

**DESIGN REVIEW COMMISSION
AGENDA**

November 28, 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/91260187701> or call on your phone at 1-929-205-6099, meeting ID is 91260187701.

**7:00 PM Dogtopia – 500 Franklin Village Drive #48 & 50
Install Wall Signs**

General Matters:

Approval of 2024 Meeting Dates

Approval of Minutes: 11-14-2023

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 12/12/2023

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: Dogtopia

Property Address 500 Franklin Village Drive # 48450

Assessors' Map # 270 Parcel # 014-000

Zoning District (select applicable zone): C - Commercial I

Zoning History: Use Variance N/A
Non-Conforming Use N/A

B) Applicant Information:

Applicant Name: Mandeville Sign

Address: 676 George Washington Hwy
Lincoln, RI 02865

Telephone Number: 401-834-9008

Contact Person: Wendy Regan

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

Business Owner: Dogtopia
Address: 4 Armstrong Rd # 200
Shelton, CT 06484

Property Owner: CSC Franklin Village LP, c/o KPR
535 5th Avenue, 12th Floor
New York, NY 10017

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

Wendy Regan
Signature of Applicant

Brian Agnew Agent for CSC Franklin Village, LP
Signature of Owner

Wendy Regan
Print name of Applicant

Brian Agnew
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: Mandeville Sign

Contact Person: Wendy Regan

Address 696 Geo Wash Hwy Lincoln, RI 02865

Telephone Number: 401-834-9008

b. Architect/Engineer (when applicable)

Business Name: _____

Contact Person: _____

Address _____

Telephone Number: _____

E) Work Summary

Summary of work to be done: install Wall Signs

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

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 via email (Mkinhart@franklinma.gov) w/Application

a) SIGNS ONLY –

- sign drawings and photos, which include information listed on Page 2 of the application

b) SITE PLAN APPLICATIONS FOR BUILDINGS/DEVELOPMENTS/PROJECTS.

- 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.

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

ALL APPLICATIONS WITH SUPPLEMENTARY INFORMATION MUST BE FILED BY 4:00 PM ON THE WEDNESDAY PRIOR TO THE FOLLOWING TUESDAY MEETING. MEETINGS ARE GENERALLY TWICE A MONTH THE 2ND & 4TH TUESDAY OF THE MONTH.

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

PROPERTY OWNER AUTHORIZATION FOR DESIGN REVIEW APPLICATIONS

I, Brian Agnew, property owner or agent of property located at:

**500 Franklin Village Drive
Unit 48 & 50
Franklin, MA 02038**

Do hereby give permission to:

**Mandeville Sign
676 George Washington Highway
Lincoln, RI 02865
401-834-9008**

Or its agent to represent a Design Review application, secure a permit and install signs at the above location.

Property Owner CSC Franklin Village, LP (please type or print)

Signature of owner or agent  Date 11/9/2023

Owner address 535 5th Avenue-12th Floor
New York, NY 10017

Telephone 617-841-9411

Notary

State of _____ County of _____

Subscribed and sworn to me at _____

On the _____ day of _____, 20____

My Commission expires _____ Signature of Notary _____

Identification produced _____ or _____ personally known to me

PROPOSED SIGNAGE - FRONT ELEVATION



APPROXIMATE SCALE: 1/4"=1'-0"

NOTE: REMOVAL / DISPOSAL OF OLD "SALLY'S ALLEY" SIGNS, AND REPAIR OF FASCIA BY OTHERS.

EXISTING CONDITION

ARTWORK EXCLUSIVE PROPERTY OF

SINCE 1917



MANDEVILLE SIGN
making your mark.

676 GEORGE WASHINGTON HIGHWAY
LINCOLN, RI 02865-4255

PHONE 401-334-9100 FAX 401-334-7799

WEB www.mandevillesign.com

APPROVALS

Signatures Required Before Release to Production

Engineering	DATE
Sales	DATE
Production	DATE
Quality Control	DATE

REVISIONS

NO.	BY	DESCRIPTION	DATE
1	DTM	ADDRESS UPDATED	10-06-2023
2			
3			
4			
5			
6			
7			

CLIENT

DOGTOPIA

STORE #

475 FRANKLIN VILLAGE DRIVE
UNIT 48 & 50
FRANKLIN, MA 02038

LOCATION

WORK ORDER NUMBER(S)

PROJECT MANAGER **TOM MANDEVILLE**

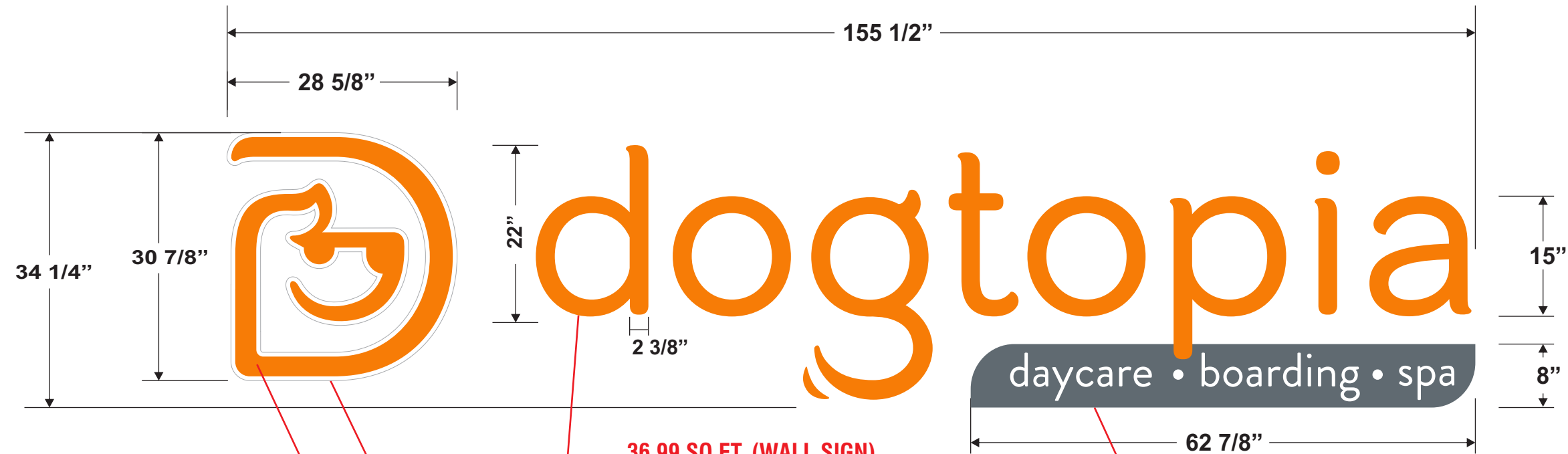
NOTED	DTM	9/21/2023
SCALE	ARTIST	DATE

.1

DRAWING NAME

FRONT ELEVATION WALL SIGN

NOTE: NON-STANDARD, WHITE LOGO / LETTER RETURNS PROPOSED FOR BETTER CONTRAST AGAINST FASCIA



SCALE: 3/4"=1'-0"
QUANTITY: (1) SET

36.99 SQ.FT. (WALL SIGN)
NOTE: CALCULATED WITH SINGLE RECTANGLE

NON-ILLUMINATED "DAYCARE - BOARDING - SPA" PANEL
1/2" THICK WHITE SEAMLESS ACRYLIC, MASKED AND PAINTED TO MATCH
PMS 431 C (GRAY), SET UP FOR STUD MOUNTING FLUSH TO EXTERIOR WALL
WITH SILICONE ADHESIVE.

3" DEEP FRONT LIT CHANNEL LETTERS "dogtopia" MOUNTED TO EXTERIOR TO WALL WITH 3/4" LONG SPACERS.
RETURNS PAINTED TO MATCH MAP SATIN WHITE, WHITE LED ILLUMINATION & **REMOTE P.S.**

2" DEEP x 1 1/2" PROJECTION (FROM WALL) HALO-LIT REVERSE
CHANNEL LETTERS CONSTRUCTION FOR THE WHITE BACKGROUND
OUTER SHAPE OF THE "D" LOGO WITH MAP SATIN WHITE FACE.
RETURNS PAINTED TO MATCH MAP SATIN WHITE FINISH.
WHITE 5000K LED ILLUMINATION & **REMOTE P.S.**

0.125" THICK ALUMINUM FLAT CUT OUT LOGO (PAINTED TO MATCH PMS 151 C ORANGE SATIN SHEEN)
MOUNTED TO CLEAR ACRYLIC PUSH THRU FOR FAUX HALO-LIGHTING, **REMOTE P.S.**

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APPROVALS

Signatures Required Before Release to Production

Engineering	DATE
Sales	DATE
Production	DATE
Quality Control	DATE

REVISIONS

NO.	BY	DESCRIPTION	DATE
1	XX	XX	XX
2			
3			
4			
5			
6			
7			

CLIENT

DOGTOPIA

STORE #

475 FRANKLIN VILLAGE DRIVE
UNIT 48 & 50
FRANKLIN, MA 02038

LOCATION

WORK ORDER NUMBER(S)

PROJECT MANAGER **TOM MANDEVILLE**

NOTED	DTM	7/24/2023
SCALE	ARTIST	DATE

DRAWING NAME

.2

SIDE ELEVATION WALL SIGN

NOTE: NON-STANDARD, WHITE LOGO / LETTER RETURNS PROPOSED FOR BETTER CONTRAST AGAINST FASCIA



NON-ILLUMINATED "DAYCARE - BOARDING - SPA" PANEL
1/2" THICK WHITE SEAMLESS ACRYLIC , MASKED AND PAINTED TO MATCH
PMS 431 C (GRAY), SET UP FOR STUD MOUNTING FLUSH TO EXTERIOR WALL
WITH SILICONE ADHESIVE.

3" DEEP FRONT LIT CHANNEL LETTERS "dogtopia" MOUNTED TO EXTERIOR TO WALL WITH 3/4" LONG SPACERS.
RETURNS PAINTED TO MATCH MAP SATIN WHITE, WHITE LED ILLUMINATION & **REMOTE PS.**

ARTWORK EXCLUSIVE PROPERTY OF

SINCE 1917



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APPROVALS

Signatures Required Before Release to Production

Engineering	DATE
Sales	DATE
Production	DATE
Quality Control	DATE

REVISIONS

NO.	BY	DESCRIPTION	DATE
1	XX	XX	XX
2			
3			
4			
5			
6			
7			

CLIENT

DOGTOPIA

STORE #

475 FRANKLIN VILLAGE DRIVE
UNIT 48 & 50
FRANKLIN, MA 02038

LOCATION

WORK ORDER NUMBER(S)

PROJECT MANAGER **TOM MANDEVILLE**

NOTED	DTM	7/24/2023
SCALE	ARTIST	DATE

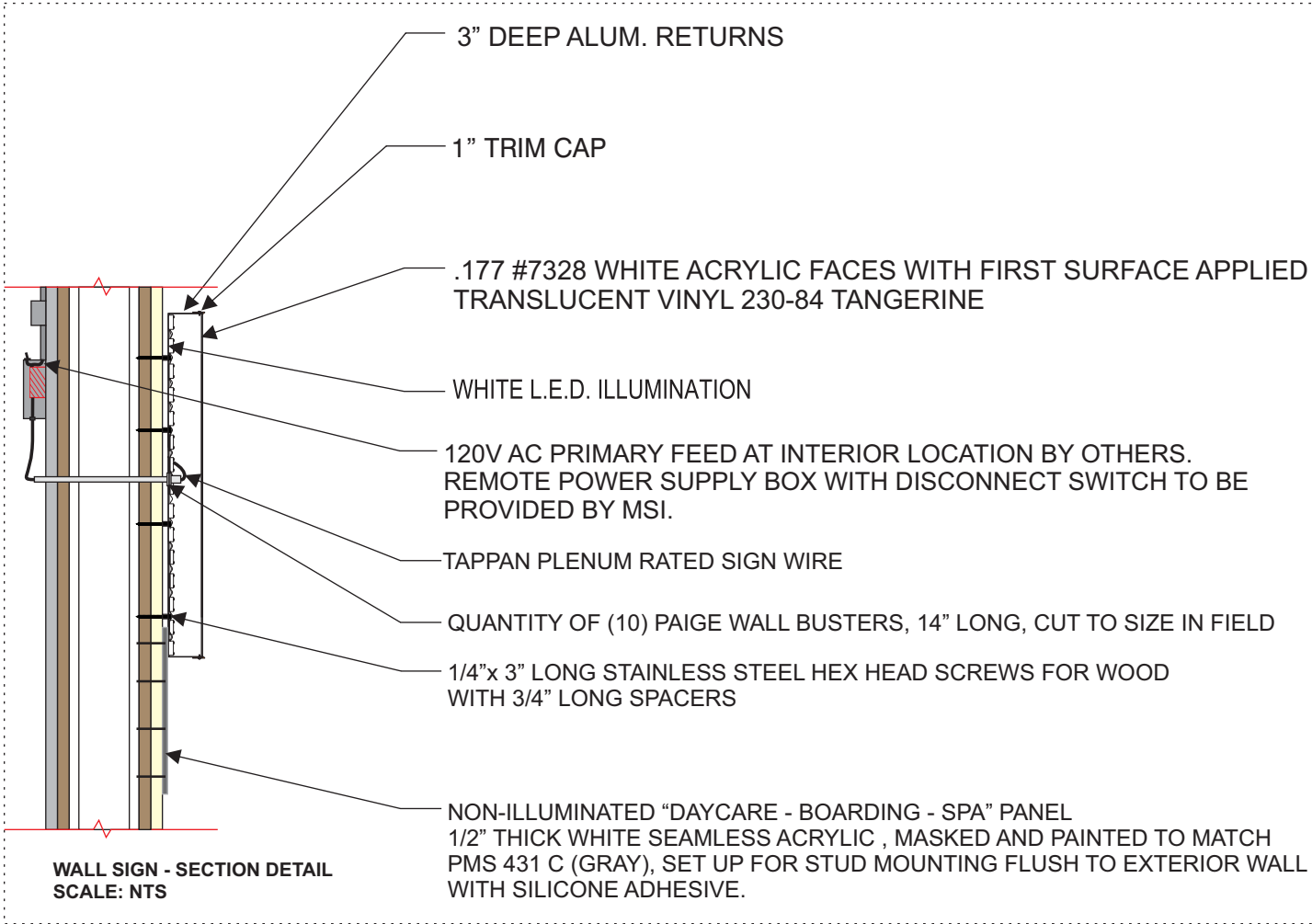
DRAWING NAME

.4

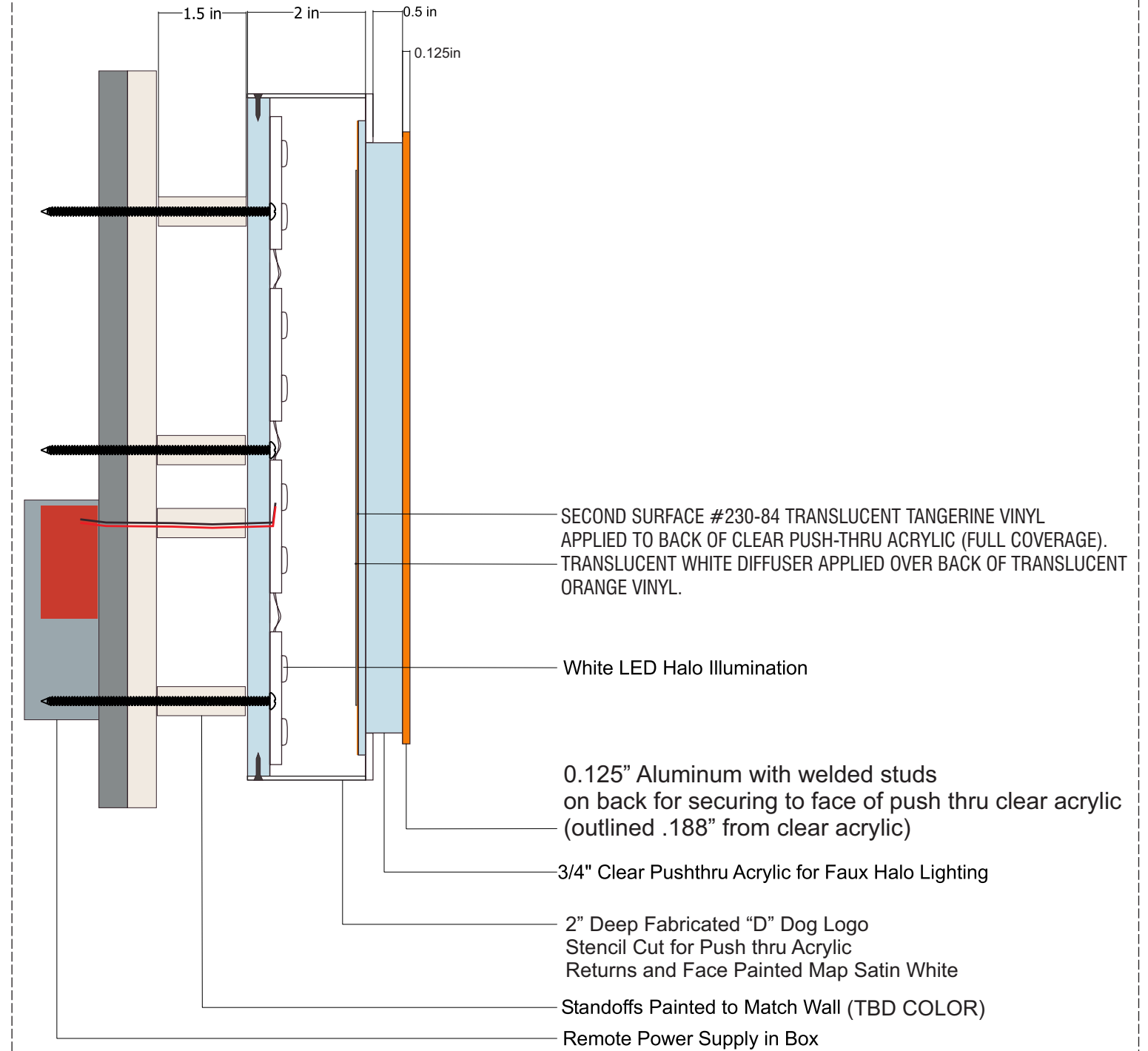
FRONT-LIT CHANNEL LETTERS "dogtopia"

DETAILS:

- FRONT-LIT CHANNEL LETTERS SET "DOGTOPIA"
- #7328 WHITE ACRYLIC FACES WITH 1ST SURFACE APPLIED #230-84 TRANSLUCENT TANGERINE VINYL
- 1" TRIM CAP #2119 ORANGE
- 3" DEEP .040" ALUM. LETTER RETURNS PAINTED TO MATCH MAP SATIN WHITE FINISH
- REMOTE POWER SUPPLIES BOX AND DISCONNECT
- 5000K - 5500K WHITE LED ILLUMINATION
- VERIFY WIRE WHIP LENGTH AT FIELD SURVEY
- NON-ILLUMINATED "DAYCARE - BOARDING - SPA" PANEL 1/2" THICK WHITE SEAMLESS ACRYLIC, MASKED AND PAINTED TO MATCH PMS 431 C (GRAY), SET UP FOR STUD MOUNTING FLUSH TO EXTERIOR WALL WITH SILICONE ADHESIVE.



HALO-LIT "D" DOG LOGO



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LINCOLN, RI 02865-4255

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APPROVALS

Signatures Required Before Release to Production

Engineering	DATE
Sales	DATE
Production	DATE
Quality Control	DATE

REVISIONS

NO.	BY	DESCRIPTION	DATE
1	XX	XX	XX
2			
3			
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5			
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LOCATION

WORK ORDER NUMBER(S)

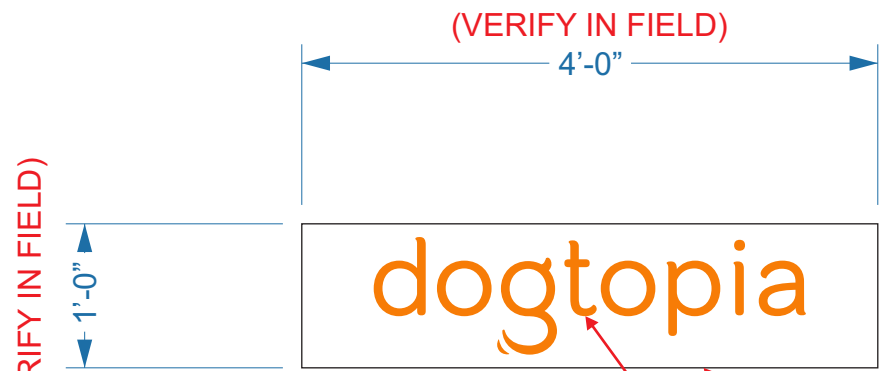
PROJECT MANAGER **TOM MANDEVILLE**

NOTED	DTM	7/24/2023
SCALE	ARTIST	DATE

DRAWING NAME

.5

PROPOSED SIGNAGE - UNDER-CANOPY SIGN (DOUBLE FACED)



SCALE: 3/4"=1'-0"
 QUANTITY: (2)
 DETAILS:
 - 1ST SURFACE APPLIED
 #230-84 TRANSLUCENT
 TANGERINE VINYL

EXISTING UNDER-CANOPY SIGN
 TO REMAIN (VERIFY SIZE)
 NEW VINYL COPY TO BE INSTALLED
 ON BOTH SIDES OF EXISTING

EXISTING CONDITION



MSI TO REMOVE OF OLD "SALLY'S ALLEY" VINYL
 FROM EXISTING UNDER-CANOPY AND REPLACE
 WITH NEW DOGTOPIA VINYL AS SHOWN

ARTWORK EXCLUSIVE PROPERTY OF

SINCE  1917

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APPROVALS	
<i>Signatures Required Before Release to Production</i>	
Engineering	DATE
Sales	DATE
Production	DATE
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REVISIONS		
NO.	BY	DESCRIPTION
1	XX	XX
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CLIENT

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STORE #

475 FRANKLIN VILLAGE DRIVE
 UNIT 48 & 50
 FRANKLIN, MA 02038

LOCATION

WORK ORDER NUMBER(S)		
PROJECT MANAGER TOM MANDEVILLE		
NOTED	DTM	7/24/2023
SCALE	ARTIST	DATE
.6		
DRAWING NAME		

2024 Meeting Dates of Design Review Commission

Design Review Commission voted on November 28, 2023 to Approve the 2024 Meeting Dates

Meeting Date

Tuesday, January 9, 2024
Tuesday, January 23, 2024
Tuesday, February 13, 2024
Tuesday, February 27, 2024
Tuesday, March 12, 2024
Tuesday, March 26, 2024
Tuesday, April 9, 2024
Tuesday, April 23, 2024
Tuesday, May 14, 2024
Tuesday, May 28, 2024
Tuesday, June 11, 2024
Tuesday, June 25, 2024
Tuesday, July 9, 2024
Tuesday, July 23, 2024
Tuesday, August 13, 2024
Tuesday, August 27, 2024
Tuesday, September 10, 2024
Tuesday, September 24, 2024
Tuesday, October 8, 2024
Tuesday, October 22, 2024
Tuesday, November 12, 2024
Tuesday, November 26, 2024
Tuesday, December 10, 2024

Application Due Date – 4:00 pm

Wednesday, January 3, 2024
Wednesday, January 17, 2024
Wednesday, February 7, 2024
Wednesday, February 21, 2024
Wednesday, March 6, 2024
Wednesday, March 20, 2024
Wednesday, April 3, 2024
Wednesday, April 17, 2024
Wednesday, May 8, 2024
Wednesday, May 22, 2024
Wednesday, June 5, 2024
Wednesday, June 19, 2024
Tuesday, July 2, 2024 - 2:00 pm
Wednesday, July 17, 2024
Wednesday, August 7, 2024
Wednesday, August 21, 2024
Wednesday, September 4, 2024
Wednesday, September 18, 2024
Wednesday, October 2, 2024
Wednesday, October 16, 2024
Wednesday, November 6, 2024
Wednesday, November 20, 2024
Wednesday, December 4, 2024

Town of Franklin



Design Review Commission

**Tuesday, November 14, 2023
Meeting Minutes**

Chair Sam Williams called the above-captioned meeting to order this date at 7:00 PM, as a remote access virtual Zoom meeting. Members in attendance: Chair Sam Williams, Vice Chair Paul Lopez, Cassandra Bethoney, Amy Adams, Andrew Pratt. Members absent: 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. Aura Salon - 70 East Central Street - Replace existing signs.

Mr. Cam Afonso of Signs by Cam stated they are taking over the entire bottom floor of Brad Chaffee's building; it was previously Allstate. He said they are redoing the signs to what is already there and a small door decal with their logo. He stated there is no lighting. He confirmed it was the downtown commercial district. Mr. Lopez said the door sign can only be 2 sq. ft. Mr. Afonso said the just under 4 sq. ft. signage would go on the glass window, not the door. Ms. Bethoney asked if the shadow was graphic. Mr. Afonso said it was a faded graphic.

Motion: To **Approve** the sign package as submitted with the item labelled door lettering going on the window instead of the door. Motioned by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES; Pratt-YES. Voted 5-0.

2. AER - 76 Grove Street - Install new faces, awning, and wall sign.

Mr. Cam Afonso of Signs by Cam stated this is at the corner of Grove Street and Beaver Street. He said new owners brought the building. He said all the previous belt signs were removed; they are doing one sign over the building with a canvas awning and replacing the sign faces on the street. He said the building sign is LED channel letters with a backlit bottom tagline. He noted the cabinet is already there, and they are adding the new faces.

Motion: To **Approve** the sign package as submitted. Motioned by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES; Pratt-YES. Voted 5-0.

3. Franklin Kitchen Center - 22 East Central Street - Install sign and awning.

Mr. Cam Afonso of Signs by Cam stated this is Franklin Kitchen that is now on Ruggles Road where a previous tax place was. He said they were removing the awning and rewrapping in a blue canvas. He reviewed the colors of the logo. He confirmed there is nothing on the canopy. Mr. Lopez said it is supposed to be 24 sq. ft.; it is slightly too big at 27 sq. ft. Mr. Afonso said he would make it 24 sq. ft.

Motion: To **Approve** the sign package as submitted with the stipulation that the sign square footage is reduced to 24 sq. ft. Motioned by P. Lopez. Seconded by A. Amy. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES; Pratt-YES. Voted 5-0.

4. Franklin Village Plaza - 250 Franklin Village Drive - Replace two mall directories with identical signs.

Mr. Jim Quinn of Signs by Tomorrow said they are going to put the same thing in the same place; they are old and falling apart. He said there will be LED lighting instead of bulbs. Chair Williams said that in theory, this is a repair, not a replacement. He said he did not even know if Design Review approval is needed. Mr. Lopez said it would all be grandfathered regarding moving toward not having white backgrounds on signs.

Motion: To **Approve** the sign package as submitted. Motioned by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES; Pratt-YES. Voted 5-0.

GENERAL MATTERS

Approval of Minutes: October 24, 2023

Motion: To **Approve** the October 24, 2023 Meeting Minutes. Motioned by P. Lopez. Seconded by A. Adams. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-ABSTAIN; Adams-YES; Pratt-YES. Voted 4-0-1.

Old Business

Chair Williams said he spoke with Building Commissioner Gus Brown regarding enforcing items in Franklin Village Plaza and other signs around town. He said he got a call about other signs in the plaza in violation including banners, and he brought those to Mr. Brown's attention.

New Business

None.

Motion: To **Adjourn** by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES; Pratt-YES. Voted 5-0.

Meeting adjourned at 7:16 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary