

**DESIGN REVIEW COMMISSION
AGENDA**

December 12, 2023

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://zoom.us/j/94544545619> or call on your phone at 1-929-205-6099, meeting ID is 94544545619.

**7:00 PM The Color Lounge – 20 West Central Street-2023
Install 3D Belt Sign**

General Matters:

Approval of Minutes: 11-28-2023

Old Business:

New Business:

Adjourn

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. Next meeting is 1/9/2024

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: The Color Lounge

Property Address 20 West Central

Assessors' Map # _____ Parcel # 279-015-000-000

Zoning District (select applicable zone): _____

Zoning History: Use Variance _____
Non-Conforming Use _____

B) Applicant Information:

Applicant Name: _____ Signs By Cam, Inc.

Address: _____ 837 Upper Union Street
Suite C-18
Franklin, MA 02038

Telephone Number: 508-364-2905

Contact Person: Cam Afonso

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

Business Owner: Katie Gibson
Address: 20 West Central
Franklin, MA 02038

Property Owner: Ferraro Family Trust
(to be used) 139 Washington St.
Franklin, MA

All of the information is submitted according to the best of my knowledge
Executed as a sealed instrument this _____ day of _____ 20____

Cam Afonso
Signature of Applicant

Maria Ferrara
Signature of Owner

Cam Afonso
Print name of Applicant

MARIA FERRARA
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 Cam, Inc.
Contact Person: _____ 837 Upper Union Street
Address _____ Suite C-18
Franklin, MA 02038
Telephone Number: _____

b. Architect/Engineer (when applicable)

Business Name: _____
Contact Person: _____
Address _____
Telephone Number: _____

E) Work Summary

Summary of work to be done: _____ Install 30 Bell Sign

F) Information & Materials to be Submitted with Application

a) FOR SIGN SUBMISSIONS ONLY:

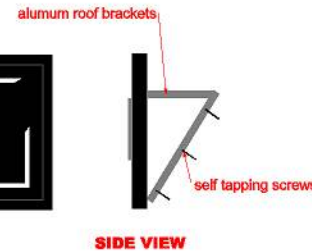
**THE FOLLOWING MUST BE SUBMITTED ELECTRONICALLY TO
Mkinhart@franklinma.gov**

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

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



1/2" thick pvc letter



Signs By Cam Inc.

Sign & Graphic Solutions • Uncompromising Integrity

Cam Afonso

837 Upper Union St., Suite C-18
Franklin, MA 02038

Phone: 508-364-2905

Fax/Office: 508-528-0766

E-Mail: cam@signsbycam.com

Website: www.signsbycam.com

APPROVED FOR PRODUCTION:

X

JOB INFORMATION

JOB TITLE:

CONTACT:

PHONE:

FAX:

JOB DESCRIPTION:

SQUARE FOOTAGE: =

SIGN MATERIAL SPECS

BANNER: COROPLAST: WOOD:

ACRYLIC: MAGNETIC: URETHANE:

PVC: ALUMINUM: NUEDGE:

SINGLE SIDED: DOUBLE SIDED:

OTHER: _____

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ALL DRAWINGS ARE PROPERTY OF SIGNS BY CAM, Inc. ANY DUPLICATION OF ANY KIND IS PROHIBITED. PERSON(S) WILL BE PROSECUTED TO THE FULL EXTENT OF THE LAW.

COLOR SPECS:

BACKGROUND:

COPY:

OUTLINE:

SHADOW:

BORDER:

LOGO:

Town of Franklin



Design Review Commission

Tuesday, November 28, 2023
Meeting Minutes

Vice Chair Paul Lopez called the above-captioned meeting to order this date at 7:00 PM, as a remote access virtual Zoom meeting. Members in attendance: Vice Chair Paul Lopez, Cassandra Bethoney, Amy Adams, Andrew Pratt. Members absent: Chair Sam Williams, 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. Dogtopia - 500 Franklin Village Drive #48 & 50 - Install wall signs.

Ms. Wendy Regan of Mandeville Sign said Dogtopia is taking two spaces in the existing building; they will be a corner unit. She provided background of the Dogtopia business and explained they do daycare, boarding, and spa treatments for dogs. She reviewed the new signage. She said they propose one sign in the frontage and one sign on the side elevation. She reviewed the size of the proposed signage. She said it will be interior illuminated channel letters. Vice Chair Lopez reviewed sign information from the provided application. Ms. Bethoney asked if the white around the orange was going to illuminate on the lettering. Ms. Regan said the white is actually the side and that it probably will illuminate, but it is not intended to be brighter than the rest of the sign. Ms. Bethoney said the white outline is fine, but the Commission typically recommends that it has an opaque back so the white does not over illuminate in the nighttime. Ms. Regan said she can note that as a condition; she is not in the design group, but will relay that it needs to have a solid back so the white does not illuminate, only the orange will. Vice Chair Lopez said that he thinks that will be better. Ms. Regan said it is not a problem. Ms. Bethoney asked if there is any window signage planned. Ms. Regan said not that we are involved with.

Motion: To **Approve** the sign package as submitted with the stipulation that the white outline on both signs is an opaque background such that the illumination does not shine through the white. Motioned by C. Bethoney. Seconded by A. Pratt. Roll Call Vote: Lopez-YES; Bethoney-YES; Adams-YES; Pratt-YES. Voted 4-0-0.

GENERAL MATTERS

Approval of 2024 Meeting Dates

Motion: To **Approve** the 2024 Meeting Dates. Motioned by C. Bethoney. Seconded by A. Adams. Roll Call Vote: Lopez-YES; Bethoney-YES; Adams-YES; Pratt-YES. Voted 4-0-0.

Approval of Minutes: November 14, 2023

Motion: To **Approve** the November 14, 2023 Meeting Minutes. Motioned by A. Adams. Seconded by C. Bethoney. Roll Call Vote: Lopez-YES; Bethoney-YES; Adams-YES; Pratt-YES. Voted 4-0-0.

Old Business

Vice Chair Williams noted that the updating of the bylaw is being worked on. Ms. Adams asked about NRG Lab regarding signage. Vice Chair Lopez stated that Chair Williams spoke to Building Commissioner Gus Brown about that; he does not know where it stands.

New Business

None.

Motion: To **Adjourn** by C. Bethoney. Seconded by A. Pratt. Roll Call Vote: Lopez-YES; Bethoney-YES; Adams-YES; Pratt-YES. Voted 4-0-0.

Meeting adjourned at 7:15 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary