

**DESIGN REVIEW COMMISSION
AGENDA**

September 12, 2017 7:00 PM.
Municipal Building, 355 East Central Street
2nd Floor, Room 205

7:00 PM Franklin School for the Performing Arts dba. Intermission –36 Main Street
Wall signs and Awning

2017 SEP -6 PM 5:30
TOWN OF FRANKLIN
TOWN CLERK
RECEIVED

General Matters:

Approval of Proposed Change to the 2017 Meeting Date Schedule
Approval of 2018 Proposed Meeting Dates
Approval of Meeting Minutes

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 16, 2017
The next meeting of the Design Review Commission is tentatively scheduled for September 12, 2017

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: Franklin School for the Performing Arts, Intermision, DBA
Property Address 36 Main Street Rear

Assessors' Map # _____ Parcel # _____

Zoning District (select applicable zone): _____

Zoning History: Use Variance _____
Non-Conforming Use _____

B) Applicant Information:

Applicant Name: Raye Lynn Mercer / FSPA, Inc. dba Intermision

Address: P.O. Box 146, 36 Main Street (Rear)
Franklin, Ma 02038

Telephone Number: 508-528-8168 508-846-7572

Contact Person: Raye Lynn Mercer

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

Business Owner: Raye Lynn Mercer Property Owner: Margaret Raneri
Address: P.O. Box 146 35 Main 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

[Signature]
Signature of Owner In Raneri Trust

Raye Lynn Mercer
Print name of Applicant

Margaret Raneri
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: Cavallero Sign
Contact Person: Rocco Cavallero
Address: 305 Union Street, Franklin
Telephone Number: 508-528-1054

b. Architect/Engineer (when applicable)

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

E) Work Summary

Summary of work to be done: _____

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.

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Memo

To: Design Review Commission

From: Chrissy Whelton

Date: August 23, 2017

Re: Proposed Change to the 2017 Meeting Date Schedule of Design Review

Due to not being able to have a January 2nd Meeting in 2018 will leave us with 4 weeks in between meetings. I proposed we change the December 12, 2017 meeting to December 19, 2017 leaving only 3 weeks between meetings.

Please feel free to Contact me with any questions.

2017 PROPOSED Change to Meeting Dates of Design Review Commission

Current Meeting Date

Tuesday, December 12, 2017

Proposed Meeting Date

Tuesday, December 19, 2017

Current Application Due Date

Wednesday, December 6, 2107

Proposed Application Due Date

Wednesday, December 13, 2107

2018 PROPOSED Meeting Dates of Design Review Commission

Meeting Date

Tuesday, January 9, 2018
Tuesday, January 23, 2018
Tuesday, February 13, 2018
Tuesday, February 27, 2018
Tuesday, March 13, 2018
Tuesday, March 27, 2018
Tuesday, April 10, 2018
Tuesday, April 24, 2018
Tuesday, May 8, 2018
Tuesday, May 22, 2018
Tuesday, June 12, 2018
Tuesday, June 26, 2018
Tuesday, July 17, 2018
Tuesday, July 30, 2018
Tuesday, August 8, 2018
Tuesday, August 22, 2018
Tuesday, September 11, 2018
Tuesday, September 25, 2018
Tuesday, October 9, 2018
Tuesday, October 23, 2018
Tuesday, November 6, 2018
Tuesday, November 27, 2018
Tuesday, December 18, 2018

Application Due Date

Wednesday, January 3, 2018
Wednesday, January 17, 2018
Wednesday, February 7, 2018
Wednesday, February 21, 2018
Wednesday, March 7, 2018
Wednesday, March 21, 2018
Wednesday, April 4, 2018
Wednesday, April 18, 2018
Wednesday, May 2, 2018
Wednesday, May 16, 2018
Wednesday, June 6, 2018
Wednesday, June 20, 2018
Wednesday, July 11, 2018
Wednesday, July 25, 2018
Wednesday, August 1, 2018
Wednesday, August 15, 2018
Wednesday, September 5, 2018
Wednesday, September 19, 2018
Wednesday, October 3, 2018
Wednesday, October 17, 2018
Wednesday, October 31, 2018
*Tuesday, November 20, 2018
Wednesday, December 12, 2018

*Due to the Thanksgiving Holiday, applications must be received on the Tuesday rather than Wednesday.

DESIGN REVIEW COMMISSION
MINUTES OF MEETING
August 22, 2017

A meeting of the Design Review Commission was held on Tuesday, August 22, 2017, at the Franklin Municipal Building, Franklin, Massachusetts. Members present were Chris Baryluk, Vice Chairman, Nancy Pendleton (Coleman), Claudine Silverman. Also in attendance were Samuel Williams and Chrissy Whelton.

Chris Baryluk, Chairman opened the meeting at 7:30 PM.

1. Mint Dental – 150 Emmons Street – Wall Signs and addition to freestanding
Cam Alfonso of Signs by Cam represented Mint Dental with a proposal to install wall signs in three locations on the front and back of building and one on the existing freestanding sign. Signs are urethane and will have a green background with gold-leaf lettering and boarder. Sign will have the same color scheme as the existing monument sign for Horace Mann Square.

There was very little discussion and the DRC voted.

Motion: Silverman. Coleman Seconded: voted (3-0-0) to **Approve** the sign package as submitted.

2. Franklin Music, Movement & Mindfulness – 22 Main Street – Window Lettering
Cam Alfonso of Signs by Cam represented Franklin Music, Movement & Mindfulness with a proposal to remove old window lettering and install new window lettering on the Main Street side.

There was very little discussion and the DRC voted.

Motion: Coleman. Silverman Seconded: voted (3-0-0) to **Approve** the sign package as submitted.

3. Dean College – 17 East Central Street – Doorway Signs
Cam Alfonso of Signs by Cam represented Dean College with a proposal to install wall signs above the doorway of the two entrances to identify them. One facing the street and one facing the parking lot. Signs are Aluminum with raised pvc. Signs will have no lighting.

There was very little discussion and the DRC voted.

Motion: Coleman. Baryluk Seconded: voted (3-0-0) to **Approve** the sign package as submitted.

4. La Cantina Winery – 357 Union Street – Awnings
Cam Alfonso of Signs by Cam represented La Cantina Winery with a proposal to install 2 awnings. One above the double window and one above the entrance door. Awnings are black with white lettering. Very clean looking. No lighting. Coleman asked that the blue hanging sign in window be taken down.

There was very little discussion and the DRC voted.

Motion: Silverman. Coleman Seconded: voted (3-0-0) to **Approve** the sign package as submitted with a recommendation of removing the blue sign in window.

5. 205 East Central Street – 205 East Central Street – Monument Signs

Cam Alfonso of Signs by Cam represented 205 East Central with a proposal to remove existing monument sign and replace with a whole new one with a more modern look. PVC panels. Signs have LED Down lighting. Baryluk mentioned that one of the sign plates on the new proposed monument sign is not on the existing sign. Chestnut Cove sign should have been another application however the board looked over the sign and will allow it. Baryluk mentioned that in the future if there is a new sign being added to a new monument sign we will need a separate application. Concerns were mentioned about the brightness of the down lighting and a dimmer was recommended. Concerns of how out in the open and plain the area around the sign is and Coleman highly encourages some landscaping with flowers, bushes etc.

Motion: Baryluk. Coleman Seconded: voted (3-0-0) to **Approve** the sign package with the condition of adding a dimmer to the down lighting, adding some landscaping, shrubs, flowers, etc. and that going forward and application will be given for all new signs.

Other Business:

- Meeting minutes from August 8, 2017 meeting were approved (3-0-0).
- Board would like a follow up from Bryan Taberner on his discussion with the Zoning Enforcement Officer regarding the existing signs:
 - Franklin Heights (realty sign no longer needed)
 - Pond Street (Large commercial sign)
 - 13 Main Street (Acapulco and other business signs are deteriorated).

Motion to adjourn. All in favor 3-0-0.

Adjourned 8:00 P.M.

Respectfully submitted,

Chrissy Whelton