



**Economic Development Subcommittee
Agenda & Meeting Packet
May 21, 2025**

Meeting will be held at the **Municipal Building**
Council Chambers, 2nd Floor
355 East Central Street
5:45 PM

A NOTE TO RESIDENTS: All citizens are welcome to attend public meetings in person. **To view the live meeting remotely, citizens** are encouraged to watch the live stream on the [Franklin Town Hall TV YouTube channel](#) or the live broadcast on Comcast Channel 9 and Verizon Channel 29. Meetings are also archived by Franklin TV on the [Franklin Town Hall TV YouTube channel](#) and shown on repeat on Comcast Channel 9 and Verizon Channel 29 for those who miss the live meeting. **To listen to the meeting remotely** citizens may call-in using this number: 1-929-205-6099. This will not permit participation in the meeting. **To participate in the meeting remotely** citizens are able to join a [Zoom Webinar](#) using the information provided below.

- Zoom Webinar ID #820 5364 8422
- Zoom Webinar Link [HERE \(https://us02web.zoom.us/j/82053648422\)](https://us02web.zoom.us/j/82053648422)
- **Any participants who wish to speak** during the webinar must enter their **full name and email address** when joining the webinar.
- All participants will be automatically muted upon joining the webinar. In order to speak, participants – who have entered full name and email address – will need to select the “Raise Hand” function to request to be unmuted.
- All speakers will be required to state their full name and street address before commenting.

Agenda:

1. [Home Occupation Zoning Bylaw Amendments – Residential Commercial Kitchen](#)
 - a. [Zoning Bylaw Amendment 25-9X1: Changes to §185-3. Definitions: Residential Commercial Kitchen](#)
 - b. [Zoning Bylaw Amendment 25-9X2: Changes to §185 Attachment 3: Shared Use Commercial Kitchen](#)
2. [Update to Schedule of Service Fees – New Residential Commercial Kitchen Fee](#)
 - a. [Bylaw Amendment 25-9X3: Addition of Service Fee – Residential Commercial Kitchen](#)
3. Adjourn



**PLANNING &
COMMUNITY DEVELOPMENT**
TOWN of FRANKLIN

MEMORANDUM

TO: MELANIE HAMBLÉN, CHAIR, ECONOMIC DEVELOPMENT SUBCOMMITTEE

FROM: AMY LOVE, TOWN PLANNER

RE: RESIDENTIAL COMMERCIAL KITCHENS

CC: JAMIE HELLEN, TOWN ADMINISTRATOR BRYAN W. TABERNER, AICP, DIRECTOR, MARK G. CEREL,
TOWN ATTORNEY; GUS BROWN, ZONING ENFORCEMENT OFFICER

DATE: MAY 14, 2025

As requested, the Department of Planning & Community Development (DPCD) has developed draft Zoning Bylaw Amendments related to Residential commercial kitchens. Two amendments were needed, one to define the use, and another to add the use to the use regulation schedule.

There are a variety of uses for Residential commercial kitchen allowing residential homes to prepare food for retail sales off the premises. The use of Residential commercial kitchen are only allowed in units with a private septic system. Those with public sewer (Town) are prohibited from Residential Commercial Kitchen use.

Recommended Zoning Bylaw Amendments. The following Zoning Bylaw amendments are attached for consideration:

Zoning Bylaw Amendment 25-9X1, Changes to §185-3. Definitions, Residential Commercial Kitchen, adds a definition for Residential Commercial Kitchen to the Town's Zoning Bylaw.

Zoning Bylaw Amendment 25-9X2, Changes to §185 Attachment 3. Shared-use Commercial Kitchen, adds the Shared-use Commercial Kitchen use to the Use Regulation Schedule.

If the Economic Development Committee supports the attached Zoning Bylaw Amendments, I request the Amendments be sent to the full Town Council for further consideration. Please let me know if you have questions or require additional information.



TOWN OF FRANKLIN

ZONING BYLAW AMENDMENT 25-9X1 CHANGES TO §185-3. DEFINITIONS

RESIDENTIAL COMMERCIAL KITCHEN DEFINITION

A ZONING BY-LAW TO AMEND CHAPTER 185 SECTION 3 OF THE CODE OF THE TOWN OF FRANKLIN

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL THAT:

Chapter 185 of the Code of the Town of Franklin is hereby amended at section §185-3 Definitions by **adding** the following text in proper alphabetical order:

RESIDENTIAL COMMERCIAL KITCHEN – A Residential Commercial Kitchen space primarily for preparing, cooking, and producing food for off premises consumption and/or sales. The Residential Commercial Kitchens is an allowed use in the unit if serviced by an on-site subsurface sewage disposal system (Septic Tank); connection to public sewer (Town) is prohibited.

The foregoing Zoning By-law Amendment shall take effect in accordance with the Franklin Home Rule Charter and Massachusetts General Law Chapter 40A, Section 5.

DATED: _____, 2025

VOTED: _____

UNANIMOUS: _____

A TRUE RECORD ATTEST:

YES: _____ NO: _____

ABSTAIN: _____ ABSENT: _____

RECUSED: _____

Nancy Danello, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council



TOWN OF FRANKLIN BYLAW AMENDMENT 25-9X2

A ZONING BY-LAW TO AMEND THE FRANKLIN TOWN CODE AT CHAPTER 185, ATTACHMENT 8, USE REGULATIONS SCHEDULE PART VII: ACCESSORY USES

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL THAT:

Chapter 185 of the Code of the Town of Franklin is hereby amended by the following **additions** to §185, Attachment 8, Use Regulation Schedule Part VII, Accessory Uses:

185 Attachment 8
USE REGULATION SCHEDULE
PART VII

Symbols in the Use Regulations Schedule shall mean the following:

Y = A permitted use. N = An excluded or prohibited use.

BA = A use authorized under special permit from the Board of Appeals.

PB = A use authorized under special permit from the Planning Board.

P/SP = Permitted as of right. A special permit from the Board of Appeals is required if the proposed project results in an increase in estimated water consumption of more than 15,000 gallons per day.

Accessory Uses		District														
		RRI RVI	RRII RVII	SFRIII	SFRIV	GRV	NC	RB	CI	CII	DC	B	I	LI	O	MBI
A1	Boarding	N		Y	Y	Y	Y	N	Y	Y	N	N	N	N	N	N
A2	Contractor's yard	N		N	N	N	N	N	N	N	N	Y	Y	N	N	N
	a. Landscape materials storage and distribution	N		N	N	N	Y ³	Y ³	N	N	N	Y	Y	N	N	N
A3	Home occupation (See § 185-39B.)	Y		Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	N	N
	<u>a. Residential Commercial Kitchens⁹</u>	<u>Y</u>		<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>
A4	Manufacture, assembly, packing of goods sold on premises	N		N	N	N	Y ¹	N	Y ¹	Y ¹	Y ¹	Y	Y	N	Y ¹	Y
A5	Off-street parking (See § 185-39C.)	Y		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
A6	Professional office, studio (See § 185-39A.)	Y		Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y
A7	Restaurant, bar	N		N	N	N	N	N	Y	Y	Y	Y	Y	Y	Y	Y
A8	Retail sale of nonagricultural products manufactured, warehoused or manufactured, warehoused or distributed on or from premises	N		N	N	N	Y	N	Y	Y	Y	Y	Y ²	N	Y ²	Y
A9	Scientific use in compliance with § 185-37	BA		BA	BA	BA	BA	N	BA	BA	BA	Y	Y	Y	Y	Y
A10	Signs (See § 185-20.)	Y		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
A11	Single-family dwelling for personnel required for safe operation	Y		Y	Y	Y	Y	N	Y	Y	N	Y	Y	Y	Y	N
A12	Other customary accessory uses	Y		Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y
A13	Other retail sales, services	N		N	N	N	Y	N ⁴	Y	Y	Y	Y	Y	Y	Y	Y
A13.1	Animal grooming	BA		BA	BA	BA	BA	N	Y	BA	Y	BA	BA	BA	BA	BA
A14	Operation of not more than 5 automatic amusement devices	N		N	N	N	N	N	N	Y	Y	Y	Y	N	N	Y
A15	Warehouse/distribution facility	N		N	N	N	N	N	N	Y	N	Y	Y	N	Y	Y
A16	Wholesale office, salesroom															
	a. With storage	N		N	N	N	N	N	Y	Y	Y	Y	Y	N	Y	Y
	b. Without storage	N		N	N	N	N	N	Y	Y	Y	Y	Y	Y ²	Y	Y
A17	Catering	N		N	PB	PB	PB	N	Y	Y	Y	Y	Y	Y	Y	Y
A18	Function hall	N		N	PB	PB	PB	N	Y	Y	Y	Y	Y	Y	Y	Y
A19	Ground-mounted Solar Energy System ⁵															
	a. Small-scale	Y		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
	b. Medium-scale ⁶	PB		PB	PB	PB	N	PB	N	PB	N	PB	Y	N	PB	PB
A20	Agricultural with Poultry, parcel under 5 acres ⁷	Y ⁵		Y ⁵	Y ⁵	Y ⁵	Y ⁵	Y ⁵	N	N	N	N	N	N	N	N
A21	Accessory Dwelling Residential Unit ⁵	Y ⁸		Y ⁸	Y ⁸	BA	BA	BA	BA	BA	BA	N	N	N	N	N

NOTES:

1. But N if occupying more than 50% of the floor area occupied by the principal use and not more than five persons employed on the premises in the DC District and CI District and not more than 10 persons in the CII District and O District.

2. Provided that no more than 25% of the total floor space is used for display or retailing.

3. Such uses shall be restricted to seasonal operations only.

4. Accessory retail sales within a Country Store, as defined in §185-3, shall not exceed 50% of the establishment's floor area open to the public.

5. See §185-19, "Accessory buildings and structures".

6. Planning Board Site Plan Review is required of all Medium-scale Ground-mounted Solar Energy Sytems.

7. Any related structure shall be to the rear of the property's primary building, and at least 25 feet from side and rear property lines.

8. A second Accessory Dwelling Unit on the same parcel will require a Special Permit from ZBA.

9. See limitation of the definition in 185 Section 3

Franklin DPCD

Revised May 14, 2025

The foregoing Zoning By-law Amendment shall take effect in accordance with the Franklin Home Rule Charter and Massachusetts General Law Chapter 40A, Section 5.

DATED: _____, 2025

VOTED: _____

UNANIMOUS: _____

A TRUE RECORD ATTEST:

YES: _____ **NO:** _____

ABSTAIN: _____ **ABSENT:** _____

RECUSED: _____

Nancy Danello, CMC
Town Clerk

Glenn Jones, Clerk
Franklin Town Council



**TOWN
ADMINISTRATOR**
TOWN *of* FRANKLIN

1

MEMORANDUM

Date: May 16, 2025
To: Town Council
From: Jamie Hellen, Town Administrator
Amy Frigulietti, Deputy Town Administrator
RE: Bylaw Amendment 25-9X3: Addition of Service Fee – Residential Commercial Kitchen

The Department of Planning & Community Development (DPCD) has drafted two Zoning Bylaw Amendments related to Residential Commercial Kitchens to be considered for recommendation to the Town Council by the EDC at their 5/21/25 meeting; one to add a definition for Residential Commercial Kitchen to the Town's Zoning Bylaw, and one to add the Shared Use Commercial Kitchen to the Use Regulation Schedule.

We are asking the EDC to also consider a third bylaw amendment, to amend the Town Code at Section 82-6, Schedule of Service Fees, by adding a new service fee for Residential Commercial Kitchen. The proposed fee is \$100, as recommended by Health Director Cathleen Liberty, and that is commensurate with similar fees in the fee schedule.

More information is provided in the May 14, 2025 dated memo from Town Planner Amy Love as well as the two proposed bylaw amendments, which are included in the agenda packet for the May 21st EDC meeting.

Please let us know if you have any questions.



**TOWN OF FRANKLIN
BYLAW AMENDMENT 25-9X3**

**CHAPTER 82, FEES, MUNICIPAL SERVICE:
RESIDENTIAL COMMERCIAL KITCHEN**

A BYLAW TO AMEND THE CODE OF THE TOWN OF FRANKLIN AT CHAPTER 82, FEES, MUNICIPAL SERVICE, BY ADDING A NEW SERVICE FEE: RESIDENTIAL COMMERCIAL KITCHEN

BE IT ENACTED BY THE FRANKLIN TOWN COUNCIL that Chapter 82 of the Code of the Town of Franklin is amended at Section 82-6 Schedule of Service Fees, Subsection G. Health, by inserting, in appropriate alphabetical order, a new service fee as set out below:

§ 82-6. Schedule of service fees.

G. Health

Service Fee	Rate
<u>Residential Commercial Kitchen</u>	<u>\$100.00</u>

This Bylaw shall become effective according to the provisions of the Town of Franklin Home Rule Charter.

DATED: _____, 2025

VOTED: _____

UNANIMOUS: _____

A TRUE RECORD ATTEST:

YES: _____ **NO:** _____

ABSTAIN: _____ **ABSENT:** _____

RECUSED: _____

**Nancy Danello, CMC
Town Clerk**

**Glenn Jones, Clerk
Franklin Town Council**