

**DESIGN REVIEW COMMISSION
AGENDA**

June 13, 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://us02web.zoom.us/j/84656026353> or call on your phone at 1-929-205-6099, meeting ID is 84656026353

7:00 PM Union Street Wine & Liquor – 317 Union Street
Replace existing sign box with channel letters

General Matters:

Approval of Minutes: May 9, 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 6/27/2023

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

A) General Information

Name of Business or Project: Union Street Wines & Liquors

Property Address 317 Union Street

Assessors' Map # 287 Parcel # 072

Zoning District (select applicable zone): Commercial 1

Zoning History: Use Variance

Non-Conforming Use

B) Applicant Information:

Applicant Name: Best Price Signs and Printing Corp.

Address: 244 Liberty Street, Suite 8
Brockton, MA 02301

Telephone Number: (781) 799-8116

Contact Person: Danielle Silva

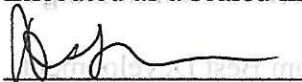
C) Owner Information (Business Owner & Property Owner if different)

Business Owner: Union Street Wines & Liquor Property Owner: 317 Union Street LLC

Address: 317 Union Street 455 Bedford St
Franklin, MA Bridgewater, MA 02324

All of the information is submitted according to the best of my knowledge

Executed as a sealed instrument this _____ day of _____ 20____



Signature of Applicant



Signature of Owner

Danielle Silva, Best Price Signs & Printing

Print name of Applicant

Jenish Patel

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: Best Price Signs and Printing
Contact Person: Danielle Silva
Address 144 Liberty Street, Suite 8, Brockton, MA 02301
Telephone Number: (781) 799-8116

b. Architect/Engineer (when applicable)

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

E) Work Summary

Summary of work to be done: Replace existing sign box with channel letters, new sign box will be the same size as existing.

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

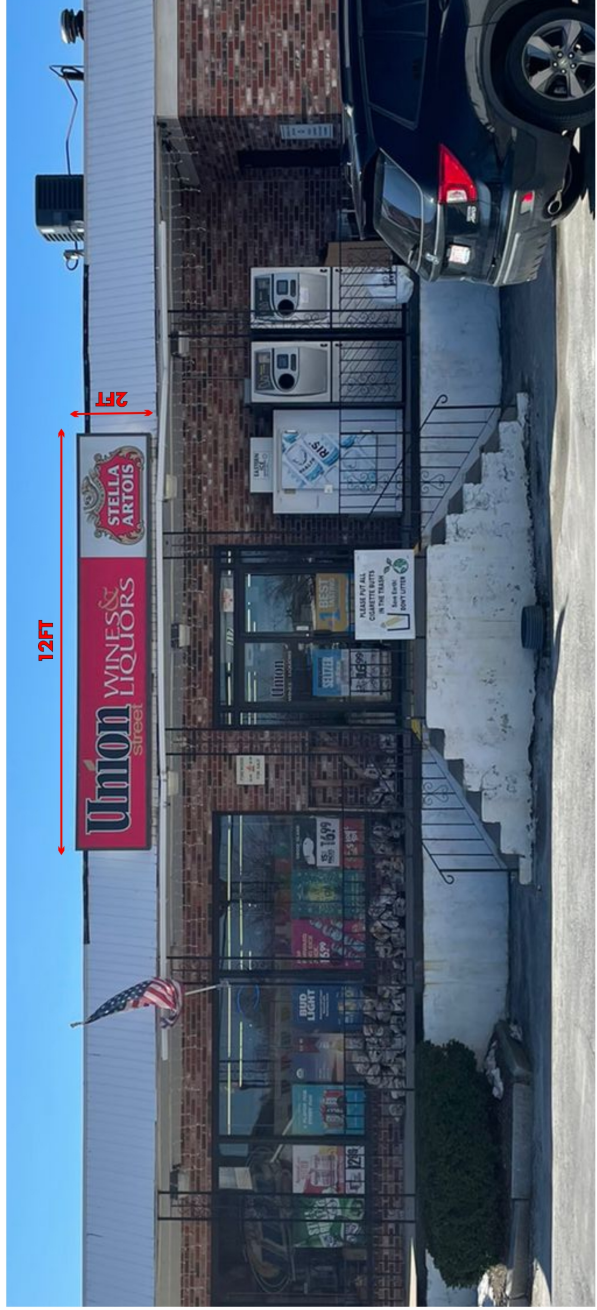
1. Site Plan including Landscape Plan showing plantings. Plantings must be from Best Development Practices Guide
2. Lighting Plan indicating lighting levels & specifications of proposed lights
3. Building drawings, indicating size and height of building(s); front, rear and side elevations (when there 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

DRAWING : SIGN DETAIL

REVISION : 1

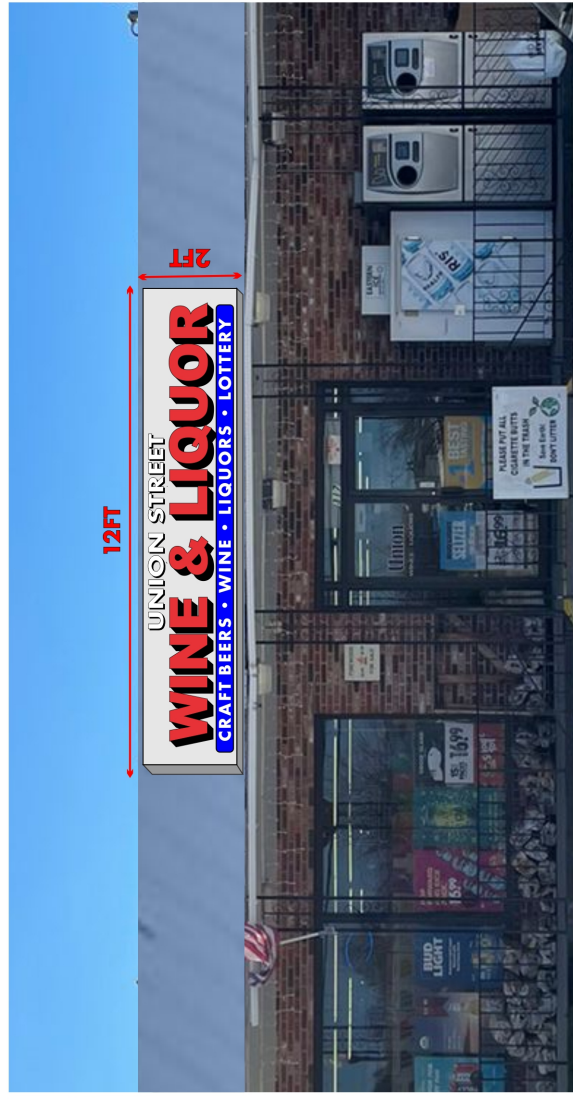
DATE :

EXISTING



PROPOSED

Replace the Existing Sign to a new channel Letter Sign Box



Union Street Wine Liquor

ADDRESS

317 Union St,
Franklin, MA 02038

PROJECT

SIGNAGE

FILE NAME

DESIGNER

Gilmar

COMMENTS

APPROVAL

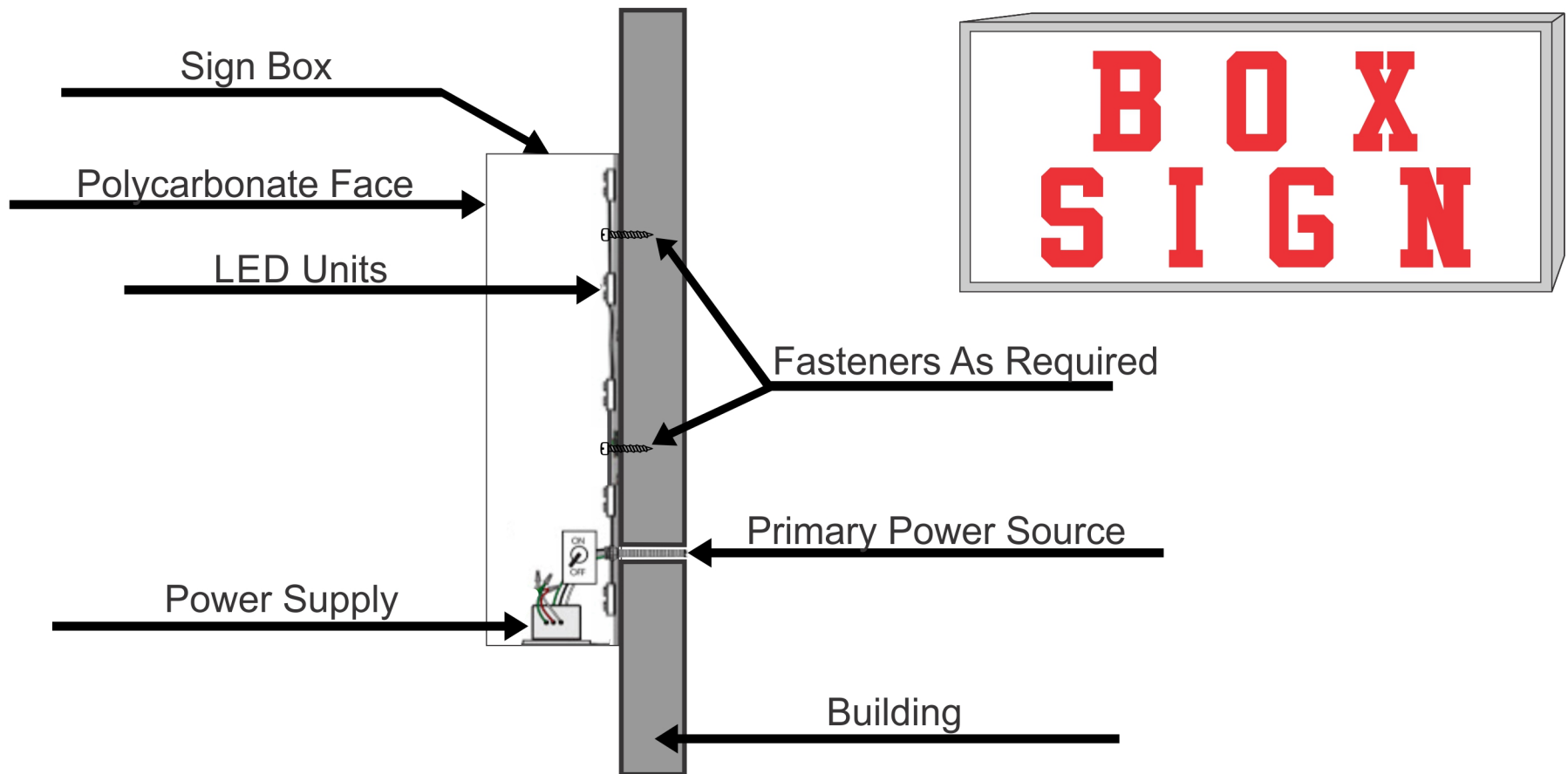


Office: 508-388-9568
 Cell: 508-825-3024
 244 LIBERTY STREET, SUITE 8,
 BROCKTON, MA 02301

WWW.BPSIGNSANDPRINTING.COM

E-mail: signs@bpsignsandprinting.com

Box Sign Installation



“This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign”

Town of Franklin



Design Review Commission

**Tuesday, May 9, 2023
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, Paul Lopez. Members absent: Gerald Wood, Cassandra Bethoney, 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. O'Brien Land Surveying – 480 West Central Street – Add lit box to pylon sign.

Mr. Cam Afonso of Signs by Cam, Inc. stated that this is an existing pylon sign which is under the overall square footage allowed. He stated that they are adding a cabinet based on what is there with gray background and LED lit; it will be bolted to the existing poles. He stated that it is all one building, and there are four tenants.

