



Town of North Reading
Massachusetts

Community Planning

MINUTES

Tuesday, October 17, 2023

Mr. Warren Pearce, Chairperson called the Tuesday, October 17, 2023 meeting of the Community Planning Commission to order at 7:35p.m. in Room 14 of the North Reading Town Hall, 235 North Street, North Reading, MA and via Virtual Meeting (Zoom participants may call 1-301-715-8592, meeting code 9854300926, or visit <http://us02web.zoom.us/j/9854300926>).

MEMBERS

PRESENT: Warren Pearce, Chairperson
David Rudloff, Vice Chairperson
Jeremiah Johnston

STAFF

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

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2023 DEC 11 PM 12:35
TOWN CLERK'S OFFICE
NORTH READING, MASS.

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

Planning Administrator Updates:

CPC and Select Board - ADU

Mr. Rudloff stated that following up on a recent Select Board meeting the CPC has been avoiding to meet with them regarding Accessory Dwelling Units, but the meeting has not been scheduled.

Mrs. McKnight stated that she spoke to Jen McNeil, Administrative Assistant to the Town Administrator and Select Board. Jen told her that the Select Board discussed setting up a meeting and asked what dates the CPC would be available.

Mr. Rudloff asked if they would be meeting with the Select Board at one of their meetings, or would they be coming to a CPC meeting. Mr. Pearce stated that he would prefer that the CPC be scheduled for Select Board meeting to discuss this. Mr. Rudloff and Mr. Johnston stated their preference was to have the discussion at the CPC meeting, and both prefer having a written document explaining what the Select Board would like to cover in this meeting, so as to know in advance what their questions may be and prepare.

Minutes

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

that the Community Planning Commission vote to accept the minutes dated October 3, 2023 as written.

Planning Administrator Updates

CPC – November 7, 2023 meeting

Mrs. McKnight stated that the CPC meeting scheduled for November 7th is an election day. She asked the Town Clerk's office if they had a recommendation about holding a meeting and was told that this election could impact anyone who may own property in North Reading, or have interest in any of the projects that may be scheduled, but they are technically allowed to.

Mr. Pearce stated that they should wait until they get closer to the date to see if there is anything of importance that they would need to meet. If not, they can cancel that meeting.

Mrs. McKnight stated that at this time there is a Site Plan Review scheduled for November 21st, but there is nothing else scheduled prior to that..

7 Saint Theresa Street

Mrs. McKnight stated that she is working on the RFP for the St. Theresa property and is hoping to have a draft by the next meeting for the board to review.

MVP – Grant Funding

Mrs. McKnight stated that the Town will need to update its MVP plan in order to stay eligible for grant funding for his program. The Town may be looking at these grants for two failing culverts. The plan will need to be update in the spring. But, in the meantime they're eligible to ask for project funding, but be aware that next year they're in for a new planning process. It has taken a while for them to do this, but she thinks that they should probably plan to start having discussions about what some of the recommended changes. It was previously the Town Engineer who managed the MVP program.

Mr. Pearce asked what changes were made by the State.

Mrs. McKnight stated that the updated standards have to do with equity and climate change.

New England Civil Engineering

Mrs. McKnight stated that she has been working with N.E. Civil Engineering to upgrade the Subdivision Rules, Site Plan Review and Stormwater regulations. They should plan to start having discussions soon about what some of the recommended changes are.

17 Anthony Rd. & 346R Haverhill St. – Definitive Subdivision – cont. P.H. 8:00PM

Mr. Bill Hall of Civil Design Consultants, Inc. stated that since the last CPC meeting they have gone to the Conservation Commission, and they've received an approval from them. The only outstanding question they had from the last CPC hearing was that section of 10" pipe that's in Anthony Road and what happens if that goes from a 10" pipe to a 12" pipe. It does increase the capacity of it when it goes from a 10" to a 12" inch and the next 12" pipe, immediately downstream is only a 0.8% slope and that ends up backing up. That 12" pipe also has a catch basin that connects into it that receives additional flow, so it doesn't improve the system in any manner. The have received the draft conditions and are fine with everything in it.

Mr. Rudloff stated that GM2 addressed this issue and he's fine with the outcome.

Fran Hachey of 7 Wyoming Avenue asked if the board could explain to the people what three options they have in this submission.

Mr. Pearce stated that any changes or conditions that are put on tonight become a part of the approval.

Andrea Pagliuca of 15 Anthony Road asked if they could show her which plan they were referring to in regard to the piping.

Mr. Hall explained where the 10" and 12" pipe will be placed.

Jeff Jones of 16 Anthony Road stated that he would like some clarification about the H.O.A. being responsible for maintaining the detention basin.

Mrs. McKnight stated that the reason is because initially, when they first started reviewing the project the town engineer had mentioned to her, as the previous town engineer had mentioned that the town has a lot of difficulty taking on new stormwater structures that are located on private property. Previously the town had always taken it on when streets are accepted, but the last couple of town engineers have found that to be problematic. A lot of communities don't accept new subdivision roads at all, because they really consider that having that is quite a bit of extra work and taking on more infrastructure is more than the town has ever really planned for. The engineering department is fine with having DPW take care of anything in the public way, but for those that are located on private property it's their preference to not take on that responsibility.

Mr. Pearce stated that the conditional approval requires the formation of an H.O.A. and they would have the responsibility to maintain those structures. The town has struggled with keeping up because there are a lot more to maintain.

Jeff Jones stated that he understands that it's not that big of a deal, but it is big enough that the town does not want to do it. His worst case scenario is if there is a problem he's going to have to go to an H.O.A., but he would feel more comfortable if the town was doing it.

Mr. Rudloff stated that its annual mowing, removal of debris and any sediment deposits at the end of the outflow.

Andrea Pagliuca asked who will do, or conduct the inspections at that point. Does the town at least look at these retention / detention ponds annually? Is this the first time that there has been a shift to an H.O.A., or are there others, and have they been successfully.

Mr. Pearce stated that there have been many, but they would have to go back and to research on that.

Mrs. McKnight stated that there have definitely are some other subdivisions where the roadway has not been accepted, and it will never be because it wasn't necessarily built to the exact standards of the subdivision rules. Dogwood Lane is one of those subdivisions that maintenance will always be done by the H.O.A. We would need to go back to the sixties and

seventies and make a list. They are supposed to report their maintenance, but it hasn't necessarily been done because they haven't had maintenance issues at all, but that's what they're supposed to do.

Mr. Rudloff responded to Andrea Pagliuca's question about inspections. The town will inspect these subdivision while the work is being done, until it has been accepted by the town and then the H.O.A. will then take control and should be reporting to the town every 6 months. He's unsure if it is enforced, but that is the requirement from the town engineer.

Steven Corsetti of 11 Anthony Road stated that Agatha Way and George Root have an H.O.A. and their detention ponds look like a town forest. Whoever maintains them is not maintaining them.

Mr. Pearce stated that they are on a public way. The engineer and Mrs. McKnight verified that.

Bill Lewis of 24 Anthony Road stated that the water comes from 23 Anthony Road and makes its way under the road and ends up between the houses of Anthony and Peter Road. On the drainage plan there are two distribution points. One comes down Richard Road and the other from Victoria Road and he's wondering if Victoria Road is doing the same thing. If that's the case it's going underneath the public infrastructure and ending up on private property. Is that going to make this worse?

Bill Hall stated that they've received records from the engineering department that show two drainage systems, one that goes down Anthony Road to the east, down across the side street and then out behind Peter Road. The other one to the west, down another side street, and out then behind Peter Road. Nothing that they've located, or any of the records that they got from the engineering department had indicated that there are any stubs that go to the area between Anthony and Peter Road.

Ed Sapienza of 25 Anthony Road stated that getting back to the retention ponds that are on the roadway going up the hill. The one on the left has a pipe that's been added to it that drains back into the wetlands. The elevation of that opening that would go back, he can understand if it has to be an emergency overflow to help drain it off, but if it's the other way around and the majority of the water is going to go into the wetlands and the minority of the water will go into the sources. That pipe has been recently added. over time is simply going to be adding over time to that catch basin.

David Cook of 346 Haverhill Street stated that looking over documents from 2015, the water department denied the request because it was going in and out of Anthony Road, within 40' and the fire department also commented that the looping of water main for improved water distribution for both water, quality and fire flows should be required. The CPC is going to approve this because there is a financial burden on the applicant.

Mr. Pearce stated that every piece of infrastructure has to be maintained. Peter and Anthony road are already one big loop, so they're not adding anything by connecting this one to that street.

Mr. Rudloff stated that the current letter that they have from the water department kind of says it all. It's a subdivision rule to have this requirement for the loop. It's not a rule by or for the water department, or the fire department. The fire department is looking at it right now and saying that they don't believe it's necessary. If the engineering or water department wanted the loop they would definitely get the loop. For residual pressure instead of pressure on the line, it's going to be identical. The fact that it loops will not change either one of those things or flow.

The public hearing was closed.

Waivers:

Mr. Rudloff moved, seconded by Mr. Johnston and voted 3 in favor, 0 opposed: (Mr. Carroll & Mr. Griffin absent)

- a. Waiver from Section 350-14 E (3), to allow for a dead end road that exceeds 500 feet without a looped water main. The proposed road is 813 feet in length as measured in accordance with Chapter 350. (GRANTED)

Roll call vote: Mr. Johnston, Mr. Rudloff and Mr. Pearce in favor, none opposed

Mr. Rudloff moved, seconded by Mr. Johnston and voted 2 in favor, 1 opposed: (Mr. Carroll & Mr. Griffin absent)

- b. Waiver from the Town of North Reading Typical Road Section, to allow for the minimum cover over drain pipes to be reduced from three feet to two feet for the 12" RCP between PCB-8 and PDMH-6, and PCB-7 and PDMH-6, as well as the pipe run from PCB-1 and PCB-2 to the existing Anthony Road drainage system. (DENIED)

Roll call vote: Mr. Rudloff and Mr. Pearce in favor, Mr. Johnston opposed

Mr. Rudloff moved, seconded by Mr. Johnston and voted 0 in favor, 3 opposed: (Mr. Carroll & Mr. Griffin absent)

- c. Waiver from the Town of North Reading Typical Road Section, to allow for the use of Cape Cod Berm in place of Vertical granite Curb to match the existing bituminous curbing in Anthony Road. (DENIED)

Roll call vote: Mr. Johnston, Mr. Rudloff and Mr. Pearce opposed, none in favor.

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

that the Community Planning Commission vote to approve the plan entitled, "Definitive Subdivision Plans, 17 Anthony road and 346R Haverhill Street, (Parcel 213-30-61 and 213-47-25). North Reading, Massachusetts 01864; dated 12/6/2022; last revised 8/18/2023; drawn by Civil Design Consultants, Inc. Subject to the terms and conditions of the Certificate of Conditional approval dated October 3, 2023 as amended this evening.

Roll call vote: Mr. Johnston, Mr. Rudloff and Mr. Pearce in favor, none opposed

Adjournment at 9:30PM

Respectfully submitted,
Ryan Carroll, Clerk

