

# DESIGN REVIEW COMMISSION

## AGENDA

August 9, 2022

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/81037499643> or call on your phone at 1-929-205-6099, meeting ID is 81037499643**

**7:00 PM      NETA, Franklin – 162 Grove Street**  
Update existing sign 8, adding additional one

**7:05 PM      H2T Skin and Laser Center – 435 King Street**  
Replace existing panels on pylon sign. Replace existing letters on front and back of building. Same size

**7:10 PM      Dunkin Donuts – 490 King Street**  
Install new signs

### General Matters:

Approval of Minutes:            July 12, 2022

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: 8-4-2022  
Next meeting is 8/23/2022

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: NETA, franklin

Property Address 162 Grove St

Assessors' Map # 305 Parcel # 306-003-000-000

Zoning District (select applicable zone): Industrial

Zoning History: Use Variance \_\_\_\_\_  
Non-Conforming Use \_\_\_\_\_

B) Applicant Information:

Applicant Name: Lauren Burm

Address: 5 Forke PKWY  
Franklin, MA 02038

Telephone Number: 617-309-8730

Contact Person: Lauren Burm, Sr. Director - External Affairs

C) Owner Information (Business Owner & Property Owner if different)

Business Owner: NETA Property Owner: Charley 2017 LLC  
Address: 5 Forke Parkway Brian R. Holmes, MGR  
Franklin, MA 7 Myrtle St.  
Norfolk, MA 02056

All of the information is submitted according to the best of my knowledge  
Executed as a sealed instrument this 28 day of June 2022

Lauren Burm  
Signature of Applicant

B. R. H.  
Signature of Owner

Lauren Burm  
Print name of Applicant

Brian R. Holmes  
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/Engineer/Sign Company Information (if not the applicant)**

**a. Sign Company**

Business Name: TBD

Contact Person: \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**b. Architect/Engineer (when applicable) n/A**

Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**E) Work Summary**

Summary of work to be done: updating of existing sign & adding an additional one.

**F) Information & Materials to be Submitted with Application**

**a) FOR SIGN SUBMISSIONS ONLY:**

**THE FOLLOWING MUST BE SUBMITTED ELECTRONICALLY TO [Mkinhart@franklinma.gov](mailto:Mkinhart@franklinma.gov)**

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:**

**THE FOLLOWING MUST BE SUBMITTED W/APPLICATION to [Mkinhart@franklinma.gov](mailto:Mkinhart@franklinma.gov)**

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





This signage will be: 177.5in W x 95in H.



The area of the white space on the existing exterior sign is 48.5in x 24in. The existing lettering is 6in x 4.5in, and the new lettering would match.



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: H2T Skin and Laser

Property Address 435 King Street

Assessors' Map # 303 Parcel # 104

Zoning District (select applicable zone): \_\_\_\_\_

Zoning History: Use Variance \_\_\_\_\_  
Non-Conforming Use \_\_\_\_\_

B) Applicant Information:

Applicant Name: Jim Quinn

Address: 400 Old Colony Rd.  
Norton, MA 02766

Telephone Number: 508-944-7691

Contact Person: Jim Quinn

C) Owner Information (Business Owner & Property Owner if different)

Business Owner: Matt LaFever Property Owner: same

Address: 17 Cocasset st  
Foxboro, MA 02035

All of the information is submitted according to the best of my knowledge  
Executed as a sealed instrument this 7th day of July 2022

[Signature]  
Signature of Applicant

\_\_\_\_\_  
Signature of Owner

Jim Quinn  
Print name of Applicant

Matt LaFever  
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/Engineer/Sign Company Information (if not the applicant)**

**a. Sign Company**

Business Name: Signs by Tomorrow  
Contact Person: Jim Dupin  
Address 400 Old Colony Road Norton, MA 02766  
Telephone Number: 508-944-7691

**b. Architect/Engineer (when applicable)**

Business Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

**E) Work Summary**

Summary of work to be done: Replace existing letters  
and sign panels with same size

**F) Information & Materials to be Submitted with Application**

**a) FOR SIGN SUBMISSIONS ONLY:**

**THE FOLLOWING MUST BE SUBMITTED ELECTRONICALLY TO [Mkinhart@franklinma.gov](mailto:Mkinhart@franklinma.gov)**

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:**

**THE FOLLOWING MUST BE SUBMITTED W/APPLICATION to [Mkinhart@franklinma.gov](mailto:Mkinhart@franklinma.gov)**

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





Front of Building Sign:

- Wall Sign
- 60" high x 132" wide x 3/4" thick
- Blue
- PVC
- Non-Illuminated



Back of Building Sign:

- Wall Sign
- 20" high x 258" wide x 3/4" thick
- Blue
- PVC
- Non-Illuminated



Pylon Sign:

- Top Panel
- 29" high x 93" Lexan Panel
- Lower Panel
- 46" high x 62 3/4" wide
- White/Blue
- Aluminum
- Internally illuminated with fluorescent bulbs



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: DUNKIN DONUTS

Property Address 490 KING ST. (470-490 KING ST.)

Assessors' Map # 303 Parcel # 049

Zoning District (select applicable zone): COMMERCIAL II

Zoning History: Use Variance \_\_\_\_\_  
Non-Conforming Use \_\_\_\_\_

B) Applicant Information:

Applicant Name: VIEWPOINT SIGN & AWNING

Address: 35 LYMAN ST.  
NORTHBURY, MA

Telephone Number: 508 393 8200 x 21 / 617 872 3064

Contact Person: LAUREN DELARDA (LDARDA@VIEWPOINTSIGN.COM)

C) Owner Information (Business Owner & Property Owner if different)

Business Owner: TONY DIACIO  
Address: 490 KING ST.  
FRANKLIN, MA

Property Owner: GEORGE DOWERY  
KING PROPERTY HOLDINGS LLC  
63 CENTRE ST.  
DOVER, MA 02030

All of the information is submitted according to the best of my knowledge  
Executed as a sealed instrument this 29 day of JULY 2022

Lauren Delarda  
Signature of Applicant

SEE ATTACHED  
Signature of Owner

LAUREN DELARDA  
Print name of Applicant

SEE ATTACHED  
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/Engineer/Sign Company Information (if not the applicant)**

**a. Sign Company**

Business Name: VIEWPOINT SIGN & ALLOWING  
Contact Person: LAUREN DELARDA & SEAN DONOVAN  
Address: 35 LYMAN ST. NORTHBORO, MA 01532  
Telephone Number: 508 393 8200 / 617 872 3064

**b. Architect/Engineer (when applicable)**

Business Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

**E) Work Summary**

Summary of work to be done: (A) INSTALL (1) ILLUMINATED WALL SIGN TO WEST ELEVATION, "DD" (BACKER IS 42"H X 6'5"W, LETTERS ARE 3'H X 70 1/2"W); (B) INSTALL (1) ~~SIGN~~ NON-ILLUMINATED WALL SIGN TO WEST ELEVATION, "DUNKIN" (BACKER 16 1/2"H X 6'4"W, LETTERS ARE 1'H X 68"W); (C) INSTALL (1) ILLUMINATED WALL SIGN TO SOUTH ELEVATION, "DUNKIN" (BACKER IS 3'H X 15'3"W, LETTERS ARE 30"H X 176 9/16"W); (D) INSTALL (1) SET OF EXTERNALLY ILLUMINATED WALL SIGN TO SOUTH ELEVATION, "FRANKLIN (RUNS LOGO) DUNKIN" (30 5/8"H X 87 3/8"W); (E) INSTALL (2) REPLACEMENT PANELS TO EXISTING

**a) FOR SIGN SUBMISSIONS ONLY:**

THE FOLLOWING MUST BE SUBMITTED ELECTRONICALLY TO [Mkinhart@franklinma.gov](mailto:Mkinhart@franklinma.gov)

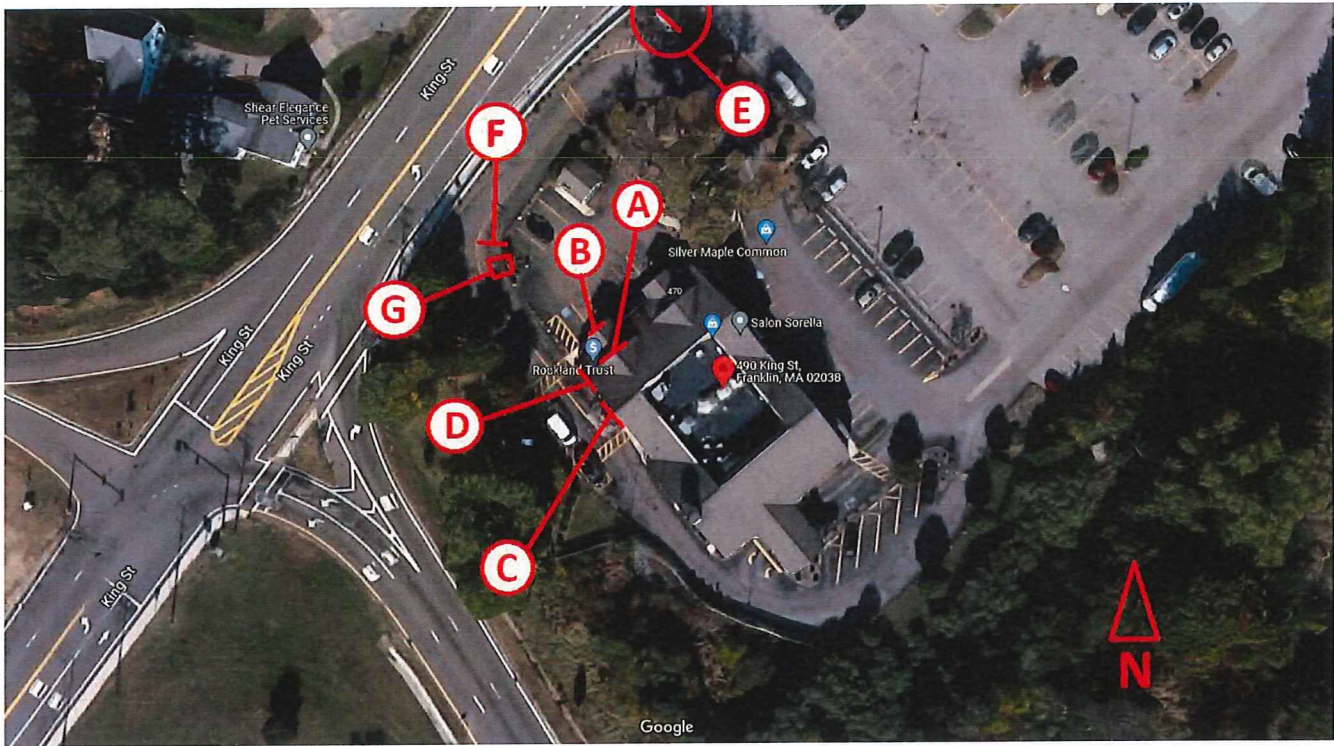
1. Drawing of Proposed Sign which must also include  
type of sign (wall, pylon etc.) colors  
size/dimensions materials  
style of lettering lighting-illuminated, non-illuminated and style

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

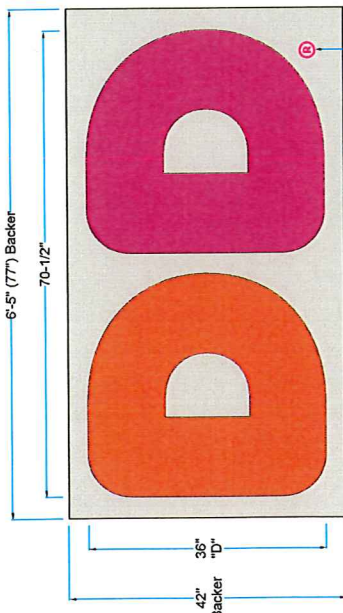
**b) FOR BUILDINGS/DEVELOPMENTS OR PROJECT SUBMISSIONS:**

THE FOLLOWING MUST BE SUBMITTED W/APPLICATION to [Mkinhart@franklinma.gov](mailto:Mkinhart@franklinma.gov)

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



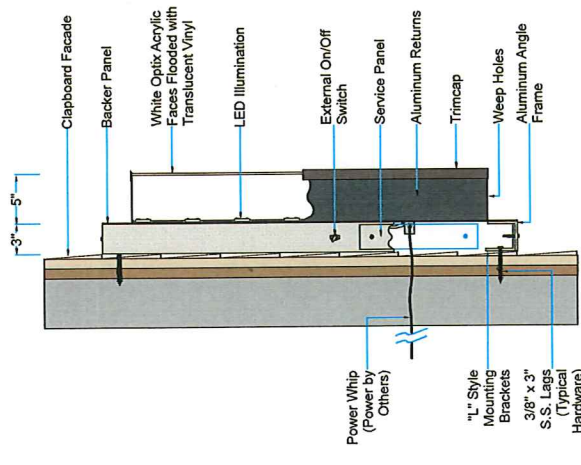




**E1** Elevation: #12972.3 (Qty. 1) Face Illuminating Channel Letters Mounted to Backer Panel  
36" x 70-1/2" = 17.6 Sq. Ft.

Vinyl "R" Graphics

- Description:**  
(Qty. 1) Backer panel with face illuminating channel letters mounted to face (NextGen)
- Backer Panel:**
- Welded aluminum angle frame
  - Painted aluminum face & returns
  - Backer to house wires & power pack(s)
  - Channel letters
  - Stock aluminum returns
  - White Optix 2406 Acrylic faces with translucent vinyl flooded on faces and stock trimcap
  - LED illumination
  - Surface applied vinyl "R" graphics
- Typeface/Logos:**
- Durkin Sans Display
- Colors:**
- Backer - Painted PTE-04 Nebulous White (PMS Cool Gray 1c/face & returns) (intended to match PMS 7540c)
  - Aluminum Returns - Stock Alumet Charcoal Gray
  - Faces - White Optix 2406 Acrylic with translucent vinyl flooded on faces
  - Trimcap - Stock Optix 2406 Acrylic 313
  - Vinyl Graphics - DD Orange trans 3M 3630-3123, DD Magenta trans 3M 3630-1379, DD Orange H.P. 3M 220-14, "R" graphics - White
  - LEDs
- Installer:**
- ViewPoint
- Note:** Power by Others  
This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code (NEC) and/or other applicable Local Electrical Codes (LEC). This includes proper grounding and bonding of the sign.

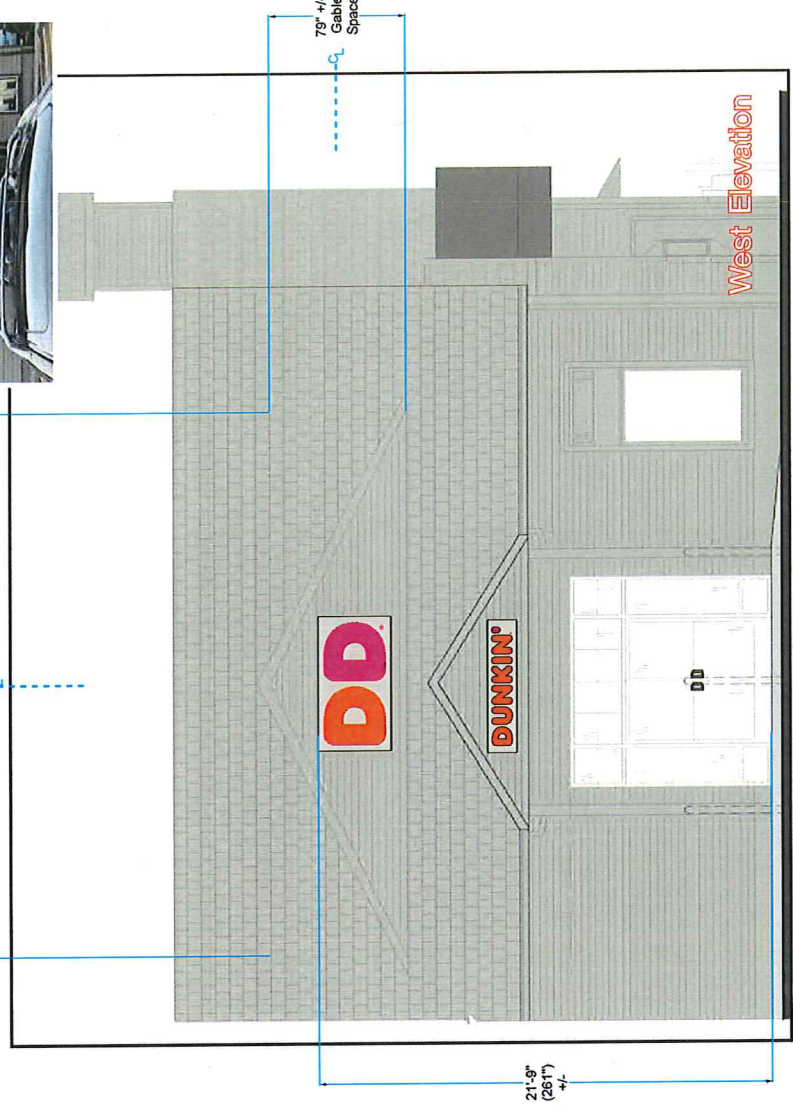


**M1** Mounting Elevation

Existing Cloud Sign: 17.3 Sq. Ft.  
Existing Panel Sign: 5.1 Sq. Ft.



DD Backer Centered in 26' (312") +/- Gable Space



**RE** Rendering & Photo Elevations: Proposed Rendering & Existing Photo

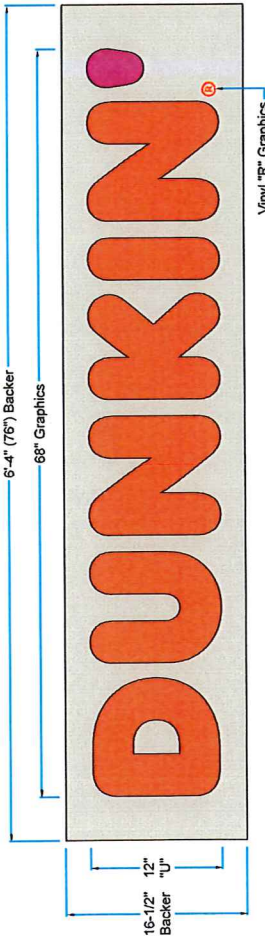
**ViewPoint** SIGN AND AWNING 1.508.393.8200  
FAX 1.508.393.4244

Account Manager: Sean Donovan  
Date: 07.11.22  
D1.0  
Designer: Pete Rivera

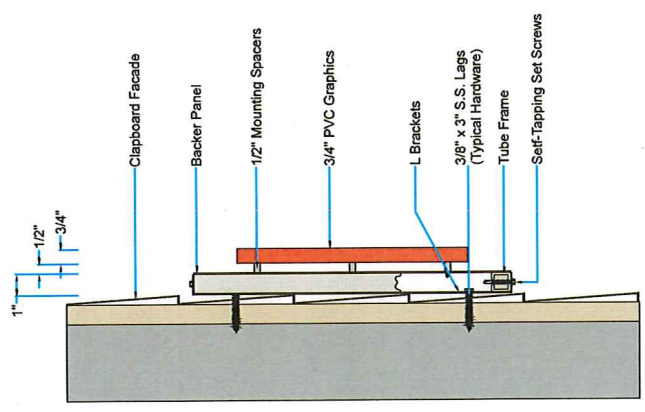
Job: Dunkin'  
Location: 490 King St. Franklin, MA

Customer Approval | Act. Manager Approval | Production Approval

**THIS PROPOSAL DRAWING CONTAINS ORIGINAL ELEMENTS CREATED BY VIEWPOINT SIGN AND AWNING. ALL RIGHTS RESERVED. UNAUTHORIZED DUPLICATION OR REPRODUCTION IS PROHIBITED.**



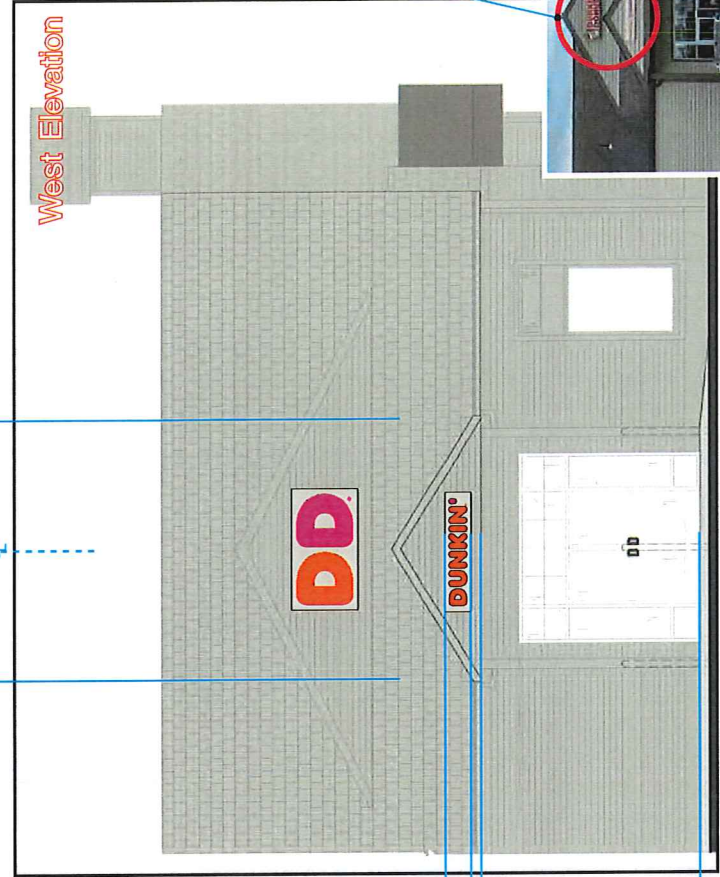
**E1** Elevation: #2972.9 (Qty: 1) Dimensional Graphics Mounted to Backer Panel (Non-Illuminating)  
16-1/2" x 76" = 8.7 Sq. Ft.



**M1** Mounting Elevation

- Description:**  
(Qty: 1) Backer panel with non-illuminating PVC letters mounted to face (NextGen)  
Backer Panel:  
• Painted 1" square aluminum tube frame  
• Painted aluminum face & returns  
Dimensional Graphics:  
• Painted 3/4" PVC graphics  
• Threaded mounting studs with 1/2" spacers for installing graphics onto face of backer panel  
• Surface applied vinyl "R" graphics
- Colors:**  
• Backer  
• PVC Graphics - Painted DD Orange PMS 165c (faces & returns)  
• Vinyl Graphics - Painted DD Magenta PMS 219c (faces & returns)  
• DD Orange H.P. 3M 220-14 ("R" graphics)
- Installation:**  
• By ViewPoint
- Typeface/Logo:**  
• Dunkin' Sans Display

Centered in Gable Space (165-1/2" +/-)



Existing Cloud Sign: 17.3 Sq. Ft.  
Existing Panel Sign: 5.1 Sq. Ft.



**RE** Rendering & Photo Elevations: Proposed Rendering & Existing Photo

Job: Dunkin' Location: 490 King St. Franklin, MA

Account Manager: Sean Donovan

Date: 07.08.22

Revisions: DI.5

Designer: Pete Rivera

ViewPoint SIGN AND AWNING 1.508.393.8200 FAX 1.508.393.4244

Customer Approval: \_\_\_\_\_

Acci. Manager Approval: \_\_\_\_\_

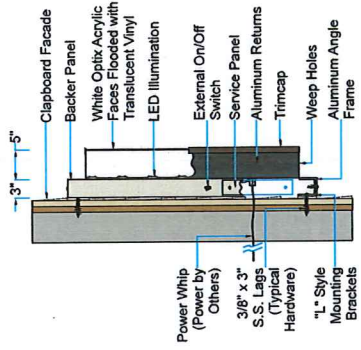
Production Approval: \_\_\_\_\_

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**E1** Elevation: #129723 (Qty: 1) Face Illuminating Channel Letters Mounted to Backer Panel  
36" x 183" = 45.7 Sq. Ft.



**M1** Mounting Elevation

**Descriptions:**

- (Qty: 1) Backer panel with face illuminating channel letters mounted to face (NextGen)
- Backer Panel:
  - Painted aluminum angle frame
  - Backer to house wires & power pack(s)
- Channel Letters:
  - Stock aluminum returns
  - White Optix 2406 Acrylic faces with translucent vinyl flooded on faces
  - LED illumination
  - LED trimcap
  - Surface applied vinyl "R" graphics

**Types/Letters/Logos:**

- Dunkin' Sans Display

**Colors:**

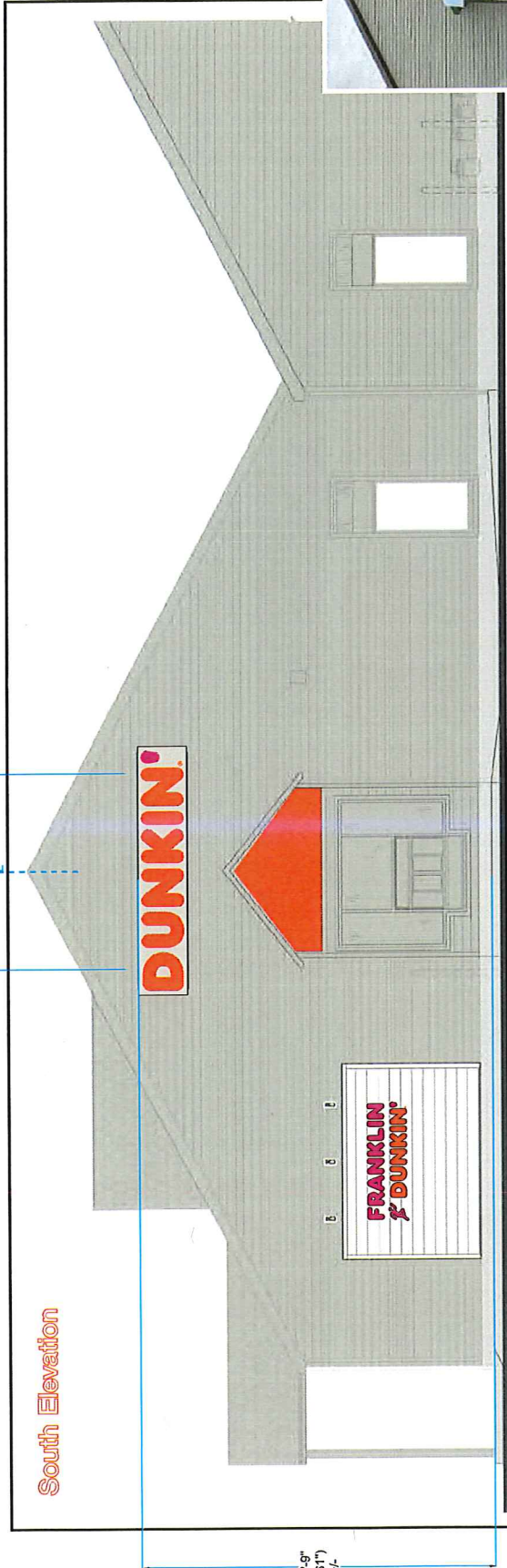
- Backer
- Aluminum Returns
- Faces
- Trimcap
- Vinyl Graphics
- LEDs

**Installation:**

- By ViewPoint
- Note: Power by Others with the requirements of Article 600 of the National Electrical Code (NEC) and/or other applicable Local Electrical Codes (LEC). This includes proper grounding and bonding of the sign.

**Painted PTE-04 Nebulous White (PMS Cool Gray, to face & returns)**

- Stock Alumet Charcoal Gray (intended to match PMS 7540c)
- White Optix 2406 Acrylic
- Stock Bronze Jewelle 313
- DD Orange Trans 3M 3630-3123
- DD Magenta Trans 3M 3630-1379
- DD Orange HP 3M 220-14
- "R" graphics
- White



**RE** Rendering & Photo Elevations: Proposed Rendering & Existing Photo



Job: Dunkin' 490 King St. Franklin, MA

Account Manager: Sean Donovan

Date: 07.11.22

Revisions: \_\_\_\_\_

Design: Pete Rivera

File: DD Franklin.dwg

Customer Approval: \_\_\_\_\_

Act. Manager Approval: \_\_\_\_\_

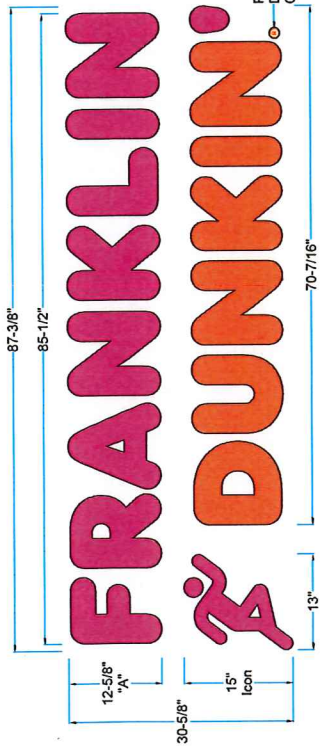
Production Approval: \_\_\_\_\_

1.508.393.8200

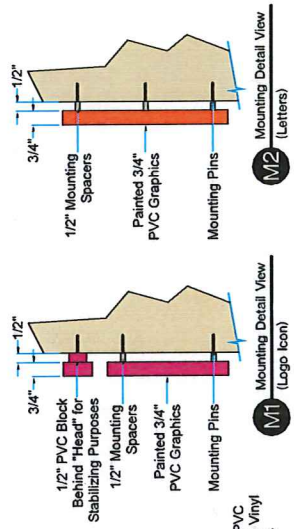
1.508.393.4244

**ViewPoint SIGN AND AWNING**

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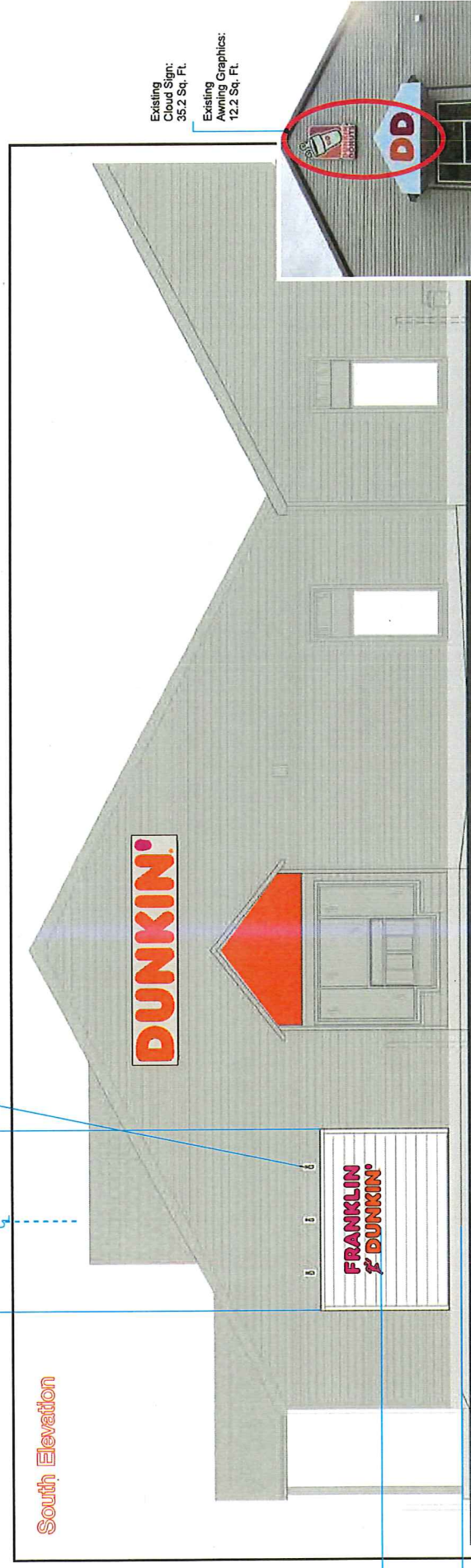
E1 Elevation: #12972.4 (Qty: 1) Dimensional PVC Graphics (NextGen)  
 30'-5/8" x 87'-3/8" = 18.5 Sq. Ft.



Description:  
 (Qty: 1) Dimensional PVC graphics.  
 Painted 3/4" PVC graphics with applied vinyl "R" graphics. Flush mounted to fascia with VHB tape.  
 Mounting pins with 1/2" spacers for installing graphics onto fascia wall.  
 Note: "Head" of running graphic to have painted 1/2" PVC block affixed to back for stabilizing (see mounting pins) to be affixed to 1/2" block.

Typeface/Logo:  
 - Dunkin' Sans Display  
 - NextGen ART on File  
 Colors:  
 - PVC Graphics - Painted DD Orange PMS 165c (faces & returns)  
 - Painted DD Magenta PMS 219c (faces & returns)  
 - Vinyl Graphics - White HP, Oracal 010  
 Installation:  
 - By ViewPoint

External Downlighting by Others



RE Rendering & Photo Elevations: Proposed Rendering & Existing Photo

Job: Dunkin' Location: 490 King St. Franklin, MA

Account Manager: Sean Donovan File: DD FrankMA 490King FROD gfx 1a.rvt Designer: Pete Rivera

Date: 07.11.22 D1/75 Revisions: \_\_\_\_\_

Customer Approval: \_\_\_\_\_ Acct. Manager Approval: \_\_\_\_\_ Production Approval: \_\_\_\_\_

1.508.393.8200 ViewPoint SIGN AND AWNING 1.508.393.4244

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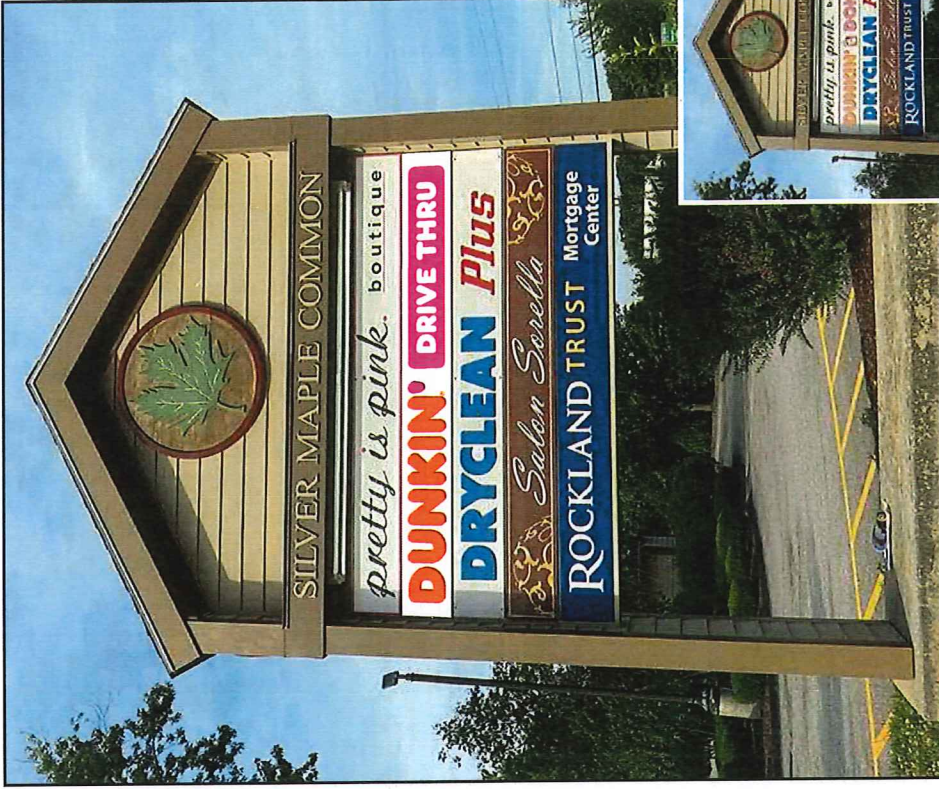
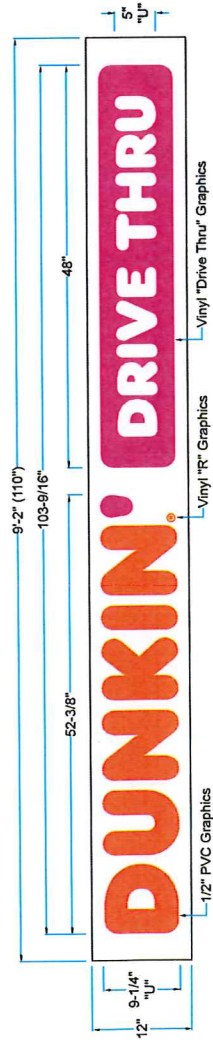


Photo Elevations: Proposed & Existing

PE



E1

Elevation: #12972.6 (Qty: 2) Overlay Panels with Dimensional & Vinyl Graphics

12' x 10' = 9.1 Sq. Ft.

- Description:**
- (Qty: 2) New overlay panels with PVC and vinyl graphics.
  - Painted dibond panels
  - Painted 1/2" PVC "Dunkin" graphics affixed first surface to panels
  - Vinyl "Drive Thru" graphics applied first surface
  - Sign to be installed over existing panels with VHB tape, silicone adhesives and hardware if required
  - Note: Existing dimensional graphics to be removed prior to installation
- Colors:**
- Painted White (faces & returns)
  - Painted DD Orange PMS 165c (faces & returns)
  - Painted DD Magenta PMS 219c (face & returns)
  - DD Orange HP 3M 220-14
  - DD Magenta HP Alton #58
- Installation:**
- By ViewPoint

**Typface/Logo:**

- Dunkin Sans Display

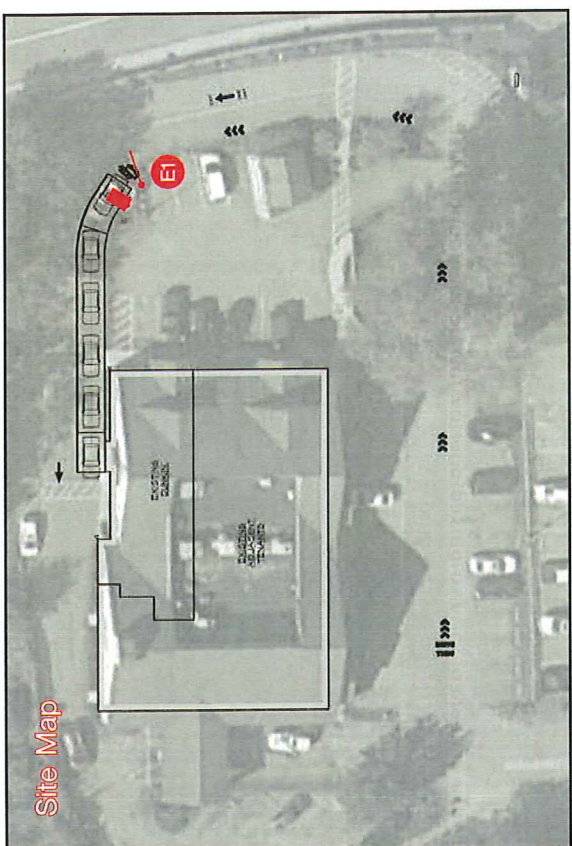
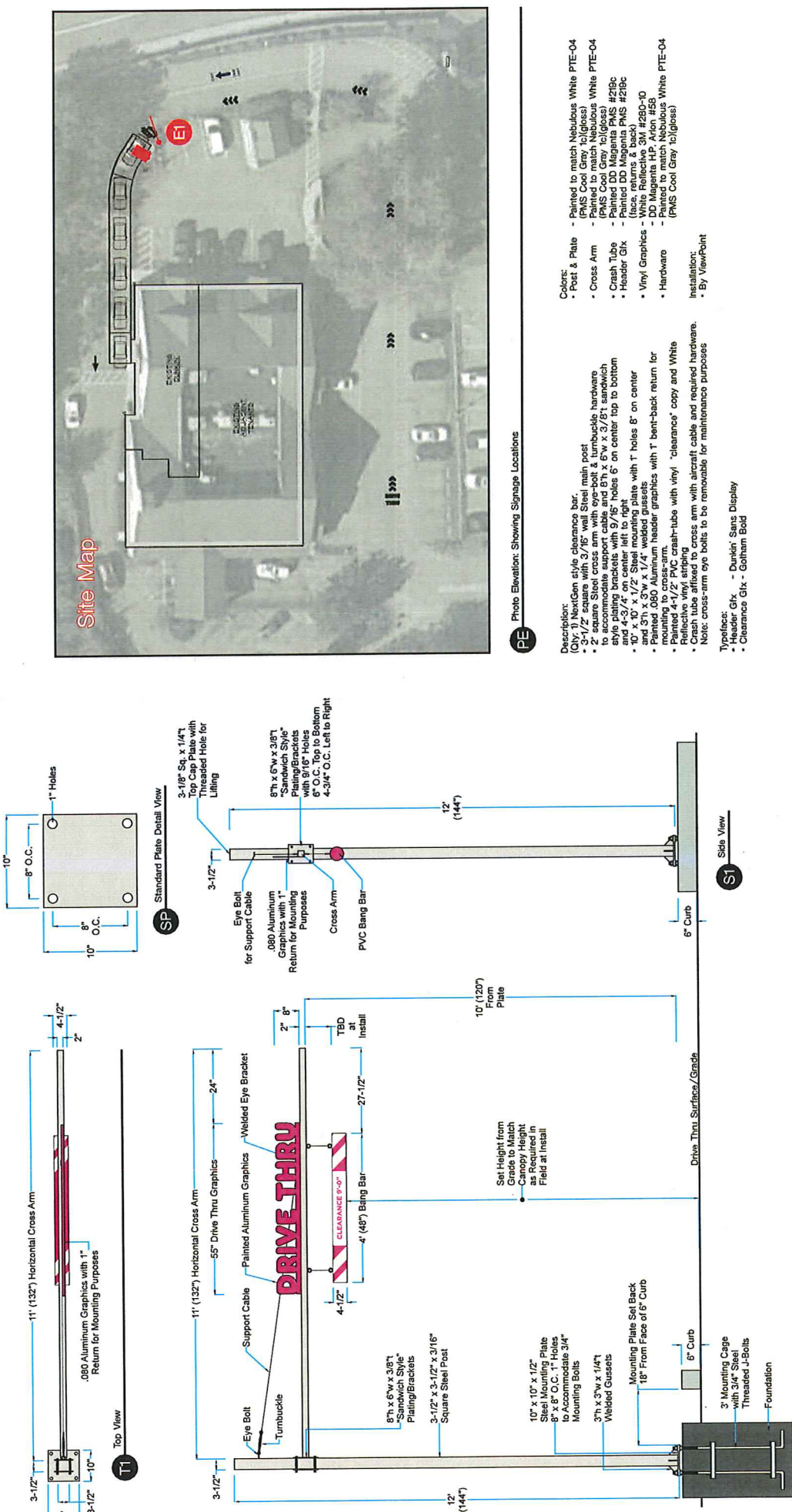
Job: Dunkin' Account Manager: Sean Donovan Date: 07.11.22 Revisions: Revisions: Customer Approval Acct. Manager Approval Production Approval

Location: 490 King St. Franklin, MA DD Franklin 490King overlay panels laph| Pete Rivera Designer: File: DD Franklin 490King overlay panels laph| Pete Rivera

1.508.393.8200 1.508.393.4244

**ViewPoint** SIGN AND AWNING

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PE Photo Elevation: Showing Signage Locations

- Colors:**
- Painted to match Nebulous White PTE-04 (PMS Cool Gray 10/gloss)
  - Painted to match Nebulous White PTE-04 (PMS Cool Gray 10/gloss)
  - Painted DD Magenta PMS #219C (face, returns & back)
  - Painted DD Magenta PMS #219C (face, returns & back)
  - Vinyl Graphics - White Reflective 3M #280-10
  - Hardware - DD Magenta HP-Airon #58
  - Painted to match Nebulous White PTE-04 (PMS Cool Gray 10/gloss)
- Typesizes:**
- Dunkin' Sans Display
  - Header Gfx - Gotham Bold
  - Clearance Gfx - Gotham Bold
- Installation:**
- By ViewPoint
- Note:** cross-arm eye bolts to be removable for maintenance purposes

Job: Dunkin' Location: 490 King St. Franklin, MA

Account Manager: Sean Donovan File: DD FrankMA 490King clear bar layout

Date: 07.12.22 D.5 Designer: Pete Rivera

Revisions: \_\_\_\_\_

Customer Approval: \_\_\_\_\_

Acct. Manager Approval: \_\_\_\_\_

Production Approval: \_\_\_\_\_

**ViewPoint**  
SIGN AND AWNING

1.508.393.8200 FAX 1.508.393.4244

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E1 Elevation: #12972.1 (Qty: 1) Clearance Bar (NextGen)





Town of Franklin



Design Review Commission

**Tuesday, July 12, 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, Gerald Wood. Members absent: 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. Franklin Ford – 175 East Central Street, 9 Chestnut Street – Add additional service bays and parking - Review Landscaping and Lighting plans**

Mr. Rick Goodreau of United Consultants, Inc. addressed the Commission. He stated that Mr. Bob Breen, General Manager of Franklin Ford, and Mr. Jack Madden, Owner of Franklin Ford, may be attending the meeting. Mr. Goodreau noted that he was unable to attend the last meeting. He stated that they have updated the lighting plan. Chair Bartro stated that lighting and landscaping were items to be discussed at this meeting. Mr. Goodreau stated that they worked with SK & Associates who prepared the plan. He stated that there were concerns with some abutters regarding existing lighting. He stated that the owner's plan is to eliminate the existing lighting on the telephone poles; those lights are maintained and controlled by the electric company. He stated that Mr. Breen has had conversations with them regarding the removal of the lights. Mr. Goodreau stated that the revised site lighting plan provides the necessary lighting; there is minimal light spillage onto Chestnut Steet, the sidewalk area, and street area. Chair Bartro reviewed that the new plan shows that the majority of the lighting plan has zero light spillage. Commission members stated that they had no concerns regarding the new lighting plan. Chair Bartro noted that there were no abutters attending the meeting.

Mr. Goodreau stated that they provided a planting plan; he provided an overview. He stated they propose planting 20 trees in compliance with the zoning bylaw which is one tree per 10 parking spaces. He stated that the trees have been identified around the proposed parking lot area expansion and around the existing eastern parking area. He discussed the location of the existing parking lot. He stated that they propose to expand the parking lot which includes the installation of a stormwater drainage system. As there is none existing on the site, it is a vast improvement. He stated that to comply with the Town's zoning bylaw, they are proposing to construct a parking lot on the former Cataldo property; they have provided a 10 ft. separation from the right-of-way to the parking area. He stated that they were not proposing any landscaping in that area other than turf lawn and a white birch tree at the southwest corner as it is a display area. He stated that they were considering some low



shrubs to be added along the frontage of the Cataldo property in a mulch bed rather than a turf lawn; they wanted feedback from the Commission. Mr. Williams said that he would be fine either way between turf lawn or plantings, but he was thinking about snow removal. He stated that he liked the buffer between the sidewalk and parking lot. Chair Bartro noted his concern is how these areas will hold up to weather, salt, and snow storage. He stated that he would almost prefer it to be planted with plantings as they may hold up better than turf lawn.

**Motion:** To **Recommend** the lighting plan and landscaping plan as submitted. Motioned by S. Williams. Seconded by G. Wood. Roll Call Vote: Williams-YES; Wood-YES; Bartro-YES. Voted 3-0-0.

**2. NETA, Franklin – 162 Grove Street - Update existing sign 8, adding additional one**

Chair Bartro stated that he believes the applicant's building sign is too large; from the information provided, it seems that the sign is 116 sq. ft. He noted that the applicant is not currently present at the meeting. He stated that the Commission would move on to minutes and general business; if the applicant became in attendance at the Zoom meeting, the Commission would then take the item. He stated that if the applicant does not attend, the applicant should review the sign guidelines and their submission for a future meeting.

**Approval of Minutes: June 28, 2022**

**Motion:** To **Approve** the June 28, 2022 Meeting Minutes as presented. Motioned by G. Wood. Seconded by S. Williams. Roll Call Vote: Williams-YES; Wood-YES; Bartro-ABSTAIN. Voted 2-0-1.

**General Matters - Old Business**

None.

**General Matters - New Business**

Chair Bartro stated that the Town keeps a talent bank of people who apply to open positions on boards. He stated that he has been reaching out to people who have submitted interest. He stated that he has not yet had a person who has done the whole process which includes responding to his phone call, attending and auditing a meeting, and following through with finishing the process to become a Commission member. He noted that two people did audit Commission meetings; however, they did not follow the process all the way through. He stated that he wants to fill the open Commission positions. He encouraged the current members to encourage other Franklin citizens that they may know who would like to become civically involved to come forward as he would love to have a full Commission again. He stated that this Commission is a place where a person can really make a difference.

Chair Bartro noted that the NETA applicant was still not in attendance; he stated that he hopes they come to the Commission at a future meeting.

**Motion to Adjourn** by S. Williams. Seconded by G. Wood. Roll Call Vote: Williams-YES; Wood-YES; Bartro-YES. Voted 3-0-0.

Meeting adjourned at 7:21 PM.

Respectfully submitted,

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Judith Lizardi  
Recording Secretary