

**DESIGN REVIEW COMMISSION  
AGENDA**

**Tuesday, September 1, 2020 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/84987091845> or call on your phone at 1-929-205-6099, meeting ID is 84987091845.

**7:00 PM**      **New England Treatment Access, LLC – 162 Grove Street**  
Install building and street side signage

**General Matters**

Approval of Minutes:            July 21, 2020  
   August 18, 2020

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: August 27, 2020**  
The next meeting of the Design Review Commission is scheduled for September 15, 2020

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: New England Treatment Access, LLC

Property Address 162 Grove Street

Assessors' Map # 306 Parcel # 3

Zoning District (select applicable zone): Industrial

Zoning History: Use Variance Marijuana - Retail & medical  
Non-Conforming Use \_\_\_\_\_

B) Applicant Information:

Applicant Name: New England Treatment Access, LLC

Address: 5 Forge Parkway  
Franklin, MA 02038

Telephone Number: 508-590-1414 ext 8530

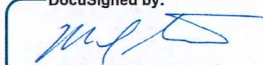
Contact Person: Michael Connolly

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

Business Owner: New England Treatment Access Property Owner: Charley 2017, LLC

Address: 5 Forge Parkway 7 Myrtle St  
Franklin, MA Norfolk, MA


All of the information is submitted according to the best of my knowledge  
Executed as a sealed instrument this \_\_\_\_\_ day of \_\_\_\_\_ 20 8/12/2020

DocuSigned by:  


C1024652036845D...  
Signature of Applicant

Michael Gillespie

Print name of Applicant



Signature of Owner

Brian R. Holmer

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  
Contact Person: Cam Aponso  
Address 837 Upper Union St, Franklin, MA  
Telephone Number: 508-528-0766

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

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

**E) Work Summary**

Summary of work to be done: Building & Streetside Signage  
\_\_\_\_\_  
\_\_\_\_\_

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

**a) FOR SIGN SUBMISSIONS ONLY:**

**NINE (9) COPIES OF THE FOLLOWING MUST BE SUBMITTED WITH APPLICATION**

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)

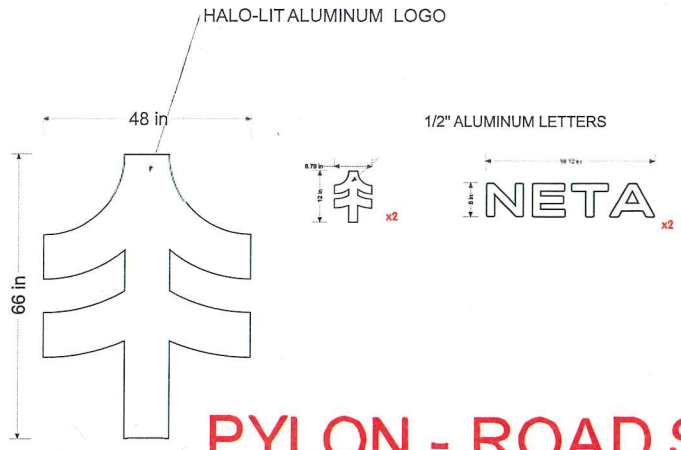
**b) FOR BUILDINGS/DEVELOPMENTS OR PROJECT SUBMISSIONS:**

**NINE (9) COPIES OF THE FOLLOWING MUST BE SUBMITTED W/APPLICATION**

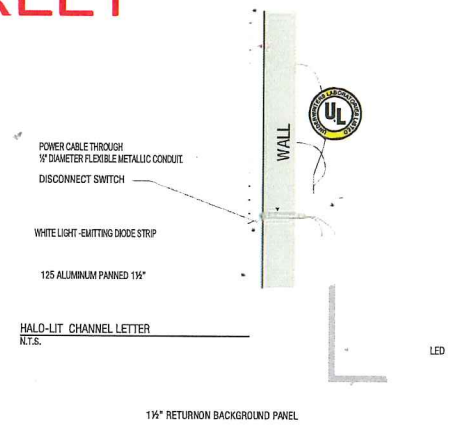
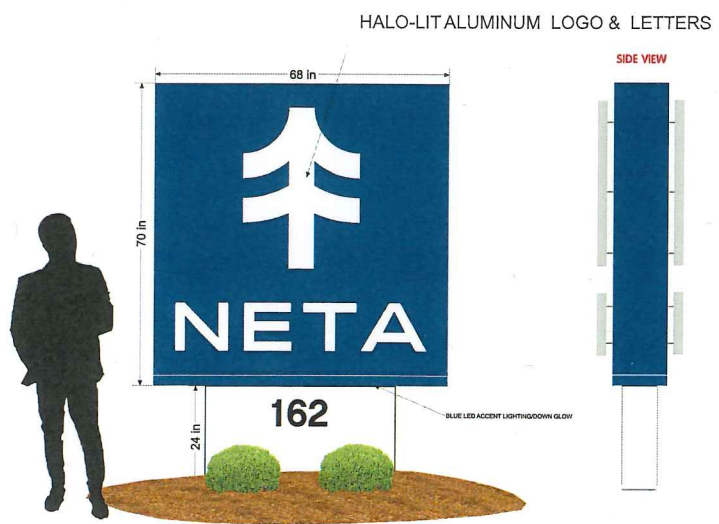
1. Site Plan including Landscape Plan showing plantings. Plantings must be from Best Development Practices Guide
2. Lighting Plan indicating lighting levels & specifications of proposed lights
3. Building drawings, indicating size and height of building(s); front, rear and side elevations (when there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

Note: Please bring a sample of the following to the meeting: materials samples (brick, siding, roofing etc.) as well as samples of paint colors.





**PYLON - ROAD SIDE - GROVE STREET**



*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](mailto:cam@signsbycam.com)  
 Website: [www.signsbycam.com](http://www.signsbycam.com)

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X

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 PERSON(S) WILL BE PROSECUTED TO THE FULL EXTEN  
 OF THE LAW.

**JOB INFORMATION**

JOB TITLE:  
 CONTACT:  
 PHONE:  
 FAX:  
 JOB DESCRIPTION:

**SIGN MATERIAL SPECS**

BANNER:  COROPLAST:  WOOD:   
 ACRYLIC:  MAGNETIC:  URETHANE:   
 PVC:  ALUMINUM:  NUEDGE:

SINGLE SIDED:  DOUBLE SIDED:

OTHER:

COLOR SPECS:  
 BACKGROUND:  
 COPY:

OUTLINE:  
 SHADOW:  
 BORDER:  
 LOGO:

## Town of Franklin



### Design Review Commission

**Tuesday, July 21, 2020  
Meeting Minutes**

Chair Fitzgerald called the above-captioned meeting to order this date at 7:00 PM, **as a Remote Access Virtual Zoom Meeting**. Members in attendance: Mark Fitzgerald, Chris Baryluk, Sam Williams, James Bartro. Members absent: Ralph Niemi.

As stated on the agenda, due to the growing 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.

1. **Lan Connect Systems – 186 Grove Street** – Install new sign

Mr. Rocco Cavallaro of Cavallaro Signs addressed the Commission. Chair Fitzgerald reviewed the submittal.

**Motion:** To **Approve** the sign package as submitted. Motioned by S. Williams. Seconded by J. Bartro. Voted 4-0-0.

2. **Tegra Medical – 16 Forge Parkway** – Install 3D letters

Mr. Cam Afonso of Signs by Cam stated that 60 ft. on the building is allowed; they are under that amount. They will install 3D 1 in. thick PVC letters with no lighting.

**Motion:** To **Approve** the sign package as submitted. Motioned by C. Baryluk. Seconded by S. Williams. Voted 4-0-0.

3. **Former Uptowne Pub – 2-8 Main Street** – Replace front windows to match exactly how the Bamboo House front is arranged.

Chair Fitzgerald reviewed the submittal. He stated the awnings are not the concern; the windows are being replaced and they are matching the paint. Applicant confirmed this is how it looked in the past.

**Motion:** To **Recommend** the façade updates as submitted. Motioned by S. Williams. Seconded by C. Baryluk. Voted 4-0-0.

**Meeting Minutes:** June 16, 2020 and July 7, 2020

**Motion:** To **Approve** the June 16, 2020 Meeting Minutes as presented. Motioned by S. Williams. Seconded by J. Bartro. Voted 4-0-0.

**Motion:** To **Approve** the July 7, 2020 Meeting Minutes as presented. Motioned by S. Williams. Seconded by C. Baryluk. Voted 3-0-1. (Mr. Bartro abstained.)

**General Matters:** Ms. Maxine Kinhart confirmed that an interested member to the Commission was invited to tonight's meeting; however, she was unable to attend. Mr. Bartro discussed the sign at the Acapulcos Restaurant on Union Street. He stated he reviewed his notes from the meeting at which the sign package was approved, and it was agreed that the sign was to be an almond color, not white. Mr. Williams stated the sign looks very white and is lit. Chair Fitzgerald questioned if the tan color was in the stipulations of the decision. Mr. Bartro shared his computer screen to confirm the sign package rendering shows a tan color. Mr. Williams stated he would look again at the actual sign to confirm it is white, not tan. Chair Fitzgerald stated he would drive by the sign at night; if it is glaring white, then it is not the sign that was proposed.

**Motion to Adjourn** by C. Baryluk. Seconded by S. Williams. Voted 4-0-0. Meeting adjourned at 7:17 PM.

Respectfully submitted,

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Judith Lizardi  
Recording Secretary

## Town of Franklin



### Design Review Commission

**Tuesday, August 18, 2020  
Meeting Minutes**

As only two members, Mark Fitzgerald and Sam Williams, were in attendance, a quorum was not present. Therefore, the meeting did not commence.

Respectfully submitted,

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Judith Lizardi  
Recording Secretary