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

2. Elizabeth Grady – 480 West Central Street – Install sign faces and building sign.

Mr. Cam Afonso of Signs by Cam, Inc. stated that this is for the same building as the previous item. He stated that the Elizabeth Grady business is taking the top face on the pylon, and they are doing a building sign that matches the black background with light gray letters. He stated that the building sign is lit. Chair Bartro stated that for the building sign, when they go for a permit, the attachment method to the building is to be included. Mr. Afonso stated yes.

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

3. Franklin Food Pantry – 341 West Central Street – Install 3D aluminum letters.

Mr. Cam Afonso of Signs by Cam, Inc. stated they that are on a corner lot so they are allowed up to 60 sq. ft. He stated that they are under that with the three signs. He stated that there will be one sign on each side of the building except the way back. He stated that the signs are all aluminum letters stud mounted to the building. He stated that there is existing lighting on the one that faces Rt. 140, and the one to the left of the door already has a soffit light there. He stated that at this time, they are not lighting the one on the back of the building, but if they do, they will come back before Design Review.

Chair Bartro stated that regarding the bylaw, he thinks it is 60 sq. ft. across two not three signs. Mr. Afonso stated that based on the way the building is situated and that they are much under the square footage, it should not be an issue; it is a food pantry. Mr. Williams stated that he did not want to set a bad precedent, but he thinks it is a special case as it is a food pantry. He stated that it has approaches on all faces of the building. Mr. Afonso stated that technically they are allowed a parking lot sign as it is their lot and they are not doing a pylon sign. Chair Bartro stated that may be the argument; in lieu of a pylon sign, they are putting it on the building. Mr. Afonso stated that it is not a business making money; it is non-profit and not making money. Mr. Williams agreed that the sign would be in lieu of a pylon.

Mr. Lopez stated that he wanted to disclose that he volunteers at the food pantry once a week. He noted that he is inclined to allow three signs. Chair Bartro stated that he understands if Mr. Lopez wants to recuse himself. Mr. Lopez stated that he did not see it as a conflict, and he is comfortable voting.

Motion: To **Approve** the sign package as submitted with a note this is a special case. Motioned by S. Williams. Seconded by J. Bartro. Roll Call Vote: Williams-YES; Lopez-YES; Bartro-YES. Voted 3-0-0.

GENERAL MATTERS

Approval of Minutes : April 25, 2023

Motion: To **Approve** the April 25, 2023 Meeting Minutes as presented. Motioned by S. Williams. Seconded by P. Lopez. Roll Call Vote: Williams-YES; Lopez-YES; Bartro-YES. Voted 3-0-0.

Old Business

Chair Bartro stated that he has begun a draft of a document around the bylaw conversation. He stated that the action was to take the existing bylaw and redline and suggest edits. He stated that the steps on that are to make sure it captures Commission feedback from previous sessions, and if so, bring it to Director of Planning and Community Development Bryan Taberner for his feedback which will probably require an iteration on actual language.

New Business

Chair Bartro stated that after a lot of careful consideration, his other volunteer activities plus work and family are calling him to step down at least from the chair position of the Commission. He stated that he would be open to remaining as an alternate or as a full member, but probably more as an alternate. He stated that he has enjoyed the work he has done on the Commission, and he wanted to let everyone know. He stated that he will be looking for a volunteer who may want to take over the chair position. He noted that Mr. Williams is the vice chair currently and Mr. Lopez has added a lot of input. He stated that if anyone on the Commission is interested, please let him and Ms. Kinhart know. He stated that he would intend to not step down until another chair is named; he hopes someone will step forward soon.

Motion: To **Adjourn** by S. Williams. Seconded by P. Lopez. Roll Call Vote: Williams-YES; Lopez-YES; Bartro-YES. Voted 3-0-0.

Meeting adjourned at 7:23 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary