

Town of Franklin



Design Review Commission

**Tuesday, November 8, 2022
Meeting Minutes**

Vice 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: Vice Chair Sam Williams, Gerald Wood, Paul Lopez, Cassandra Bethoney. Members absent: Chair James Bartro, 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. PCI – 1 Fisher Street - Install building signs.

Mr. Cam Afonso of Signs by Cam addressed the Commission. He stated that this is an industrial building that is actually on two streets so it is allowed 90 sq. ft. as it is on a corner lot. He stated that they distributed the square footage into two signs with the main channel letter set above the front door and lit internally. On a lower wall the signage will be raised PVC stud-mounted to the wall. He stated that this will go up in the spring as the wall has to be painted; there is no lighting. He stated that all this was shown on the drawings. Ms. Bethoney asked the purpose of the free-standing sign jutting out. Mr. Afonso stated it is an existing concrete wall and they are advertising/marketing space.

Motion: To **Accept** the sign package as submitted. Motioned by P. Lopez. Seconded by G. Wood. Roll Call Vote: Williams-YES; Wood-YES; Lopez-YES; Bethoney-YES. Voted 4-0-0.

2. Glen Meadows – 257-288 Glen Meadow Road - Replace existing 20-year-old signs.

Mr. Cam Afonso of Signs by Cam addressed the Commission. He stated that after 20 years they are rebranding and making nicer signage. He stated that there are two entrances. He stated that the Chestnut Street entrance has two monuments on either side of the driveway which have been there for 40 years; they are replacing what is there. He stated that there are existing lower floodlights. He stated that on the Rt. 140 side, there is an existing monument that they are upgrading to a newer style to match the other signage; it is internally lit. Mr. Lopez asked what district this is in. Mr. Afonso stated that he believed it was commercial district. Vice Chair Williams confirmed that it was commercial. Mr. Lopez reviewed the allowed square footage and that there are monuments on each side of the roadway which is two signs. Mr. Afonso stated that it has been there for so long that it is grandfathered; the signs need to be upgraded. Mr. Lopez stated that it is grandfathered until it requires replacement and this is replacement due to rebranding. He stated that the monuments are brick and they will probably not tear them down; the alternative would be to not replace the signs. Mr. Afonso noted that the applicants are putting a lot of

money into improvement for the property. Vice Chair Williams noted that on a tax map, this is technically more than one address; as such, you would get the square footage for each address. Commission members discussed the allowed signage size, the flaws in the current bylaw, and that they are exercising discretion in approving this. Mr. Afonso noted that there are many properties in town that the bylaws just do not work; that is why these are taken on a case-by-case basis. Mr. Lopez said that the two monument signs at the entrance of the property are bizarre as they are identical signs on the opposite side of the road. He stated that from his perspective there is no reason to have two signs. Mr. Wood stated that he had no comments. Ms. Bethoney stated that she appreciated the plantings in the front; they look nice.

Motion: To **Accept** the sign package as submitted. Motioned by G. Wood. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Wood-YES; Lopez-YES; Bethoney-YES. Voted 4-0-0.

3. **704 Washington Street – 704 Washington Street** - Develop property to create two new five-bedroom group homes for adults in the Amego program. Houses are located adjacent to the Amego property line with backyards along the property line.

Vice Chair Williams reviewed that the Commission is a recommending board for the site plan including landscaping, façade, and lighting, and an approval board for signage.

Mr. William Masiello, architect of William J. Masiello Architect Inc., and Mr. Adam Hunt, civil engineer of Level Design Group, on behalf Amego Inc., the applicant, addressed the Commission. Mr. Masiello stated that there will be no signage. Mr. Hunt reviewed the submitted package. He stated that a different design was presented to the Planning Board in August; it has been redesigned. He reviewed the changes including the driveway, drainage, and septic system. Mr. Masiello stated that the houses used to be in the front; however, they were pushed to the right-hand side of the property so they are abutting the other Amego property with the six dormitory style homes that were just built. He stated that there are some large trees there that they want to maintain. He stated that it is a big field. He explained that the buildings are pushed off the road from where they were. He showed and described the renderings. He described the two homes that have a strong residential character; both are one level. He reviewed the materials for the houses, windows, roofing, and plantings/landscaping regarding the look of the homes. He reviewed that each house is about 3,500 sq. ft. He stated that the rest is open green space. He discussed that the changed plan allowed the houses to be further away from the abutters which the abutters asked for. He reviewed the floor plans and the elevations. He noted that they are not tall houses. He noted that they have a dumpster location, but that they could possibly use town trash pickup. Vice Chair Williams stated that the applicant did make some considerate changes for the neighbors.

Ms. Bethoney stated that she had questions related to stormwater, parking, and plantings. She asked that regarding parking, what are the accommodations for handicapped parking. Mr. Hunt stated that they have one space and pointed it out on the plans. Mr. Masiello discussed the handicapped space and stated that the ramp and handrails are being developed. Ms. Bethoney stated that there are two parking spots that seem difficult regarding pulling in and out. Mr. Hunt discussed the noted parking spaces. Ms. Bethoney asked what the applicant was intending for the screening of the dumpster. Mr. Masiello stated that they used solid vinyl fencing at the location next door. He stated that it would probably be white. Ms. Bethoney asked about the stormwater and was concerned that there was one curb cut on the driveway, but it may not capture all the water and asked what the stormwater basin would look like. Mr. Hunt stated that it would be grass with perimeter plantings. Ms. Bethoney stated that on a planting list, botanical names, quantities, and sizes of plants should be called out on the plans. She encouraged the applicant to go on the Town's website and use plants that are on that list. She stated that there should be more clarification where the plantings and mulch are located on the plans. Mr. Wood and Mr. Lopez had no comments. Vice Chair Williams stated that he noted a little light spillage on the sidewalk. Ms. Bethoney stated that she would like to see planting details and other details on the plans.

Vice Chair Williams confirmed that the materials were not called out on the plans; he asked that the materials be provided. He stated that the Commission would like to see more details included in the site plan and landscape/planting plan. He stated that the Commission could make a recommendation of the lighting plan. He stated that the applicant should return to the Commission for the other items. Ms. Kinhart stated that a motion was not needed; she would put this item on the next meeting scheduled for November 22, 2022.

Motion: To **Recommend** the lighting plan as submitted. Motioned by S. Williams. Seconded by P. Lopez. Roll Call Vote: Williams-YES; Wood-YES; Lopez-YES; Bethoney-YES. Voted 4-0-0.

Vice Chair Williams asked the applicant that when they return, they put together a material board for the Commission. Mr. Masiello stated that he would do that. Mr. Hunt reviewed what Ms. Bethoney would like for the basins.

Approval of Minutes: October 18, 2022 & October 25, 2022

Motion: To **Approve** the October 18, 2022 Meeting Minutes as presented. Motioned by S. Williams. Seconded by P. Lopez. Roll Call Vote: Williams-YES; Wood-ABSTAIN; Lopez-YES; Bethoney-ABSTAIN. Voted 2-0-2.

Motion: To **Approve** the October 25, 2022 Meeting Minutes as presented. Motioned by G. Wood. Seconded by P. Lopez. Roll Call Vote: Williams-YES; Wood-YES; Lopez-YES; Bethoney-ABSTAIN. Voted 3-0-1.

General Matters – New Business

Vice Chair Williams stated that regarding the Bob's Discount Furniture sign that the Commission rejected which is the stand alone sign at the law office, it has been covered by a Bob's banner despite being not approved; therefore, enforcement action is going on.

General Matters - Old Business

Vice Chair Williams stated that the Commission has been going through the York, Maine, ordinances and trying to pick out the items they like and do not like; however, without Chair Bartro at tonight's meeting, the Commission will get back to this item at the next meeting.

Motion to Adjourn by G. Wood. Seconded by P. Lopez. Roll Call Vote: Williams-YES; Wood-YES; Lopez-YES; Bartro-YES. Voted 4-0-0.

Meeting adjourned at 7:48 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary