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**Town of North Reading**  
*Massachusetts*

*Community Planning*

TOWN CLERK  
NORTH READING, MA

### MINUTES

**Tuesday, August 18, 2020**

Mr. Warren Pearce, Chairperson called the Tuesday, August 18, 2020 meeting of the Community Planning Commission to order at 7:30p.m. via Virtual Meeting (Zoom, participants may call 1-301-715-8592, meeting code 9854300926).

#### MEMBERS

PRESENT: Warren Pearce, Chairperson  
Ryan Carroll, Clerk  
Christopher Hayden  
David Rudloff

#### STAFF

PRESENT: Danielle McKnight, AICP  
Town Planner/Community Planning Administrator  
Debra Savarese, Administrative Assistant

Mr. Pearce informed all present that the meeting is being recorded.

Mr. Pearce read the Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the North Reading Community Planning Commission IS BEING CONDUCTED VIA REMOTE PARTICIPATION. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to this meeting while in progress may do so by calling in 1-301-715-8592 and meeting code 9854300926.

### **Main St. / Winter St. Discussion**

Mr. Pearce asked the members if they read the Next Steps memo that was provided by Abacus [Architects + Planners] (see attached)

Mr. David Pollack of Abacus did an overview of the March 20<sup>th</sup> meeting, the Next Step recommendations and the slideshow that was shown on that date. (See attached) They're proposing to keep all of these ideas on the table, but pick one to do more realistic modeling on how much housing, retail, parking and build one out in a computer model, rather than these colored hand sketches, to get a better sense of how it would work and to focus the community conversation with an understanding that in the future there's going to be a lot of other people involved, particularly people with strong economic interest and it may not be necessary to narrow the direction and say that this is the plan that needs to be built. The housing is going to set a certain amount of market demand, a big housing developer who is a partner in building, is also going to have an opinion about how much parking is required, retail is going to have that same type of opinion. The town's commercial parking requirements, that apply which are in the general zoning code are probably more than what's necessary. He doesn't think they diverge much from what is needed. They would like to get a target amount of parking because it's going to limit the amount of housing, the height of the buildings and the shape of the whole site. The parking requirements for outdoor spaces are listed as 10x20 and 9x18. You would be able to get more parking if they were listed at 10' wide. The next phase of this work is a lot of counting.

Mr. Pearce stated that there is a clear buying habit of people, as far as vehicles go. They either buy small cars, pick-up truck or SUV. Rather than picking a hard line on it, you would want to create a parking situation which has a clearly marked compact car parking and then nomenclature for the other ones, but provide enough for the larger ones to solve the problem.

Mr. Hayden stated that there is no public transportation in this town. So, people that rent a one bedroom apartment are most likely going to need two cars.

Mr. Pearce stated that part of the concept that they put forth, is that there is the possibility during the daytime for some of these businesses to have daytime traffic, to use the parking spots of the people who have gone to work.

Mr. Rich Wallner of the Select Board stated that he thinks that there are going to be more active adults that like this lifestyle.

Mr. Pearce stated that he does see a demand for the one and two bedrooms units that may actually work in some of these retails.

Mr. Pollack stated that they are not looking to change the zoning this evening. They are looking for metrics, so they can model. If you tell them to stick with the 2-bedroom units the buildings are not going to be that tall because there won't be enough room for 1-bedroom apartments. If they model 1.5 it will allow for more housing.

Mr. Pearce stated that they may be able to get that information from the Edgewood apartments.

Mr. David Eisen of Abacus stated that they could show two cars per unit and two-story buildings with the point that if you do 1.5 these could be three-story buildings with no more additional parking. We can also wind that to spaces per unit down a bit with the idea that at night it borrows from the commercial.

Mr. Pearce stated that in the memo it shows that you recommend against two-story with three-story being the minimum.

Mr. Eisen stated that they believe that, but on the other hand if they have two spaces per unit and three stories, essentially paves massive amount of space. We don't want to make it to tall and have too few buildings because it's all asphalt. This will become clearer as we go from conceptual sketches to really being able to give numbers, here's how many spaces, units and floors.

Mr. Pollack stated that one of the things that Mr. George Cole of Leggat McCall Properties emphasized is that housing is the economic drive for this project. The housing has to essentially fund the sewage treatment plant.

Mr. Pearce stated that they may be able to fund it with the State Revolving Fund and the users of the sewer are the ones that will pay it back.

Mr. Wallner stated that he keeps thinking of this space as being charming, quaint, and very walkable and not car centric. He's very much imagining that after this gets created, on the outskirts, things are going to happen. The look and feel has to like a village, real town square,

real friendly, very pedestrian type feel to it. So, if it squeezes a little bit on the parking, he would be okay with it. He thinks in the long run that they are going to find more parking spaces where people can pull in from the side streets.

Mr. Pearce stated that he doesn't think that having something that looks like a landing strip for parking would look good. It needs to be broken up and have a little bit of a feel to it.

Mr. Vincenzo Stuto of the Select Board asked if there was any study that shows a detriment when there's not enough parking. Because he does agree with Mr. Wallner that North Reading is so nice that you want that village feel. However, if we put up that kind of money that he knows is going to be needed for something like this, would restricting the parking too much then make something where we have a little Disneyland, but no one's coming.

Mr. Pearce stated that they do have some studies that were done, but we would take advantage of Abacus and the people they have hired to tell us what's worked in other places and take a look at what's going on with the economy in our town and how that relates to other towns of similar size and how the parking would work out there. The 1.5 cars per unit is not an uncommon calculation. Right now, it's not what we use in North Reading, but because there's an ability to have overlap parking that's what makes the 1.5 work.

Mr. Eisen stated that so much has changed in the past couple of years and there are huge changes happening right now. Two years ago it was about self-driving cars, now they kind of hit the brakes, but will they be back. Uber was doing great, but have gone down the tubes, will they be back. There are a lot of questions, a lot of studies and a lot of predictions.

Mr. Pollack stated that there are more questions to be answered, but there are two that have already been put out there. This idea that we focus on one option and do more detailed modelling, development and metrics, and do pedestrian street B that we work with and the other question was should we set the North site on the other side of Winter Street aside and not be modelling a bigger project there because we don't know what that is and could be just as problematic proposing modifications, so just put a hold on that.

Mr. Pearce stated that at one of the discussions the CPC decided that that property (Kitty's) should not be included in the project.

Mr. Hayden stated that it should not be incorporated into this project, right now.

Mr. Rudloff stated that he agrees that this site should not be included, at this time.

Mr. Pollack asked if the CPC is comfortable doing modelling of one design and having all of the plans still present. The most likely way to go forward with this is to bring in a master developer, who will have a lot to say. So, it would be really premature to think that we made all of the

decisions about the specifics of the plan. It's really about the numbers and this is what will draw in all of the developers.

Mr. Eisen stated that one of the goals of this is to go to the property owners. They own the property and we can't do anything without them, but not say, not only do we have one vision, we have six visions. They're likely going to say that the town needs to make up their minds, so the idea is to really have one vision, but say that it could change.

Mr. Pearce stated that Pedestrian B plan seems to be the right plan to go with and get some graphics. If someone has comments or an idea to make changes to this plan we have the other plans to refer to.

Mr. Eisen stated that they will reasonably wind back the retail a little bit and put it in the most critical places.

Mr. Pearce stated that they should do the commercial and residential more in line with MAPC's recommendation.

Mr. Wallner stated that when they sold the school they only had one plan, not six designs. He would prefer to see elevations and views for one concept.

Mr. Pearce stated that he liked the placement of the gazebo on plan B.

Mr. Pollack asked the following questions:

1. Where it is most important to have the ground floor commercial?
2. Are we going to include the community building and how big will it be?
3. How many apartment buildings with retail and without?
4. How many apartments vs. townhouses?
5. Where does the CPC want the retail?

Mr. Pearce stated that he would like the retail to be along the center walkway. The community building should be left on the plan, but not put a lot of time into it, until the Facilities Master plan is completed because he still thinks that in one of these buildings, closest to Main Street, it would be good to have town offices. The Facilities Master plan is going to have to come up with the town getting a new town hall which he thinks they plan to do anyway.

Mr. Pollack stated that there's four groups of buildings that could have retail. MAPC's report said six restaurants and ten shops, but there's room for more.

Mr. Pearce stated that he would prefer to have more commercial space.

Mr. Eisen stated that they could do this in three-dimensions, but not do fancy renderings. It's easy enough to show a bit more. To come back with what the tradeoffs are.

Mr. Hayden stated that he likes the thought on the cross street, doing that all commercial, both sides and maybe on center pedestrian make those two large buildings that are on that street do all commercial on the bottom floors.

Mr. Pearce stated that having commercial on Main Street will allow for signage that people will be able to see. They won't be able to see what's on the internal shops.

Mrs. McKnight asked if it might become more important to have commercial on Main Street if they should ever be successful in getting D.O.T. permission to allow on-street parking along that stretch.

Mr. Eisen asked what the chances are.

Mrs. McKnight stated that she would reach out to D.O.T. and see if she could get that information, to help guide us.

Mr. Pearce stated that while working on the Complete Streets, they have discussed changing it from a four lane to a three lane with a turn lane in the middle. It would make it far more feasible to do that.

Mrs. McKnight stated that they did submit a warrant article for June Town Meeting which then got pushed off to the October Town Meeting, to ask for design funds to start working on a redesign of Main Street and part of that would be working with D.O.T.

Mr. Pollack stated that the plan also shows 92 town houses which won't be hard to sell.

Mr. Pearce and Mr. Hayden agreed that the town houses should stay on the plan.

Mr. Pollack asked what the height of the buildings should be.

Mr. Stuto stated that when it comes to the height we should probably also refer to what's going on with the 40B dispute at 20 Elm Street because if we make a recommendations to go x-high, after telling the owner of 20 Elm that we don't like the design because it's too high. We don't want to put the town in a situation.

Mr. Pearce stated that three stories would probably be a good height and would blend more in with the character of the town. If anything was to go higher there would have to be a good reason for it.



Mr. Pollack stated that being conscious of the 40B development is vital, but this land happens to be zoned for a lot more height. The four-story is likely be 40 to 45'. Even with the grandfathered commercial, it would be 50', at most.

Mr. Eisen stated that he doesn't know what the Elm Street character is like, but town centers are usually greater height.

Mr. Pearce stated that they already have a 60' height restriction there now, so we'll just leave that alone.

Mr. Hayden stated that the other thing on this site compared to the Elm Street site is that were are not going ten feet from the lot line and the neighborhood is different.

Mr. Stuto stated that he agrees with everything that was said, but this is more of a perceptions reality thing. The town is up against a department at the state that really tries to do everything in their power to go pro-developer, so, if we don't want to give them even a little bit of an opening and he thinks that they should be cognizant of that.

Mr. Pearce stated that the zoning makes a huge difference, along with the overlay district.

Mr. Wallner stated that they should try to go for the most aesthetically pleasing. He can imagine the inter-generational community center and town hall being quite tall because they are going to be stacked together, to optimize that space and the outer perimeters probably being a little taller than maybe the inside perimeters to make it more visually pleasing.

Mr. Pearce stated that that would be the 3 to 4 stories.

Mr. Carroll stated that the perimeter lends itself to the taller buildings.

Mr. Pollack asked if there is any interest in having parking on the ground floor of some of the buildings and also under the townhouses. It's better when you have parking under a residential building because there is just a garage door, at one end. He's not recommending this, but if you do this, you have the capacity to accommodate more cars and you can have more green and more apartments.

Mr. Pearce stated that his initial reaction is to leave it the way it is and then wait for the market. So, when the developer comes along and says no I have customers for this particular design, we can make concessions.

Mr. Pollack stated that most developers want to put parking under the ground floor, of all these buildings and were not going to let them do that.

Mr. Carroll stated that showing some of that may be a good option. Any developer is going to want to maximize density on the site to increase their profits. So, we can show that were open to it and can show them how they can increase the density makes it more appealing.

Mr. Eisen stated that parking below buildings, you can do a lousy job with it and it's really ugly, or you can fit it in so it's relatively well done. We can help show how to increase density, but do it in a sensitive way as a model for what developers should be doing.

Mr. Pollack stated that they will put this together and get it back to the CPC.

Mr. Wallner stated that once they get the graphics they will be able to show it to the land owners.

Mr. Carroll left the meeting at 8:53pm.

Mr. Stuto asked if the site was built with a septic would it be an easy switch to sewer.

Mr. Pearce stated that it would be easy to switch over.

### **Minutes**

Mr. Hayden moved, seconded by Mr. Rudloff and voted 3-0: (Mr. Bellavance & Mr. Carroll absent)

that the Community Planning Commission vote to approve the minutes of August 4, 2020, as written

### **Reorganization of Officers and Liaisons**

The consensus of the board is for all officers and liaisons to remain in their position.

Mr. Hayden moved, seconded by Mr. Rudloff and voted 3-0: (Mr. Bellavance & Mr. Carroll absent)

### **Planning Administrator Updates**

#### **Fedex Facility- public hearing**

Mrs. McKnight stated that there is no Site Plan for the board to review because the building was constructed in Wilmington.

Mr. Pearce stated that they need to submit a Site Plan, so that the board can see what their intentions are for the portion of the site that they would making changes to in North Reading.



Main Street redesign

Mr. Wallner stated that the \$200,000.00 funding for the Main Street redesign may be removed from the October Town meeting.

13 Edgewood

Abutters would like to purchase a portion of Town owned property which is part of the Affordable Housing Overlay District. The CPC should conduct a site visit.

Senior Affordable Housing Feasibility Study – Carpenter Drive

Design Consultants was hired to do the soil testing.

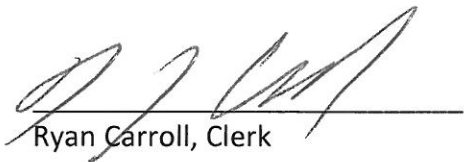
3 Carpenter Drive

Mr. Stuto stated that Carpenter Drive will not be put onto the warrant. More discussion is needed.

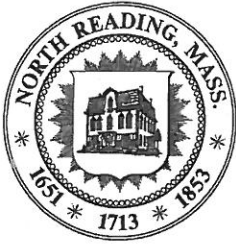
Select Board meeting – 10/3/2020

Adjournment at 9:24PM

Respectfully submitted,



Ryan Carroll, Clerk



**TOWN OF NORTH READING**  
*Massachusetts*

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*Community Planning*

TO: Community Planning Commission  
FROM: Danielle McKnight, Town Planner  
DATE: August 14, 2020  
RE: Abacus/Main Street project

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Abacus has suggested the following organization for our meeting:

- Set up screen share (Abacus)
- Overview of work to date (Abacus)
- Summary of call with George (Abacus – they have listened to the recording)
- Fairly quick run through the memo we wrote going through our recommendations and questions assuming people have reviewed it already (Abacus)
- Open things up for questions, answers, direction etc. from the CPC

In their words, they anticipate a discussion and then direction to proceed with drawing work as proposed leading to a next meeting; or an alternative if the CPC wants to go in a different direction.

August 4, 2020

Danielle McKnight, AICP  
Town Planner/Community Planning Administrator  
North Reading, MA

### **Main Street/Winter Street Project – Next Steps Recommendations**

This memorandum provides an overview of the work to date on the Main Street/Winter Street Town Center Study and offers suggestions for next steps to move the project forward. These suggested next steps take into consideration the key stakeholder groups that are critical to the success of the project, including the landowners, neighbors, Town Meeting, Select Board, and potential development companies that might play significant roles in the future execution of the project. And the public whose support is needed.

#### **I Overview**

Six concept plans for the overall site have been presented and discussed. All of the plans seem to offer useful options, and together they present a spectrum of possibility that could be helpful for continuing discussions. Many of the stakeholder groups and individuals have not yet had a chance to join the conversation. Our recommendation is to keep all of the concept plans “on the table” and to pick one plan for some additional quantification and modeling which will be broadly applicable to other organizational diagrams. The focus of this additional study is to get more “real” about development parameters that can be measured against zoning requirements and dimensional regulations, and that can also serve as a basis for economic modeling of future development.

Specifically, we recommend working with the concept called “Pedestrian Street B”.

We also recommend setting the parcels north of Winter Street (Kitty’s) aside for the moment, understanding that they can easily be incorporated into a master plan but that they are not necessary for a successful project and that the big questions raised by the project can be addressed and understood without including those parcels in the discussion.

#### **II Project Goals**

The central goal is to formulate a plan that will improve underutilized properties and make the area “a more vibrant, interesting, pedestrian-friendly, mixed use district with better retail offerings, housing and potentially a civic or public use.”

Wastewater management is a key element of the plan. Municipal sewerage is a long-term objective of the town but, understanding that there is no schedule for those improvements, this plan anticipates including an on-site treatment facility that will be an initial cost to the project.

### **III Project Assumptions**

It is our understanding that new housing will be the primary economic driver for the project, creating the greatest part of the value that will make possible the many project objectives including:

- Compensate the current landowners;
- Pay for the wastewater treatment facility
- Support public open space and other community amenities
- Support affordable/workforce housing,
- Support desired commercial uses including restaurants, cafes and shops that will be essential to the overall success of the project – and create the Town Center North Reading wants.

Accordingly, the project should include the maximum amount of appropriate, community-scaled housing that can be feasibly incorporated into a coherent and desirable plan in order to pay for the significant investments in infrastructure and amenities that are critical to the plan's success and help support commercial, retail and public spaces in critical locations. More homes mean more people living on the site – more shoppers and diners, more walkers, talkers, and park bench-sitters, more vibrancy and sense of place.

### **IV Real Estate Tax Consideration**

North Reading has paid a lot of attention to the zoning of this area. For a long time the HB district was maintained in order to maximize opportunities to support commercial development and relieve the tax burden on homeowners. More recently, the Main Street Mixed Use Overlay (MSMU) district was created for the area, acknowledging the critical role that residential development plays in the current economy, and that it will also relieve the tax burden on current homeowners.

We strongly support commercial development as an integral part of the master plan for the site. Restaurants, cafes and shops are essential to mixed-use community development. Additionally, meals and beverage taxes provide additional local revenue.

At the same time, there are several reasons that residential development will contribute significantly to net tax revenue (after allocating schools cost, etc.), and that allay any perception that residential development will be a burden:

1. North Reading has a single tax rate taxing commercial and residential property, so the relative advantage of commercial property tax revenue seen in other communities where the commercial rate can be double or more is not a factor in North Reading.
2. Commercial buildings require significantly more parking per square foot of building area, while those commercial buildings don't have a higher value on a square foot basis. More residential building can be accommodated on a site based on the lower parking requirement, so new residential development provides significantly more tax revenue per unit of land, and that offsets the added burden of providing services.

## **V Current Zoning**

The site is zoned Highway Business (HB), and all of the parcels except the biggest (Ocean State Job Lot) are within the Main Street Mixed Use Overlay (MSMU).

The MSMU overlay keeps in place all of the base requirements of HB and adds multi-family to the mix by Special Permit with a goal of revitalization and fostering “a town-center-type development pattern.” The MSMU basically adds two specific stipulations to the underlying HB requirements:

1. Each building can be max 80% residential and must fill the other minimum 20% with an allowed use – either by right or Special Permit.
2. Required parking is 2 spaces/DU, 10’x20’ outdoors or 9’x18’ indoors.

Highlights of the HB district:

1. Setbacks: 20’ front, side and rear
2. Max Height: 60’
3. Max Building Area: 70%

Other parking requirements (town-wide):

- Retail: one space per 300 GSF of building.
- Medical office: one space per 250 GSF
- Community building: one space per 400 GSF

## **VI Zoning Discussion and Questions**

Our current thinking about how the HB/MSMU requirements relate to the project goals is as follows:

- 60’ height limit: Probably fine;
- 70% area limit: Probably fine, needs to be checked;
- 20’ setbacks: Acceptable for most conditions but possibly worth consideration along Main Street, and also should be open to reconsideration within the development. Obviously, townhouses are “zero lot line” at the party walls, etc.
- Minimum 20% commercial in all buildings: Requires reconsideration – obviously for townhouses, but also this needs to be evaluated against a realistic assessment of how much commercial can be successful on the site. It may be that some housing-over-commercial buildings are not well situated for retail and should be allowed to be all housing.
- Parking 2 spaces/DU: This requirement is high compared with peer communities, and many communities are lowering minimum parking requirements. We recommend that this be reconsidered and targeted somewhere between 1 and 1.5 spaces/DU. This number should be determined in consultation with housing developers.
- Commercial parking requirement: The retail and medical office requirements of 1 space/300 SF and 250 SF respectively are reasonable starting points that should be refined in consultation with mixed-use developers. Consideration should be given to shared parking

between housing and commercial to integrate anticipated shared use of spaces (days/nights/weekends).

- Outdoor parking space size: The required 10'x20' parking space size is large and not consistent with many peer communities requirements that accommodate compact cars, etc.
- Parking along 28: This would be very advantageous for commercial – with a 2 hour limit.

