

Town of Franklin



Design Review Commission

**Tuesday, August 22, 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. 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. Factory Square (K Fisher Street LLC) – 1, 3, 5, 7 Fisher Street** – Renovation of Brick Mill Building (3 Fisher Street) including structural work, new windows, and tenant specific interior fit outs. Site work around 3, 7, and 5 Fisher Buildings including regrading, paving, site lighting, landscaping, and accessible entrances.

Mr. Casey Killam and Mr. Rick Kaplan, both of K Fisher Street LLC, along with project manager Will Freise, and Mr. Seth Chates and Ms. Jill Staugaard, both of HFA Architects, addressed the Commission. Mr. Killam reviewed the layout of the property and stated that their offices are currently located at 1 Fisher Street. He shared his screen and showed/discussed the plans for building 3. He explained the current construction types of both brick and wood sections and boarded windows at building 3. He explained that they are looking to bring the building back to its original design intent. He stated that they will bring the windows back to original size and use new efficient windows. He discussed they will use a type of privacy glass. He reviewed the company planning to go into the building, Medallion Logistics, and explained their business; they are currently located in Plainville. He discussed the siding plans for the building. He stated that they would like to go back to the original cedar siding using a composite-type siding which will look like the original but be very low maintenance. He showed photographs of the new product compared to the original siding which he said is a very close match. He showed pictures of the alleyway side. The same window style will be carried through to the upper windows; the lower windows and level will be re-worked. He showed a photograph of the front of the site. He discussed a building was demolished and will be used for parking area. He reviewed the changes as shown on the provided plans. He stated that they are maximizing passenger car parking at the front of the site. He showed and discussed the entrance for the new tenant. He explained that at the back of the site, at the end of 3 Fisher Street, they will be relocating the existing loading dock and fixing the grades/drainage as well. He explained the additional areas in the back that will be getting repaved and a grass swale. Photometrics were also included in the provided plans. He stated that they are trying to go LED with most of the site. He discussed the lights that were selected.

Chair Williams asked about light spillage across the street. Mr. Killam stated that they can work to make that revision. Ms. Bethoney asked about lighting throughout the back of the site. Mr. Killam stated that for security reasons, they had to put in lighting along the back of the site. He stated that 3 Fisher is the building with the most change. Ms. Adams asked about the windows and their reflective quality. Mr. Killam stated that they are not reflective, but rather a dark tinted glass. Chair Williams asked for a spec sheet for the windows. He confirmed the window frames will be black.

Ms. Bethoney asked if the new planting schedule is what they are going with. If so, there are a few plants in there that are not native. She stated that the Town of Franklin has a list and asked Mr. Killam to swap in native plants. Landscape Designer Jill Staugaard of HFA stated that she tried to find native plantings and trees. She asked for the link to the plant/tree list. Ms. Bethoney asked about the stormwater strategy. Mr. Killam stated that they resubmitted the modifications to Planning Board. The biggest change is that they are not going to demolish and make a parking lot where one of the buildings are. He stated that stormwater strategy is changing as it is roof instead of parking lot.

Mr. Killam explained the 3 Fisher Street Renovation design slide and explained the long-term vision. He stated that so much has changed with the market and retail in the area since the pandemic. The long-term vision is to do the bulk of the site work changes and renovation. The goal is to get the building healthy, stable, and structurally in good shape, and then over time, they will revisit with the Town what will be the next phase of the project.

Chair Williams stated that they are a recommending board for building facades, site and landscape plans, and lighting plans.

Motion: To **Recommend** the facade as submitted. Motioned by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES. Voted 4-0-0.

Motion: To **Recommend** the site and landscape plans as submitted and update the non-native plants per the Franklin guidelines. Motioned by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES. Voted 4-0-0.

Motion: To **Recommend** the lighting plan as submitted as long as the Fisher Street side is cleaned up to have zero light spillage into the residential area. Motioned by P. Lopez. Seconded by A. Adams. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES. Voted 4-0-0.

GENERAL MATTERS

Approval of Minutes: July 25, 2023

Motion: To **Approve** the July 25, 2023 Meeting Minutes as presented. Motioned by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES. Voted 4-0-0.

Chair and Commission Comments

None.

Old Business

Ms. Bethoney asked what was going on with the processing of the revising of the language. Chair Williams stated that he needed to check with Jim Bartro and Bryan Taberner where that was left off, and he will connect with Mr. Taberner this week to see where things stand, and he will report back.

New Business

Ms. Bethoney stated that she saw the new Shaw's sign. Chair Williams stated that some people complained that it looked small.

Motion: To **Adjourn** by C. Bethoney. Seconded by P. Lopez. Roll Call Vote: Williams-YES; Lopez-YES; Bethoney-YES; Adams-YES. Voted 4-0-0.

Meeting adjourned at 7:38 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary