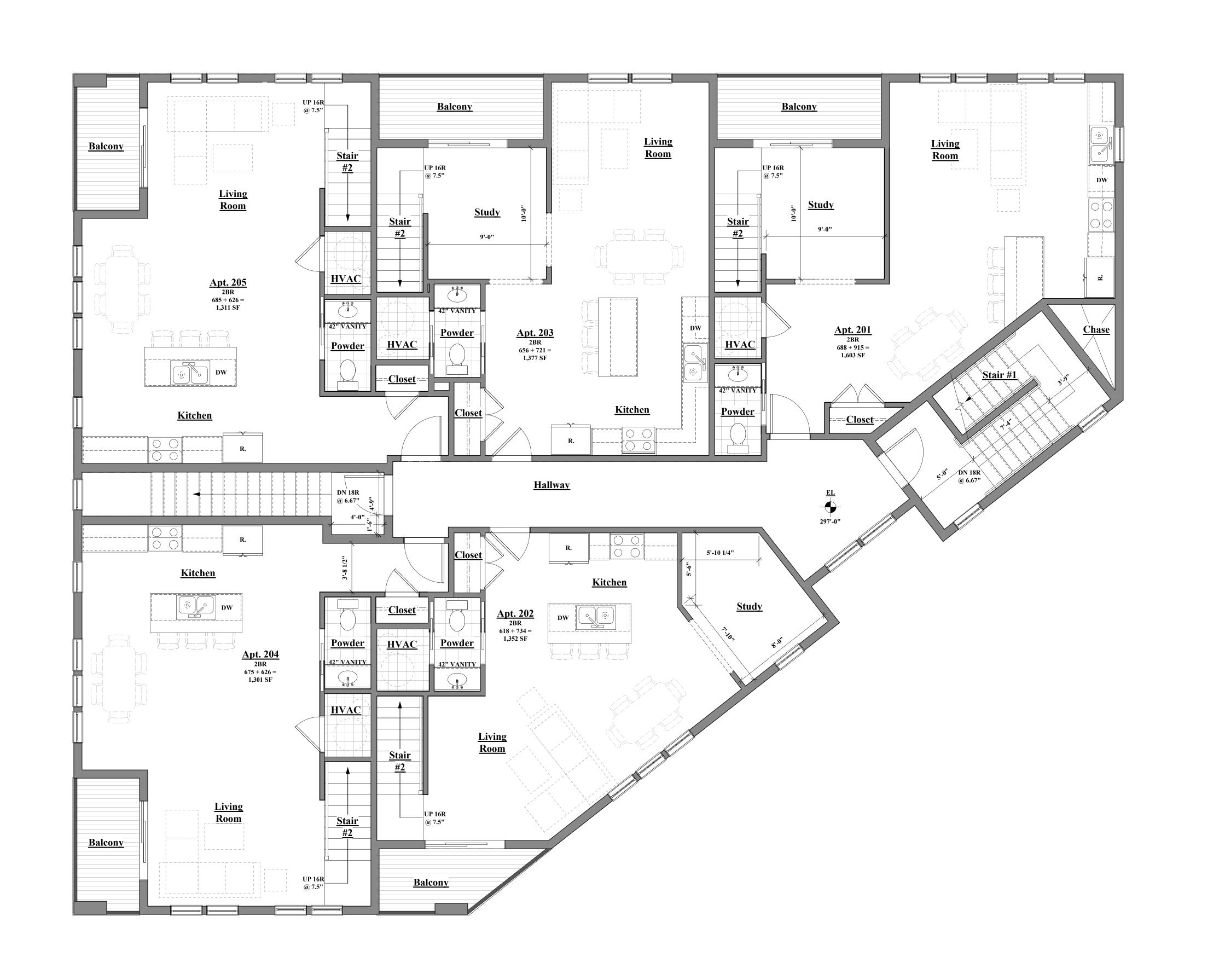
New **Multi-Family**

Chestnut Street

OWNERSHIP & USE OF DOCUMENTS

0240	
DATE	
04.24.2020	A 1 1
DWG BY EAL	A-1.1
CKD BY MLM	
SCALE	
1/4" = 1'-0"	





SUMMARY

Second Floor Plan 3,824 GSF

FIRST FLOOR (5) 1 BR UNITS

SECOND FLOOR (5) 2 BR TOWN HOUSE UNITS 3,323 SF

THIRD FLOOR (5) 2 BR TOWN HOUSE UNITS 3,620 SF

TOTAL (10) UNITS 10,530 SF

New
Multi-Family
Dwelling

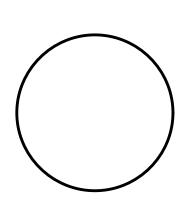
122 Chestnut Street Franklin, MA

OWNER

3,587 SF

mckay

35 Bryant Street Dedham, MA 02026 ph:781.326.5400 www.mckayarchitects.net



REV # DATE ISSUANCE

1 12.19.19 UPDATES

2 04.24.20 UPDATES

OWNERSHIP & USE OF DOCUMENTS

These drawings and specifications are the property and copyright of McKay Architects and shall not be used in whole or in part, or shall be assigned to a third party without the express written permission of McKay Architects.

Contractor to verify all information and dimensions in the field prior to start of construction and is to notify McKay Architects of any discrepancies

Second Floor Plan

0240
DATE

04.24.2020
DWG BY EAL
CKD BY MLM
SCALE

1/4" = 1'-0"



SUMMARY

FIRST FLOOR (5) 1 BR UNITS 3,587 SF

SECOND FLOOR (5) 2 BR TOWN HOUSE UNITS 3,323 SF
THIRD FLOOR (5) 2 BR TOWN HOUSE UNITS 3,620 SF
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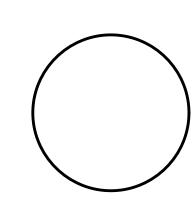
New Multi-Family Dwelling

122 Chestnut Street Franklin, MA

OWNER

mckay

35 Bryant Street Dedham, MA 02026 ph:781.326.5400 www.mckayarchitects.net



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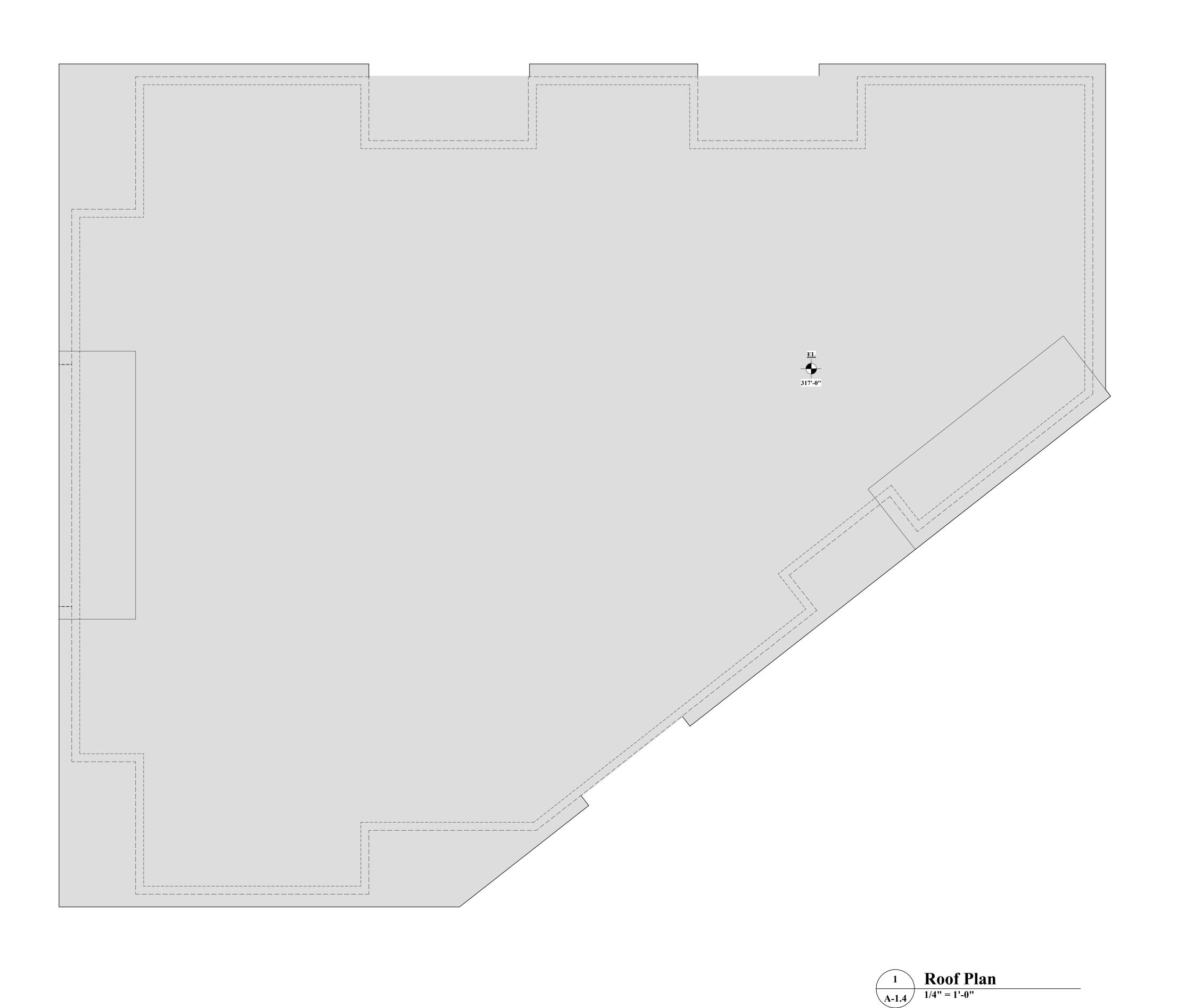
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Third Floor Plan

1 Third Floor Plan 3,620 GSF

A-1.4 1/4" = 1'-0"



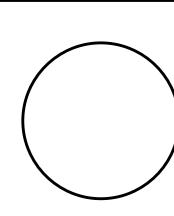
New Multi-Family Dwelling

122 Chestnut Street Franklin, MA

OWNER

nckay

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 REV#
 DATE
 ISSUANCE

 1
 12.19.19
 UPDATES

 2
 04.24.20
 UPDATES

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Roof Plan

JOB NO	
	0240
DATE	
	04.24.2020
DWG BY	EAI

04.24.2020

DWG BY EAL

CKD BY MLM

SCALE 1/4" = 1'-0"



Chestnut Street Elevation

A-2.1 1/4" = 1'-0"

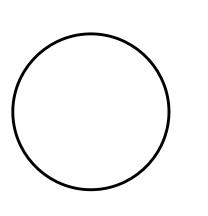
New
Multi-Family
Dwelling

122 Chestnut Street Franklin, MA

OWNE

mckay

35 Bryant Street Dedham, MA 02026 ph:781.326.5400 www.mckayarchitects.net



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Chestnut Street Elevation

JOB NO	
	0240
DATE	
	04.24.2020
DWG BY	EAL
CKD BY	MLM

A-2.

CKD BY MLM

SCALE

1/4" = 1'-0"



New Multi-Family Dwelling

122 Chestnut Street Franklin, MA

OWNER

mckay

35 Bryant Street Dedham, MA 02026 ph:781.326.5400

REV# DATE ISSUANCE

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Right Side & Lobby Elevations

JOB NO

0240

DATE

04.24.2020

DWG BY EAL

CKD BY MLM

1/4" = 1'-0"

SCALE

A-2.2

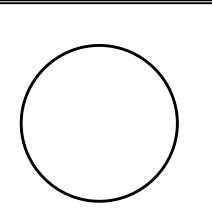
OWNER CEMENT BOARD
PANELS (PAINTED) TYPE 2— CROWN MOULDING Roof 318'-6" TYPE 1— CROWN MOULDING Third Floor 307'-0" CEDAR SIDING — Second Floor
297'-0" First Floor Architects. 2 Left Side Elevation
A-2.3 1/4" = 1'-0" 1 Rear Elevation
A-2.3 1/4" = 1'-0"

New **Multi-Family Dwelling**

122 **Chestnut Street** Franklin, MA

mckay

35 Bryant Street Dedham, MA 02026 ph:781.326.5400



DELL"	D. A. EED	TOOLLANDE	
REV#	DATE	ISSUANCE	

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Contractor to verify all information and dimensions in the field prior to start of construction and is to notify McKay Architects of any discrepancies

Rear & Left **Side Elevations**

JOB NO		
	0240	
DATE		
	04.24.2020	A
DWG BY	EAL	A
CKD BY	MLM	
SCALE		

PLANTING PLAN (TREES)

TREE SCHEDULE		EDULE	
ID	QTY	LATIN NAME	COMMON NAME
A R	2	ACER RUBRUM	RED MAPLE
JvES	15	JUNIPERUS VIRGINIANA 'EMERALD SENTINE	EMERALD SENTINEL JUNIPER
PG	1	PICEA GLAUCA	WHITE SPRUCE
PP	2	PICEA PUNGENS	COLORADO SPRUCE

RED MAPLE

ACER RUBRUM

EMERALD SENTINAL JUNIPER

JUNIPERUS VIRGINIANA 'EMERALD SENTINEL'



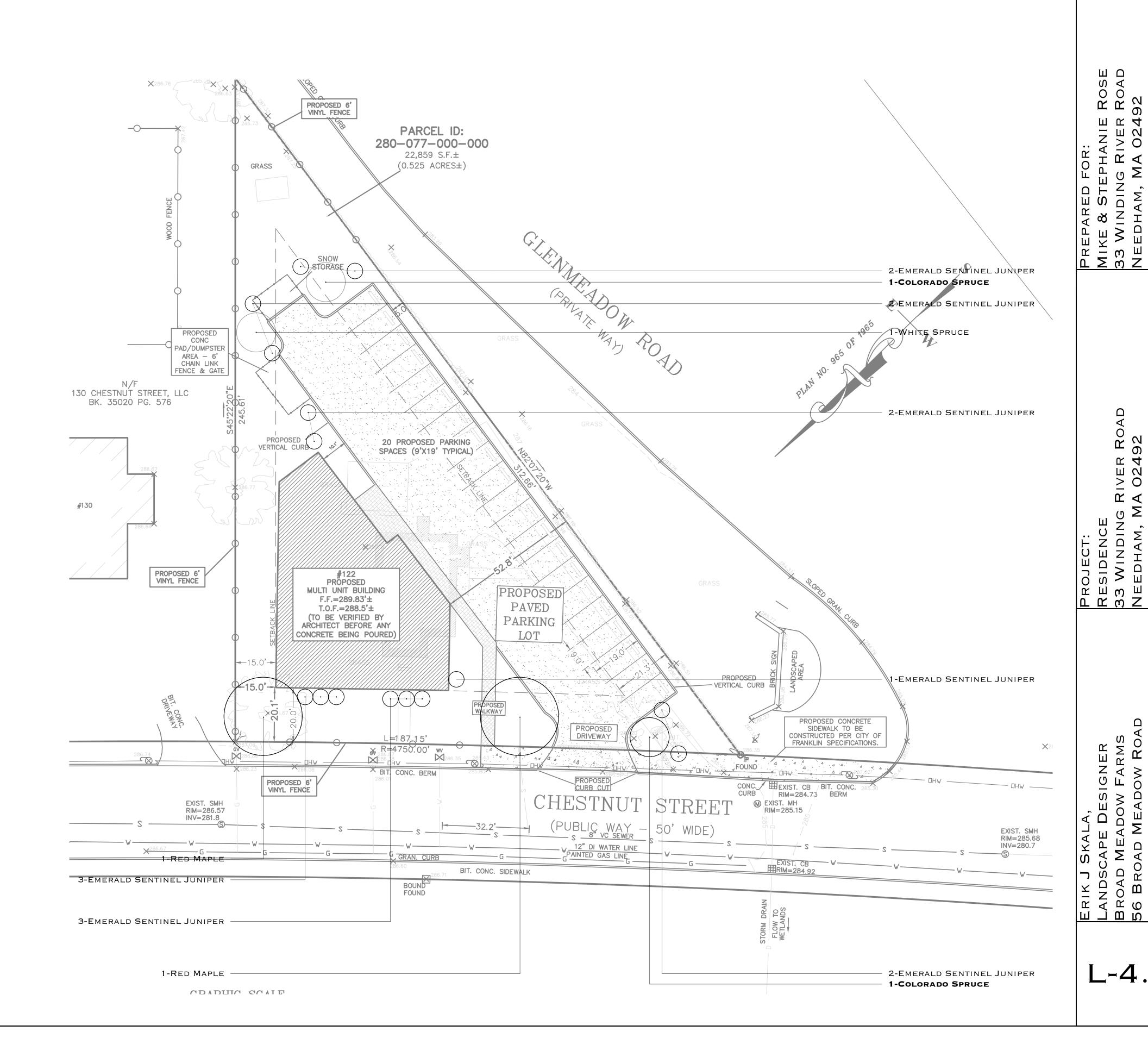


WHITE SPRUCE PICEA GLAUCA

SPRUCE (COLORADO) PICEA PUNGENS





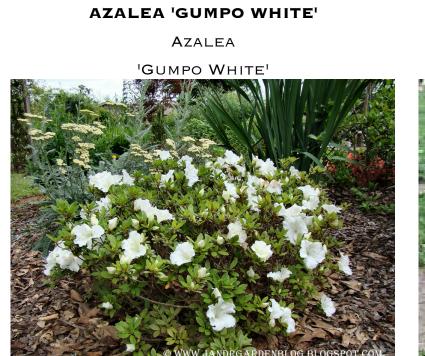


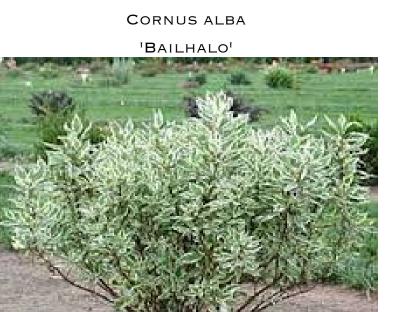
SHRU	B & F	PERENNIAL SCHEDULE		
ID	QTY	LATIN NAME	COMMON NAME	SIZE
AzGW	25	AZALEA 'GUMPO WHITE'	AZALEA 'GUMPO WHITE'	#3
CAB	5	CORNUS ALBA 'BAILHALO'	IVORY HALO DOGWOOD	#3
HQSQ	8	HYDRANGEA QUERCIFOLIA 'SNOW QUEEN'	SNOW QUEEN OAKLEAF HYDRANGEA	#5
KLOF	8	KALMIA LATIFOLIA 'OLYMPIC FIRE'	OLYMPIC FIRE MOUNTAIN LAUREL	#3
PvSH	27	PANICUM VIRGATUM 'SHENANDOAH'	SHENANDOAH SWITCH GRASS	#2
VDC	6	VIBURNUM DENTATUM 'CHRISTOM'	VIBURNUM 'BLUE MUFFIN'	#5

PLANTING PLAN (SHRUBS)

O'BRI STNUT PROJECT:
MICHAEL
122 CHE
FRANKIN,

L-4.2





IVORY HALO DOGWOOD



'SNOW QUEEN'



MOUNTAIN LAUREL - OLYMPIC FIRE KALMIA LATIFOLIA

'OLYMPIC FIRE'



PRAIRIE SWITCHGRASS

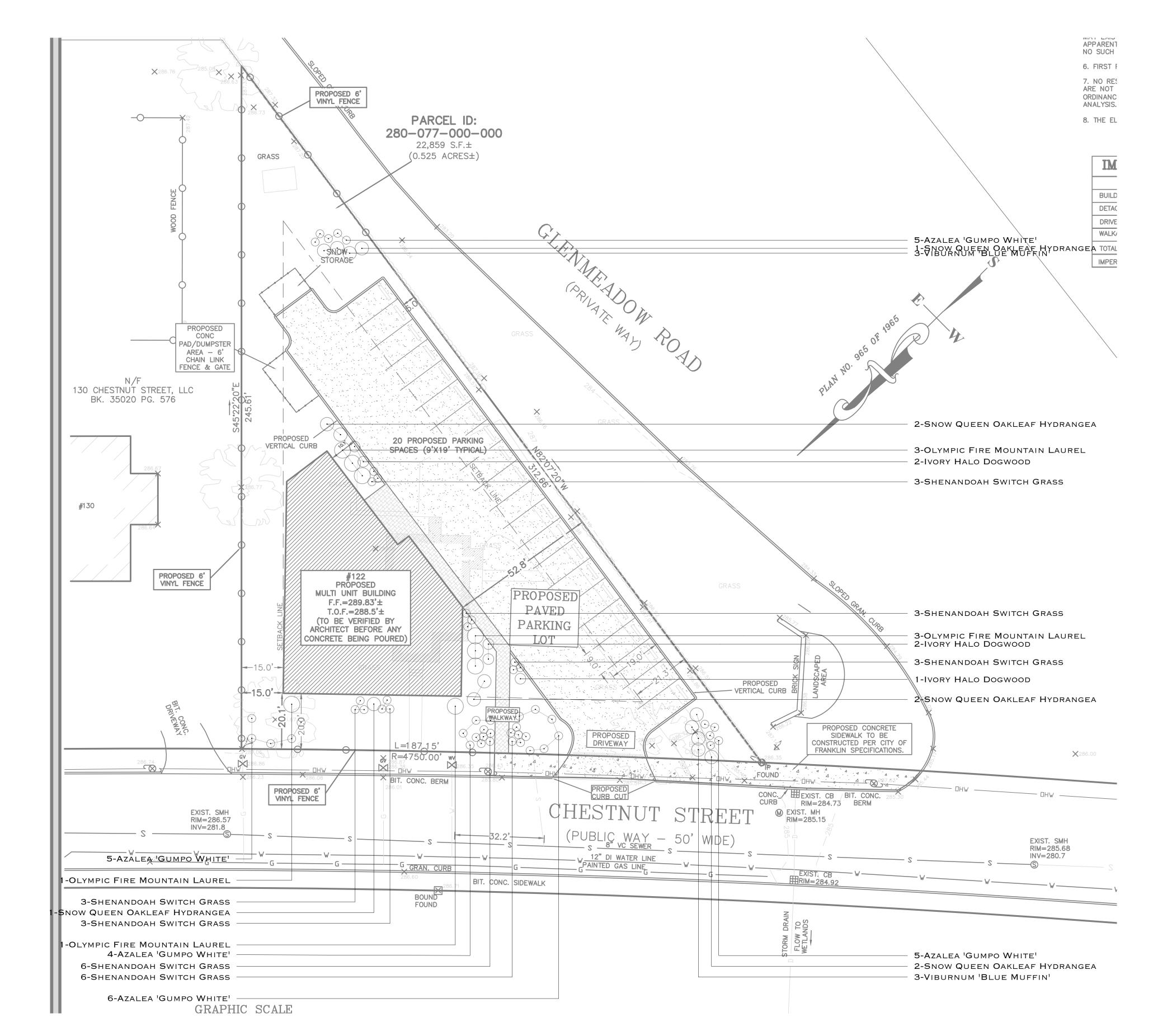
PANICUM VIRGATUM 'SHENANDOAH'



ARROWOOD VIBURNUM BLUE MUFFIN

VIBURNUM DENTATUM 'CHRISTOM'





DATE: 12/12/19 DRAWN BY: LRE
SHEET:

EXTERIOR LIGHTING PHOTOMETRIC CALCULATION

FILE NAME: SL-1 122 CHESTNUT ST 12-12-2019.dwg

DRAWING TITLE:

PROJECT TITLE:

122 CHESTNUT ST

SCALE: 1"=20'-0"

u insist all	ed by applying rer's catalog, anded values and leation of an ance that	•	natch the ulated values.	h as room cantly affect	rformance, mperature	ood practice ay occur due to
telephone 860.632.8766	LIGHTING SOLUTIONS THE POINT WHERE ALL ASCENDING LINES CONVERGE				M	

Calculations have been performed according to IES standards and good p Some differences between measured values and calculated results may octolerances in calculation methods, testing procedures, component perform measurement techniques and field conditions such as voltage and tempera variations. Input data used to generate the attached calculations such as redimensions, reflectances, furniture and architectural elements significantly the lighting calculations. If the real environment conditions do not match input data, differences will occur between measured values and calculated * LLF Determined Using Current Published Lamp Data

NOTE TO REVIEWER:

Total Light Loss Factor (LLF) applied at time of design is determined by the Lamp Lumen Depreciation (LLD) from current lamp manufacturer's calcuminaire Dirt Depreciation Factor (LDD) based on IES recommended a Ballast Factor (BF) from current ballast specification sheets. Application incorrect Light Loss Factor (LLF) will result in forecasts of performance will not accurately depict actual results.

For proper comparison of photometric layouts, it is essential that you insidesigners use correct Light Loss Factors.

Calculation Summary						
Label Grid	id Height	Avg	Max	Min	Avg/Min	Max/Min
CalcPts_1 0		0.08	2.6	0.0	N.A.	N.A.
PARKING LOT		1.00	2.6	0.2	5.00	13.00

Qty	Label	Arrangement	Lumens	Input Watts	LLF	BUG Rating	Description
22	SL4	SINGLE	7105	72.9	0.850	B1-U0-G2	GARDCO ECF-S-32L-700-NW-AR-G2-4-UNV-FINISH-HIS / MOUNTED TO 20FT POLE

JOB NAME: 122 CHESTNUT ST APEX LIGHTING SOLUTIONS WORKPLANE/CALC PLANE: AT FINISH GRADE MOUNTING HEIGHT: SEE LUMINAIRE SCHEDULE APPS: LRE SALES: BO

o [†] .0	o. 0	o ⁺	o [†] . o	o ⁺ . o	o ⁺ . o	o [†] .0	o ⁺	o ⁺ 0	o. 0	o ⁺	о [†] О	o⁺ . o	o. 0	o ⁺	o⁺ . o	o ⁺ .0	o [†] . o	o ⁺ .0	o⁺ • 0	o ⁺ . o	o⁺ o	o ⁺ . o	o ⁺ . o	o ⁺ . o	o [†]	o ⁺ . o	o ⁺ 0	o⁺ •	o+ 0	o. 0	o ⁺ •	
o. 0	o. 0	o ⁺	o. 0	0.0	o. 0	o ⁺ 0	o ⁺ . 0	0.0	0.0	o. 0	o ⁺ 0	o ⁺ 0	0.0	o ⁺	o ⁺ 0	o. 0	o. 0	o. 0	o ⁺ . 0	o+ . o	o ⁺ . 0	o. 0	o. 0	0.0	o ⁺ . 0	о· 0.0	o. o	o+ . o	o. 0	0.0	o. 0	
0 ⁺ 0	0.0	0 0	0 [†] 0	0 ⁺ . 0	0,0	0,0	o ⁺ . o	0.0	0 ⁺ . 0	o ⁺ . o	o ⁺ . o	o ⁺ . o	0.0	0 ⁺ 0	o ⁺ . o	0 ⁺ . 0	о [†] О	0 ⁺ . 0	o+ . o	o ⁺ . o	o ⁺ . 0	o ⁺ . o	o ⁺ . o	o ⁺ . 0	o ⁺ . o	o. o	o ⁺ . o	o ⁺ . o	o+ . o	0. 0	o. 0	
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O [†] . O	0.0	o+ 0	o ⁺ . 0	o ⁺ 0.0	0.0	0 ⁺ .0	o ⁺ . 0	0.0	0.0	o ⁺ 0	o. 0	0.0	o. 0	o ⁺ . 0	0 ⁺	0.0	0,0	o ⁺ .0	O [†] . O	o ⁺ . o	O [†] . O	0.0	0.0	o+ o	o [†] • 0	o ⁺ 0.0	0.0	o [†] • 0	0.0	0.0	0.0	
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Tel: (508) 520-4907 Fax: (508) 520-4906

Town of Franklin



Design Review Commission

Tuesday, April 7, 2020 Meeting Minutes

Chair Mark Fitzgerald called the above-captioned meeting to order this date at 7:05 PM, via remote/virtual meeting on Zoom. Members in attendance: Mark Fitzgerald, , Ralph Niemi, and James Bartro. Members absent: Chris Baryluk, Late: Sam Williams joined at 7:20PM

Chair Fitzgerald stated that he authorized Associate member James Bartro to vote.

1. **Pokemoto – 274 Franklin Village Drive** – New business, replace wall mounted sign

Jun, applicant attended by telephone. Chair Fitzgerald confirmed the applicant was requesting to replace the former sign with the new business sign.

Motion: To **Approve** the sign package as submitted. Motioned by J. Bartro. Seconded by R. Niemi. Voted 3-0-0.

2. Crossway Church – 282 Summer Street – Replace existing free standing sign with a new sign.

Cam Afonso of Signs by Cam reviewed the proposed signage replacement. Chair Fitzgerald stated the new frame is the same type, size, and mounting arrangement as the existing frame.

Motion: To **Approve** the sign package as submitted. Motioned by J. Bartro. Seconded by R. Niemi. Voted 3-0-0.

3. Starr & Glick – 825 West Central Street – Replace directory panel.

Cam Afonso of Signs by Cam reviewed the proposed signage replacement and indicated there is no lighting. Chair Fitzgerald stated the new frame is the same type, size, and mounting arrangement as the existing frame.

Motion: To **Approve** the sign package as submitted. Motioned by R. Niemi Seconded by J. Bartro. Voted 3-0-0.

Motion: To **Approve** the **February 18, 2020** and March 3, 2020 Meeting Minutes as presented. Motioned by J. Barto. Seconded by R. Niemi. Voted 5-0-0.

General Matters: Mr. Williams inquired a new sign at Franklin Pizza & Deli. Will look into if it was approved. Mr. Fitzgerald stated he also will speak to Mr. Brown about the Glen Pharma truck.

Motion to Adjourn by J. Bartro. Seconded by S. Williams. Voted 5-0-0. Meeting adjourned at 7:25 PM. Respectfully submitted,

Amy Love

Tel: (508) 520-4907

Fax: (508) 520-4906