## **VII Recommended Design Parameters**

As noted above, we recommend moving ahead with further development of the Pedestrian Street B concept plan. In order to do this, we need to establish design metrics that can be applied to the plan to bring it forward:

1. How much commercial space? MAPC 2016 recommendation was 10 stores and six restaurants. This needs to be translated into GSF. Is this 50,000 SF? Should the target amount be oversized to reflect a longer-term master plan vision?
2. Where should it be located? If we are trying to leverage limited commercial to create a vibrant town center should it be concentrated along Main Street? Around an open space at the corner of Main and Winter? Along a pedestrian walk off those two streets? All of the above but not on Winter or the areas behind?
3. Should the amount of housing be limited by the 20% commercial minimum? Or would it be okay to have some housing blocks with ground floor residential?
4. What is the right height for the housing (over retail) blocks? We recommend a mix of three- and four-story buildings. Two story buildings will likely produce insufficient land value, and it will be difficult to provide adequate surface parking to support five stories of housing. Structured parking options would support greater density but would perhaps be more difficult politically.
5. Are there any parts of the site where “plinth” parking (ground floor indoor) would be acceptable for consideration? We suspect that this housing model where the ground floor within the building is double-loaded parking will not be viewed favorably in North Reading. However, it is important to discuss and clarify whether it may be considered at all. The advantage is that it allows more green space in exchange for added height.
6. What is the right residential parking requirement? The biggest determinant of how much development can be accommodated on site is the residential parking requirement. We need to establish a number – either the current 2 spaces/DU or a lower number, in order to advance the study. Our recommendation is to lower this number to 1.5 in consultation with market/development consultants who can confirm that developers will invest in projects that provide that level of parking. If the development consultants affirm a lower number than 1.5 spaces/DU we would recommend lower. Shared day/night parking with commercial uses should also be taken into consideration.
7. What is the right commercial parking requirement? We recommend consideration of a design parameter of 3 spaces/1,000 GSF – slightly lower than North Reading’s retail requirement – in consideration of shared day/night use with residential parking. We also recommend that all on-street parking spaces including spaces along Winter and Main Streets be included in the parking count.



8. What is the right amount of housing? MAPC's 2016 recommendation was 37-75 townhomes and 130-172 apartments. Based on more recent information, these upper limits do not appear to reflect a market cap: it is our understanding that there is virtually unlimited demand for quality housing at affordable prices. Therefore we recommend that the limit be determined by the available parking and optimizing the overall quality of the site plan.
9. What is the right distribution between townhouses and apartments (flats)? Should we assume the target ratio recommended by MAPC? Or leave this more fluid and responsive to the site plan? We recommend the latter. For reference, the current version of Pedestrian Street B includes 92 townhomes.
10. Should we continue to include the Community Building, and how big? This is currently included in all six concept plans as a single-story building of 14,000-20,000 SF. Current zoning would require associated parking of 35-50 spaces. For reference:
  - a. Senior Center would probably be 12,000 – 15,000 SF
  - b. Town offices: 12,000 – 15,000 SF
  - c. Multigenerational Community Center: 15,000 – 25,000 SF
  - d. Community Center/Recreation Center with a gym – 30,000+ SF

#### **VIII Recommended Next Steps**

1. Establish design metrics by answering the questions listed in Section VII above. All of these metrics are open to future reconsideration but we need numbers to refine the design. We can take the lead on this, and/or Planning and the CPC can make proposals.
2. Revise and refine the design, and build a computer model version (Sketch-up software) that shows it in 3D so everyone can understand, at a conceptual level, how tall buildings are. We would want some clarity from the CPC on the issues noted above before digging in too deep on this.
3. Community Planning Commission presentation/review of the model and refined plan. After this preliminary review we can then revise the model to make sure that it is in line with the Town's priorities. George Cole noted that North Reading has 3 ways to bring value to the table to entice land owner and developer interest:
  - a. Zoning Changes
  - b. Package treatment plant or sewer system (the Town could advance the funds, or perhaps just engineer for developer implementation)
  - c. A plan – that brings land owners, residents and elected officials together around a shared vision

This next step plan would be structured to propose these advances towards the Town Center goals for consideration.

4. Bring the refined plan in its more developed form, along with the other concept plans to stakeholders and the public. Meetings as determined by CPC – presumably starting with landowners, neighbors, Select Board, etc. All of the issues noted above can be laid out in a clear and concise way.
5. Final Deliverables. Based on feedback we would develop the Project Deliverables per the RFQ and our proposal - in a form that facilitates continued efforts to achieve Town goals.