

DESIGN REVIEW COMMISSION

AGENDA

February 8, 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/84521545517> or call on your phone at 1-929-205-6099, meeting ID is 84521545517

7:00 PM Professional Physical Therapy – 340 East Central Street
Install channel letter signs & pylon faces

General Matters:

Approval of Minutes: January 25, 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: 2-3-2022

The next meeting of the Design Review Commission is scheduled for February 22, 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: Professional Physical Therapy

Property Address 340 East Central St.

Assessors' Map # _____ Parcel # 285-009-000-000

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: 508-344-2905

Contact Person: Cam

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

Business Owner: Jill Trova
Address: 620 Old W. Central St.
Franklin, MA 02038

Property Owner: EPK Properties
54 E. Central 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____

[Signature]
Signature of Applicant

X [Signature]
Signature of Owner

Cam Adams
Print name of Applicant

Joe Holligan
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 Channel Letter Signs
_____ + Pylon Faces

F) Information & Materials to be Submitted with Application

a) FOR SIGN SUBMISSIONS ONLY:

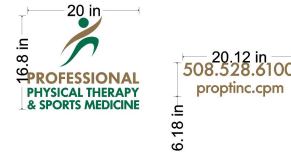
**THE FOLLOWING MUST BE SUBMITTED ELECTRONICALLY TO
Mkinhart@franklinma.gov**

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)

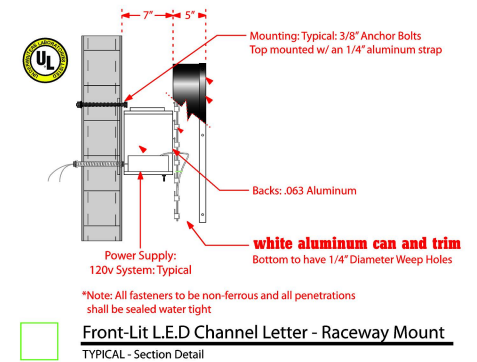
b) FOR BUILDINGS/DEVELOPMENTS OR PROJECT SUBMISSIONS:

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



OUR SAMPLE



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, January 25, 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: 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. Bellagio Nail Bar & Lashes – 340 East Central Street – Attach two back-lit channel letter signs to the building

Mr. Ricky Zeng of New CC Sign Inc., representing Bellagio Nail Bar & Lashes, reviewed the application submission to attach two back-lit channel letter signs to the building. Chair Bartro confirmed the attachment method was on the submission. Mr. Zeng stated that his client is working with the landlord to determine which pylon sign they may use; it has not been decided yet. Chair Bartro confirmed that the client would need to return to the Commission regarding the pylon as this submission is just for the building signs. He confirmed that there will be a sign on both the front and rear of the building which faces the street. Mr. Williams confirmed this is typical of the other signs at that location. Chair Bartro confirmed the white space between the letters is not counted toward the sign allotment.

Motion: To **Approve** the sign package as submitted with a note that the Commission expects to see another submission if there is a sign for the pylon. Motioned by S. Williams. Seconded by G. Wood. Roll Call Vote: Williams-YES; Wood-YES; Bartro-YES. Voted 3-0-0.

2. Briller Boutique – 70 East Central Street – Replace existing signage.

Mr. Cam Afonso of Signs by Cam, Inc. addressed the Commission. He stated that this is the former pop-up shop location. The submission is to replace the existing two signs that are on the monument sign, the hanging sign out front, and window decals. There is no lighting.

Motion: To **Approve** the sign package as submitted. Motioned by S. Williams. Seconded by G. Wood. Roll Call Vote: Williams-YES; Wood-YES; Bartro-YES. Voted 3-0-0.

3. Dean College – 119 Main Street – Replace four monument signs

Mr. Cam Afonso of Signs by Cam, Inc. addressed the Commission. He reviewed that on the Dean College campus there are four separate monuments. Some of the monument signs have been there since the 1980s.

They are going to replace the four monument signs. The signs will be made a little smaller with an updated granite post and design. They will have one LED light bar at the top to downlight the Dean College letters.

Motion: To **Approve** the sign package as submitted. Motioned by S. Williams. Seconded by G. Wood. Roll Call Vote: Williams-YES; Wood-YES; Bartro-YES. Voted 3-0-0.

4. Avantor – 161 Grove Street – Replace existing wall sign, non-illuminated channel letters

Ms. Heather Dudko for Philadelphia Sign Co. addressed the Commission for a replacement wall sign with non-illuminated blue channel letters at 35 sq. ft. She noted that this is not an ownership change, it is just a name update. Chair Bartro stated that if the submission is approved, prior to drawing the permit, the attachment method will need to be provided. Ms. Dudko stated that they would be updating the vinyl letters on the door. She reviewed that the replacement vinyl would be 2” x 16”. Chair Bartro requested that the drawing and attachment method for the vinyl also be submitted.

Motion: To **Approve** the sign package as submitted with the stipulations that the details for the door sign and the attachment method be included. Motioned by S. Williams. Seconded by G. Wood. Roll Call Vote: Williams-YES; Wood-YES; Bartro-YES. Voted 3-0-0.

Approval of Minutes: January 11, 2022

Motion: To **Approve** the January 11, 2022 Meeting Minutes as presented. Motioned by G. Wood. Seconded by S. Williams. Roll Call Vote: Williams-YES; Wood-YES; Bartro-YES. Voted 3-0-0.

General Matters - Old Business

Chair Bartro stated that he went through past meeting minutes and could not find a submission for the Siena Analytics sign. Ms. Kinhart stated that she will look for a decision; she stated that she would let Chair Bartro know if she finds a submission. Chair Bartro stated that they have been in contact with the property manager and the landlord/owner regarding the Liquor World sign; however, no action has been taken yet. He will follow up again with the building commissioner. He stated that he has started the process of reaching out to candidates interested in joining the Commission. One candidate will join the Commission’s next meeting. He stated that the candidates have been vetted with the Town Administrator. Chair Bartro stated that he took the oldest applications first; if those two candidates do not work out, he will reach out to the next applicants. He stated that he received an official resignation letter from Mr. Mark Fitzgerald who moved out of Franklin. Therefore, there is a full member position vacancy and an associate member position vacancy on the Commission.

General Matters - New Business

Mr. Williams stated that he thinks the current Mak's Roast Beef and Pizza sign is different than what the Commission approved. Chair Bartro stated that in the Mak’s sign package the lighting presents as yellow, but when seen at night it lights up much lighter. He stated that it was approved. He discussed that the Commission may consider reviewing the background color more closely in future submissions.

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 7:30 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary